

AHS Board and Executive Expense Report

Name Ronda White

Title Chief Audit Executive, Internal Audit & Enterprise Risk Management

Location Edmonton

Expenses submitted during the month of September 2017

							Travel ((1)									
MMM-YY	Source Document	Purpose	۸ie	fare		Meals	Accommod	lation		her avel		otal avel	Devel	essional lopment	Working Sessions Hosting an Hospitality	d	Other
IVIIVIIVI- Y Y	Document	Purpose	All	lare	I\	vieais	Accommod	lation	112	ivei	11	avei		(2)	(3)		(4)
Sep-17 Sep-17	P-Card Expense Claim	Meetings Meetings				109				94 441		94 550		1,103			
Sep-17	Direct Billing	Meetings		722				163				885					
r	g																
Total			\$	722	\$	109	\$	163	\$	535	\$	1,529	\$	1,103	\$	- \$	-

Total for

the Month \$ 2,632

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

AHS Public Disclosure P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total										
WHITE, RONDA	Chief Audit Executive, Internal Audit & ERM	Edmonton	\$ 1,196.40										
Expense Date	Business reason		Expense Location	Expense Type	Amoi		From Location	To Location		_	# of Attendees	Attendee Name(s)	Trip Distance
9/6/2017	Attend Public Accounts Pre ATB Place, Edmonton	p Meeting At	AB - Local	Parking - Lot or Parkade	\$	15.00			Attend Public Accounts Prep Meeting at ATB Place with Alberta Health	1			
9/14/2017	Registration for the IIA Nat Conference in Edmonton So 2017		ON	Conference Fees	\$ 1	,102.50			Registration for the IIA National Conference in Edmonton Sept 24 - 27, 2017	1			
9/15/2017	Attend at Tawa Centre for Health Audit & Finance Cor Meeting - Sept 15/17		AB - Local	Parking - Lot or Parkade	\$	6.00			Attend at Tawa Centre for Covenant Health Audit & Finance Committee Meeting - Sept 15/17	1			
9/15/2017	Attend Meetings at ATB Pla Alberta Health Re: OAG and September 15, 2017		AB - Local	Parking - Lot or Parkade	\$	15.00			Attend Meetings at ATB Place with Alberta Health Re: OAG and CSA September 15, 2017	1			
9/18/2017	Attend CIS Benefits Realiza	tion Session	AB - Other Zones	Taxi	\$		Calgary Airport	Delta South Hotel	Taxi - Calgary Airport to Delta South Hotel to attend CIS Benefits Realization Session September 19, 2017	1			
Approver(s)	for the claim	Approval Sta	tus	Approval									

Date

Approve

27-Sep-17

YIU, VERNA



Missing Receipt Attestation

Date of Expense:

9/6/2017

Vendor Name:

IMPARK00020101U

Vendor Address:

Edmonton, Alberta

Expense Amount:

15.00

Expense Details:

Attend Public Account Prep Meeting at ATB Place with Alberta Health

Circumstances as to why the receipt is missing:

Missed requesting receipt from parking machine

I confirm that I have taken reasonable steps to obtain a copy of the original receipt.

I attest that this expense was incurred and relates to AHS business

I attest that this expense has not been claimed previously

Claimant Name	
Ronda White	
Position / Title	Site / Location
Chief Audit Executive	Focus Building / 9925 Bldg, Edmonton, AB
Signature	Date
RWluke	9/22/2017



Registrant Information

rtahealthservices.ca albertahealthservices.ca

Reference Number

Email Address

cc email

First Name Ronda

Last Name White

Job Title Chief Audit Executive

Organization Alberta Health Services

Address Line 1

City

Province

Postal Code / Zip

Country

Work Phone

Alberta Health Services

Canada

Member

Selection

Cost

Registrant Category

Sunday 09/24/2017

Audit Committee Package (ALE + Day 1)

SCAD1,050.00

11:30 am - 4:30 pm

Monday 09/25/2017

Concurrent Session I

10:30 am - 11:20 am Will Internal Audit Become the Next Blackberry? What needs

to change?

Monday 09/25/2017

Concurrent Session II

11:30 am - 12:20 pm The Integrated Assurance Journey at Suncor

Monday 09/25/2017

Concurrent Session III

3:00 pm - 3:50 pm Keeping a grip on your organization: how do you know what

you don't know?

