

**South Gippsland Hospital  
Gifts and Benefits Register 2019-2020**

Date offered	Offered to <i>(individual's name, position, unit/division) - [Name may be de-identified when published on the organisation's website]</i>	Description of the gift, benefit or hospitality	Estimated or actual value	Cumulative value of offers made by individual/organisation	Offered by <i>(name of individual/organisation making the offer)</i>	Is the person or organisation making the offer a business associate of the organisation? (Y/N) <i>(consider whether their offer is consistent with the organisation's policy)</i>	Reason given by offeror for making the offer	If accepted: a) would an actual potential or perceived conflict of interest exist; or b) would it bring the individual, the organisation or the public sector into disrepute? <i>(If either is answered YES, then the offer must be declined in accordance with the minimum accountabilities)</i>	Is there a legitimate business benefit to the organisation, public sector or State for accepting the offer, i.e. does it meet the following: a) it was offered during the course of the individual's official duties; and b) it relates to the individual's official responsibilities; and c) it has a benefit to the organisation, public sector or State <i>(If NO then offer must be declined, and if YES then the business benefit must be detailed, in accordance with the minimum accountabilities)</i>	Decision regarding the offer: a) declined or accepted <i>(state which)</i> b) ownership <i>(e.g. state whether individual retained; was transferred to organisation's ownership; returned to offeror etc.)</i>	Approvals - if offer accepted, state who approved the individual accepting the offer and decision on ownership <i>(name, position, unit/division of individual's manager or senior decision-maker who approved acceptance)</i>	Completed by <i>(name and position)</i>
Nil gifts received												