

AHS Board and Executive Expense Report

Name Penny Rae
Title Chief Information Officer
Location Calgary

Expenses submitted during the month of March 2017

| 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-17 | P-Card | Meetings | | | | 153 | 153 | | | |
| Mar-17 | Expense Claim | Meetings | | 11 | | | 11 | | | |
| Mar-17 | Direct Billing | Meetings | 425 | | | | 425 | | | |
| Total | | | \$ 425 | \$ 11 | \$ - | \$ 153 | \$ 589 | \$ - | \$ - | \$ - |

Total for the Month \$ 589

Maximum daily single meal expense claimed in the month \$ 11
 Maximum daily base hotel rate claimed in the month \$ -
 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 | | | | | | | | |
|---------------------------|--|-------------------|--------------------------|----------|---------------|-------------|---|-----------|----------------|------------------|---------------|
| RAE, PENELOPE JANE | Chief Information Officer | Calgary | \$ 153.15 | | | | | | | | |
| Expense Date | Business reason | Expense Location | Expense Type | Amount | From Location | To Location | Justification | # of days | # of Attendees | Attendee Name(s) | Trip Distance |
| 2/16/2017 | Parking at Calgary International Airport Feb 13-16 to attend meetings in Edmonton | AB - Local | Parking - Lot or Parkade | \$ 62.80 | | | Parking at the Calgary International Airport February 13-16 to attend (1) eHealth Policy Symposium "Towards Person-Centred" Integrated Health (2) CIS Leadership meeting (3) Microsoft Executive Round Table (4) IM/IT Executive Committee etc. | 1 | | | |
| 3/17/2017 | Parking at Calgary International Airport on March 17th to attend CIS Team Building Day in Edmonton | AB - Local | Parking - Lot or Parkade | \$ 29.35 | | | Parking at the Calgary International Airport on March 17th to attend CIS Team Building Day in Edmonton | 1 | | | |
| 3/17/2017 | Taxi on March 17 from Edmonton International Airport to Seventh Street Plaza | AB - Other Zones | Taxi | \$ 61.00 | | | Taxi on March 17th from the Edmonton International Airport to Seventh Street Plaza to attend the CIS Team Building Day | 1 | | | |
| Approver(s) for the claim | | Approval Status | Approval Date | | | | | | | | |
| RHODES, DEBORAH | | Approve | 27-Mar-17 | | | | | | | | |

RECEIPT
GST NO. R122556194

CALGARY AIRPORT
Economy Lot
EXIT No. A16
IN: 02/13/17 05:52
OUT: 02/16/17 19:16
DURATION: 3 13: 24
PAID: \$ 62.80
(GST INCLUDED)
MASTERCARD

REF. [REDACTED]
THANK YOU FOR
YOUR VISIT



Parking at the Calgary International Airport from Feb. 13 to 16 to attend the following meetings in Edmonton: (1) AHS CIS Executive Oversight Committee (2) all day eHealth Policy Symposium Towards "Person-Centred" Integrated Health (3) CIS Leadership meeting (4) all day

Microsoft Executive Round Table (5) IM/IT Executive Committee (6) CIS Appreciation Lunch (7) One on One's with two direct reports (8) IT Admin Quarterly Meeting (9) Gartner (10) IMITEC Project Info Clarification

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

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/03/17
TIME 6938 08:18:43
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$6.00
TOTAL
\$61.00

MasterCard
[REDACTED]

RECEIPT
GST NO. R122556194

TKT NO: 30379000
POF: A1
IN: 03/17/17 05:55
OUT: 03/17/17 16:36
PAID: \$ 29.35
DURATION: 0 10: 41
(GST INCLUDED)

MASTERCARD
[REDACTED]
REF. [REDACTED]
YOU HAVE 10 MIN.
TO EXIT



Parking at the Calgary International Airport on March 17th in order to attend the CIS Team Building Day in Edmonton

Taxi on March 17th from the Edmonton International Airport to Seventh Street Plaza to attend the CIS Team Building Day

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

GST#850057746

AHS Public Disclosure Expense Claims

| Claimant Name | Claimant Title | Claimant Location | Expense Claim Total | | | | | | | | | |
|---------------------------|--|-------------------|---------------------|----------|---------------|-------------|---|-----------|----------------|------------------|---------------|--|
| RAE, PENELOPE JANE | Chief Information Officer | Calgary | \$ 10.50 | | | | | | | | | |
| Expense Date | Business reason | Expense Location | Expense Type | Amount | From Location | To Location | Justification | # of days | # of Attendees | Attendee Name(s) | Trip Distance | |
| 3/17/2017 | Travel to Edmonton on March 17th for CIS Team Building Day | AB - Other Zones | Meals Per Diem | \$ 10.50 | | | Travel to Edmonton on March 17th to attend CIS Team Building Day Bfast \$10.50 | 1 | | | | |
| Approver(s) for the claim | | Approval Status | Approval Date | | | | | | | | | |
| RHODES, DEBORAH | | Approve | 27-Mar-17 | | | | | | | | | |

Expense Report Direct Bill Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive or an AHS Board Member and paid for by a third party vendor. The information will be used for public disclosure reporting.

