

Official Administrator and Executive Expense Report

Name Gord Winkel
Title Quality and Patient Safety Advisory Committee
Location Edmonton
 Expenses submitted during the month of July 2014

Travel (1)

Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jul-14	Expense Claim	Meetings	483	55	326	129	993			
Total			\$ 483	\$ 55	\$ 326	\$ 129	\$ 993	\$ -	\$ -	\$ -

Total for the Month \$ 993

Maximum daily single meal expense claimed in the month \$ 55
 Maximum daily base hotel rate claimed in the month \$ 290
 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

AHS - AP Processing - Internal Use Only
Voucher #
Naming Convention:
T4A/NR Applicable? - If yes, indicate line & amt

OFFICIAL ADMINISTRATOR AND COMMITTEE MEMBER REMUNERATION AND EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION				
Name:	Leading Org Solutions Inc. (Gord Winkel)	Vendor# (if known)	Expense Period Month:	June 2014
Address:	[REDACTED]	City:	Province:	AB
Postal Code:	[REDACTED]	Country:	Phone #:	[REDACTED]
Reason for Expense &/or Business Case	Quality and Safety Committee Meeting, Calgary AB June 4, 2014			

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	71110300004	45000000	\$54.95
Travel Exp (B+C+E)	101	0005	71110300004	62212000	\$940.19 938.24
Other (D)	101	0005	71110300004	41090000	\$0.00
TOTAL PAYMENT					\$995.14 993.19

Rationale is Required for expenses that are not Cost Effective: (supporting analysis and documentation must be attached to this form)

[REDACTED]

SECTION 3: AUTHORIZATION			
I attest that I have read and understand all applicable policies of Alberta Health Services that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.			
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services 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 above.			
Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone#
Gord Winkel	[Signature]	JULY 15/2014	[REDACTED]
I attest that I have read and understand all applicable policies of Alberta Health Services that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.			
I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services 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 above.			
Approved by (Print Name)	Position Title/Program Group	Date	Phone#
Dr. John Cowell	Official Administrator	Aug. 15/14	[REDACTED]
Signature: I, by signing this form, attest that I am compliant with all the above statements	DOFA Level	Position#	
[Signature]	[REDACTED]	[REDACTED]	

- 1) All cheques and attachments will be mailed out by Accounts Payable. Cheques will NOT be pulled and returned to departments for mailing.
- 2) Non-compliant and incomplete/improperly authorized payment requisitions will be returned without processing.

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 more information, questions or concern about the collection, use or disclosure of your health personal information, please contact Mark Paika, Director Accounts Payable at 780-735-0506 or email Mark.Paika@albertahealthservices.ca

For payment please submit to the Official Administrator office: 10101 Southport Road SW, Calgary, AB. T2W 3N2, Attention: Lou DeCoste

Deborah Rhodes Aug. 11/14

Deborah Rhodes, Acting CFO
AP Quality & Compliance

Created: November 01, 2013
Rev 2 eff February 06, 2014

Carry forward from Section 1

Name:	Leading Org Solutions Inc. (Gord Winkel)	Vendor# (if known)	Expense Period Month:	June 2014
-------	--	-----------------------	--------------------------	-----------

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 above

SECTION 4A: OFFICIAL ADMINISTRATOR & COMMITTEE MEMBER - TRAVEL EXPENSE CLAIM

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		With Receipt					
			Meal Type	Allowance	Meal Type	With Receipt				
4-Jun-14	Quality Assurance & Patient Safety Advisory Committee Meeting in Calgary (parking)	Yes			D	\$54.95	\$327.54 325.59	\$17.75		48
4-Jun-14	Taxi in Calgary (31.30 + 56.10)	Yes						\$87.40		
2&4 Jun-14	Airfare from Edmonton to Calgary and Return	Yes						\$483.26		
Total: (amount auto fills to page 1)			\$0.00			\$54.95	\$327.54 325.59	\$588.41	\$0.00	48.00

OA COMMITTEE MEMBER Mileage Rate	0.505	Total Mileage	\$ 24.24
---	-------	----------------------	----------

For payment please submit to the Official Administrator office: 10101 Southport Road SW, Calgary, AB. T2W 3N2, Attention: Lou DeCoste

MHS-306
CENOVUS-50%

Sheraton Suites Calgary Eau Claire
255 Barclay Parade SW
Calgary, AB T2P 5C2
Canada
Tel: 403 266 7200 Fax: 403 266 1300



Mr. Gordon Winkel

Email :

