

Surname	First Name	Unit Id	Status	Commit Description	Merchant Name	Purchase Date	Description	Net Amou	Tax Amou	Amount	Company	GI Account	Cost Cent	Profit Cem	Tax Code	Quantity	Expense Type	CardType	GI Type	GI Line No	Price	Label Value
PURTILL	James	7000015	Posted	Breakfast 2pax - Cairns trip 1 Dec	BA RENYA DEVEL OPMENTQPS	1/12/2020	Breakfast 2pax - Cairns trip 1 Dec	23.55	2.35	\$ 25.90	1301	530011	7000015	7000015	PG	1	Refresh/Light Meals	77	DNR	1	25.9	NONFBT
PURTILL	James	7000015	Posted	Taxi - BNE al port to 1WS - returning from Cairns trip	BWC BRISBANE 133222	1/12/2020	Taxi - BNE airport to 1WS - returning from Cairns	54.79	5.48	\$ 60.27	1301	525012	7000015	7000015	PG	1	MV - Taxi Fares	77	DNR	1	60.27	NONFBT
PURTILL	James	7000015	Posted	Uber to 1WS - 2 Dec	UBER *TRI P	1/12/2020	Uber to 1WS - 2 Dec	16.64	1.66	\$ 18.30	1301	525012	7000015	7000015	PG	1	MV - Taxi Fares	77	DNR	1	18.3	NONFBT
PURTILL	James	7000015	Posted	AFR digital subscription - December 2020	FAIRFAX SUBS CR IONS	4/12/2020	AFR digital subscription - December 2020	54.13	5.41	\$ 59.54	1301	530011	7000015	7000015	PG	1	Subscriptions	77	DNR	1	59.54	NONFBT
PURTI LL	James	7000015	Posted	The Australian digital subscription - December 2020	NEWS LIMITED	8/12/2020	The Australian digital subscription - December 2020	15.22	1.52	\$ 16.74	1301	530038	7000015	7000015	PG	1	Subscriptions	77	DNR	1	16.74	NONFBT
PURTI LL	James	7000015	Posted	Taxi - 1WS to home post Estimates 11/12/2020	UBER *TRI P	11/12/2020	Taxi - 1WS to home post Estimates 11/12/2020	25.45	2.55	\$ 28.00	1301	525012	7000015	7000015	PG	1	MV - Taxi Fares	77	DNR	1	28.0	NONFBT
PURTI LL	James	7000015	Posted	Courier Mail digital subscription - December 2020	NEWS LIMITED	10/12/2020	Courier Mail digital subscription - December 2020	-154.55	-15.45	\$ -170.00	1301	525012	7000015	7000015	PG	1	Subscriptions	77	DNR	1	-170	NONFBT
PURTI LL	James	7000015	Posted	Refund of accommodation cost charged in error 18/11/2020	The Villa Resort Cairn	14/12/2020	Refund of accommodation cost charged in error 18/11/2020	22.53	2.25	\$ 24.78	1301	525012	7000015	7000015	PG	1	Travel Accom & Meal	77	DNR	1	24.78	NONFBT
PURTI LL	James	7000015	Posted	Taxi - Southbank to home - post Cabinet Xmas reception @ BECC	GM CABS PTY LTD	8/12/2020	Taxi - Southbank to home - post Cabinet Xmas recep	29.99	2.91	\$ 32.90	1301	525012	7000015	7000015	PG	1	MV - Taxi Fares	77	DNR	1	32.9	NONFBT
PURTI LL	James	7000015	Posted	Dinner with Energy staff - 1pax - Dalby 15 Dec	CRITERION HOTEL - DALB	15/12/2020	Taxi - home to Southbank 15 Dec	25.77	2.58	\$ 28.35	1301	525012	7000015	7000015	PG	1	Travel Accom & Meal	77	DNR	1	28.35	NONFBT
PURTI LL	James	7000015	Posted	Taxi - home to Southbank 15 Dec	Calcharge	15/12/2020	Taxi - home to Southbank 15 Dec	20.91	2.09	\$ 23.00	1301	530011	7000015	7000015	PG	1	MV - Taxi Fares	77	DNR	1	23.0	NONFBT
PURTI LL	James	7000015	Posted	Lunch 1pax - Dalby trip with Minister de Brenni 15 Dec	THE GIRLS COFFEE BAR	15/12/2020	Lunch 1pax - Dalby trip with Minister de Brenni 15	10	1	\$ 11.00	1301	530011	7000015	7000015	PG	1	Refresh/Light Meals	77	DNR	1	11	NONFBT
PURTI LL	James	7000015	Posted	Coffee and snack 1pax - Dalby trip with Min de Brenni 16/12/20	MARISSA'S ES PRESSO	16/12/2020	Coffee and snack 1pax - Dalby trip with Min de Bre	8.5	0.85	\$ 9.35	1301	530011	7000015	7000015	PG	1	Refresh/Light Meals	77	DNR	1	9.35	NONFBT
PURTI LL	James	7000015	Posted	Coffee and snack 1pax - Dalby trip with Min de Brenni 16/12/20	BLACKBUTT BAKERY	16/12/2020	Coffee and snack 1pax - Dalby trip with Min de Bre	42.41	4.24	\$ 46.65	1301	525009	7000015	7000015	PG	1	Refresh/Light Meals	77	DNR	1	46.65	NONFBT
PURTI LL	James	7000015	Posted	Refuel hire car from Dalby trip with Min de Brenni 15-16 Dec 2020	COLES EXPRESS 1896	16/12/2020	Refuel hire car from Dalby trip with Min de Brenni	1.94	0.19	\$ 2.13	1301	525016	7000015	7000015	PG	1	MV Fuel Oil	77	DNR	1	2.13	NONFBT
PURTI LL	James	7000015	Posted	Parking - Cairns trip 17 Dec 20	CAIRNS REGIONAL COUN	17/12/2020	Parking - Cairns trip 17 Dec 20	3.64	0.36	\$ 4.00	1301	525016	7000015	7000015	PG	1	MV Toll & Incident	77	DNR	1	4.0	NONFBT
PURTI LL	James	7000015	Posted	Parking - Cairns trip with Min de Brenni 17/12/20	HEMINGWAY'S BREWERY	17/12/2020	Parking - Cairns trip with Min de Brenni 17/12/20	63.48	6.35	\$ 69.83	1301	526005	7000015	7000015	PG	1	Travel Accom & Meal	77	DNR	1	69.83	NONFBT
PURTI LL	James	7000015	Posted	Dinner - Cairns 17 Dec - 3pax	Pulman Reef Casino FD	17/12/2020	Dinner - Cairns 17 Dec - 3pax	4.55	0.45	\$ 5.00	1301	530011	7000015	7000015	PG	1	Refresh/Light Meals	77	DNR	1	5	NONFBT
PURTI LL	James	7000015	Posted	Coffee - Cairns trip 17/12/2020	CALTEX CAIRNS SHERIDAN	17/12/2020	Coffee - Cairns trip 17/12/2020	7.75	0.77	\$ 8.52	1301	525000	7000015	7000015	PG	1	MV Fuel Oil	77	DNR	1	8.52	NONFBT
PURTI LL	James	7000015	Posted	Refuel hire car - Cairns trip with Min de Brenni 17-18 Dec 2020	GM CABS PTY LTD	18/12/2020	Refuel hire car - Cairns trip with Min de Brenni 1	76.65	7.67	\$ 84.32	1301	525012	7000015	7000015	PG	1	MV - Taxi Fares	77	DNR	1	84.32	NONFBT
PURTI LL	James	7000015	Posted	Taxi - BNE airport to home to CBD 18/12/2020 - DNIOME ODO Xmas lunch	BAR ENVADEVELOPMENTQPS	18/12/2020	Taxi - BNE airport to home to CBD 18/12/2020 - DNIOME	24.45	2.45	\$ 26.90	1301	526005	7000015	7000015	PG	1	Travel Accom & Meal	77	DNR	1	26.9	NONFBT
PURTI LL	James	7000015	Posted	Breakfast - Cairns trip with Min de Brenni 18/12/20	Metropole Bar & Eat	23/12/2020	Breakfast - Cairns trip with Min de Brenni 18/12/20	7.38	0.74	\$ 8.12	1301	530011	7000015	7000015	PG	1	Refresh/Light Meals	77	DNR	1	8.12	NONFBT
PURTI LL	James	7000015	Posted	Coffee - QRC meeting 2pax	Calcharge	8/12/2020	Coffee - QRC meeting 2pax	24.78	0	\$ 24.78	1301	515011	7000015	7000015	PZ	1	Disputed Transaction	77	DNR	1	24.78	NONFBT
PURTI LL	James	7000015	Posted	Duplicate taxi charge on 8/12/2020.																		
								Total		\$ 487.48												

From: PLATT Katrina
Sent: Monday, 23 August 2021 1:55 PM
To: SAVAGE Catherine
Cc: ROGAN Leanne
Subject: FW: Promaster Transactions -J. Purtill, M Munro
Attachments: expense-detail-report - Mary Anne Munro.xlsx; Expense-detail-report James Purtill.xlsx

Catherine

Corporate card transactions for J Purtill and MA Munro for appropriate time period.

M Kaiser has yet to use his corporate card so nothing to report.

Leanne Rogan is getting the additional transactional data for you and will send through ASAP.

Thanks



Katrina Platt
Chief Finance Officer and Executive Director
Finance and Corporate Operations
Business and Corporate Partnership
Department of Resources

P: M: p4(6) Personal inform
E: katrina.platt@resources.qld.gov.au
A: 1 William Street, Brisbane QLD 4000 | PO Box 15216, City East, QLD 4002
W: www.resources.qld.gov.au

From: COSTELLO Holly <Holly.Costello@resources.qld.gov.au>

Sent: Wednesday, 18 August 2021 4:40 PM

To: PLATT Katrina

Cc: ROGAN Jenny

Subject: Promaster Transactions -J. Purtill, M Munro

Hi Katrina,

As discussed, here are the list of transactions for James Purtill and Mary Anne Munro for the period of 01.07.2020 to 12.08.2021.

