

Senior Management Expenses

Month - February 2012		Position: Principal	Name: Professor Ian Diamond	
Expense	Reason	Location	Value	Comments
Return flights 20/01/12	Speaking at Chair of Council of HE Internal Auditors at Warwick University on 6 September 2012	Aberdeen-Birmingham	118.26	
Heathrow Express 24/01/12	To attend meetings with Shell, BUCS, and British Academy Audit Committee on 24 January 2012	London	34.00	
Car parking 24/01/12	While attending meetings with Shell, BUCS, and British Academy Audit Committee on 24 January 2012	Aberdeen Airport	19.00	
Tube fares 24/01/12	To attend meetings with Shell, BUCS, and British Academy Audit Committee on 24 January 2012	London	7.00	
Flight 24/01/12	To attend Universities UK meetings on 23 February 2012	Aberdeen-London	67.24	
Flight 24/01/12	After attending Universities UK meetings on 23 February 2012	London-Aberdeen	43.50	
Taxis 31/01/12	To attend dinner at Napier University with other Principals and Cabinet Secretary on 31 January 2012	Waverley Stn-Napier-Waverley	22.05	
Return Train fare 30/01/12	To attend dinner at Napier University with other Principals and Cabinet Secretary on 31 January 2012	Aberdeen-Edinburgh	56.10	
Car Parking 31/01/12	While attending dinner at Napier University with other Principals and Cabinet Secretary	Aberdeen	6.00	
Train fare 30/01/12	After attending CBI Scotland Council meeting on 14 February 2012	Edinburgh-Aberdeen	10.90	
Return Train fare 31/01/12	To attend meetings on 17 April 2012 - Scotland's Futures Forum Board and CEO Sport Scotland	Aberdeen-Edinburgh	21.80	
Return flights 31/01/12	To attend Dept for International Development Seminar and British Academy Council on 1 May 2012	Aberdeen-London	247.29	
Flight 01/02/12	To attend BUCS Board meeting, UK Oil & Gas meeting, Alumni evening at House of Lords on 26 April 2012	Aberdeen-London	156.24	
Car parking 01/02/12	While attending Four Boards Lloyds TSB meetings and lunch	Aberdeen	6.00	
Car parking 03/02/12	While attending Universities UK Board meeting in London	Aberdeen Airport	19.00	
Heathrow Express 03/02/12	To attend Universities UK Board meeting in London	London	34.00	
Tube fares 03/02/12	To attend Universities UK Board meeting in London	London	4.30	
Heathrow Express 07/02/12	To attend British Academy Council and other meeting in London	London	34.00	Reimbursed by British Academy
Tube fares 07/02/12	To attend British Academy Council and other meeting in London	London	4.30	Reimbursed by British Academy
Car parking 07/02/12	While attending British Academy Council and other meeting in London	Aberdeen Airport	19.00	Reimbursed by British Academy
Return Train fares 07/02/12	To attend Council for Industry & Higher Education Event in Edinburgh on 28 February 2012	Aberdeen-Edinburgh	20.90	Event subsequently cancelled
Flight 08/02/12	After attending BUCS meeting in London on 16 February 2012	London-Aberdeen	181.80	
Train fare 09/02/12	To attend head teachers dinner in Edinburgh on 13 March 2012	Aberdeen-Edinburgh	10.00	
Car Parking 09/02/12	While attending Registration for Planners conference in Leeds	Aberdeen Airport	14.50	
Flight 09/02/12	To attend session on FOI on 28 February 2012	Aberdeen-London	104.24	
Taxis 09/02/12	To and from Registration for Planners Conference in Leeds	Leeds Apt-Marriott-Leeds Apt	37.30	
Flight 10/02/12	BA cost for changing flight booking on 20 March 2012	Aberdeen	60.00	
Flight 13/02/12	After attending Lloyds TSB Foundation meeting on 19 April 2012	Birmingham-Aberdeen	169.77	
Taxi 14/02/12	To attend CBI Scotland Council meeting in Edinburgh	Edinburgh-Aberdeen	16.00	
Flight 13/02/12	To attend Council for Industry & Higher Education Event in Edinburgh on 28 February 2012	London-Edinburgh	99.80	Event subsequently cancelled
Train fare 14/02/12	To attend CBI Scotland Council meeting in Edinburgh	Haymarket-South Gyle	2.50	
Train fare 14/02/12	After attending Head Teachers dinner on 13 March 2012	Edinburgh-Aberdeen	10.90	
Accommodation 14/02/12	To attend Yorkshire Universities Board dinner in Leeds on 21 June 2012	Leeds	59.00	
Flight 14/02/12	To attend Launch of British Academy League Tables Report and other meetings on 29 March 2012	Aberdeen-London	190.24	
Taxi 16/02/12	From House of Lords to other meeting in London on 16 March 2012	London	10.00	
Heathrow Express 16/02/12	To attend BUCS Board and other meeting on 16 February 2012	London	34.00	
Car Parking 16/02/12	While attending meetings in London on 16 February 2012	Aberdeen Airport	19.00	
Tube fares 16/02/12	Travelling between meetings in London on 16 February 2012	London	7.00	
Mileage 17/02/12	To attend BUCS meeting in Dundee	Aberdeen-Dundee	50.00	
			2026.93	

