

Awareness questions for accepting hospitality

Ten awareness questions that you should ask yourself before accepting hospitality:

1. Why am I being offered this and is anything expected in return?
2. Is there a clear business reason for Equinor and am I the right person to attend?
3. Are there ongoing negotiations, procurement processes, or other matters requiring a particularly careful approach?
4. What is the hospitality, are the costs reasonable, and is travel/accommodation covered by Equinor?
5. Am I offered hospitality frequently by the same host?
6. Are representatives of other companies attending?
7. If I am the only participant from Equinor, is there a special reason for this and has it been approved by my manager?
8. If spouses or partners are participating, is there a sufficient reason for this and has it been approved by my manager?
9. Has the hospitality/entertainment been discussed with my superior? And would Equinor offer similar hospitality?
10. Could I defend my participation in public?