

**Senior Management Expenses**

| <b>Month - September 2011</b> |                                                                                                                 | <b>Position: Principal</b> | <b>Name: Professor Ian Diamond</b> |                                     |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------|----------------------------|------------------------------------|-------------------------------------|
| <b>Expense</b>                | <b>Reason</b>                                                                                                   | <b>Location</b>            | <b>Value</b>                       | <b>Comments</b>                     |
| Car parking 23/08/11          | While attending meeting at Queen Margaret University on 23 August 2011                                          | Aberdeen Rail Station      | 6.00                               |                                     |
| Train fare 23/08/11           | After attending meeting at Queen Margaret University on 23 August 2011                                          | Musselburgh-Edinburgh      | 2.90                               |                                     |
| Return flights 24/08/11       | Keynote speaker at UDE 2012 Conference at Loughborough University on 2 April 2012                               | Aberdeen-East Midlands     | 279.00                             |                                     |
| Train fare 24/08/11           | To attend Head Teachers Dinner in Glasgow on 15 September 2011 after meetings in Edinburgh                      | Edinburgh-Glasgow          | 11.30                              |                                     |
| Train fare 24/08/11           | To attend meeting with SFC on 15 September 2011                                                                 | Aberdeen-Edinburgh         | 10.30                              |                                     |
| Train fare 24/08/11           | After attending Head Teachers Dinner in Glasgow on 15 September 2011                                            | Glasgow-Aberdeen           | 10.30                              |                                     |
| Train fare 25/08/11           | After attending the Universities Scotland Committee on 4 October 2011                                           | Glasgow-Aberdeen           | 20.60                              |                                     |
| Hospitality 29/08/11          | Wine for Friends of Cruickshank Botanic Garden Committee and Trustees on 29 August 2011                         | Aberdeen                   | 45.60                              |                                     |
| Hospitality 30/08/11          | Lunch with new Sabbaticals and Senior Vice-Principal                                                            | Bishop's Table             | 38.55                              |                                     |
| Flight 01/09/11               | After attending Head Teachers Dinner in London on 11 October 2011                                               | London-Aberdeen            | 74.80                              |                                     |
| Return train fare 02/09/11    | To attend Carnegie Trustees meeting on 28 November 2011                                                         | Aberdeen-Dunfermline       | 78.60                              |                                     |
| Train fare 05/09/11           | After attending meeting with Mike Russell on 29 November 2011                                                   | Edinburgh-Aberdeen         | 38.50                              |                                     |
| Bus fare 06/09/11             | To attend Scottish Scientific Advisory Committee at Heriot Watt University on 6 September 2011                  | Edinburgh                  | 1.30                               |                                     |
| Taxi 07/09/11                 | After attending SSAC meeting on 6 September 2011                                                                | HW University-Ed Airport   | 12.25                              |                                     |
| Taxi 07/09/11                 | To attend UUK meetings at Royal Holloway University on 7 September 2011                                         | Heathrow-RH University     | 19.00                              |                                     |
| Taxi 08/09/11                 | After attending UUK meetings at Royal Holloway University on 7 September 2011                                   | RH University-Heathrow     | 20.00                              |                                     |
| Taxi 08/09/11                 | After attending UUK meetings at Royal Holloway University on 7 September 2011                                   | Abdn Airport-Home          | 11.70                              |                                     |
| Return train fares 07/09/11   | To attend BIS workshop on 19 September 2011                                                                     | Aberdeen-Dundee            | 50.60                              |                                     |
| Train fare 08/09/11           | To attend Head Teachers Dinner in Newcastle on 4 October 2011                                                   | Glasgow-Newcastle          | 58.50                              |                                     |
| Train fare 07/09/11           | After attending Head Teachers Dinner in Newcastle on 4 October 2011                                             | Newcastle-Edinburgh        | 15.00                              |                                     |
| Fuel costs 09/09/11           | Fuel for hire car as keynote speaker at ISCO Annual Conference on 9 September 2011                              | Aberdeen-Cumbernauld       | 45.70                              |                                     |
| Train fare 09/09/11           | After attending UCEA Scottish Committee on 3 November 2011                                                      | Edinburgh-Aberdeen         | 16.50                              |                                     |
| Flight 09/09/11               | After attending UUK Efficiencies meeting and British Academy meeting on 15 November 2011                        | London-Aberdeen            | 76.80                              |                                     |
| Car parking 10/09/11          | While attending the Open Doors Reception hosted by Lord Provost on 10 September 2011                            | Aberdeen                   | 2.00                               |                                     |
| Taxi 15/09/11                 | To meet Dame Joan Stringer at Napier University on 15 September 2011                                            | Edinburgh                  | 11.00                              |                                     |
| Taxi 15/09/11                 | After meeting Dame Joan Stringer at Napier University on 15 September 2011                                      | Edinburgh                  | 8.15                               |                                     |
| Fuel costs 15/09/11           | Fuel for hire car to attend breakfast meeting and SFC meeting in Edinburgh, and Head Teachers Dinner in Glasgow | Aberdeen/Edin/Glasgow      | 47.18                              |                                     |
| Car parking 19/09/11          | While attending BIS Workshop in Dundee on 19 September 2011                                                     | Aberdeen Rail Station      | 6.00                               |                                     |
| Heathrow Express 20/09/11     | To attend UUK Efficiency & Modernisation Conference, British Academy etc on 20 September 2011                   | London-Aberdeen            | 32.00                              |                                     |
| Tube fares 20/09/11           | To attend UUK Efficiency & Modernisation Conference, British Academy etc on 20 September 2011                   | London-Aberdeen            | 4.00                               |                                     |
| Taxi 21/09/11                 | After speaking at Scotsman Conference on 21 September 2011                                                      | Edinburgh                  | 3.10                               |                                     |
| Taxi 29/09/11                 | After attending Lloyds TSB Foundation meeting in London on 29 September 2011                                    | Abdn Airport-Home          | 13.00                              | Reimbursed by Lloyds TSB Foundation |
|                               |                                                                                                                 |                            | <b>1070.23</b>                     |                                     |

