

BREAKDOWN OF MISSION EXPENSES

Name: Christa SEDLATSCHKEK

Destination of mission: Luxembourg - ACSH Plenary

Mission ref (Internal): CS 17/18

Activity: 6.4 Strategic & Operational Networking

Start of mission: 27/11/2018 04:55

End of mission: 28/11/2018 23:45

Duration of mission: 1 days

Number of daily allowances: 1.78

18:50 hours

42:50:00

24:00:00

1.78

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	LU	Daily allowance Luxembourg	1,78	98.00	eur	174.44	1.00000	174.44	
H	LU	hotel expenses Luxembourg	1	215.00	eur	215.00	1.00000	215.00	215 (1)
RB	LU	Reduction for breakfast Luxembourg	1	-14.70	eur	-14.70	1.00000	-14.70	
TA	ES	taxi Spain	1	28.00	eur	28.00	1.00000	28.00	28.00
TA	LU	taxi Luxembourg	1	27.80	eur	27.80	1.00000	27.80	30 (2)
TA	LU	taxi Luxembourg	1	62.00	eur	62.00	1.00000	62.00	62
TA	LU	taxi Luxembourg	1	22.00	eur	22.00	1.00000	22.00	22
TA	ES	taxi Spain	1	28.00	eur	28.00	1.00000	28.00	28
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	542.54

Completed by :
12-Dec-18

0.00

Advance paid: EUR

Payment due:

Total EUR :

542.54

3rd party	Description of the expense	Amount €
AMEX	Flight	637.52
AMEX	Booking fee	22.44
AMEX	Credit note	-18.25
Total € =		641.71

AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name:	
Signature:	
Date:	

Budgetary line 3060-C1 : EUR 1184.25

Is the mission combined with leave?

No

- (1) Supplementary payment request re. hotel provided by agent
 (2) Amount justified with tickets is reimbursed

TOTAL COST OF MISSION 1184.25

PO.OSH. 19125

BREAKDOWN OF MISSION EXPENSES

Name: Christa SEDLATSCHKEK

Destination of mission: Brussels - ELA meeting + Head of Agencies meeting

Mission ref (internal): CS 14/18

Activity: 6.4 Strategic & Operational Networking

Start of mission: 08/10/2018 12:20

End of mission: 10/10/2018 21:35

Duration of mission: days

(1)

09:15 hours

57:15:00

24:00:00

2.39

Number of daily allowances: 2.39

code	country	Description of the expense	Quant.	Amount	Curr.	Total In currency	Euro rate	Euro	Claimed by agent
DA	BE	Daily allowance Belgium	2.39	102.00	eur	243.78	1.00000	243.78	
H	BE	hotel expenses Belgium	2	199.24	eur	398.48	1.00000	398.48	398.48 (2)
RB	BE	Reduction for breakfast Belgium	2	-15.30	eur	-30.60	1.00000	-30.60	
TA	ES	taxi Spain	1	25.00	eur	25.00	1.00000	25.00	205 (3)
TA	BE	taxi Belgium	1	45.00	eur	45.00	1.00000	45.00	
TA	BE	taxi Belgium	1	25.00	eur	25.00	1.00000	25.00	
TA	BE	taxi Belgium	1	55.00	eur	55.00	1.00000	55.00	
TA	BE	taxi Belgium	1	30.00	eur	30.00	1.00000	30.00	
TA	ES	taxi Spain	1	25.00	eur	25.00	1.00000	25.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	

Completed by
26-Oct-18

0.00

Advance paid: EUR

Payment due: Total EUR : 816.66

Total EUR : 816.66

Expenses already paid by EU-OSHA		
3rd party	Description of the expense	Amount €
AMEX	Flight	483.96
AMEX	Booking fee	22.44
Total € =		506.40

AUTHORISING OFFICER	
"Good for payment"	
Item:	3060 Commitm.: OSH.6503
Name:	
Signature:	
Date:	

Budgetary line 3060-C1 : EUR 1323.06

Is the mission combined with leave? Yes

- (1) Mission combined with leave, the return of the mission is to the place of leave
 (2) Supplementary payment request re. hotel provided by agent

