



CHICAGO DEPARTMENT OF AVIATION
CITY OF CHICAGO

September 25, 2019

Jeremy Langton
Director of Operations
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Subject: Zero-Gift Tolerance Policy

Dear Langton,

I want to thank you for the Mrs. Fields cookies, a very thoughtful and generous gift, however, I must inform you that the Chicago Department of Aviation (CDA) has a Zero Tolerance Policy regarding gifts, gratuities, business expenses, and offers of employment to its employees related to their official duties. This includes all gifts, even those valued at less than \$50.00. CDA employees may not accept any items from vendors/consultants.

I do appreciate the Mrs. Fields cookies you had delivered to my office, but I cannot accept them. The gift was handled according to the Board of Ethics guidelines.

Thank you again.

Sincerely,

Frank Grimaldi
Acting Deputy Commissioner
Design & Construction

CC: Jamie L. Rhee, Commissioner Chicago Department of Aviation
Richard Butler, First Deputy Commissioner Chicago Department of Aviation
Elizabeth Granados-Perez, Chicago Department of Aviation General Counsel
Steve Berlin, Director of Ethics

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 Address TERMINAL 2 MEZZIANE LVL
 City CHICAGO State IL ZIP 60666

2 Your Internal Billing Reference First 21 characters will appear on invoice. OPTIONAL

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 Recipient's Name Jeremy Langton Phone ()
 Company CLEAR
 Address 65 East 55th Street
 Address 17th FLOOR
 City New York, NY State NY ZIP 10022

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