

**OFFICIAL TDY TRAVELER AUTHORIZATION**

(Note: See Privacy Act Statement on reverse)

1. AUTHORIZATION NO.

(b)(2)(low)

2. TRAVELER (first name, middle initial, last name)  
**VAYL OXFORD**

3. TITLE  
 (b)(2)(low)

4. SOCIAL SECURITY NO.  
 (b)(6)

5. ADDRESS TO WHICH REIMBURSEMENT CHECK WILL BE MAILED:  
 (b)(6)

6A. OFFICE/SERVICE AND DIVISION  
 (b)(2)(low)

6B. CORR. SYMBOL

7. OFFICIAL DUTY STATION  
**ANNANDALE, VA**

8. OFFICE PHONE NO.

9. TYPE  
 ORIGINAL  AMENDMENT

10. CATEGORY  
 SINGLE TRIP  LOA (  COST  NO COST )

11. TRAVEL PURPOSE (check one)  
 SITE VISIT  INFORMATION MEETING  TRAINING ATTENDANCE  SPEECH OR PRESENTATION  CONFERENCE ATTENDANCE  ENTITLEMENT  SPECIAL MISSION  OTHER (SPECIFY)

12. SPECIFIC TRAVEL PURPOSE  
**DHS Representative at the EUCOM Conference**

**13. AUTHORIZED OFFICIAL ITINERARY**

NOTE: DO NOT include any personal sidetrips or modes of transportation that are for personal convenience and/or preference.

DATE (a)	WEEK-DAY (b)	ITINERARY POINT (c)		PER DIEM RATE			ACTUAL EXPENSE RATE (g)	MODE OF TRANS. BETWEEN ITINERARY POINTS (h)	MODE OF LOCAL TRANSPORTATION (i)
		CITY	STATE	M&IE RATE (d)	MAXIMUM LODGING (e)	TOTAL MAXIMUM (f)			
		FROM:							
		RES:							
06/26/2009	SUN	TO: STUTTGART	FRG	120	275	395			1POC
06/29/2009	WED	TO: STUTTGART	FRG	---	---	---			
---	---	TO: ---	---	---	---	---			
06/29/2009	WED	TO: RES:							

14. IS THE EMPLOYEE MAKING ANY DEVIATIONS FROM THE AUTHORIZED ITINERARY FOR PERSONAL CONVENIENCE, TAKING ANY ANNUAL LEAVE OR USING A DIFFERENT MODE OF TRANSPORTATION FOR PERSONAL CONVENIENCE? (If YES, explain in item 22, REMARKS) (Note: any deviations from the authorized itinerary requires a comparative cost statement) (# YES, NO)  YES  NO

15. IF AIR TRANSPORTATION IS THE AUTHORIZED MODE OF TRAVEL BETWEEN ITINERARY POINTS, IS THE LOWEST PRICED CONTRACT CARRIER BEING USED BETWEEN ALL ITINERARY POINTS? (If NO, justify in item 22)  YES  NO

16. IS EXTRA AIR FARE (first class, business class, etc.) OR RAIL (Metroclub, pullman, etc.) AUTHORIZED? (If YES, justify in item 22)  YES  NO

17A. WILL POV BE USED FOR ANY TRAVEL BETWEEN ITINERARY POINTS? (If YES, check one box below and complete item 17B)  
 USE OF POV IS ADVANTAGEOUS TO THE GOVERNMENT.  USE OF POV IS NOT ADVANTAGEOUS TO THE GOVERNMENT. USE OF POV HAS BEEN DETERMINED TO BE FOR PERSONAL CONVENIENCE AND REIMBURSEMENT LIMITED TO CONSTRUCTIVE COST OF COMMON CARRIER.

