



State of Oklahoma
Human Capital Management Division
Office of Management and Enterprise Services
Policies and Procedures
OMES Game of Chance and Prize Solicitation

Effective Date of Policy: 05/15/2014	Next Scheduled Review: 11/01/2016
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Last Reviewed: 11/01/2014	Replaces Policy Number: N/A
Date Policy Last Revised: 11/01/2014	
Approved: Lucinda Meltabarger	Approval Date: 05/15/2014

Policy

OMES prohibits gambling and lotteries in the workplace or while using OMES provided equipment and communication systems. OMES employees are also prohibited, while in the workplace or while using OMES provided equipment and communication systems from soliciting vendors doing business or seeking to do business of any kind with OMES, including for purposes connected to fund-raising activities. Exceptions to this may be granted by the OMES Director, as determined appropriate.

Purpose

This policy was established to inform Office of Management and Enterprise Services (OMES) employees of the OMES policy regarding pools, raffles, lottery drawings, friendly wagers, gambling, and the solicitation of vendors doing business or seeking to do business with OMES of any kind.

Definitions

“Gambling” is defined as the wagering of money or something of material value (referred to as "the stakes") on an event with an uncertain outcome with the primary intent of winning additional money and/or material goods.

“Lottery” is defined as any scheme for the disposal or distribution of property by chance among persons who have paid, or promised, or agreed to pay any valuable consideration for the chance of obtaining such property, prize, monetary award, or a portion of it whether tangible or intangible, or for any share of or interest in such property, upon any agreement,

understanding or expectation that it is to be distributed or disposed of by a lot or chance, whether called a lottery, a raffle, or a gift enterprise, or by whatever name the same may be known.

“Solicitation” is defined as any effort to ask, verbal or written, for support, donations or contributions of money, goods or services.

“Valuable consideration” shall be construed to mean money or goods of actual pecuniary value.

“Vendor” is defined as meaning an individual or business entity that sells or desires to sell acquisitions to state agencies.

Implementation

This policy is not intended to prohibit OMES employees from engaging in permitted Oklahoma State Charitable Campaign activities. Nor is it intended to prohibit school, church or organization fundraising activities, including posting or distribution of related lawful fundraising material by OMES employees that is limited to the personal space of the employee and conducted during non-work times. Non-work times include break periods, meal times, or other specified periods during the workday when staff are not expected to be performing their work tasks.

Compliance questions regarding this policy should be directed to the Human Resource Department. Failure to comply with this policy may result in disciplinary action, including possible termination. The Human Resource Department is required by state law to ensure that OMES is in compliance with all applicable laws.