I have hidden a few columns, so it is easier to display the relevant information.

Mike Kaiser has not used his Corporate Card yet, so there is nothing to report.

Thank you



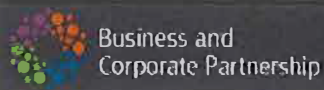
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Surname	First Name	Unit Id	Status	Commnt Description	Merchant Name	Purchase Date	Description	Net Amount	Tax Amount	Amount	GI Account	Cost Centre	Profit Centre	Tax Code	Quantity	Expense Type	Label Value
MUNRO	Maryanne	7000015	Posted	Computer accessories	DATA 3 LIMITED	7/07/2020	Computer docking station	184.8	18.48	\$ 203.28	528006	7000015	7000015	PG	1	Comp Consumables	NONFBT
MUNRO	Maryanne	7000015	Posted	Office Supplies	WINC	24/07/2020	Stationary	79.57	7.96	\$ 87.53	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Post DGs Phone charger	AIRLIE BEACH HOTEL	5/08/2020	Postage	13.89	1.39	\$ 15.28	530026	7000015	7000015	PG	1	Postage	NONFBT
MUNRO	Maryanne	7000015	Posted	PPE supplies for regional travel	TERRYWHITE CHEM MYER	13/08/2020	Face masks and sanitiser	27.2	2.72	\$ 29.92	530022	7000015	7000015	PG	1	Miscellaneous Exp	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for DNIRME Board Meeting	WOOLWORTHS 2586	26/08/2020	Food and soft drink	17.25	1.73	\$ 18.98	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for DNIRME Board Meeting	Short St Espresso	28/08/2020	Food	28.42	2.84	\$ 31.26	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for DNIRME Board Meeting	Greengrocer	1/09/2020	Catering	112	11.2	\$ 123.20	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Office Stationery	WINC	26/09/2020	Winc Stationery	79.3	7.93	\$ 87.23	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Engraving of Gift for Minister Lynham	MISTER MINIT QUEENS	30/09/2020	Engraving	33.59	3.36	\$ 36.95	530022	7000015	7000015	PG	1	Miscellaneous Exp	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Minister Lynham's farewell function	WOOLWORTHS 2586	30/09/2020	Catering	93.88	9.39	\$ 103.27	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Computer supplies	OFFICEWORKS 0406	17/11/2020	Mouse	30.91	3.09	\$ 34.00	528005	7000015	7000015	PG	1	Comp Consumables	NONFBT
MUNRO	Maryanne	7000015	Posted	Board Catering	Short St Espresso	25/11/2020	Light Refreshments	79	7.9	\$ 86.90	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Board Catering	Short St Espresso	25/11/2020	Surcharge	1.18	0.12	\$ 1.30	530002	7000015	7000015	PG	1	Bank Charges	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary for DGs Office	WINC	2/12/2020	Stationary	73.95	7.39	\$ 81.34	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Post Estimates event	Dominos Estore Queen S	10/12/2020	Light Meal	34.45	3.45	\$ 37.90	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Post Estimates Event	Dominos Estore Queen S	10/12/2020	Light Meal	31.77	3.18	\$ 34.95	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary	OFFICEWORKS 0406	4/01/2021	Labeller Tape	49.09	4.91	\$ 54.00	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary	OFFICEWORKS 0406	7/01/2021	Note Books	32.77	3.28	\$ 36.05	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary supplies for ODG	WINC	2/02/2021	Stationary	92.78	9.28	\$ 102.06	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources SES Leadership Forum	MERCY COMMUNITY SERVICE	15/02/2021	Catering Light Meal	490	49	\$ 539.00	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary return	OFFICEWORKS 0406	16/02/2021	Stationary Credit	-18.14	-1.81	\$ 19.95	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources Board Meeting	Short St Espresso	23/02/2021	Catering	100.5	10.05	\$ 110.55	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources Board Meeting	Short St Espresso	23/02/2021	Bank Fee	1.51	0.15	\$ 1.66	530002	7000015	7000015	PG	1	Bank Charges	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources SES Workshop	Short St Espresso	23/02/2021	Catering for SES Workshop	363.64	36.36	\$ 400.00	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources SES Workshop	Short St Espresso	23/02/2021	Bank Fee	5.45	0.55	\$ 6.00	530002	7000015	7000015	PG	1	Bank Charges	NONFBT
MUNRO	Maryanne	7000015	Posted	Newspapers	Eagle St News	25/02/2021	Newspapers - Fin Review	9.55	0.95	\$ 10.50	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Financial Review for A/DG	Eagle St News	25/02/2021	Newspapers - Fin Review	72.27	7.23	\$ 79.50	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary for A/DG	OFFICEWORKS 0411	5/03/2021	Stationary	58.33	5.83	\$ 64.16	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Newspapers	Eagle St News	9/03/2021	Subscription to Newspapers	9.55	0.95	\$ 10.50	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Newspaper Subscription	Eagle St News	1/04/2021	Financial Review newspapers	81.82	8.18	\$ 90.00	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Afternoon Tea Catering IHL	WOOLWORTHS 2586	15/04/2021	Catering	54.65	5.47	\$ 60.12	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering Supplies for SES staff Luncheon (Paper plates & Tongs)	WOOLWORTHS 2048	27/04/2021	Catering Supplies	13.91	1.39	\$ 15.30	530022	7000015	7000015	PG	1	Miscellaneous Exp	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources Board Workshop	Short St Espresso	28/04/2021	Catering	77	7.7	\$ 84.70	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources Board Workshop	Short St Espresso	28/04/2021	Bank Charge	1.15	0.12	\$ 1.27	530002	7000015	7000015	PG	1	Bank Charges	NONFBT
MUNRO	Maryanne	7000015	Posted	Newspapers - Financial Review for April 2021	Eagle St News	4/05/2021	Financial Review Newspapers	80.45	8.05	\$ 88.50	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for Resources Board Meeting	MERCY COMMUNITY SERVICE	6/05/2021	Catering	170	17	\$ 187.00	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary for ODG	WINC	12/05/2021	Stationary	90.18	9.02	\$ 99.20	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary for ODG	WINC	13/05/2021	Stationary	30.12	3.01	\$ 33.13	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary for ODG	WINC	13/05/2021	Stationary	1.43	0.14	\$ 1.57	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Stationary for Reform Unit	WINC	13/05/2021	Stationary	227.28	22.73	\$ 250.01	530035	7000936	7000936	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Posted	Catering for SES Meeting 14 June 2021	MERCY COMMUNITY SERVICE	24/05/2021	Catering	300	30	\$ 330.00	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Posted	Financial Review on-line subscription	FAIRFAX SUBSCRIPTIONS	14/05/2021	Subscriptions	26.95	2.7	\$ 29.65	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Newspaper Subscription	Eagle St News	2/06/2021	Subscription	67.27	6.73	\$ 74.00	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Electronic Subscription to Financial Review	FAIRFAX SUBSCRIPTIONS	15/06/2021	Subscription	26.83	2.68	\$ 29.51	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Electronic Subscription to Financial Review	FAIRFAX SUBSCRIPTIONS	15/06/2021	Credit Card Bank Fee	0.13	0.01	\$ 0.14	530002	7000015	7000015	PG	1	Bank Charges	NONFBT
MUNRO	Maryanne	7000015	Posted	Financial Review e-subscription	FAIRFAX SUBSCRIPTIONS	15/07/2021	Subscription	26.83	2.68	\$ 29.51	530038	7000015	7000015	PG	1	Subscriptions	NONFBT
MUNRO	Maryanne	7000015	Posted	Financial Review e-subscription	FAIRFAX SUBSCRIPTIONS	15/07/2021	Subscription Bank Fee	0.13	0.01	\$ 0.14	530002	7000015	7000015	PG	1	Bank Charges	NONFBT
MUNRO	Maryanne	7000015	Waiting Approval	Stationary for ODG	WINC	23/07/2021	Stationery	96.07	9.61	\$ 105.68	530035	7000015	7000015	PG	1	Stores & Stationery	NONFBT
MUNRO	Maryanne	7000015	Waiting Approval	Light Meal catering	WOOLWORTHS 2048	23/07/2021	Catering	29.18	2.92	\$ 32.10	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
MUNRO	Maryanne	7000015	Waiting Approval	Light meal catering	Dominos Estore Queen S	30/08/2021	Catering	96.05	9.6	\$ 105.65	530011	7000015	7000015	PG	1	Refresh&Light Meals	NONFBT
								Total	\$ 4,054.50								

