

## AHS Board and Executive Expense Report

**Name** Richard Dicerni  
**Title** AHS Board Member  
**Location** Edmonton

Expenses submitted during the month of November 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)
Nov-16	Expense Claim	Meetings	1,271	73	119	185	1,648			
Nov-16	Direct Bill	Meetings			368		368			
<b>Total</b>			<b>\$ 1,271</b>	<b>\$ 73</b>	<b>\$ 487</b>	<b>\$ 185</b>	<b>\$ 2,016</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Total for the Month**      \$      2,016

Maximum daily single meal expense claimed in the month      \$      21  
Maximum daily base hotel rate claimed in the month      \$      164  
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.

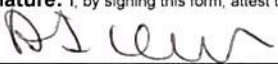
### 5) Remuneration, Allowances Reported in the Financial Statements

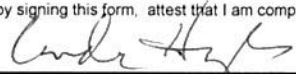
Car allowance, honoraria, meeting fees, and any other employment benefits reported in the annual financial statements are excluded from this report.

## BOARD MEMBER EXPENSE CLAIM FORM

<b>SECTION 1: PAYEE INFORMATION</b>			
Name:	Richard Dicerni	Expense Period Month:	Nov-17
Address:	[REDACTED]	City:	[REDACTED]
Province:	[REDACTED]	Postal Code:	[REDACTED] Country: Canada
Reason for Expense	Attend Human Resources Committee and Quality & Safety Committee Meetings on November 22, 2017 in Edmonton. Attend Finance and Audit & Risk Committee Meetings on November 23, 2017 in Edmonton.		

<b>SECTION 2: FINANCE CODING &amp; TOTAL CLAIM</b>					
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	<b>\$73.22</b> ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	<b>\$1,574.45</b> ✓
Other (D)	101	0005	71110300000	41090000	<b>\$0.00</b>
<b>TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE</b>					<b>\$1,647.67</b> ✓

<b>SECTION 3: AUTHORIZATION</b>			
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		Dec. 6, 2017	[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
	Dec 6 / 17

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Privacy (FOIP) Act, respectively, for the purpose of administering the program.

*Deborah Rhodes* Dec. 6/17  
Deborah Rhodes, VP Corporate Services & CFO  
Position #: [REDACTED] DOFA Level: [REDACTED]

**14<sup>th</sup> Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra**

**Carry forward from Section 1**

<b>Name:</b>	Richard Dicerni	<b>Expense Period Month:</b>	Nov-17
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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				
21-Nov-2017	Taxi from residence to Ottawa Airport.	Yes					✓ \$34.29	✓		
21-Nov-2017	Flight from Ottawa-Calgary-Edmonton to attend Board Committee Meetings on Nov. 22 & 23; and return on Nov, 24, 2017.	Yes					○ \$1,271.39	✓		
21-Nov-2017	Taxi from YEG to Westin Hotel.	Yes			D	\$22.52	✓ ○	\$60.00	✓	
22-Nov-2017	Taxi from Westin Hotel to SSP to attend meetings.	Yes	BD-\$29.95	\$29.95	✓		○ \$9.00	✓		
23-Nov-2017	Taxi from Westin Hotel to SSP to attend meetings.	Yes					○ \$9.50	✓		
23-Nov-2017	Taxi from Westin Hotel to Four Points by Sheraton Edmonton Airport.	Yes					○ \$40.73	✓		
23-Nov-2017	One night accommodation at YEG.	Yes	D-\$20.75	\$20.75	✓		○ \$119.08			
24-Nov-2017	Taxi from Ottawa Airport to residence.						○ \$30.46	✓		
<b>Total: (amount auto fills to page 1)</b>			\$50.70		\$22.52	\$119.08	\$1,455.37	\$0.00	0.00	

<b>BOARD MEMBER Mileage Rate</b>	0.505	<b>Total Mileage</b>	\$ -
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From: Uber Receipts [uber.canada@uber.com](mailto:uber.canada@uber.com)  
Subject: Your Tuesday evening trip with Uber  
Date: Nov 21, 2017, 5:31:35 PM  
To: [REDACTED]



