

s 47E(d)

INFORMATION INVOICE

s 22(1)(a)(ii)

150 East 42nd Street
34th Floor
New York NY 10017
United States

Guest Name s 22(1)(a)(ii)
Company Name Permanent Mission of Australia
Group Name

Room No. s 22(1)(a)(ii)**AR No.****Arrival** 04-15-23**Invoice No.****Departure** 04-22-23**Cashier No.** s 22(1)(a)(ii)**Confirmation No.** s 22(1)(a)(ii)**Custom Ref.****Folio No.****Page No.** 1 of 2

Date	Description	Additional Information	Charges	Credits
04-15-23	ROOM CHARGE		278.00	
04-15-23	NYC Occupancy Tax		16.33	
04-15-23	Room Sales Tax		24.67	
04-15-23	NYS Development Tax		1.50	
04-15-23	Occupancy Tax - \$2		2.00	
04-16-23	ROOM CHARGE		278.00	
04-16-23	NYC Occupancy Tax		16.33	
04-16-23	Room Sales Tax		24.67	
04-16-23	NYS Development Tax		1.50	
04-16-23	Occupancy Tax - \$2		2.00	
04-17-23	ROOM CHARGE		278.00	
04-17-23	NYC Occupancy Tax		16.33	
04-17-23	Room Sales Tax		24.67	
04-17-23	NYS Development Tax		1.50	
04-17-23	Occupancy Tax - \$2		2.00	
04-18-23	ROOM CHARGE		278.00	
04-18-23	NYC Occupancy Tax		16.33	
04-18-23	Room Sales Tax		24.67	
04-18-23	NYS Development Tax		1.50	
04-18-23	Occupancy Tax - \$2		2.00	
04-19-23	ROOM CHARGE		278.00	
04-19-23	NYC Occupancy Tax		16.33	
04-19-23	Room Sales Tax		24.67	
04-19-23	NYS Development Tax		1.50	
04-19-23	Occupancy Tax - \$2		2.00	
04-20-23	ROOM CHARGE		278.00	
04-20-23	NYC Occupancy Tax		16.33	
04-20-23	Room Sales Tax		24.67	
04-20-23	NYS Development Tax		1.50	
04-20-23	Occupancy Tax - \$2		2.00	
04-21-23	ROOM CHARGE		278.00	

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<p>s 22(1)(a)(ii) 150 East 42nd Street 34th Floor New York NY 10017 United States</p>	<p>Guest Name s 22(1)(a)(ii) Company Name Permanent Mission of Australia Group Name</p>
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<p>Room No. s 22(1)(a)(ii) Arrival 04-15-23 Departure 04-22-23 Confirmation No. s 22(1)(a)(ii) Folio No.</p>	<p>AR No. Invoice No. Cashier No. s 22(1)(a)(ii) Custom Ref. Page No. 2 of 2</p>
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Date	Description	Additional Information	Charges	Credits
04-21-23	NYC Occupancy Tax		16.33	
04-21-23	Room Sales Tax		24.67	
04-21-23	NYS Development Tax		1.50	
04-21-23	Occupancy Tax - \$2		2.00	
04-22-23	Mastercard	s 22(1)(a)(ii)		2,257.50
05-17-23	Adj - Room Sales Tax	tax ex	-172.69	
05-17-23	Adj Occupancy Tax - \$2	tax ex	-14.00	
05-17-23	ADJ - NYS Development Tax	tax ex	-10.50	
05-17-23	Adj - NYC Occupancy Tax	tax ex	-114.31	
05-17-23	Mastercard	s 22(1)(a)(ii)		-311.50

TERMS: Due and payable upon presentation. I agree that my liability for this bill is not waved and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Total Charges	1,946.00
Total Credits	1,946.00
Balance	0.00

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INFORMATION INVOICE

s 22(1)(a)(ii)

150 East 42nd Street
 34th Floor
 New York NY 10017
 United States

Guest Name Mohamed, Justin
Company Name Permanent Mission of Australia
Group Name

Room No.	s 22(1)(a)(ii)	AR No.	
Arrival	04-15-23	Invoice No.	
Departure	04-22-23	Cashier No.	s 22(1)(a)(ii)
Confirmation No.	s 22(1)(a)(ii)	Custom Ref.	
Folio No.		Page No.	1 of 1

Date	Description	Additional Information	Charges	Credits
04-15-23	ROOM CHARGE		309.00	
04-15-23	NYC Occupancy Tax		18.15	
04-15-23	Room Sales Tax		27.42	
04-15-23	NYS Development Tax		1.50	
04-15-23	Occupancy Tax - \$4		4.00	
04-16-23	ROOM CHARGE		309.00	
04-17-23	ROOM CHARGE		309.00	
04-18-23	ROOM CHARGE		309.00	
04-19-23	ROOM CHARGE		309.00	
04-20-23	ROOM CHARGE		309.00	
04-21-23	ROOM CHARGE	s 22(1)(a)(ii)	309.00	
04-22-23	Mastercard			2,214.07
05-17-23	Adj - NYC Occupancy Tax	tax ex	-18.15	
05-17-23	Adj - Room Sales Tax	tax ex	-27.42	
05-17-23	ADJ - NYS Development Tax	tax ex	-1.50	
05-17-23	Adj Occupancy Tax - \$4	tax ex	-4.00	
05-17-23	Mastercard	s 22(1)(a)(ii)		-51.07

TERMS: Due and payable upon presentation. I agree that my liability for this bill is not waved and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Total Charges	2,163.00	
Total Credits		2,163.00
Balance		0.00

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INFORMATION INVOICE

s 22(1)(a)(ii)

150 East 42nd Street
 34th Floor
 New York NY 10017
 United States

Guest Name Reid, Gordon
Company Name Permanent Mission of Australia
Group Name

Room No. s 22(1)(a)(ii)
Arrival 04-16-23
Departure 04-21-23
Confirmation No. s 22(1)(a)(ii)
Folio No.

