

# Official Administrator and Executive Expense Report

Name Dr. Francois Belanger

Title VP & Medical Director, Central & Southern Alberta

**Location** Calgary

Expenses submitted during the month of December 2014

				Travel (1)					
Source Date Documen	t Purpose	Airfare	Meals	Accommodatio	Other n Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Dec-14 P-Card Dec-14 Expense	Various Meetings Meetings	2,120		156	187 127	,			
Total		\$ 2,120	\$ .	- \$ 156	\$ 314	\$ 2,590	\$ -	\$ -	\$ -

Total for the

Month \$ 2,590

Maximum daily single meal expense claimed in the month \$ - Maximum daily base hotel rate claimed in the month \$ 139 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.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report



Cardholder's e-mail address

#### Instruction: Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement · Cardholder AND Approver's signatures required where indicated below VICE PRESIDENT & MEDICAL BELANGER, FRANCOIS Cardholder's Position/Title Cardholder's Name Billing Reporting Period: 20/12/2014 **HEALTH OPERATIONS CENTRAL &** SOUTHPORT \$2463,16 Total Statement Amount: Cardholder's Site/Location Cardholder's Dept FRANCOIS.BELANGER@ALBERTAHEALTHSERVICES.CA

Last 6 digits of the P-Card #

ransaction Date	Trans ID	Merchant Name & Description	Trans Original Amount		Trans Amount	GST	Freigh t	Description
18/11/2014	371766637	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	27.30	CAD	27.30	1.30	.00	F. Belanger Incident Command System Training and North-South Dyad mtg Parking YYC
20/11/2014	371766635	MATRIX HOTEL, LODGING HOTELS, MOTELS, RESORTS	156.06	CAD	156.06	7.43		F. Belanger Cancer Control Operations mtg and AARP Special Purpose mtg Nov 20
20/11/2014	371766636	MPARK00020004U, AUTOMOBILE PARKING LOTS AND GARAGES	21.00	CAD	21.00	1.00	.00	F. Belanger Parking for AARP Special Purpose mtg Nov 20
21/11/2014	371958935	WESTJET Westjet Airlines	5.29	CAD	5.25	.00	.00	F. Belanger ELT mtg YYC to YEG seat selection
21/11/2014	371958936	WESTJET Westjet Airlines	200.6	CAD	200.68	.00	.00	F Belanger FLT mtg YYC to YEG
21/11/2014	372072835	AIR CA	190.1	CAD	190.18	.00		F. Belanger IHE mtg Nov 27 cancelled YYC to YEC future fit
	372206261	AIR CANADA	213.2		213.28	.00		F. Belanger Exec. Leadership Mto. Nov 25 YEG to YYC
24/11/2014	372308105	AIR CANADA	224,8	. 150000000	224.83	.00		F. Belanger IHE mtg Nov 27 YEG to YYC cancelled due to weather credit to be used on future travel A
25/11/2014	372516151	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	27.3		27,30	1.30		F. Belanger Exec. Leadership Team Nov 25 Parking YYC
28/11/2014	372800825	R CANADA	52.5	V	52.50	.00		F, Belanger Exec. Leadership Team Dec 2 YYC to YEG change fee
01/12/2014	372932118	WESTJE <sup>*</sup> Westjet Airlines			5.25	.00		F. Belanger Exec. Leadership Team Dec 2 seat selection YEG to YYC
01/12/2014	372932119	WESTJET Westjet Airlines			200.68	.00		F. Belanger Exec. Leadership Team Dec 2 YEG to YYC
02/12/2014	373330179	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	28.3		28.35	1.35		F. Belanger Exec. Leadership Team Dec 2 parking YYC
03/12/2014	373330180	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	26.2		26.25	1.25		F. Belanger AB Clinical Pathways Steering Committee Dec 3 Calgary Airport Delta Hotel parking YYC
05/12/2014	373530729	WESTJET Westjet Airlines		201 0422444.0	42.60	.00		F. Belanger IHI conference Orlando, Florida Seat selection personal expense. Cheque atlached to reimburse for expense
05/12/2014	373530730	WESTJET Westjet Airlines		2/32-3/20	252.13	.00		F. Belanger Exec Leadership Team and Cancer Control Budget mtg. Edmonton Dec 12 flight cancelled
05/12/2014	373655380	AIR CAN	190.1		190.18	.00	300504	F. Belanger Exec. Leadership Team Dec 12 YYC to YEG
05/12/2014	373655381	AIR CANADA	10.5		10.50	.00		P. Belanger Exec. Leadership Team Dec 12 seat selection YYC to YEG
08/12/2014	373781429	AIR CAN CANADA	218.5		218.53	.00		F. Belanger Exec. Leadership Team Dec 16 YEG to YY
	373924092	AIR CANADA	184.9	5.30.555	184.93	.00		F. Belanger Exec. Leadership Team Dec 16 YYC to YEG
08/12/2014	373924093	AIR CA	10.5		10.50	.00		F. Belanger Exec. Leadership Team Dec 16 seat selection YYC to YEC
12/12/2014	374298660	WESTJET estjet Airlines		2/55/06/	-5.25	.00		F. Belanger YEG to YYC seat selection fee refund for cancelled fligh
12/12/2014	374298661	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	28.3	5 CAD	28.35	1.35	.00	F. Belanger Exec. Leadership Team Dec 12 Parking YYC



RUN DATE: 02/04/2015

# P-Card details Online ® Cardholder Statement Report

6/12/2014	374871193	THE CALGARY AIRF AUTOMOBILE PARK		28.35	CAD	28.35	1.35		F. Belanger Exec. Leadership Team Dec 16 Parking YYC	2
8/12/2014	374871191	AIR CAN	R CANADA	145.03	CAD	145.03	.00		F. Belanger Exec. Leadership Team Dec 29 YYC to YEG AC	2
3/12/2014	374871192	AIR CAN	AIR CANADA	10.50	CAD	10.50	.00		F. Belanger Exec. Leadership Team Dec 29	2
8/12/2014	374871194	WESTJET	estjet Airlines	5.25	CAD	5.25	.00		F. Belanger Exec. Leadership Team Dec 29 seat selection WJ	2
	Trans ID	Receipts or suppor	ting documentation	Trans Original	A STANTAGE S	Trans Amount	GST	Freigh	Description	
ate	1			Amount						_

