

AHS Board and Executive Expense Report

Name Richard Dicerni
Title AHS Board Member
Location Ontario

Expenses submitted during the month of January 2020

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)
Jan-20	Expense Claim	Meetings	938	42		176	1,156			
Jan-20	Direct Bill	Meetings			503		503			
Total			\$ 938	\$ 42	\$ 503	\$ 176	\$ 1,659	\$ -	\$ -	\$ -

Total for the Month \$ 1,659

Maximum daily single meal expense claimed in the month \$ 21
Maximum daily base hotel rate claimed in the month \$ 154
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:	Jan-20		
Address:	[REDACTED]	City:	[REDACTED]		
Province:	[REDACTED]	Postal Code:	[REDACTED]	Country:	Canada
Reason for Expense	Attended Strategic Planning Board Meeting on January 29 and Board Meeting on January 30, 2020 in Calgary.				

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	\$41.50
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$1,114.55
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$1,156.05

SECTION 3: AUTHORIZATION			
I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.			
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>Please see attached email for approval.</i>	Feb 25/20	[REDACTED]

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.	
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
David Weyant, Q.C.	Board Chair
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
<i>Accept</i>	March 6, 2020

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

Deborah Rhodes Feb. 26/20

Carry forward from Section 1

Name:	Richard Dicerni	Expense Period Month:	Jan-20
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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)

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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				
28-Jan-2020	Taxi from residence to Ottawa Airport to travel to Calgary to attend Board Meetings on January 29-30, 2020.	Yes					\$27.50			
28-Jan-2020	Fight from Ottawa to Calgary to attend January 29-30 Board Meetings.	Yes					\$344.79			
28-Jan-2020	Taxi from Calgary Airport to hotel and dinner per diem. Attended Strategic Planning Board Meeting in Calgary on January 29, 2020	Yes	D-\$20.75	\$20.75			\$61.90			
29-Jan-2020	Dinner per diem. Attended Strategic Planning Board Meeting in Calgary on January 29, 2020	Yes	D-\$20.75	\$20.75						
31-Jan-2020	Taxi from Southport to Calgary Airport. Attended Board Meeting on January 30, 2020 in Calgary	Yes					\$60.40			
31-Jan-2020	Flight from Calgary to Ottawa. Attended Board Meeting on January 30, 2020 in Calgary	Yes					\$593.38			
31-Jan-2020	Taxi from Ottawa Airport to residence. Attended Board Meeting on January 30, 2020 in Calgary	Yes					\$26.58			
Total: (amount auto fills to page 1)				\$41.50		\$0.00	\$0.00	\$1,114.55	\$0.00	0.00

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ -
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Job #

RECEIPT FOR CAB FARE

Amount 27.50 Date Jan 28/20

From _____

To airport

Cab No. _____ Driver _____

H.S.T. Included in meter fare



Checker Taxi
316 Meridian Rd SE
Calgary, AB
T2A 1X2
(403) 299-9999
www.thecheckergroup.com

Jan 31, 2020 1:12

ASSOCIATED CAB
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#1394

SALE

Batch #: [redacted] REF#: [redacted]
SEC: [redacted] 027
01/28/20 19:01:16
APPR CODE: [redacted]
AMERICAN EXPRESS
[redacted]

AMOUNT \$56.90
TIP \$5.00
TOTAL \$61.90

00 - APPROVED - 000

AMERICAN EXPRESS
[redacted]

Thank You

CUSTOMER COPY

er# [redacted]
ver Tax# [redacted]
ing# [redacted]

2020-01-31 6:50:16 AM

2020-01-31 7:11:33 AM

gfall \$0
\$48
as \$(
al + Tip \$60 \$60.40
total \$52

d Charged \$1
\$61
\$

Approval
Card No [redacted]
Entry Mode [redacted]
ID [redacted]

Issuer [redacted]

AMERICAN EXPRESS

ified by PIN
2020-01-31 7:12:47 AM

Thank you for using Checker
Taxi!