TOTAL COST OF MISSION 1323.06

PO.OSH. 18888

Remarks

European Agency
for Safety and Health
at Work

BREAKDOWN OF MISSION EXPENSES

Name: Christa SEDLATSCHKEK

Destination of mission:

Vienna - Informal meeting of Employment and Social
Policy Ministers

Mission ref (Internal):

CS 12/18

Activity:

6.4 Strategic & Operational Networking

Start of mission: 19/07/2018 09:30

End of mission: 19/07/2018 18:10

Duration of mission: days

(1)

08:40 hours

8:40:00

24:00:00

0.36

Number of daily allowances: 0.5

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	AT	Daily allowance Austria	0.5	102.00	eur	51.00	1.00000	51.00	
TA	ES	taxi Spain	1	26.00	eur	26.00	1.00000	26.00	26
TA	ES	taxi Spain	1	24.00	eur	24.00	1.00000	24.00	24
		Flight	1	408.63	eur	408.63	1.00000	408.63	408.63

Completed by :

12-Sep-18 ..

	Total EUR :	509.63
Advance paid:	EUR	
Payment due:	Total EUR :	509.63

Expenses already paid by EU-OSHA		
3rd party	Description of the expense	Amount €
Total € =		

AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name:	
Signature:	
Date:	

Budgetary line 3060-C1 : EUR 509.63

Is the mission combined with leave? Yes

(1) Mission combined with leave, the return of the mission is to the place of leave

TOTAL COST OF MISSION 509.63

PO.OSH. 18684

BREAKDOWN OF MISSION EXPENSES

Name: **Christa SEDLATSCHKEK** Destination of mission: **Vienna - EU Presidency event**
 Mission ref (Internal): **CS 13/18**
 Activity: **4.5 HWC 2018-2019**
 Start of mission: **23/09/2018 12:40** (1)
 End of mission: **25/09/2018 23:30**
 Duration of mission: **3** days **10:50** hours **58:50:00** **24:00:00** **2.45**
 Number of daily allowances: **2.45**

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	AT	Daily allowance Austria	2.45	102.00	eur	249.90	1.00000	249.90	
TA	ES	taxi Spain	1	23.00	eur	23.00	1.00000	23.00	48.00
TA	ES	taxi Spain	1	25.00	eur	25.00	1.00000	25.00	
TA	AT	Taxi Austria	1	16.00	eur	16.00	1.00000	16.00	34.40
TA	AT	Taxi Austria	1	14.40	eur	14.40	1.00000	14.40	
RT	AT	Rail travel austria	1	12.00	eur	12.00	1.00000	12.00	12
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	

Completed by :	0.00	Advance paid:	EUR
28-Sep-18		Payment due:	Total EUR : 340.30

Expenses already paid by EU-OSHA		
3rd party	Description of the expense	Amount €
AMEX	Flight	304.74
AMEX	Booking fee	22.44
Total € =		327.18

AUTHORISING OFFICER	
"Good for payment"	
Item: 3040	Commitm.: OSH.6499
Name:	
Signature:	
Date:	

Budgetary line 3040-C1 :	EUR 667.48
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Is the mission combined with leave? Yes

(1) Mission combined with leave, substitute time is applied for the depart of the mission

TOTAL COST OF MISSION	667.48
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PO.OSH. 18-768

BREAKDOWN OF MISSION EXPENSES

Name: **Christa SEDLATSCHKE** Destination of mission: **Brussels - MSEs Conference**
 Mission ref (Internal): **CS 11/18**
 Activity: **2.3 Micro & Small enterprises**
 Start of mission: **18/06/2018 12:20** (1)
 End of mission: **20/06/2018 00:40**
 Duration of mission: **1** days **12:20** hours
 Number of daily allowances: **2**