Reference #:

RUN DATE: 01/23/2015

P-Card details Online ® Cardholder Statement Report

Signatures	AND	K . SA
Cardholder Designate (if Applicable)  By signing this statement:  I hereby certify that I have reviewed and reconciled this statement in	in BMO Colling to the best of my ability in a	iccordance to AHS Corporate Policies.
Program User Guide and Training, I have allocated the transaction		
Name of Gardholds Designate	FRECOGNO CONFO	CALLARY TOUR
Signature of Cardivider Designation	TADUATY 26 7	
Cardholder		
I attest that I have mad and uncarefund the "Trave", Hospitally and excenses being plained are in compliance with such boldy.		
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<ul> <li>I attest that expenses submitted in the claim have been incurred by provided.</li> </ul>	y using a cost effective multhod, otherwise	a arey and promote the efercion
BELANGER, FRANCCIS,	VICE PRESIDENT & MEDICAL	
Aller and a second a second and	Cardholder Papition/Title	,
Signature of Corphoider	Junuary (-6, 2015)	
Approver Designate (If Applicable)		
By semina this etutomant		
I stiest that I have read and understand the "Trave", Hospitality and exponses being claimed are in completion with such policy.	d Working Session Expense Policy (1122)"	of A Data Health Survices and confinu
<ul> <li>I attest the expenses enclosed in use claim are for valid business p canned by the claimant or on their benefit from Alberta Health Serv</li> </ul>	ourposes for Alberta Health Services and the fices or any other Organization. A personal	hat this claim has not been providuely cheque for personal provinces madvertent
charged has been obtained.  Labort that expenses submitted in this claim have been incurred by	y using a cost effective method, otherwise	reconsidered supporting analysis
provided.		
Name of Approver Derignate	Exec. ASSIS to Approver Coalgrate Pusition/Title	n C
S. on Best	ngeb. 2/15	
Signature of inprover Designate	Dan and animals	
Approver		
By signing this statement  I strest that I have read and understand the "Trave", Hospitally and	d Westing Saggion Evnens - Princy (*122)	of Alberta Hos th Service , and confirm
e changes being claimed are in compliance with such policy.		
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chinged has been obtained. I what that expenses submitted in this claim have been incurred be provided:	by using a cost effective method, otherwise	rationals and supporting analysis is
Deborah Khodes V	P Corp. Services	, a CFO
	Approver Position/ rise	
Deborah Phades	Feb. Z/15 Date of Signature	
Submit approved statement with attachments to Appoints Payable:	and the second of the second o	mpromise a communication de compresso grandes (se compresso de compresso de compresso de compresso de compresso O mais de compresso
Attach.	in the distance of another are	Address
* Original (or scanned) itemized receipts with documented business to where required		A torta Healtr Cervices Accounts - ayable
Signed Cardholder Statement Report (or copies of electronic signets And where applicable Copies of pre-approvats for travel Personal cheque payable to "Alberta Hoalth Services"	uree ਤੋਂ olgnastres are not on repcrt)	7th Street Plaza 10th Floor, North Tower, 10010-107 Street Edmonton, AR TS. 354
Return, refund and/or credit receipts     Disputes letter		
<ul> <li>Business reasons for travel require detailed descriptions – include to mean, why travel was necessary and detailed explanation of reason</li> </ul>	ritere travelled to, who attended iff.	
Accounts Payable only:		The state of the s



November 20, 2014 Parking for AARP Special Purpose meeting

# RECEIPT

NO IN AND OUT PRIVILEGES IMPARK LOT 4

License Plate Number Expiration Date/Time

NOV 20, 2014

Purchase Date/Time: 12:50 on Nov 20, 2014

Total Parking: \$20.00 Total gst: \$1.00

Total Due: \$21.00

Rate \$21 - 3 Hours Payment Type: Card

Total Pad: \$21.00 Ticket SIN #

Settine

Kach Razer Heter 1

November 18, 2014 Incident Command System Training and North-South Dyad Meeting Parking at YYC

1

RECEIPT GST NO. R122556194



Colgory International Airport Parkade





November 19, 2014 Cancer Control Operations meeting and AARP Special Purpose meetings on Nov 20

Mr Francois Belanger

Room Number: Arrival Date:

11-19-14 11-20-14

Departure Date: Page No:

11-20-1 1 of 1

Confimation No

45/110/35/04

# INFORMATION INVOICE

Folio No:

01-15-15

Date	Description		Charges	Credits
11-19-14	Room Revenue		139.00	
11-19-14	Destination Marketing Fee - 3%		4.17	
11-19-14	Tourism Levy - 4%	5.73		
11-19-14	Room GST - 5%		7.16	
11-20-14	Mastercard	and the second s	3-346 SEC 196-	156.06
		Total	156.06	156.06
		Balance	0.00	

Signature:

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. G.S.T. #105631154 RT 0001

### Marlene Hamilton K.



From:

François Belander

Sent:

November 21, 2014 1:20 PM

To: Subject: Marlene Hamilton K.; Diane Beauvais-Bishop

FW: Reservation Confirmation

November 25, 2014

Executive Leadership Meeting

YYC to YEG and sept-selection

From: noreply@itinerary.westjet.com on behalf of WestJet Airlines[SMTP:NOREPLY@ITINERARY WESTJET COM]

Sent: Friday, November 21, 2014 1:20:20 PM

To: François Belanger

Subject: Reservation Confirmation

Auto forwarded by a Rule



West lot 21 Aerial Place N.E. Calgary, Alberta, Canada Tel: 1-382-9378538

Thank you for choosing West Jet. Please read these important details carefully regerding your purchase and itinerary.

Flease keep this information for your resords as WestJat cannot provide this information to you later than seven days after the completion of your last flight.

This is an automated measure system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-882-9378538 (1-888-WESTJET).

# Booking Confirmation

Your reservation code

Main contact: Mr Francois Belanger

E-mail:

francois, belanger@albertallealthservices, ca

Phone Num

For more information on flying with WestJet, including baggage fees, please visit Travelling

Please ensure that if your travel plans include a flight on a WestJet Encore turboprop aircraft that you review the following collaps as there are some differences in allowances and amenities from flights on our larger West let Booing 737 Wircraft.

