

Official Administrator and Executive Expense Report

Name Dr. Francois Belanger
Title Vice President & Medical Director, Central & Southern Alberta, Zone Medical Director, Calgary Zone
Location Calgary
 Expenses submitted during the month of February 2014

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Feb-14	P-Card	Various Meetings	456			432	888			
Feb-14	Expense Claim	Meetings				133	133			
Total			\$ 456	\$ -	\$ -	\$ 565	\$ 1,021	\$ -	\$ -	\$ -

Total for the Month \$ 1,021

Maximum meal expense claimed in the month \$ -
 Maximum daily 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.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

Instruction:

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

BELANGER, FRANCOIS Cardholder's Name	SOUTH, MEDICAL DIRECTOR & Cardholder's Position/Title	Billing Reporting Period:	20/02/2014
OFFICE OF THE CMO Cardholder's Dept	SOUTHPORT Cardholder's Site/Location	Total Statement Amount:	\$887.51
FRANCOIS.BELANGER@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address		Last 6 digits of the P-Card # XXXXXXXXXX	

Statement of Transactions

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
20/01/2014	340517935	PRESTIGE TRANSPORTATION, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		00 Jan 20 ZMD Med Staff Bylaws meeting Tax. YEG to SSP
21/01/2014	340641144	PRESTIGE TRANSPORTATION, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		00 Jan 21 ELT meeting Tax SSP to YEG
21/01/2014	340641145	PRESTIGE TRANSPORTATION, LIMOUSINES AND TAXICABS	69.00	CAD	69.00	5.28		00 Jan 20 Tax YEG to SSP incorrectly charged to this credit card Refund in next statement
21/01/2014	340632443	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	50.40	CAD	50.40	00		00 Jan 20 ZMD Med Staff Bylaws meeting, Parking YYC
31/01/2014	341865749	AIR CAN 0142130524126, AIR CANADA	230.08	CAD	230.08	00		00 Feb 4 ELT meeting YYC to YEG
31/01/2014	341865750	AIR CAN 0142130524318, AIR CANADA	224.83	CAD	224.83	00		00 Feb 4 ELT meeting YEG to YYC
06/02/2014	342268007	PRESTIGE TRANSPORTATION, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		00 Feb 4 ELT meeting Tax YEG to SSP
06/02/2014	342268008	PRESTIGE TRANSPORTATION, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		00 Feb 4 ELT meeting Tax SSP to YEG
07/02/2014	342556800	AIR CAN 0142130799074, AIR CANADA	230.08	CAD	230.08	00		00 Feb 11 ELT meeting YEG-YEG - cancelled
07/02/2014	342556801	AIR CAN 0142130799286, AIR CANADA	224.83	CAD	224.83	00		00 Feb 11 ELT meeting YEG-YYC cancelled
10/02/2014	342556802	AIR CAN 0142130799074, AIR CANADA	-230.08	CAD	-230.08	00		Feb 11 ELT meeting YYC-YEG - refund
10/02/2014	342556803	AIR CAN 0142130799286, AIR CANADA	-224.83	CAD	-224.83	00		Feb 11 ELT meeting YEG-YYC - refund

Transactions without Receipts or supporting documentation

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
04/02/2014	342268009	THE CALGARY AIRPORT AU, AUTOMOBILE PARKING LOTS AND	25.20	CAD	25.20	00		00 Feb 4 ELT meeting Parking at YYC