AR No.
Invoice No.
Cashier No. s 22(1)(a)(ii)
Custom Ref.
Page No. 1 of 1

Date	Description	Additional Information	Charges	Credits
04-16-23	ROOM CHARGE		309.00	
04-17-23	ROOM CHARGE		309.00	
04-18-23	ROOM CHARGE		309.00	
04-19-23	ROOM CHARGE		309.00	
04-20-23	ROOM CHARGE		309.00	
04-21-23	Mastercard	s 22(1)(a)(ii)		1,854.00
05-17-23	Mastercard			-39.72
05-17-23	Room Charge	4/15	309.00	
05-17-23	Mastercard	s 22(1)(a)(ii)		39.72

TERMS: Due and payable upon presentation. I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Total Charges	1,854.00
Total Credits	1,854.00
Balance	0.00

s 47E(d)

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INFORMATION INVOICE

s 22(1)(a)(ii)

150 East 42nd Street
 34th Floor
 New York NY 10017
 United States

Guest Name Bennett, Tanya
Company Name Permanent Mission of Australia
Group Name

Room No. s 22(1)(a)(ii)
Arrival 04-15-23
Departure 04-22-23
Confirmation No. s 22(1)(a)(ii)
Folio No.

AR No.
Invoice No.
Cashier No. s 22(1)(a)(ii)
Custom Ref.
Page No. 1 of 1

Date	Description	Additional Information	Charges	Credits
04-15-23	ROOM CHARGE		309.00	
04-15-23	NYC Occupancy Tax		18.15	
04-15-23	Room Sales Tax		27.42	
04-15-23	NYS Development Tax		1.50	
04-15-23	Occupancy Tax - \$4		4.00	
04-16-23	ROOM CHARGE		309.00	
04-17-23	ROOM CHARGE		309.00	
04-18-23	ROOM CHARGE		309.00	
04-19-23	ROOM CHARGE		309.00	
04-20-23	ROOM CHARGE		309.00	
04-21-23	ROOM CHARGE		309.00	
04-22-23	Mastercard	s 22(1)(a)(ii)		2,214.07
04-24-23	Adj - NYC Occupancy Tax		-18.15	
04-24-23	Adj - Room Sales Tax		-27.42	
04-24-23	ADJ - NYS Development Tax		-1.50	
04-24-23	Adj Occupancy Tax - \$4		-4.00	
04-24-23	Mastercard	s 22(1)(a)(ii)		-51.07

TERMS: Due and payable upon presentation. I agree that my liability for this bill is not waived and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Total Charges	2,163.00	
Total Credits		2,163.00
Balance		0.00

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150 East 42nd Street
 34th Floor
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Guest Name s 22(1)(a)(ii)
Company Name Permanent Mission of Australia
Group Name

Room No. s 22(1)(a)(ii)
Arrival 04-15-23
Departure 04-29-23
Confirmation No. s 22(1)(a)(ii)
Folio No.

AR No.
Invoice No.
Cashier No. s 22(1)(a)(ii)
Custom Ref.
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Date	Description	Additional Information	Charges	Credits
04-15-23	ROOM CHARGE		309.00	
04-16-23	ROOM CHARGE		309.00	
04-17-23	ROOM CHARGE		309.00	
04-18-23	ROOM CHARGE		309.00	
04-19-23	ROOM CHARGE		309.00	
04-20-23	ROOM CHARGE		309.00	
04-21-23	ROOM CHARGE		309.00	
04-22-23	ROOM CHARGE		309.00	
04-23-23	ROOM CHARGE		309.00	
04-24-23	ROOM CHARGE		309.00	
04-25-23	ROOM CHARGE		309.00	
04-26-23	ROOM CHARGE		309.00	
04-27-23	ROOM CHARGE		309.00	
04-28-23	ROOM CHARGE		309.00	
04-29-23	Mastercard	s 22(1)(a)(ii)	309.00	4,326.00

TERMS: Due and payable upon presentation. I agree that my liability for this bill is not waved and agree to be held personally responsible in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges.

Total Charges	4,326.00	
Total Credits		4,326.00
Balance		0.00

s 47E(d)

DFAT delegation flight details (Ambassador Mohamed, Ms Tanya Bennett and s 22(1)(a)(ii))			
Flight no	Route	Departure time	Arrival time
EK5281	CBR to MEL	Fri 14 April 16.35	Fri 14 April 17.45
EK0407	MEL to DUB	Fri 14 April 21.15	Sat 15 April 05.15
EK0201	DUB to NY	Sat 15 April 08.30	Sat 15 April 14.25
EK0204	NY to DUB	Sat 22 April 11.20	Sun 23 April 07.50
EK0406	DUB to MEL	Sun 23 April 10.05	Mon 24 April 05.30
EK5479	MEL to CBR	Mon 24 April 08.05	Mon 24 April 09.10
Dr Reid flight details			
SQ0222	SYD to SIN	Sat 15 April 15.00	Sat 15 April 21.20
SQ0022	SIN to EWR	Sat 15 April 23.35	Sun 16 April 06.00
SQ0021	EWR to SIN	Fri 21 April 10.00	Sat 22 April 17.10
SQ0221	SIN to SYD	Sat 22 April 20.20	Sun 23 April 05.55
NIAA delegation flight details (s 22(1)(a)(ii))			
QF1420	CBR to SYD	Sat 15 April 06.00	Sat 15 April 06.55
QF4111	SYD to LAX	Sat 15 April 09.20	Sat 15 April 06.08
QF4874	LAX to JFK	Sat 15 April 08.30	Sat 15 April 17.05
QF3156	JFK to LAX	Sat 29 April 16.55	Sat 29 April 20.08
QF4112	LAX to SYD	Sat 29 April 22.36	Mon 1 May 07.05
QF1429	SYD to CBR	Mon 1 May 09.05	Mon 1 May 10.00
s 22(1)(a)(ii) flight details			
	VIE to EWR	Saturday 15 April 10.40	Saturday 15 April 13.55
	VIE to JFK	Saturday 15 April 16.30	Saturday 15 April 20.05
	EWR to VIE	Saturday 29 April 17.40	Sunday 30 April 07.50
	JKF to VIE	Saturday 29 April 21.35	Sunday 30 April 12.00

Accommodation				
	Name	Title	NY Dates	Accommodation
1	Dr Gordon Reid MP	Head of Delegation Member for Robertson	16 - 21 April	s 47E(d)
2	Amb Justin Mohamed	Head of DFAT Delegation Ambassador for First Nations People	15 - 22 April	s 47E(d)
3	Tanya Bennett	Assistant Secretary, FNTF	15 - 22 April	s 47E(d)
4	s 22(1)(a)(ii)	A/g Director, FNTF	15 - 29 April	s 47E(d)
5	s 22(1)(a)(ii)	Policy Officer, FNTF	15 - 22 April	s 47E(d)
6	Andrea Kelly	Group Manager, NIAA	15 - 29 April	s 47E(d)
7	Buddy Bell	Branch Head, NIAA	15 - 29 April	s 47E(d)
8	Craig Ritchie	Chief Executive Officer, AIATSI	SELF BOOKED	SELF BOOKED
9	s 22(1)(a)(ii)	Principal Advisor to Craig Ritchie, CEO AIATSI	SELF BOOKED	SELF BOOKED
10	s 22(1)(a)(ii)	Project Lead, AIATSI Futures Project	SELF BOOKED	SELF BOOKED