If you are flying to Dublin, there are also some specific resolutions you should be aware of before you leave.

### Guest

Mr. Francois Belanger

Flight

Calgary (YYC)-Edmonton (YEG)

West lot FF Ticket Number

# Air Itinerary Details

W33270 Opurated by WESTJET FUCORE

Catgary, CA

Tue 25 Nov. 2014 07:40 AM

Edmonton, CA Tue 25 Nov, 2014 08:45 AM

Fare type: Flex

Non-stop

#### Fare breakdown

Guest type

Base fare por guest Air transportation charges per guest

Taxes, fees and charges

per guest.

Total fare per guest

Number of

Total fare guests

adult

CAD 142.00

CAD 12.00

CAD 46.68 CAD 200 68

CAD 200.68

Total airfare: CAD 200.68

#### Tax details

kate cirle

Description

Amount

YG

Goods and Services Tax (GST)

CAD 9.56

CA

Air Travellers Security Charge (ATSC)

CAD 7.12

SQ

Airport Improvement Fee (AIF)

CAP 30,00

### Fare family benefits

YYC-YEG: Flex Seat Sale Benefits

- No fee for first checked bag\*
- Second checked bug fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per cligible piece.
- Lower change and cancellation fees

Not applicable on flights operated by our airline partners

Regular seat

WS 3270 YYC - YEG Seat 88 Mr Francois Belanger

CAD 5.00 + CAD 0.25 Tax

Total Seats: CAD 5, 25

### Total

Charged to MASTERCARI

Charged to MASTERCARI

CAD 200.68 (

Total

CAD 205.93

# WestJet offers

### Get travel insurance

Don't forget to include travel insurance as part of your trip. WestJet has partnered with RDC Insurance to provide you with the right coverage for your travel experience. Cet a quete

# important Information

Thank you for choosing West Jet

QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, bangage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our girlings partiages; it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our cude-share baggage info page.
- Portive identification is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flight, within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
  - Fair S. Lower and trace (For change cancel purcelines, basacce fres, solvery fres and other (exce and roce)
  - Carry on, checked, sporting goods, restricted items)
  - Sept selection (How it works, changing your seat and more)

  - in Inflight services (Buy on hoars, unlimegation and more) in their entertailurem for information on our live seatback television.
- Carbonuers and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the purchase of corbon offsets.
- We appreciate hearing about your experience with us, If you would like to provide us with feedback, please see our contact page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Acrial Place N.E. Calgary, Alberta Canada T2E 3J1.

Important Legal Hotice

Terms and Conditions

# Contact Information



# Mariene Hamilton K.

November 26, 2014 IHE Meeting on November 27 YYC to YEG - Flight cancelled due to weather (credit to be used on future fit)

From:

François Belanger

Sent: To:

November 21, 2014 1:45 PM

Subject:

Marlene Hamilton K.; Diane Beauvals-Bishop

FW: Air Canada - 26-Nov: Calgary - Edmonton (booking ref

at selected

From: Air Canada[SMTP:CONFIRMATION@AIRCANADA.CA]

Sent: Friday, November 21, 2014 1:44.57 PM

To: Francois Belanger

Subject: Air Canada - 26-Nov: Calgary - Edmonton (booking re

Auto forwarded by a Rule

eat selected

\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*\*

AIRCANADA (16)

# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for toxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.







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View your travel planner>

**Booking Information** 

Booking Reference:

Electronic Ticketing confirmed. This is your official

itinerary/receipt. Main Contact:

Mr Francois Belanger

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Mobil

Online Services

Manage my booking anline (view/change my booking, select seats\*).

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Flight Brelyals & Departures - check colline if my hight is on time

Customer Care Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533

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Jeparting l	Flight Calgary (	YYC) To Edmonton (YEG)	Flax				
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1	applicable taxes	and any additional fare	imerence.	unanges C	in be made	up to 2 in	0013

#### Marlene Hamilton K.

From:

Francois Belanger

Sent:

November 24, 2014 9:00 AM

To: Subject: Marlene Hamilton K.; Diane Beauvais-Bishop

FW: Air Canada - 25-Nov: Edmonton - Calaani (hooking ref

November 25, 2014 Executive Leadership Meeting

From: Air Canada[SMTP:CONFIRMATION@AIRCANADA.CA]

Sent: Monday, November 24, 2014 9.00:23 AM

To: François Belanger

Subject: Air Canada - 25-Nov: Edmonton - Calgary (booking r

Auto forwarded by a Rule

YEG to YYC Flight

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\* 5 \*\*\*

AIR CANADA (4)



Itinerary/Receipt

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Au Cenada chad in





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# **Booking Information**

Dooking Reference:

Electronic Ticketing confirmed. This is your official

itinerary/receipt. Main Contacts

Mr Francois Belanger

trancois, belanger à albert a health services. Ca

Mobile

Home

Work:

Colling Services

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Select Seals

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Flight Acrivals & Departures - check online if my flight is on time.

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

Flight Arrivals and Departures

1-888-422-7535

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Total airfac	re and taxes before npti	ons (per passengo	r)	21	3.28		
	passengers			5	x L		
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	tal - Canadian dollars			\$21	3.28		
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Air Canad	ia: \$213 28 (Alifere - po	er ticket)					
	12					*** * * * * * * *****	

Fare Rules

Departing Flight Edmonton (YES) To Calgary (YYC) - Flex

O Prior to day of departure - Change fee per direction, per passenger, is \$50 CAD plus



# Marlene Hamilton K.

November 27, 2014 IHE Meeting on November 27 YEG to YYC - Flight cancelled due to weather (credit to be used on future fli)

From:

Francois Belanger

Sent:

November 24, 2014 1:58 PM

To-

Marlene Hamilton K.; Diane Beauvais-Bishop

Subject:

FW: Air Canada - 27-Nov: Edmonton - Calgary (booking re

From: Air Canada[SMTP:CONFIRMATION@AIRCANADA,CA]

Sent: Monday, November 24, 2014 1:57:49 PM

To: François Belanger

Subject: Air Canada - 27-Nov: Edmonton - Calgary (booking ref

Auto forwarded by a Rule

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*\*

AIR CANADA (16)

# Itinerary/Receipt

Your booking is confirmed. Please print/: stair, this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you an an analysis of board.

