

# Travel Expense Reimbursement Report/Transmittal

Name: IMAN ABDUL-GHAFF SSN or Vendor # [REDACTED] 7892 Department: CONSTABLE PCT. 3

<b>Funding Source #1:</b>	<u>360550404</u>	<u>63200</u>	<u>R550-C4LEOSE</u>	<u>Y2022</u>
	(Accounting Unit)	(Account Number)	(Activity) if applicable	(Reporting Category) if applicable

<b>Funding Source #2: (if applicable)</b>		63200		
	(Accounting Unit)	(Account Number)	(Activity) if applicable	(Reporting Category) if applicable

Purpose of Travel: FBI LEEDA - INTERNAL AFFAIRS TRAINING Destination: HUTTO, TX

Date/Time Departure of FBC 7/28/2024 - 4pm Arrival at FBC 8/2/2024 - 2:30pm

**Means of Transportation**    ☐ Personal Vehicle    ☒ County Vehicle    ☐ Airline    ☐ Carpool    **Rental Car at Destination**    ☐ Yes    ☒ No

Hotel Prepaid ☒ Yes ☐ No      Refund due from Hotel ☐ Yes ☒ No      Cash Receipt Deposit # \_\_\_\_\_

Any expenses reimbursed by another agency? (State) ☐ Yes ☒ No Agency: \_\_\_\_\_

Any expenses charged on the PCARD? ☒ Yes ☐ No If Yes, list expenditures Fuel

**Proof of payment must be attached for items prepaid by check or on the Procurement Card (hotel, airfare, rental car, conf. registration etc.)**

Date(s)	Merchant/Location/Description For Mileage Reimbursement list starting and ending destination	Mileage	Misc. Expenses
	Per Diem Total (if applicable)		
07/28/24	Travel day Per Diem		52.50
07/29/24	PER DIEM		70.00
07/30/24	PER DIEM		70.00
07/31/24	PER DIEM		70.00
08/01/24	PER DIEM		70.00
08/02/24	Travel day Per Diem		52.50
	Total Miles	-	
	x Mileage Rate	0.670	
	Subtotals	\$0.00	\$385.00
		63.200	63.200
	Total Reimbursement	\$385.00	

Out of State Approval Date by Commissioners' Court \_\_\_\_\_

(Attach copy of minutes with reimbursement)

The undersigned hereby certifies that mileage and expenses listed above were incurred on official county business only, and that reimbursement has not been received for any part thereof.

Employee Signature: [Signature]

Date: 07/03/2024

Department Head/  
Elected Official Signature 

Date: 8/5/94

**TRAINING REQUEST**  
Fort Bend County Precinct Four  
Constable's Office

Date Submitted: 03/10/2024

Name: Salman Abdul Ghaffar

Course  
Requested: Internal Affairs

Location: 8610 Chandler Rd, Hutto, TX. 78634

Cost: \$795.00 Payable to: FBI-LEEDA

Start date: 07/29/2024 End: 08/02/2024 Hours: 40

Subject matter: TCLEOSE Required ☐ Career Development ☒

Other information: See attached for the hotel (\$705)

Supervisor: \_\_\_\_\_ Date: \_\_\_\_\_

Approved ( ) Disapproved ( )

*Phanable*

Training Coordinator: *Martina* 3/21/24 Date: \_\_\_\_\_

Approved ☒ Disapproved ( )

Chief Deputy: \_\_\_\_\_ Date: \_\_\_\_\_

Approved ( ) Disapproved ( )

*Office Use Only*

Registration Completed: Date: \_\_\_\_\_ Name: \_\_\_\_\_  
(Attach registration confirmation)

Purchase order completed: \_\_\_\_\_

Notes: \_\_\_\_\_

## AbdulGhaffar, Salman

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**From:** info@fbileeda.org  
**Sent:** Thursday, March 7, 2024 3:46 PM  
**To:** AbdulGhaffar, Salman  
**Subject:** Thank you for registering for the event

Hello Salman,

This is to confirm your registration for IA - Hutto, TX 7/2024.

