

**AUSTRALIAN COMPETITION & CONSUMER COMMISSION
MINUTE**

OFFICE: Canberra
TRACKIT No: 47643
FILE REF.:
DATE: 1 February 2012

TO: Chief Executive Officer
C.C: Tim Lear, Sharon Clancy, Lisa Anne Ayres
FROM: Project Officer International Travel

*Approved
R 2/2*

SUBJECT: Additional approval required for international travel

I refer to the attached minute dated 1 December 2011 requesting approval for Rod Sims to attend OECD meetings in Paris from 11-19 February 2012.

The estimated cost of Mr Sims' travel has increased due to a change in the class of travel.

Mr Sims is entitled to travel first class and has opted to change his travel from business class to first class. The fare difference is \$3896.00.

The purpose of this minute is to seek approval for the additional expenditure.

A Ford

Amanda Ford
Project Officer International Travel
Office of the CEO