Job #

Receipt for Cab Fare

Amount 26.50 Date Jan 31/20

From airport

To [redacted]

Cab No. _____ Driver _____

HST Included in meter fare



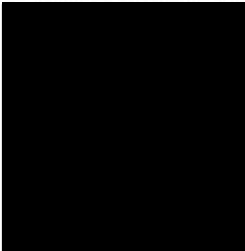
From: Air Canada confirmation@aircanada.ca
Subject: Air Canada - 28 Jan: Ottawa - Calgary (Booking

Reference: [REDACTED]
Date: Dec 9, 2019 at 11:41:50

To: [REDACTED]



Booking Confirmation



Booking Reference: [REDACTED]

Date of issue: 09 Dec, 2019



Select Seats



eUpgrade



Check in



Manage my booking



Sign up for flight notifications

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

IMPORTANT: Your official Itinerary/Receipt is attached to this email. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

Passengers



Richard Dicerni

Seats

AC353 12D

Ticket Number



Air Canada - Aeroplan:



Depart

Economy - Flex

Tuesday
28 Jan, 2020

16:00

Ottawa

Ottawa Int. (YOW)
Ontario



18:38

Calgary

Calgary Int. (YYC)
Alberta



AC353

4hr38

Operated by: Air Canada | A320-200 | Wi-Fi

Food for purchase on board

Purchase summary

American Express

Amount paid: \$344.79

Full details can be found in your attached Itinerary/ Receipt

Tax informationGST/HST no. 10009-2287
RT0001 \$39.67

1 adult



Air Transportation Charges 275.00



Taxes, fees and charges 69.79

GRAND TOTAL (Canadian dollars) \$344.79

Baggage allowance

Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. size: 23 x 40 x 55 cm [9 x 15.5 x 21.5 in]) and 1 personal item (max. size: 16 x 33 x 43 cm [6 x 13 x 17 in]). Your carry-on baggage must be light enough that you can store it in the overhead bin unassisted. See our complete carry-on baggage policy.

Checked Baggage

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



Ottawa (YOW) > Calgary (YYC)

**1st bag**

Complimentary

**2nd bag**

\$ 0.00 CAD

Including taxes

Max. weight per bag:
23 kg (50 lb)Max. dimensions per bag:
158 cm (62 in)

* For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

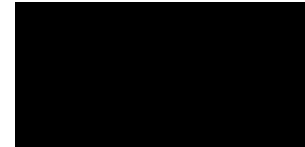
Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

Baggage Allowance for Air Canada Altitude and Star Alliance Members

The baggage allowance displayed below applies when you check your bags with Air Canada, Air Canada Express (flights operated by Jazz, Sky Regional, Air Georgian, Exploits Valley Air) or Air Canada Rouge. Please make sure your Air Canada Altitude status level is valid at check-in.

Star Alliance Silver Members: Your baggage allowance is equivalent to that



Passenger: Dicerni Richard (ADT)

Booking Reference: [REDACTED]

Ticket number: [REDACTED]

Air Canada Reservations, 1-888-247-2262
Issuing date: Jan-18, 2020

ELECTRONIC TICKET RECEIPT

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

NOTE: You may be receiving this Itinerary Electronic Ticket Receipt due to a change in your itinerary. Please contact the Air Canada Contact Centre immediately if you have any questions concerning any schedule change.

From	To	Flight	Departure	Arrival
CALGARY, Calgary Intl (YYC)	OTTAWA, Macdonald Cartier Intl (YOW)	AC394	10:30 Friday 31 Jan 2020	16:18 Friday 31 Jan 2020
Fare: Flex, W	Operated by: AIR CANADA			Cabin: Economy
Fare basis: W12ZLCFL	Aircraft type: Airbus Industrie A320-100/200			Duration: 03:48
Booking status: OK	Number of stops: 0			Seat: 12C
Frequent flyer number: [REDACTED]				

OK = Confirmed

Carry-on Baggage

On flights operated by Air Canada, Air Canada Rouge or Air Canada Express, you may carry with you in the cabin 1 standard item (max. 23 x 40 x 55 cm [9 x 15.5 x 21.5]) and 1 personal item (max. size: 16x 33 x43 cm [6 x 13 x17 in]). Your carry-on baggage must be light enough that you can store in the overhead bin unassisted. See our complete [carry-on baggage policy](#).

Checked Baggage

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

YYCYOW

1st Checked Bag: Free of Charge UPTO50LB 23KG AND62LI 158LCM

Name of the carrier whose baggage rules apply: AIR CANADA

For travel within Canada or between Canada and the United States, a Canadian tax of \$3.00 CAD may apply to baggage fees. For travel between Canada or the United States and Mexico, the Dominican Republic and Barbados, an applicable local sales tax of \$4.00 CAD may apply to baggage fees. For all other itineraries to/from Mexico, the Dominican Republic and Barbados as well as itineraries to/from South America, an applicable local sales tax of \$21.00 CAD may apply to baggage fees. All above tax amounts are based on the maximum applicable tax amounts per itinerary type. Actual amounts may vary and will be charged in the currency used in your departure airport. Tax amounts are subject to change without notice by local government.