| <b>Month - September 2011</b> |                                                              | <b>Position: Senior Vice-Principal</b> | <b>Name: Professor Stephen Logan</b> |                                |
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| <b>Expense</b>                | <b>Reason</b>                                                | <b>Location</b>                        | <b>Value</b>                         | <b>Comments</b>                |
| Taxis 06/09/11                | To attend Offshore Europe - Energetica Event at AECC         | UOA-AECC-UOA                           | 19.03                                |                                |
| Taxis 07/09/11                | To attend dinner hosted by Schlumberger in Ardoe House Hotel | Home-Ardoe House-Home                  | 31.46                                |                                |
| Taxis 08/09/11                | To attend Big Innovation Centre launch in London             | UOA-Airport-Home                       | 37.62                                |                                |
| Taxis 09/09/11                | To attend MP/MSP briefing (ACSFEE focus)                     | UOA-Hydro Group-UOA                    | 18.48                                |                                |
| Taxi 10/09/11                 | To attend spin-off company board meeting in Singapore        | Home-Airport                           | 19.03                                |                                |
| Flights 10/09/11              | To attend spin-off company board meeting in Singapore        | Aberdeen-Singapore                     | 5182.16                              | Reimbursed by spin-off company |
| Mileage 24/08-28/09/11        | To attend various meetings                                   | Aberdeen-Singapore                     | 13.60                                |                                |
| Heathrow Express 08/09/11     | To attend Big Innovation Centre launch in London             | London                                 | 32.00                                |                                |
| Tube fares 08/09/11           | To attend Big Innovation Centre launch in London             | London                                 | 6.00                                 |                                |
|                               |                                                              |                                        | <b>5359.38</b>                       |                                |

