

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of November 2018

			Travel (1)					Working Sessions Hosting and Hospitality		
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	(3)	Other (4)
Nov-18	P-Card	Meetings				198	198			
Nov-18	Expense Claim	Meetings	767	85	335	202	1,389			
Total			\$ 767	\$ 85	\$ 335	\$ 400	\$ 1,587	\$ -	\$ -	\$ -

**Total for
the Month** \$ 1,587

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.

AHS Public Disclosure P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
David Carpenter	AHS Board Member	Edmonton	\$ 198.00								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
11/21/2018	Edmonton - Taxi from SSP to YEG - attended Finance and Audit risk Committee meetings	AB - Other Zones	Taxi	\$ 66.00			Edmonton - Taxi from SSP to YEG - attended Finance and Audit risk Committee meetings Items charged to Executive Assistant's December 2018 P-Card on behalf of David Carpenter	1			
11/28/2018	Edmonton - Taxi from SSP to YEG - attended Human Resources Committee Meeting	AB - Other Zones	Taxi	\$ 66.00			Edmonton - Taxi from SSP to YEG - attended Human Resources Committee Meeting. Items charged to Executive Assistant's December 2018 P-Card on behalf of David Carpenter	1			
12/11/2018	Edmonton - Taxi from SSP to YEG - attended Private Board Meeting	AB - Other Zones	Taxi	\$ 66.00			Edmonton - Taxi from SSP to YEG - attended Private Board Meeting. Items charged to Executive Assistant's December 2018 P-Card on behalf of David Carpenter	1			
Approver(s) for the claim		Approval Status		Approval Date							
Signature kept on file		Approve									

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2018/12/19
TIME 5378 10:04:00
INVOICE # 873
RECEIPT NUMBER [REDACTED]

PURCHASE
TOTAL

\$721.00

MasterCard
[REDACTED]

From DR VERNA
① To Nov-1- Resid to EIA = \$65
② Time Nov-2- EIA to Resid = \$65
③ Date Nov-7- Resid to EIA = \$65
④ Trip Amount Nov-8- EIA to Resid = \$65
⑤ Driver Name Nov-13- EIA to Resid = \$65
⑥ Car Number Nov-21- SSP to EIA \$66
⑦ GST Nov-22- SSP to EIA = 66 - David & Glenda
⑧ Nov-22- EIA to SSP = \$66

From _____
To ⑨ - Nov-28- David Carpenter = SSP to EIA = 66
Time _____
Date Total = \$589
Trip Amount ⑩ Dec-12- Glenda Yeates-SSP to EIA = 66
Driver Name ⑪ Dec-12- David Carpenter = SSP to EIA = \$66
Car Number _____
GST Total = \$589 + 132 = \$721



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:	Nov-18		
Address:	[REDACTED]	City:	[REDACTED]		
Province:	[REDACTED]	Postal Code:	[REDACTED]	Country:	Canada
Reason for Expense	Chaired the Finance Committee and Audit & Risk Committee meetings on November 22, 2018 in Edmonton. Attended the Human Resources Committee Meeting on November 28, 2018.				

SECTION 2: FINANCE CODING & TOTAL CLAIM					
Description	Corp/BU/O #	Location (if applicable)	Functional Centre/Primary	Expense/ Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	\$85.45 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$1,303.73 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00 ✓
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$1,389.18 ✓

SECTION 3: AUTHORIZATION			
I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.			
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		Nov 29/18	[REDACTED]

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.	
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
	Nov. 29/18

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

Nov. 29/18
 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, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra

Carry forward from Section 1

Name:	David Carpenter	Expense Period Month:	Nov-18
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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				
21-Nov-2018	Mileage from residence to YQL and return to Chair the Finance and Audit & Risk Committee Meetings on November 22, 2018 in Edmonton.	Yes							40	
21-Nov-2018	Parking at YQL.	Yes					\$16.00	✓		
21-Nov-2018	Flight from YQL to YEG and return.	Yes					\$463.31	✓		
21-Nov-2018	Taxi from YEG to SSP.	Yes	L-\$11.60	\$11.60	✓		\$60.00	✓		
21-Nov-2018	ETS Fare from SSP to hotel.	Yes					\$3.25	✓		
21-Nov-2018	1 night accommodation.	Yes	D-\$20.75	\$20.75	✓	\$167.28	✓			
22-Nov-2018	ETS Fare from hotel to SSP.	Yes					\$3.25	✓		
27-Nov-2018	Mileage from residence to YQL and return to attend Human Resources Committee Meeting on November 28, 2018 in Edmonton.	Yes							40	
27-Nov-2018	Parking at YQL.	Yes					\$16.00	✓		
27-Nov-2018	Flight from YQL to YEG and return.	Yes					\$303.71	✓		
Total: (amount auto fills to page 1)			\$32.35	✓	\$0.00	\$167.28	\$865.52	\$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:	Nov-18
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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

