



### Q&A Mishloach Manos in the Workplace

*It is important to note that this email will be addressing the specific question of mishloach manos. It will not discuss the broader topic of sending gifts in general to a member of the opposite gender which is discussed in the daily email.*

#### **Question:**

May a female employee give *mishloach manos* to a male boss or manager?  
Conversely, may a male employee give *mishloach manos* to a female boss or manager?

#### **Answer:**

In a workplace where it is customary for the employees to send *mishloach manos* to the boss or manager, it is permitted to do so if the following conditions are met:

- The package should be addressed **to the boss's family**. For example, it should say "For the Weiss family" or "For Mr. and Mrs. Weiss."

- It should be sent from the employee by using the **employee's family's last name**. For example, it should say: "From the Katz Family" or "From Mr. and Mrs. Katz."
- If possible, the *mishloach manos* should be handed from man to man, or woman to woman (e.g., a female employee should hand the package to her male employer's wife, or her husband should hand it to her employer)
- If that is not an option, it is appropriate that the *mishloach manos* **should not be given hand-to-hand**. Rather, it should be delivered to their home.
- If possible, **a few coworkers should join together to send one package** to their employer, rather than each one sending individually.
- **Personal messages that display affection should not be written and included with the *mishloach manos*.**
- **Nothing out of the ordinary should be sent**, such as things that are very expensive and not purchased regularly or things that show a personal connection between the giver and recipient.
- When necessary for an individual to send *mishloach manos* to multiple bosses or to a boss and a manager, the same package should be sent to both, regardless of their different positions.

**It is also important to mention that employees may not send *mishloach manos* to coworkers of the opposite gender.** If one has a specific *shaylah*, it should be addressed to a *rav*.

One who needs to send *mishloach manos* to someone of the opposite gender (in a situation that is permitted, as discussed in the daily emails) should follow the above mentioned guidelines to keep the gifting as impersonal as possible, and it is always preferred to consult a *rav*.

(The above has been reviewed and approved by **Rav Michel Steinmetz *Shlita*** and **Rav Uri Deutsch *Shlita***.)

**Source:** See *Rema* OC 695:4; *Shaarei Teshuvah* OC 695:9; *Yafeh L'lev* YD 9, 378:3; *Aruch Hashulchan* ibid. 8; *Hisorerus Teshuvah* 3:495; *Chelkas Yaakov* 3:38; *Mekadeish Yisrael*, Chanukah 8; *Yisrael Kedoshim* 10:15; see *Mishnas Yosef* 11:190)