

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of July 2019

			Travel (1)					Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel			
Jul-19	Expense Claim	Meetings	374	41	179	100	694			
Total			\$ 374	\$ 41	\$ 179	\$ 100	\$ 694	\$ -	\$ -	\$ -

Total for the Month \$ 694

Maximum daily single meal expense claimed in the month \$ 21
 Maximum daily base hotel rate claimed in the month \$ 159
 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 - AP Processing - Internal Use Only
Voucher #
Naming Convention
744/NR Applicable? - if yes, indicate line & amt

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION					
Name:	David Carpenter	Expense Period Month:	Jul-19		
Address:		City:			
Province:		Postal Code:		Country:	Canada
Reason for Expense	All expenses in this claim are based on: Attended Private Board Meeting on July 25, 2019 in Edmonton.				

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	\$652.27 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$693.77 ✓ <i>du</i>

SECTION 3: AUTHORIZATION			
<p>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.</p> <p>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.</p> <p>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.</p>			
Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone
David Carpenter		Aug 1, 2019	
<p>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.</p> <p>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.</p> <p>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.</p>			
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
			Aug 14/19

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, VP Corporate Services & CFO

Carry forward from Section 1

Name:	David Carpenter	Expense Period Month:	Jul-19
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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				
24-Jul-2019	Mileage from residence to YQL and return to attend Private Board Meeting in Edmonton on July 25, 2019.	Yes							40	
24-Jul-2019	Parking at YQL to attend above meeting in Edmonton.	Yes					\$16.00			
24-Jul-2019	Flight from YQL to YEG and return on July 25, 2019 to attend above meeting.	Yes					\$374.06			
24-Jul-2019	Taxi from YEG to hotel.	Yes					\$60.00			
24-Jul-2019	One night accommodation to attend above meeting.	Yes	D-\$20.75	\$20.75		\$178.51				
25-Jul-2019	ETS Fare from hotel to SSP.	Yes					\$3.50			
25-Jul-2019	Dinner per diem.	Yes	D-\$20.75	\$20.75						
Total: (amount auto fills to page 1)			\$41.50		\$0.00	\$178.51	\$453.56	\$0.00	40.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ 20.20
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County of Lethbridge

Airport Parking

GST #106989023

Space # : 34

Transaction #:

Date : JUL/24/19

Time : 03:31 PM

Paid : \$16.00

Card :

Parking Expires At:

JUL/26/19

03:31 PM

Please Retain Ticket.
Lock your vehicle and
secure all valuables.

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

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

CARD [REDACTED]
CARD TYPE AMEX
DATE 2019/07/24
TIME 6025 20:12:31
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$5.00
TOTAL

\$60.00

AMERICAN EXPRESS



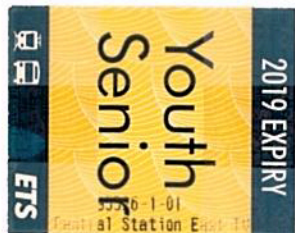
APPROVED

AUTH# [REDACTED]

THANK YOU

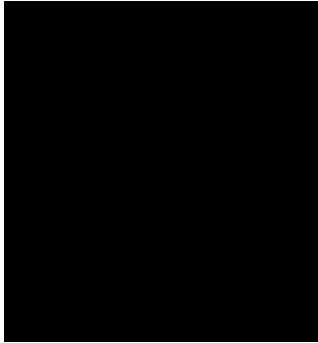
CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS





YOUR BOOKING IS CONFIRMED



Booking Reference : [REDACTED]

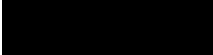
Travel booked/ticket issued on: 11 May 2019

Passengers

Mr. David B
Carpenter

Seats

Ticket Number



AC7988	1C
AC8148	1C
AC8163	1C
AC7989	1C

Aeroplan



Depart



Wednesday
24 Jul, 2019

11:55
Lethbridge
(YQL), Canada



12:50
Calgary
Calgary Int. (YYC), Canada

0 hr 55
 AC7988 Economy (A)
 Operated by Air Canada Express - Jazz Dash 8-300

14:00
Calgary
Calgary Int. (YYC), Canada



14:50
Edmonton
Edmonton Int. (YEG), Canada



0 hr 50

AC8148

Economy (A)

Operated by Air Canada Express - Jazz Q400

Return

Economy - Flex

Thursday
25 Jul, 2019

18:15
Edmonton
Edmonton Int. (YEG), Canada



19:14
Calgary
Calgary Int. (YYC), Canada



0 hr 59

AC8163

Economy (A)

Operated by Air Canada Express - Jazz Dash 8-300

20:30
Calgary
Calgary Int. (YYC), Canada



21:23
Lethbridge
(YQL), Canada



0 hr 53

AC7989

Economy (A)

Operated by Air Canada Express - Jazz Dash 8-300

Purchase summary

1 Adult



Air Transportation Charges

Base Fare - Departing Flight - Economy - Flex

134.00

Base Fare - Return Flight - Economy - Flex

134.00

Surcharges

24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001

17.81

Air Travellers Security Charge - Canada

14.25

Airport Improvement Fee - Canada

50.00

GRAND TOTAL - Canadian dollars

\$374⁰⁶



CANADA, U.S.: 1 (888) 247-2262

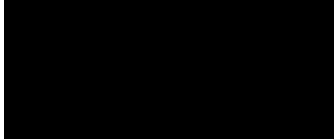




10053 Jasper Avenue
 Edmonton, AB T5J 1S5
 P.780.423.3600 F.780.423.4623
 reservations@unionbankinn.com

GST: 897343794RT0001

MR David Carpenter



Room	Folio	CheckIn	CheckOut	Balance
[Redacted]		07/24/2019	07/25/2019	0.00
Master Folio				Government Rate
Direct Bill: ALBERTA HEALTH SERVI				

Date	Room	Description/ Voucher	Charges	Credits	Balance
07/24/2019	[Redacted]	Room Taxable	159.00	0.00	159.00
07/24/2019	[Redacted]	DMF - 3%	4.77	0.00	163.77
07/24/2019	[Redacted]	Tourism Levy - 4%	6.55	0.00	170.32
07/24/2019	[Redacted]	GST - 5%	8.19	0.00	178.51
07/25/2019	[Redacted]	American Express [Redacted]	0.00	178.51	0.00
		Balance Due			0.00
Summary and Taxes					
		Taxable Sales	159.00		
		DMF - 3%	4.77		
		Tourism Levy - 4%	6.55		
		GST - 5%	8.19		

Customer Signature: _____
Thank you for Choosing the Union Bank Inn