OFFICIAL

Minute to FAS MPD: Approval for International Travel

Traveller's name, position, and contact number	Tanya Bennett	First Nations Ambassador	Indigenous Staff Member from EOI	s 22(1)(a)(ii)
Dates of travel <i>From departure to return</i>	15 th of April – 24 th of April			16 th April – 28 th April
No. of working days <i>Excluding travel & rest days</i>	7			12
Travel locations <i>Excluding stopovers</i>	Canberra to New York			Vienna to New York
Reason for travel <i>Include main activity and provide brief overview of daily program (i.e. if meeting is 2 days but travel is 6 days, justify the remaining 4 days) Please attach program if there is a separate program, e.g. supporting Min/SES travel. Indicate if HOM or Post support travel as required.</i>	<p><i>These staff members and the Ambassador will be travelling to New York for the UN Permanent Forum on Indigenous Issues. This is the largest gathering for Indigenous Peoples in the world and directly supports the development of a First Nations foreign policy. The theme for the meeting is Indigenous health and climate change – a rights based approach which directly connects to the Ambassador's terms of reference. The Taskforce is also supporting an opportunity for an junior Indigenous employee to attend the Forum for the first time in three years.</i></p> <p><i>See program of work for the meeting attached.</i></p>			
Airfares <i>Details, class and cost (BFOTD applies)</i>	Business Class - \$13000 per person Overestimate - will depend on route			Business Class - \$8000 – over estimate
Accommodation <i>Cost, type and number of nights</i>	\$3000 each 7 Nights Accommodation at an estimated cost of \$9000 - on suggestions from post. Slight overestimate based on DFAT Travel Policy		\$5000 12 Nights Accommodation waiting on suggestions from post. Slight overestimate based on DFAT Travel Policy	
Meals and Incidentals <i>SAP estimate</i>	\$1700 each – Breakfast, lunch, dinner + incidentals. Subject to change depending what is provided through trip.		\$3500 – Breakfast, lunch, dinner + incidentals. Subject to change depending what is provided through trip.	
Other travel related expenses <i>Specify item and approx. cost – e.g. passport or visa costs, ground transport, etc</i>	Visa: \$256 Ground costs, Taxi etc: \$200	Passport Cost: \$1000 Visa: \$256 Ground costs, Taxi etc: \$200	Visa: \$256 Ground costs, Taxi etc: \$200	Visa: \$256 Ground costs, Taxi etc: \$200
Total Cost <i>If including multiple travellers, include total cost for each traveller and overall</i>	\$18,156	\$19,156	\$18,156	\$16,956
TOTAL for all 4 staff members \$72,424				

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Through: AS ORB / AS HRB / AS FNTF

Name: Tanya Bennett

Signature: s 22(1)(a)(ii)

Date: 1 / 3 / 2023

In approving this proposal, I confirm that it is consistent with required policies and process, including the Public Governance Performance and Accountability Act 2013 (Section 23 & Section 60), DFAT's Financial Framework and DFAT's Procurement Policy as relevant. There are sufficient available funds, and is an efficient, effective, economical and ethical use of public resources.

FAS MPD: Approved / Not approved

Name: Natasha Smith

Signature: s 22(1)(a)(ii)

Date: 1 / 3 / 2023



Tuesday 21 March 2023 12:06 - Sydney, NSW

Itinerary for
MOHAMED/JUSTIN MR

Booking Number: s 47E(d)
PNR Reference:
Consultant: CTM Travel Consultant
Booked By: s 47F(1)
Departure Date: 14 Apr 23
Debtor: Department of Foreign Affairs and Trade
Department: 9644-DFAT
Return Date: 24 Apr 23
Employee ID: s 47E(d)
Trip Number:
Purpose of travel: I - CONFERENCE, CONVENTION, SUMMIT OR MEETING
Travel Bookers Name: s 47F(1)

Contact Details and Amendments

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible. Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
Friday 14 Apr 23	Flight	Airline: EMIRATES AIRLINES Departure Date: Fri 14 Apr 23 at 21:15 Arrival Date: Sat 15 Apr 23 at 05:15 Aircraft: Airbus A380-800 Class: J - Business Stops: Non-Stop Airline Reference: s 47E(d) Status: Confirmed Baggage: 2 pieces Details: MELBOURNE, AUSTRALIA (TERMINAL - 2) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 14-04-2023 21:15, Arrival Time 15-04-2023 05:15 - Travelling time: 14 hrs - Meal Service: Meal	Flight EK0407 MELBOURNE, AUSTRALIA DUBAI, UNITED ARAB EMIRATES	
Saturday 15 Apr 23	Flight	Airline: EMIRATES AIRLINES Departure Date: Sat 15 Apr 23 at 08:30 Arrival Date: Sat 15 Apr 23 at 14:25 Aircraft: Airbus A380-800 Class: J - Business Stops: Non-Stop Airline Reference: s 47E(d) Status: Confirmed Baggage: 2 pieces Details: DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) JOHN F KENNEDY, NY (TERMINAL - 4), Dept Time 15-04-2023 08:30, Arrival Time 15-04-2023 14:25 - Travelling time: 13 hrs 55 mins - Meal Service: Meal	Flight EK0201 DUBAI, UNITED ARAB EMIRATES JOHN F KENNEDY, NY	

Tuesday 21 March 2023 12:06 - Sydney, NSW

Saturday 22 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	EMIRATES AIRLINES Sat 22 Apr 23 at 11:20 Sun 23 Apr 23 at 07:50 Airbus A380-800 I - Business Class Non-Stop s 47E(d) Confirmed 2 pieces JOHN F KENNEDY, NY (TERMINAL - 4) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 22-04-2023 11:20, Arrival Time 23-04-2023 07:50 - Travelling time: 12 hrs 30 mins	Flight EK0204 JOHN F KENNEDY, NY DUBAI, UNITED ARAB EMIRATES
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Sunday 23 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	EMIRATES AIRLINES Sun 23 Apr 23 at 10:05 Mon 24 Apr 23 at 05:30 Airbus A380-800 I - Business Class Non-Stop s 47E(d) Confirmed 2 pieces DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) MELBOURNE, AUSTRALIA (TERMINAL - 2), Dept Time 23-04-2023 10:05, Arrival Time 24-04-2023 05:30 - Travelling time: 13 hrs 25 mins - Meal Service: Meal	Flight EK0406 DUBAI, UNITED ARAB EMIRATES MELBOURNE, AUSTRALIA
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Comment

-----PLEASE NOTE THE FOLLOWING IMPORTANT-----
-----INFORMATION-----

-----THE DOCUMENTS AND E-TICKETS FOR THIS
-----ITINERARY WILL BE ISSUED ON 28 MARCH
-----IF YOU WISH TO CANCEL OR AMEND THESE TRAVEL
-----ARRANGEMENTS
----- PLEASE CONTACT CTM PRIOR TO 28 MARCH
-----TO AVOID POTENTIAL CANCELLATION AND OR
-----AMENDMENT FEES.

