

Name of organisation : New Zealand Blood Service		
Name of CEO:		
Fiona Ritsma 01/07/14 - 17/04/15 Sam Cliffe 20/04/15 - 30/06/15	Period : 01/07/2014 - 30/06/2015	(Note: Amounts are GST Inclusive)

International Travel

	Amount (NZ\$)	Sub Total (NZ\$)	Purpose (eg, attending conference on...)	Nature (eg, hotel costs, travel, etc)	Location/s
27-May-14	\$1,934.99	\$1,934.99	ISBT Conference in Seoul (Carried Fwd from previous Report)	Balance of Accommodation	Seoul
15-Jul-14	\$653.63		Meeting with CSL to progress Fractionation Contract negotiations	Return Flights	Melbourne
	\$273.58	\$927.21		Accommodation	
9-Mar-15	\$1,116.29		Meetings with Australian Red Cross Blood Service / National Blood Association / CSL Behring	Return Flights	Australia
	\$54.00			Taxi Fare	
	\$30.42	\$1,200.71		Meals	
25-Jun-15	\$10,089.76		ISBT Conference & APBN Annual General Meeting in London	Return Flights	London
	\$654.40			Registration & Dinner	
	\$1,057.51	\$11,801.67		Accommodation	
Sub Total	\$15,864.58	\$15,864.58			

Domestic Travel

Date	Amount (NZ\$)	Sub Total (NZ\$)	Purpose (eg, visiting district offices ...)	Nature (eg, hotel costs, travel, etc)	Location/s
23-Jun-14	\$1,025.85		Visit to Hokitika to collect gift of pounamu for new Chch Blood Centre and Exec Site Tour (Carried fwd from previous report)	Return Flights	Hokitika/Chch
	\$172.20	\$1,198.05		Taxi Fares	
2-Jul-14	\$28.49	\$28.49	Presentation of FY15 Annual Plan to staff at Manukau Donor Centre	Mileage	Auckland
3-Jul-14	\$36.50	\$36.50	Health Leadership Seminar	Taxi Fares	Auckland
14-Jul-14	\$150.20	\$150.20	Presentation of Annual Plan 2014/15 to Christchurch based staff	Taxi Fares	Christchurch
17-Jul-14	\$75.40	\$75.40	Presentation of Annual Plan 2014/15 to Palmerston North Blood Bank	Taxi Fare	Palmerston North
18-Jul-14	\$143.35	\$143.35	Presentation of Annual Plan 2014/15 to NZBS Waikato Team	Rental Car / Parking	Hamilton

Date	Amount (NZ\$)	Sub Total (NZ\$)	Purpose (eg, attending conference on...)	Nature (eg, hotel costs, travel, etc)	Location/s
21-Jul-14	\$24.20	\$24.20	Presentation of Annual Plan 2013/14 to Auckland Blood Bank Staff	Taxi Fares	Auckland
24-Jul-14	\$20.79	\$20.79	Meeting with staff at North Shore Site	Mileage	Auckland
25-Jul-14	\$460.19		NHMG Meeting	Return Flights	Wellington
	\$14.24	\$474.43		Mileage	
29-Jul-14	\$127.69	\$127.69	Presentation of Annual Plan 2014/15 to Wellington based staff	Parking / Taxi Fares / Mileage	Wellington
30-Jul-14	\$20.79	\$20.79	Presentation of Annual Plan 2014/15 to North Shore based staff	Mileage	Auckland
31-Jul-14	\$73.49		Presentation of Annual Plan 2014/15 to Dunedin based staff	Parking / Mileage	Dunedin
	\$51.36	\$124.85		Rental Car	
11-Sep-14	\$101.66	\$101.66	Presentation of Graham Woodfield Prize & Annual Plan to Blood Bank Staff & Meeting with Waikato DHB CEO	Rental Car	Waikato
16-Sep-14	\$22.60	\$22.60	Buddle Findlay Health & Safety Workshop	Taxi Fare	Auckland
18-Sep-14	\$28.96	\$28.96	Meeting with NZBS Board Member to plan Board Strategic Sessions	Taxi Fares	Auckland
19-Sep-14	\$605.29		Presentation of NZBS Life Blood Award plus site visit to new Blood Centre and meeting with Christchurch based staff	Return Flights	Christchurch
	\$147.99	\$753.28		Taxi Fares / Parking / Mileage	
25-Sep-14	\$572.77		Meeting with NZBS Board Chairman and Visit to Wellington Donor Centre	Return Flights	Wellington
	\$106.99	\$679.76		Taxi Fare / Parking / Mileage	
14-Oct-14	\$454.75		Mobile at Taradale High School - to meet with students and School Principal	Return Flights	Napier
	\$208.92	\$663.67		Rental Car / Taxi Fare	
21-Oct-14	\$427.29		Blessing of new Christchurch Blood Centre	Return Flights	Christchurch
	\$119.59	\$546.88		Taxi Fares / Parking / Mileage	
24-Oct-14	\$452.86		Presentation of CSL Scholarship to Wellington staff member	Return Flights	Wellington
	\$106.25	\$559.11		Taxi Fares	
7-Nov-14	\$454.10		Assisting Collections Staff to relocate and pre-opening of Christchurch Blood Centre	Return Flights	Christchurch
	\$26.90	\$481.00		Taxi Fare	
10-Nov-14	\$349.68		Official Opening Ceremony of Christchurch Blood Centre	Return Flights	Christchurch
	\$119.59	\$469.27		Parking / Mileage / Taxi Fare	
18-Nov-14	\$339.20		Health Crown Entities Planning Meeting	Return Flights	Wellington
	\$115.19	\$454.39		Taxi Fare / Parking / Mileage	
20-Nov-14	\$501.69		Meeting with Recruitment Consultant and with Christchurch Team	Return Flights	Christchurch
	\$164.59	\$666.28		Taxi Fare / Parking / Mileage	

