

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of May 2017

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)
May-17	Expense Claim	Meetings	1,141	53	335	369	1,898			
Total			\$ 1,141	\$ 53	\$ 335	\$ 369	\$ 1,898	\$ -	\$ -	\$ -

Total for the Month \$ 1,898

Maximum daily single meal expense claimed in the month \$ 21
 Maximum daily base hotel rate claimed in the month \$ 149
 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.



Employee # [Redacted]

AHS - AP Processing - Internal Use Only

Voucher #

Naming Convention:

T4ANR Applicable? - If yes, indicate line & amt

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION

Name:	David Carpenter	Expense Period Month:	May-17
Address:	[Redacted]	City:	[Redacted]
Province:	[Redacted]	Postal Code:	[Redacted]
		Country:	Canada
Reason for Expense	Attendance at Community Engagement Committee Meeting on May 11, 2017; Finance Committee and Audit & Risk Committee Meetings on May 25, 2017.		

SECTION 2: FINANCE CODING & TOTAL CLAIM

Description	Corp/BU/O IG	Location (if applicable)	Functional Centre/Primary	Expense/ Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	\$53.10 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$1,844.68 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00 ✓
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$1,897.78 ✓

SECTION 3: AUTHORIZATION

I attest that I have read and understand all applicable policies that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant with all the above statements	Date	Phone#
David Carpenter	<i>[Signature]</i>	Jun 23 / 17	[Redacted]

I attest that I have read and understand all applicable policies of that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Approved by (Print Name)	Position Title/Program Group
Linda Hughes	Board Chair
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
<i>[Signature]</i>	June 27 / 17

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Privacy (FOIP) Act, respectively, for the purpose of administ

For payment please send to:
14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Ec

Deborah Rhodes
Deborah Rhodes, VP Corporate Services & CFO
Position #: [Redacted] DOFA Level: [Redacted]

June 26 / 17

Carry forward from Section 1

Name:	David Carpenter	Expense Period Month:	May-17
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Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below

Rationale is Required for expenses that are not Cost Effective: (supporting analysis and documentation must be attached to this form)

SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM

The Board Members follow the Government of Alberta (GOA) Travel, Meal and Hospitality Expenses Policy

Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates (Appendix C for USA, Appendix D for International).

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)(A)				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Allowance Within Canada		With Receipt or Allowance Outside Canada					
			Meal Type	Allowance	Meal Type	Amount				
10-May-2017	Mileage from residence to YQL and return to attend Community Engagement Committee Meeting in Edmonton on May 11, 2017.	Yes							40	
10-May-2017	Parking at YQL.	Yes					* \$16.00	✓		
10-May-2017	Flight from YQL to YEG and return to attend Community Engagement Committee Meeting on May 11, 2017.	Yes					\$570.41	✓		
10-May-2017	Taxi from YEG to hotel and return on May 11, 2017.	Yes					\$145.20	✓		
10-May-2017	One night accommodation to attend Community Engagement Committee Meeting on May 11, 2017.	Yes	D-\$20.75	\$20.75	✓	\$167.28	✓			
11-May-2017	ETS Fare to travel from hotel to SSP.	Yes	L-\$11.60	\$11.60	✓		\$3.25	✓		
24-May-2017	Mileage from residence to YQL and return to attend Finance and Audit & Risk Committee Meetings in Edmonton on May 25, 2017.	Yes							40	
24-May-2017	Parking at YQL.	Yes					* \$16.00	✓		
24-May-2017	Flight from YQL to YEG and return to attend Finance and Audit & Risk Committee Meetings on May 25, 2017.	Yes					\$570.41	✓		
24-May-2017	Taxi from YEG to hotel and return on May 25, 2017.						\$145.20	✓		
Total: (amount auto fills to page 1)			\$32.35		\$0.00	\$167.28	\$1,466.47	\$0.00	80.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ 40.40
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Carry forward from Section 1

Name:	David Carpenter	Expense Period Month:	May-17
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Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below

Rationale is Required for expenses that are not Cost Effective: (supporting analysis and documentation must be attached to this form)

SECTION 4B: BOARD MEMBER - TRAVEL EXPENSE CLAIM

The Board Members follow the Government of Alberta (GOA) Travel, Meal and Hospitality Expenses Policy

Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates (Appendix C for USA, Appendix D for International).