No

Are you planning to attend the Dinner & Dance on Tuesday evening? Included in your registration.

Total Selections \$CAD1,050.00

Sales Tax \$CAD52.50

Total \$CAD1,102.50

Date Transaction

 Wednesday 09/13/2017
 Transaction Amount
 \$CAD1,050.00

 Wednesday 09/13/2017
 Sales Tax
 \$CAD52.50

 Wednesday 09/13/2017
 Online Credit Card Payment
 \$CAD-1,102.50

Balance \$CAD0.00



ASSOCIATED CAB 307-41 AVENUE NE CALGARY AB T2E 2N4 (403) 299-1111 CAR#1764

SALE



CUSTOMER COPY



Missing Receipt Attestation

Date of Expense: 9/15/2017

Vendor Name: IMPARK00020101U

Vendor Address: Edmonton, Alberta

Expense Amount: 15.00

Expense Details: Attend Meetings at ATB Place with Alberta Health Re OAG & CSA

Circumstances as to why the receipt is missing:

Lost Parking Receipt

I confirm that I have taken reasonable steps to obtain a copy of the original receipt.

I attest that this expense was incurred and relates to AHS business

I attest that this expense has not been claimed previously

Claimant Name	
Ronda White	
Position / Title	Site / Location
Chief Audit Executive	Focus Building / 9925 Bldg, Edmonton, AB
Signature	Date
Revente	9/22/2017

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
WHITE, RONDA	Chief Audit Executive, Internal Audit & ERM	Edmonton	\$ 480.36									
Expense Date	Business reason	1	Expense Location	Expense Type	Amount	From Location	To Location		# of days	# of Attendees	Attendee Name(s)	Trip Distance
4/25/2017	Attend IA/ERM Board meetings		AB - Other Zones	Meals Per Diem	\$ 24.00			Dinner while in Calgary to attend IA/ERM meetings and present at Finance & Board meetings (Apr. 25 & 26). Accommodation on AHS account (Delta Hotel) (Left Edmonton at 6:00 am and returned 8:00 pm.) Dinner \$24.00	1			
4/25/2017	Attend IA/ERM Finance & Boar	_		Mileage-Other	\$ 157.06	Home	Calgary, Southport Office	Departed Edmonton 6:00 am to travel to Calgary by car to attend IA/ERM meetings and present at Finance & Board meetings. Accommodation was on AHS account (Delta Hotel)	1			311
4/26/2017	Attend IA/ERM Board meetings		AB - Other Zones	Meals Per Diem	\$ 24.00			Dinner while in Calgary to attend IA/ERM meetings and present at Finance & Board meetings (Apr. 25 & 26). Accommodation on AHS account (Delta Hotel) (Left Edmonton at 6:00 am and returned 8:00 pm.) Dinner \$24.00	1			
4/26/2017	Attend IA/ERM Board meetings			Mileage-Other	\$ 157.06	Calgary, Southport Office	Home	Travel from Southport Office to Edmonton and returned home at 8:00 pm. (attended IA/ERM meetings and presented at Finance & Board meetings.	1			311
6/20/2017	Attend Senior L Meeting	eaders		Mileage-Local- Home Zone	\$ 29.80	Home	Renaissance Edmonton Airport Hotel	Travel from home to Renaissance Edmonton Airport Hotel to attend Senior Leaders Meeting and return. (29.5 kms each way)	1			59

AHS Public Disclosure Expense Claims

Claimant Title Claimant

Approve

Claimant

YIU, VERNA

Expense Claim

25-Sep-17

Name		Location	Total									
WHITE, RONDA	Chief Audit Executive, Internal Audit & ERM	Edmonton	\$ 480.36									
Expense Date	Business reason	n	Expense Location	Expense Type	Amount	From Location	To Location		# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/22/2017	Attend Executive Presentation in			Mileage-Local- Home Zone	\$ 32.22	Home	Executive Royal Hotel, Leduc	Mileage from Home to Executive Royal Hotel, Leduc to travel with Deb Rhodes by car to Calgary to attend the Executive Education Presentation. Left 6:30 am and returned 8:00pm. (31.9 kms each way)	1			63.8
7/27/2017	Attend AHS Boa Calgary	ard Meeting in		Mileage-Local- Home Zone	\$ 32.22	Home	Executive Royal Hotel, Leduc	Mileage from Home to Executive Royal Hotel, Leduc to travel with Deb Rhodes by car to Calgary to attend AHS Board meeting. Left 6:30 am and returned 8:00pm. (31.9 kms each way)	1			63.8
7/27/2017	Attend AHS Boa Calgary	ard meeting in	AB - Other Zones	Meals Per Diem	\$ 24.00			Dinner while in Calgary to attend AHS Board meeting on July 27th.(Left Edmonton at 6:30am and returned 8:00pm) Dinner \$24.00	1			
Approver(s) fo	r the claim	Approval Stat	tus	Approval Date	•	•	•	•		•		•