code	country	Description of the expense	Quant.	Amount	Curr.	Total In currency	Euro rate	Euro	Claimed by agent
DA	BE	Daily allowance Belgium	2	102.00	eur	204.00	1.00000	204.00	
RM	BE	Reduction for meals Belgium	1	-30.60	eur	-30.60	1.00000	-30.60	
H	BE	hotel expenses Belgium	1	138.00	eur	138.00	1.00000	138.00	147.00 (2)
TA	ES	taxi Spain	1	25.09	eur	25.09	1.00000	25.09	163.09 (3)
TA	ES	taxi Spain	1	35.00	eur	35.00	1.00000	35.00	
TA	BE	taxi Belgium	1	53.00	eur	53.00	1.00000	53.00	
TA	BE	taxi Belgium	1	50.00	eur	50.00	1.00000	50.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	474.49

Completed by : **27-Jun-18** 0.00
 Advance paid: EUR
 Payment due: **Total EUR : 474.49**

3rd party	Description of the expense	Amount €
AMEX	Flight	496.27
AMEX	Booking fee	22.44
Total € =		518.71

AUTHORISING OFFICER	
"Good for payment"	
Item: 3020	Commitm.: OSH.6493
Name:	
Signature:	
Date:	

Budgetary line 3020-C1 : EUR 993.20

Is the mission combined with leave? Yes

- (1) Mission combined with leave, substitute time for the departure is applied according to proposal from AMEX
 (2) Invoiced amount is reimbursed
 (3) Supplementary payment request re. taxi provided by agent

TOTAL COST OF MISSION 993.20

PO.OSH. 18368

BREAKDOWN OF MISSION EXPENSES

Name: Christa SEDLATSCEK

Destination of mission: Luxembourg - B3 Unit meeting and ACSH plenary

Mission ref (internal): CS 10/18

Activity: 6.4 Strategic & Operational Networking

Start of mission: 30/05/2018 05:45

End of mission: 31/05/2018 20:00

Duration of mission: 1 days 14:15 hours

Number of daily allowances: 2

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	LU	Daily allowance Luxembourg	2	98.00	eur	196.00	1.00000	196.00	
H	LU	hotel expenses Luxembourg	1	219.00	eur	219.00	1.00000	219.00	219.00 (1)
RB	LU	Reduction for breakfast Luxembourg	1	-14.70	eur	-14.70	1.00000	-14.70	
TA	ES	taxi Spain	1	27.00	eur	27.00	1.00000	27.00	163.70 (2)
TA	ES	taxi Spain	1	23.70	eur	23.70	1.00000	23.70	
TA	LU	taxi Luxembourg	1	60.00	eur	60.00	1.00000	60.00	
TA	LU	taxi Luxembourg	1	28.00	eur	28.00	1.00000	28.00	
TA	LU	taxi Luxembourg	1	25.00	eur	25.00	1.00000	25.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	564.00

Completed by :	0.00	Advance paid:	EUR
26-Jun-18		Payment due:	Total EUR : 564.00

3rd party	Description of the expense	Amount €
AMEX	Flight	555.83
AMEX	Booking fee	22.44
Total € =		578.27

AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name: _____	
Signature: _____	
Date: _____	

Budgetary line 3060-C1 : EUR 1142.27

Is the mission combined with week end? No

- (1) Supplementary payment request re. Hotel provided by agent
- (2) Supplementary payment request re. taxi provided by agent
- (3)

TOTAL COST OF MISSION 1142.27

PO.OSH. 18343

BREAKDOWN OF MISSION EXPENSES

Name: **Christa SEDLATSCHKE** Destination of mission: **Sopot - EUAN Heads of Agencies meeting**
 Mission ref (Internal): **CS 9/18**
 Activity: **6.4 Strategic & Operational Networking**
 Start of mission: **22/05/2018 09:30**
 End of mission: **24/05/2018 15:50**
 Duration of mission: **2 days 06:20 hours**
 Number of daily allowances: **2.5**

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	PL	Daily allowance Poland	2.5	67.00	eur	167.50	1.00000	167.50	
H	PL	hotel expenses Poland	2	730.00	pln	1460.00	4.21610	346.29	146 pln (1)
RB	PL	Reduction for breakfast Poland	2	-10.05	eur	-20.10	1.00000	-20.10	
RM	PL	Reduction for meals Poland	2	-20.10	eur	-40.20	1.00000	-40.20	
TA	ES	taxi Spain	1	25.00	eur	25.00	1.00000	25.00	25.00 (2)
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	478.49

