

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of September 2017

		Travel (1)						Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel			
Sep-17	Expense Claim	Meetings	1,316	83	669	384	2,452			
Total			\$ 1,316	\$ 83	\$ 669	\$ 384	\$ 2,452	\$ -	\$ -	\$ -

Total for the Month \$ 2,452

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:
T4A/NR Applicable? - If yes, indicate line & amt

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION					
Name:	David Carpenter			Expense Period Month:	Sep-17
Address:	[REDACTED]		City:	[REDACTED]	
Province:	[REDACTED]	Postal Code:	[REDACTED]	Country:	Canada
Reason for Expense	Attendance at Finance Committee and Audit & Risk Committee Meetings on September 14, 2017; Board Meeting on September 28, 2017.				

SECTION 2: FINANCE CODING & TOTAL CLAIM					
Description	Corp/BU/Org	Location (if applicable)	Functional Centre/Primary	Expense/Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	\$83.00 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$2,369.16 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$2,452.16 ✓ <i>DB</i>

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 to all the above statements	Date	Phone#
David Carpenter	<i>David Carpenter</i>	Oct 16, 2017	[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>Linda Hughes</i>	Oct 25/17

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 administrative

Oct 18/17
Deborah Rhodes
Deborah Rhodes, VP Corporate Services & CFO
Position #: [REDACTED] DOFA Level: [REDACTED]

For payment please submit to:
14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Ed.

Carry forward from Section 1

Name:	David Carpenter	Expense Period Month:	Sep-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				
13-Sep-2017	Mileage from residence to YQL to attend Finance Committee and Audit & Risk Committee Meetings in Edmonton on September 14, 2017.	Yes	D-\$20.75	\$20.75	✓				20	
13-Sep-2017	Flight from YQL to YEG and return to attend Finance and Audit & Risk Committee Meetings in Edmonton.	Yes					\$739.46	✓		
	Airfare includes change fee (May 31st flight cancelled. Attended June 1st Audit & Risk and Private Board Meetings via videoconference).									
13-Sep-2017	Taxi from YEG to hotel and return on September 15, 2017.	Yes					\$145.20	✓		
13-Sep-2017	Two nights accommodation to attend Finance Committee and Audit & Risk Committee Meetings.	Yes				\$334.56	✓			
14-Sep-2017	ETS Fare to travel from hotel to SSP to attend meetings.	Yes					\$3.25	✓		
14-Sep-2017	ETS Fare to travel from SSP to hotel.	Yes	D-\$20.75	\$20.75	✓		\$3.25	✓		
15-Sep-2017	Taxi from YQL to residence.	Yes					\$34.17	✓		
27-Sep-2017	Mileage from residence to YQL and return to attend Private and Public Board Meetings in Edmonton on September 28, 2017.	Yes							40	
27-Sep-2017	Parking at YQL to attend Board Meetings in Edmonton on September 28, 2017.	Yes					\$16.00	✓		
Total: (amount auto fills to page 1)			\$41.50	✓	\$0.00	\$334.56	\$941.33	\$0.00	60.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ 30.30
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Carry forward from Section 1

Name:	David Carpenter	Expense Period Month:	Sep-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				
27-Sep-2017	Flight from YQL to YEG and return on September 29, 2017.	Yes					\$576.71	✓		
27-Sep-2017	Taxi from YEG to hotel on September 27, 2017 and retrun on September 29, 2017.	Yes					\$145.20	✓		
27-Sep-2017	Two nights accommodation to attend Board Meetings on September 28, 2017.	Yes	D-\$20.75	\$20.75	✓	\$334.56	✓			
28-Sep-2017	ETS Fare to travel from hotel to SSP.	Yes					\$3.25	✓		
28-Sep-2017	ETS Fare to travel from SSP to hotel.	Yes	D-\$20.75	\$20.75	✓		\$3.25	✓		
Total: (amount auto fills to page 1)			\$41.50	✓	\$0.00	\$334.56	\$728.41	\$0.00	0.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ -
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AIR CANADA
YOUR BOOKING IS
CONFIRMED



Booking Reference



Booking date:03 March 2017

Date of issue:04 April 2017

Passengers



Mr. David Carpenter

Ticket Number



Aeroplan



Depart	Travel Options	Seats
	YQ n	AC7214
	o	1A
	n	AC8591
	e	1C
Return		
	YQ n	AC8139
	o	1C
	n	AC7213
	e	1A

