

# The Office of Ethics and Compliance

## \* Holiday Guidance

Receptions and celebrations costs of food and beverage amounts cannot exceed policy limits (currently \$100).

See [USG's policy 8.2.18.4 on gratuities](#)

All other costs (facility rental, entertainment, etc.) should be reasonable and approved by the unit leadership.

Gifts to employees and students are generally prohibited except in instances outlined in the [Purchase of Gifts for Employees/Students](#) policy.

The receipt of gifts or items of value should not be solicited or received to influence performance in accordance with [USG's policy 8.2.18.4 on gratuities.](#)

*Questions?*

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