

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of January 2019

			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			
Jan-19	Expense Claim	Meetings	405	41	167	104	717			
Total			\$ 405	\$ 41	\$ 167	\$ 104	\$ 717	\$ -	\$ -	\$ -

Total for the Month \$ 717

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.

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION			
Name:	David Carpenter	Expense Period Month:	Jan-19
Address:	[REDACTED]	City:	[REDACTED]
Province:	[REDACTED]	Postal Code:	[REDACTED]
		Country:	Canada
Reason for Expense	Attended meeting with External Assessor (Internal Audit) on January 30, 2019 and Private and Public Board Meetings on January 31, 2019 in Edmonton.		

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	\$41.50 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$675.49 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$716.99 ✓

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 to all the above statements	Date	Phone#
David Carpenter	<i>See att. email for approval.</i>	Feb. 14, 2019	[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
<i>Linda Hughes</i>			Feb 20/19

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

Deborah Rhodes Feb. 19/19
Deborah Rhodes, VP Corporate Services & CFO

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:	Jan-19
--------------	-----------------	------------------------------	--------

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						
30-Jan-2019	Mileage from residence to YQL and return to attend the Private and Public Board Meetings on January 31, 2019 in Edmonton.	Yes							40			
30-Jan-2019	Parking at YQL.	Yes					\$16.00	✓				
30-Jan-2019	Flight from YQL to YEG and return (includes change fee to accommodate meeting with External Assessor on January 30, 2019).	Yes					\$404.51	✓				
30-Jan-2019	Taxi from YEG to SSP to meet with External Assessor (Internal Audit).	Yes					\$61.00	✓				
30-Jan-2019	ETS Fare from SSP to hotel.	Yes					\$3.25	✓				
30-Jan-2019	1 night accommodation.	Yes	D-\$20.75	\$20.75	✓		\$167.28	✓				
31-Jan-2019	ETS Fare from hotel to SSP.	Yes	D-\$20.75	\$20.75	✓		\$3.25	✓				
Total: (amount auto fills to page 1)			\$41.50	✓	\$0.00		\$167.28	✓	\$488.01	✓	\$0.00	40.00

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ 20.20
----------------------------------	-------	----------------------	----------

County of Lethbridge

Airport Parking

GST #106989023

Space #: [REDACTED]

Transaction #: [REDACTED]

Date: JAN/30/19

Time: 09:17 AM

Paid: \$16.00 ✓

Card [REDACTED]

Parking Expires At:

FEB/1/19

09:17 AM

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

PARKING

PARKING RECEIPT

PARKING RECEIPT

EIPT

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

CARD [REDACTED]
CARD TYPE AMEX
DATE 2019/01/30
TIME 3049 13:50:01
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$56.00
TIP \$5.00
TOTAL

\$61.00 ✓

AMERICAN EXPRESS
[REDACTED]

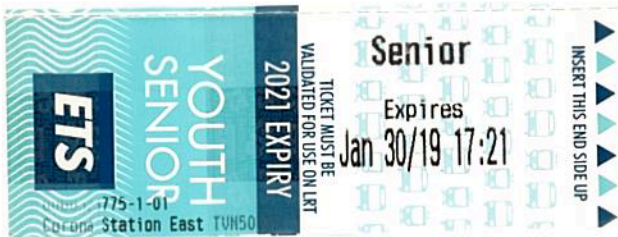
APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST#850828559

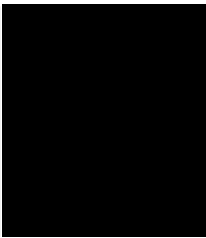


3.25 ✓



3.25 ✓

Booking Confirmation


 Booking Reference: 

Date of issue: 17 Oct, 2018

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.


- Depart

Economy - Flex

Wednesday 30 Jan, 2019	10:05 Lethbridge (YQL), AB		11:03 Calgary Calgary Int. (YYC), AB	 AC7214	0hr58 Economy L Operated by: Air Canada Express - Air Georgian 1900D
			Layover in Calgary		1hr17
Wednesday 30 Jan, 2019	12:20 Calgary Calgary Int. (YYC), AB		13:16 Edmonton Edmonton Int. (YEG), AB	 AC8140	0hr56 Economy L Operated by: Air Canada Express - Jazz Dash 8-300
			Total duration		3hr11