Signatures		
Cardholder Designate (If Applicable) By signing this statement I hereby certify that I have reviewed and reconciled this statement in BMO Online to the best of my ability in accordance to AHS Corporate Policies, Program User Guide and Training. I have allocated the transaction(s) to the proper cost centre.		
<u>Diane Beauvais Bishop</u> Name of Cardholder Designate <u>D. Bishop</u> Signature of Cardholder Designate	<u>Exec Adm Coord</u> Cardholder Designate Position/Title <u>Feb 27/14</u> Date of Signature	
Cardholder By signing this statement I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization. A personal cheque for any personal expenses inadvertently charged is attached. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.		
<u>BELANGER, FRANCOIS</u> Name of Cardholder <u>[Signature]</u> Signature of Cardholder	<u>SOUTH, MEDICAL DIRECTOR &</u> Cardholder Position/Title <u>Feb 28, 14</u> Date of Signature	
Approver Designate (If Applicable) By signing this statement I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.		
<u>Susan Best</u> Name of Approver Designate <u>[Signature]</u> Signature of Approver Designate	<u>Exec Assistant</u> Approver Designate Position/Title <u>Mar. 3, 2014</u> Date of Signature	
Approver By signing this statement I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided.		
<u>Deborah Rhodes</u> Name of Approver <u>[Signature]</u> Signature of Approver	<u>Acting VP Corp Serv. & CFO</u> Approver Position/Title <u>March 3/14</u> Date of Signature	
Submit approved statement with attachments to Accounts Payable:		
Attach: Original (or scanned) itemized receipts with documented business reasons including names of participants where required Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report) And where applicable: Copies of pre-approvals for travel Personal cheque payable to "Alberta Health Services" Return, refund and/or credit receipts Disputes letter Business reasons for travel require detailed descriptions - include where travelled to, who attended (if meal), why travel was necessary and detailed explanation of reason.	Address: Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4	
Accounts Payable only:		
Reference #: _____	Reviewed by: _____	Date: _____

Excutive Leadership Team meeting
Feb 4, 2014
Transportation from SSP to YEG

DR. BELANGER
Feb. 04/ 2014
SSP > EIA

PRESTIGE TRANSPORTATION
14135 31 Avenue NW
Edmonton AB T6H 1C2
780-463-5800

Ter: 1414502412509440
Item #: 0001
P.C. PURCHASE
Op: 141113995
Card #: [REDACTED]

APPROVED
AMOUNT

CAD\$ 22.00 ✓

Ref: [REDACTED]
Auth: [REDACTED]
P.C. PURCHASE
Edmonton AB T6H 1C2
780-463-5800

Ter: 1414502412509440
Item #: 0001
P.C. PURCHASE
Edmonton AB T6H 1C2
780-463-5800

CUSTOMER COPY

Excutive Leadership Team meeting
Feb 4, 2014
Transportation from YEG to SSP

DR. BELANGER
Feb. 04/ 2014
EIA > SSP

PRESTIGE TRANSPORTATION
14135 31 Avenue NW
Edmonton AB T6H 1C2
780-463-5800

Ter: 1414502412509440
Item #: 0001
P.C. PURCHASE
Op: 141113995
Card #: [REDACTED]

APPROVED
AMOUNT

CAD\$ 22.00 ✓

Ref: [REDACTED]
Auth: [REDACTED]
P.C. PURCHASE
Edmonton AB T6H 1C2
780-463-5800

Ter: 1414502412509440
Item #: 0001
P.C. PURCHASE
Edmonton AB T6H 1C2
780-463-5800

CUSTOMER COPY

ZMD Medical Staff Bylaw meeting
Jan 20, 14
transportation YEG/SSP

DR. Belanger
Jan 20/ 2014
YEG > SSP

PRESTIGE TRANSPORTATION
14135 31 Avenue NW
Edmonton AB T6H 1C2
780-463-5800

Ter: 1414502412509440
Item #: 0001
P.C. PURCHASE
Op: 141113995
Card #: [REDACTED]

APPROVED
AMOUNT

CAD\$ 22.00 ✓

Ref: [REDACTED]
Auth: [REDACTED]
P.C. PURCHASE
Edmonton AB T6H 1C2
780-463-5800

Ter: 1414502412509440
Item #: 0001
P.C. PURCHASE
Edmonton AB T6H 1C2
780-463-5800

CUSTOMER COPY

Executive Leadership Team meeting
Jan 21, 2014
Taxi from SSP to YEG

DR. FRANCOIS BELANGER
COLLEEN TURNER

SSP > RIA
Jan. 21 / 2014

(2)

DR. FRANCOIS BELANGER
COLLEEN TURNER
SSP > RIA
Jan. 21 / 2014

DR. FRANCOIS BELANGER
COLLEEN TURNER
SSP > RIA
Jan. 21 / 2014

DR. FRANCOIS BELANGER

COLLEEN TURNER

72.00

DR. FRANCOIS BELANGER

COLLEEN TURNER

SSP > RIA

Jan. 21 / 2014

DR. FRANCOIS BELANGER

COLLEEN TURNER

✓

YELLOW CAB
101.5 51 102.30E NW
EDITION AB 154-102
708-462-2456

UP
Card #:

APPROVED
AMOUNT CAD\$69.00

Ref. #: [REDACTED]
 Date: [REDACTED]
 Subject: ONLINE AT PAYMENT.COM
 Thank you for being our guest

657 102:3297.