Air Cary so check in





Access your personalized Air Canada travel information

View your travel planner>

**Booking Information** 

Sooking Reference:

Electronic Ticketing confirmed. This is your official

itinerary/receipt. Main Contact:

Mr Francois Belanger

impous belongermalbeitshealthservices.ca

Mobile tiome

WOIK.

Online

Magang my bosking anima (view/change my booking) select seats\*).

Select Shats

Mapie Leaf Lounge i Meat Vouchers J Dr My Way

Alert me at flight status changes directly to my mobile phone or espail.

Flight Arrivals & Departures - check online if my flight is on time

**Customer Care** Air Canada 1-880-247-2262 Flight Arrivals and Departures 1-888-422-7533

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# RECEIPT GST NO. R122556194

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(GST INCLUDED 27.30)
Thomas 100 for

November 25, 2014 Executive Leadership Team Parking at YY()

Celgary International Airport Parkade



# AIR CANADA

# Itinerary / Receipt

December 2, 2014 Executive Leadership Team meeting YYC to YEG (Flight change fee)



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

Maio Contact Information

Booking reference:

Name:

Mr François Relanger

E-mail

FRANCOIS BELANGER VALBERTANEALTHSERVICES.CA

Form of payment:

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 Itiperary

Flight

From

Aircraft Booking

class

Status

Confirmed

AC8130

Calgary (YYC)

Edmonton International (YEG)

DH3

Operated by:

Tue 02-Dec 2014

Tue 02-Dec 2014

Air Canada Express-

07:00

Jazz

Passenger Information

Passenger

Name:

Mr François Belanger Air Canada Aeroplan

Ticket number:

Program number:

**Purchase Summary** 

Frequent Flyer Pgm:

Passenger: 1 Ticket number

Date of issue

Fare Amount in Canadian dollars: (Including navigational & other charges) 28-Nov 2014 166.00

see page 2



Taxes, Fees & Charges

Canada Airport Improvement Fee (SQ)

5.00

Total Fare in Canadian dollars:

5.00A

Options

Change fee in Canadian dollars Canada Goods and Services Tax (GST/HST #10009-2287) (XG)

Ticket particularities: AC ONLY/NON-REF/CHGE FEE

\*Fare calculation:

02DEC14YYC AC YEA Q12.00R154.00CAD166.00 END ROE1.00 PD7.12CA 10.16XG25.00SQ Canadian tax registration numbers: XG Canada Goods and Service Tax (GST) #10009-2287 RC Canada Harmonized Sales Tax (HST) #10009-2287

XQ Quebec Sales Tax (QST) #1000-043-172

#### Fare Rules Summary

Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.

If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergancy. We recommend the purchase of travel insurance.

Tickets are non transferable and name changes are not permitted.

Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accompdate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Flease read important information and notices regarding Air Canada's general conditions of carriage.

### Important Information & Conditions

Please review this Itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

### Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation and US Secure Flight Program US Secure Flight Program for Important information on documents and identification required for travel.

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance Company via www.aircanada.com/insurance or by calling 1-866-530-6021. To make sure you get the best possible protection, purchase insurance prior to your departure.

U.S. Reshients - CSA Travel Protection offers American travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of the United States can purchase travel insurance from CSA Travel Protection via www.aircanada.com/us/en/insurance or by calling 1-866-473-3315. To make sure you get the best possible protection, purchase insurance prior to your departure.

Comments, Compliments and Complaints

Would you like to comment on a past travel experience? Your comments, compliments and complaints will help us improve the services we offer. Send us an e-mail (aircanada.com/customerrelations) or write to us at: Air Canada - Customer Relations, PO Box 64239, RPO Thorncliffe, Calgary, AB, Canada T2K 6J7.

Eupling confirmation



December 2, 2014 Executive Leadership Team meeting YEG to YYC (Flight and seat selection fee)



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Vacations Deab Travellinto My Westuet Newards

My itinerary

Thank you for choosing WestJet. You can find details about your booking below.

Your reservation code

New itimecany details

Guest details

Mr Francois Belanger

Flight

Edinonton (YEG)-Caigary (YYC)

West Jet 17 Benefit Lancer Scal

Air itinarary details

Edmonton (YEQ) Toe Dec 2 2014 if 40 PM Decayland Dath 8-100 Tork por of Calgary (YYC) Tue Dec 2 2014, 5:43 PM

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Surst type

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Total fare

5142.00

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\$260 At CAS

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YES, YYC. Film for a type terrafits.

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Secure checked bay fee of \$15:29:30 CAD and excess the had baggings fee of \$75-81.36 CAD per eligible piene!

Lover charge and concellation fee-

the again and realistic specific from a discounting of

Cote select

\$200,68 CAD

Seats

Regular seat

WS 3207 YEG-YYC Sent 68 ft Francos Bellyster

\$5 UP CAD SOL78 TABLES

Total seats.

\$5.25 CAD

Charged to MASTERCAR Charged to MASTERCAR

\$200.68 CAD \$5.25 CAD





Total:

\$205.93 CAD

Manage my air booking

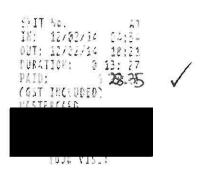
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(13)

December 2, 2014 Executive Leadership Team meeting Parking - YYC December 3, 2014
Alberta Clinical Pathways Steering Committee
Calgary Airport Delta Hotel Parking - YYC

# RECEIPT GST NO. R122556194



RECEIPT GST NO. R122556194



Calgary international Airport Parkade

Calgary International Airport Parkade



December 5, 2014 Attestation Westjet Seat Selection fees related to Conference paid for personally



I, Dr. Francois Belanger, attest that the travel expense listed below was incurred related to a conference

paid for personally. Attached is reimbursement for this expense.

