

STATE OF CALIFORNIA } s.s.  
COUNTY OF ORANGE

PETER HARDIN  
FIRST NAME MIDDLE NAME LAST NAME  
DISTRICT ATTORNEY  
DEPARTMENT

I, PETER HARDIN, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter.



SIGNATURE

Subscribed and sworn to before me this 24TH day  
of OCTOBER, 20 14.

TOM DALY, County Clerk-Recorder

By 

Deputy County Clerk-Recorder

◆ F402-38.2 (R11/85)


OCDA PRA RECORDS\_NELSON\_APRIL 2021\_001711

County of Orange  
Employee Code of Conduct  
April 2006

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I acknowledge that I have received the County of Orange, Employee Code of Conduct dated April 2006.

Employee Name (Please Print) Peter Harkin  
Job Classification DDA III  
Agency/Department DA

  
Employee Signature  
12/24/14  
Date

# Orange County District Attorney Policy and Procedure Manual

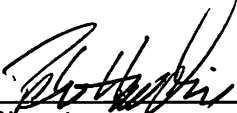
## V. ACKNOWLEDGMENT:

I have received my copy of the *Office Policy Manual* that outlines the policies, and procedures of the District Attorney's Office. I have read and I understand the information contained in the manual. The manual contains brief summaries of various provisions of the Memorandum of Understanding (MOU) and the Personnel Policies and Regulations.

Since the information in this manual are subject to change as situations warrant, it is understood that changes in the manual may supercede, revise, or eliminate one or more of the policies in this manual. These changes will be communicated to me by my supervisor or through official notification. I accept responsibility for keeping informed of these changes.

Peter Hardin  
Employee Name (print)

10/24/14  
Date

  
Employee Signature

**5 ACKNOWLEDGEMENT**

- If you violate security policies, standards, or procedures, you can be subject to County and agency-specific disciplinary action up to and including discharge.

By signing this document, I acknowledge that I have read, understand and will comply with this County of Orange Information Technology Usage Policy. I understand that the complete Information Technology Usage Policy is available for me to review on the County's intranet. I also may request a copy from the County Service Desk, my agency's Help Desk, or my agency's Local Security Administrator.

Workforce Member Name (please print): Peter Hardin

Workforce Member Signature: *Peter Hardin*

Agency/Department: DA


Date: 10/29/14



TONY RACKAUCKAS  
DISTRICT ATTORNEY

# MEMO

OFFICE OF THE DISTRICT ATTORNEY

DATE: July 22, 2013  
TO: All District Attorney Employees  
FROM:  Tony Rackauckas  
SUBJECT: COUNTY OF ORANGE EEO POLICY & PROCEDURE

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Attached is a copy of the recently updated *County of Orange EEO Policy & Procedure* for your review. This comprehensive new policy ensures County compliance with federal/state law and court decisions, and promotes a productive, stable, and harmonious work environment. I strongly support this policy and look to all District Attorney employees to assist me in this effort.


Please sign the acknowledgment below and return an original copy to Human Resources by \_\_\_\_\_. The original signed acknowledgment will be retained in your personnel file. If you have any questions, please contact Paula Gallegos, Human Resources Manager at (714) 347-8440.

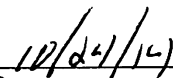
Thank you.

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I acknowledge receipt of the attached *County of Orange EEO Policy & Procedure* and have read and understand its content.

  
\_\_\_\_\_  
Print Your Name

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date

C: Personnel File

## Statement Concerning Your Employment in a Job Not Covered by Social Security

Employee Name Peter HARDIN Employee ID # 083498  
Employer Name DARIC ATTORNEY Employer ID# \_\_\_\_\_

Your earnings from this job are not covered under Social Security. When you retire, or if you become disabled, you may receive a pension based on earnings from this job. If you do, and you are also entitled to a benefit from Social Security based on either your own work or the work of your husband or wife, or former husband or wife, your pension may affect the amount of the Social Security benefit you receive. Your Medicare benefits, however, will not be affected. Under the Social Security law, there are two ways your Social Security benefit amount may be affected.

### Windfall Elimination Provision

Under the Windfall Elimination Provision, your Social Security retirement or disability benefit is figured using a modified formula when you are also entitled to a pension from a job where you did not pay Social Security tax. As a result, you will receive a lower Social Security benefit than if you were not entitled to a pension from this job. For example, if you are age 62 in 2005, the maximum monthly reduction in your Social Security benefit as a result of this provision is \$313.50. This amount is updated annually. This provision reduces, but does not totally eliminate, your Social Security benefit. For additional information, please refer to the Social Security publication, "Windfall Elimination Provision."

### Government Pension Offset Provision

Under the Government Pension Offset Provision, any Social Security spouse or widow(er) benefit to which you become entitled will be offset if you also receive a Federal, State or local government pension based on work where you did not pay Social Security tax. The offset reduces the amount of your Social Security spouse or widow(er) benefit by two-thirds of the amount of your pension.

For example, if you get a monthly pension of \$600 based on earnings that are not covered under Social Security, two-thirds of that amount, \$400, is used to offset your Social Security spouse or widow(er) benefit. If you are eligible for a \$500 widow(er) benefit, you will receive \$100 per month from Social Security,  $\$500 - \$400 = \$100$ . Even if your pension is high enough to totally offset your spouse or widow(er) Social Security benefit, you are still eligible for Medicare at age 65. For additional information, please refer to the Social Security publication, "Government Pension Offset."