Date: 2014/02/19 11:51:55
 Year: 2014 02/25

CUSTOMER COPY

COLLEEN TURNER
KIA 7 Vol A
Jan 20/2014

FILED IN 100-441110
 MAR 1 1964
 FBI - NEW YORK

[illegible]

4381011 60469-64

09


SECRET

184 CUSTOMER COPY

4
ZMD Medical Staff Bylaw meeting/ELT meeting
Jan 20/21, 2014
Parking YYC

RECEIPT
GST NO. R122536194

EXIT No. A1
IN: 01/20/14 08:47
OUT: 01/21/14 19:29
DURATION: 1 14: 22
PAID: \$ 50.40
(GST INCLUDED)
MASTENCARD

REF. 
THANK YOU FOR
YOUR VISIT

Calgary International Airport Parkade

Diane Beauvais-Bishop

From: Air Canada [confirmation@aircanada.ca]
Sent: January 31, 2014 12:11 PM
To: Diane Beauvais-Bishop
Subject: Air Canada - 04-Feb: Calgary - Edmonton (booking ref: [REDACTED]) - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****



Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to book in at any Air Canada check-in desk.



Hotels in Edmonton

Why book your hotel stay at aircanada.com?

Hotels provided by WWTMS.

- **Lowest price** guaranteed
- Great choice of hotels
- Aeroplan Mile offer exclusive to aircanada.com



☐ **Need a car in Edmonton?** Great rates and additional Aeroplan Miles. ☐

Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official Itinerary/receipt.

Main Contact:

Mr Francois Belanger
francois.belanger@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Customer Care

Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8170 ¹	Calgary (YYC) Tue 04-Feb 2014 05:00	Edmonton, Edmonton Int'l (YEG) Tue 04-Feb 2014 06:59	0	0hr59	DBJ	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr. Francois Belanger - Adult (16+), Ticket Number [REDACTED]
Air Canada - [REDACTED] Meal Preference: None
Aeroplan: [REDACTED]
Payment Card: [REDACTED] Special Needs: None
Seat Selection: AC8170 4D

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	170.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	10.96
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	230.08
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$230.08 ✓

Payment Information

Credit/Debit Card [REDACTED] - Amount paid: **\$230.08**

The following charges (tax inclusive) will appear on your credit or debit card statement.

Air Canada: \$230.08 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

Departing Flight Calgary (YYC) To Edmonton (YEG) - Flex

• Changes:

- Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. **Changes** can be made up to 2 hours prior to departure.
- **Same-day confirmed changes** at check-in or at the airport are permitted at a flat fee of \$75 CAD/USD per direction, per passenger (subject to availability). Same-day flights only.
- **Same-day standby** is available **only** to passengers travelling on a flight between Toronto

Diane Beauvais-Bishop

From: Air Canada [confirmation@aircanada.ca]
Sent: January 31, 2014 12:14 PM
To: Diane Beauvais-Bishop
Subject: Air Canada - 04-Feb: Edmonton - Calgary (booking ref [REDACTED] - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****



Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Scan this barcode to check in at any Air Canada store or kiosk.



Hotels in Calgary

From (per night)	From (per night)	From (per night)	Why book your hotel stay at aircanada.com?
\$148 CAD	\$129 CAD	\$127 CAD	<ul style="list-style-type: none">Lowest price guaranteedGreat choice of hotelsAeroplan Mile offer exclusive to aircanada.com
 Acclaim Hotel Calgary Airport:	 Sandman Hotel and Suites Calgary West:	 BEST WESTERN Village Park Inn:	 Hotels provided by WWIIS.



Need a car in Calgary? Great rates and additional Aeroplan Miles.

Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:
Mr Francois Belanger
francois.belanger@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Online Services

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Customer Care
Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8157 ¹	Edmonton, Edmonton Int'l (YEG) Tue 04-Feb-2014 18:00	Calgary (YYC) Tue 04-Feb-2014 18:53	0	01:53	DR1	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number [REDACTED]
Air Canada - [REDACTED] Meal Preference : None
Aeroplane : [REDACTED]
Payment Card: [REDACTED] Special Needs: None
Seat Selection: AC8157 7D

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex

170.00

Surcharges

12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee

25.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

10.71

Air Travellers Security Charge (ATSC)

7.12

Total airfare and taxes before options (per passenger)

224.83

Number of passengers

1

Travel Insurance (declined)

0.00

Grand Total - Canadian dollars

\$224.83

✓

(6)

Payment Information

Credit/Debit Card [REDACTED] Amount paid: \$224.83

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$224.83 (Airfare - per ticket)

Ticket number(s) [REDACTED]

Fare Rules

Departing Flight Edmonton (YEG) To Calgary (YYC) - Flex

Changes:

• Prior to day of departure - Change fee per direction, per passenger, is \$50 CAD plus

Excutive Leadership Team meeting
Travel cancelled - attended meeting from Calgary
Feb 11, 2014
YYC to YEG

Diane Beauvais-Bishop

From: Air Canada [confirmation@aircanada.ca]
Sent: February 07, 2014 11:21 AM
To: Diane Beauvais-Bishop
Subject: Air Canada - 11-Feb: Calgary - Edmonton (booking ref: [REDACTED]) - seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****

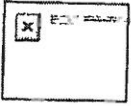
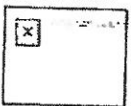
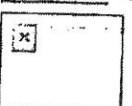





Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

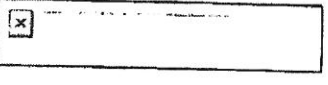
Scan this barcode to check in online. Air Canada check in link.



Hotels in Edmonton		
From (per night)	From (per night)	From (per night)
\$224 CAD	\$238 CAD	\$379 CAD
		
Delta Edmonton Centre Suite Hotel	The Sutton Place Hotel - Edmonton	The Fairmont Hotel Macdonald
		

Why book your hotel stay at aircanada.com?

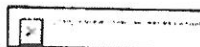
- **Lowest price guaranteed**
- Great choice of hotels
- Aeroplan Mile offer exclusive to aircanada.com



Hotels provided by PWTMS.



Need a car in Edmonton? Great rates and additional Aeroplan Miles.



Booking Information

Booking Reference: [REDACTED]

Electronic Ticketing confirmed. This is your official Itinerary/receipt.

Main Contact:

Mr Francois Belanger
francois.belanger@albertahealthservices.ca

Mobile: [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

Online: [REDACTED]

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and

Departures

1-888-422-7533

Manage my booking online (view/change my booking; select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8170 ¹	Calgary (YYC) Tue 11-Feb-2014 06:00	Edmonton, Edmonton Int'l (YEG) Tue 11-Feb-2014 06:50	0	0hr59	2213	Flex W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number: [REDACTED]
Air Canada - [REDACTED] Meal Preference: None
Aeroplan: [REDACTED]
Payment Card: [REDACTED] Special Needs: None
Seat Selection: AC8170 3C

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex

170.00

Surcharges

12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee

30.00

Canada Goods and Services Tax (GST/HST #10009-22R7 RT0001)

10.96

Air Travellers Security Charge (ATSC)

7.12

Total airfare and taxes before options (per passenger)

230.08

Number of passengers

1

Travel Insurance (declined)

0.00

Grand Total - Canadian dollars

\$230.08 ✓

Payment Information

Credit/Debit Card [REDACTED] - Amount paid: **\$230.08**

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$230.08 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

Departing Flight Calgary (YYC) To Edmonton (YEG) - Flex

Changes:

Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus

Executive Leadership Team meeting
Travel cancelled - attended meeting from Calgary
Feb 11, 2014
YEG to YYC

Diane Beauvais-Bishop

From: Air Canada [confirmation@aircanada.ca]
Sent: February 07, 2014 11:26 AM
To: Diane Beauvais-Bishop
Subject: Air Canada - 11-Feb: Edmonton - Calgary (booking ref: [REDACTED]) seat selected

***** PLEASE DO NOT REPLY TO THIS E-MAIL *****



Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Spent this business day in Calgary, Air Canada
check in time.