Date	Amount (NZ\$)	Sub Total (NZ\$)	Purpose (eg, attending conference on...)	Nature (eg, hotel costs, travel, etc)	Location/s
21-Nov-14	\$62.65	\$62.65	NHMG Meeting	Taxi Fare / Mileage	Auckland
1-Dec-14	\$10.80	\$10.80	Dinner with NZBS Board	Taxi Fare	Auckland
16-Dec-14	\$27.40	\$27.40	Auckland City Hospital Meeting with ADHB CFO re extension of Blood Bank	Taxi Fares	Auckland
22-Jan-15	\$26.09	\$26.09	Auckland City Hospital Meeting with Management	Taxi Fares	Auckland
28-Jan-15	\$495.52		Donor Technician Graduation presentation at Palmerston North	Return Flights	Palmerston North
	\$89.29	\$584.81		Taxi Fare / Parking / Mileage	
11-Feb-15	\$311.82		Health Select Committee Review Hearing	Return Flights	Wellington
	\$101.95	\$413.77		Taxi Fares / Parking	
27-Feb-15	\$484.10		NHMG Meeting	Return Flights	
	\$75.90	\$560.00		Taxi Fares	Auckland
13-Mar-15	\$344.67		Meeting with MidCentral CEO and Farewell to NZBS Palmerston North based staff	Return Flights	Palmerston North
	\$63.80	\$408.47		Taxi Fares	Palmerston North
16-Mar-15	\$230.60		Farewell to Christchurch Staff and Christchurch Blood Bank Staff	Return Flights	Christchurch
	\$135.10	\$365.70		Taxi Fares	
19-Mar-15	\$313.34		Farewell to Dunedin Staff	Return Flights	Dunedin
	\$48.20			Taxi Fare	
	\$51.36	\$412.90		Avis Rental Car	
20-Mar-15	\$30.55	\$30.55	Visit staff at Hamilton Donor Centre	Petrol	Hamilton
25-Mar-15	\$21.40	\$21.40	Farewell Dinner with NZBS Board	Taxi Fare	Auckland
26-Mar-15	\$164.15		Farewell to Tauranga Team	Return Flights	Tauranga
	\$23.80			Taxi Fare	
	\$103.11	\$291.06		Avis Rental Car	
30-Mar-15	\$29.35	\$29.35	Meeting with Health Partners	Taxi Fares	Auckland
31-Mar-15	\$290.95		Farewell to Wellington Staff - check flights??	Return Flights	Wellington
	\$74.00	\$364.95		Taxi Fare / Parking	
14-Apr-15	\$25.37	\$25.37	Meeting with NZBS Board Deputy Chair	Taxi Fares	Auckland
16-Apr-15	\$25.40	\$25.40	Visit to ADHB	Taxi Fares	Auckland
11-May-15	\$388.08	\$388.08	Visit to meet staff in Christchurch	Return Flights	Christchurch