Completed by : **05-Jun-18** 0.00 Advance paid: EUR
 Payment due: Total EUR : **478.49**

3rd party	Description of the expense	Amount €
AMEX	Flight	525.76
AMEX	Booking fee	22.44
Total € =		548.20

AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name: _____	
Signature: _____	
Date: _____	

Budgetary line 3060-C1 : EUR **1026.69**

Is the mission combined with week end? No

- (1) Supplementary payment request re. Hotel provided by agent
- (2) Supplementary payment request re. taxi provided by agent
- (3)

TOTAL COST OF MISSION **1026.69**

PO.OSH. **18228**

BREAKDOWN OF MISSION EXPENSES

Name: **Christa SEDLATSCHKEK** Destination of mission: **Brussels - Meeting of the Advisory Group for the European labour Authority**
 Mission ref (internal): **CS 8/18**
 Activity: **6.4 Strategic & Operational Networking**
 Start of mission: **15/05/2018 12:20**
 End of mission: **17/05/2018 15:35**
 Duration of mission: **2 days** **03:15 hours**
 Number of daily allowances: **2.5**

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	BE	Daily allowance Belgium	2.5	102.00	eur	255.00	1.00000	255.00	
H	BE	hotel expenses Belgium	2	194.24	eur	388.48	1.00000	388.48	388.48 (1)
RB	BE	Reduction for breakfast Belgium	2	-15.30	eur	-30.60	1.00000	-30.60	
TA	ES	taxi Spain	1	28.00	eur	28.00	1.00000	28.00	138.70 (2)
TA	ES	taxi Spain	1	27.00	eur	27.00	1.00000	27.00	
TA	BE	taxi Belgium	1	42.40	eur	42.40	1.00000	42.40	
TA	BE	taxi Belgium	1	41.30	eur	41.30	1.00000	41.30	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	751.58

Completed by :	0.00	Advance paid:	EUR
31-May-18		Payment due:	Total EUR : 751.58

Expenses already paid by EASHW		
3rd party	Description of the expense	Amount €
AMEX	Flight	559.78
AMEX	Booking fee	22.44
AMEX	Change in flight	10.30
Total € =		592.50

AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name:	
Signature:	
Date:	

Budgetary line 3060-C1 : EUR 1344.08

Is the mission combined with week end? No

(1) Supplementary payment request re. Hotel provided by agent
 (2) Supplementary payment request re. taxi provided by agent
 (3)

TOTAL COST OF MISSION 1344.08

PO.OSH. 18196

BREAKDOWN OF MISSION EXPENSES

Name: Christa SEDLATSCHKEK

Destination of mission: Istanbul - 9th International Congress Occupational Safety and Health

Mission ref (Internal): CS 7/18

Activity: 6.4 Strategic & Operational Networking

Start of mission: 06/05/2018 06:40 (1)

End of mission: 08/05/2018 14:05

Duration of mission: 2 days 07:25 hours

Number of daily allowances: 2.5

code	country	Description of the expense	Quant.	Amount	Curr.	Total In currency	Euro rate	Euro	Claimed by agent
DA	TR	Daily allowance Turkey	2.5	55.00	eur	137.50	1.00000	137.50	(2)
RM	TR	Reduction for breakfast	2	-8.25	eur	-16.50	1.00000	-16.50	
RM	TR	Reduction for meals offered	1	-16.50	eur	-16.50	1.00000	-16.50	
TA	ES	taxi Spain	1	25.00	eur	25.00	1.00000	25.00	
		Visa	1	20.55	usd	20.55	1.20700	17.03	
			0	0		0.00	0.00000	0.00	
			0	0		0.00	0.00000	0.00	
			0	0		0.00	0.00000	0.00	
								Total EUR :	146.53

