

AHS Board and Executive Expense Report

Name: Dr David Zygun
Title: Associate Chief Medical Officer Strategic Clinical Networks (Interim)
Location: Edmonton
 Expenses approved during the month of July 2022

Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Travel (1)										
		P-Card Meetings					-			
Jul-22	Expense Claim	Meetings					-		613	
	Direct Bill	Meetings					-			
Total			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 613	\$ -

**Total for
the Month** \$ 613

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

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

AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
ZYGUN, DAVID	Associate Chief Medical Officer Strategic Clinical Networks (Interim)	Edmonton	\$ 612.90								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/3/2022	Workshop/Strategy Session. Meals & refreshments for Retreat held June 3 for Associate Zone Medical Directors & Co-Directors from Medical affairs	AB - Local	Working Session	\$ 612.90				1	14	Drs. C. Johnston, K. McLelland, D. Zygun, N. Gibson, T. Graham, C. Majaesic, C. Peterson, C. Sikora, D. Taylor, Stacey Moorehouse, Matthew Smolak, Megan Jamieson, Don Winn,/Tracy Wuest (Facilitator)	
Approver(s) for the claim	Approval Status	Approval Date									
BELANGER, FRANCOIS	Approve	24-Jun-22									



724167 Alberta Ltd. o/a
 Bridges Catering
 9203 111 Avenue NW
 Edmonton, Alberta T5G 0A2
 780-425-0173
 www.bridgescatering.ca

Invoice Date: 06/03/2022

INVOICE TO:

Alberta Health Services

Primary Contact	Address	Email Address	Telephone
Additional Contacts	Role	Email Address	Telephone
Dr. David Zygun Alberta Health Services	Billing Contact		

Friday, June 3, 2022 - 8:00am-10:00am - Cold Breakfast			
Description	Qty	Price	Total
Boardroom Continental	13	\$11.95	\$155.35
Regular Coffee (per cup)	36	\$2.25	\$81.00
Hot Water Carafe	1	\$3.00	\$3.00
Assorted Juice	13	\$1.75	\$22.75
Special Diet Meal For Colin P. ~ No Fish, No Egg, Breakfast Pastry	1	\$3.00	\$3.00
Special Diet Meal For Donn W. ~ No Nut Breakfast Pastry & Yogurt Parfait	1	\$5.00	\$5.00
Eco-Friendly Products ~ Continental Breakfast Supplies	13	\$0.50	\$6.50
Eco-Friendly Products ~ Coffee Supplies	36	\$0.25	\$9.00
Delivery	1	\$30.00	\$30.00

Friday, June 3, 2022 - 11:30am-1:00pm - Cold Lunch			
Description	Qty	Price	Total
#1 Lighter Fare Sandwich Lunch	13	\$10.95	\$142.35
Assorted Pop	13	\$1.00	\$13.00
Regular Coffee (per cup)	24	\$2.25	\$54.00
Hot Water Carafe	1	\$3.00	\$3.00
Special Diet Meal For Colin P. ~ No Fish, No Egg, Sandwich and Vegetable & Dip	1	\$5.00	\$5.00
Special Diet Meal For Donn W. ~ No Nut Sandwich and Vegetable & Dip	1	\$5.00	\$5.00
Eco-Friendly Products ~ Lunch Supplies	13	\$0.75	\$9.75
Eco-Friendly Products ~ Coffee Supplies	24	\$0.25	\$6.00
Delivery	1	\$30.00	\$30.00

Charges	\$583.70
Subtotal	\$583.70
GST	\$29.20
Balance Due	\$612.90

Billing Notes: Credit Card Saved
Bridges Catering GST 5% #890805997RT0001



Working Session Pre-Approval Request

In accordance with the Travel, Hospitality & Working Session Expenses Policy #1122 this form must be pre-approved for working sessions estimated to cost \$500.00 or more, in accordance with the Delegation of Authority for Financial Commitments "Financial Authorization" Matrix.

Select healthy food and drink choices for working sessions to align with the Healthy Eating Environment policy (#1138). Refer to Eat Smart Meet Smart for planning.

Details of Working Session Request		
Describe the purpose of the working session		
Snr. Medical leader/Medical affairs Dyad retreat : reflect on last quarter; build on momentum; set goals; team building		
Name of Event	Date of Request (dd-mmm-yyyy)	
AZMD Retreat	20-May-2022	
Event Lead (Name, Position, Department)		
Dr. David Zygun, Zone Medical Director, Edmonton Zone		
Location of Venue	Event Date(s)	Number of Attendees
Conference Room A, Seventh St. Plaza	3-Jun-22	14
Guest Speaker(s) /Facilitators	Title/Role	Organization
Don Winn		DL Winn & Associates
Tracey West		DL Winn & Associates
Proposed Budget		
Venue cost	\$0.00	
Meals	\$406.95	
Non- Alcoholic Beverages	\$176.75	
Other <input style="width: 80px;" type="text"/>		
GST (if applicable)		
Total Planned Event Budget	\$583.70	

Authorization		
Name	Position/Title	DOA Level
Dr. Francois Belanger	Vice President, Quality and CMO	2