

# COMPLIANCE BULLETIN

SUPPORTING HIGH QUALITY SERVICES THROUGH HIGH QUALITY STANDARDS

Bulletin #24

December 1, 2008

## *Gift Policy Reminder*

During the upcoming holidays, it's important to remember that HHS Policy M-1.2, "Code of Conduct and Statement of Incompatible Activities," prohibits employees from accepting gifts, meals or other items from contractors, clients, patients, or entities who may seek to do business with the County.

"Benefits" as defined by Policy M-1.2 include, but are not limited to, "...meals, gifts, refreshments, transportation, entertainment, or any other item of monetary value provided or received in connection with assigned duties as an HHS employee." While the intent of the giver is almost always innocent in these situations, the acceptance of any of these gifts or benefits could result in a real or perceived conflict of interest for the employee on the part of the giver or on the part of the citizens of the County of San Diego.

Some examples of prohibited items include, but are not limited to:

- Meals or other food items (breakfasts, lunches, dinners, snack items)
- Gift Baskets
- Floral arrangements
- Lottery/Lotto tickets
- T-shirts, coffee mugs, water bottles, calendars
- Free or discounted entertainment or sporting event tickets or passes

If you have any questions regarding this policy, or if you wish to discuss a particular situation, please contact your immediate supervisor, your manager, or the Compliance Office.

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