

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

Organisation Name	Ministry of Defence
Chief Executive**	Andrew Bridgman
Disclosure period start***	1 July 2020
Disclosure period end***	30 June 2021
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****	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	\$6,115.99	GST inclusive	Number offered	29
Hospitality	\$2,776.44	GST inclusive	Number accepted	26
Other expenses	\$4,574.85	GST inclusive	Number declined	3
International Travel	\$0.00	GST inclusive		
Domestic Travel	\$5,823.72	GST inclusive		
Local Travel	\$292.27	GST inclusive		
Notes				
* Headings on following tabs will pre populate with what you enter on this tab				
** Create a new workbook for a new Chief Executive				
*** Update if a shorter or different period is covered				
**** This disclosure must be approved by the Chief Executive and another appropriate party, e.g. Board Chair, Chief Financial Officer or Audit and Risk Committee member				

Chief Executive Expense Disclosure

Organisation Name	Ministry of Defence
Chief Executive	Andrew Bridgman
Disclosure period start	1 July 2020
Disclosure period end	30 June 2021
GST on costs	GST inclusive
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)
Subtotal - international travel	\$0.00	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)
07/07/2020 to 08/07/2020	\$436.33	Visit to Linton Military Camp and RNZAF Base Ohakea Visit	Rental Car Hire (for 2 PAX)	Linton / Ohakea
07/07/2020 to 08/07/2020	\$16.80	Visit to Linton Military Camp and RNZAF Base Ohakea Visit	Taxi	Linton / Ohakea
07/07/2020 to 08/07/2020	\$17.20	Visit to Linton Military Camp and RNZAF Base Ohakea Visit	Taxi	Linton / Ohakea
07/07/2020 to 08/07/2020	\$80.55	Visit to Linton Military Camp and RNZAF Base Ohakea Visit	Fuel	Linton / Ohakea
07/07/2020 to 08/07/2020	\$5.87	Visit to Linton Military Camp and RNZAF Base Ohakea Visit	Fuel	Linton / Ohakea
29 July 2020	\$20.70	To attend Commissioning Ceremony for Ship - Aotearoa - Auckland	Taxi (Return flights and travel to/from Whenuapai provided by NZDF)	Wellington
10/08/2020 to 11/08/2020	\$14.30	To attend vist of the Waiouru Military Camp	Taxi	Waiouru
10/08/2020 to 11/08/2020	\$87.24	To attend vist of the Waiouru Military Camp	Fuel	Waiouru
10/08/2020 to 11/08/2020	\$265.81	To attend vist of the Waiouru Military Camp	Rental car Hire (for 2 PAX)	Waiouru
29/10/2020 to 30/10/2020	\$21.70	To visit RNZAF Base Auckland & Papakura Base	Taxi	Auckland
29/10/2020 to 30/10/2020	\$246.40	To visit RNZAF Base Auckland & Papakura Base	Flights to WLG-AKL-WLG	Auckland
29/10/2020 to 30/10/2020	\$158.00	To visit RNZAF Base Auckland & Papakura Base	Rental car Hire (for 2 PAX)	Auckland
29/10/2020 to 30/10/2020	\$51.00	To visit RNZAF Base Auckland & Papakura Base	Fuel	Auckland
01/12/2020 to 02/12/2020	\$87.60	To attend NZDF Person of the Year Awards in Ohakea	Rental car Hire (for 2 PAX)	Ohakea
01/12/2020 to 02/12/2020	\$54.59	To attend NZDF Person of the Year Awards in Ohakea	Fuel	Ohakea
02/02/2021 to 05/02/2021	\$30.00	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Meals	Waitangi
02/02/2021 to 05/02/2021	\$20.70	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Taxi	WLG
02/02/2021 to 05/02/2021	\$280.31	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Rental Car (for 2 PAX)	Waitangi
02/02/2021 to 05/02/2021	\$181.00	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Flights WLG-AKL-Kerikeri-AKL-WLG	Waitangi
02/02/2021 to 05/02/2021	\$740.80	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Flights WLG-AKL-Kerikeri-AKL-WLG	Waitangi
02/02/2021 to 05/02/2021	\$86.50	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Breakfast (3 days, for 2 PAX)	Waitangi
02/02/2021 to '04/02/2021	\$52.00	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Taxi	Waitangi
02/02/2021 to '04/02/2021	\$35.34	To attend Ruapekapeka Commemoration and Waitangi events, Far North (3 days)	Fuel	Waitangi

