

Book	Policy Manual
Section	300 Employees
Title	Gifts
Code	322
Status	Active
Adopted	May 4, 2022

### **Authority.**

The Joint Operating Committee considers the acceptance of gifts by administrative, professional, project, and support employees an undesirable practice.

It is the policy of the Joint Operating Committee that staff members not accept gifts of significant value, as determined by the immediate supervisor.[\[1\]](#)

### **Delegation of Responsibility**

The Administrative Director or designee may approve acts of generosity to individual employees in unusual situations but shall report such instances to the Joint Operating Committee on a timely basis.

Legal                      1. 24 P.S. 1850.1