Month - February 2012		Position: Senior Vice-Principal	Name: Professor Stephen Logan	
Expense	Reason	Location	Value	Comments
Taxis 14/02/12	To and from ACSEF Board meeting	Aberdeen	20.02	
			20.02	

Month - February 2012		Position: Secretary to University	Name: Steve Cannon	
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Expense	Reason	Location	Value	Comments
Stationery 27/01/12	Pocket notebooks		32.70	
Fuel cost 27-31/01/12	Fuel for hire car to attend Lathallan Board/University of Dundee meetings	Aberdeen/Dundee	31.73	
Purchase 31/01/12	Laptop Pouch Sleeve		16.48	
Hospitality 01/02/12	Lunch with Head of School	Bishop's Table	24.85	
Hospitality 02/02/12	Lunch with Air Commodore of MacRobert Trust	Bishop's Table	29.25	
Hospitality 02/02/12	Dinner for Dr Peter Murray	Aberdeen	224.25	
Taxi 03/02/12	Hong Kong trip with Napier University	Old Aberdeen-Airport	17.93	
Return flights 03-09/02/12	Hong Kong trip with Napier University	Aberdeen-Hong Kong	2794.66	
Accommodation & Subsistence 03-09/02/12	Hong Kong trip with Napier University	Aberdeen-Hong Kong	1151.30	
Hospitality 03-09/02/12	Lunches/Dinners with Donors, Alumni & ENU during trip to Hong Kong with Napier University	Hong Kong	360.98	
Purchase 03-09/02/12	iPad for Travel/Skype		587.04	
Taxi 09/02/12	Returning from Hong Kong trip with Napier University	Airport-Old Aberdeen	19.69	
Car Hire 10/02/12	On return from Hong Kong trip with Napier University	Aberdeen-Dundee	119.94	
Hospitality 13/02/12	Lunch with Head of School	Bishop's Table	25.10	
Taxis 14/02/12	To and from Airport to attend UCAS Resources Committee	Old Aberdeen-Airport	43.56	
Return flights 14/02/12	To attend UCAS Resources Committee	Aberdeen-Birmingham	229.30	
Car hire 15/02/12	To attend appointment in Dundee	Aberdeen-Dundee	54.06	
Hospitality 21/02/12	Humanities Lunch (x7)	Bishop's Table	60.60	
Taxis 22/02/12	To and from Airport to attend ELRHA Legal Options meeting in London	Old Aberdeen-Airport	38.50	
Return flights 22/02/12	To attend ELRHA Legal Options meeting in London	Aberdeen-London	298.54	
Car hire 24-27/02/12	To attend meeting at Lathallan School on 24 February 2012	Abdn-J'haven-D'dee-Abdn	119.94	
Hospitality 27/02/12	Lunch with Head of School	Bishop's Table	17.95	
Hospitality 28/02/12	Lunch with Chairman of UASLAS Trustees	Bishop's Table	26.80	
Taxis 28/02/12	Meeting with Principal Emeritus	UOA-Rowett	31.02	
Car hire 29/02/12	To attend joint meeting with University of Dundee	Aberdeen-Dundee	54.08	
Flights 08-09/03/12	To attend UCAS Board of Directors meeting in Cheltenham	Abdn-Birmingham-Dundee	255.96	
Train fare 08/03/12	To attend UCAS Board of Directors meeting in Cheltenham	B'ham-Cheltenham	24.50	
			6690.71	

