

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of March 2019

			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-19	P-Card	Meetings				132	132			
Mar-19	Expense Claim	Meetings	921	85	335	203	1,544			
Total			\$ 921	\$ 85	\$ 335	\$ 335	\$ 1,676	\$ -	\$ -	\$ -

Total for the Month \$ 1,676

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	Lethbridge	\$ 132.00								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/13/2019	Edmonton - Taxi from SSP to YEG - Attended Human Resources Committee meeting on Mar 12 2019 & Chaired Finance Committee Meeting on Mar 13 2019	AB - Other Zones	Taxi	\$ 66.00	SSP	EIA	Items charged to Executive Assistant's April 2019 P-Card on behalf of David Carpenter	1			
3/28/2019	Edmonton - Taxi from SSP to YEG - Attended Private Board meeting on Mar 28 2019	AB - Other Zones	Taxi	\$ 66.00	SSP	EIA	Items charged to Executive Assistant's April 2019 P-Card on behalf of David Carpenter	1			
Approver(s) for the claim		Approval Status		Approval Date							
Signature kept on file		Approve									

5

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2019/03/29
TIME 9964 11:36:56
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE TOTAL
\$655.00 ✓

MasterCard

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

From Dr Verm. - Feb 2 March
To ① Feb 25 - Dr Verma SSP to EIA = \$66
Time ② Feb 26 - Dr Verma EIA to Rexi = \$65
Date ③ Feb 28 - Glenda Yeates & Brenda = \$66
Trip Amount ④ March 2 - Dr Verma Rexi to EIA = \$65
Driver Name ⑤ March 3 - Dr Verma EIA to Rexi = \$65
Car Number ⑥ March 6 - Dr Verma Rexi to EIA = \$65
GST ⑦ March 7 - Dr Verma EIA to Rexi = \$65

From ⑧ March 13 - David Carpenter - SSP to EIA \$66
To ⑨ March 13 - Glenda Yeates - SSP to EIA \$66
Time ⑩ March 28 - David Carpenter SSP to EIA = \$66
Date _____
Trip Amount _____
Driver Name TOTAL = \$ 655
Car Number _____
GST _____

Taxi. Several trips to airport (return) for Dr. Yiu and for Board members (10 trips)

This is a month's total of taxi fares used by Dr. Yiu and AHS board members for various AHS events (see above for a detailed breakdown of each fare).



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:	Mar-19
Address:	[Redacted]	City:	[Redacted]	
Province:	[Redacted]	Postal Code:	[Redacted]	Country: Canada
Reason for Expense	All expenses on this claim are based on: Attended Human Resources Committee Meeting on March 12, 2019; chaired the Finance Committee Meeting on March 13, 2019; attended Private Board Meeting on March 28, 2019 in Edmonton.			

SECTION 2: FINANCE CODING & TOTAL CLAIM

Description	Comp/BU/O ID	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	\$1,458.83 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00 ✓
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$1,544.28 ✓

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>[Signature]</i>	Mar 29/19	[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	Date
Linda Hughes	Board Chair	Apr 3/19
Signature: I, by signing this form, attest that I am compliant with all the above statements		
<i>[Signature]</i>		

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

[Signature]
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: MAR-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				
12-Mar-2019	Mileage from residence to YQL and return to attend HRC Meeting on March 12th; chair the FC Meeting on March 13, 2019 in Edmonton.	Yes							40	
12-Mar-2019	Parking at YQL to attend the above meetings.	Yes					\$16.00 ✓			
12-Mar-2019	Flight from YQL to YEG and return on March 13, 2019.	Yes					\$380.36 ✓			
12-Mar-2019	Taxi from YEG to SSP to attend Human Resources Committee Meeting.	Yes	L-\$11.60	\$11.60	✓		\$60.00 ✓			
12-Mar-2019	ETS Fare from SSP to hotel.	Yes					\$3.50 ✓			
12-Mar-2019	1 night accommodation.	Yes	D-\$20.75	\$20.75	✓	\$167.28 ✓				
13-Mar-2019	ETS Fare from hotel to SSP.	Yes	L-\$11.60	\$11.60	✓		\$3.50 ✓			
27-Mar-2019	Mileage from residence to YQL and return to attend Private Board Meeting on March 28, 2019 in Edmonton.	Yes							40	
27-Mar-2019	Parking at YQL to attend the above meeting.	Yes					\$16.00 ✓			
27-Mar-2019	Flight from YQL to YEG and return on March 28, 2019 (includes change fee as tour on March 29, 2019 was cancelled).	Yes					\$541.01 ✓			
Total: (amount auto fills to page 1)			\$43.95	✓	\$0.00	\$167.28	\$1,020.37	\$0.00	80.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ 40.40
----------------------------------	-------	----------------------	----------