Surname	FirstName	UnitId	Status	Commit/Description	Merchant Name	Purchase Date	Description	NetAmount	TaxAmount	Amount	GLAccount	Cost Centre	Profit Centre	TaxCode	Quantity	ExpenseType	Label Value
PURTELL	James	7000015	Posted	AFR digital subscription - July 2020	FAIRFAX SUBSCRIPTIONS	6/07/2020	AFR digital subscription - July 2020	54.13	5.41	59.54	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	Uber - Home to 1WS (flying to Emerald late afternoon) 17 July	UBER - TRIP	6/07/2020	Uber - Home to 1WS (flying to Emerald late afternoon	15.19	1.52	16.71	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	Coffee - BNE airport - flying to Emerald on site visits with DODG GEO	SSPUPPER WESTSIDE	7/07/2020	Coffee - BNE airport - flying to Emerald on site visits	5	0.5	5.50	530021	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Fuel for hire car used for Emerald field trip with GEO division	CALTER EMERALD	8/07/2020	Fuel for hirecar used for Emerald field trip with	4	4.4	48.40	525001	7000015	7000015	PG	1	MV/Hire External	NONBT
PURTELL	James	7000015	Posted	PowerlinkCE meeting 9 July 2020	BAKEHAUS CAFE	9/07/2020	PowerlinkCE meeting 9 July 2020	8.18	0.82	9.00	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Shir 18 Espresso	Shir 18 Espresso	9/07/2020	Meeting with Warwick Scott	11.54	1.15	12.69	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Dinner 4 pax - Emerald trip 7 July 2020 (DG, S.Ferris, L. Bartholomew, T.McCaul, Comeridge)	EMERALD EXPLORERS	20/07/2020	Dinner 4 pax - Emerald trip 7 July 2020	107.73	10.77	118.50	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Dinner 4 pax - Emerald trip 7 July 2020 (DG, S.Ferris, L. Bartholomew, T.McCaul, Comeridge)	EMERALD EXPLORERS	20/07/2020	Dinner 4 pax - Emerald trip 7 July 2020	39.5	0	39.50	530010	7000015	7000015	PH	1	Ent Non Emp No Ale	NONBT
PURTELL	James	7000015	Posted	Courier Mail digital subscription - August	NEWSLIMITED	23/07/2020	Courier Mail digital subscription - August	25.45	2.55	28.00	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	The Australian digital subscription - August	NEWS LIMITED	22/07/2020	The Australian digital subscription - August	32.73	3.27	36.00	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	TAXI HOME TO BNE A'PORT - PALMER RIVER TRIP 20/07/2020	YELLOWCABUS131924	20/07/2020	TAXI HOME TO BNE A'PORT - PALMER RIVER TRIP 20/07/	48.87	4.89	53.76	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	Morning meeting with Mark Annandale - Cairns	BARENYA DEVELOPMENT QPS	21/07/2020	Morning meeting with Mark Annandale - Cairns	19	1.9	20.90	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Morning meeting with Mark Annandale - Cairns	BARENYA DEVELOPMENT QPS	21/07/2020	Morning meeting with Mark Annandale - Cairns	4.55	0.45	5.00	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	All meals for DG, Shaun Ferris, Luke Croton, Doug Morrison - 2 night stay @ Palmer River Roadhouse	CALTER PALMER RIVER	23/07/2020	All meals for DG, Shaun Ferris, Luke Croton, Doug	406.36	-0.64	407.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Coffee - DG, Shaun, Luke Croton, Doug Morrison - Palmer River trip	CO 'COFFEE WORKS CAFE	21/07/2020	Coffee - DG, Shaun, Luke Croton, Doug Morrison -	20.36	2.04	22.40	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Morning tea - DG, Shaun, Luke Croton, Doug Morrison - Palmer River trip	CURCIO BAKERY PROO	21/07/2020	Morning tea - DG, Shaun, Luke Croton, Doug Morriso	33.41	3.34	36.75	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Dinner - Cairns - DG, Shaun, Luke Croton, Doug Morrison - Palmer River trip	HEMINGWAYS BREWERY	23/07/2020	Dinner - Cairns - DG, Shaun, Luke Croton, Doug Mor	75	7.5	82.50	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Breakfast - Cairns - Palmer River trip	PEROTTAS AT THE GALL	24/07/2020	Breakfast - Cairns - Palmer River trip	39.05	3.91	43.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Taxi - Home to BNE a'port - Regional Comm. Forum Proserpine	TAXI - HOME TO BNE A'PORT - REGIONAL COMM. FORUM PROSERPINE	2/08/2020	Taxi - Home to BNE a'port - Regional Comm. Forum Pro	48.97	4.9	53.87	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	Lunch 2/08/2020 - Regional Comm. Forum Proserpine trip	BP BLOOMSBURY 7282	2/08/2020	Lunch 2/08/2020 - Regional Comm. Forum Proserpine	20.08	2.01	22.09	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Incidentals - 3/08/2020 - Regional Comm. Forum Proserpine trip	BP BLOOMSBURY 7282	3/08/2020	Incidentals - 3/08/2020 - Regional Comm. Forum Pro	5.91	0.59	6.50	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Breakfast 3/08/2020 - Regional Comm. Forum Proserpine trip	SCARLETON HOTEL LTD	3/08/2020	Breakfast 3/08/2020 - Regional Comm. Forum Proserp	1.9	0.19	2.09	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Dinner 2/08/2020 - Allie Beach - Regional Community Forum trip	NODDLE N RICE	2/08/2020	Dinner 2/08/2020 - Allie Beach - Regional Community	17.73	1.77	19.50	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Incidentals - Regional Community Forum trip	CHICHI	3/08/2020	Incidentals - Regional Community Forum trip	3.64	0.36	4.00	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Incidentals - Regional Community Forum trip	CHICHI	3/08/2020	Incidentals - Regional Community Forum trip	4.09	0.41	4.50	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Taxi BNE a'port to home 4/08/20 - post Regional Community Forum trip	BWC ONSIBANE 133222	4/08/2020	Taxi BNE a'port to home 4/08/20 - post Regional Co	49.49	4.95	54.44	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	Refuel hire car - Regional Community Forum trip	EG/EGLO 2247 MACKAY	4/08/2020	Refuel hire car - Regional Community Forum trip	25.46	2.55	28.01	525000	7000015	7000015	PG	1	MV/Fuel Oil	NONBT
PURTELL	James	7000015	Posted	Breakfast - Mackay 4/08/202 - Regional Community Forum trip	OSCARS ON SYDNEY	4/08/2020	Breakfast - Mackay 4/08/202 - Regional Community F	19.09	1.91	21.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Dinner 3/08/2020 - Regional Community Forum trip	CHOVIN	3/08/2020	Dinner 3/08/2020 - Regional Community Forum trip	26.18	2.62	28.80	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Coffee @ MCK a'port 4/08/20 - post Regional Community Forum	BOTANISTMAC	4/08/2020	Coffee @ MCK a'port 4/08/20 - post Regional Community	5.09	0.51	5.60	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	AFR digital subscription - August	FAIRFAX SUBSCRIPTIONS	6/08/2020	AFR digital subscription - August	54.13	5.41	59.54	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	Dinner 4 pax - Cairns - Palmer River trip	RATTLEN HUB BARB. GRI	20/07/2020	Dinner 4 pax - Cairns - Palmer River trip	73.18	7.32	80.50	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Taxi - Home to BNE airport 18 August - FNQ trip	Cabcharge	18/08/2020	Taxi - Home to BNE airport 18 August - FNQ trip	48.54	4.85	53.39	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	Dinner 18 Aug - Weipa - FNQ trip	ALBATROSS BAY RESORT	18/08/2020	Dinner 18 Aug - Weipa - FNQ trip	22.73	2.27	25.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	PPE - FNQ trip 18-21 August	CAPE YORK PHARMACY	18/08/2020	PPE - FNQ trip 18-21 August	52.2	5.22	57.42	520507	7000015	7000015	PG	1	Protective Equipment	NONBT
PURTELL	James	7000015	Posted	Dinner - Weipa 19 August - FNQ trip	WEIPA CARAVAN PARK A	19/08/2020	Dinner - Weipa 19 August - FNQ trip	28.18	2.82	31.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	The Australian digital subscription - September	NEWS LIMITED	19/08/2020	The Australian digital subscription - September	32.73	3.27	36.00	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	Dinner - Weipa 20 August - FNQ trip	ALBA TROSS BAY RESORT	19/08/2020	Dinner - Weipa 20 August - FNQ trip	25.45	2.55	28.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	The Courier Mail digital subscription - September	NEWSLIMITED	20/08/2020	The Courier Mail digital subscription - September	25.45	2.55	28.00	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	Taxi - BNE airport to home post Cape York trip	GAB CABS FYTLD	21/08/2020	Taxi - BNE airport to home post Cape York trip	51.21	5.12	56.33	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	DINNER - ROCKHAMPTON 3/09/2020	SPECIAL CHINESE NOODLE	3/09/2020	DINNER - ROCKHAMPTON 3/09/2020	27.82	2.78	30.60	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	BREAKFAST - ROCKHAMPTON 3/09/2020	COFFEE SOCIETY ROCKHAM	3/09/2020	BREAKFAST - ROCKHAMPTON 3/09/2020	9.55	0.95	10.50	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Spax (incl. CS Energy CEO) dinner Biloela - 2/09/2020 - Rockhampton/Callide trip	THAI-NOI RESAURANT B1	2/09/2020	Spax (incl. CS Energy CEO) dinner Biloela - 2/09	155.64	15.56	171.20	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Spax (incl. CS Energy CEO) dinner Biloela - 2/09/2020 - Rockhampton/Callide trip	THAI-NOI RESAURANT B1	2/09/2020	Spax (incl. CS Energy CEO) dinner Biloela - 2/09	42.8	0	42.80	530010	7000015	7000015	PH	1	Ent Non Emp No Ale	NONBT
PURTELL	James	7000015	Posted	COFFEES - DG and Darren Moor - Rockhampton/Callide trip 2/09/2020	JOLT BAKERY CAFE	2/09/2020	COFFEES - DG and Darren Moor - Rockhampton/Callide	9.09	0.91	10.00	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	6 pax lunch - Biloela 2/09/2020 - Rockhampton/Callide trip	BANANAHMM PTY LTD	2/09/2020	6 pax lunch - Biloela 2/09/2020 - Rockhampton/Callide	95.75	9.58	105.33	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Breakfast 3/09/2020 - Biloela - Rockhampton/Callide trip	BANANAHMM PTY LTD	3/09/2020	Breakfast 3/09/2020 - Biloela - Rockhampton/Callide	52.67	0	52.67	530010	7000015	7000015	PH	1	Ent Non Emp No Ale	NONBT
PURTELL	James	7000015	Posted	Taxi - BNE airport to home 4/09/20 - Rockhampton/Callide trip	RISSETT BAKHOUSE LTD	3/09/2020	Breakfast 3/09/2020 - Biloela - Rockhampton/Callide	17.27	1.73	19.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Taxi - hotel to ROK airport 4/09/20 - Rockhampton/Callide trip	BWCBRISBANE 133222	4/09/2020	Taxi - BNE airport to home 4/09/20 - Rockhampton/C	71.78	7.18	78.96	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	Coffee - 4 pax 19/08/20 - Cape York trip	YELLOWCABUS 131924	19/08/2020	Taxi - hotel to ROK airport 4/09/20 - Rockhampton/C	14.42	1.44	15.86	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	Coffee - 3 pax 19/08/20 - Cape York trip	SQ 'CAFE ACCINO CREW	19/08/2020	Coffee - 4 pax 19/08/20 - Cape York trip	17.73	1.77	19.50	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Taxi - Home to BNE airport 2/09/20 - Rockhampton/Callide trip	SQ 'CAFE ACCINO CREW	2/09/2020	Coffee - 3 pax 19/08/20 - Cape York trip	12.73	1.27	14.00	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Breakfast - Rockhampton 4/09/20 - Rockhampton/Callide trip	Cabcharge	2/09/2020	Taxi - Home to BNE airport 2/09/2020 - Rockhampton	50.21	5.02	55.23	525012	7000015	7000015	PG	1	MV - Taxi Fares	NONBT
PURTELL	James	7000015	Posted	AFR digital subscription - September 2020	LICRUMPTY LTD	4/09/2020	Breakfast - Rockhampton 4/09/20 - Rockhampton/Callide	2.4	0.24	2.64	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	7000015	Posted	Parking for external meeting 10/09/2020	FAIRFAX SUBSCRIPTIONS	6/09/2020	AFR digital subscription - September 2020	54.13	5.41	59.54	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	Parking for Old Policy Leaders Series breakfast 16/09/2020	BCC ON-STREET PARKING	10/09/2020	Parking for external meeting 10/09/2020	5.64	0.56	6.20	525016	7000015	7000015	PG	1	MV Tolls & Incident	NONBT
PURTELL	James	7000015	Posted	The Australian digital subscription - October	BCC ON-STREET PARKING	16/09/2020	Parking for Old Policy Leaders Series breakfast 16	10	1	11.00	525016	7000015	7000015	PG	1	MV Tolls & Incident	NONBT
PURTELL	James	7000015	Posted	Courier Mail digital subscription - October	NEWSLIMITED	16/09/2020	The Australian digital subscription - October	32.73	3.27	36.00	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	QRC meeting 2 pax 29/09/2020	NEWSLIMITED	17/09/2020	Courier Mail digital subscription - October	25.45	2.55	28.00	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	AFR digital subscription - October	PUNCH ESPRESSO	29/09/2020	QRC meeting 2 pax 29/09/2020	7.38	0.74	8.12	530011	7000015	7000015	PG	1	Refresh/Light Meals	NONBT
PURTELL	James	7000015	Posted	Dalby dinner 2 pax - Dalby and Wandoo trip 7-9 Oct	FAIRFAX SUBSCRIPTIONS	6/10/2020	AFR digital subscription - October	54.13	5.41	59.54	530038	7000015	7000015	PG	1	Subscriptions	NONBT
PURTELL	James	7000015	Posted	Wandoo dinner 2 pax - Dalby and Wandoo trip 7-9 Oct	ALU VENTURES S101	7/10/2020	Dalby dinner 2 pax - Dalby and Wandoo trip 7-9 Oct	25.55	2.55	28.00	526005	7000015	7000015	PG	1	Travel Accom & Meal	NONBT
PURTELL	James	700001															

