



SUBJECT: ACCEPTANCE OF GIFTS

Acceptance of gifts or lavish entertainment that cannot be returned, from individuals or organizations that may do business with the University is prohibited. It is recognized that moderate hospitality (i.e. under the value of \$50.00) is an accepted courtesy of a business relationship. However, the recipients should not allow themselves to reach a position whereby they might be or might be deemed by others to have been, influenced in making a decision as a consequence of accepting such hospitality.

If gifts of an obligatory nature are received, it is the responsibility of the employee involved to disclose the receipt of these items to their respective Dean/Director. These items will then be returned with an appropriate explanation.

When in doubt of what is acceptable in terms of gifts or hospitality, the employee, in consultation with their supervisor, shall decide what to do with the gift.