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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-Nov-2018	Taxi from YEG to hotel.	Yes					\$60.00	✓		
27-Nov-2018	1 night accommodation.	Yes	D-\$20.75	\$20.75	✓	\$167.28	✓			
28-Nov-2018	ETS Fare from hotel to SSP.	Yes	LD-\$32.35	\$32.35	✓		\$3.25	✓		
Total: (amount auto fills to page 1)			\$53.10	✓	\$0.00	\$167.28	\$63.25	\$0.00	0.00	

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

Airport Parking

GST #106989023

Space # : 86

Transaction #:

Date : NOV/21/18

Time : 09:34 AM

Paid : \$16.00 ✓

Card :

Parking Expires At:

NOV/23/18

09:34 AM

Please Retain Ticket.

Lock your vehicle and

secure all valuables.

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

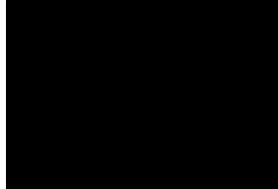
GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE AMEX
DATE 2018/11/21
TIME 6:15 13:45:34
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$5.00
TOTAL

\$60.00 ✓

AMERICAN EXPRESS



APPROVED

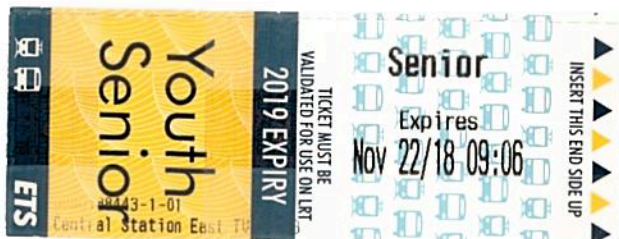
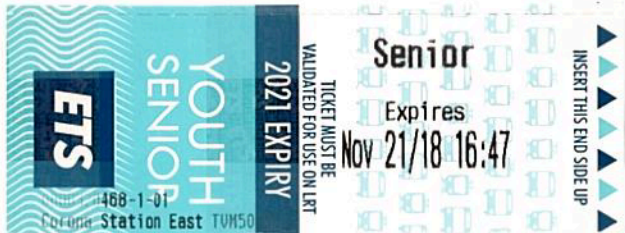
AUTH# [REDACTED]

THANK YOU

CARDHOLDER COPY

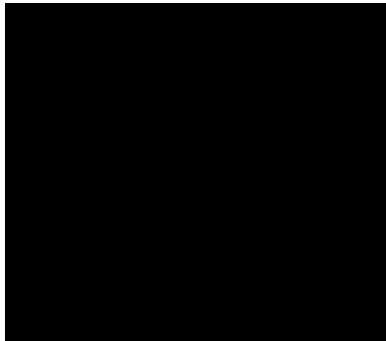
IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456
BARREL TAXI 780.489.7777
EDMTAXI.COM
GST 100403070





YOUR BOOKING IS CONFIRMED



Booking Reference [REDACTED]

Travel booked/ticket issued on: 29 June 2018

Passengers

David B Carpenter

Seats

Ticket Number



AC7214 1A
AC8140 1C

Aeroplan



AC8149 1C
AC7219 1A

Depart



Wednesday
21 Nov, 2018

10:05
Lethbridge
(YQL), Canada



11:00
Calgary
Calgary Intl. (YYC), Canada

0 hr 55
AC7214 Economy (T)
Operated by Air Canada Express - Air Georgian 1900D

12:05
Calgary
Calgary Intl. (YYC), Canada



13:01
Edmonton
Edmonton Intl. (YEG), Canada

 **0 hr 56**
AC8140 Economy (T)
Operated by Air Canada Express - Jazz Dash 8-300



Return

Economy - Flex

Thursday
22 Nov, 2018

15:25
Edmonton
Edmonton Intl. (YEG), Canada



16:19
Calgary
Calgary Intl. (YYC), Canada

 **0 hr 54**
AC8149 Economy (G)
Operated by Air Canada Express - Jazz Q400

18:15
Calgary
Calgary Intl. (YYC), Canada



19:06
Lethbridge
(YQL), Canada

 **0 hr 51**
AC7219 Economy (G)
Operated by Air Canada Express - Air Georgian 1900D

Purchase summary

1 Adult



Air Transportation Charges

Base Fare - Departing Flight - Economy - Flex

103.00

Base Fare - Return Flight - Economy - Flex

255.00

Surcharges

24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001

22.06

Air Travellers Security Charge - Canada

14.25

Airport Improvement Fee - Canada

45.00


GRAND TOTAL - Canadian dollars

\$463³¹



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

 **AIR CANADA**

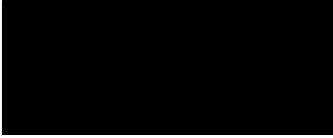
A STAR ALLIANCE MEMBER 



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
[Redacted]	[Redacted]	11/21/2018	11/22/2018	0.00
Master Folio				