**\$34.29**



Thanks for choosing Uber, Richard

November 21, 2017 | uberX

05:06pm | [REDACTED]

05:30pm | 1000 Airport Parkway Private, Ottawa, ON K1V 9B4, Canada

You rode with Mike (Mustafa)

12.63	00:24:35	uberX
kilometers	Trip time	Car

# Itinerary / Receipt

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]  
**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
AC363	Ottawa (YOW)	Edmonton International (YEG)	E90	Economy (G)	Confirmed
	Tue 21-Nov 2017 18:55	Tue 21-Nov 2017 21:21			
Seat number(s) requested: 12D					
AC360	Edmonton International (YEG)	Ottawa (YOW)	E90	Economy (Q)	Confirmed
	Fri 24-Nov 2017 08:00	Fri 24-Nov 2017 13:46			
Seat number(s) requested: 12C					

## Passenger Information

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

Purchase Summary

Passenger: 1 Ticket number XXXXXXXXXX

<b>Date of issue</b>	31-Oct 2017
<b>Fare Amount in Canadian dollars:</b>	1,060.00
<i>(including navigational &amp; other charges)</i>	
<b>Taxes, Fees &amp; Charges</b>	
Air Travellers Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	1.50
Combined Taxes *see fare calculation below (XT)	195.64
<b>Total Fare in Canadian dollars:</b>	<b>1,271.39</b>

Ticket particularities:  
AC ONLYF/NONREF/CHGE FEE  
-BG:AC



\*Fare calculation:  
21NOV17YOW AC YEA Q23.00R416.00AC YOW Q23.00R598.00CAD1060.00  
END ROE1.00 XT142.64RC53.00SQ

Canadian tax registration numbers:  
XG Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)  
RC Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)  
XQ Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)

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.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional [terms and conditions](#) related to seat selection

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

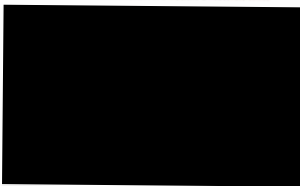
AIRPORT TAXI SERVICE  
4608 101 ST.  
(7808907070)  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE AMEX  
DATE 2017/11/21  
TIME 8807 22:06:43  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
AMOUNT \$55.00  
TIP \$5.00  
TOTAL

**\$60.00**

AMERICAN EXPRESS



APPROVED

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

Lobby Lounge  
Westin Edmonton  
10135 100 St NW  
Edmonton, AB T5J 0N7  
(780) 426-3636  
GST#861336493RT0005

[REDACTED] 1  
-----  
CHK 3140 TBL 31/1  
21 NOV'17 22:14 PM  
-----

1 Caesar Salad 13.00  
1 Add Chicken 5.00  
[REDACTED]

Subtotal \$26.50  
GST \$1.33  
**Total Due \$27.83**

18.00  
+ .90  
-----  
18.90  
+ 3.62  
-----  
**22.52**

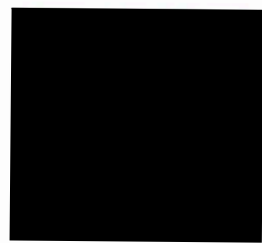
GRATUITY: \_\_\_\_\_

TOTAL: \_\_\_\_\_ Claiming only \$22.52

ROOM #: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_



<http://globalmty.com/107910m>

WESTIN EDMONTON DINING  
10135 100TH STREET  
EDMONTON, AB T5J 0N7  
780-426-3636

SALE

Server #: 000001

TID [REDACTED]  
REF# [REDACTED]  
Batch #: [REDACTED] 22:46:30  
APPR CODE [REDACTED]  
Trace: 17  
AMEY [REDACTED] Chip [REDACTED]

AMOUNT \$27.83  
TIP \$3.62  
TOTAL **\$31.45**

APPROVED

AMERICAN EXPRESS



THANK YOU / MERCI  
CUSTOMER COPY

← \$22.52

GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE AMEX  
DATE 2017/11/22  
TIME 1469 07:20:21  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
TOTAL  
\$9.00

AMERICAN EXPRESS ✓  
[REDACTED]