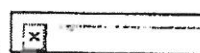
Hotels in Calgary

From (per night)	From (per night)	From (per night)	Why book your hotel stay at aircanada.com?
\$148 CAD	\$199 CAD	\$119 CAD	<ul style="list-style-type: none">Lowest price guaranteedGreat choice of hotelsAeroplan Mile offer exclusive to aircanada.com
<u>Acclaim Hotel</u> Calgary Airport	<u>Sandman Hotel</u> Calgary City Centre	<u>Sandman Hotel and Suites Calgary West</u>	

Hotels provided by WATTS.



Need a car in Calgary? Great rates and additional Aeroplan Miles.



Booking Information

Booking Reference: [REDACTED]

Customer Care

Air Canada
1-888-247-2262
Flight Arrivals and Departures
1-888-422-7533

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr Francois Belanger
francois.belanger@albertahealthservices.ca

Mobile:

Home:

Work:

Online Services

Manage my booking online (view/change my booking, select seats*).

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

Alert me of flight status changes directly to my mobile phone or email

Flight Arrivals & Departures - check online if my flight is on time.
Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8157 ¹	Edmonton, Edmonton Int'l (YEG) Tue 11-Feb 2014 18:00	Calgary (YYC) Tue 11-Feb 2014 19:55	0	0hr55	CRJ2	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number: [REDACTED]

Air Canada - [REDACTED]

Aeroplane: [REDACTED]

Meal Preference: None

Payment Card: [REDACTED]

Special Needs: None

Seat Selection: AC8157 3D

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex

170.00

Surcharges

12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee

25.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

10.71

Air Travellers Security Charge (ATSC)

7.12

Total airfare and taxes before options (per passenger)

224.83

Number of passengers

1

Travel Insurance (declined)

0.00

Grand Total - Canadian dollars

\$224.83 ✓

Payment Information

Credit/Debit Card [REDACTED] Amount paid: **\$224.83**

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$224.83 (Airfare - per ticket)

Ticket number(s) [REDACTED]

Fare Rules

Departing Flight Edmonton (YEG) To Calgary (YYC) - Flex

• Changes:

- o Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus

Executive Leadership Team meeting
Travel cancelled - attended meeting from Calgary
Feb 11, 2014
YYC to YEG



11

Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

Please print this refund receipt for your reference.

Veuillez imprimer ce reçu pour vos dossiers.

Refund Information / Détails du remboursement

Passenger Name:
Nom du passager: Francois Belanger

Ticket(s) Refunded:
Billet(s) remboursé(s):

Payment card refunded:
Carte de paiement remboursée:

Date of refund: 07 February 2014
Date du remboursement: 07 Février 2014

Customer Care Service au client

On the web/Site Web
www.aircanada.com

Air Canada Reservations
Réservations d'Air Canada
1 888 247-2262

Aeroplan Centre
Centre Aéroplan
1 800 361-5373

Amount refunded / Montant du remboursement

Amount eligible for refund: 182.00
Montant à rembourser:

Taxes and Airport Fees eligible for refund:
Taxes et frais aéroportuaires à rembourser:

Canada Security Charge /
Canada - Droit pour la sécurité (CA) 7.12

Canada Airport Improvement Fee /
Canada - Frais d'améliorations aéroportuaires (SQ) 30.00

Canada Goods and Services Tax (GST/HST #10009-2287) /
Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG) 10.96

Total Amount Refunded to your payment card in Canadian dollars:
Montant total remboursé sur la carte de paiement en Dollars canadiens:

230.08



Executive Leadership Team meeting
Travel cancelled - attended meeting from Calgary
Feb 11, 2014
YEG to YYC

AIR CANADA 

12

Electronic Refund Receipt / Reçu de remboursement électronique

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

Please print this refund receipt for your reference.

Veuillez imprimer ce reçu pour vos dossiers.

