Gift Acceptance

Donor	Authority	General Rule	Disposition
Foreign Government	5 USC 7342; DoD Dir 1005.13	Gifts of minimal value ($285.00 or less) - - - - - - - - - - - - - - - - - - Gifts exceeding minimal value accepted on behalf of the United States	Accept the gift. - Forward gift to GSA for disposal. May purchase by writing check to US Treasury. Display gift as property of the US government
Gifts from Outside Sources	5 CFR 2635.202(a)	May accept coffee, donuts, greeting cards, plaques, gifts of $20.00 or less, gifts based on a personal relationship, and discounts and similar benefits given to all Federal employees	Accept the gift, only if qualifies under general rule, otherwise: Accept the gift on behalf of Government, Refuse the gift, Return the gift, or Pay donor its retail value.
Gifts from Outside	10 USC 2608	Other gifts	Accept the gift as a gift to the Government (e.g., book would be given to

Gift Acceptance

Sources (Continued)	("Tin Cup" Statute – Gifts to Government)		the Pentagon library). Refuse the gift. Return the gift.
DoD Activities	Official Representation Funds, DoD Dir 7250.13	May be accepted by senior DoD Officials eligible for official courtesies (food, receptions, mementos) on official visits to the field	Accept the gift. Refuse the gift. Return the gift. Make check payable to the US Treasury
Gifts Between Employees	5 CFR 2635.302(a)	An employee shall not accept a gift from a lower-paid employee (exceptions – items with an aggregate of $10.00 or less, food and refreshments consumed at the office, special infrequent occasions)	Refuse the gift. Return the gift. Pay donor its retail value.