19 April 2021	\$87.60	To visit NEA Capability Integration Centre, Linton Military Camp	Rental Car Hire (for 2 PAX)	Linton
19 April 2021	\$13.00	To visit NEA Capability Integration Centre, Linton Military Camp	Breakfast (for 2 PAX)	Linton
19 April 2021	\$36.94	To visit NEA Capability Integration Centre, Linton Military Camp	Fuel	Linton
25/05/2021 to 28/05/2021	\$378.40	Visit Information/Technology providers, Auckland (2 days)	Flights WLG-AKL-WLG	Auckland
25/05/2021 to 28/05/2021	\$22.10	Visit Information/Technology providers, Auckland (2 days)	Taxi	Auckland
25/05/2021 to 28/05/2021	\$20.00	Visit Information/Technology providers, Auckland (2 days)	Taxi	Auckland
25/05/2021 to 28/05/2021	\$187.32	Visit Information/Technology providers, Auckland (2 days)	Rental car (for 2 PAX)	Auckland
25/05/2021 to 28/05/2021	\$68.68	Visit Information/Technology providers, Auckland (2 days)	Meal	Auckland
25/05/2021 to 28/05/2021	\$607.00	Visit Information/Technology providers, Auckland (2 days)	Accommodation	Auckland
14/06/2021 to 17/06/2021	\$31.20	To attend Christchurch Counter Terrorism Conference (2 days)	Taxi to Airport	Wellington
14/06/2021 to 17/06/2021	\$653.40	To attend Christchurch Counter Terrorism Conference (2 days)	Flights WLG-CHC-WLG	Christchurch
14/06/2021 to 17/06/2021	\$508.77	To attend Christchurch Counter Terrorism Conference (2 days)	Accommodation (for 1 PAX)	Christchurch
14/06/2021 to 17/06/2021	\$40.40	To attend Christchurch Counter Terrorism Conference (2 days)	Taxi	Christchurch
14/06/2021 to 17/06/2021	\$42.20	To attend Christchurch Counter Terrorism Conference (2 days)	Taxi	Christchurch
14/06/2021 to 17/06/2021	\$26.17	To attend Christchurch Counter Terrorism Conference (2 days)	Taxi	Christchurch
14/06/2021 to 17/06/2021	\$95.80	To attend Christchurch Counter Terrorism Conference (2 days)	Taxi	Christchurch
14/06/2021 to 17/06/2021	\$14.00	To attend Christchurch Counter Terrorism Conference (2 days)	Parking	Christchurch
Subtotal - domestic travel	\$5,823.72	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)
22 September 2020	\$11.80	To attend meeting with Ambassador of Japan	Taxi	Wellington
7 December 2020	\$32.80	To travel from MOD staff event to Defence House	Taxi (for 3 PAX)	Wellington
7 December 2020	\$20.60	To return to MOD staff event post above activity	Taxi (for 3 PAX)	Wellington
16 December 2020	\$12.30	To attend meeting with Ambassador of the United States of America	Taxi	Wellington
16 December 2020	\$9.40	To attend meeting with Ambassador of the United States of America	Taxi	Wellington
29 January 2021	\$13.50	To attend Farewell/Welcome Function at Australian High Commission	Taxi	Wellington
29 January 2021	\$16.80	To attend Farewell/Welcome Function at Australian High Commission	Taxi	Wellington
16 April 2021	\$33.90	To attend a meeting with Australian High Commissioner	Taxi	Wellington
16 April 2021	\$35.00	To attend a meeting with Australian High Commissioner	Taxi	Wellington
11 June 2021	\$30.00	To attend Public Sector Chief Executive's Forum	Parking	Wellington
28 June 2021	\$76.17	Visit Trentham Military Camp	Rental Car	Wellington
Subtotal - local travel	\$292.27	Check - there are no hidden rows with data	Check - each entry provides sufficient information	

Total travel expenses **\$6,115.99**

Notes

* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.

** Note that GST may not apply to overseas purchases.

*** Please include sufficient information to explain the trip and its costs including destination and duration.

Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.

Group expenditure relating to each overseas trip.

Subtotals and totals will appear automatically once you put information in rows above.

Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A) for each travel category (local, domestic and international).

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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 from China, building relationships, team building)	Type of expense (what and for how many e.g. dinner for 5)	Location(s)
11 November 2020	\$1,138.00	Networking with Heads of Mission	Dinner for 8 people	Bolton Hotel, Wellington
21 August 2020	\$224.52	Defence Assessment External Advisory Panel	Working lunch for 6 people	Defence House, Wellington
4 March 2021	\$816.00	Meeting with Chinese Ambassador and Attache	Dinner, 6 attendees	Logan Brown, Wellington
12 March 2021	\$266.16	Meeting with US Embassy Staff	Working luncheon for 6 people	Defence House, Wellington
19 March 2021	\$116.89	Defence Assessment External Advisory Panel	Working Luncheon for 12 people	Defence House, Wellington
21 April 2021	\$40.70	Meeting with Fiji High Commissioner	Working Luncheon for 2 people	Defence House, Wellington
13 May 2021	\$174.17	Defence Assessment External advisory panel	Working Luncheon for 12 people	Defence House, Wellington
Total hospitality expenses	\$2,776.44	Check - there are no hidden rows with data	Check - each entry provides sufficient information	
Notes				
* Third parties include people and organisations external to the public service or statutory Crown entities.				
** Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.				
Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.				
Total cost will appear automatically once you put information in rows above.				
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).				