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From: SUTHERS David
Sent: Friday, 3 September 2021 9:56 AM
To: SAVAGE Catherine
Subject: FW: Urgent: Documents for RTI request
Attachments: 1900060853 Domestic Travel Expense Claim - James Purtill 23June2020 _Approved.pdf; 1900060853 FI3064100 - Submission Details.pdf; 1900067143 Domestic Travel Expense Claim - Mike Kaiser 20June21.pdf; 1900067143 FI3540445 - Submission Details.pdf; 1900066872 Domestic Travel Expense Claim - Mike Kaiser 7-10June2021.pdf; 1900066872 FI3522689 - Submission Details.pdf; 1900066556 FI3500736 - Submission Details.pdf; 1900066556 Domestic Travel Expense Claim - Mike Kaiser 27-28Jan2021_Aproved.pdf; 1900066556 Domestic Travel Expense Claim - Mike Kaiser 21May21.pdf

Importance: High

Hi Catherine

Below and attached came back from QSS. I haven't had a chance to look at it.

Regards



David Suthers
Director (Divisional Support)
Business and Corporate Partnership
Department of Resources

M: [REDACTED]
E: david.suthers@resources.qld.gov.au
A: Level 6, 1 William Street, Brisbane QLD 4000 | PO Box 15216, City East QLD 4002
W: www.resources.qld.gov.au

From: Stacey Paul <Stacey.Paul@chde.qld.gov.au>
Sent: Friday, 3 September 2021 9:46 AM
To: BULL Juliann
Cc: Jo Arrowsmith; SUTHERS David
Subject: FW: Urgent: Documents for RTI request
Importance: High

Good morning,

Please see attached requested documentation.

Regards,
Stacey

Stacey Paul
Finance Officer (Supervisor) | Finance and Document Services
Queensland Shared Services | Queensland Government Customer and Digital Group
Department of Communities, Housing and Digital Economy

Level 2 | Toowoomba Central Plaza | 532-544 Ruthven Street | Toowoomba
| email stacey.paul@hpw.qld.gov.au
www.hpw.qld.gov.au

Due to Work from Home Arrangements I am not available by telephone. To contact me either reply directly to this email or for new requests submit to accounts payable@hpw.qld.gov.au attention Stacey Paul

Customers first | Ideas into action | Unleash potential | Be courageous | Empower people | Healthy and safe workforce

From: Jo Arrowsmith <Jo.Arrowsmith@chde.qld.gov.au>
Sent: Friday, 3 September 2021 9:03 AM
To: Stacey Paul <Stacey.Paul@chde.qld.gov.au>
Subject: FW: Urgent: Documents for RTI request
Importance: High

Hi Stacey

Can you please action these asap?

Thanks!

Jo

Jo Arrowsmith

Manager | Finance and Document Services

Queensland Shared Services | Department of Communities, Housing and Digital Economy
Level 14 | 140 Creek Street | Brisbane
GPO Box 474 | BRISBANE | QLD
ph 3021 4145 | mobile 4p4(6) Personal informa email jo.arrowsmith@chde.qld.gov.au
www.hpw.qld.gov.au

Customers first | Ideas into action | Unleash potential | Be courageous | Empower people | Healthy and safe workforce

Please note my work days are Monday, Tuesday, Thursday and Friday

From: Jeff Chadburn <Jeff.Chadburn@chde.qld.gov.au>
Sent: Friday, 3 September 2021 8:50 AM
To: Jo Arrowsmith <Jo.Arrowsmith@chde.qld.gov.au>
Subject: FW: Urgent: Documents for RTI request
Importance: High

Hi Jo

I see Martin is not in today. Are you able to pass this on to someone to action please.

Thanks

Jeff Chadburn

Customer Relationship Manager | QSS Portfolio and Change

Queensland Shared Services | Queensland Government Customer and Digital Group
Department of Communities, Housing and Digital Economy
Level 16 | 140 Creek Street | Brisbane
Phone 4p4(6) Personal informa | Email jeff.chadburn@chde.qld.gov.au
www.qld.gov.au/qss | Self Service: <https://qss.service-now.com> | www.hpw.qld.gov.au

Customers first | Ideas into action | Unleash potential | Be courageous | Empower people | Healthy and safe workforce

From: SUTHERS David <David.Suthers@resources.qld.gov.au>
Sent: Thursday, 2 September 2021 5:06 PM
To: Jeff Chadburn <Jeff.Chadburn@chde.qld.gov.au>; martin.whelan@hpw.qld
Subject: Urgent: Documents for RTI request
Importance: High

Hi Jeff and Martin

Super urgent request for documents. We have an RTI request and I need the supporting documentation for the following SAP screen shots.

Regards



David Suthers
Director (Divisional Support)
Business and Corporate Partnership
Department of Resources

M: 4p4(6) Personal informa

E: david.suthers@resources.qld.gov.au

A: Level 6, 1 William Street, Brisbane QLD 4000 | PO Box 15216, City East QLD 4002

W: www.resources.qld.gov.au

From: BULL Juliann <Juliann.Bull@resources.qld.gov.au>
Sent: Tuesday, 31 August 2021 2:15 PM
To: SUTHERS David
Subject: SAP screen shots

Hi David,

Please see screen shots below of employee reimbursements.

QSS will have the supporting documentation for these payments.

Vendor 500003270
 Company Code 1301
 Name MIKE
 Name 2 KAISER
 City BRISBANE

St	Account	Reference	Doc..Date	Pstng Date	Type	DocumentNo	Clrng doc.	Tx	Amot
☐	☒ 500003270	REIMB210521MK	21.05.2021	01.06.2021	KR	1900066556	2000077876	PG	
☐	☒ 500003270		03.06.2021	03.06.2021	ZE	2000077876	2000077876		
☐	☒ 500003270	REIMB070621MK	07.06.2021	15.06.2021	KR	1900066872	2000078344	PG	
☐	☒ 500003270		16.06.2021	16.06.2021	ZE	2000078344	2000078344		
☐	☒ 500003270	REIMB200621MK	20.06.2021	24.06.2021	KR	1900067143	2000078831	PG	
☐	☒ 500003270		25.06.2021	25.06.2021	ZE	2000078831	2000078831		
☒	☒ 500003270								
☒	☒ 500003270								

JAMES PURTILL – VENDOR 500001702

☐	☒ 500001702	REIMB230620JP	23.06.2020	16.07.2020	KR	1900060853	2000069973	PG	
☐	☒ 500001702		20.07.2020	20.07.2020	ZE	2000069973	2000069973		

Thanks & Regards,



Juliann Bull
 Senior Finance Officer
 Business & Corporate Partnership | Finance & Corporate Operations
 Department of Resources

P: 07 3199 8305

E: juliann.bull@resources.qld.gov.au

A: Level 7, 1 William Street, Brisbane, Qld 4000 | PO Box 15216, CITY EAST, QLD 4002

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Thank you.