Refund Information / Détails du remboursement

Passenger Name:

Nom du passager: Francois Belanger

Ticket(s) Refunded:

Billet(s) remboursé(s):

Payment card refunded:

Carte de paiement remboursée:

Date of refund:

07 February 2014

Date du remboursement:

07 Février 2014

**Customer Care
Service au client**

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1 800 361-5373

Amount refunded / Montant du remboursement

Amount eligible for refund:

Montant à rembourser:

182.00

Taxes and Airport Fees eligible for refund:

Taxes et frais aéroportuaires à rembourser:

Canada Security Charge /

Canada - Droit pour la sécurité (CA)

7.12

Canada Airport Improvement Fee /

Canada - Frais d'améliorations aéroportuaires (SQ)

25.00

Canada Goods and Services Tax (GST/HST #10009-2287) /

Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG)

10.71

Total Amount Refunded to your payment card in Canadian dollars:

Montant total remboursé sur la carte de paiement en Dollars canadiens:

224.83

✓



I, Dr. Francois Belanger, attest that the parking expense listed below was incurred related to AHS business and was not previously claimed. The receipt was lost.

February 4, 2014

Executive Leadership Team meeting in Edmonton

Parking at YYC airport

\$25.20

✓
A handwritten signature in black ink, appearing to be "F. Belanger", with a checkmark above it.

Francois P. Belanger, MD, FRCPC

Vice President and Medical Director, Central and Southern Alberta

Zone Medical Director, Calgary Zone

TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION A: EMPLOYEE DETAILS (for AHS Staff ONLY)																			
<ul style="list-style-type: none"> Enter employee # (old) and Employee # (E-People) if your payroll has migrated to the New E-People payroll system Indicate N/A in the Employee # (E-People) if your payroll has not migrated to the New E-People payroll system If you are a new employee and your payroll is E-People you will only have an Employee # (E-People) 						Expense Date From: <u>1-Feb-14</u> To: <u>29-Feb-14</u> Travel Period from: _____ To: _____ (if applicable) Out-of-Province Travel: _____													
Name: <u>Francois Belanger</u>						Position (Title): <u>VP, Medical Director Central & Southern Zone, Calgary ZA</u>													
Location: <u>Calgary, Southport</u>		Dept: <u>Medical Affairs</u>		DOFA Level: _____ (if applicable)		Union: _____		Business Phone #: _____ Ext: _____											
Employee # (E-People): _____																			
SECTION E: FINANCE CODING & TOTAL CLAIM																			
CAPITAL PROJECT CODING ONLY →					Project Number _____														
Expenditure Organization _____					Project Task Number _____														
Expenditure Type _____					Expenditure Type _____														
Total - Section B: Travel - Pg 2					Total - Section C&D: Other & Foreign Expenses - Pg 3														
Pg	Bal Unit	Location	Functional Centre (FC)	Total Expense	Bal Unit	Location	Functional Centre (FC)	Secondary/Expense	Total Expense										
2A	101	0005	71105000002	\$133.32															
2B																			
2C																			
2D																			
				\$133.32															
NOTE: This section auto fills from page 2A, 2B, 2C & 2D					NOTE: These fields do not automatically fill for Section C & D														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2" style="text-align: left; padding: 5px;">TOTAL REIMBURSEMENT</th> </tr> </thead> <tbody> <tr> <td style="padding: 5px;">Total Section B</td> <td style="text-align: right; padding: 5px;">\$133.32</td> </tr> <tr> <td style="padding: 5px;">Total Section C&D</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">Less Cash Advance</td> <td style="padding: 5px;"></td> </tr> <tr> <td style="padding: 5px;">TOTAL CLAIM</td> <td style="text-align: right; padding: 5px;">\$133.32</td> </tr> </tbody> </table>										TOTAL REIMBURSEMENT		Total Section B	\$133.32	Total Section C&D		Less Cash Advance		TOTAL CLAIM	\$133.32
TOTAL REIMBURSEMENT																			
Total Section B	\$133.32																		
Total Section C&D																			
Less Cash Advance																			
TOTAL CLAIM	\$133.32																		
SECTION F: AUTHORIZATION																			
I attest that I have read and understood the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services 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 reasonable and supporting analysis is provided above.																			
I, by signing this form, attest that I am compliant to all the above statements. Employee Signature: <u>Francois Belanger</u> Date: <u>Feb 28/2014</u>																			
I attest that I have read and understood the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services 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 reasonable and supporting analysis is provided above.																			
Approved By (PRINT ONLY): <u>Deborah Rhodes</u> DOFA Level: _____ Position #: _____ Phone #: _____ Ext: _____ Signature: <u>Deborah Rhodes</u> Title: <u>Acting CFO</u> Date: <u>March 3/14</u>																			
I attest that I have read and understood the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services 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 reasonable and supporting analysis is provided above.																			
Approved By (PRINT ONLY): _____ DOFA Level: _____ Position #: _____ Phone #: _____ Ext: _____ Signature: _____ Title: _____ Date: _____																			