December 5, 2014 WestJet Seat Purchase

\$42.60

François P. Belanger, MD, FRCPC

Vice President and Medical Director, Central and Southern Alber

Zone Medical Director, Calgary Zone

# Margaret Hampong

Subject:

CANCELLED WS3207 YEG-YYC Drove back with Tom Briggs

4:40 Departure VAJVPN Location:

Start: End:

Fri 12-12-2014 4:40 PM Fri 12-12-2014 5:43 PM

Recurrence:

(none)

Organizer:

Francois Belanger

11tinerary confirmation

letails about your booking below. Thank you for choosing WestJ

Your reservation code is:

Guest details er Francois Belanger

Flight

Cetgary (YYC) Fri Dec 12 2014, 5:43 PM

Edmonton (YEG)-Calgary (YYC)

West Act FF Ticket number 5/651

Air itinerary details

Edmonton (YEG) Fri Dec 12 2014. 4:40 PM Dehavitand Dasi: 8-400 Turboprop Pricing breakdown

Guest type

/ dult

Base fore

per guest 5191.00

Air transportation charges per guest

\$13.00

Taxes, less and charges per guest

5.9.1.

Total fare

Operated by WESTJET ENCORE Non-stup

per guest \$252.13 Number of guests Total fare

5252.13 CAE

\$252.13

Ho fare for first one, ked bag-Second checked big fee of \$75.29.50 CAD and excess should baggage test of \$75-66.50 CAD per eligible these

Lower change and cancellation fees

TEG- IYC: Flex fare type benefits

December 12, 2014 Executive Leadership Team meeting YEG to YYC (cancelled flight, returned via

automobile



### Marlene Hamilton K.

December 12, 2014

Executive Leadership Team meeting YYC to YEG (flight and seat selection)

From:

Francois Belanger

Sent: To:

December 05, 2014 3.32 PM

Marlene Hamilton K.; Diane Beauvais-Bishop

Subject:

FW: Air Canada - 12-Dec: Calgary - Edmonton (booking ref

- seat selected

From: Air Canade[SMTP:CONFIRMATION@AIRCANADA.CA]

Sent: Friday, December 05, 2014 3:31:53 PM

To: Francois Belanger

Subject: Air Canada - 12-Dec: Calgary - Edmonton (booking ref:

Auto forwarded by a Rule

- seat selected

\*\*\* \*\* PLEASE DO NOT REPLY TO THIS F-MAIL \*\*\* \*\*\*

AIR CANADA (m)

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense ciaim or payment card reconciliation purposes). We thank you for Source payment and choosing Air Conada and look forward to welcoming you on Constant to board.

AL CONTA LANGE



**Customer Care** 

Air Canada 1-088-247-2262 Flight Arrivals and

Departures

1-888-422-7533

**Booking Information** 

Souking Reference:

Electronic Ticketing confirmed. This is your official

tinerary/receipt. Main Contact:

Mr Francois Belanger

françois, belanger dafnertabeachservices ca

Mabi Hom

Handge my booking online (view/change my booking; select seats\*).

Select Spats

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Alert me of fright status changes directly to my mobile phone or email

Flight Artives & Departures check online if my highr is on time.

Check-in online and print my boarding pass

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Flight Itinerary Maal Stops Duration Type Flight Prom Therin TANAN Felmonnina ACRI 30

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Air Canada.	\$190.18 (Ai \$10.50 (Ad	irfarc - per ticket) vance Seat Selection - for	passenger 1)		
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prior to departure.



# Marlene Hamilton K.

December 16, 2014 Executive Leadership Team meeting YEG to YY'C (flight)

From:

François Belanger

Sent:

December 08, 2014 12:16 PM

To:

Mariene Hamilton K.; Diane Beauvais-Bishop

Subject:

FW: Air Canada - 16-Dec: Edmonton - Calgary (booking re-

selected

From: Air Canada[SMTP:CONFIRMATION@AIRCANADA.CA]

Sent: Monday, December 08, 2014 12:16:21 PM

To: François Belanger

Subject: Air Canada - 16-Dec: Edmonton - Calgary (booking r

Auto forwarded by a Rule

- seat selected

\*\*\*\*\* PLEASE DO NOT REFLY TO THIS E-MAIL A \*\*\*\*

AIR CANADA (60)

Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for faxetion, expense claim or payment card reconciliation purposes). We thank you for Scaulby the counts choosing Air Canada and look forward to welcoming you on which tall my board.

Account of action 1354



**Booking Information** 

Booking References

Electronic Tickating confirmed. This is your official

itinerary/receipt. Main Contacts

Mr Francois Bolanger

trancois belanger@inbertahcaltisererus.ca

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Work

Manage my booking unline (view/change my booking: salect seam\*).

Select Seats

Maple Leaf Lounge | Meat Youghers | On My Way

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Flight Arrivals & Constitutes theck online if my flight is an time

Check-in online and print my boarding pass.

Customer Care Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533

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Flight Itinerary

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(AAC) Esimonton Int'i TWO LE DEC (YEG) Tue 15-Dec 2014 2014 19.36 19:30 Operated by: 1 Air Canada Express - Jazz Passenger Information 1; Mr Francois Belanger : Adult (16+), Ticket Mumber: Meal Preference None Air Canada heropian 1 Special Needs. None Payment Card ACBIGI XID Sear Selection: **Purchase Summary** Fare Summary Adult Passenger Type Air Transportation Charges 159.00 Departing Flight - Fley 12.00 Surcharges Taxes, Fees and Charges 30.00 Canada Airport Improvement Fee Canada Goods and Services Tax (GST/RST = 10009-2287 RT0001) 10 41 7.12 Air travellers Security Charge (ATHC). 218.53 Total before options (per passenger) X 1 Number of passengers 218,53 Total with options 0.00 Travel Insurance (declined) \$218.53 Grand Total - Canadian dollars Payment Information Amount paid: \$218.53 Credit/Debit Card The following charges (tax inclusive, vill appear on your credit or debit card statement Air Canada: \$218.53 (Airfare - per ticket) Ticket number: Fare Rules Departing Flight Edmonton (YEG) To Calgary (YCC) - Flex Changes: Prior to day of departure - Change fee per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. Changes can be more up to 2 hours prior to departure. Same-day confirmed changes at theck-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only. Same-day standby is available: on flights between Toronto and Montreal or Ottawa, on flights between Calgary, Edmonton and Vancouver, as well as on flights between Toronto Prarson (YYZ) and LaCuardia (LCA), John F. Kennedy (JFK) or Newark (EWR) airports

### December 16, 2014 Executive Leadership Team meeting YYC to YEG (flight and seat selection)

### Mariene Hamilton K.

From:

Francois Belanger

Sent:

December 08, 2014 2:48 PM

To: Subject: Mariene Hamilton K.; Diane Beauvais-Bishop

FW: Air Canada - 16-Dec: Calgary - Edmonton (booking ref

eat selected

From: Air Canada[SMTP:CONFIRMATION@AIRCANADA,CA]

Sent: Monday, December 08, 2014 2:48:05 PM

To: Francois Belanger

Subject: Air Canada - 16-Dec: Calgary - Edmonton (booking re

Auto forwarded by a Rule

seat selected

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

# AIR CANADA (A)

# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for evention bagos to choosing Air Canada and look forward to welcoming you on the Challand board.

