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New travel office: Chambers

Starting today, a company called Chambers are taking over the travel office in the House of Commons. You can still use the travel office to buy your travel tickets as you have in the past. For travel which can be claimed from IPSA, Chambers will pass the invoice on to us and we will pay them directly. The travel office is in the same location, just off Star Chamber Court, and the phone number remains the same - 0207 219 4232.

Capital Expenditure

For 6 months before dissolution, we will not pay claims for purchases of capital equipment (e.g. office equipment, IT or furniture). The next General Election is scheduled for 7th May 2015, so the date of dissolution will be 30th March 2015. This means that our capital equipment spending restrictions will come into force on 30th September 2014.

Autumn 'surgeries' for MPs and their staff

Starting on Wednesday 3rd September, IPSA will be running weekly surgeries for MPs with the House of Commons' Personnel Advice Service (PAS). The surgeries will be running until 11th December (except during recess). The main purpose is to support MPs who have decided to stand down, to wind up their affairs efficiently and effectively before the Election. The surgeries are open to any MP or staff member who has an Election-related query, for example about the rules which will be in

place during dissolution. IPSA staff will be at each event and together with PAS will be able to provide MPs with support on issues like making staff redundant, terminating leases and contracts, or repayment of loans.

The surgeries will take place in Portcullis House, Interview Room 1, from 9am to 5pm each Wednesday. MPs who are standing down should meet with IPSA and PAS. To book a meeting- either during one of the surgeries or on another day- please contact Anna Simpson on 020 7811 6407 or the IPSA Information Line on 020 7811 6400. MPs or staff members can just turn up at a surgery, but please let us know if you are planning to come along so we can ensure we are able to provide you with the help and information you may need on the day. (MPs may nominate their proxy/office manager to discuss HR issues with PAS, provided the employee brings written authorisation from their MP.)

IPSA Contact Details

Phone: IPSA Information Line: 020 7811 6400 (Open daily from 10am-5pm)

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