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| <b>Month - September 2011</b> | <b>Position: Secretary to University</b> | <b>Name: Steve Cannon</b> |
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| Expense                   | Reason                                                                           | Location               | Value          | Comments                 |
|---------------------------|----------------------------------------------------------------------------------|------------------------|----------------|--------------------------|
| Subsistence 31/08/11      | While attending EAIR Forum in Warsaw 28-31 August 2011                           | Poland                 | 57.81          |                          |
| Baggage costs 01/09/11    | While attending UCAS dinner & Board meeting 22-23 September 2011                 | Birmingham             | 23.98          | To be reimbursed by UCAS |
| Taxi 02/09/11             | To attend UCAS Resources Committee meeting in Cheltenham on 22-23 September 2011 | UOA-Airport            | 21.45          | To be reimbursed by UCAS |
| Hospitality 05/09/11      | Lunch with staff member                                                          | Bishop's Table         | 18.60          |                          |
| Flights 09/09/11          | To attend UCAS Resources Committee meeting in Cheltenham on 22-23 September 2011 | Aberdeen-B'ham-Dundee  | 269.66         | To be reimbursed by UCAS |
| Taxi 14/09/11             | To attend dinner with external consultant                                        | UOA-Marcliffe-Old Abdn | 29.92          |                          |
| Flights 14/09/11          | To attend Development Trust Campaign Board on 20 September 2011                  | Aberdeen-London        | 328.54         |                          |
| Taxi 20/09/11             | To attend Development Trust Campaign Board on 20 September 2011                  | UOA-Airport            | 17.93          |                          |
| Subsistence 20/09/11      | While attending Development Trust Campaign Board on 20 September 2011            | London                 | 10.85          |                          |
| Hospitality 16/09/11      | Lunch with staff member                                                          | Bishop's Table         | 25.45          |                          |
| Car hire 16/09/11         | To attend meeting at Al-Maktoum Institute in Dundee                              | Aberdeen               | 76.64          |                          |
| Heathrow Express 20/09/11 | To attend Development Trust Campaign Board on 20 September 2011                  | Heathrow-London        | 32.00          |                          |
| Taxi 22/09/11             | To attend UCAS Resources Committee meeting in Cheltenham on 22-23 September 2011 | UOA-Airport            | 21.23          |                          |
| Car hire 30/09/11         | To attend Lathallan Board meeting in Montrose                                    | Aberdeen               | 81.64          |                          |
|                           |                                                                                  |                        | <b>1015.70</b> |                          |

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| <b>Month - September 2011</b> | <b>Position: Vice-Principal and Director Rowett Institute of Nutrition &amp; Health</b> | <b>Name: Professor Peter J Morgan</b> |
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| Expense               | Reason                 | Location | Value        | Comments |
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| Subscription 26/08/11 | Times Higher Education | Aberdeen | 44.00        |          |
| Costs 02/09/11        | Apps for iPad          | Aberdeen | 25.47        |          |
|                       |                        |          | <b>69.47</b> |          |

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| <b>Month - September 2011</b> | <b>Position: Vice-Principal Internationalisation</b> | <b>Name: Professor Dominic Houlihan</b> |
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| Expense                     | Reason                                                                                        | Location                 | Value         | Comments                |
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| Return flights 26/08/11     | To attend Austrian Quality Assurance conference as speaker on 6 October 2011                  | Aberdeen-Vienna          | 299.14        | To be reimbursed by AQA |
| Return flights 31/08/11     | To attend Saudi embassy event in London on 22 September 2011                                  | Aberdeen-London          | 240.54        |                         |
| Return train fares 06/09/11 | To attend Interface Board Meeting on 6 September 2011                                         | Montrose-Edinburgh       | 46.00         |                         |
| Taxis 15/09/11              | To attend Satrosphere Board Meeting                                                           | UOA-Satrosphere-Rail Stn | 15.40         |                         |
| Taxi 16/09/11               | While attending British Science Festival in Bradford                                          | Bradford City-Airport    | 22.00         |                         |
| Accommodation 15/09/11      | While attending British Science Festival in Bradford (first night already paid in advance)    | Bradford City-Airport    | 91.50         |                         |
| Taxis 19/09/11              | To and from meeting with P Jennings at Satrosphere                                            | Aberdeen                 | 15.40         |                         |
| Taxi 21/09/11               | To and from meeting with B Dipper of Scottish Government & Saudi Embassy event at Satrosphere | Aberdeen                 | 27.06         |                         |
| Taxi 22/09/11               | Returning from Saudi Embassy event in London                                                  | Aberdeen Airport-UOA     | 20.00         |                         |
| Taxi 27/09/11               | After Court Dinner                                                                            | UOA-Abdn Rail Station    | 7.81          |                         |
| Conference fees 03/10/11    | Leadership Foundation for Higher Education in London on 24 November 2011                      | Aberdeen                 | 125.00        |                         |
|                             |                                                                                               |                          | <b>909.85</b> |                         |