Month - February 2012 **Position: Vice-Principal and Director Rowett Institute of Nutrition & Health** **Name: Professor Peter J Morgan**

Expense	Reason	Location	Value	Comments
Travel expense 27/01/12	ESTA Visa Application for visit to USA		9.20	
Subsistence 29/01/12	Breakfast while attending Pineal Cell Conference in Houston 29 January - 3 February 2012	Houston Airport	9.37	
Conference Fee 02/02/12	Nut Society Conference Registration		125.00	
Conference Fee 07/02/12	Rebate on registration for Pineal Cell Conference		-484.67	
Return flights 15/02/12	To attend BBSRC DRINC Steering Committee on 2 March 2012	Aberdeen-London	242.54	To be reimbursed by BBSRC
Heathrow Express 15/02/12	To attend BBSRC DRINC Steering Committee on 2 March 2012	London	34.00	To be reimbursed by BBSRC
Return Train fare 15/02/12	To attend Global Food Security networking lunch at Moredun Institute	Aberdeen-Edinburgh	93.60	
			29.04	

Month - February 2012 **Position: Vice-Principal Internationalisation** **Name: Professor Dominic Houlihan**

Expense	Reason	Location	Value	Comments
Return flights 18/01/12	After attending BIOPROM meeting in Innsbruck on 9-10 February 2012	Innsbruck-London-Abdn	123.60	BIOPROM grant
Refund 18/01/12	Return from BIOPROM meeting on 9-10 February 2012 changed	Dusseldorf-Paris	-282.90	
Accommodation 25/01/12	To attend HE Global Integrated Advisory Service launch in London on 25 January 2012	London	98.00	
Heathrow Express 25/01/12	To attend HE Global Integrated Advisory Service launch in London on 25 January 2012	London	34.00	
Taxi 25/01/12	To attend HE Global Integrated Advisory Service launch in London on 25 January 2012	London	15.00	
Bus fare 26/01/12	To attend Dinner with Consul General of India at Edinburgh City Chambers	Edin Airport-City Chambers	3.50	

