

Campaign for Open Media⁴⁴

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29 September 1992

Randi Erentzen
Centre for Development Studies
University of the Western Cape
By telefax: (021) 959-2317

Dear Randi

No doubt you and CDS are deeply emerged in new projects. However, I am trying to tie up some loose ends from the "Free, Fair and Open" conference. Two issues involving reimbursement of travels costs have surfaced.

1. Our chairperson, Raymond Louw, was contacted by the Director of the International Press Institute (IPI), Mr Peter Galliner, to say that Mr Cushrow Irani and himself had not been reimbursed for their flight costs to the conference.

I subsequently checked the vouchers you had sent us in respect of the accounting for the conference, and I found the following:

1. A Proforma Invoice from KUONI Travel Limited (number 04342) addressed to the IPI for Mr Galliner's flight for an amount of 2567 British Pounds.

2. Two photocopies of air tickets issued by Air-India to Mr Irani (he only needed to be reimbursed for his return flight). The amount on the ticket is for 53813 Indian Rupees. The dollar equivalent at the time was 2054.

On inquiry from me ^{to} both of them ~~has~~^s confirmed that the amounts quoted above are indeed what they are owed.

Their respective addresses are:

Mr Peter Galliner
The Director
IPI
Dilke House
Malet Street
London WC1E 7JA
United Kingdom

Mr Cushrow Irani
Statesman House
4 Chowringhee Sq.
Calcutta 700 001
INDIA

Tel: (0944) (71) 636-0703/4
Fax: (0944) (71) 580-8349

Tel: 27 1000-9/27 1515
Fax: (0991)(33) 303 178

Could you please urgently look into this matter.

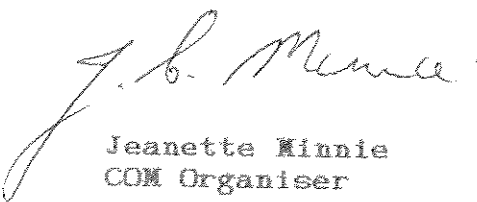
2. I was contacted by Prof Roy Williams, Head of the Dept of Communications at the University of Bophuthaswana (Unibo) some months ago to say that he had also not been reimbursed for his flight ticket to the conference despite having written to you claiming an amount of R1312,00. COM then decided to reimburse him directly which I did.

However, after we received your accounting vouchers for the conference our accountant noticed that his claim form to you (on a Unibo fax transmission cover sheet) had a note from you asking that the amount be settled and charged to the Media Conference as well as a note at the bottom which said: "Paid on per cheque 781 d.d. 19/03/92". I am attaching this.

I subsequently faxed Prof Williams to say that it appeared that he had now been reimbursed twice and could he please return the money COM had sent him. He replied that he had no records of the CDS payment and enclosed his bank statement from 14 March to 14 April into which he said, CDS was to pay his cheque direct. I am also attaching this letter.

Could you please also check out this situation and let me know soonest what the situation is.

Yours sincerely


Jeanette Minnie
COM Organiser