**Data Item Description**

**Travel Plan**

**PM280**

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| **Travel Plan** | **PM280** |

**Purpose**

The purpose of the Travel Plan is to advise the Subcontracting Authority of the Supplier’s travel, accommodation and subsistence requirements in support of the Project for a defined period described in Part 2 (Project Management) of Schedule D1 (SOW).

**References**

This DID must be read in conjunction with Schedule A (General Conditions) and the corresponding SOW reference.

**Preparation Instructions**

This Data Item shall comply with the general format, content and preparation instructions set out in Part 1 (Introduction) and Part 2 (Project Management) of the SOW.

**Format and Content**

1. The Supplier shall complete the *pro forma* Travel Plan spreadsheet attached as Attachment A.

Attachment A

