

STANDARDS OF CONDUCT QUIZ
[Citations to the regulations in 5 CFR 2635 are in brackets.]

1. True/False. The Standards of Conduct combine all the ethics rules in one set of regulations.
2. Circle the items that are defined by the Standards as “not gifts” and can generally be accepted from prohibited sources (e.g. contractors, licensees, or grantees):
 - a. Coffee, donuts, and other modest food items [203(b)(1)]
 - b. Greeting cards, plaques, trophies, etc., of little intrinsic value [203(b)(2)]
 - c. Loans available to the public [203(b)(3)]
 - d. Opportunities and discounts available to public or large class [203(b)(4), (c)]
 - e. Rewards and prizes in contests or drawings open to public [203(b)(5)]
 - f. Pension benefits from former employer [203(b)(6)]
 - g. Anything paid for by the Government [203(b)(8)]
 - h. Anything accepted by the Government under statute [203(b)(8)]
 - i. Ticket if you pay the face value [203(c)]
3. Circle the gifts that generally can be accepted from a prohibited source:
 - a. Gift valued at \$20 or less [204(a)]
 - b. Gifts during the year totaling \$50 or less in value [204(a)]
 - c. Discounts for all Federal employees [204(c)(1)]
 - d. Conference fee and meals for official speaker or panelist [204(g)(1)]
 - e. Free admission and food at widely attended gatherings [204(g)(2)]
 - f. Awards and honorary degrees [204(d)]
 - g. Gifts based on personal relationships [204(b)]
 - h. Gifts based on outside business or employment [204(e)(1)]
 - i. Meals to spouse or guest at widely attended gatherings [204(g)(6)]
 - j. Meals in foreign areas [204(i)]
 - k. Travel expenses from certain non-profits to attend certain conferences [204(l)(1)]
 - l. Meals and refreshments from non-prohibited sources [204(h)]
 - m. Gifts from foreign governments less than \$285 in value [204(l)(2)]
 - n. Travel expenses for a job interview [204(e)(3)]
4. You cannot give a gift to employees who are your official superiors. Circle the gifts that are exceptions to this prohibition:
 - a. Gifts valued less than \$10 on gift-exchanging occasions [304(a)(1)]
 - b. Gifts of hospitality at your home [304(a)(3)]
 - c. Food and refreshments shared in the office [304(a)(2)]
 - d. Annual leave transfer (except to immediate supervisor) [304(a)(5)]
 - e. Gifts, exceeding \$10, for special infrequent occasions (e.g. weddings, retirements, or birth of child [304(b)]
 - f. Voluntary office contributions to a gift for a special, infrequent occasion [304(c)]
5. True/False. You’ve earned enough frequent flyer miles on your Government travel that you could take a free trip to Hawaii. You can take leave and use those miles for your vacation.
6. True/False. The “\$20 gift exception” means that you can use up to \$20 worth of paper on the office copier for personal documents.

7. True/False. A Federal personnel specialist was asked by a magazine to write an article on his hobby of collecting arrowheads on his own time. Because it has nothing to do with his official duties or his agency, he may accept the \$100 fee.
8. True/False. Even if you cannot accept a fee for a speech you made for your agency, you could ask the conference sponsor to give it your favorite charity, and take a tax deduction.
9. You have just completed a speech to a private association for your agency. Circle the gifts that you could accept from the association:
- Certificate for dinner at an expensive restaurant
 - Pen with the association logo
 - Two tickets to a professional football game
 - Basket of fresh fruit
 - Sterling silver water pitcher
 - Wall plaque
 - Copy of the proceedings of the conference
 - Tote bag
10. True/False. You can use your Government charge card for personal shopping as long as you pay the bill when due.
11. True/False. You're going to teach a course at a local college, which wants to place a brief biography of you in its brochure. There is no way the college can identify your agency or your Government title in any of its publications.
12. True/False. Your agency permits limited use of computers on your own time. That means that you can contact clients for your real estate business by e-mail on your Government computer during lunch.
13. True/False. After you retire, you can never take a job with any of your former agency's contractors.
14. True/False. You can review an application to your agency from a company in which you own stock because the value of your stock is less than \$15,000.
15. True/False. On the weekends, you volunteer at a homeless shelter. The shelter would like to apply for a grant from the US Department of Housing and Urban Development. You can write the request to HUD and sign your name, with no mention of your Federal agency or title.
16. True/False. You have been elected to the board of directors of the homeless shelter, an unpaid position. As an OSHA inspector, you have been assigned to conduct a routine inspection of the shelter. You must disqualify yourself from this inspection.
17. True/False. You want to apply for a job with a company but are reviewing its bid for a contract with your agency. You can apply after you disqualify yourself from the bidding process.
18. Fill in the blank: "Public service is a _____ trust." (The first of the 14 general principles of the Standards of Conduct. 5 CFR 2635.101.)
19. True/False. This is the best ethics briefing I ever attended. (3/11/03)