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| <b>Month - September 2011</b> | <b>Position: Vice-Principal and Head of College of Arts &amp; Social Sciences</b> | <b>Name: Professor Margaret Ross</b> |
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| Expense              | Reason                             | Location       | Value        | Comments |
|----------------------|------------------------------------|----------------|--------------|----------|
| Hospitality 12/09/11 | Lunch with P Stollery of Education | Bishop's Table | 10.13        |          |
| Hospitality 26/09/11 | Lunch with T Ingold                | Bishop's Table | 8.05         |          |
|                      |                                    |                | <b>18.18</b> |          |

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| <b>Month - September 2011</b> | <b>Position: Vice-Principal</b> | <b>Name: Professor Neva Haites</b> |
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| Expense | Reason | Location | Value | Comments |
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| Return train fares 07/09/11 | To attend the Royal Society of Edinburgh Fellows Sectional meeting on 29 September 2011  | Aberdeen-Edinburgh | 62.80                     |
| Return flights 06/09/11     | To attend HFEA and Development Trust meetings 13-15 September 2011                       | Aberdeen-London    | 458.54 Reimbursed by HFEA |
| Return flights 06/09/11     | To attend HFEA and Development Trust meetings 20-21 September 2011                       | Aberdeen-London    | 260.54 Reimbursed by HFEA |
| Air fare charge 08/09/11    | Change to flights on 20-21 September to allow attendance at additional Dev Trust meeting | Aberdeen-London    | 60.00                     |
|                             |                                                                                          |                    | <b>841.88</b>             |

**Month - September 2011**      **Position: Vice-Principal & Interim Head of College of Physical Sciences**      **Name: Professor Bryan MacGregor**

| Expense                     | Reason                                                         | Location           | Value Comments |
|-----------------------------|----------------------------------------------------------------|--------------------|----------------|
| Return train fares 02/09/11 | To attend IPD Conference in Brighton on 23-25 November 2011    | London-Brighton    | 19.35          |
| Return flights 02/09/11     | To attend IPD Conference in Brighton on 23-25 November 2011    | Aberdeen-London    | 164.96         |
| Return train fares 14/09/11 | To attend meeting at Fulbright                                 | Aberdeen-Edinburgh | 73.60          |
| Return flights 19/09/11     | To attend Wellcome Trust meeting on 19-23 September 2011       | Aberdeen-London    | 273.54         |
| Heathrow Express 19/09/11   | To attend Wellcome Trust meeting on 19-23 September 2011       | London             | 32.00          |
| Car Parking 23/09/11        | While attending Wellcome Trust meeting on 19-23 September 2011 | Aberdeen Airport   | 18.80          |
| Subsistence 19-23/09/11     | While attending Wellcome Trust meeting on 19-23 September 2011 | London             | 79.43          |
| Train fares 19-23/09/11     | While attending Wellcome Trust meeting on 19-23 September 2011 | London             | 18.00          |
|                             |                                                                |                    | <b>679.68</b>  |

**Month - September 2011**      **Position: Vice-Principal External Affairs**      **Name: Professor Albert Rodger**

| Expense                    | Reason                                                                         | Location           | Value Comments                |
|----------------------------|--------------------------------------------------------------------------------|--------------------|-------------------------------|
| Hospitality 25/08/11       | Working lunch with Prof S Reid                                                 | Bishop's Table     | 20.45                         |
| IT costs 26/08/11          | Upgrade space allocation in 'Dropbox'                                          | Aberdeen           | 6.33                          |
| Subsistence 26/08/11       | While returning from SFC conference in Stirling                                | Stirling           | 11.83                         |
| Accommodation 01/09/11     | While attending SFC Board Meeting on 2 September 2011                          | Edinburgh          | 75.00 To be reimbursed by SFC |
| Subsistence 01/09/11       | While attending SFC Board Meeting on 2 September 2011                          | Edinburgh          | 27.25 To be reimbursed by SFC |
| Hospitality 04/09/11       | Dinner with visitor from University of Western Australia, A Macleod & K Fowler | Marcliffe Hotel    | 240.00                        |
| Return train fare 15/09/11 | To attend SFC Board meeting on 28 September 2011                               | Aberdeen-Edinburgh | 62.80 To be reimbursed by SFC |
| Return train fare 15/09/11 | To attend BIS Workshop at University of Dundee                                 | Aberdeen-Dundee    | 24.85                         |
| Car parking 29/09/11       | While attending Aberdeen 1st meeting in Town House                             | Aberdeen           | 3.30                          |
| Car parking 30/09/11       | While attending Perth (UHI) College graduations                                | Perth              | 4.30                          |
| Subsistence 30/09/11       | While attending Perth (UHI) College graduations                                | Perth              | 3.75                          |
|                            |                                                                                |                    | <b>479.86</b>                 |