Air Cara to chock in 3-K



**Customer Care** 

Flight Arrivals and

Air Canada 1-888 247-2262

Departures

1-888-422-7533

**Booking Information** 

Booking Reference:

Electronic Ticketing confirmed. This is your official

Itinerary/receipt. Main Contact:

Mr Francois Belanger

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Manage my booking ordine (view/change my booking; select seats\*).

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Fight Arrents & Departures - check caline it my flight is on time.

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\* Capitaly personal be abanded unline?

Flight Itinerary

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December 12, 2014 YEG to YYC Seat Fee Refund for Cancelled flight

Hello.

That is the reading you have requested

REFUND RECORD		
AGNT		
RENI		
NAME:BELANGER	VFRANCOIS MR	
TICKET		
FULL REFUND: 12	DEC14/1228/GCJ	
FO	MT: CAD 5.25	$\checkmark$
REFUNDED		
FARE CAD-5.25		

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TOTAL CAD-5.25

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(23)

December 12, 2014
Executive Leadership Team meeting
Parking YYC

December 16, 2014
Executive Leadership Team meeting Parking YYC



# RECEIPT GST NO. R122556194

ENIT No. 24 1H: 12/12/14 34:53 OUT: 13/12/14 15:28 DURATION: 3 10: 38 PAIN: 3 28:55 (GST INCLUDED) MASTERCARD

YOUR VISIT

Calgary International Airport Parkade

# RECEIPT GST NO. R122556194

EXIT No. 14

1H: 12/16/14 34:49

OUT: 12/16/14 19:12

UURATION: 2 14:23

PAID: 5 22:33

(GST INCLUDEU)

HASTERCARD

YOUR VISIT

Calgary International Airport Parkade





### Mariene Hamilton K.

December 29, 2014

Executive Leadership Team meeting YYC to YEG (flight and seat selection)

From:

François Belanger

Sent:

December 18, 2014 9:31 AM

To:

Marlene Hamilton K.

Subject:

FW: Air Canada - 29-Dec: Calgary - Edmonton (booking re-

seat selected

Categories:

Logged

From: Air Canada[SMTP:CONFIRMATION@AIRCANADA.CA]

Sent: Thursday, December 18, 2014 9:31:12 AM

To: François Belanger

Subject: Air Canada - 29-Dec: Calgary - Edmonton (booking re

Auto forwarded by a Rule

seat selected

\*\*\* PLEASE DO NOT REFLY TO THIS E-MAIL \*\*\*\*\*\*

AIR CANADA (m)



Itinerary/Receipt

Your booking is confirmed. Please print, retain this page for your financial records (e.g. for takation, expense claim or payment cord reconciliation purposes). We thank you for something of the cr payment cord reconciliation purposes), we coming you on choosing Air Canada and look forward to welcoming you on checked and look forward to welcoming you on





Access your personalized Air Canada travel information

View your planner >

**Booking Information** 

**Booking Reference:** 

Electronic Ticketing confirmed. This is your official Hinerary/receipt.

Main Contact:

Mr François Belanger

etabouitoservices ca fronce

Hobil Home

Werk

Online Bervices

Menage my backing online (wew/change my broking, select seats").

Air Canada 1-880-247-2262 Flight Arrivals and Departures 1-888-422-7533

**Customer Care** 

Select Spots

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\* Can my boolung be changed online?

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Passenger Information

2: Mr Français B	clanger: Adult (26+), Tick	et Novaber		
Air Canada -		Meal Preference	None	
Acropian : Payment Card:		Special Needs:	None	
Seat Selection.	AC8132 2C Paid	mark paracreaks Americalism		

**Purchase Summary** 

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Fare Summary		
Passenger Type	Adult	
Air Transportation Charges		
Departing Flight - Tango	89.00	
Surcionites	12.00	
Taxes, Fees and Charges		
Canada Auport Improvement fee	30.00	
Chnade Goods and Services Tax (GST/HST #10009-2287 RT0001)	€.91	
Au Transitors Socurity Charge (ATSC)	7.12	
Total before options (per passenger)	145,03	3
Number of passengers	x 1	1
Total with ootions	145.03	(25)
Seat Selection	202 200 20 10	
Fir François Belenger	8 4 8	1
AC8132: 20 - Standard Seat (Aisle)	10.00	(26) 10:50 V
Conada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.50	(E) 1 V
Total including arriers, taxes, options and sout selection charges.	155.53	
Travel Insurance (declined)	0.00	
Grand Total - Canadian dollars	\$155.53	

#### **Payment Information**

Credit/Debit C: - Amount paid: \$155.53

The following charges crax inclusive; was appear on your credit or debit card statement:

Air Conaga: \$145.03 (Airfare - per licker)

Air Canada, \$10.50 (Advance Sent Selection - for passenger 1)

# Marlene Hamilton K.

From:

Sent:

To: Subject: Francois Belanger

December 19, 2014 12:07 PM Mariene Hamilton K.

FW: Reservation Confirmation

December 29, 2014 YEG to YYC

Westjet Seat Selection fee

(Flight is included in Dec 21-Jan 20 statement)

From: noreply@itinerary.westjet.com on behalf of WestJet Airlines[SMTP:NOREPLY@ITINERARY WESTJET.COM] To: François Belanger

Subject: Reservation Confirmation Auto forwarded by a Rule

WestJet 22 Acrial Place H.E. Calgary, Alberta, Carado Tel: 1-888-9378538

Thank you for choosing WestJet. Please read these important dutails carefully regarding your purchase and itinerary.