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Domestic Travel Expense Claim

Mandatory field*

Agency*	Company code*	Claim type*
DNRME	131	Claim

Section 1: Claim details

Please tick below to indicate the allowances you are claiming:

- ☐ Allowances where date of departure and date of return is the same day
- ☒ Meals
- ☐ Incidentals
- ☐ Accommodation
- ☐ Transport/Other
- ☐ Travel-related allowance not part of the current Domestic Travelling and Relieving Directive

Section 2: Claimant's details

Employee number	Vendor number*	Name*
5 0 7 4 5 2 9		James Putili
Position*	Phone number	Email address*
Director-General, DNRME	sch4p4(6) Personal information	James.Putili@dnrme.qld.gov.au

Please complete Section 6: Travel Details and Section 7: Claim details on page 2.

Section 3: Automated totals

Expense sub-total	Allowance sub-total	Claim total	This total will automatically populate when Claim allowance section on page 2 is completed.
\$0.00	\$0.00	\$0.00	

Section 4: Claim allocation

Please allocate claim costs in the table below. The 'total payable amount' must equal the 'claim total' in Section 3.

GL account code*	Cost collector/cost centre*	Tax code*	Description*	Amount*
526005	7000015	PG	Chinchilla trip - dinner 4 pax	\$104.10
Total payable amount to claimant				\$104.10

Section 5: Certifications

Claimant

I certify that the amount claimed herein is due and payable to me for the expenses to be advanced/incurred for services rendered as specified above, and I have attached receipts for all actual expense claims.

☒ Supporting documentation attached.

Signature* sch4p4(6) Personal information Date* 11/7/2020

Approver

I am an authorised delegate to approve this claim for payment and certify that it complies in all aspects with the relevant Financial Management Practice Manual, departmental policies and/or directives. All calculations on this claim are accurate and the claim is fully complete, including cost and tax code information.

I have checked this claim for fringe benefit tax assessability.

Name* Brenda Parker

Position* DDG DAL/level (if applicable)

Signature* sch4p4(6) Personal information Date* 14/7/2020

Please forward completed form and supporting documentation to: travelexpenses@hpw.qld.gov.au

QSS use only

Invoice number/reference	Invoice date	Remittance text	Document number

Privacy statement

The information being collected in this form is for the purpose of managing the financial accountability relevant to Queensland Government and is authorised under the Financial Accountability Act 2009. Your personal information may be disclosed within the Queensland Government, contracted service providers or financial institutions only as is necessary for the performance of the financial functions performed by these bodies. Your personal details will not be disclosed to any other third party or used for any other purpose without your consent, unless authorised or required to do so by law.

Directives and agreements: Refer to the Domestic Travelling and Relieving Expenses at www.psc.qld.gov.au

Section 6: Travel details

Departure date*	Departure time (HH:MM)*	Travelling to*
Return date*	Return time (HH:MM)*	Returning to*

Reason for travel*

Living away from home allowance (LAFHA): will this claim, previous claim(s) and future claim(s) collectively cover more than 21 continuous days (including breaks from work to home and vice versa) for the same work location?

☐ Yes ☐ No

Section 7: Claim allowance and actuals

Meals allowance/actuals*

For more information on location tiers, please refer to the 'Capital City List' and 'Tier 2 List' buttons.

	Allowances				Actuals	Amount
	Capital city/ high cost country centres	Tier 2 country centres	Other country centres	Private	Expenses in lieu of allowance	
Breakfast					\$0.00	Breakfast allowance \$0.00
Lunch					\$0.00	Lunch allowance \$0.00
Dinner					\$0.00	Dinner allowance \$0.00
						Expense total \$0.00
						Allowance total \$0.00

Please complete Section 4: Claim allocation and Section 5: Certifications on page 1.

Line 4 pax

Commonwealth Bank

CLUB OF CO PTY LIMI
CHINCHILLA QLD
TERMINAL 31009600
REFERENCE 006508

CUSTOMER COPY

CARD NO: 4303-4111(c)
EXPIRY DATE:

VISA

CREDIT
PURCHASE \$104.10
TOTAL AUD \$104.10

APPROVED 00
AUTH NO: 686431
AID: A0000000031010
ATC:300 TVR:0000000000
CSN:00 539DE7C141C1A854
23 JUN 2020 17:55
THANK YOU



ABN 44 635 579 083

Railway St,
Chinchilla Queensland
Phone: 07 4669 1100

GUEST BILL

Table No: 69

1 CHICKEN SCHNITZEL	20.90
1 CHICKEN PARMIGIANA	24.90
1 PORK CUTLET	28.90
1 300 GRAM RUMP	27.90
1 PEPPER SAUCE	1.60

AMOUNT DUE: \$104.10

GST total in sale: \$9.46

Receipt #: 1000005114

Date: 23/06/2020 Time: 5:54:51 PM

Clerk: Ashley

Terminal: 781 Club Bistro

TABLE #

Please sign

James Fustill
Shawn Ferris
Andrew Grobowski
Trent Warren



Queensland Government

Queensland Shared Services

FI3540445 Mike Kaiser - REIMB200621MK \$79.91

This document contains an extract from QSS ServiceNow.

Table of Contents

1. Finance - FI3540445

Mike Kaiser - REIMB200621MK \$79.91

Total records included 1.

Published on Resources Disclosure Log
RTI Act 2009

Finance - FI3540445

Status	Closed
Parent Record	RITM0221909
Short Desc.	Mike Kaiser - REIMB200621MK \$79.91
Long Description	
Form: Domestic travel expenseDepartment: Natural Resources, Mines and Energy (DNRME)	
Affected Customer	Mike Kaiser
Initiator	Carole Forbes
Department	Natural Resources, Mines and Energy (DNRME)
Created	22-06-2021 14:09:07
Contact Type	Self-service
Category	Employee Expenses
Subcategory	

Attachments

- Domestic Travel Expense Claim - Mike Kaiser 20June21.pdf

Submission Details

Online form	Domestic travel expense
Requested item	RITM0221909
Submitted on	22-06-2021 13:36:32

Short description

20-06-2021

Who is this request for?

Mike Kaiser

Email

mike.kaiser@resources.qld.gov.au

Department

Natural Resources, Mines and Energy (DNRME)

Employee number

1465193

Company code

1301 - DNRME

What do you want to do?

Claim same-day allowances and expenses after your trip

What is your reason for travelling?

Regional Community Forum, Mount Isa

Add information about your trip (a row for each part of your journey)

Leave from	Arrive at	Date	Leave time	Arrival time
Brisbane	Mount Isa	20-06-2021	15:30	18:00

Meals

false

Transport

true

Accommodation (multi-day travel only)

false

Incidentals (multi-day travel only)

false

Special allowances (travel related allowances not covered by the directive)

false

Meals allowances total

0.00

Meals expenses total

0.00

Add information about your transport

Travel type	Leave from	Going to	Date	Dollar amount
Taxi	Taringa - home	BNE airport	20-06-2021	79.91

Transport total

79.91

Meals and Special allowances total

0.00

Is the allowances costing different to your current position costing?

No

Expenses total

79.91

Allocate your total

GL account code	Cost centre	Tax code	Description	Total dollar amount
525012	7000015	PG	Taxi home to airport - attending Regional Community Forum, Mount Isa	79.91

Allocated total

79.91

Allowances and expenses total

0.00

Vendor number

500003270

Do you require approval from more than 1 person in your agency?

No

Name

Brenda Parker

Email

brenda.parker@dnrme.qld.gov.au

Department

Natural Resources, Mines and Energy (DNRME)

Initiator certification

I certify the information is correct, the expense receipts (where applicable) are true copies of the originals, and the approver I have selected has the appropriate financial delegation. I certify the allowances and expenses are payable to me (or the person I'm submitting this on behalf of) for work-related travel expenses.

Approver certification

I certify that the expenditure is within my financial delegation, the accounting and claim information is correct, and it complies with the relevant directive and your agency's policies and guidelines. I certify that I've checked if this claim is assessable for fringe benefit tax and, if so, taken the appropriate action.

Email messages

Subject FI3540445 for RITM0221909, Mike Kaiser - REIMB200621MK \$79.91, closed

Sent 24-06-2021 10:37:42

To mike.kaiser@resources.qld.gov.au, carole.forbes@resources.qld.gov.au

Queensland Shared Services

Hi Carole

I've completed your request, FI3540445, Mike Kaiser - REIMB200621MK \$79.91. You can see the details in My requests in the QSS Self Service Centre.

Comments

Your request has been actioned. Please refer to the QSS Reference field for processed document.

Client reference:

QSS reference: 1900067143

If you're happy with the outcome, you don't need to do anything. If you want to talk to us again about this request, please reply to this email or call us within 3 working days.

Use the QSS Self Service Centre to do business with us, ask a question or report an issue.

Ref:MSG46471311

Subject FI3540445 for RITM0221909, Domestic travel expense for Mike Kaiser - 20-06-2021, created

Sent 22-06-2021 14:09:39

To mike.kaiser@resources.qld.gov.au,carole.forbes@resources.qld.gov.au

Hi

We've created FI3540445 for the Domestic travel expense form, RITM0221909. Use this record number to continue tracking the request in the QSS Self Service Centre as we complete the work.

Contact us if you need help.