Train fare 26/01/12	After attending Dinner with Consul General of India at Edinburgh City Chambers	Edinburgh-Montrose	22.10
Train fares 27/01/12	To attend meeting at University of Dundee re Interface on 31 January 2012	Montrose-Dundee-Abdn	32.20
Return flights 31/01/12	To attend meeting at UCL & British Science Association on 15&16 February 2012	Aberdeen-Heathrow	191.54
Heathrow Express 01/02/12	To attend Best Practice Working Group meeting on 2 February 2012	London	34.00
Subscription 01/02/12	ACA subscription from 14 July 2012		102.05
Rail 01/02/12	Oyster card top up while attending meetings in London on 1-3 February 2012	London	20.00
Taxi 03/02/12	After attending Intl Best Practice WG/UK unis in Global HE Market meetings on 1-3 February 2012	Abdn Airport-Rail Station	18.00
Train fares 06/02/12	To attend SIE meeting in Edinburgh & Cairns meeting in Dundee on 7 February 2012	Montrose-Ed-Dun-Montrose	54.50
Return flights 07/02/12	Visit Beijing Uni, SINOPEC, Chinese Academy of Soc Sciences, Found College of China on 18-23 Feb 2012	Abdn-Beijing-Abdn	4558.16
Accommodation 08/02/12	Enroute to BIOPROM meeting, Innsbruck on 9-10 February 2012	Gatwick Airport	99.99
Subsistence 09/02/12	Dinner with BIOPROM Partners	Innsbruck-London-Abdn	38.46
Taxi 09/02/12	To attend BIOPROM meeting in Innsbruck on 9-10 February 2012	Innsbruck Airport-Hotel	11.97
Taxi 09/02/12	While attending BIOPROM meeting in Innsbruck on 9-10 February 2012	Hotel-Ottoburg Restaurant	8.55
Accommodation 10/02/12	While attending BIOPROM meeting in Innsbruck on 9-10 February 2012	Innsbruck	84.93
Taxi 10/02/12	While attending BIOPROM meeting in Innsbruck on 9-10 February 2012	Hotel-Innsbruck Airport	11.97
Bus fare 10/02/12	After attending BIOPROM meeting in Innsbruck on 9-10 February 2012	Gatwick-Heathrow Airport	24.50
Taxi 10/02/12	After attending BIOPROM meeting in Innsbruck on 9-10 February 2012	Abdn Airport-Rail Station	19.00
Return Train fare 10/02/12	To attend International Benchmarking meeting on 14 February 2012	Montrose-Glsg-Montrose	61.45
Heathrow Express 15/02/12	To attend meeting at UCL & British Science Association on 15&16 February 2012	London	34.00
Taxi 16/02/12	After attending meeting at UCL & British Science Association on 15&16 February 2012	Aberdeen Airport-UOA	18.00
Taxi 16/02/12	Dinner with Emeritus Senior Lecturer	UOA-Simpson's-Rail Station	17.87
Taxi 21/02/12	To get to meetings in China on 18-23 February 2012	Beijing	10.68
Taxi 23/02/12	Returning from visit to China on 18-23 February 2012	Abdn Airport-Rail Station	18.00
Taxi 27/02/12	After Mealor Dinner at Chanonry Lodge	Chany Lodge-Rail Station	9.79
Taxi 28/02/12	To attend Universities UK Immigration debate in London	UOA-Aberdeen Airport	21.45
Taxi 29/02/12	After attending Universities UK Immigration debate in London	Aberdeen Airport-UOA	22.00
Taxi 29/02/12	To attend Craig event at Library	Simpson's Hotel-Library	10.67
Taxi 01/03/12	Promotions meeting at CLSM	Simpson's Hotel-Polwarth	8.91
Taxi 09/03/12	After breakfast meeting/CASS promotions meeting at Beach Ballroom	Beach Ballroom-UOA	8.30
Taxi 09/03/12	To rail station with luggage	UOA-Rail Station	13.31
Hospitality 22/03/12	Lunch for visitor from Chinese Embassy	Bishop's Table	84.90
			5662.45

Month - February 2012 **Position: Vice-Principal and Head of College of Arts & Social Sciences** **Name: Professor Margaret Ross**

Expense	Reason	Location	Value	Comments
Hospitality 07/02/12	Working lunch re URP Project	Bishop's Table	22.80	
Hospitality 14/02/12	Working lunch re Henley/Aberdeen Partnership	Bishop's Table	11.48	
Hospitality 29/02/12	Lunch with Professor of Sociology	Bishop's Table	10.88	
			45.16	

Month - February 2012 **Position: Vice-Principal** **Name: Professor Neva Haites**

Expense	Reason	Location	Value	Comments
Return Flights 31/01/12	To attend HFEA Ethics & Law Advisory Committee on 15 February 2012	Aberdeen-London	239.54	Reimbursed by HFEA
Hospitality 01/02/12	Lunch with colleagues and visitor	Aberdeen	29.45	Reimbursed by Dev Trust
Fees 01/02/12	To attend the Medical Hall of Fame Induction Ceremony on 21 March 2012	Toronto	162.08	
Fees 02/02/12	Refund from BMA for cancellation of place on training event	London	-129.60	
Flight 06/02/12	To attend Development Trust meetings on 21 February 2012	Aberdeen-London	185.61	Reimbursed by Dev Trust
Return Train fare 03/02/12	To attend CSO ETMRC meeting on 24 February 2012	Aberdeen-Edinburgh	66.30	Reimbursed by CSO
Return Flights 03/02/12	To attend presentation to the Queen with the Chancellor on 27 March 2012	Aberdeen-London	141.54	
Hospitality 04/02/12	Business entertaining at Burns supper in Norwood Hall (table of 13)	Aberdeen	123.00	