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.

EXPENSE CLAIM DETAILS

Enter Finance Coding		101 0005 71105000002	Emp # [E-People] [REDACTED]		Page 2A									
If expenses incurred are for multiple FC's please use pages 2B, 2C, 2D (after pg3) as there should be one FC per page OR if more lines are required for the same FC use these additional pages. Enter total \$ amount on slip DO NOT separate any taxes (eg. GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system.														
SECTION B: TRAVEL EXPENSES														
NOTE: If expenses do not fall into these categories such as Hospitality, Working Session, Relocation, Continuing Education, Business Insurance go to SECTION C														
Select from dropdown (column Prov.) where expenses were incurred (Out of N.America = International). Ensure separate lines are used for claim items that occur in Province, US and Out of North America.				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 on this page.										
Date dd-mm-yy	Business Reason for Travel - Detailed Description Required (include destination, who attended (if meet), Any travel was necessary and detailed explanation of reason) A description of just "Meeting" will be returned for clarification	Prov, US, or Out of N.America where expenses incurred?	What is travel related to?	Cost Effective Method Used? Y/N	Meal (Allowance OR Receipt)		If amount being claimed is above the policy limit stated in Appendix "A" rationale is required			Rental Car/ Bus/LRT/ Parking / Fuel	Per Diem Allowance	Mileage (km)		
					Meal Allowance		Meal with Receipt		Airfare				Hotel	Taxi
					Meal Type with value	Allowance	Meal Type	with receipt						
3-Feb-14	Arrive Health Foundation (AHF) information session (SPTT-FHC return)	AB	Meeting	Yes									94.00	
5-Feb-14	PPEC meeting (YYC-SPTT)	AB	Meeting	Yes									30.00	
10-Feb-14	Calgary Zone Leadership meeting ((SPTT - FMC return)	AB	Meeting	Yes									30.00	
13-Feb-14	Zone Medical Advisory Co-budget meeting-PICU space meeting- Performance Lead meeting (Fort Calgary-FMC-ACH-FMC)	AB	Meeting	Yes									14.00	
18-Feb-14	Opening of NICU at ACH with Minister (SPTT-ACH return)	AB	Meeting	Yes									40.00	
19-Feb-14	Dept of Surgery meeting (SPTT-SHC return)	AB	Meeting	Yes									26.00	
24-Feb-14	Calgary Zone Leadership-FDC meeting (RGH-SPTT)	AB	Meeting	Yes									5.00	
26-Feb-14	GI Wait Time Retreat (SPTT to FMC)	AB	Meeting	Yes									15.00	
SUBTOTALS													Total Kms 294.00	
MILEAGE - Business Kilometre Rate for Personally-Owned Vehicle -- details of travel location to & from must be included above under the purpose of travel column Rates applicable \$0.505 per km for under 5,000km/yr or \$0.47 per km for over 5,000km/yr or per Union Agreement					Enter \$0.505 km, \$0.47 km OR rate per Union Agreement (see Mileage details to the left)			\$0.505						
					Mileage \$			\$133.32						
Note: Total will auto fill into pg 1, Section E, if form completed electronically - Additional pg 2's can be found after Page 3					Travel \$ Subtotal									
					Auto fills on page 1 - TOTAL TRAVEL \$			\$133.32						
Rationale is Required for expenses that are not Cost Effective (Any analysis supporting the method to assess cost effectiveness should be attached to the claim form)														