Carry forward from Section 1

Name: **David Carpenter** Expense Period Month: **Mar-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 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-Mar-2019	Taxi from YEG to hotel.	Yes					\$60.00 ✓			
27-Mar-2019	1 night accommodation.	Yes	D-\$20.75	\$20.75	✓		\$167.28 ✓			
28-Mar-2019	ETS Fare from hotel to SSP.	Yes	D-\$20.75	\$20.75	✓		\$3.50 ✓			
Total: (amount auto fills to page 1)			\$41.50	✓	\$0.00		\$167.28 ✓	\$63.50 ✓	\$0.00	0.00

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

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

CARD [REDACTED]
CARD TYPE VISA
DATE 2019/03/12
TIME 7480 13:43:56
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$5.00
TOTAL

\$60.00 ✓

County of Lethbridge
Airport Parking
GST #106989023

Space #: 86
Transaction #: [REDACTED]

Date: MAR/12/19
Time: 09:25 AM
Paid: **\$16.00** ✓
Card [REDACTED]

Parking Expires At:
MAR/14/19
09:25 AM

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

PARKIN

PARKING RECEIPT

PARKING RECEIPT

CEIPT

VISA

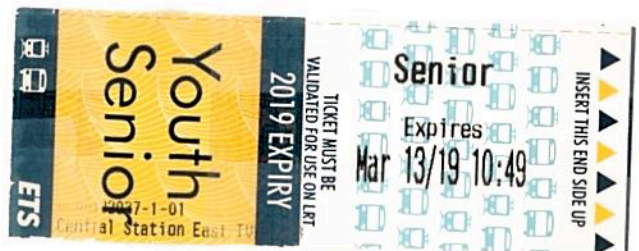
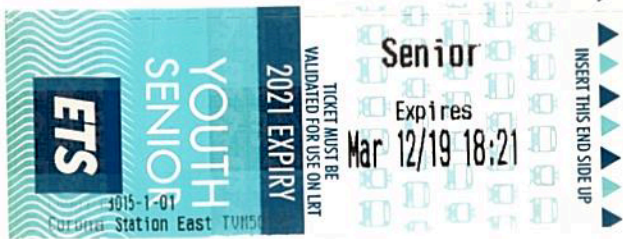
APPROVED

AUTH# [REDACTED]

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS



Booking Confirmation

 Booking Reference: XXXXXXXXXX

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

Tuesday 12 Mar, 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
Tuesday 12 Mar, 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

Wednesday 13 Mar, 2019	12:25 Edmonton Edmonton Int. (YEG), AB		13:20 Calgary Calgary Int. (YYC), AB	 AC8143	0hr55 Economy L Operated by: Air Canada Express - Jazz Q400
			Layover in Calgary		0hr45
Wednesday 13 Mar, 2019	14:05 Calgary Calgary Int. (YYC), AB		15:02 Lethbridge (YQL), AB	 AC7215	0hr57 Economy L Operated by: Air Canada Express - Air Georgian 1900D
			Total duration		2hr37

Passengers

David B Carpenter

Seats

Ticket Number

AC7214 1A

AC8140 1C

Air Canada - Aeroplan

AC8143 1C

AC7215 1A



Purchase summary

American Express

Amount paid: \$380.36

Tax information

GST/HST no. 10009-2287 RT0001

\$18.11

1 adult

Air Transportation Charges

Base Fare - Depart - Economy - Flex 137.00

Base Fare - Return - Economy - Flex 137.00

Surcharges 24.00

Taxes, fees and charges

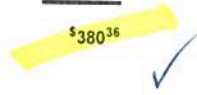
Goods and Services Tax - Canada no. 100092287 RT0001 18.11

Air Travellers Security Charge - Canada 14.25

Airport Improvement Fee - Canada 50.00

Total airfare and taxes before options **\$380³⁶**

GRAND TOTAL (Canadian dollars) \$380³⁶



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.

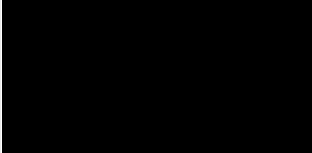
1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.