Expenses Paid Directly to Third Party Vendors:

AHS may have established accounts with certain vendors used to book travel and other expenses that are billed directly to AHS.

Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund.

It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable receipts and back up must be attached.

Direct Bill Report

- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- Enter all expenses paid by AHS not mentioned above.
- Copies of invoices and other relevant back up must be attached, approvals for hosting events/working sessions that exceeds \$600 must be provided.
- Information will be used for reporting purposes only.
- A personal cheque must be attached to cover expenses deemed ineligible.
- Indicate whether you have expenses to report in this section for this reporting period: YES

| | |
|-------------------------|--|
| Name : Penny Rae | Reporting Period for the Month of : February 21st to March 20th, 2017 |
|-------------------------|--|

| DD-MMM-YYYY | Payment Method | Category | Description/Purpose of the Expense | Name of Vendor | Amount Paid |
|--------------------------------|----------------|----------------------------|--|----------------------------|------------------|
| 14-Mar-2017 | Direct Billing | Airline Ticket | Airfare Calgary / Edmonton return to attend CIS Team Building meeting in Edmonton (Seventh Street Plaza) | Marlin Travel | 425.36 |
| | Direct Billing | Choose from Drop-down List | | Choose from Drop-down List | |
| | Direct Billing | Choose from Drop-down List | | Choose from Drop-down List | |
| | Direct Billing | Choose from Drop-down List | | Choose from Drop-down List | |
| | Direct Billing | Choose from Drop-down List | | Choose from Drop-down List | - |
| Total Paid in the Month | | | | | \$ 425.36 |



Invoice

| | |
|--|---|
| ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4 | Trip #: [REDACTED] Booking Date: 14 Mar 17 Client: [REDACTED] Agent: [REDACTED] File Locator: [REDACTED] |
|--|---|

PASSENGERS:

MRS PENELOPE RAE

| REFERENCE/ DESCRIPTION | FARE | HST/GST | PST | OTHER TAXES | PENALTY | TOTAL |
|--------------------------------|---------------|-------------|-------------|--------------|-------------|-------------------|
| WESTJET Ticket # [REDACTED] | 150.40 | 0.00 | \$0.00 | 49.48 | 0.00 | 199.88 CAD |
| AIR CANADA Ticket # [REDACTED] | 188.00 | 0.00 | \$0.00 | 37.48 | 0.00 | 225.48 CAD |
| Total: | 338.40 | 0.00 | 0.00 | 86.96 | 0.00 | 425.36 CAD |

PAYMENTS

| Invoice # | Payment Date | Card Holder | Form of Payment | Amount |
|-----------------------|--------------|-------------|-----------------|-------------------|
| [REDACTED] | 03/13/2017 | [REDACTED] | [REDACTED] | 199.88 CAD |
| [REDACTED] | 03/13/2017 | [REDACTED] | [REDACTED] | 225.48 CAD |
| Total Payment: | | | | 425.36 CAD |

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

TRAVEL APPROVED BY DEBORAH.RHODES
CORPORATE UNIT 101
REASON FOR TRAVEL CIS TEAM BUILDING DAY

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0 *****
PLEASE REVIEW YOUR ITINERARY FOR ACCURACY
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY

**Airfare Calgary/Edmonton return on
March 17th to attend CIS Team Building
Day at Seventh Street Plaza**

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Trip #: [REDACTED]
Booking Date: 14 Mar 17
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

| Passengers | Citizenship | Required Travel Documents |
|--------------|---------------|---------------------------|
| PENELOPE RAE | Not Specified | Not Specified |

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

| Passengers: PENELOPE RAE | | Booking Date: 03/13/2017 | | | | | |
|---------------------------------|--------|--|----------|------------------------------------|-------|------|-------|
| | | File Locator/Ticket #: [REDACTED] | | | | | |
| Airline | Flight | From | Terminal | To | Class | Seat | Stops |
| WESTJET | 03394 | CALGARY INTL 03/17/2017 7:00AM | | EDMONTON INTL 03/17/2017 8:02AM | Q | | |

| Passengers: PENELOPE RAE | | Booking Date: 03/13/2017 | | | | | |
|---------------------------------|--------|--|----------|-----------------------------------|-------|------|-------|
| | | File Locator/Ticket #: [REDACTED] | | | | | |
| Airline | Flight | From | Terminal | To | Class | Seat | Stops |
| AIR CANADA | 08151 | EDMONTON INTL 03/17/2017 3:30PM | | CALGARY INTL 03/17/2017 4:24PM | Q | | |