

AHS Board and Executive Expense Report

Name Dr. Mark Joffe
Title VP & Medical Director Northern Alberta
Location Edmonton
 Expenses approved during the month March of 2020

Approved MMM-YY	Source Document	Purpose	Travel (1)				Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
			Airfare	Meals	Accommodation	Other Travel	Total Travel		
Mar-20	Direct Billing	Meetings	541				541		
Total			\$ 541	\$ -	\$ -	\$ -	\$ 541	\$ -	\$ -

**Total for
the Month** \$ 541

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.

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.

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**

Name :	Mark Joffe	Reporting Period for the Month of :	Mar-20
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
28-Jan-2020	Direct Billing	Airline Ticket	Air Canada flight from Edmonton to Calgary, AB for Alberta Health Services Board Retreat	Vision Travel	\$518.20
28-Jan-2020	Direct Billing	Other	Seat confirmation	Vision Travel	\$11.55
29-Jan-2020	Direct Billing	Other	Seat confirmation	Vision Travel	\$11.55
Total Paid in the Month					\$541.30

From: [REDACTED]
Subject: Invoice and Itinerary for JOFFE/ALAN MARK DR - 28January20 - Vision Travel [REDACTED]
Date: Monday, January 20, 2020 3:55:50 PM
Attachments: [E-Ticket Receipt 1 - W367LS - January 28 2020 22553438.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
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 20 January 2020

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

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

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Passenger(s): JOFFE/ALAN MARK 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:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit : <https://rppa-appr.ca>

AC : <https://www.aircanada.com/ca/en/aco/home/legal/conditions-carriage-tariffs.html>

AIR - Tuesday, January 28 2020 [Add To Calendar](#)

Air Canada Flight AC8157 Economy Class - Seat 07D (Non smoking, Aisle, Chargeable) Confirmed			
Depart	Edmonton, Alberta Weather	Arrive	Calgary, Alberta Weather
	Edmonton International Airport		Calgary International Airport
	06:10 PM Tuesday, January 28 2020		07:05 PM Tuesday, January 28 2020
Duration:	0 hour(s) and 55 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
Operated By:	AIR CANADA EXPRESS - JAZZ		
Online Check In:	Available 24 hours prior - click here		
E Upgrade:	For Eligible Flight - Aeroplan Members click here		
Baggage Allowance:	0 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ		

CAR - Tuesday, January 28 2020 [Add To Calendar](#)

Enterprise Rent A Car - Intermediate 2/4 Door - Auto			
Pick Up	2000 Airport Road NE 2000 Airport Rd NE	Drop Off	2000 Airport Road NE 2000 Airport Rd NE

Calgary T2E 6W5, AB; Tel: +1 (833) 619-3654 07:30 AM Tuesday, January 28 2020	Calgary T2E 6W5, AB; Tel: +1 (833) 619-3654 06:30 PM Wednesday, January 29 2020
Status:	Confirmed - booking reference 1746094583COUNT
Rate Plan:	1 Days, 11 Hours Daily Approx Total Price
	CAD 43.00 UNL 119.32
ID/CD/FF Number:	ID-XXXX3912 [REDACTED]
	Extra KM's 0.00

HOTEL - Tuesday, January 28 2020		Add To Calendar
Delta Marriott Calgary South - Map/Driving directions		
Address	135 Southland Drive SE Calgary, AB T2J 5X5	Tel +1 (403) 278-5050 Fax +1 (403) 225-5834
Check In/Check Out:	Tuesday, January 28 2020 - Wednesday, January 29 2020	
Status:	Confirmed - Confirmation [REDACTED]	
Est. Total Rate:	CAD 172.90	
Number of Rooms:	1	
Cancellation Policy:	PERMITTED UP TO 02 DAYS BEFORE ARRIVAL	
Remarks:	DE12482ARR28JAN CXL:PERMITTED UP TO 02 DAYS BEFORE ARRIVAL	

