



Kansas law prohibits any state employee from accepting or requesting meals, gifts, entertainment, or travel with a few exceptions.

MEALS:

* **Rule:** As a state employee, you are prohibited from soliciting or accepting free or discounted meals from a source outside state government.

* **Exception:** Meals motivated by a personal or family relationship, or provided at events which are widely attended by the public; Beverages and snack foods not offered as part of a meal; Meals provided at public events, which you attend in your state capacity; and Meals provided to you when it is obvious the meal is not being provided because of your state position.

GIFTS

* **Rule:** As a state employee, you are prohibited from soliciting or accepting any gift because of your employment with the state.

* **Exceptions:** Tokens of appreciation, souvenirs, or other gifts valued at less than \$40 given at ceremonies or public functions in your capacity as a state employee; Gifts from relatives or personal friends; and Gifts accepted on behalf of the state.

ENTERTAINMENT

* **Rule:** You are prohibited from accepting gifts in the form of entertainment. Entertainment includes free or discounted tickets or passes to events, such as plays, concerts, games, golf, hunting, fishing, and other recreational activities.

TRAVEL & EVENTS

* **Travel Rule:** You are prohibited from accepting travel or lodging provided to you by any person or company. An exception to the travel expense rule exists when a state agency would be willing to pay your expenses for travel, lodging, and related expenses, or as listed above in the "Entertainment" section.

* **Events Rule:** The ability of state employees to accept reimbursement for free registration and travel costs to conferences or seminars is allowed "when the person's presence at a meeting, seminar or event serves a legitimate state purpose or interest and the person's agency authorizes or would authorize payment for such travel and expenses."

GENERAL EXCEPTIONS TO THESE RULES

*The following can be accepted without violating the law: Gifts given to you by someone based on a personal relationship totally unrelated to your state duties; Soft drinks, coffee, or snack foods not offered as part of a meal; Plaques presented in recognition of your state service, awards and plaques presented in recognition of service to the community, etc.; Prizes given in truly random drawings; and rebates/discounts or promotional items available to any citizen or to all state employees; Intra-office gift exchange, gifts for boss's day, secretary's day, etc.

You should consult with the Kansas Governmental Ethics Commission at 785-296-4219 or go to www.kansas.gov/ethicsopinion when you are not sure if you can accept a meal, gift, entertainment, or travel. A violation of any of these provisions may subject you to a civil fine up to \$5,000. In addition, the Governor may reprimand or remove you from state service.

Reference: K.S.A. 46-237 & 46-237a; Kansas Governmental Ethics Commission Guidelines for State Employees Concerning Meals, Gifts, Entertainment, and Travel (2000) and Opinion No. 2008-03, 2007-13, 2004-01, 2001-10, 2000-40, 2000-01 and 1997-26.