

### Expense Claim Form

**Force Number:** 46059722

**Name:** **Rob Phillips**

**Position:** **Chief Finance Officer**

**Main Work Address:** Kent Police Headquarters, Sutton Road, Maidstone, Kent ME15 9BZ

**Car Capacity:** 2000cc **Car Registration:**

<b>Home to work mileage:</b>	7.5
<b>Work to home mileage:</b>	7.5
<b>Total commute mileage:</b>	15

#### Summary (Details overleaf/attached)

**Period of this claim:** **From:** 1st February 2019 **To:** 28th February 2019

**Actual mileage claimed for this period (Casual rate):** 146.4

**Total subsistence claimed in this period:** £0.00

**Total accommodation claimed in this period:** £0.00

**Total other expenses claimed in this period:**

<b>Public Transport:</b>	£0.00
<b>Other:</b>	£0.00
<b>Parking:</b>	£8.30

**I declare I have actually and necessarily incurred the expenses claimed, in the course of business related activities in line with the current expenses claim policies in force and I enclose supporting receipts.**

**Signature:** 

**Date:** 28/2/19

**Authorising Signature:**  
(Chief Executive) 

**Date:** 28/2/2019

Date	Journey Details		Activity/Event	Total Journey Mileage (a)	Commute Mileage (b)	Actual Mileage Claimed (a)-(b)	Parking £	Public Transport £	Subsistence £	Accommodation £	Other £
	From	To									
05.02.19	HOME	DA11 8BD	Procurement Contract Management Masterclass (Gravesend)	50	7.5	42.5					
	DA11 8BD	WORK									
06.02.19	WORK	ME14 1XQ	Police & Crime Panel (Maidstone)	6.6	0	6.6	£3.30				
	ME14 1XQ	WORK									
11.02.19	WORK	ME15 9QB	Domestic Abuse & Sexual Violence Executive Group (Maidstone)	2.2	0	2.2					
	ME15 9QB	WORK									
13.02.19	HOME	ME16 8AE	Violence Reduction Challenge Summit (Maidstone)	14.3	7.5	6.8					
	ME16 8AE	WORK									
15.02.19	HOME	TN23 1BT	Commissioning Team Meeting (Ashford)	27.4	15	12.4	£5.00				
	TN23 1BT	HOME									
21.02.19	HOME	ME16 8AE	Junior Leadership Event (Maidstone)	14.3	7.5	6.8					
	ME16 8AE	WORK									
25.02.19	HOME	DA11 8BD	Forecasting Masterclass (Gravesend)	50	7.5	42.5					
	DA11 8BD	WORK									
28.02.19	HOME	TN23 1BT	Catch up meeting with Head of Partnerships (Ashford)	34.1	7.5	26.6					
	TN23 1BT	WORK									
<b>TOTALS</b>				<b>198.9</b>	<b>52.5</b>	<b>146.4</b>	<b>£8.30</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>	<b>£0.00</b>