Regards

Queensland Shared Services

Use the QSS Self Service Centre to do business with us, ask a question or report an issue.

Ref:MSG46413918



Queensland Government

Queensland Shared Services

FI3500736 Mike Kaiser REIMB210521MK

This document contains an extract from QSS ServiceNow.

Table of Contents

1. Finance - FI3500736
Mike Kaiser REIMB210521MK

Total records included 1.

Published on Resources Disclosure Log
RTI Act 2009

Finance - FI3500736

Status	Closed
Parent Record	RITM0197864
Short Desc.	Mike Kaiser REIMB210521MK
Long Description	
Form: Domestic travel expenseDepartment: Natural Resources, Mines and Energy (DNRME)	
Affected Customer	Mike Kaiser
Initiator	Carole Forbes
Department	Natural Resources, Mines and Energy (DNRME)
Created	28-05-2021 15:21:08
Contact Type	Self-service
Category	Employee Expenses
Subcategory	

Attachments

- image001.png
- Domestic Travel Expense Claim - Mike Kaiser 21May21.pdf
- Domestic Travel Expense Claim - Mike Kaiser 27-28Jan2021_Approved.pdf

Submission Details

Online form	Domestic travel expense
Requested item	RITM0197864
Submitted on	28-05-2021 14:48:13

Short description

20-05-2021

Who is this request for?

Mike Kaiser

Email

mike.kaiser@resources.qld.gov.au

Department

Natural Resources, Mines and Energy (DNRME)

Employee number

1465193

Company code

1301 - DNRME

What do you want to do?

Claim multi-day allowances and expenses after your trip

What is your reason for travelling?

QRIDP Stakeholder event - Mt Isa

Add information about your trip (a row for each part of your journey)

Leave from	Arrive at	Date	Leave time	Arrival time
Brisbane	Mt Isa	20-05-2021	15:30	18:00
Mt Isa	Brisbane	21-05-2021	16:55	19:20
Brisbane	Townsville	27-01-2021	06:30	08:20
Townsville	Brisbane	28-01-2021	19:30	21:15

Meals

false

Transport

true

Accommodation (multi-day travel only)

false

Incidentals (multi-day travel only)

false

Special allowances (travel related allowances not covered by the directive)

false

Add information about your transport

Travel type	Leave from	Going to	Date	Dollar amount
Taxi	Brisbane Airport	Taringa	21-05-2021	66.89
Taxi	Taringa	Brisbane Airport	27-01-2021	79.96
Taxi	Brisbane Airport	Taringa	28-01-2021	67.20

Transport total

214.05

Allowances and expenses total

214.05

Allocate your total

GL account code	Cost centre	Tax code	Description	Total dollar amount
525012	7000015	PG	Taxi	214.05

Allocated total

214.05

Vendor number

500003270

Do you require approval from more than 1 person in your agency?

No

Name

Brenda Parker

Email

brenda.parker@dnrme.qld.gov.au

Department

Natural Resources, Mines and Energy (DNRME)

Initiator certification

I certify the information is correct, the expense receipts (where applicable) are true copies of the originals, and the approver I have selected has the appropriate

financial delegation. I certify the allowances and expenses are payable to me (or the person I'm submitting this on behalf of) for work-related travel expenses.

Approver certification

I certify that the expenditure is within my financial delegation, the accounting and claim information is correct, and it complies with the relevant directive and your agency's policies and guidelines. I certify that I've checked if this claim is assessable for fringe benefit tax and, if so, taken the appropriate action.

Email messages

Subject FI3500736 for RITM0197864, Mike Kaiser REIMB210521MK , closed
Sent 02-06-2021 13:49:57
To mike.kaiser@resources.qld.gov.au, carole.forbes@resources.qld.gov.au

Queensland Shared Services

Hi Carole

I've completed your request, FI3500736, Mike Kaiser REIMB210521MK . You can see the details in My requests in the QSS Self Service Centre.

Comments

Your request/enquiry is complete and no further action is required. Please refer to FI link above for further information.

Client reference:

QSS reference: 1900066556

If you're happy with the outcome, you don't need to do anything. If you want to talk to us again about this request, please reply to this email or call us within 3 working days.

Use the QSS Self Service Centre to do business with us, ask a question or report an issue.

Ref:MSG45969002

Subject FI3500736 for RITM0197864, Mike Kaiser REIMB210521MK , updated with comments
Sent 31-05-2021 14:13:39
To mike.kaiser@resources.qld.gov.au, carole.forbes@resources.qld.gov.au

#snc_notification_preference {text-decoration: none;}#snc_notification_unsubscribe {text-decoration: none;}Queensland Shared Services

Hi Carole

I've added comments to your request, FI3500736, Mike Kaiser REIMB210521MK . You can see the details in My requests in the QSS Self Service Centre.

Comments

31-05-2021 14:13:24 - Robyn O'Brien Customer Communications (Customer visible)
Thank you for your email advice, Carole. The amount payable will be adjusted from \$214.05 to \$213.05 accordingly.

Client reference:

QSS reference:

You can respond by replying to this email, calling us, or by logging into the QSS Self Service Centre and leaving a comment.

Use the QSS Self Service Centre to do business with us, ask a question or report an issue.

Unsubscribe | Notification Preferences

Ref:MSG45906889

Subject RE: Non Conformance - FI3500736: Mike Kaiser REIMB210521MK

Sent 31-05-2021 10:46:26

To qss@hpw.qld.gov.au

Email received with the following attachments:image001.png

Good morning

Confirming tax invoice for Spotto 27/01/2021 should have been \$78.96, not \$79.96 as listed in the claim.

Kind Regards

Carole Forbes
Executive Assistant
Office of the Director-General
Department of Resources

P: 07 3087 8992

E: Carole.Forbes@resources.qld.gov.au

A: Level 31, 1 William Street, Brisbane Qld 4000 | PO Box 15216, City East Qld 4002

W: www.resources.qld.gov.au

From: Queensland Shared Services <qss@hpw.qld.gov.au>
Sent: Monday, 31 May 2021 10:33 AM
To: KAISER Mike
Cc: FORBES Carole
Subject: Non Conformance - FI3500736: Mike Kaiser REIMB210521MK

Dear Mike,

Thank you for forwarding your document to Queensland Shared Services for processing.

A compliance check is performed to ensure sound internal controls are in place for client agency transactions processed by QSS. Adherence to the framework enables QSS to provide a management assurance report to each of our client agencies in relation to the internal controls that have been put in place for the services delivered.

The below item(s) have been identified in your recent request FI3500736 Mike Kaiser REIMB210521MK and require your attention before they can be processed.

Non Conformance Details:

NCI0202832: Form/relevant supporting documentation
incorrect/incomplete Reference: Mike Kaiser REIMB210521MK

Details: \$79.96 has been claimed for a taxi fare on 27.01.21 yet the receipt is for \$78.96. Please confirm and the amount payable will be adjusted accordingly.

Please note: If we do not receive the updated information within three days of receiving this notification your documents will be

returned without action.

Please respond to this email by selecting Reply, this will ensure all correspondence is retained in a central location.

If you have any queries please do not hesitate to contact the QSS Finance team byreply email.

Kind Regards,

Robyn O'Brien

Service Delivery Officer | Finance & Document Services

Queensland Shared Services | Queensland Government Customer and Digital Group

Department of Housing and Public Works

Level 2 | Toowoomba Central Plaza | 532-544 Ruthven Street | Toowoomba

ph See below | email robyn.obrien@hpw.qld.gov.au

www.hpw.qld.gov.au

Due to Work from Home Arrangements I am not available by telephone. To contact me either reply directly to this email or for new requests submit toaccountspayableecc@hpw.qld.gov.au

Customers first | Ideas into action | Unleash potential | Be courageous | Empower people | Healthy and safe workforce

Ref:MSG45894609

The information in this email together with any attachments is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. There is no waiver of any confidentiality/privilege by your inadvertent receipt of this material.

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Subject Non Conformance - FI3500736: Mike Kaiser REIMB210521MK
Sent 31-05-2021 10:32:55
To

Dear Mike,

Thank you for forwarding your document to Queensland Shared Services for processing.

A compliance check is performed to ensure sound internal controls are in place for
21-058

File A
Generated: 03-09-2021 09:40:10

Page 27 of 45

client agency transactions processed by QSS. Adherence to the framework enables QSS to provide a management assurance report to each of our client agencies in relation to the internal controls that have been put in place for the services delivered.

The below item(s) have been identified in your recent request FI3500736 Mike Kaiser REIMB210521MK and require your attention before they can be processed.

Non Conformance Details:

NCI0202832: Form/relevant supporting documentation incorrect/incomplete

Reference: Mike Kaiser REIMB210521MK

Details: \$79.96 has been claimed for a taxi fare on 27.01.21 yet the receipt is for \$78.96. Please confirm and the amount payable will be adjusted accordingly.

Please note: If we do not receive the updated information within three days of receiving this notification your documents will be returned without action.

Please respond to this email by selecting Reply, this will ensure all correspondence is retained in a central location.

If you have any queries please do not hesitate to contact the QSS Finance team by reply email.

Kind Regards,

Robyn O'Brien

Service Delivery Officer | Finance & Document Services

Queensland Shared Services | Queensland Government Customer and Digital Group

Department of Housing and Public Works

Level 2 | Toowoomba Central Plaza | 532-544 Ruthven Street | Toowoomba

ph See below | email robyn.obrien@hpw.qld.gov.au

www.hpw.qld.gov.au

Due to Work from Home Arrangements I am not available by telephone. To contact me either reply directly to this email or for new requests submit to accountspayableecc@hpw.qld.gov.au

Customers first | Ideas into action | Unleash potential | Be courageous | Empower people | Healthy and safe workforce

Subject Non Conformance - FI3500736: Mike Kaiser REIMB210521MK
Sent 31-05-2021 10:32:39
To mike.kaiser@resources.qld.gov.au

Dear Mike,

Thank you for forwarding your document to Queensland Shared Services for processing.

