

National Aeronautics and Space Administration

Headquarters

Washington, DC 20546-0001



March 7, 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 Exploration Technologies Corporation Reception, March 10, 2014

In the evening on Monday, March 10, Space Exploration Technologies Corporation (SpaceX) will host a standing reception at the Long View Gallery in Washington, D.C. The reception is in conjunction with the Satellite 2014 conference.

Over 400 people have been invited to attend the event, including members of Congress and congressional staff, representatives from academia, the satellite industry, and other Federal agencies, as well as members of the public. The estimated average value of refreshments served at the event, including all food and beverages, is \$20.00 per person.

Under the \$20 gift exception at 5 C.F.R. §2635.204(a), invited NASA employees (other than as explained below) may attend without reimbursing the host so long as they do not accept fare worth more than \$20 at the event, and worth more than \$50 from SpaceX under this exception during this calendar year.

However, non-career NASA employees subject to the ethics pledge under Executive Order 13490 who attend must reimburse SpaceX the full value of any refreshments consumed even if these caps are not exceeded.

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

Adam F. Greenstone