



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

Organisation Name	New Zealand Qualifications Authority				
Secretary or Chief Executive	Dr Grant Klinkum				
Disclosure period start	1 July 2023				
Disclosure period end	30 June 2024				
Agency totals check	Data and totals checked on all sheets				
Secretary or Chief Executive approval	This disclosure has been approved by the Chief Executive				
Other sign-off	This disclosure has been approved by the Board Chair				

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	\$16,785.33	Figures exclude GST		Number offered	0
Hospitality	\$0.00	Figures exclude GST		Number accepted	0
Other expenses	\$686.76	Figures exclude GST		Number declined	0
International Travel	\$12,509.37	Figures exclude GST			
Domestic Travel	\$4,244.78	Figures exclude GST			
Local Travel	\$31.18	Figures exclude GST			

Public Service Secretary or Chief Executive Expense Disclosure

Organisation Name	New Zealand Qualifications Authority
Public Service Secretary or Chief Executive	Dr Grant Klinkum
Disclosure period start	1 July 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 Public Service secretary or 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)
Nov 23	\$390.56	Keynote speech at QQI 20th NQF Event	Meals and taxis	Ireland
Aug 23	\$7,628.53	GELP Conference Tokyo & Meeting with Japanese Education Agencies	Airfare	Japan
Aug 23	\$1,415.84	GELP Conference Tokyo & Meeting with Japanese Education Agencies	Registration	Japan
Sep 23	\$2,278.60	GELP Conference Tokyo & Meeting with Japanese Education Agencies	Accommodation	Japan
Oct 23	\$656.34	GELP Conference Tokyo & Meeting with Japanese Education Agencies	Meals and travel expenses	Japan
July 23 - June 24	\$139.50	Other travel booking fees and account charges during the year	Booking fees and charges	n/a
Subtotal - international travel		\$12,509.37		

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)
Jul 23	\$431.89	N4L Board Meeting in Albany	Taxis	Auckland
Aug 23	\$887.11	NZIEC Ki Tua	Airfare, hotel, meals & taxis	Christchurch
Sep 23	\$815.72	Presentation at ITENZ Conference	Airfare, hotel & taxis	Christchurch
Oct 23	\$1,161.97	Tertiary Assessor Support Symposium	Airfare, hotel, meals & taxis	Auckland
Jun-24	\$826.01	NZ China High Level Education Forum	Airfare, hotel, meals	Auckland
July 23 - June 24	\$122.08	Other travel booking fees and account charges during the year	Booking fees and charges	n/a
Subtotal - domestic travel		\$4,244.78		

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)
Nov 23	\$31.18	Meeting with Secondary School Principals	Taxi	Wellington
Subtotal - local travel		\$31.18		

Total travel expenses	\$16,785.33			
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Hospitality Offered to Third Parties*

All hospitality expenses provided by the Public Service secretary or chief executive in the context of their 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)
		None		
Total hospitality expenses		\$0.00		

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All Other Expenses

*All other expenditure incurred by the Public Service secretary or 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 PSC)	Type of expense (e.g. phone and data costs, membership fees)	Location(s)
July 23 - Jun 24	\$637.26	Mobile telephone costs for the year including data	Telephone	n/a
Aug 23	\$49.50	200 Business Cards	Printing	n/a
Total other expenses	\$686.76			

Public Service Secretary or Chief Executive Gifts and Benefits Disclosure

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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 Public Service secretary or chief executive by people external to the Public Service. 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?)
Total count of gift/benefit entries:	Offered	0			
	Accepted	0			
	Declined	0			