

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of May 2019

			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)
May-19	P-Card	Meetings				132	132			
May-19	Expense Claim	Meetings	1,025	106	648	201	1,980			
Total			<u>\$ 1,025</u>	<u>\$ 106</u>	<u>\$ 648</u>	<u>\$ 333</u>	<u>\$ 2,112</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Total for
the Month** \$ 2,112

Maximum daily single meal expense claimed in the month \$ 21
Maximum daily base hotel rate claimed in the month \$ 260
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
5/23/2019	Edmonton - Taxi from SSP to YEG - Chaired Finance and Audit & Risk Committee Meeting on May 23 2019	AB - Other Zones	Taxi	\$ 66.00	SSP	EIA	Items charged to Executive Assistant's June 2019 P-Card on behalf of David Carpenter	1			
5/30/2019	Edmonton - Taxi from SSP to YEG - Attended HR committee meeting on May 29, 2019; Audit & Risk Committee Meeting and Private and Public Board meeting on May 30 2019. Glenda Yeates accompanied	AB - Other Zones	Taxi	\$ 66.00	SSP	EIA	Items charged to Executive Assistant's June 2019 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 2019/06/10
TIME 0816 15:08:19
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE TOTAL
\$458.00

MasterCard
[REDACTED]

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

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From Dr Vesna May 2019
To May 15 - Resi to EIA - Dr Vesna = \$65
Time May 16 - EIA to Resi - Dr Vesna = \$65
Date May 23 - Glenda Yeates = \$66
Trip Amount May 23 - David Carpenter = \$66
Driver Name May 30 - David Carpenter & Glenda Yeates \$66
Card Number May 31 - Dr Vesna Resi to EIA = \$65
GST May June 4 - Dr Vesna EIA to Resi = \$65
Total = \$458



Employee # [Redacted]

AHS - AP Processing - Info [Redacted]

Voucher # [Redacted]

Naming Convention: [Redacted]

T4/ANR Applicable? - If yes, indicate line & amt [Redacted]

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION

Name:	David Carpenter	Expense Period Month:	May-19
Address:	[Redacted]	City:	[Redacted]
Province:	[Redacted]	Postal Code:	[Redacted]
Country:	Canada		
Reason for Expense	Chaired Finance Committee and Audit & Risk Committee Meetings on May 23, 2019 in Edmonton. Attended Human Resources Committee Meeting on May 29, 2019; Chaired Audit and Risk Committee Meeting and attended Private and Public Board Meetings on May 30, 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	\$106.20 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$1,874.08 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$1,980.28 ✓

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>	June 9, 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>[Signature]</i>	June 11/19

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

For payment please submit to:
 14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra

Deborah Rhodes June 11/19
 Deborah Rhodes, VP Corporate Services & CFO
 Position #: [Redacted] DOFA Level: [Redacted]

Carry forward from Section 1

Name:	David Carpenter	Expense Period Month:	May-19
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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				
22-May-2019	Mileage from residence to YQL and return to chair the Finance and Audit & Risk Committee Meetings on May 23, 2019 in Edmonton.	Yes							40	
22-May-2019	Parking at YQL to chair the above meetings.	Yes					\$16.00			
22-May-2019	Flight from YQL to YEG and return on May 23, 2019 to chair the above meetings	Yes					\$475.91			
22-May-2019	Taxi from YEG to hotel. To chair the above meeting	Yes					\$60.00			
22-May-2019	One night accommodation to chair above meetings.	Yes	LD-\$32.35	\$32.35			\$178.51			
23-May-2019	Dinner per diem. To chair the above meeting	Yes	D-\$20.75	\$20.75						
28-May-2019	Mileage from residence to YQL and return to attend HR Meeting on May 29; Chair A&R Meeting; attend Board Meetings on May 30 in Edmonton.	Yes							40	
28-May-2019	Parking at YQL to attend above meetings in Edmonton.	Yes					\$24.00			
28-May-2019	Flight from YQL to YEG and return on May 30, 2019 (included change fee as Meetings ended earlier and was able to fly home a day earlier). To attend the above meeting	Yes					\$549.41			
28-May-2019	Taxi from YEG to hotel. To attend the above meetings	Yes					\$60.00			
Total: (amount auto fills to page 1)			\$53.10		\$0.00	\$178.51	\$1,185.32	\$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-19
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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				
28-May-2019	Two nights accommodation to attend above meetings.	Yes					\$469.85			
29-May-2019	Lunch and Dinner per diems. To attend the above meeting	Yes	LD-\$32.35	\$32.35						
30-May-2019	Dinner per diem. To attend the above meeting	Yes	D-\$20.75	\$20.75						
Total: (amount auto fills to page 1)			\$53.10		\$0.00		\$469.85	\$0.00	\$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 : MAY/22/19

Time : 11:25 AM

Paid : \$16.00

Card :

Parking Expires At:

MAY/24/19

11:25 AM

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

PAR

PARKING RECEIPT

PARKING RECEIPT

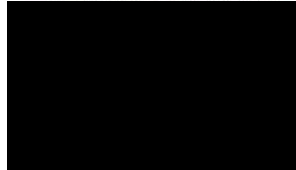
RECEIPT

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE AMEX
DATE 2019/05/22
TIME 4073 16:57:36
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$5.00
TOTAL
\$60.00

AMERICAN EXPRESS



APPROVED

AUTH# [REDACTED]

THANK YOU

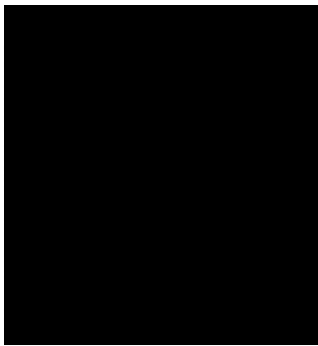
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YELLOW CAB 780.462.3456
BARREL TAXI 780.489.7777
EDMTAXI.COM
GST 100403070



YOUR BOOKING IS CONFIRMED



Booking Reference :

Travel booked/ticket issued on:02 February 2019

Passengers

Mr. David B Carpenter

Seats

Ticket Number

AC7216	1A
AC8150	1C
AC8153	1C
AC7219	1A

Aeroplane

Depart

Economy - Flex

Wednesday
22 May, 2019

13:30
Lethbridge
(YQL), Canada



14:21
Calgary
Calgary Int. (YYC), Canada

0 hr 51
AC7216 Economy (L)
Operated by Air Canada Express - Air Georgian 1900D

15:10
Calgary
Calgary Int. (YYC), Canada



16:00
Edmonton
Edmonton Int. (YEG), Canada

 **0 hr 50**
AC8150 Economy (L)
Operated by Air Canada Express - Jazz Q400

Return

Economy - Flex

Thursday
23 May, 2019

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



17:23
Calgary
Calgary Int. (YYC), Canada

 **0 hr 53**
AC8153 Economy (Q)
Operated by Air Canada Express - Jazz Q400

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



19:11
Lethbridge
(YQL), Canada

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

Purchase summary

1 Adult



Air Transportation Charges

Base Fare - Departing Flight - Economy - Flex

132.00

Base Fare - Return Flight - Economy - Flex

233.00

Surcharges

24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001

22.66

Air Travellers Security Charge - Canada

14.25

Airport Improvement Fee - Canada

50.00

GRAND TOTAL - Canadian dollars

\$475⁹¹



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

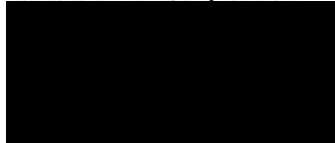




10053 Jasper Avenue
 Edmonton, AB T5J 1S5
 P.780.423.3600 F.780.423.4623
 reservations@unionbankinn.com

GST: 897343794RT0001

MR David Carpenter



Room	Folio	CheckIn	CheckOut	Balance
[Redacted]	[Redacted]	05/22/2019	05/23/2019	0.00
Master Folio			Government Rate	

Date	Room	Description / Voucher	Charges	Credits	Balance
05/22/2019	[Redacted]	Room Taxable	159.00	0.00	159.00
05/22/2019	[Redacted]	DMF - 3%	4.77	0.00	163.77
05/22/2019	[Redacted]	Tourism Levy - 4%	6.55	0.00	170.32
05/22/2019	[Redacted]	GST - 5%	8.19	0.00	178.51
05/23/2019	[Redacted]	American Express [Redacted]	0.00	178.51	0.00
		Balance Due			0.00

Summary and Taxes

Taxable Sales	159.00
DMF - 3%	4.77
Tourism Levy - 4%	6.55
GST - 5%	8.19

County of Lethbridge

Airport Parking

GST #106989023

Space # : 86

Transaction #:

Date : MAY/28/19
Time : 03:17 PM

Paid : \$24.00

Card

Parking Expires At:

MAY/31/19

03:17 PM

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

PARKING F

PARKING RECEIPT

PARKING RECEIPT

PT

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE VISA
DATE 2019/05/28
TIME 5037 19:34 28
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$5.00
TOTAL

\$60.00

VISA

APPROVED

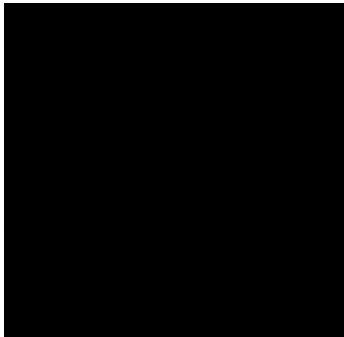
AUTH# [REDACTED]
THANK YOU

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YOUR BOOKING IS CONFIRMED



Booking Reference :



