

1 February 2016

Mr James Stanford
Fyi-request-3579-7ea7e32b@requests.fyi.org.nz

Dear Mr Stanford

Thank you for your request under the Official Information Act 1982, in which you requested the following:

Please provide me with itemised accounts for all international travel undertaken by the following staff since 1 January 2013:

- Emma Grigg - Policy Director
- Carmel Peters - Policy Manager

Specifically I am seeking travel costs (flights), accommodation costs, conference fees and incidentals such as taxis, shuttles, food and drink. If a per diem is paid please include this as well.

I also request scans of the receipts from any claims or charges against company credit cards.

We received the request on 28 January 2016 and will respond by 26 February 2016

Yours sincerely



Christina Goodall
Manager, Commissioner's Correspondence