



COMPLIANCE BULLETIN

SUPPORTING HIGH QUALITY SERVICES THROUGH HIGH QUALITY STANDARDS

Bulletin #25

November 30, 2009

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, accepting any of these gifts or benefits could result in a real or perceived conflict of interest for the employee.

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

- Meals (breakfasts, lunches, dinners)
- Other food items (cookies, candy, snacks)
- Contractor Potlucks
- 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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COUNTY OF SAN DIEGO
 **HHSA**
HEALTH AND HUMAN SERVICES AGENCY