

Expense Report for Nick Hardwick: November – December 2013

Line	Date	Expense Type	Merchant Name	Reimbursable Amount (GBP)	Justification	Attachments
1	13-Nov-2013	Overnight Subsistence		21.00	Stayed two nights with team during inspection of HMP Leicester	
2	13-Nov-2013	Personal Incidental Expenses - UK		10.00	Stayed two nights with team during inspection of HMP Leicester	
3	13-Nov-2013	Daily Subsistence (12+ hours)		13.55	Stayed two nights with team during inspection of HMP Leicester	
4	18-Nov-2013	Taxis - UK	Taxi in Bristol	55.00	Taxi from Bristol Temple Meads to Tortworth Court Four Pillars Hotel, Wotton under Edge, to stay with team overnight for inspection of HMP Eastwood Park	
5	18-Nov-2013	Overnight Subsistence		21.00	Stayed overnight with team during inspection of HMP Eastwood Park	
6	18-Nov-2013	Personal Incidental Expenses - UK		5.00	Stayed overnight with team during inspection of HMP Eastwood Park	
7	19-Nov-2013	Taxis - UK	Eurotaxis	35.00	Taxi from HMP Eastwood Park to Bristol Temple Meads on return home	
8	20-Nov-2013	Taxis - Overseas	Taxi13	12.58	Taxi from Strasbourg rail station to Mercure Strasbourg Congress Hotel. Attending two day Council of Europe conference on immigration detention. Actual cost 15 Euros.	
9	20-Nov-2013	Overnight Subsistence		33.50	Two nights in Strasbourg attending a Council of Europe conference on immigration detention	
10	20-Nov-2013	Personal Incidental Expenses - Overseas		20.00	Two nights in Strasbourg attending a Council of Europe conference on immigration detention	
11	22-Nov-2013	Daily Subsistence (5-10 hours)		4.25	Two nights in Strasbourg attending a Council of Europe conference on immigration detention	
12	22-Nov-2013	Taxis - Overseas	Taxi13	12.58	Taxi from Mercure Strasbourg Congress Hotel to Council of Europe. Attending two day Council of Europe conference on immigration detention. Actual cost 15 Euros.	
13	29-Nov-2013	Taxis - UK	London Taxi	20.00	Taxi from office to Russian Embassy to put in application for urgent visa to visit Russia	

14	29-Nov-2013	Other Expenditure	Russian Embassy	100.00	Cost of urgent one day visa to attend conference in Russia on 5 December
15	03-Dec-2013	Other Expenditure	Ryman	9.99	Cost of memory stick (bought on FCO advice) on which to carry presentation for Russian conference
16	04-Dec-2013	Rail Travel - UK	Heathrow Express	34.00	Return ticket on Heathrow Express - travelling to Moscow for Russian Conference
17	04-Dec-2013	Taxis - Overseas	Taxi-Milady	37.10	Taxi from Moscow Airport to Hotel Golden Apple. Staying two nights for attendance at conference in Moscow.
18	04-Dec-2013	Overnight Subsistence		33.50	Two nights in Moscow attending PMC project conference
19	04-Dec-2013	Personal Incidental Expenses - Overseas		20.00	Stayed two nights in Moscow attending PMC project conference
20	06-Dec-2013	Taxis - Overseas		36.17	Taxi from Hotel Golden Apple to Moscow Airport, returning from the conference
21	11-Dec-2013	Taxis - UK	Plymouth Taxis	30.00	Taxi from Plymouth Station to Two Bridges Hotel to stay with team on inspection of HMP Dartmoor
22	11-Dec-2013	Overnight Subsistence		42.00	Two nights with the team during inspection of HMP Dartmoor
23	11-Dec-2013	Personal Incidental Expenses - UK		10.00	Two nights with the team during inspection of HMP Dartmoor
24	17-Dec-2013	Taxis - UK	London Taxi	10.00	Taxi from 102 Petty France to Victory House due to lack of time between meetings
Total				626.22	