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CC: Jan Guerryjguerry@scpowerteam.com
Joan Kelleykelley@scpowerteam.com
Date: 10/1/2015 5:47:26 PM
Subject: Code of conduct re gifts

Holly: You were going to send me a copy of the Code of Conduct so we can determine who we can and cannot send Christmas gifts to this year. We have a list of about 200 people in private and public economic development positions, and we have always kept the price under \$25 to avoid ethics problems but understand that the rules are now tighter for cabinet agencies.

We would also like to know that, if we have to adhere to a \$10 limit for Department of Commerce employees, whether we could instead send a gift, probably some type of food product, for the entire office instead of individual gifts.

Thanks, and please direct any questions to me or to Jan Guerry, our Administrative Assistant (978-7640).

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