17B. MILEAGE RATE AUTHORIZED PER MILE. **0.405**

18. IS ACTUAL EXPENSE UNUSUAL CIRCUMSTANCES AUTHORIZED? (If YES, justify in item 22)  
 IF ACTUAL EXPENSE IS AUTHORIZED, THE FOLLOWING APPLY:  
 (1) EXPENSES MUST BE ITEMIZED EACH DAY.  
 (2) RECEIPTS ARE REQUIRED FOR LODGING AND EACH MEAL OVER \$25.00.  
 (3) REIMBURSEMENT FOR MEALS AND MISCELLANEOUS SUBSISTENCE EXPENSE MAY NOT EXCEED 150% OF THE AMOUNT IN ITEM 13(d).  YES  NO

19. TRAVELER IS (check one)  
 a. GOVT CHARGE CARD HOLDER  b. GOVT CHARGE CARD DECLINEE  c. INFREQUENT TRAVELER

20. METHOD OF OBTAINING COMMON CARRIER TICKETS (check one)  
 (Note: if item 19a was checked and you check 20b or c, explain in item 22)  
 a. INDIVIDUAL GOVERNMENT CHARGE CARD  b. BLANKET GOVERNMENT CHARGE CARD  c. GOVERNMENT TRANSPORTATION REQUEST  OTHER (explain in item 22)

21. FUNDS OBLIGATED  
 A. INITIALS  
 B. DATE

22. REMARKS  
**Military transport...airfare is not needed. Agent fee is included because hotel reservations were made through National Travel.**

23. EST. COST TO GOVERNMENT

A. TOTAL COMMON CARRIER COST	\$ 0.00
B. TOTAL PER DIEM AND OTHER	\$ 1592.50
C. TOTAL ESTIMATED COST	\$ 1592.50

24. TRAVEL ADVANCE WILL BE OBTAINED BY (check one)  
 a. GOVERNMENT ISSUED CHARGE CARD  b. SF 103B, ADVANCE OF FUNDS APPLICATION AND ACCOUNT

25. ADVANCE AUTHORIZED \$ 0.00

**IMPORTANT: SAFETY BELT USE IS MANDATORY. DRIVE SAFELY**

A SF 1012, TRAVEL VOUCHER MUST BE SUBMITTED TO THE VOUCHER APPROVING OFFICIAL WITHIN 5 WORKING DAYS OF COMPLETION OF TRIP.

26. NEAR ACCOUNT CLASS.	FUND	BUDGET ACTIVITY	OBJECT	FUNCTION	COST ELEMENT	PROJECT / STATUS	COST CENTER A	WORK ITEM	COST CENTER B
	(b)(2)(low)	(b)(2)(low)	(b)(2)(low)			(b)(2)(low)			

27A. NAME AND TITLE OF AUTHORIZING OFFICIAL

27B. SIGNATURE (PRESS FIRMLY USE BALL POINT PEN)

27C. DATE

Exception to GSA Form 87

In compliance with the Privacy Act of 1974, the following information is provided: Basic authority for requiring the requested information is contained in 5 USC 5701-5733, particularly sections 5721-5733, 30 USC 905 and Executive Order 9397. Disclosure of the data by you is voluntary. The principal purpose for collecting data is to determine the amount to reimburse an employee for expenses incurred in connection with temporary duty travel. Information may be transferred to appropriate Federal, State, local or foreign agencies when relevant to civil, criminal or regulatory investigations or prosecutions. There is no personal liability to you if you do not furnish the requested information; however, we shall not be able to reimburse you for your expenses.

06/24/05

ACCOUNTING DETAIL

Doc No:

Oxford-June26

Copyright 2003 Gelco Information Network, Inc.

OXFORD, VAYL

(b) (6)

=====

ACCOUNTING CLASS CODE

TRIP 1

-----

LODGE-409			825.00
M&IE-409			420.00
MILEAGE-			20.25
OTHER-409			127.25
TAXI-			200.00
			-----
OFASECSEOASN	0.00	0.00	1,592.50

(b)(2)(low)

06/24/05

DOCUMENT HISTORY

Copyright 2003 Gelco Information Network GSD, Inc.

Voucher: Oxford-June26

OXFORD, VAYL (b) (6)

=====

STATUS	DATE	TIME	SIGNATURE NAME
CREATED	06/22/2005	6:18PM	(b) (6)
SIGNED	06/22/2005	6:23PM	(b) (6)
REVIEWED	06/23/2005	9:47AM	(b) (6)
APPROVED	06/24/2005	8:14AM	(b) (6)
FUNDED	06/24/2005	9:05AM	(b) (6)

I certify that the electronic signatures listed above are valid and on file.