Completed by :
29-May-18

0.00

Advance paid: EUR

Payment due: Total EUR : 146.53

Expenses already paid by EASHW		
3rd party	Description of the expense	Amount €
Total € =		0.00

AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name:	
Signature:	
Date:	

Budgetary line 3060-C1 : EUR 146.53

Is the mission combined with week end? Yes

- (1) Mission combined with week end, substitute time is applied for the departure
 (2) As 2 DA are reimbursed, only 2 breakfast are deducted from DA
 (3)

TOTAL COST OF MISSION 146.53

PO.OSH. 18185

BREAKDOWN OF MISSION EXPENSES

Name: **Christa SEDLATSCHKEK** Destination of mission: **Dublin - ICOH 2018**
 Mission ref (Internal): **CS 6/18**
 Activity: **4.5 HWC 2018-2019**
 Start of mission: **30/04/2018 12:20** (1)
 End of mission: **02/05/2018 18:00**
 Duration of mission: **2 days 05:40 hours**
 Number of daily allowances: **2.5**

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	IE	Daily allowance Ireland	2.5	108.00	eur	270.00	1.00000	270.00	
H	IE	hotel expenses Ireland	1	224.00	eur	224.00	1.00000	224.00	239.00 (2)
TA	IE	taxi Ireland	1	23.80	eur	23.80	1.00000	23.80	135.80 (3)
TA	IE	taxi Ireland	1	25.60	eur	25.60	1.00000	25.60	
TA	IE	taxi Ireland	1	29.95	eur	29.95	1.00000	29.95	
TA	IE	taxi Ireland	1	31.45	eur	31.45	1.00000	31.45	
TA	ES	taxi Spain	1	25.00	eur	25.00	1.00000	25.00	
TA	ES	taxi Spain	1	35.00	eur	35.00	1.00000	35.00	35
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	664.80

Completed by :
22-May-18

0.00 Advance paid: EUR
 Payment due: Total EUR : **664.80**

3rd party	Description of the expense	Amount €
AMEX	Flight	289.29
AMEX	Booking fee	22.44
Total € =		311.73

AUTHORISING OFFICER	
"Good for payment"	
Item: 3040	Commitm.: OSH.6499
Name: _____	
Signature: _____	
Date: _____	

Budgetary line 3040-C1 : **EUR 976.53**

Is the mission combined with week end? yes

- (1) Mission combined with week end, substitute time is applied for the return according to proposal from AMEX
- (2) Supplementary payment request re. Hotel provided by agent, accomodation cost without breakfas is reimbursed
- (3) Supplementary payment request re. taxi provided by agent

TOTAL COST OF MISSION 976.53

PO.OSH. *18246*

BREAKDOWN OF MISSION EXPENSES

0.16926

Name: **Christa SEDLATSCHKEK** Destination of mission: Dortmund - campaign kick off event
Mission ref (Internal): **CS 5/18**
Activity: **4.5 HWC 2018-2019**

Start of mission: **24/04/2018 16:55**
End of mission: **26/04/2018 20:25** (1)

Duration of mission: **2 days 03:30 hours**

Number of daily allowances: **2.5**

Mission combined with mission CS 4/18, the end of the mission in Brussels is the start of mission in Dortmund

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	DE	Daily allowance Germany	2.5	97.00	eur	242.50	1.00000	242.50	58.20 (2)
RT	DE	Rail travel Germany	2	29.10	eur	58.20	1.00000	58.20	
DA	DE	Daily allowance Germany	-0.5	97.00	eur	-48.50	1.00000	-48.50	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	

Completed by : 0	0.00	Advance paid: EUR	
22-May-18		Payment due: Total EUR :	252.20

Expenses already paid by EASHW		
3rd party	Description of the expense	Amount €
AMEX	Flight	329.82
AMEX	Booking fee	22.11
AMEX	Flight	186.90
AMEX	Booking fee	22.11
AMEX	Flight	171.21
AMEX	Booking fee	22.11
AMEX	Flight	548.83
AMEX	Booking fee	22.11
Total € =		1,325.00