### For More Information

Social Security publications and additional information, including information about exceptions to each provision, are available at [www.socialsecurity.gov](http://www.socialsecurity.gov). You may also call toll free 1-800-772-1213, or, for the deaf or hard of hearing, call the TTY number 1-800-325-0778, or contact your local Social Security office.

I certify that I have received Form SSA-1945 that contains information about the possible effects of the Windfall Elimination Provision and the Government Pension Offset Provision on my potential future Social Security benefits.

Signature of Employee \_\_\_\_\_

Date 10/24/14

Form SSA-1945 (11-2004) (Expires January, 2006)

**IRC Section 415 Notice**  
**Calendar Year 2013**

**TO ALL PERSONS WHO FIRST BECOME A MEMBER OF THE ORANGE  
COUNTY EMPLOYEES RETIREMENT SYSTEM ON OR AFTER JANUARY 1, 1990:**

By virtue of your employment with DC DA's Office,  
(Print Agency Name Here)

you will become a member of the Orange County Employees Retirement System (OCERS), and will be eligible to receive retirement benefits from OCERS pursuant to the applicable provisions of the County Employees Retirement Law of 1937, as amended (Government Code Section 31450 et seq.).

You should be aware that the United States Congress has enacted legislation which places limitations on what a public retirement system can pay in retirement benefits to any of its members, and still retain its status as a tax-qualified pension plan. Such limitations apply to persons who first become members of the public retirement system on or after January 1, 1990. **These limitations, which are set forth in Section 415 of the Internal Revenue Code, are adjusted annually to reflect any changes in the cost of living. The limitation for a person who retires at age 65 is \$205,000 in calendar year 2013.** (The limitations in pension benefits are lower for persons who retire at an earlier age.)

In response to Section 415 of the Internal Revenue Code, the California Legislature has enacted Section 31673.1(a) of the Government Code (Chapter 1448 of the 1989 Statutes) which applies the Internal Revenue Code limitations to any person who first becomes a member of the Orange County Employees Retirement System on or after January 1, 1990. Therefore, as you accrue a right or entitlement to retirement benefits under this Retirement System, in no event will such right or entitlement exceed the limitations contained in Section 415 of the Internal Revenue Code, or any other limitations imposed on public retirement systems by the Internal Revenue Code.

**The Orange County Employees Retirement System**

I acknowledge that I have read and been give a copy of this notice:

Peter Hardin  
Employee Signature

10/24/14  
Date

Peter Hardin  
Print Name Clearly

Revised: 01/23/2013



OFFICE OF THE  
**DISTRICT  
ATTORNEY**  
ORANGE COUNTY, CALIFORNIA  
TONY RACKAUCKAS, DISTRICT ATTORNEY

**JIM TANIZAKI**  
SENIOR ASSISTANT D.A.  
VERTICAL PROSECUTIONS/  
VIOLENT CRIMES

**MARY ANNE MCCAULEY**  
SENIOR ASSISTANT D.A.  
BRANCH COURT OPERATIONS

**JOSEPH D'AGOSTINO**  
SENIOR ASSISTANT D.A.  
GENERAL FELONIES/  
ECONOMIC CRIMES

**MICHAEL LUBINSKI**  
SENIOR ASSISTANT D.A.  
SPECIAL PROJECTS

**CRAIG HUNTER**  
CHIEF  
BUREAU OF INVESTIGATION

**LISA BOHAN - JOHNSTON**  
DIRECTOR  
ADMINISTRATIVE SERVICES

**SUSAN KANG SCHROEDER**  
CHIEF OF STAFF

October 22, 2014

Peter Hardin  
[REDACTED]

Dear Mr. Hardin:

This letter represents a conditional job offer for the position of **Deputy District Attorney III / AB 109 Public Safety Realignment (Limited-Term) effective October 24, 2014**. Your hourly rate shall be \$52.80 per hour, which equates to approximately \$109,824 annually.

This position is covered by the Memorandum of Understanding (MOU) between the County of Orange and the Orange County Attorney's Association for the Attorney Unit and is therefore subject to all terms and conditions negotiated by these parties. The MOU is available to view on the County's Human Resources Web site at: [www.ocgov.com/hr](http://www.ocgov.com/hr).

For more information regarding your employee benefits, please refer to the County of Orange's Web site: [www.ocgov.com/hr/employeebenefits](http://www.ocgov.com/hr/employeebenefits):

**Medical Plans:** A choice of four medical plans is available effective the first of the month following completion of 30 days employment.

**Dental Insurance:** Administered by the Orange County's Attorney's Association. For more information, visit [www.ocna.net](http://www.ocna.net).

**Annual Leave:** During the first three years of employment, you will earn seven (7) hours and twenty-five (25) minutes of annual leave during each 80-hour pay period, approximately one hundred and ninety-two (192) hours per year. A pro-rated amount will be determined for less than 80 hours. After you have been paid for six thousand two-hundred and forty regularly scheduled hours, approximately three years, you shall earn nine (9) hours and fifty-two (52) minutes of annual leave during each eighty (80) hour pay period, approximately two-hundred and fifty-six (256) hours per year.



Holidays: 12 paid holidays each calendar year.

Retirement: County employees do not pay into Social Security; therefore, you will be a participant in the Orange County Employees' Retirement System (OCERS) under the 1937 Act. For more information, visit [www.ocers.org](http://www.ocers.org).

If you have any questions on this matter, please contact me at (714) 347-8441.

We are looking forward to working with you.

Sincerely,

Maurice Sebastian  
Human Resources Generalist

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I, Peter Sebastian, accept the terms and conditions outlined in the above job offer letter and I understand the requirements I must meet in order to maintain my employment with the Office.

Candidate Signature: Peter Sebastian Date: 10/22/14