\_\_\_\_\_  
SIGNED

\_\_\_\_\_  
DATE

DEPARTMENT OF HOMELAND SECURITY

REQUEST FOR TRAVEL ORDERS

FULL NAME (Last, First, Middle Initial)

Oxford, Vayl S.

DEPARTURE DATE & TIME:

Jul 2006

RETURN DATE & TIME:

June 28, 2006

CONTACT NUMBER:

(b)(2)(low)

LOCATION WHERE TRAVEL IS TO BE PERFORMED: London, England

Reservations should be made through National Travel at 1-800-537-1064. Ask for a DHS Specialist when calling.

TRAVELER: (Please complete and submit to (b)(6))

TRAVELER NEEDS: (please check all that apply and the estimated amount the traveler plans to spend while on travel)

RENTAL VEHICLE: \$ \_\_\_\_\_

LOCAL TRAVEL/TAXI: \$ \_\_\_\_\_

PERSONAL VEHICLE MILEAGE:  Yes  No

ESTIMATED MILES TO & FROM AIRPORT: 50

FLIGHT AMOUNT: \$ \_\_\_\_\_

PURPOSE OF TRAVEL: attending DHS-DNDO agreement signing with UK Home Office and engaging in port security and rad/nuc detection discussions with UK

COMMENTS: Foreign Travel request (State Department) to be submitted separately.

PRIVACY ACT STATEMENT

AUTHORITY: 5 USC 5701-5733, sections 5721-5733, and Executive Order 9397. DISCLOSURE: Disclosure of information is voluntary.

PURPOSE: To determine the amount to reimburse an employee for expenses incurred in connection with temporary duty travel.

Information may be transferred to appropriate Federal, State, local or foreign agencies when relevant to civil, criminal or regulatory investigations or prosecutions. There is no personal liability to you if you do not furnish the requested information; however, we will not be able to reimburse you for your expenses.

(b) (6)

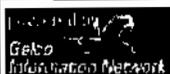
SU

DATE

5/25/06

\*PLEASE ATTACH A COPY OF YOUR ITINERARY TO THIS FORM\*

If you have any questions/comments regarding travel, please contact the DNDO Travel Coordinator (b) (6) at (b)(2)(low), (b)(6) or at (b)(2)(low)



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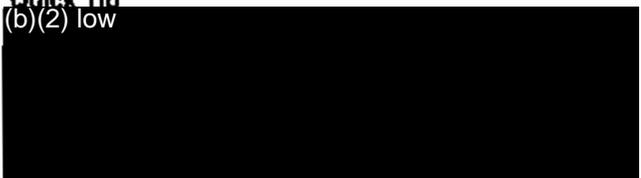
### Document Preparation

- User: (b) (6)
- Traveler: VAYL OXFORD
- Voucher: UK Home Office
- Document Summary
  - Trip Number
  - Traveler
  - Itinerary
  - Ticketed Trans
  - Expenses
  - Lodging/M&IE
  - Accounting
  - Totals
  - Document Status
  - Perform Pre-Audits
  - Preview Document
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## Document Summary for Voucher UK Home Office



Quick Tip (b)(2)(low)



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#### Trip Number 1

Travel Authorization (b)(2)(low) Number

Travel Details (b) (6) VAYL OXFORD, (b)(2)(low)

#### Itinerary Details LONDON,GBR 06/25/06 - 06/28/06

Purpose Attending DHS-DNDO agreement signing with UK Home Office & engaging in port security & RAD/N  
Description UK.

Ticketed Trans 693.77  
Details

#### Expenses Expense Summary

Edit	Delete	Date	Expense	Amount
		06/25/2006	AUTHORIZED BUSINESS CALL	0.55
		06/25/2006	LODGING/ENERGY TAX	90.04
		06/25/2006	PARKING	60.00
		06/25/2006	PRIVATELY OWNED VEHICLE	11.13
		06/25/2006	TMC TICKET FEE	37.25
		06/28/2006	PRIVATELY OWNED VEHICLE	11.13
<b>Total:</b>				<b>210.10</b>

Lodging/M&IE 1,176.50  
Details

#### Accounting Code Summary

Accounting Code Details	Label	Amount
	(b)(2)(low)	2,080.37
<b>Total:</b>		<b>2,080.37</b>

#### Totals Details Totals Summary

Disbursement Type	Amount
Amount Claimed	2,080.37
Non-Reimbursable Expenses	0.00
Advance Applied	0.00
Pay To Charge Card	0.00
Pay To Traveler	2,080.37

Enter Comments This foreign travel request was approved by DNDO Chief of Staff Director, Patrick Philbin and the International Policy Office Director, Anu Bowman. Also, the traveler has an Official Passport for this travel.



