

## AHS Board and Executive Expense Report

**Name** Andrea Beckwith-Ferraton  
**Title** Chief Ethics & Compliance Officer  
**Location** Calgary

Expenses submitted during the month of March 2018

Travel (1)										
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Mar-18	Expense Claim	Meetings		44	192	50	286			
Mar-18	Direct Billing	Meetings				546	546			
<b>Total</b>			\$ -	\$ 44	\$ 192	\$ 596	\$ 832	\$ -	\$ -	\$ -

**Total for the Month**      \$        832

Maximum daily single meal expense claimed in the month      \$        21  
Maximum daily base hotel rate claimed in the month              \$        179  
Non economy air travel in the month                                      \$        -

### 1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

### 2) Professional Development

Includes conference, seminar and course registration fees and material

### 3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

### 4) Other

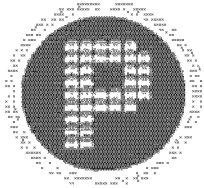
Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

### 5) Remuneration, Allowances Reported in the Financial Statements

Car allowance, honoraria, meeting fees, and any other employment benefits reported in the annual financial statements are excluded from this report.

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
BECKWITH-FERRATON, ANDREA	Chief Ethics & Compliance Officer	Calgary	\$ 93.95									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
3/1/2018	Parking to attend PLP Operational Planning Session and Ethics & Compliance Team in Edmonton	AB - Local	Parking - Lot or Parkade	\$ 25.00			Parking to attend PLP Operational Planning Session and Ethics & Compliance Team in Edmonton at 7th St Plaza Location	1				
3/1/2018	Meals while in Edmonton for PLP Operational Planning Session	AB - Other Zones	Meals Per Diem	\$ 32.35			Meals while in Edmonton to attend PLP Operational Planning Session and Ethics & Compliance Team at 7th St Plaza location Lunch \$11.60 Dinner \$20.75	1				
3/2/2018	Meals while in Edmonton for PLP Operational Planning Session	AB - Other Zones	Meals Per Diem	\$ 11.60			Meals while in Edmonton to attend PLP Operational Planning Session and Ethics & Compliance Team at 7th St Plaza location Lunch \$11.60	1				
3/2/2018	Parking to attend PLP Operational Planning Session and Ethics & Compliance Team in Edmonton	AB - Local	Parking - Lot or Parkade	\$ 25.00			Parking to attend PLP Operational Planning Session and Ethics & Compliance Team in Edmonton at 7th St Plaza Location	1				
Approver(s) for the claim		Approval Status	Approval Date									
GILCHRIST, TODD		Approve	8-Mar-18									



## Account Activity Report

2018-Mar-1 to 2018-Mar-6

As of: Mar 6, 2018, 2:51 PM  
Requested by: Andrea Beckwith-Ferraton

Date	Description	Cell #	Nickname	Location	Debits	Credits	Parking Cost	Balance
	Opening balance							
Mar 1, 2018	Parking from 2018-03-01 07:00 am to 2018-03-02 06:00 am CPA Lot 36: 322 9 Av SE		Andrea's work cell	9036	\$25.00		\$25.00	
Mar 2, 2018	Parking from 2018-03-02 07:08 am to 2018-03-03 06:00 am CPA Lot 36: 322 9 Av SE		Andrea's work cell	9036	\$25.00		\$25.00	
Mar 2, 2018	Refund unused minutes from 2018-03-02 08:18 pm to 2018-03-03 06:00 am		Andrea's work cell	9036		\$0.00		
				<b>Total:</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$50.00</b>	

## AHS Public Disclosure Expense Claims

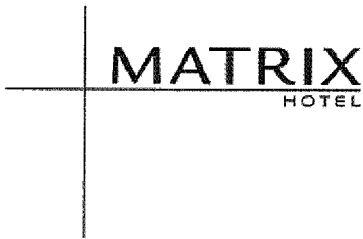
Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
BECKWITH-FERRATON, ANDREA	Chief Ethics & Compliance Officer	Calgary	\$ 191.85

