

AHS Board and Executive Expense Report

Name Richard Dicerni
Title AHS Board Member
Location Ottawa

Expenses submitted during the month of January 2017

Travel (1)										
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jan-17	Expense Claim	Meetings	2,234	104		306	2,644			
Jan-17	Direct Bill	Meetings			581		581			
Total			\$ 2,234	\$ 104	\$ 581	\$ 306	\$ 3,225	\$ -	\$ -	\$ -

Total for the Month \$ 3,225

Maximum daily single meal expense claimed in the month \$ 21
 Maximum daily base hotel rate claimed in the month \$ 184
 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.


Employee # [REDACTED]

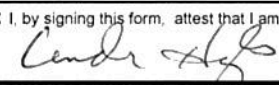
AHS - AP Processing - Internal Use Only	
Voucher #	
Naming Convention:	
T4A/NR Applicable? - If yes, indicate line & amt	

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION					
Name:	Richard Dicerni			Expense Period Month:	Jan-17
Address:	[REDACTED]	City:	[REDACTED]		
Province:	[REDACTED]	Postal Code:	[REDACTED]	Country:	Canada
Reason for Expense	Attendance at Finance Committee Meeting on January 18, 2017 and Board Meetings on January 26-27, 2017.				

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	\$103.85 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$2,531.40 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$2,635.25 ✓

SECTION 3: AUTHORIZATION			
I attest that I have read and understand all applicable policies that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.			
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.			
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.			
Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone#
Richard Dicerni		March 01 2017	[REDACTED]

I attest that I have read and understand all applicable policies of that pertain to these expenses, and confirm expenses being claimed are in compliance with such policies.	
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.	
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.	
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
	Mar 20 / 17

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the of Privacy (FOIP) Act, respectively, for the purpose

 Mar. 2 / 17

For payment ple
14th Floor, North Tower, Seventh Street Plaza, 10030 - 107

Deborah Rhodes, VP Corporate Services & CFO
Position # [REDACTED] DOFA Level: [REDACTED] Date:

Carry forward from Section 1

Name:	Richard Dicerni	Expense Period Month:	42736
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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				
18-Jan-2017	Taxi from residence to Ottawa airport to attend Finance Committee Meeting in Edmonton on January 19, 2017.	Yes					\$32.67	✓		
18-Jan-2017	Flight from Ottawa to Edmonton to attend Finance Committee Meeting on January 19, 2017 and return on January 22, 2017.	Yes					\$1,219.41	✓		
18-Jan-2017	Taxi from YEG to Westin Hotel.	Yes	LD-\$32.35	\$32.35	✓		\$60.00	✓		
19-Jan-2017	Per diem - breakfast	Yes	B-\$9.20	\$9.20	✓					
22-Jan-2017	Taxi from Ottawa airport to residence.	Yes					\$30.83	✓		
25-Jan-2017	Taxi from residence to Ottawa airport to attend Board Meetings in Edmonton on January 26-27, 2017.	Yes					\$31.20	✓		
25-Jan-2017	Flight from Ottawa to Edmonton and return to attend Board Meetings on January 26-27, 2017.	Yes					\$1,014.88	✓		
25-Jan-2017	Taxi from YEG to Westin Hotel.	Yes	LD-\$32.35	\$32.35	✓		\$60.00	✓		
26-Jan-2017	Per diem - breakfast.	Yes	B-\$9.20	\$9.20	✓					
26-Jan-2017	Per diem - dinner	Yes	D-\$20.75	\$20.75	✓					
Total: (amount auto fills to page 1)			\$103.85		\$0.00	\$0.00	\$2,448.99	\$0.00	0.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ -
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Carry forward from Section 1

Name:	Richard Dicerni	Expense Period Month:	42736
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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

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SECTION 4B: 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				
27-Jan-2017	Taxi from SSP to YEG.	Yes					\$61.60	✓		
27-Jan-2017	Taxi from Ottawa Airport to residence.	Yes					\$28.81	✓		
Total: (amount auto fills to page 1)			\$0.00		\$0.00	\$0.00	\$90.41	\$0.00	0.00	

BOARD MEMBER Mileage Rate	0.505	Total Mileage	\$ -
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BLUE LINE TAXI
TEL: 281 1111

ORIGINAL ID: [REDACTED]
OWNER ID: [REDACTED]
SERIAL NO: [REDACTED]
DATE: 01/16/2017
TIME: 10:50
AMOUNT: \$ [REDACTED]
TOTAL: \$ 32.67 ✓
PASSENGER COPY
CUSTOMER SERVICE 1-800-443-2812
INQUIRY@TAXI1AB.COM
TAXI1AB