Date	Room	Description/ Voucher	Charges	Credits	Balance
11/21/2018	[Redacted]	Room Taxable	149.00	0.00	149.00
11/21/2018	[Redacted]	DMF - 3%	4.47	0.00	153.47
11/21/2018	[Redacted]	Tourism Levy - 4%	6.14	0.00	159.61
11/21/2018	[Redacted]	GST - 5%	7.67	0.00	167.28
11/22/2018	[Redacted]	American Express - ...1001 A [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: _____
 Thankyou for Choosing the Union Bank Inn

County of Lethbridge

Airport Parking

GST #106989023

Space # : 86

Transaction #:

Date : NOV/27/18
Time : 12:42 PM

Paid : \$16.00 ✓

Card :

Parking Expires At:

NOV/29/18

12:42 PM

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

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

AIRPORT TAXI SERVICE
4608 101 ST.
(7808907070)
EDMONTON AB

CARD [REDACTED]
CARD TYPE VISA
DATE 2018/11/27
TIME 1221 18:01:11
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$5.00
TOTAL

\$60.00 ✓

VISA

APPROVED

AUTH# [REDACTED]

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS



Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: [REDACTED]

Name: **David Carpenter**
E-mail: [REDACTED]
Payment: [REDACTED]

Customer Care
Air Canada Reservations
 1-888-247-2262

Air Canada Flight Information
 1-888-422-7533
[International Reservations](#)

Alert me of flight changes
[Flight notification](#)

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC7216	Lethbridge (YQL)	Calgary (YYC)	BEH	Economy Flex (T)	Confirmed
<i>Operated by:</i>	Tue 27-Nov 2018	Tue 27-Nov 2018			
<i>Air Canada Express- Air Georgian</i>	13:05	13:55			
Seat number(s) requested:	1A				
AC8150	Calgary (YYC)	Edmonton International (YEG)	DH4	Economy Flex (T)	Confirmed
<i>Operated by:</i>	Tue 27-Nov 2018	Tue 27-Nov 2018			
<i>Air Canada Express- Jazz</i>	15:20	16:13			
Seat number(s) requested:	1C				

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC8157	Edmonton International (YEG)	Calgary (YYC)	DH3	Economy Flex (T)	Confirmed
<i>Operated by:</i>		Wed 28-Nov 2018	Wed 28-Nov 2018		
<i>Air Canada Express-Jazz</i>		20:00	21:01		
Seat number(s) requested:		1C			

AC7221	Calgary (YYC)	Lethbridge (YQL)	BEH	Economy Flex (T)	Confirmed
<i>Operated by:</i>		Wed 28-Nov 2018	Thu 29-Nov 2018		
<i>Air Canada Express-Air Georgian</i>		23:35	00:26		
Seat number(s) requested:		1A			

Passenger Information

Passenger: 1 David Carpenter

Ticket number: [REDACTED]

Frequent Flyer Pgm: Air Canada Aeroplan

Program number: [REDACTED]

Purchase Summary

Passenger: 1 Ticket number [REDACTED]

Date of issue	29-Jun 2018
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	230.00
Taxes, Fees & Charges	
Air Travellers Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	14.46
Airport Improvement Fee - Canada (SQ)	45.00
Total Fare in Canadian dollars:	303.71

Ticket particularities:
AC ONLY/NONREF/CHGE FEE
-BG:AC

*Fare calculation:
27NOV18YQL AC X/YYC AC YEA Q12.00R103.00AC X/YYC Q12.00AC YQL
R103.00CAD230.00 END ROE1.00

Canadian tax registration numbers:



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
[Redacted]	[Redacted]	11/27/2018	11/28/2018	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
11/27/2018	[Redacted]	Room Taxable	149.00	0.00	149.00
11/27/2018	[Redacted]	DMF - 3%	4.47	0.00	153.47
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11/27/2018	[Redacted]	GST - 5%	7.67	0.00	167.28 ✓
11/28/2018	[Redacted]	American Express - ...1001 AP: [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: _____
 Thankyou for Choosing the Union Bank Inn