

**SERS' Investment Office Travel Report**  
**July 1, 2021 - June 30, 2022**  
**UNAUDITED**



Last Name	First Name	Trip Number	Begin Date	End Date	Manager(s)/ Partnership(s)	Asset Class	Expense Description	Destination City	Destination State	Destination Country	Domestic/ International	Costs Borne by SERS <sup>1</sup>	Cost reimbursed to traveller, per BCPO	Costs Reimbursed by Manager/ Partnership <sup>1</sup>	Costs Paid Directly by Manager/ Partnership <sup>2</sup>	Total Cost of Trip	
<p><b>Due to the COVID-19 pandemic during the reporting period of July 1, 2021 - June 30 2022, there was no travel conducted by SERS' Investment Office staff.</b></p>																	
<b>Total</b>													-	-	-	-	-

<sup>1</sup>Travel arrangements are to be completed by SERS/Commonwealth personnel through Commonwealth approved systems (e.g., SAP Concur/AdTrav, Amtrak, etc.), and reimbursements from outside parties (where applicable/permissible per contract terms) are paid directly to the Bureau of Commonwealth Payroll Operations for further credit to the SERS Investment Office travel expense general ledger.

<sup>2</sup>Costs paid up front by outside parties (i.e., not arranged/expensed through the Commonwealth) associated with the attendance of the meeting(s) listed above, which is consistent and in compliance with the SERS Gifts & Gratuities Policy, as SERS has either prepaid its travel costs or is charged its pro rata share of Partnership expenses (which include the above-listed costs related to SERS' attendance at such meetings as a limited partner/advisory board member) per contract terms. Amounts listed in this column are provided by each manager and/or Partnership.