

# www.albertahealthservices.ca

# **AHS Board and Executive Expense Report**

NameMauro ChiesTitleVP Clinical Support ServicesLocationEdmontonExpenses 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 Jul-16	Expense Claim Direct Billing	Meetings Meetings				39 41	39 41			
Total	5	5	\$ -	\$ -	- \$	\$ 80	\$ 80	\$-	\$-	\$ -

## Total for

the Month \$ 80

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.

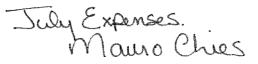
## 5) Remuneration, Allowances Reported in the Financial Statements

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

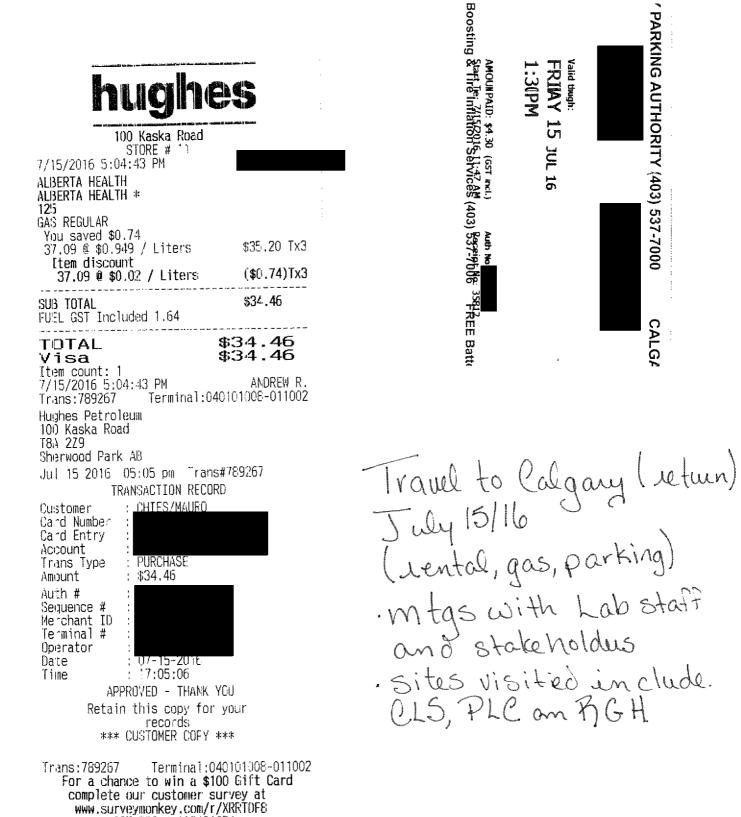
Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
CHIES,	VP, Clinical Support Services	Edmonton	38.76
MAURO A			

Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
7/15/2016	Meetings in Calgary		AB - Other Zones	Fuel	34.46			Meetings in Calgary. Met with Dr. Rob Sevick at FMC and VP of AU at Calgary South Campus (345-6 Ave). (car rental Marlin/Enterprise direct billing)	1			
7/15/2016	Meetings in Calgary		AB - Other Zones	Parking - Lot or Parkade	4.30			Meetings in Calgary. Met with Dr. Rob Sevick at FMC and VP of AU at Calgary South Campus (345-6 Ave).	1			
Approver(s) for the claim Approval S YIU, VERNA		Approval Status		Approval Date 22-Jul-16	-							



PARKING AUTHORITY (403) 537-7000

CALGA



GST REG # 102421674



# **Executive Expenses Report Direct Billing Summary**

## Purpose of This Form:

The purpose of this form is to report expenses incurred on behalf of a designated Executive 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:

Name : Mauro Chies	Reporting Period for the Month of : Jul-16
--------------------	--

YES

DD-MMM-YY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid	
14-Jul-16	Direct Billing	Car Rental	Car rental (Marlin/Enterprise). Meetings in Calgary. Met with Dr. Rob Sevick at FMC and VP of AU at Calgary South Campus (345-6 Ave).	Marlin Travel	40.60	
	Direct Billing	Choose from Drop-down List		Marlin Travel	-	
	Direct Billing	Choose from Drop-down List		Marlin Travel	-	
	Direct Billing	Choose from Drop-down List		Marlin Travel	-	
	Direct Billing	Choose from Drop-down List		Marlin Travel	-	
Total Paid in the Month						

# **Loralee Fahy**

July Expenses Mauro Chies

From: Sent: To: Subject: Loralee Fahy Tuesday, July 12, 2016 11:18 AM Loralee Fahy FW: Travel AHS - Car Rental - Mauro Chies

Sensitivity:

Flag Status:

Completed

Personal

From: Tiffany Aske [mailto:tiffany.aske@marlintravel.ca] Sent: Tuesday, July 12, 2016 11:14 AM To: Loralee Fahy Subject: RE: Travel AHS - Car Rental - Mauro Chies

Hi Lora Lee,

Here is his itinerary.

Please review your itinerary to confirm the spelling of the name is correct and your trip details are as you requested.

If you have any questions please feel free to contact me.

Thanks Tiffany

MARLIN TRAVEL - GOVERNMENT CENTRE OWNED AND OPERATED BY 101017690 SASK. LTD. 9929 108TH ST - MAIN EDMONTON ALBERTA T5K 1G8 PHONE: (780) 425-8611 FAX: (780) 426-5759 BRANCH: N61107 GST REG NO. 885101915 PNR LOC: L3W8NG DATE: 12 JUL 2016 AGENT: TIFFANY

TO: FOR: ALBERTA HEALTH SERVICES CHIES/MAURO MR 10030 - 107 STREET EDMONTON AB T5J 3E4

--ITINERARY--

FROM TO CARRIER FLT/CL DATE DEP ARR ST

14 JUL 16 ENTERPRISE 1 INTERMED 2/4 DR CONFIRMED THURSDAY PICKUP EDMONTON 179 SENECA ROAD DROP 15JUL RATE-CAD 40.00 MLG-UNL/FK DAILY QUOTED PHONE-(780) 416-8880 CONFIRMATION-1221351842 BILLED TO AHS

\_\_\_\_

--- --- ---

-----

\_\_\_\_\_

AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED STATES CALL ... 1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT... 303 801 2147 PLEASE QUOTE ACCESS CODE 2EC0

\*\*\*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

marlin

Tiffany Aske Government Center Main Floor 9929-108 Street Edmonton, Alberta T5K 1G8 Tel.: (780) 425-8611 Fax: (780) 426-5759 Toll Free 1-866-425-8611 Email: <u>tiffany.aske@marlintravel.ca</u>