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### Document Preparation

User: (b) (6) **Lodging/M&IE for UK Home Office**

Traveler: VAYL OXFOR  
Voucher: UK  
Home Office



Quick Tip  
(b)(2) low

For this Document you can:

[Reset All](#) | Lodging and M&IE expenses

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- Document Summary
- Trip Number

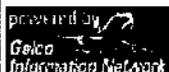
Currency: U.S. Dollar  
Currency U.S. Dollar

Traveler **Lodging/M&IE Data**

Itinerary	Date	Reset	Replicate	Ldg Cost	Ldg Allowed	M & IE Allowed	Per Diem Rate	Special	B L D	Conf %
• Ticketed Trans	06/25/06			197.00	197.00	129.75	307.00 / 173.00			
• Expenses	06/26/06			187.00	187.00	173.00	307.00 / 173.00			
• Lodging/M&I	06/27/06			187.00	187.00	173.00	307.00 / 173.00			
• Accounting	06/28/06			0.00	0.00	129.75	307.00 / 173.00			

Totals

- Document Status
- Perform Pre-Audits
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**Document Preparation**

User: (b) (6)  
 Traveler: VAYL OXFORD  
 Authorization: UK Home Office

**Document Summary for Adjustment to Authorization 1**



**Quick Tip**  
 (b)(2) low

- ▶ **Document Summary**
- Traveler
- Itinerary
- Ticketed Trans
- Expenses
- Lodging/M&IE
- Other Authorizations
- Accounting
- Totals
- Document Status
- Perform Pre-Audits
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**Travel Authorization Number** (b)(2)(low)

**Travel Details** (b) (6) VAYL OXFORD, (b)(2)(low)

**Itinerary Details** LONDON,GBR 06/25/06 - 06/28/06

**Purpose Description** Attending DHS-DNDO agreement signing with UK Home Office & engaging in port & RAD/NUC detection discussions with UK.

**Ticketed Trans Details** 695.27

**Expenses Expense Summary**

Edit	Delete	Date	Expense	Amount
		06/25/2006	PARKING	60.00
		06/25/2006	PRIVATELY OWNED VEHICLE	11.13
		06/25/2006	TAXI	100.00
		06/25/2006	TMC TICKET FEE	37.25
		06/28/2006	PRIVATELY OWNED VEHICLE	11.13
		06/28/2006	TAXI	65.00
<b>Total:</b>				284.51

**Lodging/M&IE Details** 1,320.50

**Other Authorizations Details** OTHER PRIVATELY-OWNED VEHICLE FOREIGN TRAVEL

**Accounting Code Summary**

Accounting Code Details	Label	Amount
(b)(2)(low)		2,300.28
<b>Total:</b>		2,300.28

**Totals Details Totals Summary**

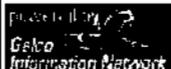
Disbursement Type	Amount
Estimated Cost	2,300.28
Advance Requested	0.00

**Enter Comments** This foreign travel request was approved by DNDO Chief of Staff Director, Patrick P and the International Policy Office Director, Anu Bowman. Also, the traveler has an Passport for this travel.

