

## Ethics at a Glance GIFTS

**Personal Gifts to Employees** – Commerce employees generally cannot accept a gift from someone who has interests in matters before the Department or if offered because of the employee’s Federal position. In addition, employees may not accept gifts from subordinates or give gifts to supervisors. However, there are a number of exceptions to these rules.

GIFTS FROM SOMEONE WITH INTERESTS BEFORE COMMERCE		GIFTS FROM SUBORDINATES OR OR SUPERVISORS
<ul style="list-style-type: none"> <li>+ plaque or other item of little intrinsic value</li> <li>+ a discount for all Federal employees</li> <li>+ gift from a friend or relative</li> <li>+ meal in connection with a speech or talk</li> <li>+ social invitations if offered because of your Government position from someone with no matters before Commerce</li> <li>+ gift from a foreign government of \$390 or less (if more than \$390, can be accepted on behalf of the U.S. Government)</li> </ul>	<p><b>OK TO ACCEPT</b></p>	<ul style="list-style-type: none"> <li>+ gift of \$10 or less</li> <li>+ gift for a major life event (wedding, serious illness, new child, etc.)</li> <li>+ personal hospitality at a home</li> <li>+ host/hostess gift</li> <li>+ food shared in the office</li> </ul>
<ul style="list-style-type: none"> <li>▪ gift of \$20 or less (or agency- or profession-related book of \$100 or less)</li> <li>▪ a public service award (with approval from an ethics official)</li> <li>▪ gift based on an outside business</li> <li>▪ invitation to a “widely-attended gathering” (with supervisor’s written approval)</li> <li>▪ business meals overseas (if a non-U.S. citizen is present and less than <i>per diem</i>)</li> </ul>	<p><b>OK TO ACCEPT IF NOT TO A POLITICAL APPOINTEE FROM A LOBBYIST*</b></p>	<p><i>* but OK for a political appointee to accept from a lobbying organization that is a 501(c)(3) organization or a media company</i></p>
<ul style="list-style-type: none"> <li>– a bribe</li> <li>– payment for performing Federal duties (unless to a special Government employee)</li> <li>– a gift that was solicited</li> </ul>	<p><b>NEVER OK TO ACCEPT</b></p>	<ul style="list-style-type: none"> <li>– payment for Federal duties</li> <li>– a loan or on-going financial dealing</li> </ul>

**Gifts to Commerce** – Gifts to an agency may be accepted if they support agency activities and will not create an appearance problem (not from a contractor, grantee, licensee, or regulated entity, or someone with controversial matters pending). Travel gifts cannot be solicited.