-----EMIRATES AND AIR INDIA TICKET AND FARE CONDITIONS-----
CANCELLATION PENALTY –BEFORE DEPARTURE AUD300
CANCELLATION PENALTY – AFTER DEPARTURE AUD300
NO SHOW FEE- AUD800
CHANGE FEE -BEFORE DEPARTURE AUD250
CHANGE FEE -AFTER DEPARTURE AUD250

CHANGES ARE SUBJECT TO SAME FARE TYPE AVAILABILITY.
ADDITIONAL FARE DIFFERENCES MAY APPLY.
ROUTING AND AIRLINE RESTRICTIONS MAY APPLY.

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Ticket	EK - J - Business 14 Apr 23 MELBOURNE- DUBAI- JOHN F KENNEDY- DUBAI- MELBOURNE	15130.00	251.83	0.00	15381.83
Due		15130.00	251.83	0.00	15381.83
Total Booking Cost Inc Pay Direct				0.00	15381.83

Final Ticket Date: 21 Mar 23

Passport, Visas and Travel Warnings

A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a reentry visa for Australia.

Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from www.cibtvisas.com.au or by contacting your travel consultant for information. It is also recommended that you check www.smarttraveller.gov.au for health and consular travel warnings for all destinations.

Ticketing Policy

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline. When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown. Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

Important Information

Baggage - Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

International Check In - For international flights departing from Australia, and domestic sectors of flights departing from international terminals make sure you have checked in by the checkin deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

What items can I pack in my carry-on baggage? Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights. To get the most up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

CTM Privacy Notice

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/> CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at privacy@travelctm.com



Thursday 13 April 2023 15:57 - Sydney, NSW

Itinerary for
BENNETT/TANYA MS

Booking Number: s 47E(d)
PNR Reference:
Consultant: CTM Travel Consultant
Booked By: s 47F(1)
Departure Date: 14 Apr 23
Debtor: Department of Foreign Affairs and Trade
Department: 9644-DFAT
Return Date: 24 Apr 23
Employee ID: s 47E(d)
Trip Number:
Purpose of travel: I - CONFERENCE, CONVENTION, SUMMIT OR MEETING
Travel Bookers Name: s 47F(1)
Trip ID: s 4 / E(d)

Contact Details and Amendments

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible. Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
Friday 14 Apr 23	Flight	Airline: QANTAS AIRWAYS Departure Date: Fri 14 Apr 23 at 16:35 Arrival Date: Fri 14 Apr 23 at 17:45 Aircraft: Boeing 717 Class: Y - Economy Class Stops: Non-Stop Airline Reference: s 47E(d) Status: Confirmed Baggage: 2 pieces Details: CANBERRA, AUSTRALIA (TERMINAL -) MELBOURNE, AUSTRALIA (TERMINAL - 1), Dept Time 14-04-2023 16:35, Arrival Time 14-04-2023 17:45 - Travelling time: 1 hr 10 mins - Meal Service: Hot meal	Flight QF1523 CANBERRA, AUSTRALIA MELBOURNE, AUSTRALIA	
Friday 14 Apr 23	Flight	Airline: EMIRATES AIRLINES Departure Date: Fri 14 Apr 23 at 21:15 Arrival Date: Sat 15 Apr 23 at 05:15 Aircraft: Airbus A380-800 Class: J - Business Stops: Non-Stop Airline Reference: s 47E(d) Status: Confirmed Baggage: 2 pieces Details: MELBOURNE, AUSTRALIA (TERMINAL - 2) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 14-04-2023 21:15, Arrival Time 15-04-2023 05:15 - Travelling time: 14 hrs - Meal Service: Meal Seats: 12B - BENNETT/TANYA MS	Flight EK0407 MELBOURNE, AUSTRALIA DUBAI, UNITED ARAB EMIRATES	

Saturday 15 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details: Seats:	EMIRATES AIRLINES Sat 15 Apr 23 at 08:30 Sat 15 Apr 23 at 14:25 Airbus A380-800 J - Business Non-Stop s 47E(d) Confirmed 2 pieces DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) JOHN F KENNEDY, NY (TERMINAL - 4), Dept Time 15-04-2023 08:30, Arrival Time 15-04-2023 14:25 - Travelling time: 13 hrs 55 mins - Meal Service: Meal 19J - BENNETT/TANYA MS	Flight EK0201 DUBAI, UNITED ARAB EMIRATES JOHN F KENNEDY, NY
Saturday 22 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details: Seats:	EMIRATES AIRLINES Sat 22 Apr 23 at 11:20 Sun 23 Apr 23 at 07:50 Airbus A380-800 J - Business Non-Stop s 47E(d) Confirmed 2 pieces JOHN F KENNEDY, NY (TERMINAL - 4) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 22-04-2023 11:20, Arrival Time 23-04-2023 07:50 - Travelling time: 12 hrs 30 mins - Meal Service: Meal 14A - BENNETT/TANYA MS	Flight EK0204 JOHN F KENNEDY, NY DUBAI, UNITED ARAB EMIRATES
Sunday 23 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details: Seats:	EMIRATES AIRLINES Sun 23 Apr 23 at 10:05 Mon 24 Apr 23 at 05:30 Airbus A380-800 J - Business Non-Stop s 47E(d) Confirmed 2 pieces DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) MELBOURNE, AUSTRALIA (TERMINAL - 2), Dept Time 23-04-2023 10:05, Arrival Time 24-04-2023 05:30 - Travelling time: 13 hrs 25 mins - Meal Service: Meal 10D - BENNETT/TANYA MS	Flight EK0406 DUBAI, UNITED ARAB EMIRATES MELBOURNE, AUSTRALIA
Monday 24 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	QANTAS AIRWAYS Mon 24 Apr 23 at 08:05 Mon 24 Apr 23 at 09:10 Boeing 717 J - Business Class Non-Stop s 47E(d) Confirmed 2 pieces MELBOURNE, AUSTRALIA (TERMINAL - 1) CANBERRA, AUSTRALIA (TERMINAL -), Dept Time 24-04-2023 08:05, Arrival Time 24-04-2023 09:10 - Travelling time: 1 hr 5 mins - Meal Service: Hot meal	Flight QF1514 MELBOURNE, AUSTRALIA CANBERRA, AUSTRALIA