APPROVED  
AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

YELLOW CAB 780 462 3456  
BARREL TAXI 780 489 7777  
EDMTAXI.COM  
GST 100403070

GREATER EDMONTON TAXI  
SERVICE  
10135 31 AVE NW  
EDMONTON AB

CARD [REDACTED]  
CARD TYPE AMEX  
DATE 2017/11/23  
TIME 6888 07:53:35  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
AMOUNT \$8.00  
TIP \$1.50  
TOTAL  
\$9.50

AMERICAN EXPRESS ✓  
[REDACTED]

APPROVED  
AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456  
BARREL TAXI 780.489.7777  
EDMTAXI.COM  
GST 100403070

CAPITAL TAXI  
(613) 744 - 3333

Merchant ID: [REDACTED]  
Driver ID: [REDACTED]  
Record Num. [REDACTED]

Sale

Application Label: AMERICAN EXPRESS

AID: [REDACTED]  
AMEX Entry Method: Chip  
Amount: \$ 26.49  
Tip: \$ 3.97

Total: CAD\$ 30.46

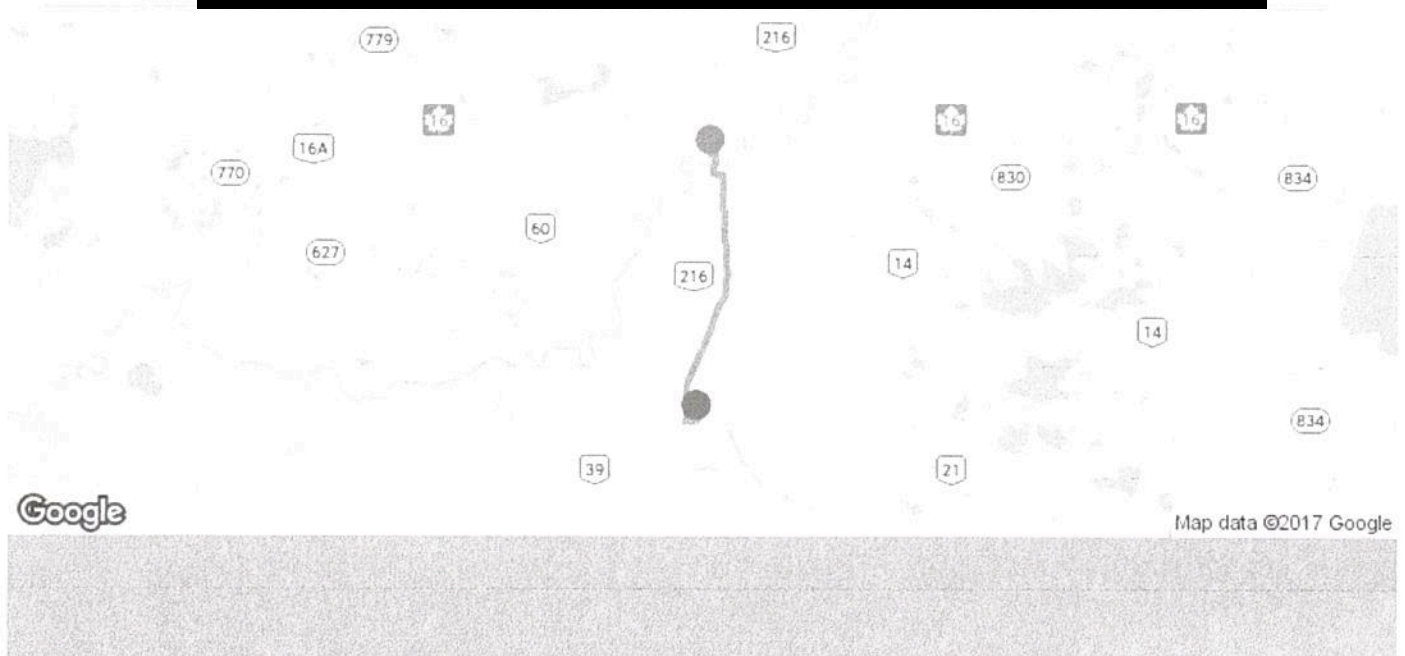
2017/11/24 13:55:03 ✓

Inv# [REDACTED] Appr Code [REDACTED]  
Apprvd: Online Batch# [REDACTED]  
TRN Ref #: [REDACTED]