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]	03/12/2019	03/13/2019	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
03/12/2019	[Redacted]	Room Taxable	149.00	0.00	149.00
03/12/2019	[Redacted]	DMF - 3%	4.47	0.00	153.47
03/12/2019	[Redacted]	Tourism Levy - 4%	6.14	0.00	159.61
03/12/2019	[Redacted]	GST - 5%	7.67	0.00	167.28 ✓
03/13/2019	[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

County of Lethbridge

Airport Parking

GST #106989023

Space # : 86

Transaction #:

Date : MAR/27/19
Time : 12:36 PM

Paid : \$16.00 ✓

Card :

Parking Expires At:

MAR/29/19
12:36 PM

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

PARKIN

PARKING RECEIPT

PARKING RECEIPT

CEIPT

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE VISA
DATE 2019/03/27
TIME 4824 16:45:46
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$5.00
TOTAL

\$60.00 ✓

VISA
[REDACTED]

APPROVED

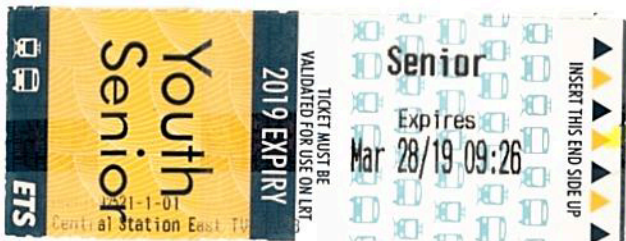
AUTH# [REDACTED]

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

CAPITAL 980 423.2429
24.7 TAXI 380 442.4444
EDMTAXI.COM
CST 100403070

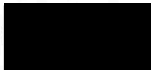




YOUR BOOKING IS CONFIRMED



Booking Reference



Booking date:16 October 2018
Date of issue:04 March 2019

Passengers

Mr. David Carpenter

Seats

Ticket Number



AC7216 1A
AC8150 1C

Aeroplan



AC8155 1C
AC7221 1A

Depart



Wednesday
27 Mar, 2019

13:20
Lethbridge
(YQL), Canada



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

0 hr 58
AC7216 Economy (L)
Operated by Air Canada Express - Air Georgian 1900D

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



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


0 hr 53
 AC8150 Economy (L)
 Operated by Air Canada Express - Jazz Q400

 Return

Economy - Flex

Thursday
28 Mar, 2019

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



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


0 hr 55
 AC8155 Economy (Q)
 Operated by Air Canada Express - Jazz Q400

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



20:47
Lethbridge
 (YQL), Canada


0 hr 57
 AC7221 Economy (Q)
 Operated by Air Canada Express - Air Georgian 1900D

Purchase summary

Additional Charges

1 Adult

 **Change Fee**

Change Fee	50.00
Goods and Services Tax - Canada <u>no.</u> 100092287 RT0001	2.50
GRAND TOTAL - Canadian dollars	\$52.50

*Public Board Mar 28
+ Tax Mar 29
Cancelled*

78851
 ✓ 541.01

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 27 Mar, 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 27 Mar, 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

Friday 29 Mar, 2019	14:25 Edmonton Edmonton Int. (YEG), AB		15:26 Calgary Calgary Int. (YYC), AB	 AC8149	1hr01 Economy Q Operated by: Air Canada Express - Jazz Dash 8-300
			Layover in Calgary		0hr59
Friday 29 Mar, 2019	16:25 Calgary Calgary Int. (YYC), AB		17:22 Lethbridge (YQL), AB	 AC7217	0hr57 Economy Q Operated by: Air Canada Express - Air Georgian 1900D
			Total duration		2hr57

Passengers

David B Carpenter

Seats

Ticket Number

AC7216 1A

AC8150 1C

Air Canada - Aeroplan

AC8149 1C

AC7217 1A



Purchase summary

American Express

Amount paid: \$488.51

Tax information

GST/HST no. 10009-2287 RT0001
\$23.26

1 adult

Air Transportation Charges

Base Fare - Depart - Economy - Flex	137.00
Base Fare - Return - Economy - Flex	240.00
Surcharges	24.00

Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	23.26
Air Travellers Security Charge - Canada	14.25
Airport Improvement Fee - Canada	50.00
Total airfare and taxes before options	\$488⁵¹
GRAND TOTAL (Canadian dollars)	\$488⁵¹



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.

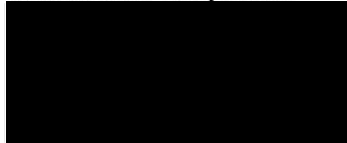
1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.



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]	03/27/2019	03/28/2019	0.00
Master Folio				

Date	Room	Description/ Voucher	Charges	Credits	Balance
03/27/2019	[Redacted]	Room Taxable	149.00	0.00	149.00
03/27/2019	[Redacted]	DMF - 3%	4.47	0.00	153.47
03/27/2019	[Redacted]	Tourism Levy - 4%	6.14	0.00	159.61
03/27/2019	[Redacted]	GST - 5%	7.67	0.00	167.28 ✓
03/28/2019	[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 Choosng the Union Bank Inn