

## AHS Board and Executive Expense Report

**Name** Dr. Braden Manns  
**Title** Associate Chief Medical Officer Strategic Clinical Networks - Contractor  
**Location** Calgary  
 Expenses submitted during the month of September 2019

			Travel (1)					Working Sessions Hosting and Hospitality		
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Hosting and Hospitality (3)	Other (4)
Sep-19	Expense Claim	Meetings		24		207	231			
Sep-19	Direct Billing	Meetings	331				331			
<b>Total</b>			\$ 331	\$ 24	\$ -	\$ 207	\$ 562	\$ -	\$ -	\$ -

**Total for the Month** \$ 562

Maximum daily single meal expense claimed in the month \$ 24  
 Maximum daily base hotel rate claimed in the month \$ -  
 Non economy air travel in the month \$ -

### 1) Travel expenses

Includes local and out of province/country travel expenses. Other travel includes items such as taxis, parking mileage, car rental and other expenses related to travel.

### 2) Professional Development

Includes conference, seminar and course registration fees and material

### 3) Hosting and Hospitality expenses

Hospitality and Hosting expenses may be incurred to advance AHS' mission, vision and values. For example, may include working lunches with staff and prospective employees meetings with government officials, dignitaries, public interest groups, donors other public or private organizations.

### 4) Other

Other expenses include expenses incurred in the normal course of business that are required for work purposes. May include small item technology purchases, books, etc.

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

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

## AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
Braden Manns	Associate Chief Medical Officer Strategic Clinical Networks - Contractor	Calgary	\$ 230.59								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee	Trip Distance
9/27/2019	Alberta Medical Association 2019 Fall Meeting of the Representative Forum in Edmonton		Taxi within Alberta	\$ 70.00	YEG Airport	Residence		1			
9/27/2019	Alberta Medical Association 2019 Fall Meeting of the Representative Forum in Edmonton		Meals within Alberta -	\$ 24.00				1			
9/28/2019	Alberta Medical Association 2019 Fall Meeting of the Representative Forum in Edmonton		Taxi within Alberta	\$ 18.18	Residence	10344 102 St NW Edomton		1			
9/28/2019	Alberta Medical Association 2019 Fall Meeting of the Representative Forum in Edmonton		Taxi within Alberta	\$ 59.71	10111 104 Ave NW, Edmonton	YEG Airport		1			
9/28/2019	Alberta Medical Association 2019 Fall Meeting of the Representative Forum in Edmonton Sep 27 and 28, 2019		Parking within Alberta	\$ 58.70				1			
Approver(s) for the claim		Approval Status	Approval Date								
Francois Belanger		Approve	16-Jul-19								

**RECEIPT**  
**GST NO. R122556194**

TKT NO: [REDACTED]  
EXIT No. A4  
IN: 09/27/19 15:58  
OUT: 09/28/19 18:23  
DURATION: 1 02: 25  
PAID: \$ 58.70  
(GST INCLUDED)  
VISA

[REDACTED]  
AUTH. CODE  
REF.  
THANK YOU FOR  
YOUR VISIT



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

CARD [REDACTED]  
CARD TYPE VISA  
DATE 2019/09/27  
TIME 8972 19:40:23  
INVOICE # [REDACTED]  
RECEIPT NUMBER [REDACTED]

PURCHASE  
TOTAL

**\$70.00**

VISA CREDIT  
[REDACTED]

**APPROVED**

AUTH# [REDACTED]  
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST 84296 0395

Airport to sisters  
(no hotel)

**From:** Braden Manns [REDACTED]  
**Sent:** September 28, 2019 8:49 AM  
**To:** [REDACTED]  
**Subject:** Fwd: Thanks for tipping! We've updated your Saturday morning trip receipt

FYI

Sent from my iPhone

Begin forwarded message:

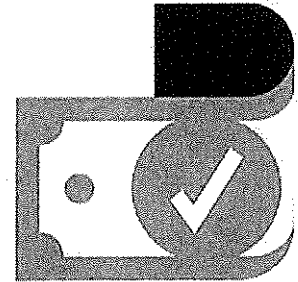
**From:** "Uber Receipts" <[uber.canada@uber.com](mailto:uber.canada@uber.com)>  
**Date:** September 28, 2019 at 8:21:12 AM MDT  
**To:** [REDACTED]  
**Subject:** Thanks for tipping! We've updated your Saturday morning trip receipt

Uber

Total: CA\$18.18  
Sat, Sep 28, 2019

Thanks for tipping,  
Braden

Thanks for tipping! We've updated  
your Saturday morning trip receipt



Total

CA\$18.18

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Trip fare

CA\$14.61

Subtotal	CA\$14.61
Wait Time 	CA\$0.55
Tip	CA\$3.00

Amount Charged

  Switch	CA\$18.18
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Your fare includes a booking fee of \$1, plus \$0.15 per 0.5km, up to maximum \$4.75. The booking fee will be \$3.00 when the actual trip time and distance differ significantly from expected, or destination or stops change. Fares include GST.