Pleuse keep this information for your records as WestJet cannot provide this information to you later than seven

This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in

# **Booking Confirmation**

Your reservation code is

Main contact: Mr Francois Belanger E-mail:

Phone Number

ertahoaithseivices.ca

For more information on flying with WestJet, including baggage fees, please vis

Please ensure that if your travel plans include a flight on a WestJet Encore turboprop aircraft that you review the following details as there are some differences in allowances and amenities from flights on our larger WestJet Boeing 737 aircraft. If you are flying to Dublin, there are also some specific regulations you should be aware of before you leave.

GHEST

Mr. Francois Belanger

Flight WestJat FF

Ticket Number

Edmonton (YEG)-Cales

Air Itinerary Details

W53207 Operated by WESTJET ENCORE

Edmonton, CA Mon 29 Dec. 2014 04:40 PM

Calgary, CA Mon 29 Dec, 2014 05:43 PM

Fare type: Econo Non-stop

# Fare breakdown

Grest type	Same fine per quest CAU 89,00	Air transportation charges per gast CaD 12.00	Taxes, fees and charges per quest	Yotal fore per guest	Number of	Yotal fare
		CAO 12.00	CAD 44.03	CAD 145.03	x 1	CAD 145.03
Tax details	s				Total airlare	CAU 145.03

Pate code	Gescription	ACCORDING TOWNS OF STREET	
У3	Guade and Services Tax (GST)		Amount
CA	Air Travellers Security Charge (ATSC)		CAD 6.91
SQ	Airport Improvement Fce (AIF)	er ell ha	CAD 7.17
	20 Section of the sec	2 8 6 9 =	CAD 39.00

# Fare family benefits

YEG-YYC: Econo Seat Sale Benefits

First checked bag fee of \$25-29.50 CAD for flights within Canada or to/from the U.S.<sup>3</sup>

Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible piece

Not applicable on flights operated by our airline partners

### E a a tas

Regular 5934

WS 3259 YEG - YYC Seat 68 Mr Francois Belanger

The services you have purchased cannot be transferred, exchanged or refunded online. Please call WESTJET 1-888-9378539 (1-888-WESTJET).

CAN 5.00 + CAD

0.15 Tax

Total taxes: CAD 44,03

# Change Fee

Edmonton - Calgary

Total Seats: CAD 5,25

75.00 CAD - 3.75 CAD tax Total Change Fee: 75.00 CAD + 3.75 CAD tax

# Total

Charged to Travel Bank: Charged to MASTERCAR Charged to Travel Bank: Charged to MASTERCARI Total

CAD 157.63

CAD 5.25 (21

CAD 42.00

CAD 24.15 CAD 229.03

WestJet offers

# Get travel insurance

Don't vorget to include travel insurance as part of your trip. WestJet has partnered with REC insuranced to provide you with the right coverage for your travel experience. Get a quate

# Important Information

Thank you for choosing WestJet

QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our airlines partners; it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our code-share baggage into
- Positive identification is required at check-in. Please ensure the name on the reservation matches the identification for the
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and
- For detailed information on your flight visit:
  - Fares, taxes and feer (For change/cancel guidelines, baggage fees, service fice and other to estand fees)
  - Bracege allewances (Carry-on, checked, sporting goods, restricted items)
  - Seat relection (How it works, changing your seat and more) 0
  - Inflight services (Buy on board, up! make ine and more)
  - Incligat entercamment for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and mitigate the greenhouse gas emissions associated with air travel through the purchase of carbon offsets.



December 12, 2014 Atte YEG to YYC Westjet Seat Selection fee \$5.25



I, Dr. Francois Belanger, attest that the travel expense listed below was incurred related to AHS business and was not previous claimed. The receipt was lost.

December 12, 2014 WestJet Seat Purchase for YEG to YYC Flight

\$5.25

/

François P. Belanger, MD, FRCPC

Vice President and Medical Director, Central and Southern Alberta

Zone Medical Director, Calgary Zone



# TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

	transport to the strategy of the state of th		or AHS Staff ONL	AND DESCRIPTION OF THE PERSON NAMED IN							
<ul> <li>Incluste</li> </ul>	NA in the Emp	oyae # .E-Poople,	S-Room Sycurped Propresyrolline in Vis E-reche you wil	trograti	d to t' + f E	<b>Репри раутой з</b>		1 7	xpense Date From ravel Period from Out-of-Province Tr	: 21-Nov-14 To 18	18-Dec-14 
	icch Belanger					Position (	Title):	VP, Medical Direct	or Central & South	en Zone	
Location			De.		DOFA Lovel			Union	ne	ss Photo #:	
mployee											
ECTIO.	has tillested by	0001110 0 10	AL CLAIM								
CAPITAL	PROJECT CO	DING ONLY →	Project Numi Expenditure Or		on	*		3	Task Number xpenditure Type		
	Total - Secti	on B: Travel -	Pg 2		Total - Se	ction C&D: O	ther & Fore	ign Expenses -	Pg 3	TOTAL REIMBU	DOCKKENT.
g Bal Unit	Location	Functional Centre (FC)	Total	Bal Unit	Location	Functional C	ionire (FC)	Secondaryi	Total	Total Section B	
A 101	0005	71105000002	\$122.21 /	um				Expense	Expense	Tr4al Section C&D	\$127.26
B 101	0005	71105000002	\$5.05		1					Less Cash Advance	
D										TOTAL CLAIM	\$127.26
NOTE: T	his section auto	fills from page 24	\$127.26 A, 2B, 2C & 2D			er to enter Codir hese fields do no	1371	s ly fill for Section C	& D		J.
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ARTHUR PORTS	Signature							V 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		Code	- Hego-1-1-1-1
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	Pile	280 SE				n - † <b>c</b> ₹ 3	ruteus 160 <b>10-107</b> S	St, Morth Towns, 10th F	Keor, According Provide	Edmon . ABTOJ 4	

