

# Ordnance Survey register of gifts and hospitality

Chair  Director  DG  NED  Corp Office  FIN & CS  GeoPlace  IS  OPS  OSI  OSL  P&I   
 SMD  Marketing/Communications  Commercial  HR

Month

Year

Date	Recipient	Recipient's MU	Description of gift/hospitality	Estimated value	Received from/offered by	Was gift hospitality retained/accepted/declined by recipient	Line manager's approval
	Neil Ackroyd	5418		£			
				£			
				£			
				£			
				£			
				£			
				£			
				£			

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				£			
				£			
				£			
				£			
				£			
				£			

**NOTES:**

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- 2 Authorisation from line management must be obtained before any gifts or hospitality is accepted, offered or considered (or immediately upon return to the workplace).
- 3 Gifts/hospitality may attract tax liability if worth more than £250 per annum from the same donor. More details are contained in the Staff handbook.
- 4 Items less than £30 do not need to be recorded, unless aggregate amounts from the same donor exceed £30 over a three month period.

Authoriser's initials



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04/02/2016	Andrew Loveless	6911	Motivational Mapping Book Launch Event	£90	[REDACTED]	Accepted	
				£			
				£			
				£			
				£			
				£			
				£			
				£			

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				£			
				£			
				£			
				£			
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01/03/2016	Clive Mosey	1511		£			
				£			
				£			
				£			
				£			
				£			
				£			
				£			

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				£			
				£			
				£			
				£			
				£			
				£			

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Date	Recipient	Recipient's MU	Description of gift/hospitality	Estimated value	Received from/offered by	Was gift hospitality retained/accepted/declined by recipient	Line manager's approval
14/03/2016	David Henderson	7311	Nil return	£			
				£			
				£			
				£			
				£			
				£			
				£			
				£			

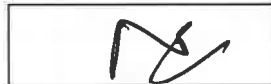
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				£			
				£			
				£			
				£			
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				£			
				£			
				£			
				£			
				£			
				£			
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Month February

Year 2016

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14/03/2016	Will Davies	3416	Nil return	£			
				£			
				£			
				£			
				£			
				£			
				£			
				£			

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