Ticket Numbers

TKT EK s 22(1)(a)(ii) - BENNETT/TANYA MS - ADULT - CBR-MEL-DXB-JFK-DXB-MEL-CBR

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Service Fee	Simple Int Air	104.95	0.00	0.00	104.95
Service Fee	WoAG Admin Int	3.00	0.00	0.30	3.30
Ticket	EK - Y - Economy s 22(1)(a)(ii) - 13 Apr 23 - ADULT 14 Apr 23 CANBERRA- MELBOURNE- DUBAI- JOHN F KENNEDY- DUBAI- MELBOURNE- CANBERRA	17105.00	449.67	0.00	17554.67
Due		17212.95	449.67	0.30	17662.92
Total Booking Cost Inc Pay Direct				0.30	17662.92

Final Ticket Date: 10 Mar 23

E-TICKETS

E-TICKET EK

ELECTRONIC TICKET RECORD

INV : s 22(1)(a)(ii) PNR: s 22(1)(a)(ii);
 TKT: s 22(1)(a)(ii) ISSUED : 13APR23 IATA : s 22(1)(a)(ii);
 NAME: BENNETT/TANYA MS FF :

CPN	A/L	FLT	CLS	DATE	FROMTO	TIME	ST	F/BASIS	STAT
1	QF	1523	Y	14APR	CBRMEL	16:35	OK	JWRZFAU1	OPEN
2	EK	0407	J	14APR	MELDXB	21:15	OK	JWRZFAU1	OPEN
3	EK	0201	J	15APR	DXBJFK	08:30	OK	JWRZFAU1	OPEN
4	EK	0204	J	22APR	JFKDXB	11:20	OK	JWRZFAU1	OPEN
5	EK	0406	J	23APR	DXBMEL	10:05	OK	JWRZFAU1	OPEN
6	QF	1514	J	24APR	MELCBR	08:05	OK	JWRZFAU1	OPEN

Endorsements:

Passport, Visas and Travel Warnings

A valid passport is required for international travel. Immigration authorities may refuse entry if you have less than 6 months validity on your passport. Ensure the name on this itinerary matches the passport name because if it does not, you may be refused travel. Please advise your travel consultant if you are not travelling on an Australian passport as you may require a reentry visa for Australia.

Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from www.cibtvisas.com.au or by contacting your travel consultant for information. It is also recommended that you check www.smarttraveller.gov.au for health and consular travel warnings for all destinations.

Ticketing Policy

Our CTM business standard is to issue airline tickets 1 business day prior to the airline time limit advised on your itinerary and inside your online booking tool. This is to help ensure there are safeguards to protect for challenges such as when credit cards decline. When there are instances of multiple tickets and multiple airline ticketing dates, QBT will issue all tickets in accordance with the earliest date shown. Please note there may be instances where QBT will need to issue your ticket earlier than the recommended date. For example, when airlines request that ticketing occur earlier than the recommended ticketing time limit.

Important Information

Baggage - Please refer to respective airlines and destination airports for further information on baggage allowances and restrictions, security measures and quarantine items, or contact your travel consultant prior to travel.

International Check In - For international flights departing from Australia, and domestic sectors of flights departing from international terminals make sure you have checked in by the checkin deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

What items can I pack in my carry-on baggage? Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights. To get the most up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

CTM Privacy Notice

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/> CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at privacy@travelctm.com



Tuesday 21 March 2023 12:21 - Sydney, NSW

Itinerary for
s 22(1)(a)(ii)

Booking Number: s 47E(d)
PNR Reference:
Consultant: CTM Travel Consultant
Booked By: s 47F(1)
Departure Date: 14 Apr 23
Debtor: Department of Foreign Affairs and Trade
Department: 9644-DFAT
Return Date: 24 Apr 23
Employee ID: s 47E(d)
Trip Number:

Contact Details and Amendments

Online Changes - Travellers are encouraged to process booking amendments via Cytric (Online Booking Tool) wherever possible.
 Changes with a Consultant - To make a non-urgent booking amendment through a CTM consultant, email the relevant team below. Please include the booking reference number and specific details about the requested change to the booking. To make an urgent booking amendment through a CTM consultant, call **1300 770 631**

Domestic@travelctm.com, International@travelctm.com, groups@travelctm.com, vipwoag@travelctm.com

Please note, amendments facilitated by a CTM consultant may incur a CTM Service Fee. For a copy of the CTM Fee Schedule, please contact your entity's Travel Team.

Date	Service	Details		
Friday 14 Apr 23	Flight	Airline:	EMIRATES AIRLINES	Flight EK5281
		Departure Date:	Fri 14 Apr 23 at 16:35	CANBERRA, AUSTRALIA
		Arrival Date:	Fri 14 Apr 23 at 17:45	MELBOURNE, AUSTRALIA
		Aircraft:	Boeing 717	
		Class:	J - Business	
		Stops:	Non-Stop	
		Airline Reference:	s 47E(d)	
		Code Share:	QANTAS AIRWAYS	
		Status:	Confirmed	
		Baggage:	2 pieces	
		Details:	CANBERRA, AUSTRALIA (TERMINAL -) MELBOURNE, AUSTRALIA (TERMINAL - 1), Dept Time 14-04-2023 16:35, Arrival Time 14-04-2023 17:45 - Travelling time: 1 hr 10 mins - Meal Service: Meal	
Friday 14 Apr 23	Flight	Airline:	EMIRATES AIRLINES	Flight EK0407
		Departure Date:	Fri 14 Apr 23 at 21:15	MELBOURNE, AUSTRALIA
		Arrival Date:	Sat 15 Apr 23 at 05:15	DUBAI, UNITED ARAB EMIRATES
		Aircraft:	Airbus A380-800	
		Class:	J - Business	
		Stops:	Non-Stop	
		Airline Reference:	s 47E(d)	
		Status:	Confirmed	
		Baggage:	2 pieces	
		Details:	MELBOURNE, AUSTRALIA (TERMINAL - 2) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 14-04-2023 21:15, Arrival Time 15-04-2023 05:15 - Travelling time: 14 hrs - Meal Service: Meal	