DESCRIPTION: -----



From: Uber Receipts [uber.canada@uber.com](mailto:uber.canada@uber.com)  
Subject: Your Thursday evening trip with Uber  
Date: Nov 23, 2017, 11:21:27 PM  
To: [REDACTED]



**\$40.73** ✓

Thanks for choosing Uber, Richard  
November 23, 2017 | uberX

08:50pm | 11237 Jasper Ave, Edmonton, AB T5K 2V2, Canada

09:21pm | 403 11 Ave, Nisku, AB T9E 7N2, Canada

You rode with Alazar

29.82	00:30:25	uberX
kilometers	Trip time	Car

Four Points By Sheraton Edmonton Airport  
 403 11 Avenue  
 Nisku, AB T9E 7N2  
 Canada  
 Tel: 780.770.9099 Fax: 780.770.9098



Mr Richard Dicerni



Page Number : 1  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 23-NOV-17 21:31  
 Depart Date : 24-NOV-17 05:51  
 No. Of Guest : 1  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

Tax Invoice

Tax ID : 131788788RT00008

FPbS Edmonton Airpt NOV-24-2017 06:00 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
23-NOV-17	[REDACTED]	Room Charge	109.25	
23-NOV-17	[REDACTED]	Room GST	5.46	
23-NOV-17	[REDACTED]	Tourism Levy	4.37	
24-NOV-17	[REDACTED]	American Express-		-119.08

\*\*\*For Authorization Purpose Only\*\*\*

Date	Code	Authorized
23-NOV-17	[REDACTED]	147.49

\*\* Total 119.08 -119.08  
 \*\*\* Balance 0.00

415168 B.C. Ltd. - Operator

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room & Tax	Food & Bev	Telecom	Other	Total	Payment
11-23-2017	113.62	0.00	0.00	5.46	119.08	0.00
11-24-2017	0.00	0.00	0.00	0.00	0.00	-119.08
<b>Total</b>	<b>113.62</b>	<b>0.00</b>	<b>0.00</b>	<b>5.46</b>	<b>119.08</b>	<b>-119.08</b>

415168 B.C. Ltd.-Operator

Tax ID Code: 827406745RT0001

## 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**

<b>Name :</b> Richard Dicerni	<b>Reporting Period for the Month of :</b> Nov-17
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
21-Nov-2017	Direct Billing	Hotel	Two nights accommodation to chair the HR Committee and attend the Q&S Committee Meeting on Nov. 22, 2017; attend Finance and Audit & Risk Committee Meetings on Nov. 23, 2017 in Edmonton.	Marlin Travel	368.26
	Direct Billing	Hotel		Other	
	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	-
<b>Total Paid in the Month</b>					<b>\$ 368.26</b>

The Westin Edmonton  
 10135 100 St  
 Edmonton, AB T5J 0N7  
 Canada  
 Tel: 780-426-3636 Fax: 780-428-1454



Richard Dicerni

Page Number : 1 Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 21-NOV-17 22:12  
 Depart Date : 23-NOV-17 16:31  
 No. Of Guest : 1  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]  
 AR Account : [REDACTED]

Copy

Tax ID : 815461330RT0001  
 The Westin Edmonton NOV-24-2017 09:12 [REDACTED]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
21-NOV-17	[REDACTED]	Room Charge	164.00	
21-NOV-17	[REDACTED]	GST	8.45	
21-NOV-17	[REDACTED]	Destination Marketing Fee	4.92	
21-NOV-17	[REDACTED]	Tourism Levy	6.76	
22-NOV-17	[REDACTED]	Room Charge	164.00	
22-NOV-17	[REDACTED]	GST	8.45	
22-NOV-17	[REDACTED]	Destination Marketing Fee	4.92	
22-NOV-17	[REDACTED]	Tourism Levy	6.76	
23-NOV-17	[REDACTED]	Transfer to A/R		-368.26
** Total			368.26	-368.26
*** Balance			0.00	

Continued on the next page