## Released under FOI

MANAGEMENT MANUAL Accepting gifts or hospitality

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## ACCC GIFTS AND HOSPITALITY DECLARATION FORM

DATE:	20/12/12
EMPLOYEE'S NAME AND APS CLASSIFICATION:	EL2
NAME OF DONOR PERSON / ORGANISATION:	Stamford Plaza Hotel
FULL DESCRIPTION OF GIFTS/ HOSPITALITY ACCEPTED	Bottle of wine, Christmas cake, 4 individual Christmas chocolates, Christmas card
ESTIMATED MONETARY VALUE	\$30-35
1 \$	
2 not known	
3 minimal	
REASONS GIFT/ HOSPITALITY NOT REFUSED	No conflict - booking for next year's Comms planning conference with Stamford Palza already made
1 no conflict	Minimal value
2 give offence	
3 minimal value	