Kansas law prohibits state employees of the executive branch and members of boards, commissions, or authorities of the executive branch from accepting or requesting meals, gifts, entertainment, and travel with a few exceptions pursuant to K.S.A. 46-237a.



**WHAT YOU CANNOT DO**

As a general rule, you are prohibited from soliciting or accepting a free or discounted meal, the value of which exceeds $40, from a source outside state government.

**Exceptions** to the **meal** statute are:

1. Meals motivated by a personal or family relationship at an event that is widely attended.
2. Meals provided at public events in which you are attending in an official capacity.
3. Meals provided at public events and obviously not offered because of your official state position.
4. Beverages and snack foods not offered as part of the meal.
5. Any meal under $40 not provided by a registered lobbyist.
6. Meals provided to you at an event or meeting when your attendance at the event or meeting serves a legitimate state purpose and your agency authorizes your attendance.
7. Meals provided by a registered lobbyist if they properly report the expenditure.



As a state employee, you are prohibited from soliciting or accepting any gift because of your official position with a few exceptions pursuant to K.S.A. 46-237A.

**Exceptions** to the **gift** statute are:

1. Gifts having an aggregate value of less than $40 given at ceremonies or public functions when attended in your capacity as a state employee.
2. Gifts from relatives or personal friends.
3. Gifts accepted on behalf of the state that become the property of the state.
4. Contributions solicited on behalf of a nonprofit.

You may not designate a friend, family member, or entity (for example, a charity) to receive a gift that you cannot receive.



You are prohibited from accepting gifts in the form of entertainment with a few exceptions pursuant to K.S.A. 46-237a. Entertainment includes free or discounted tickets or passes to events such as plays, concerts, games, golf, hunting, fishing, and other recreational activities.

**Exceptions** to the **entertainment** statute are:

1. When obviously not offered because of your official position.
2. The person's presence serves a legitimate state purpose or interest, and your agency would authorize payment for travel and expenses.



You may not accept travel and related expenses provided to you by a source outside of state government.

**Exceptions** to the **travel** statute are:

1. When obviously not offered because of your official state position.
2. Presence serves a legitimate state purpose or interest, and your agency authorizes or would authorize payment.
3. Your official position obligates your presence.

**WHAT YOU CAN DO**



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.

*Beverages and snack foods not offered as part of a meal.

*Plaques or awards with a value of less than $40 presented in recognition of your state service; or in recognition of service to the community, etc., when presented at a ceremony or public function.

*Prizes given in truly random drawings.

*Rebates, discounts, or promotional items available to any citizen or to all state employees.

## ADVISORY OPINIONS

The Public Disclosure Commission issues advisory opinions on its own initiative and on the request of any person to whom the state law applies.

Advisory Opinions serve to interpret the law and may be especially useful to public servants who are considering an activity they suspect may involve a conflict of interest. Any person who acts in accordance with the provisions of an opinion issued to that person shall be presumed to have complied with the provisions of the conflict-of-interest laws.

Advisory Opinions issued by the Commission can be viewed at:

**https://kpdc.kansas.gov**



You should review K.S.A. 46-237a, and amendments thereto, when you are not sure if you can accept a meal, gift, event invitation, or travel.

**Do not hesitate to call the Public Disclosure Commission office if you have any questions:**


**Contact us at:**
**901 S Kansas Ave**
**Topeka, Kansas 66612**
**Ofc (785) 296-4219**
**Fax (785) 296-2548**
**email: KPDC@ks.gov**


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STATE OF KANSAS

# Guidelines for State Employees Concerning Meals, Gifts, Events, and Travel



**Public Disclosure Commission**