



GIFTING POLICY

AGREED- JULY 2023

REVIEW DATE- JULY 2024

This policy outlines what the Food Friends team can accept in the form of gifts. We understand that on special occasions Food Friends may offer a gift to express their appreciation of the initiative.

The Food Friends team incorporates all Food Friends employees, trustees and volunteers.

Gifts should not normally be accepted as part of your duties. However, low value items such as biscuits, sweets, calendars, mugs or small tokens of gratitude from Food Friends, or their relatives, which appear to have a value of £10 or less may be accepted and do not need to be declared to the Food Friends coordinator.

The offer of cash or vouchers should always be declined no matter what the value. This form of gift is easier to conceal or alter, and could potentially lead to allegations of theft, fraud or bribery.

Occasions may arise when you are unable to decline a gift over the value of £10 or in the form of cash or a voucher, as it would be discourteous to do so and cause embarrassment to the person making the offer. In these circumstances, please immediately declare the gift to the Food Friends coordinator and we can discuss the best way to decline.

Should your Food Friend continuously offer you gifts then please declare them to the Food Friends coordinator.