[Visit the trip page](#) for more information, including invoices (where available)

You rode with Badreddine



4.74 ★ Rating

**Badreddine is known**

**for:**

Excellent Service



Every rideshare trip in Edmonton is insured for a covered auto accident by Intact. [Learn more.](#)

**From:** Braden Manns [REDACTED]  
**Sent:** September 28, 2019 4:52 PM  
**To:** [REDACTED]  
**Subject:** Fwd: Thanks for tipping! We've updated your Saturday afternoon trip receipt

Sent from my iPhone

Begin forwarded message:

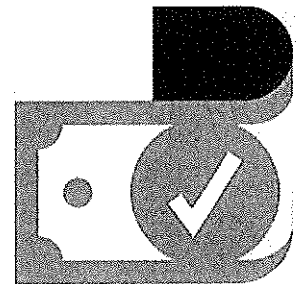
**From:** "Uber Receipts" <[uber.canada@uber.com](mailto:uber.canada@uber.com)>  
**Date:** September 28, 2019 at 3:51:23 PM MDT  
**To:** [REDACTED]  
**Subject:** Thanks for tipping! We've updated your Saturday afternoon trip receipt

Uber

Total: CA\$59.71  
Sat, Sep 28, 2019

Thanks for tipping,  
Braden

Thanks for tipping! We've updated  
your Saturday afternoon trip  
receipt



Total

CA\$59.71

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Trip fare

CA\$49.76

Subtotal CA\$49.76

Tip CA\$9.95

Amount Charged

  Switch CA\$59.71

Your fare includes a booking fee of \$1, plus \$0.15 per 0.5km, up to maximum \$4.75. The booking fee will be \$3.00 when the actual trip time and distance differ significantly from expected, or destination or stops change. Fares include GST.

[Visit the trip page](#) for more information, including invoices (where available)

You rode with Mohammad



4.84 ★ Rating

**Mohammad is known**

**for:**

Excellent Service



Every rideshare trip in Edmonton is insured for a covered auto accident by Intact. [Learn more.](#)

## 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> Braden Manns	<b>Reporting Period for the Month of :</b> Sep-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
6-Aug-2019	<b>Direct Billing</b>	<b>Airline Ticket</b>	Alberta Medical Association Meeting - Flight from Calgary to Edmonton on Sep 27, 2019 and return Sep 28, 2019	<b>Vision Travel</b>	\$330.90
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
	<b>Direct Billing</b>	<b>Airline Ticket</b>		<b>Vision Travel</b>	
<b>Total Paid in the Month</b>					\$ 330.90



**From:** [REDACTED]@visiontravel.ca  
**Sent:** 2019-08-06 12:19  
**To:** [REDACTED]@VISIONTRAVEL.CA  
**Subject:** Invoice and Itinerary for MANNS/BRADEN DR - 27September19 - Vision Travel Locator: J6V10M  
**Attachments:** E-Ticket Receipt 1 - J6V10M - September 27 2019 [REDACTED].pdf; E-Ticket Receipt 2 - [REDACTED] September 27 2019 [REDACTED].pdf

Caution - This email came from an external address and may contain unsafe content. Ensure you trust this sender before opening attachments or clicking any links in this message.



Vision Travel DT Ontario-West Inc  
 9929 - 108 St.  
 Edmonton, AB  
 T5K 1G8  
 (780) 425-8611 1-866-425-8611

[www.visiontravel.ca](http://www.visiontravel.ca)  
 GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice [REDACTED]  
 Issued: 06 August 2019

Agency Ref.: [REDACTED]  
 Sales Person: [REDACTED]

Customer Number: [REDACTED]  
 Customer Ref.: [REDACTED]

ALBERTA HEALTH SERVICES  
 10030 107 STREET  
 EDMONTON AB  
 T5J 3E4

Passenger(s): MANNS/BRADEN DR

**Disclaimer:** It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

### Air Passenger Protection Regulations:

WS : [www.westjet.com/canadian-passenger-rights](http://www.westjet.com/canadian-passenger-rights)  
 AC : <https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html>

AIR - Friday, September 27 2019		<a href="#">Add To Calendar</a>
WestJet Flight WS3256 Economy Class		
Depart	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 05:15 PM Friday, September 27 2019	Arrive Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 06:08 PM Friday, September 27 2019
Duration:	0 hour(s) and 53 minute(s) Non-stop	
Status:	Confirmed - WestJet Booking Reference [REDACTED]	
Operated By:	WESTJET ENCORE	
Online Check In:	Available 24 hours prior - <a href="#">click here</a>	
Baggage Allowance:	0 Piece(s)	
Remarks:	PLEASE CHECK IN WITH WESTJET ENCORE	

**AIR - Saturday, September 28 2019**

[Add To Calendar](#)

<b>Air Canada Flight AC8163 Economy Class - Seat 07C (Non smoking, Chargeable) Confirmed</b>	
Depart	Edmonton, Alberta <a href="#">Weather</a> Edmonton International Airport 06:15 PM Saturday, September 28 2019
Arrive	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 07:08 PM Saturday, September 28 2019
Duration:	0 hour(s) and 53 minute(s) Non-stop
Status:	Confirmed - Air Canada Booking Reference [REDACTED]
Operated By:	AIR CANADA EXPRESS - JAZZ
Online Check In:	Available 24 hours prior - <a href="#">click here</a>
Baggage Allowance:	1 Piece(s)
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: WestJet	[REDACTED]	100.94	49.48	0.00	0.00	150.42
					Billed to:	[REDACTED]
Invoice Number: Air Canada	[REDACTED]	143.00	37.48	0.00	0.00	180.48
					Billed to:	[REDACTED]
	<b>Totals:</b>	<b>243.94</b>	<b>86.96</b>	<b>0.00</b>	<b>0.00</b>	<b>330.90</b>
					<b>Total Credit Card Billing:</b>	<b>330.90</b>
					<b>Balance Due:</b>	<b>0.00</b>