

**MINNESOTA SECTION 1203
AMERICAN SOCIETY FOR QUALITY
SECTION POLICY**

POLICY NUMBER: MSP-A-008	SUBJECT: Solicitations
ORIGINATION DATE: 1/2/02	ACCOUNTABILITY: Section Chair
APPROVAL DATE: 4/2/02	APPROVAL BY:
REVISION DATE:	PAGE NO: 1 OF 1

1.0 OBJECTIVE

1.1 The Section shall not solicit for donations but will accept and recognize appropriate offers.

2.0 RELATED POLICIES AND PROCEDURES

2.1 None

3.0 SUPERSEDES

3.1 None.

4.0 DEFINITIONS

4.1 A donation, contribution, or gift is any financial or material offering.

5.0 POLICY

5.1 The Section and any of its representatives, elected or appointed, shall not solicit any donation, contribution, or gift from any outside individual or organization.

5.2 The Section may accept donations, contributions, or gifts for the general support of the Section or for a specific purpose approved by the Executive Board.

5.3 The Section may solicit for sponsorships, services, and other items as long as something of value is provided in return, such as free advertising or admission. These are not considered donations.

6.0 PROCEDURE

6.1 The Treasurer shall report all monetary donations to the Executive Board.

6.2 Other donations shall be reported to a Section officer who shall present the proposed donation to the Executive Board to determine its appropriateness.

6.3 The Section Treasurer shall accept all monetary donations and deposit them into the Section checking account for general support of the Section or for the approved specific purpose.

6.4 The Section Chair shall send an appropriate written expression of appreciation to the donor, contributor, or gift giver for all approved gifts.

7.0 APPROVAL

7.1 Approved by the Minnesota Section ASQ Executive Board:

Section Chair

Section Secretary

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