**Document Status Document Status**

Enter Status: PIN t

Document Status FFMS PROCESSED Awaiting.  
 Status To Apply Signature PIN Remarks



Setup Reports Logout Help

### Document Preparation

User: **Lodging/M&IE for UK Home Office (View Only)**

(b) (6)

Traveler: VAYL OXF



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(b)(2) low

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- Document Summary
- Traveler

Currency: U.S. Dollar

Currency U.S. Dollar

Itinerary

Ticketed Tr

#### Lodging/M&IE Data

Expenses	Date	Ldg Cost	Ldg Allowed	M & IE Allowed	Per Diem Rate	Special	B	L	D	Conf %
Lodging	06/25/06	257.00	257.00	117.75	257.00 / 157.00					
Other	06/26/06	257.00	257.00	157.00	257.00 / 157.00					
Authorizatic	06/27/06	257.00	257.00	157.00	257.00 / 157.00					
Accounting	06/27/06	257.00	257.00	157.00	257.00 / 157.00					
Totals	06/28/06	0.00	0.00	117.75	257.00 / 157.00					

- Document Status
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**DHS Science and Technology Directorate  
Foreign Travel Request\***

Traveler: Vayl S. Oxford		Date: 5/25/06
Traveler's Title: Director, Domestic Nuclear Detection Office/DHS		
S&T Organization: <input type="checkbox"/> PPR <input type="checkbox"/> ORD <input type="checkbox"/> HSARPA <input type="checkbox"/> SED <input type="checkbox"/> WMDO-IM <input checked="" type="checkbox"/> Other (specify): <i>Director</i>		
S&T Portfolio (if applicable): INTERNATIONAL AFFAIRS		
Employment Status: <input checked="" type="checkbox"/> Federal Employee <input type="checkbox"/> IPA <input type="checkbox"/> Detailee <input type="checkbox"/> Contractor <input checked="" type="checkbox"/> Other:		
E-mail: (b)(2)(low)	Telephone: (b)(2)(low)	
Work Address:		
Supervisor: Michael Chertoff		Supervisor's Telephone:
Parent Organization (if applicable): <i>N/A</i>		
Clearance: <input type="checkbox"/> SCI <input type="checkbox"/> Top Secret <input type="checkbox"/> Secret <input type="checkbox"/> DOE-Q <input type="checkbox"/> DOE-L <input type="checkbox"/> None Organization Holding Clearance (if applicable):		
Do you have an Official Passport? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Passport No. and Expiration Date: (b) (6)		
Date and Place of Birth (city and state): (b) (6)	SSN: (b) (6)	
Other Members of the Delegation: XXXX		
Destination(s) (City, Country): London, England		
Departure Date: June 25		Return Date: June 28
Purpose of Trip: Visit to UK Home Office for agreement signing between DHS and UK		
Funding Source: DNDO		
Indicate "Yes" or "No" to the following:		<b>Yes</b> <b>No</b>
Is this travel invitational?		(b)(2)high
Will you need your clearance transferred?		
Will you be discussing/sharing classified information?		
Does this travel support an ongoing international program? If "Yes," what is the program title?		
Individuals to Be Contacted While on Travel (name, title, affiliation): XXXX		
Is the Country Clearance Cable being sent by another agency? <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes," indicate the agency:		
Under what Agreement is this program? XXXX		
What S&T, DHS, or U.S. government objectives are supported by this travel? XXXX		
Management Approval (if required by the traveler's organization): Signature: Name: _____ Date: _____		
Special Assistant for International Policy Approval Signature: (b) (6) Name: <i>Parade/S. Philbin</i> Date: <i>5/2/06</i>		
*Submit this form to the Foreign Travel Coordinator, who will forward it to the Special Assistant for International Policy for approval.		

### Document Summary for Adjustment to 90 Authorization Madrid-1 (View Or



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<b>Traveler Details</b>	Traveler ID: (b)(2)(low), (b)(6)	Traveler Name: Vayl Oxford	Organization: DhsDNDODIR
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<b>Group Travelers</b>	NO Additional Travelers
------------------------	-------------------------

<b>Document Information</b>	TA Num: (b)(2)(low)	Currency: U S Dollar	Type: SINGLE TRIP	
Purpose	Location	From	To	Per Diem Rates
INFORMATION MEETING	MADRID, ESP	06/15/08	06/18/08	314 00 / 175.00 (04/01/08-12/31/49)
Description To attend the International GI Meeting				

<b>Reservation Details</b>	No Reservations				
Reservation Type	Vendor/Carrier	Cost	Lodging Location	Ticket #/Res #	Traveler

<b>Ticketed Trans Details</b>	Ticket Total:	1,398.35		
Dep Date	Expense Description	Cost	Payment Method	Ticket No
06/14/08	Airline Flight	1,398.35	CBA	HEDDFG