### IMPORTANT:

FBI-LEEDA will send you a tuition invoice six-weeks prior to the start date of the class. If you were able to make a payment upon registration or choose the "bill me option" for an invoice, please disregard. To make special payment arrangements prior to being invoiced please email Finance at [finance@fbileeda.org](mailto:finance@fbileeda.org).

Click the link below to view the details of your registration.

[https://url.avanan.click/v2/\\_\\_\\_https://fbileeda.org/members/my\\_event\\_printable\\_view.asp?id=1fc3f9db-ccea-4b90-9478-76ade9051ec9\\_\\_\\_YXAzOmZvenRiZW5kY291bnR5dHg6YTpvOmUwNTNkMzY1N2IxOTY3ODFkNjVmNjdIMjBhOWM5YjAwOjY6NzMxMDo2ZGRINDczYTVmNzZINTMzNjFmNDM4MTA1Nzg1NjJhNjYwOTFhMGVhNDZjZTUwY2FiNWRjOTVmMjgyZWJiN2JjOnQ6VA](https://url.avanan.click/v2/___https://fbileeda.org/members/my_event_printable_view.asp?id=1fc3f9db-ccea-4b90-9478-76ade9051ec9___YXAzOmZvenRiZW5kY291bnR5dHg6YTpvOmUwNTNkMzY1N2IxOTY3ODFkNjVmNjdIMjBhOWM5YjAwOjY6NzMxMDo2ZGRINDczYTVmNzZINTMzNjFmNDM4MTA1Nzg1NjJhNjYwOTFhMGVhNDZjZTUwY2FiNWRjOTVmMjgyZWJiN2JjOnQ6VA)

This is an automated email sent from FBI-LEEDA. Please do not reply to this email. It has been sent from an email account that is not monitored. If you feel you have received this message in error, please feel free to contact us.

### CAUTION:

This email originated from outside of the organization. 0100018e1ae113b0-123192eb-794a-4d1d-b983-124da186a604-0000000@amazonse.com Do not click links, open attachments, or respond unless you recognize the sender and know the content is safe. Please forward suspicious emails to the IT Service Desk.



FBI-LEEDA

## Invoice

Date	Invoice #
6/13/2024	200107460

Bill To
Salman Abdul Ghaffar Fort Bend County 12919 S. Dairy Asford Ste 300 Sugar Land, TX 77478 United States

Ship To
Salman Abdul Ghaffar fort bend county constable pct 3 12919 S. Dairy Asford Ste 300 Sugar Land, TX 77478 United States

PO Number	Terms	Due Date
	Due on receipt	6/13/2024

Date	Qty	Description	Price	Totals
6/13/2024	1	IA - Hutto, TX 7/2024	\$795.00	\$795.00
		<b>Sub-Total</b>		\$795.00
		<b>Total</b>		\$795.00

## Payments/Refunds

Date	Qty	Description	Price	Totals
7/2/2024	1	Payment via Check/Money Order (check/ref. no. 996553) <i>Applied to invoice on 7/2/2024 9:55:49 AM</i>	(\$795.00)	(\$795.00)
		<b>Total Payments/Refunds</b>		(\$795.00)
		<b>Balance Due</b>		\$0.00

Please make check payable to FBI-LEEDA

Remit to:

FBI-LEEDA

5 Great Valley Parkway, Suite 359

Malvern, PA 19355

877-772-7712

All charges are in US Dollars

Tax ID# 36-3885342

Enter search criteria...



(1)

[MENU](#)

## IA - Hutto, TX 7/2024

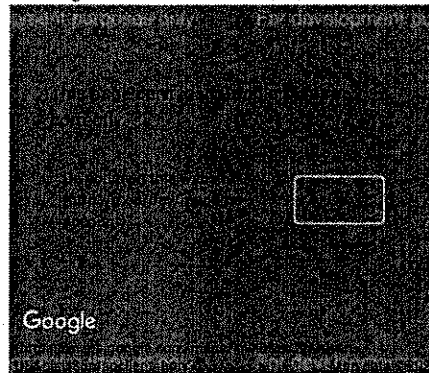
[Register](#) [Map this Event](#) [Tell a Friend \(/members/send.asp?event=1748791\)](#)