AIR - Wednesday, January 29 2020		Add To Calendar
Air Canada Flight AC8158 Economy Class - Seat 11C (Non smoking, Aisle, Chargeable) Confirmed		
Depart	Calgary, Alberta Weather Calgary International Airport 07:40 PM Wednesday, January 29 2020	Arrive Edmonton, Alberta Weather Edmonton International Airport 08:34 PM Wednesday, January 29 2020
Duration:	0 hour(s) and 54 minute(s) Non-stop	
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]	
Operated By:	AIR CANADA EXPRESS - JAZZ	
Online Check In:	Available 24 hours prior - click here	
E Upgrade:	For Eligible Flight - Aeroplan Members click here	
Baggage Allowance:	0 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: [REDACTED]						
Air Canada [REDACTED]	443.24	74.96	0.00	0.00	Billed to: CA [REDACTED]	518.20
Vendor AC [REDACTED]	11.55	0.00	0.00	0.00		11.55
AIR CANADA						
Vendor AC [REDACTED]	11.55	0.00	0.00	0.00	Billed to: CA [REDACTED]	11.55
AIR CANADA						
					Billed to: CA [REDACTED]	
Totals:	466.34	74.96	0.00	0.00		541.30
					Total Credit Card Billing:	541.30
					Balance Due:	0.00

Remarks

 PLEASE REVIEW YOUR ITINERARY FOR ACCURACY
 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

24 HOUR EMERGENCY TRAVEL ASSISTANCE
OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY
A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE
WITHIN NORTH AMERICA - CALL 1-888-700-6063
OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263
EMAIL 24HRSERVICE-MNL AT VISIONTRAVEL.CA
PLEASE QUOTE ACCESS CODE 2EC0

RECOMMENDED CHECK-IN TIME IS AT LEAST 90 MINUTES
PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE
AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES
PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING.
PLEASE ENSURE THAT YOU HAVE GOVERNMENT-ISSUED
PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE
ARRIVAL INFORMATION ARE SUBJECT TO CHANGE.
PLEASE CHECK MONITORS AT THE AIRPORT.
PLEASE RECONFIRM ALL FLIGHTS
IT IS YOUR RESPONSIBILITY TO VERIFY FLIGHT TIMES WITH
THE AIRLINE PRIOR TO YOUR DEPARTURE. SCHEDULE
CHANGES OR FLIGHT CANCELLATIONS MAY OCCUR AT ANY
TIME WITHOUT NOTICE BY THE AIRLINE

ENSURE ALL TRAVELLERS HAVE PROPER TRAVEL DOCUMENTS
CHECK THIS WEBSITE FOR AIRPORT SECURITY INFO
WWW.CATSA.GC.CA

---AIRPORT SECURITY REVISIONS---

BAGGAGE ALLOWANCE-SPECIFIC SIZE AND WEIGHT
RESTRICTIONS VARY BETWEEN AIRLINES. EXCESS CHARGES
MAY APPLY. VISIT THE AIRLINES WEBSITE TO SEE THE
EXACT BAGGAGE RESTRICTIONS AND FEES.

MOST AIRLINE BAGGAGE LINKS ARE AVAILABLE BY VISITING
WWW.VISIONTRAVEL.CA/BAGGAGE/

*****CHECK-IN AND BAGGAGE ACCEPTANCE FOR *****

FLIGHTS WITHIN CANADA WILL CLOSE 45 MINUTES PRIOR
DEPARTURE. WITH THE EXCEPTION OF FLIGHTS LEAVING
FROM TORONTO CITY AIRPORT YTZ-WHERE CHECK-IN
AND BAG DROP-OFF WILL REMAIN AVAILABLE UNTIL
20 MINUTES BEFORE DEPARTURE.

THIS IS AN ELECTRONIC TICKET VALID ONLY ON ISSUING AIRLINE
PHOTO ID REQUIRED FOR CHECK IN.

BOARDING PASS REQUIRED PRIOR TO ENTERING SECURITY.
YOUR AIRLINE FILE NUMBER IS

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FOR MORE INFORMATION ON CANADAS CANNABIS ACT EFFECTIVE
17 OCTOBER 2018 AND HOW IT RELATES TO TRAVEL PLANS PLEASE VISIT
TRAVEL.GC.CA/TRAVELLING/CANNABIS-AND-INTERNATIONAL-TRAVEL