Saturday 15 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	EMIRATES AIRLINES Sat 15 Apr 23 at 08:30 Sat 15 Apr 23 at 14:25 Airbus A380-800 J - Business Non-Stop s 47E(d) Confirmed 2 pieces DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) JOHN F KENNEDY, NY (TERMINAL - 4), Dept Time 15-04-2023 08:30, Arrival Time 15-04-2023 14:25 - Travelling time: 13 hrs 55 mins - Meal Service: Meal	Flight EK0201 DUBAI, UNITED ARAB EMIRATES JOHN F KENNEDY, NY
Saturday 22 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	EMIRATES AIRLINES Sat 22 Apr 23 at 11:20 Sun 23 Apr 23 at 07:50 Airbus A380-800 C - Business Non-Stop s 47E(d) Confirmed 2 pieces JOHN F KENNEDY, NY (TERMINAL - 4) DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3), Dept Time 22-04-2023 11:20, Arrival Time 23-04-2023 07:50 - Travelling time: 12 hrs 30 mins	Flight EK0204 JOHN F KENNEDY, NY DUBAI, UNITED ARAB EMIRATES
Sunday 23 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Status: Baggage: Details:	EMIRATES AIRLINES Sun 23 Apr 23 at 10:05 Mon 24 Apr 23 at 05:30 Airbus A380-800 C - Business Non-Stop s 47E(d) Confirmed 2 pieces DUBAI, UNITED ARAB EMIRATES (TERMINAL - 3) MELBOURNE, AUSTRALIA (TERMINAL - 2), Dept Time 23-04-2023 10:05, Arrival Time 24-04-2023 05:30 - Travelling time: 13 hrs 25 mins - Meal Service: Meal	Flight EK0406 DUBAI, UNITED ARAB EMIRATES MELBOURNE, AUSTRALIA
Monday 24 Apr 23	Flight	Airline: Departure Date: Arrival Date: Aircraft: Class: Stops: Airline Reference: Code Share: Status: Baggage: Details:	EMIRATES AIRLINES Mon 24 Apr 23 at 08:05 Mon 24 Apr 23 at 09:10 Boeing 717 C - Business Non-Stop s 47E(d) QANTAS AIRWAYS Confirmed 2 pieces MELBOURNE, AUSTRALIA (TERMINAL - 1) CANBERRA, AUSTRALIA (TERMINAL -), Dept Time 24-04-2023 08:05, Arrival Time 24-04-2023 09:10 - Travelling time: 1 hr 5 mins - Meal Service: Meal	Flight EK5479 MELBOURNE, AUSTRALIA CANBERRA, AUSTRALIA

Pre Pay	Description	Rates ex GST	Taxes/Fees ex GST	GST	AUD Total
Ticket	EK - J - Business 14 Apr 23 CANBERRA- MELBOURNE- DUBAI- JOHN F KENNEDY- DUBAI- MELBOURNE- CANBERRA	16239.00	449.07	0.00	16688.07
Due		16239.00	449.07	0.00	16688.07
Total Booking Cost Inc Pay Direct				0.00	16688.07

Final Ticket Date: 21 Mar 23

Passport, Visas and Travel Warnings

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Please ensure you have any applicable Visas for the countries you are visiting or transiting. It is your responsibility to obtain correct Visas documentation. Visa information can be obtained from www.cibtvisas.com.au or by contacting your travel consultant for information. It is also recommended that you check www.smarttraveller.gov.au for health and consular travel warnings for all destinations.

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Important Information

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International Check In - For international flights departing from Australia, and domestic sectors of flights departing from international terminals make sure you have checked in by the checkin deadline specified in your airline documentation, or if no deadline is specified, then at least 120 minutes prior to scheduled departure for Economy Class or at least 90 minutes prior to scheduled departure for First or Business Class. Failure to do so may result in cancellation of your reservation.

What items can I pack in my carry-on baggage? Some countries have made changes to security measures at airports. If you are travelling in any of these countries, these measures will affect what you can carry on board an aircraft on international flights. To get the most up to date information, visit the Australian Government's travel security website: <https://www.homeaffairs.gov.au/travelsecure-subsite/Pages/Items-you-cannot-take-on-plane.aspx>

CTM Privacy Notice

Our Privacy Policy explains how we handle and protect your personal information. It also explains how you may request to access and correct your personal information. You can find out more about how we manage your privacy by visiting our website <https://www.travelctm.com/global-privacy-policy/> CTM collects personal information from you (including sensitive information) for the following purposes: to provide products and services to you; to process your travel arrangements; facilitate your participation in the loyalty programs of airlines; conduct marketing activities and market research; to assist in investigating your complaints, feedback and inquiries; and for other purposes which are reasonably necessary in connection with our normal functions and activities.

We may disclose your personal information to the following kinds of entities: suppliers of products or services which you have selected (such as airlines, tour operators, car hire operators, hotels and insurance providers); third party travel service providers who assist in fulfilling the booking you have made; a person making your travel booking on your behalf; your employer if you are travelling on a booking provided through your employer's corporate travel arrangements; suppliers of IT based solutions that assist us in providing products and services to you; any industry body, tribunal, court or otherwise in connection with any complaint made by you about us; and to various law enforcement agencies and governments around the world for security, customs and immigration purposes.

You can gain access to, or seek correction of, the information CTM holds about you, or make a privacy complaint, by contacting our Privacy Officer at privacy@travelctm.com



Australian Government
Department of Foreign Affairs and Trade

TRAVEL ACQUITTAL STATEMENT

Name	s 22(1)(a)(ii)	Trip no	s 47E(d)
Personnel no		Trip Schema	International Travel
Empl. Status	Non SES	Destination	International Trip
Trip Date	14.04.2023 to 24.04.2023	Reason for Trip	

The acquittal documentation you submitted for this trip has been examined.

Attached is the Travel Acquittal Statement.

You were paid an advance of travel allowance and/or accommodation expenses of \$1,593.92 for this trip. This has been taken into account in calculating your acquittal.

This trip has been fully acquitted.

Any queries about this travel statement please email the Travel Unit.