**Month - September 2011**      **Position: Vice-Principal Teaching & Learning**      **Name: Professor Peter McGeorge**

| Expense                    | Reason                                             | Location             | Value Comments |
|----------------------------|----------------------------------------------------|----------------------|----------------|
| Return train fare 01/09/11 | To attend LTC meeting at Queen Margaret University | Stonehaven-Edinburgh | 57.40          |
| Return train fare 08/09/11 | To attend CBI Scotland meeting                     | Stonehaven-Edinburgh | 47.90          |
|                            |                                                    |                      | <b>105.30</b>  |

**Month - September 2011**      **Position: Vice-Principal Research & Knowledge Exchange**      **Name: Professor Phil Hannaford**

| Expense                    | Reason                                                    | Location              | Value Comments   |
|----------------------------|-----------------------------------------------------------|-----------------------|------------------|
| Return Train fare 12/09/11 | To attend RKEK2 Meeting at Stirling University            | Aberdeen-Stirling     | 62.20            |
| Taxi 12/09/11              | To attend RKEK2 Meeting at Stirling University            | Stirling              | 7.00             |
| Car Parking 12/09/11       | While attending RKEK2 Meeting at Stirling University      | Aberdeen Rail Station | 6.00             |
| Train fare 14/09/11        | To attend BIS-CIHE Roundtable meeting in London           | Aberdeen-London       | 149.50 (Sleeper) |
| Flight 15/09/11            | After attending BIS-CIHE Roundtable meeting in London     | London-Aberdeen       | 159.80           |
| Taxi & tube fares 14/09/11 | While attending BIS-CIHE Roundtable meeting in London     | London                | 15.70            |
| Return train fare 22/09/11 | To attend RSE Open Access publishing meeting in Edinburgh | Aberdeen-Edinburgh    | 49.40            |

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| Car Parking 22/09/11     | While attending RSE Open Access publishing meeting in Edinburgh | Aberdeen Rail Station | 6.00             |
| Train fare 28/09/11      | To attend UK Research conference in London                      | Aberdeen-London       | 167.50 (Sleeper) |
| Flight 29/09/11          | After attending UK Research conference in London                | London-Aberdeen       | 146.80           |
| Conference Fees 29/09/11 | To attend UK Research conference in London                      | London                | 466.80           |
| Taxis 29/09/11           | While attending UK Research conference in London                | London                | 33.00            |
|                          |                                                                 |                       | <u>1269.70</u>   |

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| <b>Month - September 2011</b> | <b>Position: Vice Principal and Head of College of Life Sciences &amp; Medicine</b> | <b>Name: Michael Greaves</b> |
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| Expense                     | Reason                                                                                               | Location            | Value Comments                        |
|-----------------------------|------------------------------------------------------------------------------------------------------|---------------------|---------------------------------------|
| Car parking 07/09/11        | While attending UK NEQAS Blood Coagulation Annual Scientific mtg 5-7 September 2011 in Sheffield     | Aberdeen Airport    | 53.40 Reimbursed by NEQAS             |
| Flight 09/09/11             | To attend Biomedical Science Congress of the Institute of Biomedical Sciences on 26 September 2011   | Aberdeen-Birmingham | 127.48 Reimbursed by IBMS             |
| Return flights 09/09/11     | To attend Data Monitoring Committee on 29 Sept & Medical Schools Council on 20 Sept 2011             | Aberdeen-London     | 314.54 Reimbursed by DMC              |
| Flight 09/09/11             | To attend HEFCE TRAC(T) Clinical Weightings Review Group on 16 September 2011                        | Aberdeen-London     | 220.24 Reimbursed by HEFCE            |
| Tube fares 12/09/11         | To attend External Examining & Teaching on Advances in Haematology Course on 12 September 2011       | London              | 4.00 Reimbursed by Queens University  |
| Car parking 12/09/11        | While attending External Examining & Teaching on Advances in Haematology Course on 12 September 2011 | Aberdeen            | 18.80 Reimbursed by Queens University |
| Heathrow Express 12/09/11   | To attend External Examining & Teaching on Advances in Haematology Course on 12 September 2011       | London              | 32.00 Reimbursed by Queens University |
| Heathrow Express 16/09/11   | To attend HEFCE TRAC(T) Clinical Weightings Review Group on 16 September 2011                        | London              | 18.00 Reimbursed by HEFCE             |
| Return train fares 20/09/11 | To attend Fitness to Practice Appeal Hearing on 20 September 2011                                    | Stonehaven-Dundee   | 21.05 Reimbursed by Univ of Dundee    |
|                             |                                                                                                      |                     | <u>809.51</u>                         |

