

AHS Board and Executive Expense Report

Name Jitendra Prasad
Title Chief Program Officer, Contracting, Procurement & Supply Management
Location Edmonton

Expenses submitted during the month of July 2016

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)
Jul-16	Expense Claim	Meetings				88	88			
Jul-16	Direct Billing	Meetings	403				403			
Total			\$ 403	\$ -	\$ -	\$ 88	\$ 491	\$ -	\$ -	\$ -

Total for the Month \$ 491

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.

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
PRASAD, JITENDRA	Chief Program Officer, Contracting, Procurement & Supply Management	Edmonton	87.61									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
7/14/2016	Traveled to Calgary to work with staff at East Lake Office	AB - Local	Parking - Lot or Parkade	25				1				
7/14/2016	Traveled to Calgary to work with staff at East Lake Office	AB - Other Zones	Taxi	62.61				1				
Approver(s) for the claim		Approval Status	Approval Date									
RHODES, DEBORAH		Approve	29-Aug-16									

July 14, 2016

Traveled to Calgary to work with
staff at East Lake Office

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111

SALE

MID 4189233
TID NM189233
Batch #: 008 SEQ 008001001001
07/14/16 07:18:42
APPR CODE
MASTERCARD

AMOUNT \$55.90
TIP \$6.71
TOTAL \$62.61

00 - APPROVED - 001

MasterCard
AID: A0000000041010
TVR: 00 00 00 80 00
TSE: E8 00

THANK YOU

CUSTOMER COPY

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax CodeCA5%

POF 2nd E1 14/07/16 19:09
Receipt

Short-term parking tkt
HL - No. 011369
14/07/16 05:12
15/07/16 05:11
Period 1d0h0'
(Tax) \$25.00

Total \$25.00

Payment Received
\$25.00

Type: Swiped

Sub Total \$23.81
Tax 5% \$1.19

11972494 - 1/1

Taxi from Calgary
Airport to East
Lake Office.

June 14, 2016
All Day Parking
at Edmonton
Airport.

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 : Jitendra Prasad	Reporting Period for the Month of : June 21 to July 20 2016
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
14-Jul-2016	Direct Billing	Airline Ticket	Travelled to Calgary to meet and work with staff at East Lake Office	Choose from Drop-down List	403.07
	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	-
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
Total Paid in the Month					\$ 403.07

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915
Branch: N61107
Agent: TIFFANY ASKE Tel: 780-425-8611

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: July 12, 2016
Page: 1/2
Our Reference: [REDACTED]

INVOICE

For

MR JITENDRA PRASAD
AC [REDACTED]

Thursday, July 14, 2016

Air

AIR CANADA
From: EDMONTON INTL AB
To: CALGARY AB
Stops: 0 Arrival: 14Jul16
Flight: 8580 V CLASS
06:00 AM Equipment: DH4
06:50 AM
AIR CANADA E
SEAT 3C - PRASAD/JITENDRA MR
AIR CANADA CONFIRMATION [REDACTED]
TICKET NUMBER [REDACTED]

Mile(s) Flown: 163

Air

AIR CANADA
From: CALGARY AB
To: EDMONTON INTL AB
Stops: 0 Arrival: 14Jul16
Flight: 8225 Q CLASS
06:15 PM Equipment: DH4
07:05 PM
AIR CANADA E
SEAT 10C - PRASAD/JITENDRA MR
AIR CANADA CONFIRMATION [REDACTED]
TICKET NUMBER [REDACTED]

Mile(s) Flown: 163

Cost:

AIR CANADA WEB [REDACTED]	[REDACTED]	328.11
	Tax:	74.96
	Ticket Total:	403.07

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: July 12, 2016
Page: 2/2
Our Reference: [REDACTED]

INVOICE

Total:

Grand Total:	403.07
Less Credit Card Payments:	403.07
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED: VALID PASSPORT... VISA.. TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

Business Reason: Met with staff in East Lake office, Calgary.