 Travel Officer

Acquittal	
Item	Total (AUD)
Previous Amounts Paid	-1,593.92
Acquittal	1,593.92
No amounts owing	0.00

TRAVEL ACQUITTAL STATEMENT

Name	s 22(1)(a)(ii)	Trip no	s 47E(d)
Personnel no		Trip Schema	International Travel
Empl. Status	Non SES	Destination	International Trip
Trip Date	14.04.2023 to 24.04.2023	Reason for Trip	

Meals and Incidentals									
Dates	Days	Breakfast	Lunch	Dinner	Incidental	Total	Curr.	Total (AUD)	
Country: New York									
15.04.2023 15.04.2023	1			64.00	31.00	95.00	USD	141.77	
16.04.2023 21.04.2023	6	168.00	180.00	384.00	186.00	918.00	USD	1,364.28	
22.04.2023 22.04.2023	1	28.00				28.00	USD	41.70	
Total for currency: USD	8	196.00	180.00	448.00	217.00	1,041.00	USD	1,547.75	
Total for country: New York								1,547.75	
Country: New York									
22.04.2023 22.04.2023	1				31.00	31.00	USD	46.17	
Total for currency: USD	1	0.00	0.00	0.00	31.00	31.00	USD	46.17	
Total for country: New York								46.17	
Total Meals and Incidentals								1,593.92	

' ' indicates you were not at the destination for that allowance.

'0' indicates no allowance is payable for breakfast. Where the accommodation does not provide breakfast in the tariff, receipts must be provided for reimbursement on acquittal. Where the accommodation tariff includes breakfast, there will be no reimbursement for breakfast taken at another venue.

Total allowances and expenses for trip number: s 47E(d)	1,593.92
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Australian Government

Department of Foreign Affairs and Trade

TRAVEL ACQUITTAL STATEMENT

Name	Justin Mohamed	Trip no	s 47E(d)
Personnel no	s 22(1)(a)(ii)	Trip Schema	International Travel
Empl. Status	Non SES	Destination	International Trip
Trip Date	14.04.2023 to 24.04.2023	Reason for Trip	

The acquittal documentation you submitted for this trip has been examined.

Attached is the Travel Acquittal Statement.

You were paid an advance of travel allowance and/or accommodation expenses of \$1,593.92 for this trip. This has been taken into account in calculating your acquittal.

This trip has been fully acquitted.

Any queries about this travel statement please email the Travel Unit.

Travel Officer

Acquittal	
Item	Total (AUD)
Previous Amounts Paid	-1,593.92
Acquittal	1,593.92
No amounts owing	0.00

TRAVEL ACQUITTAL STATEMENT

Name	Justin Mohamed	Trip no	s 47E(d)
Personnel no	s 22(1)(a)(ii)	Trip Schema	International Travel
Empl. Status	Non SES	Destination	International Trip
Trip Date	14.04.2023 to 24.04.2023	Reason for Trip	

Meals and Incidentals									
Dates	Days	Breakfast	Lunch	Dinner	Incidental	Total	Curr.	Total (AUD)	
Country: New York									
15.04.2023 15.04.2023	1			64.00	31.00	95.00	USD	141.77	
16.04.2023 21.04.2023	6	168.00	180.00	384.00	186.00	918.00	USD	1,364.28	
22.04.2023 22.04.2023	1	28.00				28.00	USD	41.70	
Total for currency: USD	8	196.00	180.00	448.00	217.00	1,041.00	USD	1,547.75	
Total for country: New York								1,547.75	
Country: New York									
22.04.2023 22.04.2023	1				31.00	31.00	USD	46.17	
Total for currency: USD	1	0.00	0.00	0.00	31.00	31.00	USD	46.17	
Total for country: New York								46.17	
Total Meals and Incidentals								1,593.92	

' ' indicates you were not at the destination for that allowance.
 '0' indicates no allowance is payable for breakfast. Where the accommodation does not provide breakfast in the tariff, receipts must be provided for reimbursement on acquittal. Where the accommodation tariff includes breakfast, there will be no reimbursement for breakfast taken at another venue.

Total allowances and expenses for trip number: s 47E(d)	1,593.92
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Australian Government

Department of Foreign Affairs and Trade

TRAVEL ACQUITTAL STATEMENT

Name	Tanya Bennett	Trip no	s 47E(d)
Personnel no	s 22(1)(a)(ii)	Trip Schema	International Travel
Empl. Status	SES	Destination	International Trip
Trip Date	14.04.2023 to 24.04.2023	Reason for Trip	

The acquittal documentation you submitted for this trip has been examined.

Attached is the Travel Acquittal Statement.

You were paid an advance of travel allowance and/or accommodation expenses of \$1,593.92 for this trip. This has been taken into account in calculating your acquittal.

This trip has been fully acquitted.

Any queries about this travel statement please email the Travel Unit.

Travel Officer

Acquittal	
Item	Total (AUD)
Previous Amounts Paid	-1,593.92
Acquittal	1,593.92
No amounts owing	0.00

TRAVEL ACQUITTAL STATEMENT

Name	Tanya Bennett	Trip no	s 47E(d)
Personnel no	s 22(1)(a)(ii)	Trip Schema	International Travel
Empl. Status	SES	Destination	International Trip
Trip Date	14.04.2023 to 24.04.2023	Reason for Trip	

Meals and Incidentals									
Dates	Days	Breakfast	Lunch	Dinner	Incidental	Total	Curr.	Total (AUD)	
Country: New York									
15.04.2023 15.04.2023	1			64.00	31.00	95.00	USD	141.77	
16.04.2023 21.04.2023	6	168.00	180.00	384.00	186.00	918.00	USD	1,364.28	
22.04.2023 22.04.2023	1	28.00				28.00	USD	41.70	
Total for currency: USD	8	196.00	180.00	448.00	217.00	1,041.00	USD	1,547.75	
Total for country: New York								1,547.75	
Country: New York									
22.04.2023 22.04.2023	1				31.00	31.00	USD	46.17	
Total for currency: USD	1	0.00	0.00	0.00	31.00	31.00	USD	46.17	
Total for country: New York								46.17	
Total Meals and Incidentals								1,593.92	

' ' indicates you were not at the destination for that allowance.
 '0' indicates no allowance is payable for breakfast. Where the accommodation does not provide breakfast in the tariff, receipts must be provided for reimbursement on acquittal. Where the accommodation tariff includes breakfast, there will be no reimbursement for breakfast taken at another venue.

Total allowances and expenses for trip number: s 47E(d)	1,593.92
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s 22(1)(a)(ii)

From: s 22(1)(a)(ii)
Sent: Tuesday, 4 April 2023 7:16 PM
To: s 22(1)(a)(ii)
Subject: FW: [EXTERNAL] Your booking to New York on Sat. 15.04.2023 - Booking code: s 22(1)(a)(ii) SEC=OFFICIAL
Attachments: 1_VIE-JFK.ics; 2_JFK-VIE.ics

OFFICIAL

Hello s 22(1)(a)(ii)

Please find your booking confirmation below.