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
WHITE, RONDA	Chief Audit Executive, Internal Audit & ERM	Edmonton	\$ 70.34									
Expense Date	Business reason	1	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
9/18/2017	Flight to Calgary Benefits Realiza September 19,	tion Session		Mileage-Local- Home Zone	\$ 16.67	Home	Edmonton Airport	Flight to Calgary to attend CIS Benefits Realization Session September 19, 2017	1			33
9/19/2017	Attend CIS Bend Session in Calga 19, 2017			Meals Per Diem	\$ 37.00			Attend CIS Benefits Realization Session in Calgary September 19, 2017 Lunch \$13.00 Dinner \$24.00	1			
9/19/2017	Return from Ed Airport to Home 19, 2017			Mileage-Local- Home Zone	\$ 16.67	Edmonton Airport	Home	Return from Edmonton Airport to Home September 19, 2017	1			33
Approver(s) fo	r the claim	Approval Stat	tus	Approval Date						•	•	

YIU, VERNA

Approve

27-Sep-17



Executive Expenses Report Direct Billing Summary

Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive 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 	ou have expenses to report in this secti	on for this reporting period:	YES	
Name :	Ronda White	Reporting Period for the	Month of: Sep-17	

VES

DD-MMM-YY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid		
27-07-17	Direct Billing	Airline Ticket	Westjet Flight - Edmonton to Calgary (Invoice Number: attend AHS Board meeting (Flight was cancelled and credit used for Sept.18 trip to Calgary & return Invoice#	Marlin Travel	229.02		
27-07-17	Direct Billing	Airline Ticket	Air Canada Flight - Calgary to Edmonton (Invoice Number: to attend AHS Board meeting (Flight was cancelled and credit used for Sept.18 trip to Calgary & return Invoice#	Marlin Travel	192.38		
18-09-17	Direct Billing	Airline Ticket	Air Canada Flight - Calgary to Edmonton & return (Invoice Number: to attend Benefits Workshop and Meetings (Credit from July 27, 2017 was used for Sept.18 trip to Calgary & return Invoice Flight - \$225.44 and Change Fee \$75.00.	Marlin Travel	300.44		
26-Apr-2017	Direct Billing	Airline Ticket	Accommondation at the Delta Calgary South Hotel while in Calgary to attend IA/ERM meetings and present at Finance & Board Committees.	Marlin Travel	163.54		
	Direct Billing	Choose from Drop-down List		Marlin Travel	-		
Total Paid in the Month							



Invoice

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

Booking Date: 19 Jul 17

Client:
Agent:

File Locator:

PASSENGERS: RONDA WHITE

REFERENCE/ DESCRIPT	TION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
WESTJET Ticket #				179.54	0.00	\$0.00	49.48	0.00	229.02 CAD
			Total:	179.54	0.00	0.00	49.48	0.00	229.02 CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	f Payment			Amount
		07/19/2017							229.02 CAD
							Total Pa	ayment:	229.02 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL AHS BOARD MEETING

v14

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

Booking Date: 19 Jul 17

Client: Agent: File Locator:

MY ITINERARY

Passengers Citizenship Required Travel Documents

RONDA WHITE 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:	RONDA WHITE			Booking Date: File Locator/Ticket #:	19 Jul 17	
Airline	Flight	From	Terminal	То	Class/Seat	Stops
WESTJET	00238	EDMONTON INTL 27 Jul 17 6:30AM		CALGARY INTL 27 Jul 17 7:20AM	H/	



Invoice

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

Booking Date: 19 Jul 17

Client:
Agent:

File Locator:

PASSENGERS: MS RONDA WHITE

REFERENCE/ DESCR	RIPTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket	t #			146.10	9.16	\$0.00	37.12	0.00	192.38 CAD
			Total:	146.10	9.16	0.00	37.12	0.00	192.38 CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	f Payment			Amount
		07/19/2017							192.38 CAD
							Total Pa	ayment:	192.38 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 9.16 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL AHS BOARD MEETING

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

Booking Date: 19 Jul 17

Client:
Agent:

File Locator:

MY ITINERARY

Passengers Citizenship Required Travel Documents

RONDA WHITE 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: RONDA WHITE			Booking Date: File Locator/Ticket #:	19 Jul 17		
Airline	Flight	From	Terminal	То	Class/Seat	Stops
AIR CANADA	08154	CALGARY INTL 27 Jul 17 6:35PM		EDMONTON INTL 27 Jul 17 7:25PM	W/	



Invoice

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

Trip #: 13 Sep 17 **Booking Date:** Client: Agent:

File Locator:

PASSENGERS: MS RONDA WHITE

REFERENCE/ DESCRIP	PTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket #	:			300.44	0.00	\$0.00	0.00	0.00	300.44 CAI
-			Total:	300.44	0.00	0.00	0.00	0.00	300.44 CAI
PAYMENTS	Invoice #	Payment Date	Card Holder		Form of	Payment			Amount
		09/13/2017							300.44 CAD
							Total Pa	yment:	300.44 CAE
					Ba	alance Du	e CAD Cui	rency	0.00 CA

0.00 Total GST Total HST **CORPORATE UNIT 101**

Used credit from cancelled July 27th flight.

REASON FOR TRAVEL BENEFITS REALIZATION WORKSHOP

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

STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS

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

HAVE ALL NECESSARY TRAVEL DOCUMENTS SUCH AS A PASSPORT OR VISA AS DIRECTED BY EMBASSIES AND CONSULATES. ALL PASSENGERS ARE ADVISED TO VIEW

HTTP://WWW.AIRCANADA.COM/EN/TRAVELINFO/BEFORE/TRAVELDOC.HTML FOR IMPORTANT INFORMATION ON

MINUTES PRIOR -----AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO

WWW.AIRCANADA.COM TO CHECK IN AND PRINT YOUR BOARDING PASS.

\$0.00

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

Booking Date: 13 Sep 17

Client:
Agent:

File Locator:



MY ITINERARY

Passengers Citizenship Required Travel Documents

RONDA WHITE 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



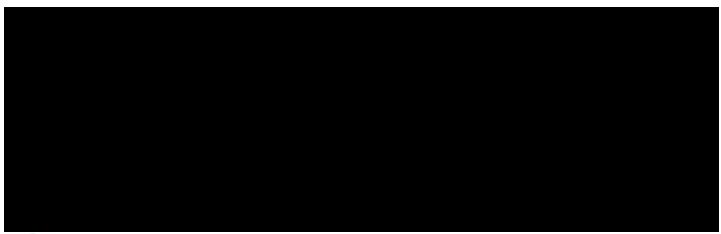
AIR

Passengers: RONDA WHITE Booking Date: 09/13/2017

File Locator/Ticket #:

Airline Flight From Terminal To Class Seat Stops

AIR CANADA 08153 EDMONTON INTL CALGARY INTL 09/18/2017 6:10PM 09/18/2017 7:03PM





AIR

Passengers: RONDA WHITE Booking Date: 09/13/2017

File Locator/Ticket #:

Airline Flight From Terminal To Class Seat Stops

AIR CANADA 08154 CALGARY INTL EDMONTON INTL V

09/19/2017 6:35PM 09/19/2017 7:25PM

Page: 1 of 1



CALGARY SOUTH

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

Alberta Health Services

Alberta Health Services

White, Ronda

Room: Folio:

Cashier:

Arrival: Departure: 04-26-17 04-27-17

A/R Invoice: A/R Account:



Date	Description	Additional Information	Charges	Credits
)4-26-17	Room Charge		154.00	
04-26-17	DMF		4.02	
04-26-17	Tourism Levy		5.52	
04-26-17	Rooms - GST		7.90	
)5-03-17	GST Exempt- 120903		-7.90	
GST Sum	nmary	Total	163.54	0.00
Registrati Room	on No: 895126332 7.90	Balance Due	163.54 CD	N
F&B	0.00	L		
Other	9.54			
Total	17.44			

Guest	Signature:			
	orginataro.			