| Journey Details |  |  |  | Expense Items or Details of Journey | $\begin{array}{c}\text { Car and } \\ \text { Van } \\ \text { Mileage }\end{array}$ | $\begin{gathered} \text { Motorcycle } \\ \text { Mileage } \\ \hline \end{gathered}$ | Bicycle Mileage | $\begin{gathered} \text { Name \& } \\ \text { Passenger } \\ \text { Mileage } \end{gathered}$ | Subsistence | $\underset{\text { Details }}{\substack{\text { Accommodation } \\ \hline}}$ | Other Travel etc. | Other Expenses |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Time of Departure | Time of Arrival | Detailed Description of Approved Duty |  |  |  |  |  |  |  |  |  |
| 6/2/23 |  |  | planning | hq | 43 |  |  |  |  |  |  |  |
| 9/2/23 |  |  | Oxnam site visit planning |  | 40 |  |  |  |  |  |  |  |
| 9/2/23 |  |  | Area partnership | Foulden | 50 |  |  |  |  |  |  |  |
| 15/2/23" |  |  | Runningburn site visit |  | 22 |  |  |  |  |  |  |  |
| 16/2/23 |  |  | Council | Hq | 43 |  |  |  |  |  |  |  |
| 20/2/23 |  |  | Local review | HQ | 43 |  |  |  |  |  |  |  |
| 22/2/23 |  |  | Gordon village hall | $\mathrm{c} / \mathrm{c}$ | 30 |  |  |  |  |  |  |  |
| 23/2/23 |  |  | council | HQ | 43 |  |  |  |  |  |  |  |
| 2/3/23 |  |  | Greenlaw parents meeting | Greenlaw School | 21 |  |  |  |  |  |  |  |
| 6/3/23 |  |  | Planning | HQ | 43 |  |  |  |  |  |  |  |
| 7/3/23 |  |  | Duns cc | Duns | 24 |  |  |  |  |  |  |  |
| 13/3/23 |  |  | Greenlaw site visit |  | 21 |  |  |  |  |  |  |  |
| 14/3/23 |  |  | CAT meeting | HQ | 43 |  |  |  |  |  |  |  |
| 14/3/23 |  |  | Greenlaw cc |  | 21 |  |  |  |  |  |  |  |
| 17/3/23 |  |  | meeting Johnathen Jones /DerrikSlater | Duns re fixing statue | 24 |  |  |  |  |  |  |  |
| 27/3/23 |  |  | Planning | HQ | 43 |  |  |  |  |  |  |  |
| 29/3/23 |  |  | Gordon cc | Gordon village hall | 31 |  |  |  |  |  |  |  |
| 30/3/23 |  |  | Council | HQ | 43 |  |  |  |  |  |  |  |
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|  |  |  |  | Total | 628 |  |  |  |  |  |  |  |

