

Secretary or Chief Executive Expenses, Gifts and Benefits Disclosure - summary & sign-off*

Organisation Name*	Ministry for Ethnic Communities
Secretary or Chief Executive**	Mervin Singham
Disclosure period start****	1 July 2025
Disclosure period end***	22 May 2026
Agency totals check	Data and totals checked on all sheets
Secretary or Chief Executive approval****	This disclosure has been approved by the Departmental Secretary or Chief Executive
Other sign-off****	Chief Financial Officer

This summary page updates automatically from the 'Travel', 'Hospitality', 'All other expenses', and 'Gifts and benefits' tabs.

Throughout this workbook, input cells are shaded light green.

Summary of expenses	Cost in NZ\$	GST inc / exc		Gifts and benefits	Count
Travel expenses	\$8,067.09	Figures exclude GST		Number offered	4
Hospitality	\$0.00	Figures exclude GST		Number accepted	4
Other expenses	\$331.58	Figures exclude GST		Number declined	0
International Travel	\$0.00	Figures exclude GST			
Domestic Travel	\$8,067.09	Figures exclude GST			
Local Travel	\$0.00	Figures exclude GST			
Notes					
* Headings on following tabs will pre populate with what you enter on this tab					
** Create a new workbook for a new or Acting Departmental secretary or Chief Executive					
*** Update if a shorter or different period is covered					
**** This disclosure must be approved by the Departmental secretary or Chief Executive and another appropriate party, e.g. Board Chair, Chief Financial Officer or Audit and Risk					

Public Service Secretary or Chief Executive Expense Disclosure

Organisation Name

Ministry for Ethnic Communities

Public Service Secretary or Chief Executive

Mervin Singham

Disclosure period start

1 July 2025

Disclosure period end

22 May 2026

GST on costs

Figures exclude GST

Agency totals check

Data and totals on this worksheet checked and confirmed

International, domestic and local travel expenses

All expenses incurred by Public Service secretary or chief executive during international, domestic and local travel. Group expenses relating to each trip.

International Travel

(including travel within NZ at beginning and end of overseas trip)

Date(s)*

Cost in NZ\$**

Purpose of travel
(e.g. attending XYZ conference for 3 days)***

Type of expense
(e.g. hotel, airfares, taxis, meals & for how many people)

Location(s)

No overseas travel

Subtotal - international travel

\$0.00

Check - there are no hidden rows with data

Check - each entry provides sufficient information

Domestic Travel

(within NZ, including travel to and from local airport)

Date(s)*

Cost in NZ\$

Purpose of travel
(e.g. visiting district office for two days...)***

Type of expense
(e.g. hotel, airfares, taxis, meals & for how many people)

Location(s)

22 July 2025

\$1,077.35

Signing of Accord Papers

Flights, taxi, accommodation and meal for 1 person

Auckland

14 August 2025

\$810.95

Stakeholder engagements and speaking at a Conference

Flights, taxi, accommodation and meal for 1 person

Auckland

29 October 2025

\$340.92

Stakeholder engagements

Flights, taxi, accommodation and meal for 1 person

Auckland

7 November 2025

\$760.22

Ismaili Muslim Meeting

Flights, taxi, accommodation and meal for 1 person

Auckland

10 November 2025

\$827.90

RDC and Xchange2025

Flights, taxi, accommodation and meal for 1 person

Auckland

10 December 2025

\$709.81

Stakeholders Meeting

Flights, taxi, accommodation and meal for 1 person

Auckland

14 January 2026

\$156.52

Jewish Council Meeting

Accommodation

Hamilton

10 February 2026

\$1,025.79

National Leadership Council Meeting

Flights, taxi, accommodation and meal for 1 person

Rotorua

15 February 2026

\$767.69

Young Jewish Leaders Conference

Flights, taxi, accommodation and meal for 1 person

Auckland

26 February 2026

\$923.23

Christchurch Roadshow

Flights, taxi, accommodation and meal for 1 person

Christchurch

18 March 2026

\$666.71

Auckland Roadshow and Health NZ Ethnic Workforce Network Hui

Flights, taxi, accommodation and meal for 1 person

Auckland

Subtotal - domestic travel

\$8,067.09

Check - there are no hidden rows with data

Check - each entry provides sufficient information

Local Travel

(within City, excluding travel to airport)

Date(s)*

Cost in NZ\$

Purpose of travel
(e.g. meeting with Minister)***

Type of expense
(e.g. taxi, parking, bus)

Location(s)

Subtotal - local travel

\$0.00

Check - there are no hidden rows with data

Check - each entry provides sufficient information

Total travel expenses

\$8,067.09

Notes

* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.

** Note that GST may not apply to overseas purchases.

*** Please include sufficient information to explain the trip and its costs including destination and duration.

Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.