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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)
28 September 2020	\$119.50	Gift for Minister of Defence	Gift	Wellington
30 June 2021	\$984.15	Annual Ipad data Subscription	Data	Wellington
30 June 2021	\$1,504.45	Annual cell phone and data costs	Cell Phone	Wellington
10 September 2020	\$1,391.50	360 Debrief	Professional development	Wellington
30 July 2020	\$63.35	Subscription	Journal: Peach Research - The Security	Wellington
22 September 2020	\$307.35	Subscription	One year's subscription to Adademic research website	Wellington
25 September 2020	\$13.80	Subscription	Articles from the Institute of International Affairs	Wellington
27 September 2020	\$58.75	Book	Book: Radical Uncertainty: Decision Making	Wellington
12 October 2020	\$132.00	Subscription	One year's subscription to POLITIK online magazine	Wellington

Total other expenses	\$4,574.85	Check - there are no hidden rows with data	Check - each entry provides sufficient information
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Notes	
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Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.	
Total cost will appear automatically once you put information in rows above.	
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).	

Gifts and Benefits over \$50 annual value

*Include all gifts, invitations to events and other hospitality, of \$50 or more in total value per year, offered to the chief executive by people external to the organisation.
Include all gifts, invitations or other hospitality **whether accepted or declined**.*

Date(s)*	Description (e.g. event tickets, etc.)	Was the gift accepted? (drop-down list in cell)	Offered by (who made the offer?)	Estimated value in NZ\$ (drop-down list in cell but provide specific value if possible)	Other comments (e.g. if given to others, whom?)
4 August 2020	ASEAN Flag Raising Cermeony Morning Tea	Declined	Thai Embassy	Unknown	
2 November 2020	Public Service Day Awards	Accepted	Te Kawa Mataaho	Unknown	
5 November 2020	Farewell Reception - Ambassador of Japan	Accepted	Japanese Embassy	Unknown	
16 November 2020	BECA Centenary Dinner	Accepted	NZ Defence Industry Association	Unknown	
26 November 2020	Reception following the State Opening of the 53rd NZ Parliament	Accepted	Prime Minister of NZ	Unknown	
2 December 2020	Breakfast with the French Ambassador	Accepted	French Ambassador	Unknown	
2 December 2020	Te Kawa Mataaho End of Year Celebration	Accepted	Te Kawa Mataaho	Unknown	
3 December 2020	Ministry of Justice Stakeholder Function	Accepted	Ministry of Justice	Unknown	
10 December 2020	Te Amokura Christmas	Accepted	Te Rau Kupenga	Unknown	
20 December 2020	Homecoming of HMNZS TeKaha	Declined	NZDF	Unknown	
9 July 2020	Security Sector Dinner	Accepted	Victoria University	Unknown	
31 July 2020	Powhiri for the Commissioner of Police	Accepted	Deputy Commissioner of Police	Unknown	
15 September 2020	Battle of Britain Commemorative Service	Accepted	NZDF	Unknown	
17 September 2020	Defence and Industry Workshop - Lunch	Accepted	Defence Industry Association	Unknown	
28 January 2021	Farewell function and welcome function Australian High Commission	Accepted	Australian High Commission	Unknown	
3 February 2021	Chief of Navy hosted dinner for Her Excellency Governor General	Accepted	NZDF	Unknown	
4 February 2021	Diplomatic Corps Reception	Accepted	Hon Nanaia Mahuta	Unknown	
24 February 2021	Luncheon - Singapore High Commission	Accepted	Defence Adviser	Unknown	
7 April 2021	Dinner Hosted by United Kingdom Head of Mission	Accepted	UK High Commission	Unknown	
14 April 2021	Reception 10 Years of Dyhrberg Drayton Law	Accepted	Dyhrberg Drayton	Unknown	
15 April 2021	The Organisaton of Islamic Cooperation in Wellington Dinner	Accepted	Head of Mission	Unknown	
16 April 2021	Lunch, Australian Residence	Accepted	Australian Defence Advisor		
20 May 2021	Luncheon onboard HMNZS AOTEAROA	Accepted	NZDF	Unknown	
18 May 2021	Coffee hosted by Ambassador of Vietnam	Accepted	Vietnamese Ambassador	Unknown	
10 June 2021	Launch of the National Security Journal	Accepted	Louisa Wall MP		
21 June 2021	Welcome Breakfast in honour of the French Defence Attache	Accepted	French Ambassador	Unknown	
24 June 2021	Dinner hosted by the Ambassador of Japan	Accepted	Japanese Ambassador	Unknown	
25 June 2021	Luncheon to celebrate the Act of Remembrance	Declined	Korean Ambassador	Unknown	
30 June 2021	Welcome Reception for AUS Chief of Joint Opertions	Accepted	Australian Defence Force	Unknown	Event cancelled due to COVID

Total count of gift/benefit entries:		Offered	29	Check - there are no hidden rows with data	Not all lines have an entry for "Description", "Was the gift accepted?" and "Estimated value in NZ\$"	
	Accepted		26			
	Declined		3			
Notes						
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Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.						
A one-off offer of something worth \$25 is not included, but if the offer is made more than once a year, it should be disclosed.						
Include items such as invitations to functions and events, event tickets, gifts from overseas counterparts and commercial organisations (including that accepted by immediate family members).						
Include gifts and benefits that are declined.						
Number of gifts/benefits will update automatically once you put information in rows above.						
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).						