<b>Expense Details</b>	Expense Total:	225.26		
Date	Expense Category	Expense Description	Cost	Payment Method
06/14/2008	Tax	Lodging Tax	100.00	OTHER
06/14/2008	Mileage	Private Vehicle	12.63	OTHER
06/14/2008	Transport	Taxi	100.00	OTHER
06/18/2008	Mileage	Private Vehicle	12.63	OTHER

<b>Lodging/M&amp;IE Details</b>	Lodging/M&IE Total:	1 554.50				
Date	Ldg Cost	Ldg Allowed	M&IE Allowed	Per Diem Rate	Special	B L D Conf %
06/15/08	314.00	314.00	131.25	314.00 / 175.00		
06/16/08	314.00	314.00	175.00	314.00 / 175.00		
06/17/08	314.00	314.00	175.00	314.00 / 175.00		
06/18/08	0.00	0.00	131.25	314.00 / 175.00		

<b>Other Authorizations Details</b>	No Special Authorizations
-------------------------------------	---------------------------

<b>Accounting Details</b>	Accounting Total:	3 178.11
Organization	Label	Amount
DHSDNDODIR	(b)(2)(low)	3,178.11

<b>Sponsor Details</b>	Sponsor Expense Total:	0.00
Organization	Sponsor	Amount

<b>Attachments</b>	Expand section to view or delete attachments	
Action	File Name	Status

<b>Totals Details</b>	Total Reimbursable:	1,779.76
Disbursement Type	Amount	
Estimated Cost	3,178.11	
Advance Requested	0.00	

<b>Enter Comments</b>	Expand section to view or edit comments
<No Comments Entered>	

**Document Status**

Current Status: DATA LINK Awaiting: for Status:

Status To Apply	Signature PIN	Remarks
Reason		

**Stamp and Route**

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**Trip # 1**

<b>Traveler Details</b>	Traveler ID: (b)(6)	Traveler Name: Vayl Oxford	Organization: DhsDNDODIR
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<b>Document Information</b>	TA Num: (b)(2)(low)	Currency: U S Dollar	Type: SINGLE TRIP
Purpose	Location	From	To
INFORMATION MEETING	MADRID, ESP	06/15/08	06/18/08
Per Diem Rates		314.00 / 175.00 (04/01/08-12/31/09)	
Description To attend the International GI Meeting			

<b>Reservation Details</b>	No Reservations		
Reservation Type	Vendor/Carrier	Cost	Lodging Location
			Ticket #/Res #
			Traveler

<b>Ticketed Trans Details</b>	Ticket Total: 1,398.35		
Dep Date	Expense Description	Cost	Payment Method
06/14/08	Airline Flight	1,398.35	CBA
			Ticket No
			HEDDFG

<b>Expense Details</b>	Expense Total: 120.21		
Date	Expense Category	Expense Description	Cost
06/14/2008	MISC EXPENSE	Currency exchange fee	5.95
06/14/2008	Mileage	Private Vehicle	12.63
06/18/2008	Tax	Lodging Tax	44.00
06/18/2008	Mileage	Private Vehicle	12.63
06/18/2008	Transport	Taxi	31.00
06/19/2008	TRANSACTION FEES	Vch Fee	14.00
			Payment Method
			CBA

<b>Lodging/M&amp;IE Details</b>	Lodging/M&IE Total: 1,598.25		
Date	Ldg Cost	Ldg Allowed	M&IE Allowed
06/15/08	0.00	0.00	131.25
06/16/08	292.00	314.00	175.00
06/17/08	292.00	314.00	175.00
06/18/08	0.00	314.00	175.00
			Per Diem Rate
			314.00 / 175.00
			Special
			B L D Conf %

<b>Accounting Details</b>	Accounting Total: 3,116.81		
Organization	Label	Amount	
DHSDNDODIR	(b)(2)(low)	3,116.81	

<b>Sponsor Details</b>	Sponsor Expense Total: 0.00		
Organization	Sponsor	Amount	

<b>Attachments</b>	Expand section to view or delete attachments		
Action	File Name	Status	

