

## ***Smith College Code of Conduct***

### **Human Resource's Policy Regarding Gifts and Gratuities:**

To avoid undue influence in decisions related to contractual relationships with vendors or others, all employees and individuals representing the college should not personally accept any material gift, gratuity, or other payment, in cash or goods, of \$50 or greater, from a vendor currently doing business with the college or seeking to do so. If questions arise about the materiality of a proposed gift or gratuity, the proposed recipient should seek advice from the Controller or General Counsel. Note: Members of the college's Board of Trustees and investment committee as well as officers of the college comply with a similar policy.

<http://www.smith.edu/hr/conduct.php#G1>