

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
02/05/2016	Jacques Cadranel	2211	Nil return	£			
01/06/2016	Jacques Cadranel	2211	nil return	£			
01/07/2016	Jacques Cadranel	2211	nil return	£			
01/08/2016	Jacques Cadranel	2211	nil return	£			
01/09/2016	Jacques Cadranel	2211	nil return	£			
03/10/2016	Jacques Cadranel	2211	nil return	£			
01/11/2016	Jacques Cadranel	2211	nil return	£			
02/12/2016	Jacques Cadranel.	2211	nil return	£			

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03/01/2017	Jacques Cadranel	2211	nil return	£			
01/02/2017	Jacques Cadranel	2211	nil return	£			
01/03/2017	Jacques Cadranel	2211	nil return	£			
03/03/2017	Jacques Cadranel	2211	nil return	£			
				£			
				£			

NOTES:

- 1 Authoriser should be asked to initial this form monthly.
- 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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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
02/05/2016	Michael Harrison	2211	Nil return	£			
01/06/2016	Michael Harrison	2211	nil return	£			
01/07/2016	Michael Harrison	2211	nil return	£			
01/08/2016	Michael Harrison	2211	nil return	£			
01/09/2016	Michael Harrison	2211	nil return	£			
03/10/2016	Michael Harrison	2211	nil return	£			
01/11/2016	Michael Harrison	2211	nil return	£			
02/12/2016	Michael Harrison	2211	nil return	£			

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03/01/2017	Michael Harrison	2211	nil return	£			
01/02/2017	Michael Harrison	2211	nil return	£			
01/03/2017	Michael Harrison	2211	nil return	£			
03/03/2017	Michael Harrison	2211	nil return	£			
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Authoriser's initials

KFM

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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
02/05/2016	Anne Jessopp	2211	Nil return	£			
01/06/2016	Anne Jessopp	2211	nil return	£			
01/07/2016	Anne Jessopp	2211	nil return	£			
01/08/2016	Anne Jessopp	2211	nil return	£			
01/09/2016	Anne Jessopp	2211	nil return	£			
03/10/2016	Anne Jessopp	2211	nil return	£			
01/11/2016	Anne Jessopp	2211	nil return	£			
02/12/2016	Anne Jessopp	2211	nil return	£			

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03/01/2017	Anne Jessopp	2211	nil return	£			
01/02/2017	Anne Jessopp	2211	nil return	£			
01/03/2017	Anne Jessopp	2211	nil return	£			
03/03/2017	Anne Jessopp	2211	nil return	£			
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VJM

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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
02/05/2016	Stephen Lake	2211	Nil return	£			
01/06/2016	Stephen Lake	2211	nil return	£			
01/07/2016	Stephen Lake	2211	nil return	£			
01/08/2016	Stephen Lake	2211	nil return	£			
01/09/2016	Stephen Lake	2211	nil return	£			
03/10/2016	Stephen Lake	2211	nil return	£			
01/11/2016	Stephen Lake	2211	nil return	£			
02/12/2016	Stephen Lake	2211	nil return	£			

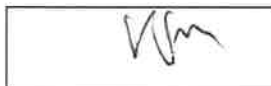
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03/01/2017	Stephen Lake	2211	nil return	£			
01/02/2017	Stephen Lake	2211	nil return	£			
01/03/2017	Stephen Lake	2211	nil return	£			
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Date	Recipient	Recipient's MU	Description of gift/hospitality	Estimated value	Received from/offered by	Was gift hospitality retained/accepted/declined by recipient	Line manager's approval
02/05/2016	Mike Carr	2211	Nil return	£			
01/06/2016	Mike Carr	2211	nil return	£			
01/07/2016	Mike Carr	2211	nil return	£			
01/08/2016	Mike Carr	2211	nil return	£			
01/09/2016	Mike Carr	2211	nil return	£			
03/10/2016	Mike Carr	2211	nil return	£			
01/11/2016	Mike Carr	2211	nil return	£			
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03/01/2017	Mike Carr	2211	nil return	£			
01/02/2017	Mike Carr	2211	nil return	£			
01/03/2017	Mike Carr	2211	nil return	£			
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Vfcm

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01/07/2016	Kieran Murphy	2211	Nil return	£			
01/08/2016	Kieran Murphy	2211	nil return	£			
01/09/2016	Kieran Murphy	2211	nil return	£			
03/10/2016	Kieran Murphy	2211	nil return	£			
01/11/2016	Kieran Murphy	2211	nil return	£			
02/12/2016	Kieran Murphy	2211	nil return	£			
03/01/2017	Kieran Murphy	2211	nil return	£			
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01/03/2017	Kieran Murphy	2211	nil return	£			
03/03/2017	Kieran Murphy	2211	nil return	£			
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