

Email

Re: Duplicate claim repay...

Status Reason
ReceivedOwner
 CRM Admin

Email

From



Created On

21/10/2020 16:11

To

<Enquiry>;  Imran Khan

Date Sent

Cc

Delay Email Until

Bcc

Subject

Re: Duplicate claim repayment Tracking ID:0274000136

Send to Secondary
Email Address? No

Regarding



Duplicate claim repayment



Attachments

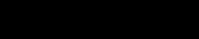
[File Name](#)[image001.jpg](#)

1 - 1 of 1 (0 selected)

Page 1

Dear 

We were made aware of this in July – this was a time when 
 was Imran's proxy and IPSA notified him of the mistake that
had been made.

 has already repaid the money back to IPSA – he did this
immediately. It is my understanding that we have already sent the
confirmation of repayment and you should already be in receipt of this
confirmation.

Hope this helps and let me know if you need any further information.



s

Portcullis

Chief of Staff, Imran Ahmad Khan MP
House of Commons, London SW1A 0AA

<https://www.imranahmadkhan.org.uk/>

From: "IPSA Info [Mailbox]" <Info@theipsa.org.uk>

Date: Wednesday, 21 October 2020 at 15:59

To: "AHMAD-KHAN, Imran" <imran.mp@parliament.uk>

Cc: 

Subject: Duplicate claim repayment Tracking ID:0274000136

Dear Mr Khan,

I hope you are well.

During a routine review of MPs claims and paid expenses, we have
recently discovered that you have received a duplicate payment for the

same claim which now needs to be repaid to IPSA.

This repayment needs to be made because you and [REDACTED] have both separately submitted claims for the same expense, which is a Covid-19 booklet. These duplicate claims were both automatically approved by our system and subsequently paid to you.

Please see the details of the claims in question below.

<i>Claim creator</i>	<i>Claim number</i>	<i>Description</i>	<i>Amount</i>
Imran Khan	60052026	Stationery & printing – Printing of Emergency communication booklet regarding COVID-19	£9,450.00
[REDACTED]	60051895	Stationery & printing – Printing of Emergency communication (COVID-19)	£9,450.00

We have notified you of the need to make this repayment in the form of a credit note in your Task Manager of the IPSA Online expenses system. This credit note will allow you to decide a payment method through which to make the repayment. Alternatively, it also allows you to dispute the amount owed by selecting 'Reject' option on the credit note. If you decide to 'reject' this, please provide a note explaining why you wish to dispute this.

To find the credit note please follow these steps.

1. Login to your IPSA Online account
2. Click on the 'Task manager' icon
3. In your task list, a credit note task will appear as 'Choose Payment Method (or reject)'
4. From you task list, select the credit note task. It will display the amount owed and a description.
5. Select the payment option from the options at the bottom of the screen.

You can find further guidance on how to action a credit note by clicking [here](#).

Please let me know if you require any further assistance with matter by replying directly to this email. Alternatively, you can also click [here](#) to book a phone call with a member of the MP Support and we will be able to further assist you.

Kind regards,

[REDACTED]
Account Manager

Independent Parliamentary Standards Authority

www.theipsa.org.uk

info@theipsa.org.uk

[@ipsauk](#)

We are working remotely until further notice. Information and guidance is available on our [information website](#). MPs and staff can book a call with a member of the MP Support or Payroll teams [here](#).

This email has been scanned by the Symantec Email [Security.cloud](#) service.

For more information please visit <http://www.symanteccloud.com>

UK Parliament Disclaimer: this e-mail is confidential to the intended recipient. If you have received it in error, please notify the sender and delete it from your system. Any unauthorised use, disclosure, or copying is not permitted. This e-mail has been checked for viruses, but no liability is accepted for any damage caused by any virus transmitted by this e-mail. This e-mail address is not secure, is not encrypted and should not be used for sensitive data.

This email has been scanned by the Symantec Email Security.cloud service.
For more information please visit <http://www.symanteccloud.com>

Delay Email Until