



TRAVEL EXPENSES SUMMARY Director of Human Resources

MONTH	JANUARY
YEAR	2011

NUMBER	DESTINATIONS	PURPOSE	COSTS					REFUNDS	TOTAL COST	
			AIR FARES	OTHER TRAVEL	ACCOMMODATION	MEALS	MISC			
NIL									£0.00	
									£0.00	
									£0.00	
									£0.00	
									£0.00	
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									£0.00	
									£0.00	
									£0.00	
									£0.00	
							TOTAL FOR MONTH		£0.00	
SUMMARY										