①

BLUE LINE TAXI
TEL: 281 1111

ORIGINAL ID: [REDACTED]
OWNER ID: [REDACTED]
SERIAL NO: [REDACTED]
DATE: 01/16/2017
TIME: 19:32
AMOUNT: \$ 26.81
TOTAL: \$ 30.83 ✓
PASSENGER COPY
CUSTOMER SERVICE 1-800-443-2812
INQUIRY@TAXI1AB.COM
TAXI1AB



④

24-7 TAXI
200-10105-100 AVE
EDMONTON, AB, T5H1A7
7804424444
GST#: 000000000000000

VID: 043
Operator#: 71507

SALE

Exp:

01/16/2017 17:19:55 Inv# [REDACTED]
Record# [REDACTED] Batch#: [REDACTED]
Retrieval#: 00000002

[REDACTED]

Amount: \$ [REDACTED]
Total: \$ 60.00 ✓

Auth Code: [REDACTED]
APPROVED

Customer copy

②

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: [REDACTED]

Name: Mr Richard Dicerni

E-mail: [REDACTED]

Payment: [REDACTED]

Customer Care

Air Canada Reservations
1-888-247-2262

Air Canada Flight Information

1-888-422-7533

[International Reservations](#)

Alert me of flight changes

[Flight notification](#)

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC451	Ottawa (YOW)	Toronto Pearson (YYZ)	320	Economy (G)	Confirmed
	Wed 18-Jan 2017 12:00	Wed 18-Jan 2017 13:20 - TERMINAL T1			
AC127	Toronto Pearson (YYZ)	Edmonton International (YEG)	320	Economy (G)	Confirmed
	Wed 18-Jan 2017 14:55 - TERMINAL T1	Wed 18-Jan 2017 17:13			
AC178	Edmonton International (YEG)	Toronto Pearson (YYZ)	320	Economy (G)	Confirmed
	Thu 19-Jan 2017 15:55	Thu 19-Jan 2017 21:35 - TERMINAL T1			
AC466	Toronto Pearson (YYZ)	Ottawa (YOW)	320	Economy (G)	Confirmed
	Sun 22-Jan 2017 20:10 - TERMINAL T1	Sun 22-Jan 2017 21:16			

Passenger Information

Passenger: 1 Mr Richard Dicerni

Ticket number: [REDACTED]

Frequent Flyer Pgm: Air Canada Aeroplan

Program number: [REDACTED]

Purchase Summary

Passenger: 1 Ticket number [REDACTED]

Date of issue	06-Jan 2017
Fare Amount in Canadian dollars:	985.00
<i>(including navigational & other charges)</i>	
Taxes, Fees & Charges	
Air Travellers Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	1.50
Combined Taxes *see fare calculation below (XT)	218.66
Total Fare in Canadian dollars:	1,219.41 ✓

Ticket particularities:
AC ONLYF/NONREF/CHGE FEE
-BG:AC

*Fare calculation:
18JAN17YOW AC X/YTO AC YEA Q23.00R374.00AC YTO
Q23.00R388.00AC YOW Q12.00R165.00CAD985.00 END ROE1.00
XT136.66RC82.00SQ

Canadian tax registration numbers:
XG Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)
RC Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)
XQ Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)

②

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional [terms and conditions](#) related to seat selection

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

BLUE LINE TAXI
(619) 238-1111

STARTING ID: [REDACTED]
BOOKING ID: [REDACTED]
STARTING TIME: [REDACTED]
STARTING DATE: [REDACTED]
CITY NUMBER: [REDACTED]
PHONE NUMBER: [REDACTED]
DATE: 2017
START: 10:57
END: 10:58

TAXI AMOUNT: \$ 27.13
TIP AMOUNT: \$ 4.07
TOTAL: \$ 31.20

CARD NUMBER: [REDACTED]
RECEIPT NUMBER: [REDACTED]
PASSENGER COPY

CUSTOMER SERVICE 1-800-443-2812
EDMONTON TAXI LAB.COM
TAXI LAB



5

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE AMEX
DATE 2017/01/25
TIME 3517 17:24:01
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

YELLOW CAB 780.462.3456
BARREL TAXI 780.489.7777
EDMTAXI.COM
GST 100403070

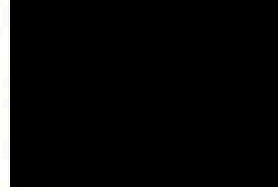
7

GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE AMEX
DATE 2017/01/27
TIME 7579 06:43 06
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$55.00
TIP \$6.60
TOTAL \$61.60

AMERICAN EXPRESS



APPROVED
AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456
BARREL TAXI 780.489.7777
EDMTAXI.COM
00403070

8

THE BEST WAY TAXI

OPENING ON
(619) 237-9140

TERM ID: [REDACTED] BATCH#: [REDACTED]
EMPLOYEE [REDACTED] SHEET#: [REDACTED]

