

MINISTERIAL GIFT POLICY

1.0 AUTHORITY

- 1.1 This policy is issued under authority of Cabinet meeting #94-39, dated October 19, 1994 and is in effect as of this date.

2.0 APPLICATION

- 2.1 This policy applies to Ministers of the Yukon Government.

3.0 PURPOSE

- 3.1 This policy establishes guidelines for the presentation of gifts and receipt of gifts by Ministers of the Yukon Government, including:
- Guidelines for the presentation of gifts by Ministers to officials with whom they interact in the performance of their duties;
 - Guidelines for the acceptance, disclosure and disposition of gifts/souvenirs received by Ministers in their capacity as representatives of government.

4.0 POLICY STATEMENTS

- 4.1 Modest gifts or souvenirs may be presented to Ministers or other dignitaries who visit the Yukon or who host or otherwise perform a service to Yukon Ministers when they are visiting other jurisdictions.
- 4.2 Gifts received by Ministers in the course of their official duties may be retained as personal property when the items are of modest value and when there is clearly no impropriety, or appearance of impropriety, in their receipt or retention.

5.0 GUIDELINES FOR THE PRESENTATION OF GIFTS

- 5.1 Gifts presented to Ministerial counterparts

Gifts should be exchanged by government Ministers or other dignitaries of

similar rank, other than in exceptional circumstances. That is, the Government Leader would normally present gifts to other Heads of Governments at provincial, state or national level. Ministers would normally present gifts to Ministers, or their equivalents, of other jurisdictions.

5.2 Nature of gifts

Official gifts on behalf of the Government of Yukon should, as far as possible, reflect the unique nature of the Yukon, by virtue of being made in the territory and/or representing some aspect of the Yukon.

5.3 Value of gifts

As a general rule, gifts presented by Ministers should be restricted to a maximum value of one hundred (\$100) dollars. Exceptions to this may be made:

- In the case of presentations to Heads of States or Heads of Government, where the maximum value may be increased to five hundred (\$500) dollars; or
- Where the Minister involved authorizes an expenditure in excess of the one hundred (\$100) dollar limit; in such cases, the maximum expenditure for a gift should be two hundred and fifty (\$250) dollars.

5.4 Gifts presented by the Commissioner

In keeping with the evolution of the role of the Commissioner to that of a Lieutenant Governor, presentations to certain categories of visitors to the Yukon would normally be made, in the first instance, by the Commissioner, rather than the Government Leader or another member of the Cabinet. This would normally include diplomatic or ambassadorial visits of a courtesy nature, visits by Lieutenant Governors, and vice-regal or royal visits.

This should not be interpreted as precluding similar actions by the Government of Yukon, as deemed appropriate.

5.5 Role of the Executive Council Office

The Executive Council Office makes recommendations on gifts suitable to the occasion on which they are to be presented. It also maintains close liaison with the Office of the Commissioner with respect to occasions when

both the Commissioner and the Yukon Government may be presenting gifts to visiting dignitaries.

Funds are budgeted by the Executive Council Office for gifts presented by Ministers, and the Executive Council Office arranges for the purchase of the gifts.

6.0 GUIDELINES FOR THE RECEIPT OF GIFTS

6.1 Acceptance of gifts

Acceptance of incidental gifts, hospitality or other benefits by a Minister in the performance of his/her duties is generally acceptable providing:

- The value of the item is less than one hundred and fifty (\$150) dollars;
- The presentation is a normal expression of courtesy or protocol which does not bring into question the recipient's objectivity and impartiality or the integrity of the government; and
- The gift is clearly intended for the incumbent rather than the office the incumbent represents, as indicated by specific inscription or some other tangible evidence, or the nature of the gift itself.

6.2 Disclosure of gifts

Gifts, hospitality or other benefits of a value exceeding one hundred and fifty (\$150) dollars, or which could be deemed to bring into question the recipient's objectivity or impartiality or the integrity of the government, should be tactfully declined.

When this is not possible, Ministers should publicly disclose the nature of the gift or benefit, its source, and the circumstance under which it was given and accepted. Such disclosures, which can be made by letter, are to be filed with the Clerk of the Legislative Assembly for inclusion with a Minister's other disclosure statements.

6.3 Disposition of gifts

In cases where the nature and/or cost of a gift/benefit could be seen to

compromise the recipient's objectivity or impartiality or the integrity of government, or in cases where public disclosure is seen as insufficient, the gift or benefit should be reported to Cabinet, and Cabinet will decide on its disposition.