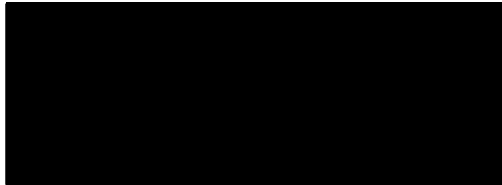
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/2/2018	Hotel for 1 night in Edmonton to attend PLP Planning Sessions	AB - Other Zones	Accommodations	\$ 191.85			Hotel in Edmonton for 1 night to attend PLP Planning Sessions	1			

Approver(s) for the claim	Approval Status	Approval Date
GILCHRIST, TODD	Approve	13-Mar-18



**AB Health Services**



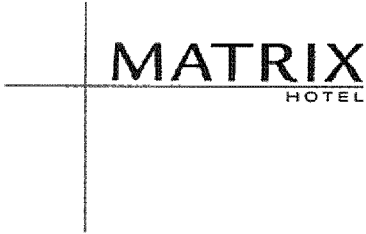
Room No. :   
Arrival : 03-01-18  
Departure Date : 03-02-18  
Folio No. :

Beckwithferraton, Andrea  
Company Name: ABC Premier Hotel Program Consortia  
Group Name:

Conf. No. :   
P.O. No. :

**INVOICE**

Date	Description	Charges	Credits
03-01-18	Room Revenue	179.10	
03-01-18	Destination Marketing Fee	5.37	
03-01-18	Tourism Levy	7.38	
		<b>Total Charges</b>	191.85
		<b>Total Credits</b>	0.00
		<b>Balance</b>	<b>191.85</b>



**Payment Receipt**

**Stay Information**

AB Health Services



Confirmation No.

**Transaction Details**

**Current Date**  
03-12-18

**Current Time**  
11:57 AM

**Receipt No.**  


**Transaction Date**  
03-12-18

**Payment Method**  


**Amount**  
191.85 CAD

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Cashier No. 1008

## Expense Report Direct Bill Summary

### Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive or an AHS Board Member and paid for by a third party vendor. The information will be used for public disclosure reporting.

### Expenses Paid Directly to Third Party Vendors:

AHS may have established accounts with certain vendors used to book travel and other expenses that are billed directly to AHS. Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund. It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable receipts and back up must be attached.

### Direct Bill Report

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- Enter all expenses paid by AHS not mentioned above.
- Copies of invoices and other relevant back up must be attached, approvals for hosting events/working sessions that exceeds \$600 must be provided.
- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.
- Indicate whether you have expenses to report in this section for this reporting period: YES

<b>Name :</b> Andrea Beckwith-Ferraton	<b>Reporting Period for the Month of :</b> March
--	--

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
20-Oct-17	<b>Direct</b>	<b>Other Transportation</b>	Red Arrow Bus ticket for travel to/from Edmonton on Nov 28/29, 2017 to attend ELT/Governance meetings on two separate days.	<b>Marlin Travel</b>	133.92
11-Jan-18	<b>Direct</b>	<b>Other Transportation</b>	Red Arrow Bus ticket for travel to/from Edmonton on March 1/2, 2018 to attend PLP SLT Operational Planning Session and to attend Ethics & Compliance Departmental meetings.	<b>Marlin Travel</b>	137.52
09-Mar-18	<b>Direct</b>	<b>Other Transportation</b>	Red Arrow Bus ticket for travel to/from Edmonton on March 26, 2018 to attend AHS Board meeting.	<b>Marlin Travel</b>	137.52
13-Mar-18	<b>Direct</b>	<b>Other Transportation</b>	Red Arrow Bus ticket for travel to/from Edmonton on April 3, 2018 to attend ECO Departmental Meetings.	<b>Marlin Travel</b>	137.52
<b>Total Paid in the Month</b>					<b>\$ 546.48</b>



**Invoice**

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 20 Oct 17 Client: [REDACTED] Agent: [REDACTED] File Locator: [REDACTED]
--	--

