

Ordnance Survey register of gifts and hospitality

Chair CEO COO CDO CSO MD Consumer MD OSGB MD Ventures CFO HRD NEDS
 Director Engineering Director Production
 Corp Office Corp Services OSGB OS Ventures OS Consumer HR Data Office Strategy Office
 Engineering Production

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
01/05/2017	Kieran Murphy	2211	Nil Return	£			
01/06/2017	Kieran Murphy	2211	Nil Return	£			
01/07/2017	Kieran Murphy	2211	Nil Return	£			
01/08/2017	Kieran Murphy	2211	Nil Return	£			
01/09/2017	Kieran Murphy	2211	Nil Return	£			
01/10/2017	Kieran Murphy	2211	Nil Return	£			
01/11/2017	Kieran Murphy	2211	Nil Return	£			

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01/12/2017	Kieran Murphy	2211	Nil Return	£			
01/01/2018	Kieran Murphy	2211	Nil Return	£			
01/02/2018	Kieran Murphy	2211	Nil Return	£			
01/03/2018	Kieran Murphy	2211		£			
01/04/2018	Kieran Murphy	2211		£			
				£			

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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2017/18

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
01/05/2017	Mike Carr	2211	Nil Return	£			
01/06/2017	Mike Carr	2211	Nil Return	£			
01/07/2017	Mike Carr	2211	Nil Return	£			
01/08/2017	Mike Carr	2211	Nil Return	£			
01/09/2017	Mike Carr	2211	Nil Return	£			
01/10/2017	Mike Carr	2211	Nil Return	£			
01/11/2017	Mike Carr	2211	Nil Return	£			

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01/12/2017	Mike Carr	2211	Nil Return	£			
01/01/2018	Mike Carr	2211	Nil Return	£			
01/02/2018	Mike Carr	2211	Nil Return	£			
01/03/2018	Mike Carr	2211		£			
01/04/2018	Mike Carr	2211		£			
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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
01/05/2017	Stephen Lake	2211	Nil Return	£			
01/06/2017	Stephen Lake	2211	Nil Return	£			
01/07/2017	Stephen Lake	2211	Nil Return	£			
01/08/2017	Stephen Lake	2211	Nil Return	£			
01/09/2017	Stephen Lake	2211	Nil Return	£			
01/10/2017	Stephen Lake	2211	Nil Return	£			
01/11/2017	Stephen Lake	2211	Nil Return	£			

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01/12/2017	Stephen Lake	2211	Nil Return	£			
01/01/2018	Stephen Lake	2211	Nil Return	£			
01/02/2018	Stephen Lake	2211	Nil Return	£			
01/03/2018	Stephen Lake	2211		£			
01/04/2018	Stephen Lake	2211		£			
				£			

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01/05/2017	Anne Jessopp	2211	Nil Return	£			
01/06/2017	Anne Jessopp	2211	Nil Return	£			
01/07/2017	Anne Jessopp	2211	Nil Return	£			
01/08/2017	Anne Jessopp	2211	Nil Return	£			
01/09/2017	Anne Jessopp	2211	Nil Return	£			
01/10/2017	Anne Jessopp	2211	Nil Return	£			
01/11/2017	Anne Jessopp	2211	Nil Return	£			

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01/12/2017	Anne Jessopp	2211	Nil Return	£			
				£			
				£			
				£			
				£			
				£			

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01/05/2017	Michael Harrison	2211	Nil Return	£			
01/06/2017	Michael Harrison	2211	Nil Return	£			
01/07/2017	Michael Harrison	2211	Nil Return	£			
01/08/2017	Michael Harrison	2211	Nil Return	£			
01/09/2017	Michael Harrison	2211	Nil Return	£			
01/10/2017	Michael Harrison	2211	Nil Return	£			
01/11/2017	Michael Harrison	2211	Nil Return	£			

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01/12/2017	Michael Harrison	2211	Nil Return	£			
				£			
				£			
				£			
				£			
				£			

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01/01/2018	Iain Rolfe	2211	Nil Return	£			
01/02/2018	Iain Rolfe	2211	Nil Return	£			
01/03/2018	Iain Rolfe	2211	Nil Return	£			
01/04/2018	Iain Rolfe	2211	Nil Return	£			
		2211	Nil Return	£			
		2211	Nil Return	£			
		2211	Nil Return	£			

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				£			
				£			
				£			
				£			
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