

**COLIBAN WATER
GIFTS, BENEFITS AND HOSPITALITY REGISTER
1 JULY 2018 TO 31 DECEMBER 2018**

No.	Date gift was offered:	Supplier No.:	Type of organisation:	Board Director, Executive, or Employee:	Description of gift offered:	Do you believe that the gift offered may be of cultural, historic or other significance?	If so, detail the significance:	Estimated value of gift offered:	Estimated value of gift offers received from this source in the last 12 months:	Is the gift prohibited?	The gift was:	What is the 'legitimate business reason' for accepting the gift (i.e. business purpose that furthers the official business or other legitimate goals of the agency, Public Sector or State)?	On what basis are you applying to use the gift as your own?	Further comments:
184	17 Dec 2018	10720	Supplier	Executive	Lunch	No		25	25	Yes - Other reasonable perception	Accepted on behalf of the organisation	Although the offer was declined, the lunch was paid for anyway	To avoid being in breach of the policy through no fault of my own	
183	18 Dec 2018	12298	Supplier	Employee	Gift Voucher and lollies	No		597	597	Yes - May bring integrity into disrepute	Declined			
182	19 Dec 2018	NS033	Accreditation Authority	Executive	Reusable coffee cup	No		14	14	No	Accepted on behalf of the organisation	The gift was provided to me in my role as a voluntary technical assessor for the organisation.		The cup will be placed in the general staff pool for raffling.
181	17 Dec 2018	NS034	Supplier	Employee	2 X drink bottles, 1 pen and a USB	No		12	12	Yes - Conflict of interest	Accepted on behalf of the organisation	This came via unsolicited mail so could not decline the offer.		
180	30 Nov 2018	10020	Supplier	Employee	An invitation to a client Christmas party	No		0	0	Yes - Conflict of interest	Declined			
179	30 Nov 2018	NS035	Newspaper	Executive	Invitation to breakfast function	No		50	50	No	Declined			
178	27 Nov 2018	10031	Supplier	Employee	Calendar	No		5	5	No	Accepted and kept (Token gifts only)	I thought it would have looked rude if I had attempted to return the item.		
177	08 Nov 2018	10832	Network	Executive	Invitation to end of year dinner celebration	No		50	50	No	Declined			
176	04 Nov 2018	10083	Network	Executive	Invitation to Awards Luncheon	No		50	50	No	Accepted on behalf of the organisation	Event to celebrate individual and collaborative achievements in the Victorian water industry over the previous year.		
175	07 Nov 2018	10823	Supplier	Employee	Ticket to end of year function (including accommodation)	No		300	300	No	Accepted on behalf of the organisation	Support of business partnership approved by senior Management		
174	07 Nov 2018	10823	Supplier	Executive	Ticket to end of year function (including accommodation)	No		120	120	No	Declined			
173	16 Nov 2018	NS010	Strategic Partner	Executive	Cartons of coffee from Vietnam.	No		80	10580	No	Accepted on behalf of the organisation	Coliban Water is involved in a Commonwealth-funded twinning program with the organisation. The gift was accepted so as not to cause offence to our strategic partner		The coffee will be distributed to staff lunch rooms and coffee stations for use by all staff.
172	16 Nov 2018	NS010	Strategic Partner	Executive and Employee	As part of the twinning/mentoring arrangement, the organisation made the offer to cover all costs related to accommodation, hospitality, transportation by car and pick up from/to airport for five (5) Coliban Water staff whilst they were in Vietnam undertaking mentoring work	No		5000	10500	No	Accepted on behalf of the organisation	This gift is being offered within the specific context of the twinning program, which is being funded by the Australian Water Partnership, with the support of the Department of Foreign Affairs and Trade, for the specific purpose of undertaking mentoring and capacity building	Prior written approval has been granted for sponsored attendance at a conference or familiarisation tour	Coliban Water's participation in the twinning program has been endorsed by the Board of Coliban Water.
171	01 Nov 2018	10020	Supplier	Executive	Invitation to Christmas Party	No		100	100	Yes - Other reasonable perception	Declined			
170	02 Nov 2018	10020	Supplier	Executive	Invitation to 2018 Christmas Party	No		75	75	Yes - Conflict of interest	Declined			
169	01 Nov 2018	10800	Government agency	Executive and Employee	End of year celebration	No		100	200	No	Declined			
168	19 Jul 2018	10454	Industry training provider	Employee	Credit towards training registration fees	No		3500	3500	yes	Yes - Other reasonable perception	Management accepted the benefit on behalf of the organisation and made it available to any employee next participating in an approved course.		
167	20 Aug 2018	10507	Supplier	Executive	Drinks and Canapes	No		120	205	Yes - Other reasonable perception	Accepted on behalf of the organisation	The invitation was reviewed by the Leadership Team and permission to attend was granted by the Managing Director.		
166	30 Jul 2018	NS036	Supplier	Executive	Ticket to Communications and digital transformation conference	No		100	100	Yes - Conflict of interest	Declined			
165	18 Sep 2018	12139	Supplier	Employee	6 x tickets to Oktoberfest	No		120	120	Yes	Declined			
164	11 Sep 2018	11499	Supplier	Executive	Industry Leaders Forum Breakfast	No		50	50	Yes - Conflict of interest	Declined			