Page Number : 1 Invoice Nbr [REDACTED]
Guest Number : [REDACTED]
Folio ID : [REDACTED]
Arrive Date : 02-JUN-14 18:47
Depart Date : 04-JUN-14
No. Of Guest : 1
Room Number :
Room Rate : 290.00
Club Account : [REDACTED]

Information Invoice

Tax ID : 846543619 RT0002
Sheraton Eau Claire 04-JUN-14 02:30 NAT

Date	Reference	Description	Charges	Credits
02-JUN-14	[REDACTED]	Room Charge	290.00	
02-JUN-14	[REDACTED]	DMF (3%)	8.70	
02-JUN-14	[REDACTED]	Alberta Tourism Le	11.95	
02-JUN-14	[REDACTED]	GST (5%)	14.94	
03-JUN-14	[REDACTED]		3.89	(Cannet claim)
03-JUN-14	[REDACTED]	Room Charge	290.00	
03-JUN-14	[REDACTED]	DMF (3%)	8.70	
03-JUN-14	[REDACTED]	Alberta Tourism Le	11.95	
03-JUN-14	[REDACTED]	GST (5%)	14.94	
04-JUN-14	[REDACTED]	Master Card	-655.07	
		** Total	655.07	-655.07/2 = 327.54
		*** Balance	0.00	

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

Continued on the next page

Sheraton Suites Calgary Eau Claire
255 Barclay Parade SW
Calgary, AB T2P 5C2
Canada
Tel: 403 266 7200 Fax: 403 266 1300



Mr. Gordon Winkel

[REDACTED]

Email :

[REDACTED]

Page Number : [REDACTED] Invoice Nbr [REDACTED]
Guest Number : [REDACTED]
Folio ID : [REDACTED]
Arrive Date : 02-JUN-14 18:47
Depart Date : 04-JUN-14
No. Of Guest : 1
Room Number :
Room Rate : 290.00
Club Account : [REDACTED]

GST Summary

GST Room Revenue	29.88
GST Food and Beverage	0.19
GST Telephone	0.00
GST Other Revenue	0.00
Total GST	30.07

Information Invoice
Amount CAD

[REDACTED]

Mr Gordon Winkel

Online Services

- **Manage** my booking online (view/change my booking; select seats*).
- **Select Seats**
- **Maple Leaf Lounge | Meal Vouchers | On My Way**
- **Alert me** of flight status changes directly to my mobile phone or email.
- **Flight Arrivals & Departures** - check online if my flight is on time.
- **Check-in online** and print my boarding pass.

* Can my booking be changed online?**Flight Itinerary**

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8169 ¹	Edmonton, Edmonton Int'l (YEG) Mon 02-Jun 2014 17:00	Calgary (YYC) Mon 02-Jun 2014 17:51	0	0hr51	DH3	<u>Flex</u> , V	
AC8150 ¹	Calgary (YYC) Wed 04-Jun 2014 15:30	Edmonton, Edmonton Int'l (YEG) Wed 04-Jun 2014 16:20	0	0hr50	DH4	<u>Flex</u> , W	

Operated by:

¹ Air Canada Express - Jazz**Passenger Information****1: Mr Gordon Winkel : Adult (16+), Ticket Number:**

Air Canada - Aeroplan

Meal Preference : **None**

Payment Card:

Special Needs: **None**

Seat Selection:

AC8169 **10A (Preferred)** Paid , AC8150 **2F (Preferred)** Paid**Purchase Summary****Fare Summary**

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - <u>Flex</u>	172.00
Return Flight - <u>Flex</u>	163.00
<u>Surcharges</u>	24.00
Taxes, Fees and Charges	
<u>Canada Airport Improvement Fee</u>	55.00
<u>Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)</u>	21.41
<u>Air Travellers Security Charge (ATSC)</u>	14.25
Total airfare and taxes before options (per passenger)	449.66

Options

Departing Flight - Flex	
★ Advance Seat Selection (Preferred)	16.00
Return Flight - Flex	
★ Advance Seat Selection (Preferred)	16.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	1.60
Total airfare, taxes and options (per passenger)	483.26
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$483.26

Payment Information

Credit/Debit Card [REDACTED] Amount paid: **\$483.26**

The following charges (tax inclusive) will appear on your credit or debit card statement:

- Air Canada: \$449.66 (Airfare - per ticket)
- Air Canada: \$33.60 (Advance Seat Selection - per ticket)

Ticket number(s) [REDACTED]

enRoute City Guide

Calgary

Calgary grew up fast through successive energy booms, so it still feels a lot like a small prairie town - albeit a small prairie town with more than a million people that's now Western Canada's engine of commerce...

