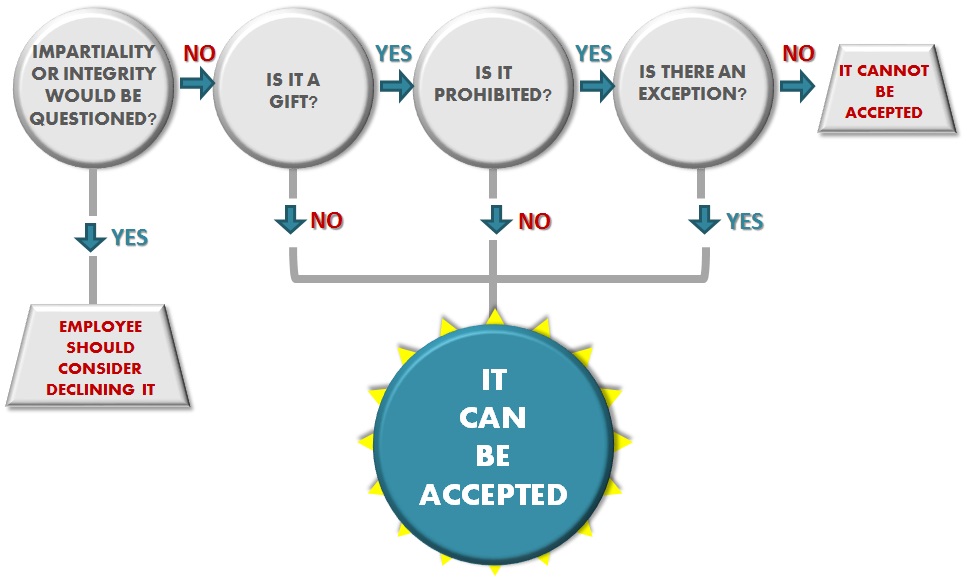
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| **GIFTS FROM OUTSIDE SOURCES ANALYSIS (5 CFR part 2635, Subpart B)** |

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| **Exclusions (not a gift)** | **1. Modest food items**  **2. Presentation items of little intrinsic value**  **3. Loans from financial institutions on terms generally available to the public**  **4. Opportunities/benefits**  **5. Rewards/prizes** | **6. Pensions/other benefits**  **7. Paid for by the Government**  **8. Free attendance provided by event sponsor**  **9. Statutory authority**  **10. Market value paid** |

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| **PROHIBITIONS** |

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| **Standards of Conduct**  **(all exceptions available)**  An employee may not accept a gift:  1. from a prohibited source; or  2. given because of official position. | **Ethics Pledge**  **(use only highlighted exceptions)**  An employee may not accept a gift from a registered lobbyist (does not include 501(c)(3) or media organizations unless the organization employee offering the gift is a registered lobbyist). |

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| **Exceptions** | **a) $20 or less**  **b) Personal Relationship**  **c) Discounts/Similar Benefits**  **d) Awards & Honorary Degrees**  **e) Outside Business/Employment**  **f) Political Activities**  **g) Widely Attended Gatherings** | **h) Social Invitations**  **i) Foreign Areas**  **j) President/Vice-President**  **k) Supplemental Regulation**  **l) Statutory Authority**  **m) Informational materials** |

*This is a summary and should not be considered legal advice. When giving advice, always consult the complete text of the laws, rules, and opinions that apply to the situation.*