|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Estimated or Actual value  | Offered by (name of individual/organisation) | Reason they gave for making the offer: | Are they an MTHCS associate? (Y/N)  | If accepted would:a) a conflict of interest exist; (Y/N) orb) bring the offer or, MTHCS or public sector into disrepute? (Y/N)**Decline if YES to either** | There is a legitimate business benefit to MTHCS, public sector or State for accepting the offer, i.e. a) it was offered during the individual's official duties; andb) it relates to the individual's official responsibilities; andc) it has a benefit to MTHCS, public sector or State**If NO offer must be declined**If YES detail the business benefit (per the minimum accountabilities).  | Decision re the offer:a) **Declined** or **Accepted** (state which)b) ownership (e.g. state whether individual retained; was transferred to MTHCS ownership; returned to offer or etc.) | Who approved acceptance of offer (name & position)  | Completed by (name & position)  |
| 8/5/19 | Approx. $100 | Community client | Kind gesture to Podiatrist | N | 1. N
2. N
 | No | 1. Accepted. Refusal offended client.
 | Lyndal Munro, Director Community Services |  |