[Read the complete guide](#)

[What do you think](#) of our new City Guide feature?



Fare Rules

Departing Flight Edmonton (YEG) To Calgary (YYC) - **Flex**

Return Flight Calgary (YYC) To Edmonton (YEG) - **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 made up to 2 hours prior to departure.
- **Same-day confirmed changes** at check-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 **only** to passengers travelling on a flight between Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK) and Newark (EWR) airports.

SUPPER
GORD WINKEL

AHS

SUPPER
GORD WINKEL

AHS

TAXI
AHS TO AIRPORT

* TRANSACTION RECEIPT *
Checker/Yellow Cabs
316 Meridian Road SE
Calgary, AB, T2A 1X2
403-299-9999

Taxi Service
TYPE:MasterCard

DATA:SWIPED
TerminalID: 0000155732BD
Transaction Reference
Number :
DATE:2014/06/04 13:36:22
AUTH:
IFID:
DRV :
VEH :
GST :
Meter Start Time:
13:09:41
Meter Stop Time:
13:35:23
Distance: 29.5 Km
FARE 1: \$ 48.67
FLAT : \$ 0.00
TAX : \$ 2.43
TOTAL FARE: \$ 51.10
PAYMENT AMOUNT: \$ 51.10
TIP: \$ 5.00

TOTAL PAYMENT: \$ 56.10
Purchase Auth Complete
Cardholder Copy

GST# R128599776
Edmonton Airports
Can-T5J 2T2 Edmonton
Tax CodeCA5%
P3 North E 04/06/14 16:33
Receipt
Short-term parking tkt
VP - No. 090092
02/06/14 15:42 -
04/06/14 16:41 -
Period 2dlh0'
(Tax) \$35.50
Total \$35.50
Payment Received
MC \$35.50
Type: Swiped
Sub Total \$33.81
Tax 5% 1.69

AHS - 50%
CENOLUC - 50%

04315265 - 1/1

CHECK [REDACTED] DATE 6/03/14
TABLE [REDACTED] TIME 9:23PM

KEG #204 - Calgary
320 4th Avenue SW
Calgary, AB
T2P 2S6
403-699-9843

*** TRANSACTION RECORD ***

Tran. #: [REDACTED]
Check #: [REDACTED]
Employee #: [REDACTED]
Employee Name: [REDACTED]

PC MasterCard Purchase

Amount \$47.78
TIP \$7.17
TOTAL CAD \$54.95

APPROVED [REDACTED]
00-001 02096E
KGS20407/KGC20407
310001001024
2014/06/03 21:27:35

TUR: 0000008000
TSI: E800

Customer Copy

THANK YOU
Come Again

-- PATIO : KENDRA, S --
SEAT# ITEMS ORDERED AMOUNT
2 CAESAR SALAD 7.50
10 OZ FILET 38.00
SUBTOTAL 45.50
GST 2.28

47.78
TOTAL 47.78

SUBTOTAL 45.50
GST 2.28

TOTAL DUE 47.78

Thank you for visiting
The Keg Steakhouse & Bar
Calgary 4th Avenue
Restaurant # [REDACTED]

Review your experience at
www.KegFeedback.com
and receive a CHANCE to
WIN a \$100 Gift Card!

* See www.kegfeedback.com
for complete contest rules

***PLEASE SEE YOUR SERVER IN REGARDS TO
HOTEL BILLING***

GST# 122833890RT0001

TAXI
AHS HOTEL TO
SOUTHPORT

* TRANSACTION RECEIPT *
Checker/Yellow Cabs
316 Meridian Road SE
Calgary, AB, T2A 1X2
403-299-9999

Taxi Service
TYPE:MasterCard
CARD: [REDACTED]
EXP: [REDACTED]
DATA:SWIPED
TerminalID: 00001556FEIC
Transaction Reference
Number : [REDACTED]
DATE:2014/06/04 08:43:17
AUTH: [REDACTED]
IFID: 11057817
DRV : [REDACTED]
VEH : [REDACTED]
GST : 868910514
Meter Start Time:
08:14:42
Meter Stop Time:
08:42:23
Distance: 10.7 Km

FARE 1: \$ 26.95
FLAT : \$ 0.00
TAX : \$ 1.35
TOTAL FARE: \$ 28.30
PAYMENT AMOUNT: \$ 28.30
TIP: \$ 3.00

TOTAL PAYMENT: \$ 31.30
Purchase Auth Complete
Cardholder Copy