

Chief Executive Expenses, Gifts and Benefits Disclosure - summary & sign-off*

Organisation Name	Government Communication Security Bureau
Chief Executive**	Andrew Clark
Disclosure period start***	30 October 2023
Disclosure period end***	30 June 2024
Agency totals check	Data and totals checked on all sheets
Chief Executive approval****	This disclosure has been approved by the Chief Executive
Other sign-off****	This disclosure has been approved by the Chief Financial Officer

This summary page updates automatically from the 'Travel', 'Hospitality', 'All other expenses', and 'Gifts and benefits' tabs.

Throughout this workbook, input cells are shaded light green.

Summary of expenses	Cost in NZ\$	GST inc / exc		Gifts and benefits	Count
Travel expenses	\$9,757.90	Figures exclude GST		Number offered	20
Hospitality	\$18.75	Figures exclude GST		Number accepted	9
Other expenses	\$710.24	Figures exclude GST		Number declined	11
International Travel	\$5,944.95	Figures exclude GST			
Domestic Travel	\$3,722.46	Figures exclude GST			
Local Travel	\$90.49	Figures exclude GST			

Chief Executive Expense Disclosure

Organisation Name	Government Communication Security Bureau
Chief Executive	Andrew Clark
Disclosure period start	30 October 2023
Disclosure period end	30 June 2024
GST on costs	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

Hospitality Offered to Third Parties*

All hospitality expenses provided by the chief executive in the context of his/her job to anyone external to the Public Service or statutory Crown entities.

Date(s)**	Cost in NZ\$	Purpose of hospitality (e.g. hosting delegation, building relationships, team building)	Type of expense (what and for how many e.g. dinner for 5)	Location(s)
	\$12.16	Full Breakdown & Location are not disclosed	Morning Tea for partner organisation visit	
	\$6.59	Full Breakdown & Location are not disclosed	Morning Tea for partner organisation visit	
Total hospitality expenses	\$18.75	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Chief Executive Expense Disclosure

Organisation Name	Government Communication Security Bureau
Chief Executive	Andrew Clark
Disclosure period start	30 October 2023
Disclosure period end	30 June 2024
GST on costs	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

International, domestic and local travel expenses

All expenses incurred by chief executive during international, domestic and local travel. Group expenses relating to each trip.

International Travel (including travel within NZ at beginning and end of overseas trip)

Date(s)*	Cost in NZ\$**	Purpose of travel (e.g. attending XYZ conference for 3 days)***	Type of expense (e.g. hotel, airfares, taxis, meals & for how many people)	Location(s)
	\$3,033.83	Trip 1	Full Breakdown & Location are not disclosed	
	\$2,666.12	Trip 2	Full Breakdown & Location are not disclosed	
	\$245.00	Trip 3	Non refundable cancellation fees	
Subtotal - international travel	\$5,944.95	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Domestic Travel (within NZ, including travel to and from local airport)

Date(s)*	Cost in NZ\$	Purpose of travel (e.g. visiting district office for two days...)***	Type of expense (e.g. hotel, airfares, taxis, meals & for how many people)	Location(s)
	\$831.47	D-Trip 1	Full Breakdown & Location are not disclosed	
	\$897.31	D-Trip 2	Full Breakdown & Location are not disclosed	
	\$520.94	D-Trip 3	Full Breakdown & Location are not disclosed	
	\$517.74	D-Trip 4	Full Breakdown & Location are not disclosed	
	\$821.89	D-Trip 5	Full Breakdown & Location are not disclosed	
	\$133.11	D-Trip 6	Non refundable cancellation fees	
Subtotal - domestic travel	\$3,722.46	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Local Travel (within City, excluding travel to airport)

Date(s)*	Cost in NZ\$	Purpose of travel (e.g. meeting with Minister)***	Type of expense (e.g. taxi, parking, bus)	Location(s)
	\$90.49	L-Trip 1	Full Breakdown & Location are not disclosed	
Subtotal - local travel	\$90.49	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Total travel expenses	\$9,757.90
------------------------------	-------------------

Chief Executive Expense Disclosure

Organisation Name	Government Communication Security Bureau
Chief Executive	Andrew Clark
Disclosure period start	30 October 2023
Disclosure period end	30 June 2024
GST on costs	Figures exclude GST
Agency totals check	Data and totals on this worksheet checked and confirmed

All Other Expenses

*All other expenditure incurred by the chief executive that is not travel, hospitality or gifts.
Include e.g. phone and data costs, subscriptions, membership fees, conference fees, professional development costs, books and anything else.*

Date(s)*	Cost in NZ\$	Purpose of expense (e.g. subscription part of employment agreement, development as agreed with SSC)	Type of expense (e.g. phone and data costs, membership fees)	Location(s)
30 Oct 23 to 30 June 24	\$260.24	Cell phone rental and charges	Cell phone	
30 Oct 23 to 30 June 24	\$450.00	Professional Development and Coaching		
Total other expenses	\$710.24	Check - there are no hidden rows with data	Not all lines have an entry for "Cost in NZ\$" and "Type of expense"	

