GIFTS

GIFTS FROM OUTSIDE SOURCES

What gifts are not acceptable?
■ An employee may not accept a gift:
□ that is offered because of the employee's Government position, or
□ from someone:
  - with business (or seeking business) before the Department,
  - regulated by the Department, or
  - with interests that could be affected by performance of the employee's duties
unless acceptance is permitted under exceptions in ethics gift regulations.

What gifts are acceptable?
■ Exceptions in the gift rules permit employees to accept:
□ gifts from relatives and friends that are based on a personal relationship,
□ gifts of $20 or less (if not in cash and limited to $50 per year from the donor),
□ gifts of meals, lodging, and transportation based on outside business or employment (or that of the employee's spouse),
□ invitations to "widely-attended" events *if a supervisor approves as benefitting the agency*, and
□ gifts from a foreign government.

GIFTS BETWEEN EMPLOYEES

Are there any limits on gifts between employees?
■ Yes. An employee may not give a gift to a supervisor or accept a gift from a subordinate, unless the gift is:
□ $10 or less (on an occasional basis);
□ for a major life event, such as a wedding, birth of a child, or retirement;
□ food shared in the office; or
□ personal hospitality at one's home or a gift to a host or hostess (of appropriate value).

May an employee give a gift to a subordinate?
■ Yes. Ethics rules do not restrict gifts from supervisors to subordinates.

GIFTS TO THE GOVERNMENT

May an employee accept a gift on behalf of the employee's agency?
■ Yes, *provided that* the employee has authority to accept such gifts, it supports agency activities, acceptance will not create an appearance of loss of impartiality, and, if it is a travel gift, it was not solicited.

A WORD ABOUT ETHICS