



DEPARTMENT OF THE NAVY
OFFICE OF THE GENERAL COUNSEL
1000 NAVY PENTAGON
WASHINGTON, D.C. 20350-1000

AGC(E)03103
October 2, 2003

MEMORANDUM FOR DEPARTMENT OF THE NAVY ETHICS COUNSELORS

Subj: REPORT TO THE DEPARTMENT OF STATE OF LISTINGS OF GIFTS OF
MORE THAN MINIMAL VALUE GIVEN TO FOREIGN INDIVIDUALS
DURING FISCAL YEAR 2003

Encl: (1) U.S. Department of State Memo, dated 2 Sep 03

The Department of the Navy is required to report (1) any gifts of more than minimal value (\$285) purchased with appropriated funds, that were given to foreign individuals during fiscal year (FY) 2003 and (2) any other gifts of more than minimal value (\$285) given by the United States Government to a foreign individual in FY 2003 that were not obtained using appropriated funds. Enclosure (1) is a memorandum from the State Department that sets forth the reporting requirement and provides a reporting format. This report is not to be confused with the report concerning gifts received from foreign governments. That report, which is based on the calendar year, will be due in January 2004.

Using the reporting form provided in enclosure (1), please advise this office by 24 October 2003 of any gifts given to foreign individuals during FY 2003 by your command or organization that were valued at more than "minimal value" as defined above. Please contact the field activities and offices that report to you and submit one response for your command or organization. **Negative responses are required.**

If you have any questions, please me at (703) 604-8211 or Billie Spencer at (703) 604-8264.

A handwritten signature in cursive script, reading "David W. LaCroix", is positioned above the typed name.

David W. LaCroix
Assistant General Counsel (Ethics)