Journey Details			Detailed Description of Approved Duty	Expense Items or Details of Journey	Car and Van Mileage	Motorcycle Mileage	Bicycle Mileage	Name & Passenger Mileage	Subsistence	Accommodation Details	Other Travel etc.	Other Expenses
Date	Time of Departure	Time of Arrival										
Nov. 22												
30th												
30th			Site Visit Oregon Timer with Selkirk Community Council	Newtown St Boswells to Selkirk R	19							
			Philiphaugh Management Committee Meeting	Newtown St Boswells to Selkirk R	19							
Dec. 22												
2nd			Selkirk Common Riding Trust	Newtown St Boswells to Selkirk R	17							
3rd			Selkirk Christmas Lights	Newtown St Boswells to Selkirk R	17							
5th			Ettrick and Yarrow Community Council	Newtown St Boswells to Yarrowford R	27							
6th												