**PASSENGERS:** MS ANDREA BECKWITHFERRATON

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
RED ARROW Confirmation # [REDACTED]	133.92	0.00	\$0.00	0.00	0.00	133.92 CAD
<b>Total:</b>	<b>133.92</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>133.92 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	10/19/2017		[REDACTED]	0.00 CAD
					133.92 CAD
				<b>Total Payment:</b>	<b>133.92 CAD</b>

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL ET MEETING

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL  
 \*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
 \*\*\*PLEASE REVIEW YOUR ITINERARY FOR ACCURACY\*\*\*  
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----  
 -----RED ARROW----- RESERVATION MAY BE CHANGED OR CANCELLED AT LEAST 2 HOURS PRIOR TO DEPARTURE. PLEASE CHECK WWW.REДАРROW.CA FOR A LISTING OF PICK UP AND DROP OFF LOCATIONS IN ALBERTA  
 RED ARROW TOLL FREE NUMBER 1 800 232 1958



ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 20 Oct 17  
Client: [REDACTED]  
Agent: [REDACTED]

File Locator: [REDACTED]

### MY ITINERARY

Passengers	Citizenship	Required Travel Documents
ANDREA BECKWITHFERRATON	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers: ANDREA BECKWITHFERRATON

Booking Date: 19 Oct 17  
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
CHARTER AIRLINE	00001	CALGARY INTL 28 Nov 17 6:00AM		EDMONTON INTL 28 Nov 17 9:20AM	Y/	



AIR

Passengers: ANDREA BECKWITHFERRATON

Booking Date: 19 Oct 17  
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
CHARTER AIRLINE	00002	EDMONTON INTL 29 Nov 17 4:30PM		CALGARY INTL 29 Nov 17 7:50PM	Y/	

**Faith Denton**

---

**From:** Red Arrow Reservations <itinerary@redarrow.ca>  
**Sent:** Thursday, January 11, 2018 11:18 AM  
**To:** [REDACTED]  
**Subject:** Red Arrow Itinerary/Receipt



**INVOICE**

2018-01-11

*You can reach us at:*

ALBERTA HEALTH SERVICES - MARLIN TRAVEL  
10030 107 STREET  
EDMONTON, AB T5J 3E4

Corporate Sales

ORDER#	ORDERED	CUSTOMER#	P.O.	GROUP NAME	DEPARTING	RETURNING	SALES REP	SALES AGENT
[REDACTED]	2018-01-11	[REDACTED]			2018-03-01	2018-03-02	-	Website User

*Travellers:*

beckwithferraton/andrea

PRODUCT DESCRIPTION	DURATION	OCCUPANCY	QTY	PRICE/UNIT	BILLED
<b>CALEDM 08:00.</b> Assigned to: 03A Departs Calgary (CALTO / CTO 205 9 Ave SE) at 08:00 on 2018-03-01. Arrives Edmonton (EDMTO / ETO 10014 104 St) at 11:50 on 2018-03-01. (3 hrs 50 mins)	3 hrs 50 mins	Adult	1	\$ 72.38	\$ 68.76
<b>ECEXP 16:30.</b> Assigned to: 04A Departs Edmonton (EDMTO / ETO 10014 104 St) at 16:30 on 2018-03-02. Arrives Calgary (CALTO / CTO 205 9 Ave SE) at 19:50 on 2018-03-02. (3 hrs 20 mins)	3 hrs 20 mins	Adult	1	\$ 72.38	\$ 68.76

**Base Price:** \$ 144.76

**Discounts:** \$ 7.24

**Service Charges:** \$ 0.00

**Invoice Total:** \$ 137.52

**Payments Received:** \$ 137.52

**Balance Due:** \$ 0.00

**Payments Received**

DATE	GUEST	REFERENCE	AMOUNT
2018-01-11	ALBERTA HEALTH SERVICES - MARLIN TRAVEL MARLIN TRAVEL	MasterCard [REDACTED]	\$ 137.52

