

| Term | Definition |
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| Corporate scope | GSK will issue one report for each country showing all Transfers of Value made to HCPs / HCOs in that country by GSK, GSK Consumer Healthcare, and by ViiV Healthcare. |
| Reporting date | GSK has defined two types of Transfers of Value for Reporting Date purposes: - a <i>Monetary Transfer of Value</i> is a payment of money made to an HCP/HCO by GSK either directly or through an intermediary (for example, fees for service). The Reporting Date for these Transfers of Value will be the actual payment date, irrespective of when the event happened (for example, when a consultancy fee is paid, not when the work took place). - a <i>Non-monetary Transfer of Value</i> is a benefit received from GSK either directly or through an intermediary <i>without</i> a monetary payment (a flight or a congress registration fee paid to a travel agent or events organiser, for example). The Reporting Date for these Transfers of Value will be the event date (for example, when the congress took place). |
| Value Added Tax | In Estonia, GSK presents the amounts in the report without VAT |
| Currency conversions | GSK records Transfers of Value in the currency in which the transaction took place. The report will show all values in the currency of the country in which the report is made. |
| HCPs employed by GSK | GSK will not report payments made to HCPs who are employed by GSK as staff members. GSK considers that it would be inappropriate to disclose an employee's salary, bonus, expenses and benefits. |
| Distributors | If a distributor is involved in the promotion of medicines on behalf of a Member Company in an EFPIA country, and is therefore under the operational control and guidance of that Member Company, then its activities are reportable by the Member Company in that country. In such cases GSK will provide the data as a standalone distributor report (using the structure set out in Schedule 2 of the EFPIA Code), based on the distributor's own methodology and policies. |
| Multi-year contracts | Transfers of Value are reported on the relevant Reporting Date (payment date or event date – see above) irrespective of the duration of the contract. |

A distributor, Tamro Eesti OÜ (Phoenix) is involved in the promotion of medicines on behalf of GSK in Estonia, and is therefore under the operational control and guidance of GSK; its activities are reportable by GSK in Estonia.