



GIFT POLICY

The Government of the Virgin Islands (GVI) strictly prohibits employees from accepting any form of compensation, reward, gift, favor, or benefit in connection with their official duties.

WHAT IS PROHIBITED?

Under the provisions of Executive Order No. 540-2025 and existing laws, rules, and policies, employees of the Government of the Virgin Islands shall not solicit, accept, or receive any form of compensation, monetary reward, gift, favor, or benefit—whether directly or indirectly—that:

- Is given in exchange for, or as a result of, the performance of official duties;
- Could reasonably be interpreted as an attempt to influence an employee's actions or decisions in their official capacity;
- Creates a conflict of interest, perceived or actual, in the discharge of government responsibilities; or
- Violates any applicable law, rule, or policy related to government ethics, conflicts of interest, or financial disclosure.

WHO MUST COMPLY?

This prohibition applies to all employees, regardless of position, classification, or appointment status, including those in classified, exempt, temporary, and contract positions.

EMPLOYEES EXERCISE CAUTION

In situations where gifts, gratuities, or incentives are offered by individuals, businesses, or organizations that engage in transactions with the government.

Violations may lead to:

- Disciplinary action up to and including termination
- Legal consequences

EXCEPTIONS

This policy does **not** prohibit:

- Ceremonial gifts (e.g., certificates of appreciation, promotional items, or awards given publicly for recognition).
- Gifts received from personal friends or family members, provided they are not connected to an employee's government role.
- Benefits or compensation expressly authorized by law, policy, or a collective bargaining agreement.

REPORTING VIOLATIONS

Employees who become aware of any potential violations should report the matter for review and appropriate action. To report a violation(s) visit our website at www.dopusvi.org/forms and select **Ethical Reporting**.

Division of Personnel
(340) 718-8588 STX | (340) 774-8588 STT/STJ
www.dopusvi.org