Booking date:01 February 2019
Date of issue:24 May 2019

Passengers

Mr. David Carpenter

Seats

Ticket Number



AC7988	1C
AC8150	1C
AC8163	10D
AC7989	1C

Aeroplan



Depart



Tuesday
28 May, 2019

11:50
Lethbridge
(YQL), Canada



12:48
Calgary
Calgary Int. (YYC), Canada

 **0 hr 58**
 AC7988 Economy (L)
 Operated by Air Canada Express - Jazz Dash 8-300

15:35
Calgary
Calgary Int. (YYC), Canada



16:25
Edmonton
Edmonton Int. (YEG), Canada

0 hr 50
AC8150 Economy (L)
Operated by Air Canada Express - Jazz Q400

Return

Economy - Flex

Thursday
30 May, 2019

18:15
Edmonton
Edmonton Int. (YEG), Canada



19:15
Calgary
Calgary Int. (YYC), Canada

1 hr 00
AC8163 Economy (Q)
Operated by Air Canada Express - Jazz Dash 8-300

20:30
Calgary
Calgary Int. (YYC), Canada



21:27
Lethbridge
(YQL), Canada

0 hr 57
AC7989 Economy (Q)
Operated by Air Canada Express - Jazz Dash 8-300

Purchase summary

Additional Charges

1 Adult

Air Transportation Charges

Base Fare 65.00

Goods and Services Tax - Canada no. 100092287 RT0001 3.25

Change Fee

Change Fee 50.00

*change fee to come home
Thursday night. ~~not~~
meeting ends @ 3:15
so I can make
flight.
Z*

Goods and Services Tax - Canada no. 100092287 RT0001

2.50

GRAND TOTAL - Canadian dollars

\$120⁷⁵

428 66
549 41



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

 **AIR CANADA**

A STAR ALLIANCE MEMBER 



YOUR BOOKING IS CONFIRMED



Booking Reference: [REDACTED]

Travel booked/ticket issued on: 02 February 2019

Passengers

Mr. David B Carpenter

Seats

Ticket Number

Aeroplane

AC7216	1A
AC8150	1C
AC8137	1C
AC7213	1A

Depart

Economy - Flex

Tuesday
28 May, 2019

13:30
Lethbridge
(YQL), Canada



14:21
Calgary
Calgary Int. (YYC), Canada

0 hr 51
AC7216 Economy (L)
Operated by Air Canada Express - Air Georgian 1900D

15:10
Calgary
Calgary Int. (YYC), Canada



16:00
Edmonton
Edmonton Int. (YEG), Canada

 **0 hr 50**
AC8150 Economy (L)
Operated by Air Canada Express - Jazz Q400

Return

Economy - Flex

Friday
31 May, 2019

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



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

 **0 hr 53**
AC8137 Economy (G)
Operated by Air Canada Express - Jazz Q400

12:15
Calgary
Calgary Int. (YYC), Canada



13:06
Lethbridge
(YQL), Canada

 **0 hr 51**
AC7213 Economy (G)
Operated by Air Canada Express - Air Georgian 1900D

Purchase summary

1 Adult



Air Transportation Charges

Base Fare - Departing Flight - Economy - Flex

132.00

Base Fare - Return Flight - Economy - Flex

188.00

Surcharges

24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001

20.41

Air Travellers Security Charge - Canada

14.25

Airport Improvement Fee - Canada

50.00

GRAND TOTAL - Canadian dollars

\$428⁶⁶



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

 **AIR CANADA**

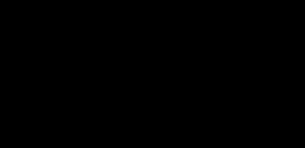
A STAR ALLIANCE MEMBER 



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]	05/28/2019	05/30/2019	0.00
Master Folio				

Date	Room	Description/ Voucher	Charges	Credits	Balance
05/28/2019	[Redacted]	Room Taxable	259.50	0.00	259.50
05/28/2019	[Redacted]	DMF - 3%	7.79	0.00	267.29
05/28/2019	[Redacted]	Tourism Levy - 4%	10.69	0.00	277.98
05/28/2019	[Redacted]	GST - 5%	13.36	0.00	291.34
05/29/2019	[Redacted]	Room Taxable	159.00	0.00	450.34
05/29/2019	[Redacted]	DMF - 3%	4.77	0.00	455.11
05/29/2019	[Redacted]	Tourism Levy - 4%	6.55	0.00	461.66
05/29/2019	[Redacted]	GST - 5%	8.19	0.00	469.85
05/30/2019	[Redacted]	American Express [Redacted]	0.00	469.85	0.00
		Balance Due			0.00

Summary and Taxes

Taxable Sales	418.50
DMF - 3%	12.56
Tourism Levy - 4%	17.24
GST - 5%	21.55

Customer Signature: _____
 Thankyou for Choosing the Union Bank Inn