# **EXPENSE CLAIM DETAILS**

	Enter Finance Coding 101 0005 71105000002 Emp # (E-People) Page 2A													
If expense	If expenses incurred are for multiple FC's please use pages 2B,2C,2D (after pg3) as there should be one FC per page OR if more times are required for the same FC use these additional pages. Enter total \$ amount on slip, DO NOT separate any taxes (eg. GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system.													
	ECTION B: TRAVEL EXPENSES  NOTE: If expenses do not fall into these categories such as Hospitality, Working Session, Relocation, Continuing Education, Business Insurance go to SECTION C  elect from dropdown (column Prov) where expenses were incurred (Out of N.America = Inter'l)													
Ensure separal	nsure separate lines are used for claim items that differ in Province, US and Out of North America.  Completion of the "Cost Effective Method Used" Column is REQUIRED.													
		Prov, US,			F	urther Exp	lanatio		a select "No" RED in the "R			tion on this	page	
Date	Business Reason for Travel - Detailed Description Required	Out of	What is	Cost		Allowance			If amount be	ing claimed i	s above the		-3-	
dd-mmm-yy	(include destination, who attended-(if meal), why travel was necessary and detailed explanation of reason)	N.Amer where	travel related to?	Effective Method	Meal All			with Receipt		stated in Ap		Rental Car/ Bus/LRT/	Per Diem	Mileage
	A description of just "Meeting" will be returned for clarification	expenses incurred?		Used? Yes/No	Meal Type with value	Allowance	Meal Type	with receipt	Airfare	Hotel	Taxi	Parking / Fuel	Allowance	(km)
21-Nov-14	Narcotics to Go meeting ACH (Sptt-ACH)	AB - Provinc	Meeting	Yes										21.00
24-Nov-14	Performance Review, ZCDH meeting at FMC (Sptt-FMC-Sptt)	AB - Local	Meeting	Yes										30.00
1-Dec-14	ACHRI Strategy Advisory Board mtg (Sptt to ACH)	AB - Local	Meeting	Yes										21.00
3-Dec-14	Attend PPEC in Edmonton (Sptt to YYC to Sptt)	AB - Local	Meeting	Yes										58.00
4-Dec-14	Attend President's Speaker Series (Sptt to FMC to Sptt)	AB - Local	Meeting	Yes										30.00
5-Dec-14	Attend Pediatrics Executive meeting (Sptt to ACH to Sptt)	AB - Local	Meeting	Yes										42.00
11-Dec-14	ZMAC (Fort Calgary to Sptt)	AB - Local	Meeting	Yes										10.00
15-Dec-14	ZCDH meeting (Sptt to FMC to Sptt)	AB - Local	Meeting	Yes										30.00
	SUBTOTALS													Total Kms
														242.00
	MILEAGE - Business Kilomet  → details of travel location to & from must b  Rates applicable \$0.505 per km for under 5,000km/y	e included	above under	the purpos	e of travel colu	ımn	es.		Enter \$	0.505 km, \$0.		e per Union fileage detail		\$0.505
	per latition and a secondary	1 01 90.41	DEI KIII IOI <u>OV</u>	ei 5,000kiii	yı or per omo	ii Agreemen							Mileage \$	\$122.21
No	te: Total will auto fill into pg 1, Section E, if form comp	leted elec	tronically -	Additional	pg 2's can be	e found afte	er Page	e 3				Travel	\$ Subtotal	
										Aut	o fills on pag	e 1 - TOTAL	TRAVEL \$	\$122.21
	is Required for expenses that are not Cost Eff ysis supporting the method to assess cost eff		ss should	be attac	hed to the	claim forn	<u>n)</u>			_				
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### **EXPENSE CLAIM DETAILS**

	Enter Finance Coding 101 0005 71105000002 Emp # (E-People)													
If expenses incurred are for multiple FC's please use pages 2B,2C,2D (after pg3) as there should be one FC per page OR if n for the same FC use these additional pages. Enter total \$ amount on slip, DO NOT separate any taxes (eg. GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system.														
	SECTION B: TRAVEL EXPENSES  NOTE: If expenses do not fall into these categories such as Hospitality, Working Session, Relocation, Continuing Education, Business Insurance go to SECTION C													
Select from dro Ensure separat	pdown (column <b>Prov</b> ) where expenses were incurred (Out of N.An e lines are used for claim items that differ in Province, US and Out		Completion of the "Cost Effective Method Used" Column is REQUIRED.  If you select "No" in this column,											
	Business Reason for Travel - Detailed Description	Prov, US, or			F	urther Expl	anatio		RED in the "F			ction on this	page	
Date	Required (include destination, who attended-(if meal),	Out of	What is travel	Cost Effective	Meal (	Allowance	OR R	eceipt)		eing claimed i t stated in Ap		Rental Car/		
dd-mmm-yy	why travel was necessary and detailed explanation of reason)	N.Amer where	related to?	Method	Meal All	owance	Meal	with Receipt		onale is requi		Bus/LRT/ Parking /	Per Diem Allowance	Mileage
	A description of just "Meeting" will be returned for clarification	expenses incurred?		Ves/No	Meal Type with value	Allowance	Meal Type	with receipt	Airfare	Hotel	Taxi	Fuel	Allowance	(km)
18-Dec-14	Meeting with Mike Wilson (Sptt to RGH to Sptt)	AB - Local	Meeting	Yes										10.00
				6										
									_					
	SUBTOTALS													Total Kms
														10.00
	MILEAGE - Business Kilomet  → details of travel location to & from must be Rates applicable \$0.505 per km for under 5,000km/y	e included	above under	the purpos	e of travel colu	ımn			Enter \$	0.505 km, \$0.		te per Union Mileage detail		\$0.505
	ander approach of the first ander a cooking	101 20.47	Del Kill loi <u>ov</u>	ei 3,000kiii	ryi or per unio	n Agreement	§						Mileage \$	\$5.05
Not	te: Total will auto fill into pg 1, Section E, if form comp	leted elec	tronically -	Additional	ng 2's can be	e found afte	r Pane	. 3	<u></u>			Travel	\$ Subtotal	
					P3 = 0 0m. 0		i i ugc			Auto	o fills on pag	e 1 - TOTAL	TRAVEL \$	\$5.05
Rationale (Any analy	is Required for expenses that are not Cost Ef sis supporting the method to assess cost eff	fective ectivene	ss should	be attac	hed to the	claim form	1)							
	- Com-				Shert							Same .		
- 2B of 3 -														