

HOUSING AND DEVELOPMENT ADMINISTRATION
OFFICE OF THE ADMINISTRATOR

DEPARTMENTAL MEMORANDUM

DATE: December 9, 1974

TO: ALL STAFF
FROM: Roger Starr
SUBJECT: Acceptance of Gifts by City Employees



As you know, acceptance of gifts of any kind from persons or firms having a direct or indirect interest in business dealings with the City is prohibited by Section 1106 of the New York City Charter. This section also prohibits employees offering gifts to their supervisors, and supervisors accepting them from their staff.

Although this law is in effect throughout the year, special attention must be paid to prevention of violations during the holiday season. I expect all employees to adhere strictly to the provisions of Section 1106, in both the spirit and the letter of the law.

Moreover, receiving unlawful gratuities, not only money, but gifts of any kind, is a misdemeanor punishable by imprisonment up to one year.

Any employee who receives gifts or gratuities, or has knowledge of the receipt by any other employee of gifts or gratuities, should immediately notify the Inspector General's Office, HDA.