



NOT PROTECTIVELY MARKED

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## Gifts and Hospitality Policy

### 1. POLICY STATEMENT

- 1.1 This policy provides guidelines to ensure that the recording of accepted and declined gratuities is carried out in accordance with the Standards of Professional Behaviour and relevant legislation, specifically the Freedom of Information Act 2000, the Prevention of Corruption Act 1906 and the Prevention of Corruption Act 1916.
- 1.2 This policy details the standards and expectations in place for Police Staff and Officers when dealing with gratuities.
- 1.3 This policy supports the associated SOP which provides guidance on the procedure of completion of the Gifts and Hospitality Register and the circumstances under which gratuities can be accepted.

### 2. OVERVIEW

- 2.1 This policy outlines the requirements for Areas and Department to nominate a Single Point of Contact (SPOC) responsible for the maintenance and completion of the Gifts and Hospitality Register with information on gratuities accepted and declined.
- 2.2 The Gifts and Hospitality policy outlines that Police Officers and Staff should not accept gifts that will compromise their impartiality and integrity or which may constitute to a criminal offence being committed or a breach of Standards of Professional Behaviour.
- 2.3 This policy applies to England, Wales and Scotland.

### 3. APPLICABLE DATE, MONITORING AND REVIEW

- 3.1 This policy is applicable from 12 October 2010. It will be reviewed on a periodic basis (but not less than every three years) to ensure that BTP observes best practice and demonstrates continuous improvement.



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**4. OWNERSHIP**

- 4.1 This policy is owned by the Professional Standards Department (PSD). Any questions and comments related to this policy should be directed to the PSD Intelligence Unit at BTP Force Headquarters (FHQ).

**5. ASSOCIATED DOCUMENTS**

- 5.1 This policy statement should be read in conjunction with the Gifts and Hospitality Standard Operating Procedure (SOP/219/10).