**PLEASE NOTE THAT A PAPER TICKET IS NOT REQUIRED FOR CHECK-IN.**

TERMS: DUE UPON RECEIPT GST# BN139981476 Please note that the maximum luggage allowance per person is 4 pieces including carry on bags, and stowed luggage underneath the coach. Carry on bags include purses, backpacks and laptop bags. Additional luggage will incur additional fees. If you wish to time change, date change, or cancel for a full refund – 30 minutes notice prior to A.M departures; 3 hours notice prior to P.M. departures must be given. December 15 - January 5 to cancel or make any changes to a reservation we require 24 hours notice. Failure to provide proper notice makes the trip non refundable & will result in an additional change fee for a date / time change. Failure to arrive on time or no showing for your departure will result in forfeit of full fare unless rebooked within 30 days for a change fee. \*\*Red Arrow will not be responsible for the loss of or damage to checked luggage in excess of stated maximum liability. In addition, Red Arrow does not accept liability to loss of or damage to unchecked baggage carried on board. For the full policy, please visit [www.redarrow.ca](http://www.redarrow.ca) or view the policy posted on our information boards at our Ticket Offices\*\* \*\*Red Arrow reserves the right to check I.D. or perform carry-on baggage checks at any time\*\* Corporate Billing Accounts - Please pay off your monthly statement & not individual invoices.

If you wish to change or cancel your booking, please contact a Passenger Experience Representative at 1-800-232-1958.

**Thank you for booking with Red Arrow Motorcoach. We appreciate your business!**

Our Core Values: Safety | Customer Service | Resourcefulness | Integrity | Positive Attitude | Team Work | Loyalty | Accountability | Respect | Dedication

# Vision

A DIRECT TRAVEL® COMPANY

**Invoice**

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4	Trip #: [REDACTED] Booking Date: 09 Mar 18 Client: [REDACTED] Agent: [REDACTED]  File Locator: [REDACTED]
--	--

PASSENGERS: MS ANDREA BECKWITHFERRATON

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
RED ARROW Confirmation: [REDACTED]	137.52	0.00	\$0.00	0.00	0.00	137.52 CAD
<b>Total:</b>	<b>137.52</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>137.52 CAD</b>

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	03/09/2018		[REDACTED]	137.52 CAD
<b>Total Payment:</b>					<b>137.52 CAD</b>

**Balance Due CAD Currency 0.00 CAD**

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101  
REASON FOR TRAVEL MEETING

\*\*\*\*\* AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 \*\*\*\*\*  
 \*\*\*\*\*PLEASE REVIEW YOUR ITINERARY FOR ACCURACY\*\*\*\*\*  
 PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----  
 -----RED ARROW----- RESERVATION MAY BE CHANGED OR CANCELLED AT LEAST 2 HOURS PRIOR TO DEPARTURE. PLEASE CHECK WWW.REDARROW.CA FOR A LISTING OF PICK UP AND DROP OFF LOCATIONS IN ALBERTA  
 RED ARROW TOLL FREE NUMBER 1 800 232 1958

ALBERTA HEALTH SERVICES  
ALBERTA HEALTH SERVICES  
10030 - 107 STREET  
EDMONTON AB  
T5J 3E4

Trip #: [REDACTED]  
Booking Date: 09 Mar 18  
Client: [REDACTED]  
Agent: [REDACTED]  
File Locator: [REDACTED]

### MY ITINERARY

Passengers	Citizenship	Required Travel Documents
ANDREA BECKWITHFERRATON	Not Specified	Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

Passengers:	Booking Date:	File Locator/Ticket #:
ANDREA BECKWITHFERRATON	09 Mar 18	[REDACTED]

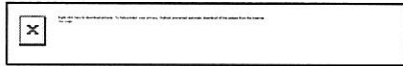
Airline	Flight	From	Terminal	To	Class/Seat	Stops
CHARTER AIRLINE	00001	CALGARY INTL 26 Mar 18 8:00AM		EDMONTON INTL 26 Mar 18 11:50AM	Y/	
CHARTER AIRLINE	00002	EDMONTON INTL 26 Mar 18 6:30PM		CALGARY INTL 26 Mar 18 10:00PM	Y/	

