

## GIFT REGISTRY

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Transparency is central to Stichting Health Action International's (HAI) business model, work programmes, policies and practices. To earn and retain the trust of our donors, staff, partners and other stakeholders, we endeavour to provide ample transparency in, and about, our operations and relationships. It is in this spirit that we want to be transparent about the inevitability of gifts received in our daily business transactions.

It is forbidden for members of staff to take monetary gifts. It is also forbidden for members of staff to take gifts of any kind from the pharmaceutical industry. However, from time to time, members of staff are offered gifts of limited value by partner organisations with whom we work, such as universities and interest groups where we are invited to speak, and as personal thanks or an expression of friendship.

Often gifts are contextualized by social norms and traditions, and motivated by kindness. HAI will not offend those we work with by refusing gifts of limited value. But we will mitigate their potential impact by being transparent.

- We will mention to the gift-giver that we do not take personal gifts, and that we share our gifts among the staff and that gifts are logged in a registered and transparently available on the HAI webpage. This may not always be appropriate, because of social norms and values, and when a challenge will cause insult.
- We will always enter all gifts on a publicly available register, which lists the date, gift received, the location where it is being held and the intended mitigation. By intended mitigation we mean for example that confections may be consumed by staff, drinks may be set aside for an office celebration, and more personal items will be redistributed among staff by way of a free draw at the end of every year.

HAI does not give gifts, other than publications and branded items such as lanyards and memory sticks containing published material.