Sale
INVT: 000000005
Application Label: AMERICAN EXPRESS
AID: A00000002501001
TVR 00 00 00 00 00
Amount: \$ 25.05
Tax: \$ 3.76

Total: CAD\$ 28.81

APPROVED
000/00
27-Jan-17 14:18:14

CUSTOMER COPY
BEST WAY TAXI
TAXI LAB

9

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: [REDACTED]

Name: Mr Richard Dicerni

E-mail: [REDACTED]

Payment: [REDACTED]

Customer Care
Air Canada Reservations
 1-888-247-2262

Air Canada Flight Information
 1-888-422-7533
[International Reservations](#)

Alert me of flight changes
[Flight notification](#)

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC451	Ottawa (YOW) Wed 25-Jan 2017 12:00	Toronto Pearson (YYZ) Wed 25-Jan 2017 13:20 - TERMINAL T1	320	Economy (G)	Confirmed
AC127	Toronto Pearson (YYZ) Wed 25-Jan 2017 14:55 - TERMINAL T1	Edmonton International (YEG) Wed 25-Jan 2017 17:13	320	Economy (G)	Confirmed
AC172	Edmonton International (YEG) Fri 27-Jan 2017 13:35	Toronto Pearson (YYZ) Fri 27-Jan 2017 19:15 - TERMINAL T1	320	Economy (G)	Confirmed
AC466	Toronto Pearson (YYZ) Fri 27-Jan 2017 20:10 - TERMINAL T1	Ottawa (YOW) Fri 27-Jan 2017 21:16	320	Economy (G)	Confirmed

Passenger Information

Passenger: 1 Mr Richard Dicerni

Ticket number: [REDACTED]

Frequent Flyer Pgm: Air Canada Aeroplan

Program number: [REDACTED]

Purchase Summary

Passenger: 1 Ticket number [REDACTED]

Date of issue	06-Jan 2017
Fare Amount in Canadian dollars: <i>(including navigational & other charges)</i>	825.00
Taxes, Fees & Charges	
Air Travellers Security Charge (CA)	14.25
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	1.50
Combined Taxes *see fare calculation below (XT)	174.13
Total Fare in Canadian dollars:	1,014.88

Ticket particularities:
AC ONLYF/NONREF/CHGE FEE
-BG:AC

(E) ✓

**Fare calculation:*
25JAN17YOW AC X/YTO AC YEA Q23.00R374.00AC X/YTO Q23.00AC YOW
R405.00CAD825.00 END ROE1.00 XT113.13RC61.00SQ

Canadian tax registration numbers:
XG Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)
RC Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)
XQ Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)

Fare Rules Summary

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- Tickets are non transferable.
- Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
- Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional [terms and conditions](#) related to seat selection

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

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 : Richard Dicerni	Reporting Period for the Month of : Jan-17
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
18-Jan-2017	Direct Billing	Hotel	1 night accommodation to attend Finance Committee Meeting on January 19, 2017 in Edmonton.	Other	175.68
25-Jan-2017	Direct Billing	Hotel	2 nights accommodation to attend Board Meetings on January 26-27, 2017 in Edmonton.	Other	404.92
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
Total Paid in the Month					\$ 580.60

WESTIN®

HOTELS & RESORTS

Westin Edmonton A/R
10135 100th St
Edmonton, AB T5J 0N7
Tel: 1-888-828-8085
Fax: 780-423-3785

Alberta Health Services

Canada

Page Number 1
AR Account [REDACTED]
Statement Date 24-JAN-17

STATEMENT

Tax ID - 0001

Date	Description	Amount	Balance
19-JAN-17	[REDACTED]		
	***Dicerni, Richard 1401		
18-JAN-17	Room Charge	164.00	
18-JAN-17	Destination Marketing	4.92	
18-JAN-17	Tourism Levy	6.76	
			175.68

Continue

WESTIN®

HOTELS & RESORTS

Westin Edmonton A/R
10135 100th St
Edmonton, AB T5J 0N7
Tel: 1-888-828-8085
Fax: 780-423-3785

Alberta Health Services

Canada

Page Number 1
AR Account [REDACTED]
Statement Date 01-FEB-17

STATEMENT

Tax ID - 0001

Date	Description	Amount	Balance
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27-JAN-17	[REDACTED]		
	***Dicerni, Richard 1103		
25-JAN-17	Room Charge	189.00	
25-JAN-17	Destination Marketing	5.67	
25-JAN-17	Tourism Levy	7.79	
26-JAN-17	Room Charge	189.00	
26-JAN-17	Destination Marketing	5.67	
26-JAN-17	Tourism Levy	7.79	

404.92

Continue