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)(A)				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Allowance Within Canada		With Receipt or Allowance Outside Canada					
			Meal Type	Allowance	Meal Type	Amount				
24-May-2017	One night accommodation to attend Finance and Audit & Risk Committee Meetings on May 25, 2017.	Yes	D-\$20.75	\$20.75	✓		\$167.28	✓		
25-May-2017	ETS Fare to travel from hotel to SSP to attend meetings.	Yes					\$3.25	✓		
Total: (amount auto fills to page 1)			\$20.75		\$0.00		\$167.28	\$3.25	\$0.00	0.00

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ -
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County of Lethbridge

Airport Parking

GST #106989023

Space # : 79

Transaction #:

Date : MAY/10/17
Time : 12:00 PM

Paid : \$16.00 ✓

Card :

Parking Expires At:

MAY/12/17
12:00 PM

Please Retain Ticket.
Lock your vehicle and
secure all valuables.

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT



Senior
Expires
May 11/17 09:39

INSERT THIS END INTO
VALIDATOR

5

\$3.25 ✓

1



AIR CANADA

YOUR BOOKING IS
CONFIRMED



Booking Reference : 

Travel booked/ticket issued on:04 March 2017

Passengers



Mr. David B Carpenter

Ticket Number



Aeroplan



Depart	Travel Options	Seats
	YQ none	AC7216 1A AC8150 1C
Return	YQ none	AC8151 1C AC7219 1A

 Depart


Economy Flex

Wednesday
10 May, 2017


13:00
Lethbridge
(YQL), Canada



13:50
Calgary
Calgary Intl. (YYC), Canada

 **0 hr 50**
 AC7216 Operated by Air Canada Express - Air Georgian 1900D | Flex, G

15:40
Calgary
 Calgary Intl. (YYC), Canada



16:30
Edmonton
 Edmonton Intl. (YEG), Canada


 **0 hr 50**
 AC8150 Operated by Air Canada Express - Jazz Q400 | Flex, G

 Return


Economy Flex

Thursday
 11 May, 2017


15:35
Edmonton
 Edmonton Intl. (YEG), Canada




16:27
Calgary
 Calgary Intl. (YYC), Canada

 **0 hr 52**
 AC8151 Operated by Air Canada Express - Jazz Q400 | Flex, G

17:55
Calgary
 Calgary Intl. (YYC), Canada



18:43
Lethbridge
 (YQL), Canada

 **0 hr 48**
 AC7219 Operated by Air Canada Express - Air Georgian 1900D | Flex, G

Purchase summary

1 Adult



Air Transportation Charges

Base Fare	460.00
Surcharges	24.00
 Taxes, fees and charges	
Goods and Services Tax - Canada no. 100092287 RT0001	27.16
Air Travellers Security Charge	14.25
Airport Improvement Fee - Canada	45.00
Total before options (per passenger)	570⁴¹
Number of passengers	x1
Total	570⁴¹
GRAND TOTAL - Canadian dollars	\$570⁴¹ ✓



CANADA, U.S.: 1 (888) 247-2262



3

Royal Executive Transportation

\$145.20 ✓

Custom Amount	\$132.00
Subtotal	\$132.00
Tip	\$13.20
Total	\$145.20

AMEX 1001 (Keyed)

May 10
2017 at
8:20 PM

Auth
code:

GST/HST: 864101928RT0001

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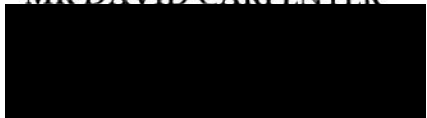
UNION BANK INN
BOUTIQUE HOTEL

10053 Jasper Avenue
Edmonton, AB T5J 1S5
P.780.423.3600 F.780.423.4623
reservations@unionbankinn.com

4

GST: 897343794RT0001

MR DAVID CARPENTER



Room	Folio	CheckIn	CheckOut	Balance
[Redacted]	[Redacted]	05/10/2017	05/11/2017	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
05/10/2017	[Redacted]	Room Taxable	149.00	0.00	149.00
05/10/2017	[Redacted]	DMF - 3%	4.47	0.00	153.47
05/10/2017	[Redacted]	Tourism Levy - 4%	6.14	0.00	159.61
05/10/2017	[Redacted]	GST - 5%	7.67	0.00	167.28
05/11/2017	[Redacted]	American Express [Redacted]	0.00	167.28	0.00
		Balance Due			0.00

Summary and Taxes

Taxable Sales	149.00
DMF - 3%	4.47
Tourism Levy - 4%	6.14
GST - 5%	7.67

Customer Signature: _____
*Thank You for joining us, The Union Bank Inn,
 Alberta's Original Boutique Hotel*

County of Lethbridge

Airport Parking

GST #106989023

Space # : 86

Transaction #:

Date : MAY/24/17

Time : 12:06 PM

Paid : \$16.00 ✓

Card : [REDACTED]

Parking Expires At:

MAY/26/17

12:06 PM

Please Retain Ticket.
Lock your vehicle and
secure all valuables.