Depart

Economy Flex

Wednesday
13 Sep, 2017

10:00
Lethbridge
(YQL), Canada



10:49
Calgary
Calgary Intl. (YYC), Canada

 **0 hr 49**
 AC7214 Economy (G)
 Operated by Air Canada Express - Air Georgian 1900D

11:55
Calgary
 Calgary Intl. (YYC), Canada



12:45
Edmonton
 Edmonton Intl. (YEG), Canada

 **0 hr 50**
 AC8591 Economy (G)
 Operated by Air Canada Express - Jazz Q400

 Return

Economy Flex

Friday
 15 Sep, 2017

10:00
Edmonton
 Edmonton Intl. (YEG),
 Canada



10:53
Calgary
 Calgary Intl. (YYC), Canada

 **0 hr 53**
 AC8139 Economy (G)
 Operated by Air Canada Express - Jazz Q400

11:50
Calgary
 Calgary Intl. (YYC), Canada



12:38
Lethbridge
 (YQL), Canada

 **0 hr 48**
 AC7213 Economy (G)
 Operated by Air Canada Express - Air Georgian 1900D

Purchase summary

**Additional
 Charges**

Adult

Air Transportation Charges

Base Fare	11.00
Goods and Services Tax - Canada no. 100092287 RT0001	0.55
Total Additional Fare - per passenger	11.55

Extras (Change Fee)

Change Fee	150.00
Goods and Services Tax - Canada no. 100092287 RT0001	7.50
Total Extras (Change Fee) - per passenger	157.50

Total (per passenger) 169.05

Number of passengers x1

Total \$169.05

GRAND TOTAL - Canadian dollars \$169⁰⁵

57041 ORIGINAL
73946 ✓

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





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 1B

Depart

Economy Flex


Wednesday

31 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

Friday
 02 Jun, 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





1315863 ALBERTA Ltd. Corporate Transport

How was your experience?



\$145.20

Custom Amount \$132.00

Subtotal \$132.00
GST - included, \$6.29
Tip \$13.20

Total \$145.20



1315863 ALBERTA Ltd. Corporate Transport
3515-113B Street

Edmonton, AB T6J1L6
780-910-1750

AMEX 1001 (Swipe) 13/09/2017,
13:17
DAVID B CARPENTER [REDACTED]
Auth code: [REDACTED]

GST/HST: 822200507

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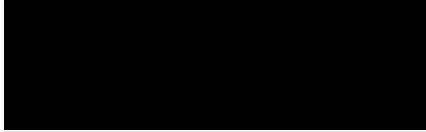


**UNION
BANK
INN**

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

GST: 897343794RT0001

MR DAVID CARPENTER



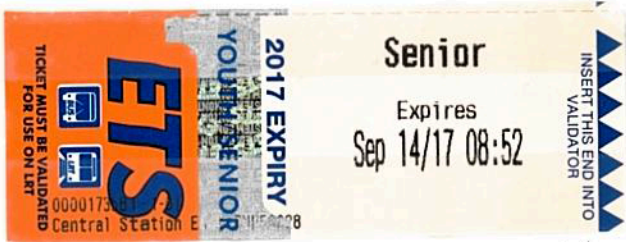
Room	Folio	CheckIn	CheckOut	Balance
		09/13/2017	09/15/2017	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
09/13/2017		Room Taxable	149.00	0.00	149.00
09/13/2017		DMF - 3%	4.47	0.00	153.47
09/13/2017		Tourism Levy - 4%	6.14	0.00	159.61
09/13/2017		GST - 5%	7.67	0.00	167.28
09/14/2017		Room Taxable	149.00	0.00	316.28
09/14/2017		DMF - 3%	4.47	0.00	320.75
09/14/2017		Tourism Levy - 4%	6.14	0.00	326.89
09/14/2017		GST - 5%	7.67	0.00	334.56
09/15/2017		American Express	0.00	334.56	0.00
		Balance Due			0.00

Summary and Taxes

Taxable Sales	298.00
DMF - 3%	8.94
Tourism Levy - 4%	12.28
GST - 5%	15.34

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



\$ 3,25

✓

Fifth Ave Cabs
ADDRESS
4-1210 33 St N
Lethbridge, AB T1H 5H3
(403) 381-1111

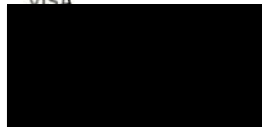
SALE

TID: [REDACTED] REF#: [REDACTED]
Batch #: [REDACTED]
09/15/17 17:48:02
APPR CODE: [REDACTED]
VISA [REDACTED] City

AMOUNT \$29.17
TIP \$5.00
TOTAL CAD\$34.17

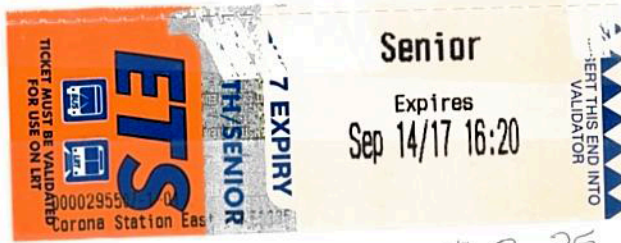
APPROVED - 000

VISA



Thank You
Please Come Again

CUSTOMER COPY

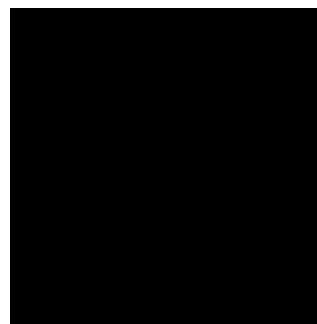


\$ 3,25

✓



AIR CANADA
YOUR BOOKING IS
CONFIRMED



Booking Reference

Travel booked/ticket issued on: 13 May 2017

Passengers



Mr. David B Carpenter

Ticket Number



Aeroplan



Depart	Travel Options	Seats
	YQ n	AC7216
	o	1A
	n	AC8150
	e	1C
Return		
	YQ n	AC8139
	o	1C
	n	AC7213
	e	1B

