

AHS Board and Executive Expense Report

Name Richard Dicerni
Title Board Member
Location Edmonton

Expenses submitted during the month of July 2016

	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)
Jul-16	Expense Claim	Meetings	1,115	35		104	1,254			
Total			\$ 1,115	\$ 35	\$ -	\$ 104	\$ 1,254	\$ -	\$ -	\$ -

Total for the Month \$ 1,254

Maximum daily single meal expense claimed in the month \$ 24

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.

Employee # [REDACTED]

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

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION					
Name:	Richard Dicerni			Expense Period Month:	Jul-16
Address:	[REDACTED]	City:	[REDACTED]		
Province:	[REDACTED]	Postal Code:	[REDACTED]	Country:	
Reason for Expense	Expenses to attend Board Meeting in Calgary (July 28-29, 2016).				

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	\$34.50
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$1,219.39
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$1,253.89

SECTION 3: AUTHORIZATION			
I attest that I have read and understand all applicable policies 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 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#
Richard Dicerni	<i>RDicerni</i>	Aug. 25 2016	[REDACTED]

I attest that I have read and understand all applicable policies of 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 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>Linda Hughes</i>	Sept. 12, 2016

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.

Deborah Rhodes Aug. 25/16
Deborah Rhodes
VP Corp Services + CFO

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

Carry forward from Section 1

Name:	Richard Dicerni	Expense Period Month:	42552
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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

Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal Allowance				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Within Canada		Outside Canada					
			Meal Type	Allowance	Meal Type	Allowance				
27-Jul-16	Taxi from residence to Ottawa Airport to attend Board Meetings in Calgary.	Yes					\$28.63	✓		
27-Jul-16	Flight from Ottawa to Calgary to attend Board Meetings and return on July 29, 2016.	Yes					\$1,115.45	✓		
27-Jul-16	Taxi from Calgary Airport to hotel.	Yes	D-\$24.00	\$24.00	✓		\$44.00	✓		
28-Jul-16	Breakfast Per Diem.	Yes	B-\$10.50	\$10.50	✓					
29-Jul-16	Taxi from Ottawa Airport to residence.	Yes					\$31.31	✓		
Total: (amount auto fills to page 1)			\$34.50		\$0.00	\$0.00	\$1,219.39	\$0.00	0.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ -
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For payment please submit to:
 14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra

BLUE LINE TAXI
613-239-1111

1268 TO 209.36
000-1100 TO 43
0111 TO
0111 TO 000

1277-2016
0111 TO 55

NET AMOUNT \$ 28.63

NET AMOUNT \$

PASSENGER COPY

CUSTOMER SERVICE 1-800-443-2812
INQUIRY@TAXI11AB.COM
TAXI11AB



①

ASSOCIATED CAB
404-35 AVENUE N E T2E2K7
CALGARY AB
932650000710

PURCHASE

07-27-2016 16:47:27
Acct # [REDACTED] C
Exp Date ' / ' Card Type AM
Name: RICHARD DICERNI
[REDACTED]
AMERICAN EXPRESS

Trace # [REDACTED]
Inv # [REDACTED]
Auth # [REDACTED]

Purchase \$40.00
Tip \$4.00
Total \$44.00

(00) APPROVED-THANK YOU

Retain this copy for your records
Customer copy

www.associatedcab.ca
403-299-1111

③

BLUE LINE TAXI
613-239-1111

ORIGINAL ID: [REDACTED]
MERCHANT ID: [REDACTED]
VEHICLE ID: [REDACTED]
SERVER ID: [REDACTED]
IP NUMBER: 3
SERVERS: 3

07-29-2016
START: 23:51 END: 23:51

NET AMOUNT \$ 26.31

NET AMOUNT \$ 1.00
NET AMOUNT \$ 3.00

TOTAL \$ 31.31

NET AMOUNT \$ 31.31

NET AMOUNT \$

PASSENGER COPY

CUSTOMER SERVICE 1-800-443-2812
INQUIRY@TAXI11AB.COM
TAXI11AB



④

Itinerary / Receipt

(2)

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

Main Contact Information

Booking reference: [REDACTED]

Name: Mr Richard Dicerni
E-mail: [REDACTED]
Form of payment: [REDACTED]

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 Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC451	Ottawa (YOW)	Toronto Pearson (YYZ)	320	Economy (G)	Confirmed
	Wed 27-Jul 2016 12:00	Wed 27-Jul 2016 13:04 - TERMINAL T1			
Seat number(s) requested: 12C					
AC121	Toronto Pearson (YYZ)	Calgary (YYC)	320	Economy (G)	Confirmed
	Wed 27-Jul 2016 14:15 - TERMINAL T1	Wed 27-Jul 2016 16:29			
Seat number(s) requested: 12C					
AC130	Calgary (YYC)	Toronto Pearson (YYZ)	320	Economy (Q)	Confirmed
	Fri 29-Jul 2016 15:50	Fri 29-Jul 2016 21:33 - TERMINAL T1			
Seat number(s) requested: 12D					

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC470	Toronto Pearson (YYZ)	Ottawa (YOW)	320	Economy (Q)	Confirmed
	Fri 29-Jul 2016 22:30 - TERMINAL T1	Fri 29-Jul 2016 23:31			

Seat number(s) requested: 12C

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Passenger Information

Passenger 1
 Name: **Mr Richard Dicerni** Ticket number: [REDACTED]
 Frequent Flyer Pgm: Air Canada Aeroplan Program number: [REDACTED]

Purchase Summary

Passenger: 1 Ticket number [REDACTED]

Date of issue	05-Jul 2016
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	914.00
Taxes, Fees & Charges	
Canada Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	1.50
Combined Taxes *see fare calculation below (XT)	185.70
Total Fare in Canadian dollars:	1,115.45

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

*Fare calculation:
 [REDACTED]

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 emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.