Return flights 06/02/12	To attend HFEA and Development Trust meetings 28 February - 1 March 2012	Aberdeen-London	190.54 Reimbursed by HFEA
Flights 20/02/12	To attend Dev Trust meetings and the Canadian Medical Hall of Fame Induction, 19-23 March 2012	LHR/Toronto/New York/LHR	3681.73
			4690.19

Month - February 2012	Position: Vice-Principal & Interim Head of College of Physical Sciences	Name: Professor Bryan MacGregor
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Expense	Reason	Location	Value	Comments
Car Parking 21/01/12	While attending Performance Indicators Steering Group meeting at HEFCE, London	Aberdeen Airport	19.00	
Return flights 17-23/02/12	To attend Curriculum Innovation Seminar in Brunei	Abdn/LHR/Brunei/LHR/Abdn	1749.33	
Accommodation 17/02/12	Enroute to Curriculum Innovation Seminar in Brunei	Heathrow Airport	145.15	
Heathrow Express 23/02/12	To get train from London-Birmingham for CREF Conference	London	18.00	Reimbursed by the HE Academy
Train fares 23-24/02/12	To attend CREF Conference in Birmingham and then to Birmingham Airport	London-Birmingham-BHX	18.90	Reimbursed by the HE Academy
Flight 24/02/12	After attending CREF Conference in Birmingham	Birmingham-Aberdeen	114.47	Reimbursed by the HE Academy
Subscription 10/02/12	Membership of Royal Economic Society	Aberdeen	52.80	
Subscription 15/02/12	Membership of Investment Property Forum	Aberdeen	97.50	
Flight 29/02/12	To speak at seminar in London in May 2012	Aberdeen-London	98.29	To be reimbursed after the event
Taxis 17-24/02/12	To attend seminar in Brunei and conference in Birmingham	Home/Airport/Home	37.00	
			2350.44	

Month - February 2012	Position: Vice-Principal External Affairs	Name: Professor Albert Rodger
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Expense	Reason	Location	Value	Comments
Heathrow Express 23/01/12	To attend Brazil UUK Experts Group on 24 January 2012	London	34.00	
Accommodation 24/01/12	To attend Brazil UUK Experts Group on 24 January 2012	London	138.00	
Hospitality 23/01/12	Lunch with colleague	Bishop's Table	23.15	
Return Train fare 24/01/12	Visit to Strathclyde University on 31 January 2012	Aberdeen-Glasgow	67.80	
Subscription 28/01/12	Dropbox Premium Service		6.57	
Hospitality 01/02/12	Lunch with colleague	Bishop's Table	21.85	
Purchase 03/02/12	Computing software - Lion v10 Update		20.99	
Car parking 06/02/12	To attend Aberdeen International Youth Festival Trustees meeting	Aberdeen	2.30	
Car parking 09/02/12	To attend SCDI meeting	Aberdeen	4.50	
Taxis 10/02/12	To and from rail station to attend SFC Board Meeting	Home-Rail Stn-Home	32.25	
Hospitality 15/02/12	Lunch with colleague	Bishop's Table	23.35	
Hospitality 17/02/12	Lunch with external contact	Bishop's Table	23.10	
Taxi 24/02/12	After attending Brazil UUK Experts Group on 24 January 2012	Airport-Home	15.95	
Taxis 28&29/02/12	To and from Airport to attend Universities UK Immigration Debate	Home-Airport-Home	33.88	
			447.69	

