

National Aeronautics and Space Administration  
Headquarters  
Washington, DC 20546-0001



September 8, 2014

Reply to Attn of: General Law Practice Group

TO: Distribution

FROM: Alternate Designated Agency Ethics Official

SUBJECT: Guidance Regarding Attendance by NASA Employees at the Space Launch System's Vertical Assembly Center Ribbon Cutting Breakfast sponsored by the Boeing Company, on September 12, 2014

On September 12, 2014, The Boeing Company, will host a breakfast at the Michoud Assembly Facility, Building 103-1-A5, at the Marshall Space Flight Center, Alabama at 9:00 a.m. followed by a ribbon cutting ceremony for the Space Launch System's Vertical Assembly Center (VAC) and a Snoopy Award Presentation for VAC Tool and Friction Stir Weld Tool Award. The estimated cost of the event, including all food and beverages, is \$12.00 per person.

NASA employees may attend the event under the \$20 gift exception at 5 C.F.R. § 2635.204(a), which provides that employees may accept gifts valued at no more than \$20 per occasion (and no more than \$50 from one source in a calendar year).

*However, NASA employees who are in non-career positions in which Executive Order 13490 requires signing an ethics pledge may only attend if they reimburse the sponsor the value of the food and refreshments they consume and any gift items accepted for themselves.*

A handwritten signature in black ink, appearing to read "Adam F. Greenstone".

Adam F. Greenstone