



GIFTS, BENEFITS AND HOSPITALITY REGISTER 2021/2023

Date	Received From	Description of Gift/Comments	Staff/Dept	Approx Value \$	Accepted/Declined/Displayed - declined, retained, redistributed through Staff Recognition, subject to raffle & proceeds to charity	Reason for decision
19/01/2021	ReadyTech - Contractor SJTP	Tickets to Australian Open Tennis	Chief Executive Officer	\$150.00	Declined	
28/01/2021	Siemens - Contractor Facilities	2 x Hamper boxes	Facilities Manager and Co-ordinator Assets and Services	\$300.00 (2 x \$150.00)	Declined	
5/03/2021	HansenYuncken - previous Contractor	Ticket to opening game of AFL Season and corporate hospitality	Executive Director Campus Transformation	\$100.00	Declined	
16/04/2021	Optus Enterprise	ANZAC Eve football match Melbourne V Richmond and corporate hospitality	Chief Executive Officer	\$100.00	Declined	
5/05/2021	architectus	CEDA discussion panel session + lunch	Executive Director Campus Transformation	\$180.00	Declined	
13/04/2021	Renault	Renault clothing and automotive merchandise	Automotive teaching staff	\$500.00-\$1,000.00	Accepted by staff and donated to textiles/fashion portfolio for upcycling.	
26/10/2021	Headland Machinery	Oktoberfest Gift Pack	Lead Educator Engineering, Construction and Engineering	\$40.00	Accepted	
23/11/2021	Certificate IV in Allied Health - students	3 x vouchers - Pizza, book, movies	Teacher - Certificate IV in Allied Health	\$140.00	Accepted with approval of CIEEDO	
29/11/2021	Certificate II in Automotive Vocational Preparation (Pre-apprentices)	Jameson Irish Whiskey	Teacher - Certificate II Automotive Vocational Preparation	\$50.00	Accepted with approval of CIEEDO	
15/12/2021	Onshore International Agent - Aussizz Group	L'Occitane Gift Box	International Business Development Officer	\$125.00	Accepted with approval of Acting Head of Brand and Student Acquisition	
8/02/2022	Victorian Chamber of Commerce and Industry	COVIDSafe Business Award Winner - Voucher to use for training in OHS and HR Services	COVID-19 Response, Manager of COVID-19	\$2,500.00	Accepted	
5/04/2022	Optus Enterprise & Cisco	Roundtable dinner at Florentino, Melbourne	Chief Executive Officer	\$200.00	Accepted	
11/04/2022	Optus Enterprise & Cisco	Optus Invitation - Richmond Vs Melbourne - VIC Education Event	Chief Executive Officer	\$475.00 - \$525.00	Declined	
TBC	Balance Internet	Dinner	Customer Onboarding Programme Lead	\$150.00	Declined	
30/04/2022	Fox Transport	Guest pass to football game	Executive Director Studies (Joe Ballato)	\$250.00	Accepted/CEO approved	
12/05/2022	Social Garden (Rosie Brown)	Networking Event - Maintaining stakeholder relationships within the Education sector	Head of Brand and Student Acquisition Manager Acquisition Business Partners Manager Campaigns	3 x \$80.00 \$240.00	Accepted/Approved by CXGO	
12/08/2022	Orchestra Victoria	Two complimentary tickets at the Ulumbarra Theatre	Timetabling Support Officer	\$70	Declined	
25/08/2022	AFL	Invitation from AFL Commissioner Simone Wilkie - Essendon v Hawthorn Rd1 AFLW game, Saturday August 27	CEO	Approx \$495.00	Approved by Board Chair 24.08.22	
12/09/2022	Architectus Presentation Dinner	Attending the Tertiary Education Management Conference as a guest speaker and invited to dinner to accept a national architecture award for Urban Design.	Executive Director Campus Transformation	\$150	Approved by CEO	Legitimate business
27/10/2022	Watermark Search	Watermark Melbourne End of Year event	Chief People, Culture and Strategy Officer		Declined	N/A
4/11/2022	CMV Truck & Bus	Attendance at 2022 CMV Truck & Bus Apprentice Graduation Dinner	Acting Director - Auto - Giulian Di Maggio & Damien Bitzios	2 x \$300	Accepted. (approx est. accomodaiton and attendance at dinner)	Legitimate business

OFFICIAL : SENSITIVE

12/12/2022	Maddocks	CEDA Annual Discussion and Lunch	Head of Governance Risk and Compliance	\$175	Declined	Conflict with duties
15/12/2022	JRPlus	Seasons greetings hamper of perishable and consumable items in	Executive Director - Student Journey Tra	\$150	Accepted. Receipt approved by Chief Operating Officer. Gift and its nature was discussed and view was that it would not lead to an operational issue. This appeared to be a one-off seasons greeting gift made up of a number of small and mainly perishable items. It was agreed that should BKI receive any further gifts from this source that they be refused.	Cultural norm
16/11/2022	Technology1	Dinner hosted by Tech One - Hospitality	Chief Operating Officer	\$100	Accepted. COO reports that attendance was approved and encouraged by CEO. Described as a networking function. Discussed resolution to operational issues.	Legitimate business
5/07/2023	Architectus	Diversity, Equity and Inclusion Lunch Invitation	Project Manager, Capital Works	\$210	Declined. Architectus will possibly be tendering for the proposed capital works and you are going to be part of the selection panel, a perceived conflict could be at play.	Percieved Conflict of Interest
1/08/2023	Ateco Group	Travel, accommodation and training in France	Automotive Technical Trainer	\$10,000	Accepted and approved by Executive Director Studies. Ateco Group is a client of the Institute and contracts the Institute to provide education and training services to its staff. The training is associated with professional development for the Institute's trainer. As this is not already provided for within the contract, BKI considers this to a gift.	Legitimate business: Professional Development
14/07/2023	Student class group (10 students)	Gift voucher at Wood house restaurant	Early Childhood Teacher	\$135	Accepted following student completion at BKI	Accepted as gift following completion
12/07/2023	Individual student	Lipstick and earnings	Early Childhood Teacher	\$50	Accepted due to cultural norm. Gift was then donated to charity. Note that all assessment decisions and educational outcomes finalised prior to accepting.	Cultural norm / perceived conflict of interest.
3/07/2023	Team Principal Walkinshaw Andretti United	2 x Women's Quarter Final world cup tickets	Chief Executive Officer	\$150	Accepted and approved by Board Chair.	Legitimate business: the ACE Walkinshaw Andretti United and BKI have an industry partnership agreement.
26/08/2023	Melbourne Storm	2 tickets (with hospitality) to Storm v Titans	Chief Executive Officer	\$150	Accepted and approved by Board Chair.	Existing sponsorship agreement with Melbourne Storm