Group expenditure relating to each overseas trip.

Subtotals and totals will appear automatically once you put information in rows above.

Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A) for each travel category (local, domestic and international).

CE Expense Disclosure Workbook 2018

Worksheet - Travel

Public Service Secretary or Chief Executive Expense Disclosure				
Organisation Name	Ministry for Ethnic Communities			
Public Service Secretary or Chief Executive	Mervin Singham			
Disclosure period start	1 July 2025			
Disclosure period end	22 May 2026			
GST on costs	Figures exclude GST			
Agency totals check	Data and totals on this worksheet checked and confirmed			
Hospitality Offered to Third Parties*				
All hospitality expenses provided by the Public Service secretary or chief executive in the context of their job to anyone external to the Public Service or statutory Crown entities.				
Date(s)**	Cost in NZ\$	Purpose of hospitality (e.g. hosting delegation from China, building relationships, team building)	Type of expense (what and for how many e.g. dinner for 5)	Location(s)
		No information to disclose		
Total hospitality expenses		\$0.00	Check - there are no hidden rows with data	Check - each entry provides sufficient information
Notes				
* Third parties include people and organisations external to the public service or statutory Crown entities.				
** Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.				
Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.				
Total cost will appear automatically once you put information in rows above.				
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).				

Public Service Secretary or Chief Executive Expense Disclosure				
Organisation Name	Ministry for Ethnic Communities			
Public Service secretary or Chief Executive	Mervin Singham			
Disclosure period start	1 July 2025			
Disclosure period end	22 May 2026			
GST on costs	Figures exclude GST			
Agency totals check	Data and totals on this worksheet checked and confirmed			
All Other Expenses				
<i>All other expenditure incurred by the Public Service secretary or chief executive that is not travel, hospitality or gifts.</i> <i>Include e.g. phone and data costs, subscriptions, membership fees, conference fees, professional development costs, books and anything else.</i>				
Date(s)*	Cost in NZ\$	Purpose of expense (e.g. subscription part of employment agreement, development as agreed with PSC)	Type of expense (e.g. phone and data costs, membership fees)	Location(s)
1/07/2025 - 22/05/2026	\$331.58	Mobile phone and laptop	Annual phone and data costs	Wellington
Total other expenses	\$331.58	Check - there are no hidden rows with data	Check - each entry provides sufficient information	
Notes				
* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.				
Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.				
Total cost will appear automatically once you put information in rows above.				
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).				

Public Service Secretary or Chief Executive Gifts and Benefits Disclosure					
Organisation Name	Ministry for Ethnic Communities				
Public Service Secretary or Chief Executive	Mervin Singham				
Disclosure period start	1 July 2025				
Disclosure period end	22 May 2026				
GST on values	Figures exclude GST				
Agency totals check	Data and totals on this worksheet checked and confirmed				
Gifts and Benefits over \$50 annual value					
<i>Include all gifts, invitations to events and other hospitality, of \$50 or more in total value per year, offered to the Public Service secretary or chief executive by people external to the Public Service. Include all gifts, invitations or other hospitality whether accepted or declined.</i>					
Date(s)*	Description (e.g. event tickets, etc.)	Was the gift accepted? (drop-down list in cell)	Offered by (who made the offer?)	Estimated value in NZ\$ (drop-down list in cell but provide specific value if possible)	Other comments (e.g. if given to others, whom?)
2 September 2025	Mug	Accepted	Dutch Embassy	Under \$100	given to staff
9 October 2025	Wellington Opening Night - Show Me Shorts Film Festivals	Accepted	Tickets x2	Under \$100	
27 November 2025	Bottle of Wine	Accepted	Singapore High Commission	Under \$100	
01/07/25 - 22/05/26	Koru Club membership	Accepted	Air New Zeland	\$500 - \$1,000	This is an annual expense, yet for FY26 it was paid for by the Manaaki Funds AIRNZ
Total count of gift/benefit entries:	Offered	4	Check - there are no hidden rows with data		Check - each entry provides sufficient information
	Accepted	4			
	Declined	0			
Notes					
* Any non-standard date format or date outside 1 July - 30 June will raise an alert. Check entry and select 'Yes' to accept/continue.					
Insert additional rows as needed: right click on a row number (left of screen) and select Insert - this will insert a row above selected row.					
A one-off offer of something worth \$25 is not included, but if the offer is made more than once a year, it should be disclosed.					
Include items such as invitations to functions and events, event tickets, gifts from overseas counterparts and commercial organisations (including that accepted by immediate family members).					
Include gifts and benefits that are declined.					
Number of gifts/benefits will update automatically once you put information in rows above.					
Mark clearly if there is no information to disclose - provide a note to this effect in the 'Date' column (column A).					