Month - February 2012	Position: Vice-Principal Teaching & Learning	Name: Professor Peter McGeorge
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Expense	Reason	Location	Value	Comments
Return Train fare 21/02/12	To attend LTC meeting at Universities Scotland	Aberdeen-Edinburgh	105.60	
Return Train fare 22/02/12	To attend SHEEC meeting at QAA Scotland	Aberdeen-Glasgow	93.90	
			199.50	

Month - February 2012	Position: Vice-Principal Research & Knowledge Exchange	Name: Professor Phil Hannaford
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Expense	Reason	Location	Value	Comments
Nil return			0.00	

Month - February 2012	Position: Vice Principal and Head of College of Life Sciences & Medicine	Name: Professor Michael Greaves
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Expense	Reason	Location	Value	Comments
Return Train fare 27/01/12	To attend SIGN Antithrombotic Therapy on 27 January 2012	Stonehaven-Glasgow	61.80	Reimbursed by SIGN
Heathrow Express 31/01/12	To attend Arthritis Research UK RAPS Trial Steering Committee on 31 January 2012	London	34.00	Reimbursed by Arthritis Res UK
Car parking 31/01/12	While attending Arthritis Research UK RAPS Trial Steering Committee on 31 January 2012	Aberdeen Airport	19.00	Reimbursed by Arthritis Res UK
Return Train fare 10/02/12	To attend Healthcare Improvement Scotland - Research Strategy consultation on 24 February 2012	Stonehaven-Edinburgh	61.80	
Return Flights 15/02/12	To attend Viva as External Examiner at University of Leicester 12-13 March 2012	Aberdeen-Birmingham	190.27	Reimbursed by Uni of Leicester
			366.87	

Month - February 2012 **Name: Irene A Bews**

Expense	Reason	Location	Value	Comments
Return Train fare 23/02/12	To attend joint meeting with University of Dundee on 29 February 2012	Stonehaven-Dundee	27.70	
Conference Fee 13/02/12	BUFDG Annual Conference at RWCMD, Cardiff on 1-3 April 2012	Aberdeen	535.00	
Return flights 13/02/12	To attend BUFDG Annual Conference at RWCMD, Cardiff on 1-3 April 2012	Edinburgh-Cardiff	180.36	
			743.06	

Month - February 2012 **Position: Director of Human Resources** **Name: Caroline Inglis**

Expense	Reason	Location	Value	Comments
Return flights 08/02/12	To attend UCEA Seminar in London	Aberdeen-London	263.54	
Return Train fare 10/02/12	To attend HR Directors meeting in Edinburgh	Aberdeen-Edinburgh	77.80	
Return flights 20/02/12	To attend Stakeholder meeting in London	Aberdeen-London	154.54	
Return Train fare 20/02/12	To attend UCEA Multi Employer Negotiating Round 2012/13 Consultation Event on 8 March 2012	Aberdeen-Edinburgh	77.80	
			573.68	

Month - February 2012 **Position: Director of Research & Innovation** **Name: Fred Stevenson-Robb**

Expense	Reason	Location	Value	Comments
Nil return			0.00	

Month - February 2012 **Position: Director of Student Affairs** **Name: Leith Forsyth**

Expense	Reason	Location	Value	Comments
Nil return			0.00	

Month - February 2012 **Position: Director of Estates** **Name: Angus Donaldson**

Expense	Reason	Location	Value	Comments
Return train fares 22/02/12	To attend SAUDE Conference in April 2012	Aberdeen-Dundee	19.00	
			19.00	

Month - February 2012 **Position: Director of Policy, Planning & Governance** **Name: Jennifer Sewel**

Expense	Reason	Location	Value	Comments
Return Train fare 29/02/12	Visiting University of Dundee	Aberdeen-Dundee	15.70	
Return flights 29/02/12	To attend LFHE TMP International Event in Hong Kong from 23 March - 3 April 2012	Aberdeen-Manchester	130.40	
Return flights 29/02/12	To attend LFHE TMP International Event in Hong Kong from 23 March - 3 April 2012	Manchester-Hong Kong	2108.30	
			2254.40	

