

VENDOR PRACTICES PERMITTED OR PROHIBITED BY LAW OR POLICY

PERMITTED		PROHIBITED	
1	Accepting free food or beverages of nominal value that is incidental to an occasional business meeting.	1	Accepting free food or beverage that is incidental to a vendor solicitation.
2	Accepting an invitation for free food and beverage of nominal value sponsored by a vendor at a professional association conference, if the invitation is extended to all conference participants.	2	Accepting an exclusive invitation for free food and beverage sponsored by a vendor at a professional association conference.
3	Accepting an unsolicited gift of an advertising or promotional item of nominal value, such as a pen, coffee mug, or tote bag.	(i)	Accepting unsolicited gifts of more than a nominal value.
		(ii)	Accepting cash, gift cards, or entertainment tickets regardless of value.
		(iii)	Soliciting a vendor for a gift under any circumstances.
4	Participating in a vendor-sponsored entertainment or recreational outing if the employee pays the entire cost or value of his or her participation in the outing.	(i)	Participating in a vendor-sponsored entertainment or recreational outing without reimbursing the vendor for the entire cost or value of his or her participation in the outing.
		(ii)	Accepting a prize from a free drawing at a vendor-sponsored entertainment or recreational outing.
5	Accepting a vendor-sponsored prize from a free drawing conducted at a professional association conference or a public event if the drawing is conducted in good faith and all conference participants or the general public are invited to participate in the event.	5	Accepting a vendor-sponsored prize from a free drawing under any other circumstances.
6	Participating in a vendor-sponsored training program for a product purchased by FUSD if (i) the program expenses were included in the price for the product or (ii) all travel expenses are approved and paid by FUSD.	6	Participating in an exclusive training program where the program and/or travel expenses exceed nominal value and are paid for by a vendor.
7	Accepting a vendor-sponsored trip to tour a vendor's facility or installation if the need for the trip is approved by the Superintendent and all travel expenses are paid by FUSD.	7	Accepting a vendor-sponsored trip to tour a vendor's facility or installation under any other circumstances.