From: News and Info for Ethics Officials on behalf of Ethics Mailing List
To: OGE-ETHICSINFO@LISTSERV.GSA.GOV
Subject: [External] Give the Gift of Good Ethics Advice
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The holiday season is here! For ethics officials, that usually means more gifts-related questions from employees.

OGE resources to help you review and respond to those questions are below.

Employee Communications Resource:

Remind your agency's employees about the gifts rules. You can use this document: The Holiday Season: Ethics Survival Tips for Federal Employees.

Upcoming Live Training Opportunities:

November 19 at 1pm ET – How-To Session on Gifts from Outside Sources
The Institute for Ethics in Government (IEG) will host an encore presentation of its "How-To Session" on gifts from outside sources. If you would like to become more familiar with the general prohibitions at 5 Code of Federal Regulations (CFR) 2635 Subpart B and gain experience using its key definitions and applying commonly used exceptions, please register to tune in: https://forms.cloud.microsoft/g/iMcBU59sum.

December 2 at 1pm ET – How-To Session on Gifts Between Employees
Join instructors from the IEG as they demonstrate how to work through sample ethics questions involving gifts between employees in this live How-To Session. Register here: https://forms.cloud.microsoft/g/JvhMAV2Z39.

Upon registering, you will receive emails and calendar invites with more details. Also, both How-To Sessions qualify for Professional Ethics Practitioner (PEP) credit.

On-Demand Courses:

The courses linked to below, as well as many others on various ethics topics, can be found in the IEG's course library.

New

Quick Start: Gifts Between Employees (5 CFR 2635 Subpart C)
This Quick Start Guide introduces the ethics rules on gifts between employees found at 5 CFR 2635 Subpart C and explains the application of the prohibitions, definitions, and exceptions using a simple three-step process.

Existing

Quick Start: Gifts from Outside Sources (5 CFR 2635 Subpart B)
This Quick Start Guide introduces the ethics rules on gifts from outside sources found at 5 CFR 2635 Subpart B and explains the application of the general prohibitions, definitions, and exceptions, as well as the microprocess for rendering advice to employees on the topic.

Quick Start: Advice and Counsel
This Quick Start Guide provides a foundation for understanding the purpose of ethics advice and what knowledge and skills are needed to effectively develop and deliver it.

Gifts from Outside Sources Course of Study
This Course of Study includes an overview of our resources on this topic, including a timely training: Gifts from Outside Sources: A Seasonal Look. In this broadcast, which was designed to be a seasonal refresher on the gifts from outside sources rule, instructors take a look at the gifts analysis process and how to use the first step, the consideration of appearances by the employee, to enhance the culture of ethical decision-making at an agency. They also review the general prohibitions, exclusions, and exceptions for gifts from outside sources, as outlined in Subpart B of the Standards of Ethical Conduct for Employees of the Executive Branch (Standards of Conduct).

Legal Advisories:

A few legal advisories on the topic of gifts are below. They can be found, along with numerous others that may be relevant to your review of employees' questions, in OGE's Legal Research Search Collection.

LA-24-15: Answers to Frequently Asked Questions About Widely Attended Gatherings
LA-24-15 provides answers to frequently asked questions about the gift exception for widely attended gatherings (WAGs) found at 5 CFR 2635.204(g).

LA-20-10: Analyzing Virtual Events under the Gift Rules
LA-20-10 addresses recurring questions about the gifts analysis for virtual events. It also clarifies that ethics officials should analyze virtual events under the same framework as in-person events.

LA-15-04: Treatment of Gift Cards under the $20 De Minimis Gift Exception

LA-15-04 explains the types of prepaid gift cards that are considered to be cash equivalents, and are therefore categorically prohibited under the de minimis gift exception, and the types that are not treated as cash equivalents.

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