



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 2022
Disclosure period end	30 June 2023
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 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	\$8,838.58	Figures exclude GST	Number offered	0
Hospitality	\$87.00	Figures exclude GST	Number accepted	0
Other expenses	\$2,002.61	Figures exclude GST	Number declined	0
International Travel	\$82.82	Figures exclude GST		
Domestic Travel	\$8,672.35	Figures exclude GST		
Local Travel	\$83.41	Figures exclude GST		

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Public Service Secretary or Chief Executive Expense Disclosure

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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 22	\$82.82	Travel to and from Wellington airport to enable overseas meetings including with TEQSA (Tertiary Education Quality and Standards Agency in Australia) - other travel costs not funded by NZQA	Taxis	Wellington
Subtotal - international travel				
	\$82.82			

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)
Sept 22	\$1,007.70	Attendance at Tūwhitia! Transforming Tertiary symposium	Airfare, hotel & taxis	Christchurch
Oct 22	\$894.84	Attendance at New Zealand School Trustees Association meeting	Airfare, hotel & taxis	Christchurch
Oct 22	\$609.36	Speaker at Independent Tertiary Education New Zealand Conference	Airfare & taxis	Auckland
Oct 22	\$758.71	Panel speaker at Economic Development NZ Conference	Airfare & taxis	Christchurch
Dec 22	\$472.86	Visit to 2 Private Training Establishments	Airfare & taxis	Auckland
Feb 23	\$798.25	Speaker at Vocational Education for NZ forum	Airfare & taxis	Christchurch
Mar 23	\$1,600.96	Launch of Kōkirihiā and attendance at Conference of Pacific Education Ministers	Airfare, hotel & taxis	Christchurch & Auckland
Mar 23	\$751.12	Attendance at Pacific Board of Education meeting	Airfare, hotel & taxis	Auckland
April 23	\$942.89	Attendance at NZAI National Assessment Conference	Airfare & taxis	Auckland
June 23	\$631.36	Attendance at N4L Board meeting	Airfare	Auckland
July 22 - June 23	\$204.30	Other travel booking fees and account charges during the year	Booking fees and charges	n/a
Subtotal - domestic travel				
	\$8,672.35			

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)
July 22	\$29.12	Attendance at Advisory Group meeting	Taxi	Wellington
Aug 22	\$20.85	Visit to Private Training Establishment	Taxi	Wellington
Feb 23	\$33.44	Attend funeral of education related colleague	Taxi	Wellington
Subtotal - local travel				
	\$83.41			

Total travel expenses	\$8,838.58			
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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)
Aug 22	\$87.00	Catering for meeting with Education Counsellor of NZ Chinese Embassy	Catering	Wellington
Total hospitality expenses	\$87.00			

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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 22 - Jun 23	\$497.34	Mobile telephone costs for the year including data	Telephone	n/a
July 22	\$168.69	Gift for 2 external members of Oversight Group	Gift	n/a
Nov 22	\$899.62	Registration for online Global Education Leader's Partnership conference	Conference	n/a
March 23	\$86.96	Gift for departing Deputy Chief Executive	Gift	n/a
April 23	\$350.00	Registration for NZAI National Assessment Conference	Conference	Auckland
Total other expenses	\$2,002.61			

