

OVERSEAS TRAVEL HALF YEARLY REPORT TO CHIEF EXECUTIVE, SA HEALTH

SA Ambulance Service

Axxxxxx

ACQUITTALS FOR:

July - December 2019

- A brief to the Chief Executive, SA Health and this report must be submitted on a six monthly basis.
- All overseas travel must be reported including travel undertaken for professional development as part of Medical Officer various enterprise agreements and AHP+PDRP funded overseas travel.
- The reporting of 'class of travel' is optional for Medical Officer travel as part of approved professional development.
- DPC Circular 35 defines overseas travel as 'any travel outside Australia', including New Zealand, Papua New Guinea and other Australian Territories outside of the Australian mainland.
- Domestic travel within Australia is not required to be included in this report unless it forms part of a more extensive itinerary encompassing other overseas destinations.
- Details such as third party funding, self-funded travel or extended periods of leave should be provided in the Comments field.

No. of employees	Dates of Travel (Including travel to and from the destination)	Destination/s	Reason for Travel	Acquitted Cost (excluding salary)	PD (Y/N)	AHP+PDRP (Y/N)	Additional Acquittal (Y/N)	Class of Travel	Notes
4	04/11/2019 - 18/11/2019	New Zealand	Participation in annual SAAS/St John New Zealand Volunteer Exchange Program and St John New Zealand Conference	3,751.32	N	N		Economy	

1. Funded by employee's professional development fund as part of the Medical Officer's enterprise agreement.
2. Funded partially or fully by the AHP+PDRP.
3. Additional cost/s for a trip previously reported.