Journey Details												
Date	Time of Departure	Time of Arrival	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
26/10/22	1000	1100	At HQ meeting officers re Full council meeting	Hawick to HQ (rtn)	34							
27/10/22	0800	0830	Attend Full council meeting at HQ	Hawick to HQ (rtn)	34							
31/10/22	0930	1000	Attend Awards ceremony and meeting offciers at HQ	Hawick to HQ (rtn)	34							
				Total	102							