The booking is registered to my contact details so please feel free to change them.

If I can help with anything else, please let me know.

Thank you,

s 22(1)(a)(ii)

s 22(1)(a)(ii)

Visits and Travel Officer | Corporate Services
 Australian Embassy and Permanent Mission to the United Nations, Vienna
 T s 22(1)(a)(ii) | Voicenet s 22(1)(a)(ii)

From: Austrian.com <no-reply@notifications.austrian.com>
Sent: 04 April 2023 10:29
To: s 22(1)(a)(ii)
Subject: [EXTERNAL] Your booking to New York on Sat. 15.04.2023 - Booking code: s 22(1)(a)(ii)

CAUTION: This email originated from outside the organisation. Do not click links or open attachments unless you recognise the sender.



Thank you for your booking!

We are looking forward to welcoming you on board soon!

MANAGE BOOKING

Booking code: s 22(1)(a)(ii)

Grand total EUR 3,988.13

(incl. Taxes and Fees)

i Travel with confidence

Everything you need to know about your trip to New York at a glance! We inform you about the entry requirements and airport information for your destination, so that you are always well prepared and up to date. Information for Austrian citizens can be found [here](#). Due to changes in the security check processes at the airport, we kindly ask you to allow extra time.

[More information](#)

Outbound Flight

Flight to New York on Sat. 15.04.2023

16:30

– 20:05

9h 35m

VIE

Vienna

Vienna International Airport

JFK

New York

JFK Intl. Apt.

✈ OS87 VIE - JFK operated by Austrian

Inbound Flight

Flight to Vienna on Sat. 29.04.2023


21:35 - 12:00 +1 8h 25m

JFK
New York
JFK Intl. Apt.

VIE
Vienna
Vienna International Airport

✈ OS88 JFK - VIE operated by Austrian

Passengers and services

 s 22(1)(a)(ii)

Outbound Flight

✈ **Vienna (VIE) – New York (JFK)**
Business Flex
Booking Class: P

Included in fare: 2 Hand luggage up to 8kg / 18lbs each, 2 Checked bags up to 70lb / 32kg

Booked services: Seat 04A

Inbound Flight

✈ **New York (JFK) – Vienna (VIE)**
Business Flex
Booking Class: Z

Included in fare: 2 Hand luggage up to 8kg / 18lbs each, 2 Checked bags up to 70lb / 32kg

Booked services: Seat 04A

Fare	EUR 3,377.00
Ticket number: s 22(1)(a)(ii)	
Taxes and surcharges	EUR 606.13
Ticket service charge	EUR 5.00

Subtotal

EUR 3,988.13

Grand total

charged by Austrian

EUR 3,988.13

With Austrian well informed

Emergency Contact

Austrian Airlines now offers you the option to enter the emergency contact details of a person closely related to you in an [online form](#). That means the person in question can be informed quickly and efficiently if necessary.

Baggage information

The baggage allowance can be found [here](#).

Would you like to take your sports equipment (e.g. bicycles, skis, golf and diving equipment), special baggage or excess baggage along with you on your journey? Please keep in mind, that due to capacity reasons we can only accept sports equipment, special luggage and excess baggage at the check in, which has been notified by you before your trip and has been confirmed by Austrian Airlines for the entire journey. You can [register sports equipment and excess baggage here](#) or call our Special Cases Desk on +43 (0)5 1766 1000 daily from 8am-8pm. Please note: additional charges may apply for certain sports-, special - and excess baggage. This is to make sure, that your sports-, special- and excess baggage will arrive together with you at your final destination.

Servus

Imprint

Austrian Airlines AG
Office Park 2, Postfach 100
A-1300 Vienna Airport

Head Office

Austria

Legal form

Limited Company

Company Register Number

111 000k, Vienna Commercial Court

Executive Board

Annette Mann, Dr. Michael Trestl, Francesco
Sciortino

Chairman of the Supervisory Board

Christina Foerster

For scheduled flights this includes: Outward and return journey including all taxes, fees and charges. Terms and conditions apply. Limited number available. Errors excepted.

[Imprint](#)

[Terms and conditions](#)

[Data protection](#)

A STAR ALLIANCE MEMBER 



Australian Government

Department of Foreign Affairs and Trade

TRAVEL ACQUITTAL STATEMENT

Name	s 22(1)(a)(ii)	Trip no	s 47E(d)
Personnel no		Trip Schema	International Travel
Empl. Status	Non SES	Destination	International Trip
Trip Date	15.04.2023 to 28.04.2023	Reason for Trip	

The acquittal documentation you submitted for this trip has been examined.

Attached is the Travel Acquittal Statement.

No advance was paid to you for this trip. This has been taken into account in calculating your acquittal.

You are owed \$3,109.49. This will be credited directly to your nominated bank account.

Any queries about this travel statement please email the Travel Unit.

Travel Officer

Acquittal	
Item	Total (AUD)
Previous Amounts Paid	0.00
Acquittal	3,109.49
Balance owed to Officer	3,109.49

TRAVEL ACQUITTAL STATEMENT

Name	s 22(1)(a)(ii)	Trip no	s 47E(d)
Personnel no		Trip Schema	International Travel
Empl. Status	Non SES	Destination	International Trip
Trip Date	15.04.2023 to 28.04.2023	Reason for Trip	

Meals and Incidentals									
Dates	Days	Breakfast	Lunch	Dinner	Incidental	Total	Curr.	Total (AUD)	
Country: New York									
15.04.2023 15.04.2023	1			64.00	31.00	95.00	USD	141.77	
16.04.2023 27.04.2023	12	336.00	360.00	768.00	372.00	1,836.00	USD	2,736.85	
28.04.2023 28.04.2023	1	28.00	30.00	64.00	31.00	153.00	USD	230.87	
Total for currency: USD	14	364.00	390.00	896.00	434.00	2,084.00	USD	3,109.49	
Total for country: New York								3,109.49	
Total Meals and Incidentals								3,109.49	

' ' indicates you were not at the destination for that allowance.
 '0' indicates no allowance is payable for breakfast. Where the accommodation does not provide breakfast in the tariff, receipts must be provided for reimbursement on acquittal. Where the accommodation tariff includes breakfast, there will be no reimbursement for breakfast taken at another venue.

Total allowances and expenses for trip number:	s 47E(d)	3,109.49
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