

Ian Street

From: Sonia Anderson
Sent: Wednesday, 9 May 2012 3:01 PM
To: Ian Street
Subject: Media Training

Ian Kristian from the Premiers office called and said someone from their office is arranging Media Training for Ministers and Ministerial staff and want to put on light refreshments for the training. I said yes but mentioned it to HR as they need to record all training – Julie said I should check with you as the last time Media training was organised the Ministers had to refund the training fee. I doubled checked with Kristian and he said the facilitator is a staff member of the Premiers office.

Sonia

Sonia Anderson
Ministerial Services
Phone 32244836
E-Mail Sonia.Anderson@premiers.qld.gov.au

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Released under RTI - DP0

Patricia Butler

From: Sonia Anderson
Sent: Thursday, 10 May 2012 8:22 AM
To: Julie Wise; Patricia Butler; Natalja Solntseva
Cc: Farisha Hasim
Subject: Premier's office refreshments

Kristian asked if he could purchase refreshments (muffins etc) from petty cash for Media training for Ministers and staff to be held in the Premiers office with an inhouse facilitator. I said this would be OK but not to split the purchase between 2 shops to come in under \$50 (eg fruit at Coles and muffins from the Muffin shop).

I advised HR of the training and they said to tell Ian – Ian had already spoken to the Premiers office and said this is OK.

Please let me know if there are any other expenses relating to this training.

Sonia

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19/26377

PETTY CASH VOUCHER

Name AARON WAKELEY Date 11/5/12

Particulars of Claim	GST Exclusive \$	GST \$	GST Inclusive \$
SMALL FOOD OFFERING FOR TRAINING			7.00

I certify that the above claim is properly due and payable and approve the relevant expenditure in accordance with the *Queensland Ministerial Handbook*.

s.73 Signature

I certify that the sum of \$ 7.00 is due and payable to me and I acknowledge receipt of that sum.

s.73 Signature

Particulars of Charge

Loaded to Staff as discussed with Sonia. N.S.

QUICK & EASY CONVENIENCE ST
85 GEORGE STREET
CBD-BRISBANE
PH: (07) 3220 2444
ABN-61969108086
TAX INVOICE

2 @ \$ 3.50
RETRO

\$ 7.00

Total **\$ 7.00**

Tendered \$ 50.00
Cash **\$ 7.00**
Change \$ -43.00

Fri 11- 5-2012 12:23:43
#8628 Clerk 1
THANK YOU FOR SHOPPING

Released under RTI

Natalja Solntseva

From: Sonia Anderson
Sent: Thursday, 10 May 2012 8:22 AM
To: Julie Wise; Patricia Butler; Natalja Solntseva
Cc: Farisha Hasim
Subject: Premier's office refreshments

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I advised HR of the training and they said to tell Ian – Ian had already spoken to the Premiers office and said this is OK.

Please let me know if there are any other expenses relating to this training.

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