



VIRTIPS QUARTERLY EXPENDITURE SUMMARY REPORT

Cost Centre/Member:	4621 - Riordan - Polwarth
For the quarter ending in:	December
Financial Year:	19/20

Quarterly Expense Breakdown

Expenditure Category	Quarterly Actual Expenditure (\$)
	Financial Year 19/20
	December
Additional EO salaries, on-costs & staff related expenses	17,701.52
EO facilities, maintenance & cleaning expense	1,660.20
EO administration & stationery expense	1,568.31
ICT & telecommunications expense	8,713.50
Postage expense	909.09
Advertising, printing & communication expense	4,525.09
Professional development expense	-
Other expenses	6,570.01
Travel & Accomodation	-
Total	41,647.72

Please see the Account Analysis report for invoices which have been paid.

If you have any enquires regarding the information contained in this report please contact the Finance and Risk Unit or email budgets@parliament.vic.gov.au

Note:
 An amount of \$11,586.23 was incorrectly included under the Additional EO Salaries, On-Costs and Staff Expenses line. A reversal of this amount will be included in the report for the quarter ending 31st March 2020.
 Actual staffing costs for the quarter ending 31st December 2019 were \$6,115.29.