Month - February 2012 **Position: Academic Registrar** **Name: Gillian Mackintosh**

Expense	Reason	Location	Value	Comments
Nil return			<u>0.00</u>	

Month - February 2012	Position: University Librarian	Name: Chris Banks
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Expense	Reason	Location	Value	Comments
Taxi 13/01/12	To attend SCURL Plenary	Leuchars-St Andrews Univ	12.00	
Taxi 13/01/12	After attending SCURL Plenary	St Andrews-Dundee Airport	30.00	
Train fare 01/02/12	To attend Scottish Library & Information Council (SLIC) at Cardonald College 6 February 2012	Aberdeen-Glasgow	55.70	
Taxi 06/02/12	To attend Scottish Library & Information Council (SLIC) at Cardonald College, Glasgow	Queen St-Cardonald College	12.00	
Train fare 06/02/12	After attending Scottish Library & Information Council (SLIC) at Cardonald College, Glasgow	Corkerhill-Queen St	2.30	
Flight 02/02/12	After attending EBSCO Strategic Summit in association with RLUK on 15 March 2012	London-Aberdeen	93.50	To be reimbursed by EBSCO
Train fare 03/02/12	To attend Joint RLUK Conference at British Library, London	Gatwick Airport-London	9.90	To be reimbursed by RLUK
Train fare 05/02/12	After attending Joint RLUK Conference at British Library, London	London-Gatwick Airport	18.90	To be reimbursed by RLUK
Taxi 10/02/12	After attending SCURL Business Committee at Stirling University	Stirling Uni-Rail Station	6.00	
Train fare 06/02/12	To attend Scottish 5 meeting at NLS on 14 March 2012	Aberdeen-Edinburgh	14.50	
Return Flights 06/02/12	To attend University of London, Senate House Libraries Board on 22 February 2012	Aberdeen-London	147.30	
Train fare 10/02/12	To attend OCLC EMEA Regional Council Meeting on 28 February 2012	London-Birmingham	9.50	
			<u>411.60</u>	

Month - February 2012	Position: Director of Marketing, Student Recruitment	Name: Rachel Sandison
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Expense	Reason	Location	Value	Comments
Train fare 15-17/02/12	To attend Undergraduate Prospectus 2012 design & Glasgow Parents Event	Aberdeen-Glasgow	45.20	
Accommodation 15-17/02/12	To attend Undergraduate Prospectus 2012 design & Glasgow Parents Event	Glasgow	122.00	
Taxis 20-24/02/12	While attending Parents Information Events in Belfast, Newcastle & London	Belfast/Newcastle/London	105.05	
Train fare 21/02/12	To attend Parents Information Event	Aberdeen-Edinburgh	78.40	
Accommodation 22/02/12	To attend Parents Information Event	Belfast	113.47	
Accommodation 23/02/12	To attend Parents Information Event	Newcastle	127.99	
Train fare 24/02/12	To attend Parents Information Event & meeting with HE Online	Newcastle-London	116.20	
Train/tube fares 24/02/12	To attend Parents Information Event & meeting with HE Online	London	19.00	
Subsistence 24/02/12	To attend Parents Information Event & meeting with HE Online	London	13.87	
Conference costs 24/02/12	Presentation download cost for Parents Information Event	London	19.14	
Taxi 24/02/2012	To attend meeting with HE Online	London	7.00	
Train/tube/taxi fares 28/02/12	While attending Hobson's Conference in London	London	109.80	
Subsistence 24/02/12	While attending Hobson's Conference in London	London	17.67	
			<u>894.79</u>	

Month - February 2012	Position: Acting Director of Development	Name: Elizabeth Bowie
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Expense	Reason	Location	Value	Comments
Hospitality 02/02/12	Soft drinks for staff at training day	Aberdeen	24.30	
Hospitality 20/02/12	Dinner meeting with Trustee	Aberdeen	51.81	
Office supplies 29/02/12	Travel case and keyboard for iPad	Aberdeen	119.99	
			<u>196.10</u>	