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| <b>Month - September 2011</b> | <b>Position: Director of Finance</b> | <b>Name: Irene A Bews</b> |
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| Expense                   | Reason                                                                    | Location               | Value Comments                 |
|---------------------------|---------------------------------------------------------------------------|------------------------|--------------------------------|
| Heathrow Express 02/09/11 | To attend Joint EPF & USS briefing seminar on USS changes in London       | London                 | 32.00                          |
| Car parking 02/09/11      | While attending Joint EPF & USS briefing seminar on USS changes in London | Aberdeen Airport       | 18.80                          |
| Lunch 13/09/11            | Hosting table at UOA Luncheon                                             | Marcliffe at Pitfodels | 275.00                         |
| Accommodation 20/09/11    | While attending BUFDG Executive meeting at St Andrew's University         | St Andrews             | 131.00 50% reimbursed by BUFDG |
|                           |                                                                           |                        | <u>456.80</u>                  |

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| <b>Month - September 2011</b> | <b>Position: Director of Human Resources</b> | <b>Name: Caroline Inglis</b> |
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| Expense                    | Reason                                                                    | Location         | Value Comments |
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| Internet access 22/08/11   | While attending National Certificate in Workplace Mediation in London     | London           | 38.85          |
| Heathrow Express 22/08/11  | To attend National Certificate in Workplace Mediation in London           | London           | 32.00          |
| Purchase 22/08/11          | Books purchased for National Certificate in Workplace Mediation in London | London           | 78.40          |
| Tube fares 22/08/11        | While attending National Certificate in Workplace Mediation in London     | London           | 4.00           |
| Subsistence 22/08/11       | While attending National Certificate in Workplace Mediation in London     | London           | 13.89          |
| Return train fare 01/09/11 | To attend SHOP meeting in Glasgow                                         | Aberdeen-Glasgow | 66.70          |
| Car parking 01/09/11       | While attending SHOP meeting in Glasgow                                   | Aberdeen         | 14.00          |
| Tube fares 02/09/11        | While attending EPF-USS Briefing in London                                | London           | 8.00           |
| Car parking 02/09/11       | While attending EPF-USS Briefing in London                                | Aberdeen Airport | 18.80          |
|                            |                                                                           |                  | <u>274.64</u>  |

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| <b>Month - September 2011</b> | <b>Position: Director of Research &amp; Innovation</b> | <b>Name: Fred Stevenson-Robb</b> |
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| Expense    | Reason | Location | Value Comments |
|------------|--------|----------|----------------|
| Nil return |        |          | <u>0.00</u>    |

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| <b>Month - September 2011</b> | <b>Position: Director of Student Affairs</b> | <b>Name: Leith Forsyth</b> |
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| Expense | Reason | Location | Value Comments |
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| Return train fares 23/09/11 | To attend Scottish Prevent Practitioners Meeting | Aberdeen-Edinburgh | 92.80        |  |
|                             |                                                  |                    | <u>92.80</u> |  |

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| <b>Month - September 2011</b> | <b>Position: Director of Estates</b> | <b>Name: Angus Donaldson</b> |
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| Expense    | Reason | Location | Value       | Comments |
|------------|--------|----------|-------------|----------|
| Nil return |        |          |             |          |
|            |        |          | <u>0.00</u> |          |

