

6 month cycle  12 month cycle

Form for reporting receipt of gifts and gifts according to the No Gift Policy

From performing duties

Name of organization.....

I,.....Surname.....Position.....

Affiliation..... would like to report receipt of gifts and gifts according to the No Gift Policy from performing duties as follows.

Date	Details of gifts	Gifts Giver				Received in the name of	
		Government sector	Private	People	others	Organization	Individual

Sign..... Reporter

Position.....

Date...../...../.....

**For commanders**

As received the report of reporting receipt of gifts and gifts according to the No Gift Policy from performing duties, Please proceed as follows.

- It was considered appropriate to return it to the giver.
- Delivered to the organization.
- Others.....

Sign .....Commander

Position.....

Date...../...../.....

**Note:** Please report receipt of gifts and gifts according to the No Gift Policy from the performance of duties. Let supervisors consider every time they receive a gift or present from performing their duties.

**Additional explanation**

1. Supervisor means Inspector of Hat Yai Immigration and other positions of equivalent status
2. Receiving gifts and gifts according to the No Gift Policy from performing duties must not be “receiving property or any other benefits in an ethical manner” as appears in the announcement of the National Anti-Corruption Commission regarding criteria for receiving property or other benefits. By the ethics of government officials 2020