Depart

Economy Flex

Wednesday
27 Sep, 2017

(YQL), Canada



Calgary Intl. (YYC), Canada

 **0 hr 49**
 AC7216 Economy (G)
 flight_details.operated_by.text 1900D

Calgary Intl. (YYC), Canada



Edmonton Intl. (YEG), Canada

 **0 hr 50**
 AC8150 Economy (G)
 flight_details.operated_by.text Q400

Return

Economy Flex

Friday
29 Sep, 2017

Edmonton Intl. (YEG),
Canada



Calgary Intl. (YYC), Canada

 **0 hr 53**
 AC8139 Economy (G)
 flight_details.operated_by.text Q400

Calgary Intl. (YYC), Canada



(YQL), Canada

 **0 hr 48**
 AC7213 Economy (G)
 flight_details.operated_by.text 1900D

Purchase summary

1 Adult



Air Transportation Charges

Base Fare

466.00

Surcharges 24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001 27.46

Air Travellers Security Charge 14.25

Airport Improvement Fee - Canada 45.00

Total before options (per passenger) **576⁷¹**

Number of passengers **x1**

Total **576⁷¹**

GRAND TOTAL - Canadian dollars **\$576⁷¹**



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



RECEIPT PARKING RECEIPT PARKING RECEIPT PARKING RECEIPT

County of Lethbridge
Airport Parking
GST #106989023

Space # : 87
Transaction #:
[REDACTED]

Date : SEP/27/17
Time : 12:19 PM
Paid : \$16.00

Card [REDACTED]
Parking Expires At:

SEP/29/17
12:19 PM

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

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE AMEX
DATE 2017/09/27
TIME 1929 16:56:35
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$132.00
TIP \$13.20
TOTAL

\$145.20

AMERICAN EXPRESS

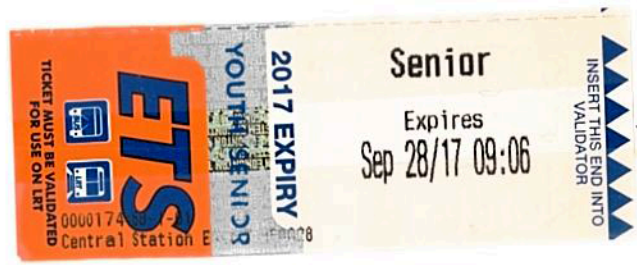


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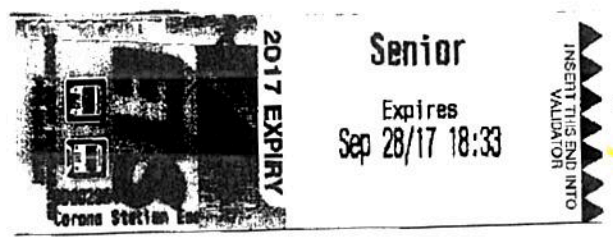
AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS



#3.25



#3.0

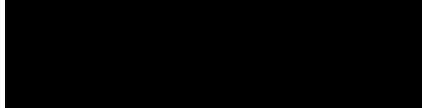


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10053 Jasper Avenue
Edmonton, AB T5J 1S5
P.780.423.3600 F.780.423.4623
reservations@unionbankinn.com

GST: 897343794RT0001

MR DAVID CARPENTER



Room	Folio	CheckIn	CheckOut	Balance
		09/27/2017	09/29/2017	0.00
Master Folio				Government Rate

Direct Bill: ALBERTA HEALTH SERVI

Date	Room	Description/ Voucher	Charges	Credits	Balance
09/27/2017		Room Taxable	149.00	0.00	149.00
09/27/2017		DMF - 3%	4.47	0.00	153.47
09/27/2017		Tourism Levy - 4%	6.14	0.00	159.61
09/27/2017		GST - 5%	7.67	0.00	167.28
09/28/2017		Room Taxable	149.00	0.00	316.28
09/28/2017		DMF - 3%	4.47	0.00	320.75
09/28/2017		Tourism Levy - 4%	6.14	0.00	326.89
09/28/2017		GST - 5%	7.67	0.00	334.56
09/29/2017		American Express -	0.00	334.56	0.00
		Balance Due			0.00

Summary and Taxes

Taxable Sales	298.00
DMF - 3%	8.94
Tourism Levy - 4%	12.28
GST - 5%	15.34

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