Date	Amount (NZ\$)	Sub Total (NZ\$)	Purpose (eg, attending conference on...)	Nature (eg, hotel costs, travel, etc)	Location/s
13-May-15	\$15.20	\$15.20	Visit to Auckland Blood Bank	Taxi Fare	Auckland
18-May-15	\$313.29		Visit to meet staff at Dunedin	Return Flights	Dunedin
	\$51.36	\$364.65		Rental Car	
23-May-15	\$544.87		NZ Health Strategy Update Workshop Te Papa	Return Flights	Wellington
	\$82.40	\$627.27		Taxi Fare	
28-May-15	\$512.29		NZBS Board Meeting	Return Flights	Wellington
	\$128.90	\$641.19		Taxi Fares	
29-May-15	\$381.95	\$381.95	Meet staff in Tauranga Donor Centre	Return Flights	Tauranga
4-Jun-15	\$319.39		Wellington Site Visit	Return Flights	
	\$89.01	\$408.40		Taxi Fares	Wellington
11-Jun-15	\$443.49	\$443.49	Visit to Christchurch Donor Centre and District Health Board	Return Flights	Christchurch
19-Jun-15	\$317.02	\$317.02	Visit to Palmerston North Donor Centre & Blood Bank	Return Flights	Palmerston North
Sub Total:	\$15,099.52	\$15,099.52			

Total travel expenses for the 12 month period for the 6-monthly period **\$30,964.10** **\$30,964.10**

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Name of CEO:

Fiona Ritsma / Sam Cliffe

Period : 01/07/2014 - 30/06/2015

(Note: Amounts are GST Inclusive)

Hospitality provided Credit Card expenses

Date	Amount (NZ\$)	Sub Total (NZ\$)	Purpose (eg, hosting delegation from ...)	Nature	Location/s
No Hospitality to Disclose					

Hospitality provided non-Credit Card expenses

Date	Amount (NZ\$)	Sub Total (NZ\$)	Purpose (eg, hosting delegation from ...)	Nature	Location/s
No Hospitality to Disclose					

Total hospitality expenses for the 12 month period **\$0.00** **\$0.00**

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Fiona Ritsma / Sam Cliffe		Period : 01/07/2014 - 30/06/2015	
Other Credit Card expenses			
Date	Amount (NZ\$)	Purpose (eg, farewell for long-serving staff members)	Location
3/10/2014	\$445.00	Institute of Directors Annual Subscription 1/11/14 to 31/10/15	
Sub Total	\$445.00		
Other non-Credit Card expenses			
Date	Amount (NZ\$)	Purpose (eg, farewell for long-serving staff members)	Location
1 Jun - 30 Jun 2014	\$61.73	Spark Data Charge / Cellphone Rental / Calls	
1 Jul - 30 Jul 2014	\$72.45	Spark Data Charge / Cellphone Rental / Calls	
1 Aug - 31 Aug 2014	\$67.95	Spark Data Charge / Cellphone Rental / Calls	
1 Sep - 30 Sep 2014	\$127.81	Spark Data Charge / Cellphone Rental / Calls	
1 Oct - 31 Oct 2014	\$65.93	Spark Data Charge / Cellphone Rental / Calls	
1 Nov - 30 Nov 2014	\$136.57	Spark Data Charge / Cellphone Rental / Calls	
1 Dec - 31 Dec 2014	\$48.08	Spark Data Charge / Cellphone Rental / Calls	
1 Jan 15 - 31 Jan 15	\$38.75	Spark Data Charge / Cellphone Rental / Calls	
1 Feb - 28 Feb 15	\$60.86	Spark Data Charge / Cellphone Rental / Calls	
1 Mar - 31 Mar 15	\$106.01	Spark Data Charge / Cellphone Rental / Calls	
1 Apr - 30 Apr 15	\$33.90	Spark Data Charge / Cellphone Rental / Calls	
1 Apr - 30 Apr 15	\$86.60	Spark Data Charge / Cellphone Rental / Calls	
1 May - 31 May 15	\$133.54	Spark Data Charge / Cellphone Rental / Calls	
Sub Total	\$1,040.18		
Total other expenses for the 12 month period		\$1,485.18	

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Gifts & Hospitality accepted (over \$100 in estimated value)

To include such items as meals, tickets to events, gifts from overseas counterparts, travel or accommodation (including that accepted by immediate family members).

Gifts

Date	Description	Offered by	Estimated value (NZ\$)	
		NO GIFTS RECEIVED		

Hospitality

Date	Description	Offered by	Estimated value (NZ\$)	
		NO HOSPITALITY RECEIVED		

Total gift expenses for the 12 month period **\$0.00**