AUTHORISING OFFICER	
"Good for payment"	
Item: 3040	Commitm.: OSH.6499
Name: _____	
Signature: _____	
Date: _____	

Budgetary line 3040-C1 :	EUR	1577.20
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Is the mission combined with leave? Yes

- (1) Mission combined with leave, substitute time is applied for the return according to proposal from ASMEX
- (2) If the mission had taken place in only one place the DA had been 3.5 days, so the difference is deducted
- (3)

TOTAL COST OF MISSION	1577.20
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PO.OSH. **18145**

BREAKDOWN OF MISSION EXPENSES

Name: Christa SEDLATSCHKE Destination of mission: Brussels - Campaign launch press conference

Mission ref (Internal): CS 4/18

Activity: 4.5 HWC 2018-2019

Start of mission: 23/04/2018 12:20

End of mission: 24/04/2018 16:55

Duration of mission: 1 days 04:35 hours

Number of daily allowances: 1.5

Mission combined with mission CS 5/18, the end of this mission is the start of mission in Dusseldorf

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	BE	Daily allowance Belgium	1.5	102.00	eur	153.00	1.00000	153.00	
H	BE	hotel expenses Belgium	1	374.24	eur	374.24	1.00000	374.24	374.24 (1)
RB	BE	Reduction for breakfast Belgium	1	-15.30	eur	-15.30	1.00000	-15.30	
TA	ES	taxi Spain	1	30.00	eur	30.00	1.00000	30.00	130.00 (2)
TA	BE	taxi Belgium	2	50.00	eur	100.00	1.00000	100.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	641.94

Completed by :

22-May-18

0.00

Advance paid: EUR

Payment due: Total EUR : 641.94

Expenses already paid by CASHW		
3rd party	Description of the expense	Amount €
AMEX	Flight	
AMEX	Booking fee	
AMEX	Flight	
AMEX	Booking fee	
Total € =		0.00

AUTHORISING OFFICER	
"Good for payment"	
Item: 3040	Commitm.: OSH.6499
Name:	
Signature:	
Date:	

Budgetary line 3040-C1 : EUR 641.94

Is the mission combined with week end? No

- (1) Supplementary payment request re. Hotel provided by agent
 (2) Supplementary payment request re. taxi provided by agent
 (3)

TOTAL COST OF MISSION 641.94

PO.OSH.

18144

BREAKDOWN OF MISSION EXPENSES

Name: Christa SEDLATSCHKE **Destination of mission:** Sofia - EU Presidency event
Mission ref (Internal): CS 3/18
Activity: 6.4 Strategic & Operational Networking
Start of mission: 20/03/2018 15:05
End of mission: 23/03/2018 00:35 (1)
Duration of mission: 2 days 09:30 hours
Number of daily allowances: 2.5

Mission combined with mission CS 2/18, the end of that mission is the start of mission in Sofia

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	BL	Daily allowance Bulgaria	2.5	57.00	eur	142.50	1.00000	142.50	
H	BL	Hotel expenses Bulgaria	2	256.82	eur	513.63	1.00000	513.63	513.63 (2)
RB	BL	reduction for breakfast offered	2	-8.55	eur	-17.10	1.00000	-17.10	
TA	BL	Taxi Bulgaria	1	30.00	eur	30.00	1.00000	30.00	30 (3)
TA	ES	taxi Spain	1	35.00	eur	35.00	1.00000	35.00	35.00
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	

Total EUR : 704.03

Completed by : 12-Apr-18	0.00	Advance paid: EUR	
		Payment due: Total EUR :	704.03

Expenses already paid by EASHW		
3rd party	Description of the expense	Amount €
Total € =		0.00

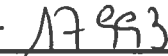
AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name:	
Signature:	
Date:	

Budgetary line 3060-C1 : EUR 704.03

Is the mission combined with week end? Yes

- (1) Mission combined with week end, substitute time is applied for the return according to proposal from AMEX
- (2) Supplementary payment request re. hotel provided by agent
- (3) Supplementary payment request re. taxi provided by agent

TOTAL COST OF MISSION 704.03

PO.OSH. 

