

## **AHS Board and Executive Expense Report**

NameAndrea Beckwith-FerratonTitleChief Ethics & Compliance OfficerLocationCalgaryExpenses submitted during the month of August 2018

|  |                            |       | Travel (1) |          |           |    |       |    |               |    |                 |    |                 |    |                                    |    |  |    |              |
|--|----------------------------|-------|------------|----------|-----------|----|-------|----|---------------|----|-----------------|----|-----------------|----|------------------------------------|----|--|----|--------------|
| МММ-ҮҮ   | Source<br>Document Purpose |       |            | Airfare  |           |    | Meals |    | Accommodation |    | Other<br>Travel |    | Total<br>Travel |    | Professional<br>Development<br>(2) |    | Working<br>Sessions<br>Hosting and<br>Hospitality<br>(3) |    | Other<br>(4) |
| Aug-18   | Expense                    | Claim | Meetings   |          |           |    | 21    |    | 310           |    | 312             |    | 643             |    |                                    |    |  |    |              |
| Total  |                            |       |            | \$       | -         | \$ | 21    | \$ | 310           | \$ | 312             | \$ | 643             | \$ | -                                  | \$ | -  | \$ | -            |
| Total for<br>the Month   | \$                         | 643   |            |          |           |    |       |    |               |    |                 |    |                 |    |                                    |    |  |    |              |
| Maximum daily single meal expense claimed in the month<br>Maximum daily base hotel rate claimed in the month |                            |       |            | \$<br>\$ | 21<br>149 |    |       |    |               |    |                 |    |                 |    |                                    |    |  |    |              |

### 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.

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### 2) Professional Development

Non economy air travel in the month

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   |                     | Expense<br>Claim Total |               |                  |                |   |  |                   |                     |                  |     |
|--------------------------------------|--|---------------------|------------------------|---------------|------------------|----------------|---|--|-------------------|---------------------|------------------|-----|
| BECKWITH-FERRATON,<br>ANDREA         | Chief Ethics &<br>Compliance Officer                                 | Calgary             | \$ 642.76              |               |                  |                |   |  |                   |                     |                  |     |
| Expense Date                         | Business reason  | Expense<br>Location | Expense Type           |               | From<br>Location | To<br>Location | Justification   |  | # of<br>Attendees | Attendee<br>Name(s) | Trip<br>Distance |     |
| 8/27/2018                            | To attend PLP SLT meeting departmental meetings in                   |                     | Accommodations         | \$ 309.92     |                  |                | To attend PLP SLT meetings and ECO departmental meetings in Edmonton                      | 2  |                   |                     |                  |     |
| 8/29/2018                            | To attend PLP SLT meeting<br>departmental meetings in                |                     | Meals Per Diem         | \$ 20.75      |                  |                | To attend PLP SLT meetings and ECO<br>departmental meetings in Edmonton<br>Dinner \$20.75 | 1  |                   |                     |                  |     |
| 8/29/2018                            | To attend PLP SLT meetings and ECO departmental meetings in Edmonton |                     |                        | Mileage-Other | \$ 312.09        | Calgary        |   | To attend PLP SLT meetings and ECO departmental meetings in Edmonton | 3                 |                     |                  | 206 |
| Approver(s) for the claim Approval S |  |                     | itatus                 | Approval Date |                  |                |   |  |                   |                     |                  |     |
| GILCHRIST, TODD Approve              |  |                     |                        | 4-Sep-18      |                  |                |   |  |                   |                     |                  |     |



## MS. ANDREA BECKWITH-FERRATON

## Canterra Suites an Apartment Hotel

11010 Jasper Avenue Edmonton, AB T5K 0K9

Tel - 780.421.1212 Fax - 780.421.1211 T/F - 877.421.1212

Bill Date Room Arrival Departure

08/31/2018

08/29/2018 08/31/2018

## **P/O Number**

Canterra Suites an Apartment Hotel, Edmonton

GST#870133543

| Date      | Description             | Supplement       | Qty.      | Price  | Amount  |
|-----------|-------------------------|------------------|-----------|--------|---------|
| 08/29     | Gov't Rate (GST EXEMPT) | - y givez konzer | 1         | 149.00 | 149.00  |
|           | Hotel Tax               |                  |           |        | 5.96    |
| 08/30     | Gov't Rate (GST EXEMPT) |                  | 1         | 149.00 | 149.00  |
|           | Hotel Tax               |                  |           |        | 5.96    |
| 08/31     | Visa                    |                  |           |        | -309.92 |
|           |                         |                  | Net       |        | 298.00  |
|           |                         |                  | Hotel Tax |        | 11.92   |
|           |                         |                  | Gross     |        | 309.92  |
|           |                         |                  | Paid      | _      | -309.92 |
| lignature |                         |                  | Balance   |        | 0.00    |

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company or association fails to pay for any or part of the full amount of these charges and I shall be responsible for any loss or damage to the premises or its contents.

# Thank you for staying with us. Your Front Desk Rep: SHIRLEY

Any questions or suggestions? Please email Maria Macedo, General Manager at Maria@Canterrasuites.com