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| <b>Month - September 2011</b> | <b>Position: Director of Policy, Planning &amp; Governance</b> | <b>Name: Jennifer Sewel</b> |
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| Expense                   | Reason                                                                                            | Location             | Value         | Comments |
|---------------------------|---------------------------------------------------------------------------------------------------|----------------------|---------------|----------|
| Return flights 02/09/11   | To attend Leadership Foundation for HE (LFHE) conference at Uni of Sussex on 02-13 September 2011 | Aberdeen-London      | 254.66        |          |
| Train fare 02/09/11       | To attend LFHE conference at University of Sussex on 02-13 September 2011                         | London-Brighton      | 18.60         |          |
| Accommodation 02-13/09/11 | To attend LFHE conference at University of Sussex on 02-13 September 2011                         | University of Sussex | 130.00        |          |
| Car parking 13/09/11      | While attending LFHE conference at University of Sussex on 02-13 September 2011                   | Aberdeen Airport     | 19.50         |          |
| Subsistence 02-13/08/11   | While attending LFHE conference at University of Sussex on 02-13 September 2011                   | University of Sussex | <u>35.00</u>  |          |
|                           |                                                                                                   |                      | <b>457.76</b> |          |

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| <b>Month - September 2011</b> | <b>Position: Academic Registrar</b> | <b>Name: Gillian Mackintosh</b> |
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| Expense                     | Reason                                                                                            | Location           | Value        | Comments |
|-----------------------------|---------------------------------------------------------------------------------------------------|--------------------|--------------|----------|
| Return train fares 05/09/11 | To attend Academic Registrars conference                                                          | Aberdeen-Edinburgh | 66.60        |          |
| Return train fares 26/08/11 | To attend University Secretaries Working Group on Model Complaints Handling at Abertay University | Aberdeen-Dundee    | <u>31.60</u> |          |
|                             |                                                                                                   |                    | <b>98.20</b> |          |

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| <b>Month - September 2011</b> | <b>Position: University Librarian</b> | <b>Name: Chris Banks</b> |
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| Expense             | Reason | Location | Value       | Comments |
|---------------------|--------|----------|-------------|----------|
| No return submitted |        |          |             |          |
|                     |        |          | <u>0.00</u> |          |

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| <b>Month - September 2011</b> | <b>Position: Director of Marketing, Student Recruitment</b> | <b>Name: Rachel Sandison</b> |
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| Expense                     | Reason                                                                                        | Location           | Value         | Comments |
|-----------------------------|-----------------------------------------------------------------------------------------------|--------------------|---------------|----------|
| Course fee 06/09/11         | To attend CIM Higher Education Strategy Masterclass in October 2011                           | London             | 95.00         |          |
| Return train fares 09/09/11 | To attend meeting with University designers 999                                               | Aberdeen-Edinburgh | 42.60         |          |
| Train fare 09/09/11         | To attend British Science Festival on 10-15 September prior to Aberdeen hosting event in 2012 | Edinburgh-Bradford | 45.50         |          |
| Accommodation 09-13/09/11   | While attending British Science Festival in Bradford                                          | Bradford           | 114.00        |          |
| Flight 13/09/11             | Returning from British Science Festival in Bradford                                           | Bradford-Aberdeen  | 162.40        |          |
| Return train fare 15/09/11  | To attend Head Teachers Dinner in Glasgow                                                     | Aberdeen-Glasgow   | 57.10         |          |
| Subsistence 15-16/09/11     | While attending Head Teachers Dinner in Glasgow                                               | Glasgow            | 4.10          |          |
| Accommodation 15/09/11      | While attending Head Teachers Dinner in Glasgow                                               | Glasgow            | <u>99.50</u>  |          |
|                             |                                                                                               |                    | <b>620.20</b> |          |

|                               |                                                 |                              |
|-------------------------------|-------------------------------------------------|------------------------------|
| <b>Month - September 2011</b> | <b>Position: Acting Director of Development</b> | <b>Name: Elizabeth Bowie</b> |
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| Expense                   | Reason                                              | Location   | Value  | Comments |
|---------------------------|-----------------------------------------------------|------------|--------|----------|
| Accommodation 01/09/11    | While attending CASE Annual Conference              | Manchester | 375.00 |          |
| Taxis 01/09/11            | While attending CASE Annual Conference and meetings | Manchester | 38.70  |          |
| Subsistence 01/09/11      | While attending CASE Annual Conference and meetings | Manchester | 4.35   |          |
| Heathrow Express 20/09/11 | To attend Campaign Board meeting in London          | London     | 32.00  |          |

Return flights 20/09/11

To attend Campaign Board meeting in London

Aberdeen-London

438.54

**888.59**

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