



# MONTGOMERY COUNTY EXECUTIVE ORDER

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

<b>Subject</b> Employee Solicitation Waiver	<b>Executive Order No.</b> 126-20	<b>Subject Suffix</b>
<b>Originating Department</b> Alcoholic Beverage Services	<b>Department No.</b>	<b>Effective Date</b> 10/19/2020

## SOLICITATION OF GIFTS ALCOHOLIC BEVERAGE SERVICES

Pursuant to § 19A-16(b)(3) of the Montgomery County Public Ethics Law, the County Executive authorizes the Director of Alcoholic Beverage Services (ABS) to designate employees assigned to that department to solicit gifts for the benefit of the Leukemia & Lymphoma Society (LLS), in accordance with the requirements established by this Executive Order.

### Employees authorized to solicit gifts

Any employee designated by the Director of ABS may contact potential donors directly.

### Purpose of the Gifts

The purpose of the gifts is to benefit LLS and its Labor Against Cancer initiative and Light The Night Walk.

### Manner of Solicitation

The Director of ABS, or designee, must authorize all solicitations. A public employee authorized to solicit a gift under this Order may participate in presentations, conduct general solicitations through mailings, participate in media activities, or meet personally with potential donors. An authorized public employee may solicit gifts during official work hours, while identifiable as a public employee, but must not solicit any individual or entity that has a contract with ABS or any other County agency with which the employee is affiliated. An authorized public employee must not solicit any individual or entity that is party to a complaint pending before ABS.

### Source of Gifts

Designated employees may solicit gifts from any individual or entity, including associations, businesses, corporations, foundations, service organizations, chambers of commerce, community groups, religious organizations, and other government agencies.

### Types of Gifts

Gifts may include monetary contributions, goods and services, technical assistance, training space,



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furniture or equipment cost.

### Manner of Acceptance of Gifts

Unless the donor makes a written request that there be no public acknowledgement of the gift, the Director of ABS may publicly acknowledge each gift by placing a notice in the Montgomery County Register indicating the gift donated, the identity of the donor, the identity of the recipient of the gift, and the purpose for which the gift will be used. The Director of ABS may issue a press release, if desired.

The Director of ABS must notify the Office of the County Executive of all gifts received. The Director of ABS may fulfill this requirement by submitting a request for placement of a notice in the Montgomery County Register as outlined above.

### Term

This Executive Order expires on December 31, 2020

This Executive Order is issued under the Authority of § 19A-16(b)(3) of the Montgomery County Public Ethics Law and Ethics Commission waiver dated April 6, 1990.

Approved:

  
\_\_\_\_\_  
Marc Elrich, County Executive

Oct. 19, 2020  
\_\_\_\_\_  
Date

Recommended by:

  
\_\_\_\_\_  
Robert M. Dorfman (Sep 16, 2020 08:08 EDT)  
Robert Dorfman  
Director, Alcoholic Beverage Services

Sep 16, 2020  
\_\_\_\_\_  
Date