BREAKDOWN OF MISSION EXPENSES

Name: **Christa SEDLATSCHKEK** Destination of mission: **Brussels - Campaign Partnership meeting**
Mission ref (internal): **CS 2/18**
Activity: **4.5 HWC 2018-2019**

Start of mission: **19/03/2018 11:25**

End of mission: **20/03/2018 15:05**

Duration of mission: **1 days 03:40 hours**

Number of daily allowances: **1.5**

Mission combined with mission CS 3/18, the end of this mission is the start of mission in Sofia

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	BE	Daily allowance Belgium	1.5	102.00	eur	153.00	1.00000	153.00	
H	BE	hotel expenses Belgium	1	220.00	eur	220.00	1.00000	220.00	220.00 (1)
RB	BE	Reduction for breakfast Belgium	1	-15.30	eur	-15.30	1.00000	-15.30	
TA	ES	taxi Spain	1	40.00	eur	40.00	1.00000	40.00	40.00
TA	BE	taxi Belgium	1	40.00	eur	40.00	1.00000	40.00	40 (2)
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
								Total EUR :	437.70

Completed by :	0.00	Advance paid:	EUR
12-Apr-18		Payment due:	Total EUR : 437.70

Expenses already paid by EASHW		
3rd party	Description of the expense	Amount €
AMEX	Flight	421.63
AMEX	Booking fee	22.11
AMEX	Flight	270.21
AMEX	Booking fee	22.11
Total € =		738.06

AUTHORISING OFFICER	
"Good for payment"	
Item: 3040	Commitm.: OSH.6499
Name:	
Signature:	
Date:	

Budgetary line 3040-C1 :	EUR	1173.76
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- Is the mission combined with week end? No
- (1) Supplementary payment request re. Hotel provided by agent
(2) Supplementary payment request re. taxi provided by agent
(3)

TOTAL COST OF MISSION	1173.76
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PO.OSH. 17992

06.16501



BREAKDOWN OF MISSION EXPENSES

Name: **Christa SEDLATSCHKEK** Destination of mission: Brussels - DG EMPL Exchange of views/ Heads of EU Agencies meetings
 Mission ref (internal): **CS 1/18**
 Activity: **6.4 Strategic & Operational Networking**
 Start of mission: **20/02/2017 11:25**
 End of mission: **23/02/2017 00:35**
 Duration of mission: **2 days 13:10 hours**
 Number of daily allowances: **3**

code	country	Description of the expense	Quant.	Amount	Curr.	Total in currency	Euro rate	Euro	Claimed by agent
DA	BE	Daily allowance Belgium	3	102.00	eur	306.00	1.00000	306.00	
RM	BE	Reduction for meals Belgium	1	-30.60	eur	-30.60	1.00000	-30.60	
H	BE	hotel expenses Belgium	2	163.00	eur	326.00	1.00000	326.00	326.00 (1)
RB	BE	Reduction for breakfast Belgium	2	-15.30	eur	-30.60	1.00000	-30.60	
TA	ES	taxi Spain	1	25.00	eur	25.00	1.00000	25.00	25.00
TA	ES	taxi Spain	1	35.00	eur	35.00	1.00000	35.00	35.00
TA	BE	taxi Belgium	1	42.20	eur	42.20	1.00000	42.20	42.2 (2)
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	
			0	0.00		0.00	0.00000	0.00	

Completed by : 05-Mar-18 0.00 Advance paid: EUR Payment due: Total EUR : 673.00

3rd party	Description of the expense	Amount €
AMEX	Flight	278.35
AMEX	Booking fee	22.11
Total € =		300.46

AUTHORISING OFFICER	
"Good for payment"	
Item: 3060	Commitm.: OSH.6503
Name: _____	
Signature: _____	
Date: _____	

Budgetary line 3060-C1 : EUR 973.46

Is the mission combined with week end? No

(1) Supplementary payment request re. Hotel provided by agent
 (2) Supplementary payment request re. taxi provided by agent
 (3)

TOTAL COST OF MISSION 973.46

PO.OSH. 17740