

[REDACTED]

From: [REDACTED]@hmrc.gsi.gov.uk
Sent: 13 July 2011 10:54
To: [REDACTED]
Cc: [REDACTED]@hmrc.gsi.gov.uk
Subject: RE: IPSA Internal Policies

Hi [REDACTED]

Thanks for sending these policies to me. I'm sorry for the delay in replying.

Taking each document separately:

Government Procurement Card (GPC) policy

I am satisfied that IPSA's guidance has in place safeguards against personal use of GPCs by staff, and will issue a dispensation covering genuine receipted business use of GPCs to you with a covering letter today.

Reward and Recognition policy

I have reviewed this document, and I can confirm that the rewards of gift vouchers, House of Commons merchandise and picnics/meals give rise to benefits in kind for the employees concerned. Will IPSA now want to set up a PAYE Settlement Agreement (PSA) to include these benefits to staff for 2010-11 onwards? Would you please let me know as soon as possible and I will arrange for the necessary paperwork to be issued to you.

If you need any further help, please feel free to contact me.

Thanks

[REDACTED]
[REDACTED]
Employer Liaison Team (Government Departments)

Tel – 029 20 [REDACTED]

Fax – 029 20 [REDACTED]

From: [REDACTED] [mailto:[REDACTED]@parliamentarystandards.org.uk]
Sent: 12 May 2011 11:38
To: [REDACTED] (LocalCOMP I&PB Public Bodies PD1)
Cc: [REDACTED] (LocalCOMP I&PB Public Bodies); [REDACTED]
Subject: IPSA Internal Policies

[REDACTED]
With apologies for the delay, please find attached IPSA's internal GPC and Reward and Recognition policies.

I'll be in touch soon to arrange the meeting with discussed on the Third Edition of the Scheme.

Many thanks,

[REDACTED]
[REDACTED]
Independent Parliamentary Standards Authority (IPSA)
7th Floor, Portland House
Bressenden Place

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