163	06 Sep 2018	10850	Not-for-profit stakeholder	Employee	Note pad, Cup, Pen, and Travel cup	No		9	9	No	Accepted and kept (Token gifts only)	The items were picked up from the WIOA trade show company stands.		
162	20 Aug 2018	10850	Not-for-profit stakeholder	Executive	Invitation to Dinner event	No		75	75	No	Accepted on behalf of the organisation	Networking and industry representation		
161	22 Aug 2018	10626	Government agency	Employee	Lunch	No		54	54	No	Accepted on behalf of the organisation	Lunch was included in the Project Reference Group Meeting at which Coliban Water were invited to present.		
160	31 Aug 2018	NS028	Supplier	Employee	A pen and a note book	No		5	5	No	Declined			
159	23 Aug 2018	NS029	Customer	Employee	Box of chocolates	No		5	5	No	Accepted and kept (Token gifts only)	Shared amongst staff		
158	18 Jul 2018	10800	Government agency	Board Director	Economic Luncheon	No		180	180	No	Declined			
157	17 Jul 2018	10845	Industry stakeholder with commercial interest	Employee	Dinner invitation	No		150	150	No	Accepted on behalf of the organisation	Prior written approval was sought and granted for attendance at the event given my role with the organisation		
156	27 Jul 2018	NS030	Political Party	Executive	Breakfast	No		55	55	No	Declined			
155	27 Jul 2018	NS030	Political Party	Executive	Invitation to speaking event	No		40	40	No	Declined			
154	31 Jul 2018	10399	Supplier	Employee	Networking dinner	No		100	100	No	Accepted on behalf of the organisation	Prior written approval was sought and obtained to attend the dinner		
153	19 Jul 2018	NS031	other	Employee	Chinese Silk (scarf)	No		8	8	No	Accepted on behalf of the organisation	I accepted the gift as it would have been culturally inappropriate to decline the offer.	To avoid being in breach of the policy through no fault of my own	
152	18 Jul 2018	10399	Supplier	Executive	Invitation to Annual Dinner	No		250	480	Yes - Other reasonable perception	Declined			
151	09 Jul 2018	10399	Supplier	Employee	Invite to Annual Dinner	No		250	250	No	Accepted on behalf of the organisation	Prior written approval was sought and obtained to attend the event given my role with the organisation		
150	04 Jul 2018	NS032	other	Executive	VIP ticket to conference	No		324.5	324.5	No	Declined			
149	12 Jul 2018	10507	Supplier	Employee	Travel to/from a project site	No		50	50	No	Accepted on behalf of the organisation	The shared travel allowed time for relevant work-related discussion without having to taking additional time out of our work hours.		

The register has been developed in line with the Department of Environment, Land, Water and Planning (DELWP) policy regarding the registration of gifts, benefits and hospitality.