Currency

Fee amounts are displayed in the currency of the first departure city on your ticket. On the day of travel, applicable fees will be assessed in the local currency of the country/region you are travelling from. Certain exceptions may apply where the departure airport does not charge in local currency. The currency exchange rate will be determined by the date of travel.

Stopovers

Checked baggage fees may be reassessed when itineraries include an enroute stopover of more than 24 hours.

Note: If you exceed your baggage allowance (in number, size and/or weight), additional checked baggage charges will apply. The policy and fees will be those of the carrier identified in the checked baggage information section.

[View Air Canada's checked baggage policy](#)

[View the checked baggage policies of Air Canada's codeshare and interline partners](#)

Baggage Allowance for Altitude and Star Alliance Members

Baggage check-in must occur with Air Canada, Air Canada Express (flights operated by Jazz, Sky Regional, Air Georgian, Exploits Valley Air) or Air Canada Rouge. Air Canada Altitude status level must be valid at time of check-in to qualify for waiver of charges

Frequent Flyer Status	Economy Class	Premium Economy	Business Class
Altitude Super Elite 100k, Elite 75k, Elite 50k & Elite 35k	3 bags 32kg (70lb)	3 bags 32kg (70lb)	3 bags 32kg (70lb)
Altitude Prestige 25k	2 bags 23kg (50lb)	2 bags 23kg (50lb)	3 bags 32kg (70lb)
Star Alliance Gold	As per fare paid + 1 additional bag 23kg (50lb)	As per fare paid + 1 additional bag 23kg (50lb)	As per fare paid + 1 additional bag 32kg (70lb)
Star Alliance Silver	As per fare paid 23kg (50lb)	As per fare paid 23kg (50lb)	As per far paid 32kg (70lb)

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.

FARE DETAILS

Form of payment:		Air Transportation Charges:	CAD 528.00
Endorsements:	AC ONLY/NONREF/CHGE FEE -BG AC	Taxes, Fees and Charges:	
		Air Travellers Security Charge - Canada(CA)	CAD 7.12
		Goods and Services Tax - Canada - 100092287 RT0001(XG)	CAD 28.26
		Airport Improvement Fee - Canada(SQ)	CAD 30.00
		Total Amount:	CAD 593.38

GENERAL CONDITIONS OF CARRIAGE

1. You must obtain your boarding pass and check in any baggage by the [check-in deadline](#) . Additionally, you must be available for boarding at the boarding gate by the [boarding gate deadline](#). Failure to respect check-in and boarding gate deadlines may result in the reassignment of any pre-reserved seats, the cancellation of reservations, and/or ineligibility for denied boarding compensation.

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 : Richard Dicerni	Reporting Period for the Month of : Jan-20
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
28-Jan-20	Direct Billing	Hotel	Three nights accommodation to attend Strategic Planning Board Meeting on January 29 and Board Meeting on January 30, 2020. Accommodations for the nights of Jan 28 to 31, 2020	Vision Travel	\$502.81
	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	Other Transportation		Choose from Drop-down List	
Total Paid in the Month					\$ 502.81



135 Southland Drive S.E Calgary, Alberta, T2J 5X5
 Telephone: 403-278-5050 Fax: 403-225-5834

Alberta Health Services
 Alberta Health Services
 PO BOX 1600
 EDMONTON AB T5J 2N9
 Canada

Room: [REDACTED]
 Folio: [REDACTED]
 Cashier: [REDACTED]
 Arrival: 01-28-20
 Departure: 01-31-20

Dicerni, Richard

A/R Invoice: [REDACTED]
 A/R Account: [REDACTED]

Date	Description	Additional Information	Charges	Credits
01-28-20	Room charge	[REDACTED] 101.005.71110300000	154.00	
01-28-20	DMF		4.62	
01-28-20	Tourism Levy		6.34	
01-28-20	Rooms - GST		7.93	
01-29-20	Room charge		154.00	
01-29-20	DMF		4.62	
01-29-20	Tourism Levy		6.34	
01-29-20	Rooms - GST		7.93	
01-30-20	Room charge		154.00	
01-30-20	DMF		4.62	
01-30-20	Tourism Levy		6.34	
01-30-20	Rooms - GST		7.93	
02-03-20	GST Exempt- 120903		-15.86	

GST Summary	
Registration No: 895126332	
Room	23.79
F&B	0.00
Other	32.88
Total	56.67

Total	502.81	0.00
Balance Due	502.81	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.