**Faith Denton**

---

**From:** Carley walls <carley.walls@visiontravel.ca>  
**Sent:** Tuesday, March 13, 2018 3:12 PM  
**To:** [REDACTED]  
**Subject:** Red Arrow Itinerary/Receipt

**INVOICE**



2018-03-13

ALBERTA HEALTH SERVICES - MARLIN TRAVEL  
10030 107 STREET  
EDMONTON, AB T5J 3E4

*You can reach us at:*  
Corporate Sales

ORDER#	ORDERED	CUSTOMER#	P.O.	GROUP NAME	DEPARTING	RETURNING	SALES REP	SALES AGENT
[REDACTED]	2018-03-13	[REDACTED]			2018-04-03	2018-04-03	-	Website User

*Travellers:*

Beckwith-Ferratton/Andrea

PRODUCT DESCRIPTION	DURATION	OCCUPANCY	QTY	PRICE/UNIT	BILLED
<b>CAEDM 08:00.</b> Assigned to: 03A Departs Calgary (CALTO / CTO 205 9 Ave SE) at 08:00 on 2018-04-03. Arrives Edmonton (EDMTO / ETO 10014 104 St) at 11:50 on 2018-04-03. (3 hrs 50 mins)	3 hrs 50 mins	Adult	1	\$ 72.38	\$ 68.76
<b>ECEXP 16:30.</b> Assigned to: 03A Departs Edmonton (EDMTO / ETO 10014 104 St) at 16:30 on 2018-04-03. Arrives Calgary (CALTO / CTO 205 9 Ave SE) at 19:50 on 2018-04-03. (3 hrs 20 mins)	3 hrs 20 mins	Adult	1	\$ 72.38	\$ 68.76

---

**Payments Received**

**Base Price:** \$ 144.76

DATE	GUEST	REFERENCE	AMOUNT
2018-03-13	ALBERTA HEALTH SERVICES	MasterCard [REDACTED]	\$ 137.52

<b>Discounts:</b>	\$ 7.24
<b>Service Charges:</b>	\$ 0.00
<b>Invoice Total:</b>	\$ 137.52
<b>Payments Received:</b>	\$ 137.52
<b>Balance Due:</b>	\$ 0.00

**PLEASE NOTE THAT A PAPER TICKET IS NOT REQUIRED FOR CHECK-IN.  
PLEASE CHECK IN 15 MINUTES PRIOR TO DEPARTURE**

TERMS: DUE UPON RECEIPT GST# BN139981476 Please note that the maximum luggage allowance per person is 4 pieces including carry on bags, and stowed luggage underneath the coach. Carry on bags include purses, backpacks and laptop bags. Additional luggage will incur additional fees. If you wish to time change, date change, or cancel for a full refund – 30 minutes notice prior to A.M departures; 3 hours notice prior to P.M. departures must be given. December 15 - January 5 to cancel or make any changes to a reservation we require 24 hours notice. Failure to provide proper notice makes the trip non refundable & will result in an additional change fee for a date / time change. Failure to arrive on time or no showing for your departure will result in forfeit of full fare unless rebooked within 30 days for a change fee. \*\*Red Arrow will not be responsible for the loss of or damage to checked luggage in excess of stated maximum liability. In addition, Red Arrow does not accept liability to loss of or damage to unchecked baggage carried on board. For the full policy, please visit [www.redarrow.ca](http://www.redarrow.ca) or view the policy posted on our information boards at our Ticket Offices\*\* \*\*Red Arrow reserves the right to check I.D. or perform carry-on baggage checks at any time\*\* Corporate Billing Accounts: Payment due 30 days after completion of trip.

If you wish to change or cancel your booking, please contact a Passenger Experience Representative at 1-800-232-1958.

**Thank you for booking with Red Arrow Motorcoach. We appreciate your business!**

Our Core Values: Safety | Customer Service | Resourcefulness | Integrity | Positive Attitude | Team Work | Loyalty | Accountability | Respect | Dedication