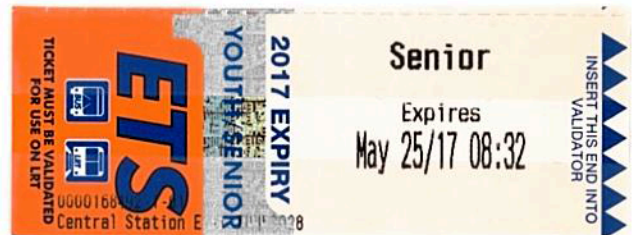
(6)

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT



\$3.25 ✓

(10)

7



Booking Reference: [Redacted]

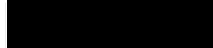
Travel booked/ticket issued on: 04 March 2017

Passengers

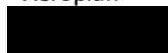


Mr. David B Carpenter

Ticket Number



Aeroplan



Depart	Travel Options	Seats
	YQ none	AC7216 1A AC8150 1C
Return	YQ none	AC8151 1C AC7219 1A


Depart

Economy Flex


Wednesday
24 May, 2017

13:00
Lethbridge
(YQL), Canada


13:50
Calgary
Calgary Intl. (YYC), Canada

 **0 hr 50**
 AC7216 Operated by Air Canada Express - Air Georgian 1900D | Flex, G

15:40
Calgary
 Calgary Intl. (YYC), Canada



16:30
Edmonton
 Edmonton Intl. (YEG), Canada


 **0 hr 50**
 AC8150 Operated by Air Canada Express - Jazz Q400 | Flex, G

 Return


Economy Flex

Thursday
 25 May, 2017


15:35
Edmonton
 Edmonton Intl. (YEG), Canada




16:27
Calgary
 Calgary Intl. (YYC), Canada

 **0 hr 52**
 AC8151 Operated by Air Canada Express - Jazz Q400 | Flex, G

17:55
Calgary
 Calgary Intl. (YYC), Canada



18:43
Lethbridge
 (YQL), Canada


 **0 hr 48**
 AC7219 Operated by Air Canada Express - Air Georgian 1900D | Flex, G

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1 Adult



Air Transportation Charges

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Total before options (per passenger)	570⁴¹
Number of passengers	x1
Total	570⁴¹
GRAND TOTAL - Canadian dollars	\$570⁴¹ ✓

 CANADA, U.S.: 1 (888) 247-2262





8

1315863 ALBERTA Ltd. Corporate Transport

\$145.20 ✓

Custom Amount \$132.00

Subtotal \$132.00
Tip \$13.20

Total \$145.20

May



1315863 ALBERTA Ltd. Corporate Transport
3515-113B Street
Edmonton, AB T6J1L6
780-910-1750

AMEX



May
24
2017 at

5:32



Auth
code:



GST/HST: 822200507

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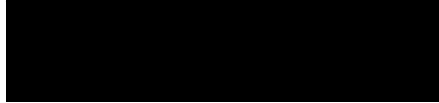
UNION BANK INN

BOUTIQUE HOTEL

10053 Jasper Avenue
 Edmonton, AB T5J 1S5
 P.780.423.3600 F.780.423.4623
 reservations@unionbankinn.com

GST: 897343794RT0001

MR DAVID CARPENTER



Room	Folio	CheckIn	CheckOut	Balance
		05/24/2017	05/25/2017	0.00
Master Folio				Government Rate

Date	Room	Description/ Voucher	Charges	Credits	Balance
05/24/2017		Room Taxable	149.00	0.00	149.00
05/24/2017		DMF - 3%	4.47	0.00	153.47
05/24/2017		Tourism Levy - 4%	6.14	0.00	159.61
05/24/2017		GST - 5%	7.67	0.00	167.28
05/25/2017		American Express -	0.00	167.28	0.00
		Balance Due			0.00
Summary and Taxes					
		Taxable Sales	149.00		
		DMF - 3%	4.47		
		Tourism Levy - 4%	6.14		
		GST - 5%	7.67		

9

Customer Signature: _____
 Thank You for Joining us, The Union Bank Inn,
 Alberta's Original Boutique Hotel