

## FIDUCIARY RESPONSIBILITIES AND ETHICS

An employee shall not have any participation in the recommendation of any purchase or contract made by the District or of any facilities usage granted by the District in which an employee has a financial interest as defined in Administrative Regulation 3050 or in which the employee is related to or living in the same household as the entity being purchased from, contracted with or granted usage of the District facilities. An employee shall not be deemed to be financially interested in a contract if he or she has only a remote interest in the contract. Remote interests are specified in Government Code Section 1091(b).

An employee shall not engage in any employment or activity that is inconsistent with, incompatible with, in conflict with or inimical to his or her duties.

Employees shall not accept from any single source in any calendar year any gifts in excess of the prevailing gift limitation specified in law. The limitation on gifts does not apply to wedding gifts and gifts exchanged between individuals on birthdays, holidays and other similar occasions, provided that the gifts exchanged are not substantially disproportionate in value. Gifts of travel and related lodging and subsistence shall be subject to the limitations except as described in Government Code Section 89506. A gift of travel does not include travel provided by the District.

*Reference:*

*Government Code Sections 1090, et. Seq., 89506*