

Memorandum
HIGHLY CONFIDENTIAL

From: Mary Gerhardt

To: Legal Counsel

Subject: Hiring Compliance Officer

I must confess to some reservations over your proposed hiring of a Compliance Officer. As I understand it the role involves working with Product Development as a kind of Quality Control to ensure our products meet and indeed anticipate legal and regulatory restrictions thereby lowering our legal exposure.

My concern is that we are shifting our customer focus from the people who buy our products to those who criticize, regulate, cavil, and generally make our lives miserable rather than adding value.

Given the passion that you displayed in lobbying for this hire, I will agree to it. However, if there is evidence of him/her slowing the development process then we will have to revisit this issue.

Mary

HARGREAVES, TAIT, AND RESTOULE INTERNATIONAL

Date: 24 June 20xx

To: VP HR

Subject: Recruitment of Compliance Officer Shortlist

Please find below our recommended shortlist, based on the listed criteria.

DECISION CRITERIA

- Tech. Competence: Range 1 to 5 with 5 Highest
- Teamwork Style: Range minus 5 (Authoritarian) to plus 5 (Participative)
- Reputation for Results: Range 1 to 5 with 5 High

Name	Min. Salary	Tech. Competence	Teamwork Style	Reputation for Results
Beverley Dwang	250000	4.5	2	4
Harry Trotter	250000	4	3	4
David Hancock	250000	5	-3	3
David Hoare	250000	4	1	4
YuCheng Liu	250000	5	5	3.8
Anne Driver	250000	3	4	5