TRAVEL EXPENSES SUMMARY Director of Human Resources

MONTH	FEBRUARY
YEAR	2010

			COSTS						
NUMBER	DESTINATIONS	PURPOSE	AIR FARES	OTHER TRAVEL	ACCOMMODATION	MEALS	MISC	REFUNDS	TOTAL COST
1	Sheffield	Skills for Justice Board Meeting	£402.80	£118.00					£520.80
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
									£0.00
					TOTAL FOR MONTH				£520.80

SUMMARY	