

AHS Board and Executive Expense Report

Name: Andrea Beckwith-Ferraton
Title: Chief Ethics & Compliance Officer
Location: Calgary
 Expenses approved during the month of July 2022

Travel (1)										
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
	P-Card	Meetings					-			
Jul-22	Expense Claim	Meetings				159	159			
Jul-22	Direct Bill	Meetings			166	82	248			
Total			\$ -	\$ -	\$ 166	\$ 240	\$ 406	\$ -	\$ -	\$ -

**Total for
the Month** \$ 406

Maximum daily single meal expense claimed in the month \$ -
 Maximum daily base hotel rate claimed in the month \$ 155
 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.

Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

AHS Executive Expenses Report Expenses

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
BECKWITH-FERRATON, ANDREA	Chief Ethics & Compliance Officer	Calgary	\$ 158.57								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/10/2022	Clinical Trial Team Retreat return trip from Calgary to Red deer and Red deer to Calgary		Mileage-Other	\$158.57	Southport- 10301 Southport Lane SW Calgary	Red Deer Hospital- 3942 50A Ave		1			314
Approver(s) for the claim	Approval Status	Approval Date									
GIESBRECHT, TINA	Approve	13-Jul-22									

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.
- Refer to Quick Reference Guide for: [Providing a Standard Business Reason\(s\)](#)
- 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 :	Andrea Beckwith-Ferraton	Reporting Period for the Month of :	Jul-22
---------------	--------------------------	--	--------

Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
6/23/2022	Direct Billing	Other Transportation	In Person Development Conversations in Edmonton on June 24, 2022(transport on June 23,2022)	Vision Travel DT Ontario-West Inc	\$81.52
6/23/2022	Direct Billing	Hotel	In Person Development Conversations in Edmonton-on June 24) (Matrix Hotel Direct bill to AHS through I -Expense for June 23,2022	Matrix Hotel	\$166.04
	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					\$ 247.56



Vision Travel DT Ontario-West Inc

, , Canada,

www.dt.ca
GST Reg :

Invoice/Itinerary

Invoice: Agency Ref. [REDACTED] Customer Number [REDACTED]
Issued: Sales Person: Customer Ref.: N/A
ALBERTA HEALTH SERVICES Passenger(s): **BECKWITHFERRATON/ANDREA MRS**
10030 107 STREET
EDMONTON AB
T5J 3E4

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.
Important COVID Information Related To Your Travels:

Effective 30Oct21 – Approved Vaccinations Required for Residents and Visitors Travelling Within Canada. For complete details click [here](#)

For complete Canadian Government details on COVID-19 vaccinated travellers entering Canada – click [here](#)

Please [click here](#) upon receipt of your itinerary for important COVID-related traveller information including COVID vaccination/test/quarantine requirements, transit restrictions, etc. We strongly recommend you continue to come back to this information regularly in advance of and during travel as requirements could change.

Protective face coverings may be required at various stages of travel. Travellers are responsible to familiarize themselves with requirements for their airlines, airports and destination cities.

Park n Fly link:

Please click [Here](#) for Park N Fly discounts

Economy Class

Depart	Calgary, Alberta Weather	Arrive	Weather
	Calgary International Airport		YEA
	04:30 PM Thursday, June 23 2022		07:50 PM Thursday, June 23 2022

Duration: 3 hour(s) and 20 minute(s) Non-stop
Status: Confirmed

Remarks: RED ARROW BUS
 RED ARROW ORDER NUMBER [REDACTED]
 SINGLE SEAT [REDACTED]
 DEPARTING CALGARY DOWNTOWN [REDACTED]
 ARRIVING EDMONTON DOWNTOWN [REDACTED]

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Vendor REDARR RED ARROW EXPRESS	[REDACTED]	70.83	10.69	0.00	0.00	81.52
Totals:		70.83	10.69	0.00	0.00	81.52
Billed to: [REDACTED]						
Total Credit Card Billing:						81.52
Balance Due:						0.00



AB Health Services
Accounts Payable



Company Name :
Group Name :
Guest Name : Beckwithferraton, Andrea

COPY OF INVOICE

Room No. :
Arrival : 06-23-22
Departure : 06-24-22
Page No. : 1 of 1
Folio No. :
Invoice No. :
AR No. :
Conf. No. :
Cashier No. :
Custom Ref. :



Date	Description	Charges	Credits
06-23-22	Room Revenue	155.00	
06-23-22	Destination Marketing Fee	4.65	
06-23-22	Tourism Levy	6.39	
Total Charges		166.04	
Total Credits			0.00
Balance			166.04

I agree that I am personally liable for payment of this account, and if this person, company or association indicated does not settle within a reasonable period, my liability for payment should be joint and several with such person, company or association.

Matrix Hotel | 10640 100 Ave NW | Edmonton, AB T5J 3N8
Reservations: (866) 465-8150 | Telephone: (780) 429-2861 | Fax: (780) 420-4962
Email: info@matrixedmonton.com
www.matrixedmonton.com