

Acknowledgment to Gratuitous Services and Waiver Form (Interns/Externs/Volunteers Only)

A. I, _____, hereby declare that the services I will perform from approximately ____/____/____ to ____/____/____ in the capacity of a Judicial Intern for the Honorable _____ of the United States District Court for the District of New Jersey are to be rendered solely as a volunteer. I hereby waive any claim or right to receive a salary or other compensation from the District Court in consideration for the performance of duties assigned by Judge _____. (Other than Work Study pay from my law school or university or other stipend from a source approved by my judicial officer).

B. I acknowledge that I am not entitled to receive civil service retirement credit or other related personnel benefits as a consequence of my voluntary employment, except that in the event of any personal injury incurred by me, I shall have those rights to compensation, if any, which may be provided by statute to persons rendering voluntary services to the United States. I further recognize that I retain no personal copyright privileges in any work product prepared by me in the course of my volunteer period. Finally, I recognize that information which I obtain, or to which I shall have access in the course of my volunteer period, is often of confidential nature, and I agree to preserve the confidentiality of such information.

C. Pursuant to The Guide to Judiciary Policies & Procedures, Chapter 310.10, The Code of Conduct for Judicial Employees applies to all employees of the judicial branch, including interns, externs and other court volunteers.

Canon 1: A judicial employee should uphold the integrity and independence of the judiciary and of the judicial employees office.

Canon 2: A judicial employee should avoid impropriety and the appearance of impropriety in all activities.

Canon 3: A judicial employee should adhere to appropriate standards in performing the duties of the office, including avoiding conflicts of interest.

Canon 4: In engaging in outside activities, a judicial employee should avoid the risk of conflict with official duties, should avoid the appearance of impropriety, and should comply with disclosure requirements.

Canon 5: A judicial employee should refrain from inappropriate political activity.

Gift Regulations: A judicial employee shall not, except as specifically permitted, solicit or accept a gift from any person seeking official action from or doing business with the employees court or office, or whose interests may be substantially affected by the performance of official duties.

Honoraria Regulations: Judicial employees may not accept payment for an appearance, speech, or article, including a series of related appearances, speeches or articles related to official duties or where payment is made because of the employees official position.

A violation of these rules could result in a personnel action or, for certain offenses, civil and criminal sanctions under related statutes on conflict of interest. If you have questions after reviewing the information outlined, please contact the Human Resources Manager.

I agree to strive to preserve and protect an independent and honorable judiciary and observe the principles of ethical conduct as required by the Code of Conduct for Judicial Employees.

Signature

Date

Name (Print)

Date

Pursuant to the authority vested in the Director of the Administrative Office of the United States Court by 28 U.S. C. 604(a) (17) and by delegation of this authority from the Director, I hereby accept and authorize the utilization of the gratuitous services described above.

Melissa E. Rhoads, Clerk of Court

Date