- Return

Economy - Flex

Thursday 31 Jan, 2019	17:25 Edmonton Edmonton Int. (YEG), AB		18:20 Calgary Calgary Int. (YYC), AB	 AC8155	0hr55 Economy L Operated by: Air Canada Express - Jazz Q400
			Layover in Calgary		1hr30
Thursday 31 Jan, 2019	19:50 Calgary Calgary Int. (YYC), AB		20:47 Lethbridge (YQL), AB	 AC7221	0hr57 Economy L Operated by: Air Canada Express - Air Georgian 1900D
			Total duration		3hr22

Passengers

David Carpenter

Ticket Number

Air Canada - Aeroplan

Seats

AC7214 1A
AC8140 1C
AC8155 1C
AC7221 1A

Purchase summary

Tax Information
GST/HST no. 10009-2287 RT0001
\$3.35

Additional Charges
adult

Air Transportation Charges

Base Fare	17.00
Goods and Services Tax - Canada no. 100092287 RT0001	0.85
Total Additional Fare - per passenger	17.85
Extras (Change Fee)	
Change Fee	50.00
Goods and Services Tax - Canada no. 100092287 RT0001	2.50
Total Extras (Change Fee) - per passenger	52.50
Total (per passenger)	70.35

*Change to meet with external
Revenue of
AHS Internal credit*

Seat selection

DAVID Carpenter	
AC7214: 1A - Standard Seat (Window)	0.00
AC8140: 1C - Preferred Seat (Aisle)	0.00
GRAND TOTAL (Canadian dollars)	70.35

*70.35
337.16
407.51 ✓*

Check-in and boarding gate deadlines

Within Canada

90 minutes

Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45 minutes¹

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15 minutes

Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.



Booking Confirmation

Booking Reference: [REDACTED]

Date of issue: 17 Oct, 2018

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.

- Depart

Economy - Flex

Wednesday
30 Jan, 2019

13:20
Lethbridge
(YQL), AB



14:18
Calgary
Calgary Int. (YYC), AB

AC7216

0hr58
Economy L
Operated by: Air Canada Express - Air Georgian | 1900D

Layover in Calgary

1hr02

Wednesday
30 Jan, 2019

15:20
Calgary
Calgary Int. (YYC), AB



16:13
Edmonton
Edmonton Int. (YEG), AB

AC8150

0hr53
Economy L
Operated by: Air Canada Express - Jazz | Q400

Total duration

2hr53

- Return

Economy - Flex

Thursday
31 Jan, 2019

17:25
Edmonton
Edmonton Int. (YEG), AB



18:20
Calgary
Calgary Int. (YYC), AB

AC8155

0hr55
Economy L
Operated by: Air Canada Express - Jazz | Q400

Layover in Calgary

1hr30

Thursday
31 Jan, 2019

19:50
Calgary
Calgary Int. (YYC), AB



20:47
Lethbridge
(YQL), AB

AC7221

0hr57
Economy L
Operated by: Air Canada Express - Air Georgian | 1900D

Total duration

3hr22

Passengers

David B Carpenter

Ticket Number

Air Canada - Aeroplan

Seats

AC7216 1B

AC8150 1C

AC8155 1C

AC7221 1A



Purchase summary

American Express

Amount paid: \$334.16

Tax information

GST/HST no. 10009-2287 RT0001

\$15.91

1 adult



Air Transportation Charges

Base Fare - Depart - Economy - Flex

115.00

Base Fare - Return - Economy - Flex

115.00

Surcharges

24.00



Taxes, fees, and charges

Goods and Services Tax - Canada no. 100092287 RT0001

15.91

Air Travellers Security Charge - Canada

14.25

Airport Improvement Fee - Canada

50.00

Total airfare and taxes before options

\$334¹⁶

GRAND TOTAL (Canadian dollars)

\$334¹⁶



Check-in and boarding gate deadlines

Within Canada

90

minutes

Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

45

minutes¹

Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

15

minutes

Boarding gate deadline

You must be present at the boarding gate before it closes.

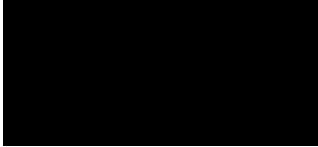
1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.



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]	01/30/2019	01/31/2019	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
01/30/2019	[Redacted]	Room Taxable	149.00	0.00	149.00
01/30/2019	[Redacted]	DMF - 3%	4.47	0.00	153.47
01/30/2019	[Redacted]	Tourism Levy - 4%	6.14	0.00	159.61
01/30/2019	[Redacted]	GST - 5%	7.67	0.00	167.28
01/31/2019	[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: _____
 Thankyou for Choosing the Union Bank Inn