

Name of recipient	Job Title	Name and address of person and company offering gift or hospitality	Details of current relationship with person offering Gift or Hospitality (e.g. contractor, potential contractor etc.)	Description of Gift / Hospitality offered:	Estimate value of Gift /Hospitality	Date of offer:	Action taken i.e. gift kept/ returned/ hospitality refused	Signed by Director:	Date that form completed/approval obtained:	Notes
[REDACTED]	MD	Blink	contractor	"Chocolates and other confectionery sent to KOL from Blink. Gift accepted and shared with staff. Modest value possibly £20"	c. £20	22-Aug-22	Notified GEL Board	KOL	N/A	Insignificant gift, shared with staff
[REDACTED]	MD	Institute of Waste Management		Meal at Institute of Waste Management Xmas party	£120	08-Sep-22	Notified GEL Board	Approved by Chair, MB, via email, 13-Sep-22	13-Sep-22	Considered reasonable as this is a networking event

[REDACTED]