

VENTURA COUNTY OFFICE OF EDUCATION

SUPERINTENDENT POLICY NO. 4235.2

ADOPTED: 01/06/97

CLASSIFICATION: Personnel

REVISED:

SUBJECT: Acceptance of Gifts

It is the policy of the Ventura County Office of Education to prohibit employees from directly or indirectly soliciting or accepting from any person, corporation or group anything of monetary value such as a gift, gratuity or favor for personal gain in which the acceptance may result in, or create the appearance of resulting in:

“Use of Public Office for private gain, preferential treatment of any person, impeding governmental efficiency or economy; and loss of complete independence or impartiality or any adverse affect on the confidence of the Ventura County Office of Education.”

Any gift or gratuity of this nature from any person, corporation or group with whom the Ventura County Office of Education conducts business shall be rejected and returned. The immediate supervisor and the Director of Business Services shall be informed of any offer of a gift or gratuity.

Reference:

Business Office Procedures Manual P-16