

**Freedom of Information Request – 4433**  
**Information needed by 14 November 2018**

Under the Freedom of Information Act, I am requesting information on your organisation's gifts and hospitality register (or equivalent).

I would like a breakdown for the last two years (eg. April 2016 to March 2018, or calendar years if appropriate to your organisation), items which have been logged on your organisation's gifts and hospitality register by staff.

I request the following details:

- **Date item was declared** – *see attached*
- **Description of item** – *see attached*
- **Reason for the gift/hospitality** – *see attached*
- **Value** – *see attached (where recorded)*
- **Whether the item was accepted or declined** – *we only record actual gifts, i.e., accepted & not declined.*
- **Role of staff member the gift was received by, e.g. nurse, Agenda for Change band 5 or above, or doctor, foundation year 1 and above.** *This information is not held – the department the individual works in is recorded (see attached)*

**Additionally, does your organisation have a monetary limit on gifts (ie gifts worth under £50 are allowed) and can cash gifts ever be permitted?**

*£50 as included in the Trust's Conflicts of Interest & Hospitality policy. Gifts of cash & vouchers to individuals should be declined, being clear of the reason for the decision.*