<b>Totals Details</b>	Total Reimbursable: 1,704.46		
Disbursement Type	Amount		
Total Expenses	3,116.81		
Non-Reimbursable Expenses	1,412.35		
Advance Applied	0.00		
Pay To Charge Card	0.00		
Pay To Traveler	1,704.46		

<b>Enter Comments</b> <No Comments Entered>	<a href="#">Expand section to view or edit comments</a>
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 <b>Document Status</b>	Current Status: REVIEWED 2	Awaiting: (b)(6)	for Status: APPROVED
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Status To Apply	Signature PIN	Remarks
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1) NAME: Oxford, Vayl . SSN: \*\*\*-\*\*-8328  
ADDR: (b) (6) PHONE: (b)(2)(low)  
MAIL CD:  
ORG: DhsDNDODIR  
TITLE:  
DUTY: TZ: 6 SEC CLR:  
RES: , CARD: CARD HOLDER  
HOURS: 8

2) TRAVEL A (b)(2)(low) DATE: 06/15/2008 TYPE: SINGLE TRIP

3) TRAVEL PURPOSE: INFORMATION MEETING  
To attend the International GI Meeting

4) GENERAL ITINERARY

DATE	TIME	DEPARTED/ARRIVED LOCATIONS	PER DIEM RATE
06/15/2008		D-RES: ,	
06/15/2008		A-MADRID, ESP	314/175
06/18/2008		D-MADRID, ESP	
06/18/2008		A RES: ,	

5) OTHER AUTHORIZATIONS

(6)	EST COST	ADV AMT
COM. CARR	1,398.35	0.00
Lodging-P	942.00	0.00
M&IE-PerD	612.50	0.00
Mileage	25.26	0.00
Tax	100.00	0.00
Transport	100.00	0.00
TOTALS:	3,178.11	0.00
ADVANCE AUTHORIZED:		0.00

7) ACCT CLASSIFICATIONS

(b)(2)(low)	EST COST
(b)(2)(low)	3,178.11

8) REMARKS

9) AUTHORIZED BY

TITLE	DATE	INITIALS	DATE
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10) FUNDS OBLIGATED

11) GTR/TICKET NO	VALUE	CR	CLS	DATE	FROM	TO
HEDDFG	1,398.35				DCA-Washingt	MAD-Madrid,

12) ITINERARY AND TRANSPORTATION EXPENSES - TRIP NO 1

DATE	TIME	DEPARTED/ARRIVED	LOCATIONS	MODE	COST	DESCRIPTION
06/15/2008		D-RES: ,				
06/14/2008				AIR	1,398.35*	Airline Flight
06/15/2008		A-MADRID, ESP				
06/14/2008				1POC	12.63	Private Vehicle Distance: 25 Rate: .505
06/14/2008				CAB	100.00	Taxi
06/18/2008				1POC	12.63	Private Vehicle Distance: 25 Rate: .505
06/18/2008		D-MADRID, ESP				
06/18/2008		A RES: ,				
TOTAL TRANSPORTATION EXPENSES					1,523.61	

13) SUBSISTENCE AND OTHER REIMBURSABLE EXPENSES

DATE	ACTUAL LODGING	LODGING ALLOWED	MEALS B L D	M&IE ALLOW	P-DIEM RATE	OTHER EXPENSES	AMOUNT
						Lodging Tax	100.00
06/15	314.00	314.00		131.25			
06/16	314.00	314.00		175.00			
06/17	314.00	314.00		175.00			
06/18	0.00	0.00		131.25			
		942.00		612.50			100.00

VRCIV=RATE TABLE DATE=06/01/08=Copyright 1989-2006 Gelco Information Network GSD

Exception to GSA Form 87

In compliance with the Privacy Act of 1974, the following information is provided: Basic authority for requiring the requested information is contained in 5 USC 5701-5733, particularly sections 5721-5733, 30 USC 905 and Executive Order 9397. Disclosure of the data by you is voluntary. The principal purpose for collecting the data is to determine the amount to reimburse an employee for expenses incurred in connection with temporary duty travel. Information may be transferred to appropriate Federal, State, local or foreign agencies when relevant to civil, criminal or regulatory investigations or prosecutions. There is no personal liability to you if you do not furnish the requested information; however, we shall not be able to reimburse you for your expenses.