A compliance check is performed to ensure sound internal controls are in place for client agency transactions processed by QSS. Adherence to the framework enables QSS to provide a management assurance report to each of our client agencies in relation to the internal controls that have been put in place for the services delivered.

The below item(s) have been identified in your recent request FI3500736 Mike Kaiser REIMB210521MK and require your attention before they can be processed.

Non Conformance Details:

NCI0202832: Form/relevant supporting documentation

incorrect/incompleteReference: Mike Kaiser REIMB210521MK

Details: \$79.96 has been claimed for a taxi fare on 27.01.21 yet the receipt is for \$78.96. Please confirm and the amount payable will be adjusted accordingly.

Please note: If we do not receive the updated information within three days of receiving this notification your documents will be returned without action.

Please respond to this email by selecting Reply, this will ensure all correspondence is retained in a central location.

If you have any queries please do not hesitate to contact the QSS Finance team by reply email.

Kind Regards,

Robyn O'Brien

Service Delivery Officer | Finance & Document Services

Queensland Shared Services | Queensland Government Customer and Digital

21-058

File A

Generated: 03-09-2021 09:40:10

Page 29 of 45

releas

Group
Department of Housing and Public Works
Level 2 | Toowoomba Central Plaza | 532-544 Ruthven Street | Toowoomba
ph See below | email robyn.obrien@hpw.qld.gov.au
www.hpw.qld.gov.au

Due to Work from Home Arrangements I am not available by telephone. To contact me either reply directly to this email or for new requests submit to accountspayableecc@hpw.qld.gov.au

Customers first | Ideas into action | Unleash potential | Be courageous | Empower people | Healthy and safe workforce

Ref:MSG45894609

Subject FI3500736 for RITM0197864, Domestic travel expense for Mike Kaiser - 20-05-2021, created
Sent 28-05-2021 15:21:28
To mike.kaiser@resources.qld.gov.au, carole.forbes@resources.qld.gov.au

Hi

We've created FI3500736 for the Domestic travel expense form, RITM0197864. Use this record number to continue tracking the request in the QSS Self Service Centre as we complete the work.

Contact us if you need help.

Regards

Queensland Shared Services

Use the QSS Self Service Centre to do business with us, ask a question or report an issue.

Ref:MSG45880524



Queensland Government

Queensland Shared Services

FI3064100 JAMES PURTILL REIMB230620JP

This document contains an extract from QSS ServiceNow.

Table of Contents

1. Finance - FI3064100
JAMES PURTILL REIMB230620JP

Total records included 1.

Published on Resources Disclosure Log
RTI Act 2009

Finance - FI3064100

Status

Closed

Parent Record

Short Desc.

JAMES PURTILL REIMB230620JP

Long Description

email received from: carole.forbes@dnrme.qld.gov.auHi teamPlease process the attached expense claim for James Purtill.If you need any further information please let me know.Many thanksRegardsCarole[https://aus01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fdnrmintranet.lands.resnet.qg%2F__data%2Fassets%2Fimage%2F0011%2F166097%2Fqldgov1.png&data=02%7C01%7CQSS2%40hpw.qld.gov.au%7C707e69f9c0d14298429908d8284e9456%7Cec445a2ab5ba46f6bead4595e9fbd4a2%7C0%7C0%7C637303665389768985&sdata=AJozECWBsMxQEY%2FKCvyK7P56oUU3TEsERmaa9uve32g%3D&reserved=0]Carole ForbesA/Executive AssistantOffice of The Director-GeneralDepartment of Natural Resources, Mines and Energy_____P: 07 3087 8992E: Carole.Forbes@dnrme.qld.gov.auA: Level 36, 1 William Street, Brisbane Qld 4000W: http://www.dnrme.qld.gov.au/-----The information in this email together with any attachments is intended only for the person or entity to which it is addressed and may contain confidential and/or privileged material. There is no waiver of any confidentiality/privilege by your inadvertent receipt of this material.Any form of review, disclosure, modification, distribution and/or publication of this email message is prohibited, unless as a necessary part of Departmental business.If you have received this message in error, you are asked to inform the sender as quickly as possible and delete this message and any copies of this message from your computer and/or your computer system network.-----

Affected Customer

Carole Forbes

Initiator

Carole Forbes

Department

Natural Resources, Mines and Energy
(DNRME)

Created

15-07-2020 09:36:36

Contact Type

Email

Category

Employee Expenses

Subcategory

Attachments

- Domestic Travel Expense Claim - James Purtill 23June2020_Aproved.pdf
- image001.png

Submission Details

No submission details for this record

Email messages

Subject Travel expense claim - James Purtill
Sent 15-07-2020 09:36:17
To travelexpenses@hpw.qld.gov.au
Hi team

Please process the attached expense claim for James Purtill.

If you need any further information please let me know.

Many thanks

Regards
Carole

Carole Forbes
A/Executive Assistant
Office of The Director-General
Department of Natural Resources, Mines and Energy

P: 07 3087 8992
E: Carole.Forbes@dnrme.qld.gov.au
A: Level 36, 1 William Street, Brisbane Qld 4000
W: www.dnrme.qld.gov.au

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CABCHARGE TAX INVOICE NAB EFTPOS

TOWNSVILLE 132227
TAXI T57442 QLD AU
MERCHANT ID: 26065573
TERMINAL ID: V44321
CLIENT ID: A47598
DRIVER DA: 12039677

PICK UP: CITY
DEST: CITY
#####3700 (C)
Visa DEBIT CRD (C)
AID A00000000031010
AUTH ID: 782193

FARE \$17.10
OTHER \$0.00
EXTRAS \$0.00

TOTAL FARE \$17.10
INC. GST
SERVICE FEE \$0.86
INC. GST

TOTAL AUD \$17.96

APPROVED 00
AUTH NO 782193

ARQC DC04238AB4645C10
V443 2106 0722 3910
0000000000 280000 0000

*** CUSTOMER RECEIPT ***
07/06/21 22:39 034582 1

CABCHARGE TAX INVOICE NAB EFTPOS

TOWNSVILLE 132227
TAXI T56468 QLD AU
MERCHANT ID: 26065573
TERMINAL ID: V44298
CLIENT ID: A47520
DRIVER DA: 116702335

PICK UP: TOWNSVILLE CT
DEST: STH TOWNSVILLE
#####7160 (C)
CBA Credit CRD (C)
AID A00000000041010
AUTH ID: 045732

FARE \$13.60
OTHER \$0.00
EXTRAS \$1.50

TOTAL FARE \$15.10
INC. GST
SERVICE FEE \$0.76
INC. GST

TOTAL AUD \$15.86

APPROVED 00
AUTH NO 045732

ARQC 50E1AF1371455B2F
V442 9806 0908 0610
0000000000 1F0302

*** CUSTOMER RECEIPT ***
09/06/21 08:06 050637 1



THANK YOU FOR USING
GFI CABS

TAX INVOICE

INV# 004246
DATE 10 JUN 21
TIME 11:54
TAXI NO 0044
PICK UP CITY
DROP OFF

BRISBANE CITY
FARE INC GST \$ 58.40
SERVICE FEE \$ 2.65
SVC FEE GST \$ 0.27

TOTAL \$ 61.32

Merchant ID 00338715
Terminal ID 04615529
Date 10 JUN 21
Time 11:54
Inv/ROC # 004228

MASTERCARD
AID A00000000041010
CBA Credit ...7160(C)
Card

Account Type Credit

SALE AUD\$61.32

TOTAL AUD\$61.32

APPROVED 00

Auth ID 002909
TVR 00 00 00 00
ARQC 47F430D0C1FDDEC3

WANT \$20 OFF YOUR
NEXT RIDE?

SIMPLY DOWNLOAD
THE "RYDO" APP AND
ENTER YOUR DRIVER'S
REFERRAL CODE BELOW

RYDO - TAXIS AT
RIDESHARE PRICES

CODE: 28220

*** CARDHOLDER COPY ***

Agency*	Company code*	Claim type*
DNRME	1301	Claim

Section 1: Claim details

Please tick below to indicate the allowances you are claiming:

- ☐ Allowances where date of departure and date of return is the same day
- ☐ Meals
- ☐ Incidentals
- ☐ Accommodation
- ☒ Transport/Other
- ☐ Travel-related allowance not part of the current Domestic Travelling and Relieving Directive

Section 2: Claimant's details

Employee number	Vendor number*	Name*
1 4 6 5 1 9 3		Mike Kaiser
Position*	Phone number	Email address*
Acting Director-General, Department of Resources		mike.kaiser@resources.qld.gov.au

Please complete Section 6: Travel Details and Section 7: Claim allowance and actuals on page 2.

Section 3: Automated totals

Expense sub-total	Allowance sub-total	Claim total	This total will automatically populate when Claim allowance section on page 2 is completed.
\$0.00	\$0.00	\$0.00	

Section 4: Claim allocation

Please allocate claim costs in the table below. The 'total payable amount' must equal the 'claim total' in Section 3.

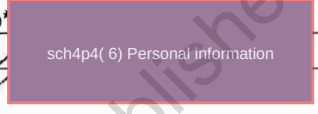
GL account code*	Cost collector/cost centre*	Tax code*	Description*	Amount*
525012	7000015	PG	Townsville trip with Minister - taxis	\$146.16
Total payable amount to claimant				\$146.16

Section 5: Certifications

Claimant

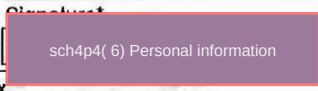
- I certify that the amount claimed herein is due and payable to me for the expenses to be advanced/incurred for services rendered as specified above, and I have attached receipts for all actual expense claims.

☒ Supporting documentation attached.

