



NBCPSS POLICY NUMBER BC006

GIFTS POLICY

1. OBJECTIVE: To regulate circumstances where entertainment or gifts are awarded to employees and/or Councilors.

2. ENTERTAINMENT AND GIFTS POLICY

2.1. PROHIBITIONS

Employees and/or Councilors are prohibited from receiving gifts or are entertained if:-

2.1.1. That has or can be perceived to be having a conflict of interest; and

2.1.2. The entertainment or gift is awarded unethically meaning it is contrary to the Code of Conduct;

NB: Any entertainment or gift coming from those listed under 2.1.3, the office of the General Secretary must be advised immediately in writing.

2.2. ACCEPTANCE

The acceptance of entertainment and gifts from suppliers, service providers and fellow employees and/or councilors, is allowed provided:-

2.2.1. The Gift / Entertainment are small and are just a token of appreciation.

2.2.2. All Gifts /Entertainment that have a monetary value above R2000 are to be reported to the CEO to be entered into the Gift and Entertainment register.

2.2.3. All entertainment and gifts with a monetary value of more than R500 must be declared to the CEO before acceptance who will report the gift at the monthly exco meeting. The NBCPSS will exercise discretion on the acceptance or non-acceptance of the entertainment or gift.

3. EXCEPTIONS

The policy does not cover entertainment and gifts pertaining to the following:

- Ill – health
- Death in the family
- Baby showers
- Departing employees



**NATIONAL BARGAINING
COUNCIL**
FOR THE PRIVATE SECURITY SECTOR

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- Events and Conferences
- Trade Shows
- Anything given to employee as a member of public.