7/29/2024 to 8/2/2024

**When:** Monday, July 29, 2024  
8:30 AM**Where:** [Map this event »](#)  
Deputy A.W. Grimes Training Center  
8160 Chandler Rd.  
Hutto 78634  
United States**Contact:** Jennifer Soto  
[Jennifer.soto@wilco.org](mailto:Jennifer.soto@wilco.org) (<mailto:Jennifer.soto@wilco.org>)  
(512) 352- 4823

### Register

Online registration is available until: 7/29/2024



Google

[« Go to Upcoming Event List \(/events/event\\_list.asp\)](#)

FBI-LEEDA's Managing and Conducting Internal Affairs Investigation certification course focuses on individual skill development, procedures and contemporary best-practices for conducting and managing not just internal investigations, but all phases of administrative procedure by law enforcement and other governmental disciplines.

The course of instruction addresses internal control processes, administrative procedure and agency accountability measures. The course content has value for all managerial and supervisory levels in law enforcement and other governmental disciplines (including, but not limited to corrections, correctional probation, fire service, human resources, and OIG entities).

Subject matter for this course includes:

- Procedural due process considerations throughout the investigative, adjudicative, disciplinary and appellate phases
- A comprehensive overview of the Black Letter Law court decisions related to internal affairs and administrative procedure: Garrity, Weingarten and Loudermill
- Fine-tuning agency policies and procedures to conform to best practices and national industry standards
- Complaint processing that conforms to national standards and best practices for enhanced agency accountability in our current police reform environment
- Proper and lawful investigation of misconduct allegations
- Emerging technologies and their implications in administrative investigations
- Fulfilling just cause throughout the phases and prevailing at arbitration
- Application of statutory and contractual bills of rights

The cost of the Internal Affairs course is \$795.

**FBI-LEEDA will send you a tuition invoice six-weeks prior to the start date of the class. To make special payment arrangements prior to being invoiced please email Finance at [finance@fbileeda.org](mailto:finance@fbileeda.org) (mailto:finance@fbileeda.org).**

- The registration fee includes the cost of the training and course materials; the fee does not include meals or travel expenses.
- Sworn, non-sworn law enforcement, and other government and private sector staff are welcome to attend all FBI-LEEDA classes. You do not have to be a member of FBI-LEEDA to attend a class.
- Each student must register for classes under their own Username and Account.
- There are no prerequisites for this course.
- A workbook will be provided; laptop is optional.
- Dress is business casual.
- This course is 30 contact hours.

For further information regarding this or any other FBI-LEEDA course, please contact FBI-LEEDA at 1-877-772-7712

**Cancellation Policy:** FBI-LEEDA, Inc. makes every attempt to complete all of our scheduled courses, however, we may have to postpone or cancel any course because of insufficient paid enrollment, host agency request, or for any unforeseen circumstance, such as weather or illness. If FBI-LEEDA postpones or cancels a course, the student will have the option of enrolling in another course or be refunded the course registration fees in full. Re-enrollment must be done within 30 days from date of cancellation or a refund will be issued. FBI-LEEDA is not responsible for any travel costs or fees incurred by the student for any cancelled or postponed course. A student may request to be withdrawn from any course by emailing the finance department at [finance@fbileeda.org](mailto:finance@fbileeda.org) (mailto:finance@fbileeda.org) at least two business days prior to the start of the course. Refunds will not be issued for no-shows. All registration fees must be paid in full prior to the start of the course.

FBI-Law Enforcement Executive Development Association is a private non-profit organization and is not part of the Federal Bureau of Investigation or acting on its behalf.

**From:** Holiday Inn Express  
**To:** Jordan, Nicolas  
**Subject:** Your Reservation Confirmation # 48428913 at Holiday Inn Express Hotels & Resorts.  
**Date:** Thursday, April 4, 2024 2:57:51 PM

Thank you for booking with Holiday Inn Express Hotels & Resorts.

