



Luke Byrne,
The Irish Mail on Sunday,
Embassy House,
Ballsbridge,
Dublin 4.

07/10/2009

Freedom of Information Unit,

To Whom It May Concern:

I am making this request for records which I believe are held by your department under the Freedom of Information Act.

I request the total cost of all foreign travel undertaken by the minister(s) of the department and their delegations between Jan 1st 2007 – Dec 31st 2008.

Included in the response should be a list of destinations, the dates of the trips, names of all the people who attend the trips, the cost and class of each flight for each person per trip, the itinerary for the trips and the names of hotels used in each trip.

Also included should be a copy of all original vouching documents, receipts and invoices used in claiming expenses.

It would be helpful if the department provided an overall cost of trips in the period, and if the copies of vouching documents were presented so as to provide an individual file for each trip.

You can send me the information by e-mail: luke.byrne@mailonsunday.ie, or by hard copy, whichever is most desirable for your department.

If you have any further questions please contact me on 086-165-9603, Tuesday – Saturday.

Regards,


Luke Byrne