Signature*	Date*
	2/3/2021

Approver

- I am an authorised delegate to approve this claim for payment and certify that it complies in all aspects with the relevant Financial Management Practice Manual, departmental policies and/or directives. All calculations on this claim are accurate and the claim is fully complete, including cost and tax code information.
- I have checked this claim for fringe benefit tax assessability.

Name*	
Brenda Parker	
Position*	DAL/level (if applicable)
DDG	Level 1
Signature*	Date*
	4/3/21

Please forward completed form and supporting documentation to: travelex

QSS use only

Invoice number/reference	Invoice date	Remittance text	Document number

Privacy statement

The information being collected in this form is for the purpose of managing the financial accountability relevant to Queensland Government and is authorised under the Financial Accountability Act 2009. Your personal information may be disclosed within the Queensland Government, contracted service providers or financial institutions only as is necessary for the performance of the financial functions performed by these bodies. Your personal details will not be disclosed to any other third party or used for any other purpose without your consent, unless authorised or required to do so by law.

Directives and agreements: Refer to the Domestic Travelling and Relieving Expenses at www.psc.qld.gov.au

Section 6: Travel details

Departure date*	Departure time (HH:MM)*	Travelling to*
Return date*	Return time (HH:MM)*	Returning to*

Reason for travel*

Living away from home allowance (LAFHA): will this claim, previous claim(s) and future claim(s) collectively cover more than 21 continuous days (including breaks from work to home and vice versa) for the same work location?

☐ Yes ☐ No

Section 7: Claim allowance and actuals

Transport/Other actuals*

Description	Date	Departed from	Arrived at	Amount
Please Specify				\$0.00
Transport/Other expenses total				\$0.00

Please complete Section 4: Claim allocation and Section 5: Certifications on page 1.

SPOTTO

AIR TIME
 SPOT TO AIR
 TIME 1729 QLD AU
 MERCHANT ID: 27752930
 TERMINAL ID: 040985
 CLIENT ID: 49378
 DRIVER ID: 94644496

PICK UP: SUDBURY
 DEST: BRISBANE ARPT
 #####3700 (C)
 Visa DEBIT CRD (C)
 AID 00000000031010
 AUTH ID: 721129

TAX 475.20

TOTAL FARE 475.20
 TAX, GST
 SERVICE FEE 13.76
 TAX, GST

TOTAL 488.96

APPROVAL ID:
 AUTH ID 721129

ARQC 912946005858AE64
 1009 5501 2705 5010
 0000000000 280000 0000

*** CUSTOMER RECEIPT ***
 17 1 21 94:50 000212

Take to BNE airport



THANK YOU FOR USING
GMCABS

TAXI INVOICE

INVT 002482
DATE 28 JAN 21
TIME 22:47
Local Time 21:47
TAXI NO 110
PICK UP AIRPORT
DROP OFF TARINGA

BNE Airport to Home

FARE INC GST \$ 64.00
SERVICE FEE \$ 2.91
SVC FEE GST \$ 0.29

TOTAL \$ 67.20

Merchant ID 00338715
Terminal ID 04637908
Date 28 JAN 21
Time 22:47

Inv/ROC # 002482

VISA
AID A00000000031010
VISA DEBIT
Card 1111 1111 1111 1111

Account Type Credit

SALE AUD\$67.20

TOTAL AUD\$67.20

APPROVED 00

Auth ID 878576
TVR 00 00 00 00 00
AROC C0U5035D1F1CC6B3

CALL 131 001 OR
DOWNLOAD THE RYDO
APP AND GET \$20 OFF
YOUR FIRST RIDE!
PROMO CODE: GMCABS

*** CARDHOLDER COPY ***

BLACK&WHITE
CABCHARGE
TAX INVOICE
NAB EFTPOS

BWC BRISBANE 133222
TAXI 320 QLD AU
MERCHANT ID: 26043117
TERMINAL ID: V42440
CLIENT ID: 5220
DRIVER DA: 100048106
DRIVER ABN: 73748411355

PICK UP: TARINGA
DEST: BRISBANE ARPT
7160 (C)
CBA Credit CRD (C)
AID A0000000041010
AUTH ID: 021920

FARE \$63.20
OTHER \$0.00

EXTRAS:
Booking \$1.50
Legacy Way \$5.70
M7 \$5.70

TOTAL FARE \$76.10
INC. GST
SERVICE FEE \$3.81
INC. GST

TOTAL AUD \$79.91

APPROVED 00
AUTH NO 021920

ARQC 42F7B669D41AC8E8
V424 4006 2014 4810
0000008000 1F0302

*** CUSTOMER RECEIPT ***
20/06/21 14:48 377748 I



Queensland Government

Queensland Shared Services

FI3522689 Mike Kaiser REIMB070621MK

This document contains an extract from QSS ServiceNow.

Table of Contents

1. Finance - FI3522689
Mike Kaiser REIMB070621MK

Total records included 1.

Published on Resources Disclosure Log
RTI Act 2009

Finance - FI3522689

Status	Closed
Parent Record	RITM0210987
Short Desc.	Mike Kaiser REIMB070621MK
Long Description	
Form: Domestic travel expenseDepartment: Natural Resources, Mines and Energy (DNRME)	
Affected Customer	Mike Kaiser
Initiator	Carole Forbes
Department	Natural Resources, Mines and Energy (DNRME)
Created	11-06-2021 11:54:20
Contact Type	Self-service
Category	Employee Expenses
Subcategory	

Attachments

- Domestic Travel Expense Claim - Mike Kaiser 7-10June2021.pdf

Submission Details

Online form	Domestic travel expense
Requested item	RITM0210987
Submitted on	11-06-2021 11:41:31

Short description

07-06-2021

Who is this request for?

Mike Kaiser

Email

mike.kaiser@resources.qld.gov.au

Department

Natural Resources, Mines and Energy (DNRME)

Employee number

1465193

Company code

1301 - DNRME

What do you want to do?

Claim multi-day allowances and expenses after your trip

What is your reason for travelling?

QRIDP Stakeholder Event and North Qld Resources Industry Forum

Add information about your trip (a row for each part of your journey)

Leave from	Arrive at	Date	Leave time	Arrival time
Brisbane	Townsville	07-06-2021	19:55	21:50
Townsville	Brisbane	10-06-2021	09:30	11:00

Meals

false

Transport

true

Accommodation (multi-day travel only)

false

Incidentals (multi-day travel only)

false

Special allowances (travel related allowances not covered by the directive)

false

Add information about your transport

Travel type	Leave from	Going to	Date	Dollar amount
Taxi	Townsville airport	Quest Townsville	07-06-2021	17.96
Taxi	Quest Townsville	North Qld Club, 146 Denham Street, Townsville	08-06-2021	15.86
Taxi	Brisbane airport	1 William Street	10-06-2021	61.32

Transport total

95.14

Allowances and expenses total

95.14

Allocate your total

GL account code	Cost centre	Tax code	Description	Total dollar amount
525012	7000015	PG	Taxi's - Townsville trip 7-10 June 2021	95.14

Allocated total

95.14

Vendor number

500003270

Do you require approval from more than 1 person in your agency?

No

Name

Brenda Parker

Email

brenda.parker@dnrme.qld.gov.au

Department

Natural Resources, Mines and Energy (DNRME)

Initiator certification

I certify the information is correct, the expense receipts (where applicable) are true copies of the originals, and the approver I have selected has the appropriate financial delegation. I certify the allowances and expenses are payable to me (or the person I'm submitting this on behalf of) for work-related travel expenses.

Approver certification

I certify that the expenditure is within my financial delegation, the accounting and claim information is correct, and it complies with the relevant directive and your agency's policies and guidelines. I certify that I've checked if this claim is assessable for fringe benefit tax and, if so, taken the appropriate action.

Email messages

Subject FI3522689 for RITM0210987, Mike Kaiser REIMB070621MK , closed
Sent 15-06-2021 13:54:26
To mike.kaiser@resources.qld.gov.au, carole.forbes@resources.qld.gov.au

Queensland Shared Services

Hi Carole

I've completed your request, FI3522689, Mike Kaiser REIMB070621MK . You can see the details in My requests in the QSS Self Service Centre.

Comments

Your request/enquiry is complete and no further action is required. Please refer to FI link above for further information.

Client reference:

QSS reference: 1900066872

If you're happy with the outcome, you don't need to do anything. If you want to talk to us again about this request, please reply to this email or call us within 3 working days.

Use the QSS Self Service Centre to do business with us, ask a question or report an issue.

Ref:MSG46240186

Subject FI3522689 for RITM0210987, Domestic travel expense for Mike Kaiser - 07-06-2021, created
Sent 11-06-2021 11:54:29
To mike.kaiser@resources.qld.gov.au, carole.forbes@resources.qld.gov.au

Hi

We've created FI3522689 for the Domestic travel expense form, RITM0210987. Use this record number to continue tracking the request in the QSS Self Service Centre as we complete the work.

Contact us if you need help.
Regards
Queensland Shared Services

Use the QSS Self Service Centre to do business with us, ask a question or report an issue.

Ref:MSG46174818

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CABCHARGE
TAX INVOICE
NAB EFTPOS

BWC BRISBANE 133222
TAXI 957 QLD AU
MERCHANT ID: 26043117
TERMINAL ID: V42556
CLIENT ID: 5220
DRIVER DA: 76717463

PICK UP: BRISBANE ARPT
DEST: TARINGA
#####7160 (C)
CBA Credit CRD (C)
AID A0000000041010
AUTH ID: 035342

FARE	\$63.70
OTHER	\$0.00
EXTRAS	\$0.00

TOTAL FARE	\$63.70
INC. GST	
SERVICE FEE	\$3.19
INC. GST	

TOTAL	AUD	\$66.89
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APPROVED 00
AUTH NO 035342

ARQC 436179B1A4617EB7
V425 5605 2120 4410
0000008000 1F0302

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