



Gifts, Assets, or Other Benefits
Acceptance Form

According to the notification of Global Power Synergy Public Company Limited
Re: Guidelines for Anti-Fraud and Corruption Policy, receiving and offering of
gifts, receptions, or benefits

Division/Department :

Name of receiver : Contact number :

No.	Organization/Company of Giver	Date received	Items received
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

Remark

List of gifts and souvenirs manageable by each division/department, without the need to fill this form:

1. Consumables with an expiry date of less than one month should be at the discretion of direct executive overseeing department receiving the goods.
2. Calendars or diaries made as a company's corporate gift can be received for employees' personal use.

Steps to follow when gifts received do not fall under 1. and 2. above:

1. Submit received items to the Corporate Governance and Compliance Division (GGM)
2. Fill in this form
3. Submit the form to GGM
4. GGM shall gather and summarize list of items received. The items shall be divided into groups and presented to the manager of Company Secretary and Corporate Governance Department for consideration. GGM is to proceed with orders or coordinate to search an appropriate charity.

