

Sent: Thu, 15 Dec 2016 13:53:51 -0500
From: "Baca, Roxane D. EOP/OA" <roxane_d._baca@oa.eop.gov>
To: "Maloney, Peggy" <peggy_a_maloney@oa.eop.gov>, "Proyect, Andrew" <andrew_c_proyect@oa.eop.gov>, "Proyect, Andrew" <"/o=eop/ou=exchange administrative group /cn=recipients/cn=proyect, andrew c. proyect_adb0">, "Maloney, Peggy" <"/o=eop/ou=exchange administrative group /cn=recipients/cn=maloney, peggy a.c4e">
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Subject: RE: Holiday Gift Rules

Peggy,

Are you thinking of donating soap to CFC? Since CFC is not doing any bazaar type fundraising events, I'll address this question next year if you decide to donate your soap to be sold at the bazaar.

As for the Christmas gift, it depends on the cost of the soap and to whom you are giving the gift. If the gift is to your supervisor, the cost of the soap cannot exceed \$10. If the gift is to a co-worker with whom you are friends you may give a gift in excess of \$10 as long the person is not in your supervisory chain. As for including your business contact information, we do not allow employees to advertise their outside business at work. If your soap has a label on it with your business name or website or other information, then that would be okay, as that is part of the product, as long as you are not including a business card.

ROXANE D. BACA ~ Senior Associate General Counsel
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This email was created by a lawyer and may be confidential and privileged.

-----Original Message-----

From: Maloney, Peggy A. EOP/OA
Sent: Wednesday, December 14, 2016 7:13 AM
To: Baca, Roxane D. EOP/OA <Roxane_D._Baca@oa.eop.gov>; Proyect, Andrew C. EOP/OA <Andrew_C_Proyect@oa.eop.gov>
Cc: Kim, Ben Y. EOP/OA <Benjamin_Y_Kim@oa.eop.gov>; Pauwels, Ben EOP/OA <Benjamin_Pauwels@oa.eop.gov>
Subject: Holiday Gift Rules

Roxane/Andrew:

For clarity purposes:

* I understand that employees are allowed to donate gifts (soap) with their business name/card and contact information on it for CFC, correct?

* Therefore, is it safe to assume, I can give a bar of soap as a gift for Christmas with my business contact information or are the rules different, in this case, for CFC vs gift giving?

Thanks

Peg Maloney

WHIT, Financial Operations Analyst

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