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## HOLIDAY INN EXPRESS AUSTIN NE - HUTTO

323 Ed Schmidt Blvd.  
Hutto, TX United States 78634

Hotel Front Desk: 15128461168  
Email: [elizabeth@chromehm.com](mailto:elizabeth@chromehm.com)

Guest Name: Salman Abdul Ghaffar

Check In:      Check Out:      Rooms: Adults:  
29 Jul 2024 — 02 Aug 2024      1      2  
3:00 PM      12:00 PM

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**YOUR CONFIRMATION NUMBER IS: 48428913. SELECT YOUR PREFERENCES BEFORE YOUR STAY.**

### 2 QUEEN SUITE

Rate Type: lhg1r Stay Longer  
Number of Rooms: 1

#### Room Rate Per Night:

Mon 29 Jul 2024 - Tue 30 Jul 2024	\$153.21 (USD)
Tue 30 Jul 2024 - Wed 31 Jul 2024	\$150.67 (USD)
Wed 31 Jul 2024 - Thu 01 Aug 2024	\$157.44 (USD)
Thu 01 Aug 2024 - Fri 02 Aug 2024	\$150.67 (USD)

Total Taxes: \$79.57 (USD)

Estimated Total Price: \$691.56 (USD)

### IHG One Rewards



[Discover your new benefits](#)

Estimated Earnings:

6120 IHG REWARDS POINTS

[View More Reservation Details](#)



**Cancellation Policy:** Canceling your reservation or failing to arrive will result in forfeiture of your deposit. Taxes may apply. Failing to call or show before check-out time after the first night of a reservation will result in cancellation of the remainder of your reservation.

**Rate Description:** Exclusive savings for our IHG One Rewards Members. Must be an IHG One Rewards Member to book.

**Pet Policy:** There is a 50.00 non refundable pet deposit required when traveling with pets other other than service animals 1 pet per room. 40 lbs max. All pets must be on a leash at all times, and must be crated when left unsupervised in guest room.

**Weapon Policy:** † This hotel does not allow any guns on its premises. This prohibition includes concealed and openly carried handguns.

## THINGS TO DO

Make the most of your stay, check out local information and nearby attractions.

[See What's Local](#)

## PLACES TO DINE

Explore Hutto dining and restaurants in the nearby area.

[See What's on the menu](#)



2k points every 2 nights



## IHG Resorts & Hotels



### Tax and Fee Details

13% per night not included in rate effective 29 July, 2024 thru 2 August, 2024

This email was sent to nicolas.jordan@fbctx.gov

You have received this email as a result of your recent transaction with Holiday Inn Express® Hotels & Resorts.

This email is for posting only. Please do not reply.

Only the reservation as entered into and confirmed by our system will be honored. Any written or printed confirmation that has been altered may be rejected by the hotel.

As exchange rates may fluctuate from the time a reservation is made until the time of arrival, the confirmed rate is guaranteed in the hotel's base currency. Your privacy is extremely important to us. Read our [Privacy Statement](#).

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WELCOME  
Smart Stop  
1103 Ed Schmidt Rd  
Hutto TX  
78634

DATE 7/30/24 16:08  
TRAN# 9060369  
PUMP# 06  
SERVICE LEVEL: SELF  
PRODUCT: Regular  
GALLONS: 15.943  
PRICE/G: \$3.199  
FUEL SALE \$51.00  
CREDIT \$51.00

USD\$51.00  
\*\*\*\*\*5006  
Entry: Chip Read  
AppName: MASTERCARD  
AuthNet:  
MODE: Issuer  
AID: A00000000041010  
Auth #: 054036  
Resp Code: 000  
Stan: 12254456125  
Invoice #: 439153  
Shift #: 1  
Store # 4837506

THANK YOU  
HAVE A NICE DAY

Welcome to QuikTrip

QuikTrip #04178

5600 Chandler Rd

Hutto, TX

(512) 591-9042

10:57:13 AM

08-02-2024

Register #0002

Gas Sale: \$22.46

Grade: UNLEADED

Pump: 14

Gallons: 7.490

PPU: 2.999/Gal

Sub-Total: \$22.46

Tax: \$.00

Total: \$22.46

Payment Methods

MasterCard Fleet Sale \$22.46

APP: MASTERCARD

Mode: Issuer

AID: A0000000041010

TVR: 0000008001 TSI: E800

IAD: 0110A0400122000000000000000000000000FF

Signature not required

\*\*\*\*\*5006

Auth Code: 052957

Entry Mode: Contactless

Thank You  
Come Again