

Approved form – Gifts and Benefits Register

Date given or received	Description of gift or benefit	Value	Name of donor ¹	Name of recipient	For gifts received was the gift: a) retained by employee; or b) retained by agency.	Reasons for accepting or giving (what is the benefit to the Queensland community)	Name & signature of accountable officer or supervisor.
24/2/11	Return airfare, accommodation, meals and sundries, Brisbane to Honiara, Solomon Islands to attend exercise Boss Lift in capacity of Qld Govt representative on the Qld Reserves Support Council	\$2100 estimate only	Australian Defence Force	Manager, Industrial and Employee Relations Services	Retained by employee.	Provides opportunity to view reservists on deployment and showcase the broad skills utilised by Qld government reservists in undertaking their reservist operational duties	Director-General

¹ For organisational donors, include name of organisation. If donor is an individual, use a generic reference. E.g. "individual", "family of patient".