

AHS Board and Executive Expense Report

Name: Braden Manns
Title: VP-Provincial Clinical Excellence(Interim)
Location: Calgary
 Expenses approved during the month of May 2023

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					-			
May-23	Expense Claim	Meetings		11	186	496	693			
May-23	Direct Bill	Meetings	977				977			
Total			\$ 977	\$ 11	\$ 186	\$ 496	\$ 1,671	\$ -	\$ -	\$ -

**Total for
the Month** \$ 1,671

Maximum daily single meal expense claimed in the month \$ 11
 Maximum daily base hotel rate claimed in the month \$ 179
 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								
MANNS, BRADEN	VP-Provincial Clinical Excellence (Interim)	Calgary	\$ 693.15								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
4/11/2023	Attend Executive Leadership Team meeting and Tour of NAIT.	AB - Other Zones	Parking - Lot or Parkade	\$ 30.45				1			
4/11/2023	Transportation to attend Executive Leadership Team Meeting and NAIT Tour	AB - Other Zones	Taxi	\$ 160.00	Edmonton Airport	Renaissance Hotel Edmonton Airport	Same driver was booked to provide round trip service from Edmonton Airport to Seventh Street Plaza and from Seventh Street Plaza to Renaissance Edmonton Airport Hotel. 1 receipt was provided with flat rate of 80.00 each way.	1			
4/11/2023	Attend Executive Leadership Team meeting and Tour of NAIT April 12, 2023.	AB - Other Zones	Accommodations	\$ 186.16				1			
4/12/2023	Attended Executive Leadership Team Meeting and NAIT Tour	AB - Other Zones	Meals Per Diem	\$ 10.50				1			
4/19/2023	To Attend Orientation, Elders Dinner and 2-Day Wisdom Council Meeting		Mileage-Other	\$ 153.02	Calgary, AB	Enoch, AB		1			303
4/21/2023	To Attend Orientation, Elders Dinner and 2-Day Wisdom Council Meeting		Mileage-Other	\$ 153.02	Enoch,AB	Calgary, AB		1			303
Approver(s) for the claim	Approval Status	Approval Date									
CHIES, MAURO A	Approve	18-May-23									

Calgary Airport
Tel. 403-735-1500
TAX RECEIPT
GST No: R122556194
EXIT No.

A109
IN: 04/11/23 08:17
OUT: 04/12/23 06:35
DUR: 0 22: 18
PAID: \$ 30.45
(GST INCLUDED)

Apr 12
2023 06:35

TRANSACTION
RECORD
CREDIT



Amount \$CAD 30.45



VERIFIED BY PIN

-----TRANSACTION RECORD-----

ATS GROUP
4608 101 ST NW
EDMONTON AB

www.airlinetousine.net

Purchase

Apr 11, 2023 . 21:30:47

VISA: [REDACTED]

Entry: Chip (C)

Ref#: [REDACTED]

Auth#: [REDACTED] Response: 01-027

Order: [REDACTED]

Username: [REDACTED]

Amount \$ 160.00

[REDACTED]

Approved

For GST# see "Username" above

Important: Retain this copy for your record

[REDACTED]

ROOM CLERK	NAME	RATE	04/12/23	04:47	ACCT#
			DEPART	TIME	
ADDRESS			04/11/23	21:34	MBV#
			ARRIVE	TIME	
			PAYMENT		
DATE	REFERENCES		CHARGES	CREDITS	BALANCES DUE
04/11	TR ROOM	402.1	179.00		
04/11	TRSM LEV	402.1	7.16		
04/12	CCARD VS			186.16	
	PAYMENT RECEIVED BY				00

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RENAISSANCE
 HOTELS

RENAISSANCE EDMONTON AIRPORT
 4236-36 STREET
 ED INTRN. APT. AB. T9E 0V4
 780-488-7159 FAX: 780-488-6372

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This statement is your only receipt. You have agreed to pay in cash or by approved personal check or to authorize us to charge your credit card for all amounts charged to you. The amounts shown in the credit column opposite any credit card entry in the reference column above will be charged to the credit card number set forth above. (The credit card company will bill in the usual manner) If for any reason the credit card company does not make payment on this account, you will owe us such amount. If you are direct billed, in the event payment is not made within 25 days after check-out, you will owe us interest from the check-out date on any unpaid amount at the rate of 1.5% per month (ANNUAL RATE 18%), or the maximum allowed by law, plus the reasonable cost of collection, including attorney fees.

Signature X:

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 : Dr. Braden Manns	Reporting Period for the Month of : Mar-23
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
14-Mar-23	Direct Billing	Airline Ticket	Calgary to Edmonton (return): Attend Keep Tobacco Sacred event in Edmonton on March 14, 2023 (credit with Air Canada used)	Vision Travel DT Ontario-West Inc	\$372.13
5-Apr-23	Direct Billing	Airline Ticket	Round trip airfare from Calgary, AB to Edmonton, AB(April 11 and return April 12) to attend Executive Leadership Team Meeting and Northern Alberta Institute of Technology Tour.	Vision Travel DT Ontario-West Inc	\$605.25
	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					\$ 977.38

Invoice/Itinerary

Invoice: [REDACTED]
Issued: 10 March 2023

Agency Ref.: [REDACTED]
Sales Person: [REDACTED]

Customer Number: [REDACTED]
Customer Ref.: N/A

ALBERTA HEALTH SERVICES
[REDACTED]

Passenger(s): MANNS/BRADEN DR

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

Important Information Related To Your Travels:

For complete Canadian Government details for returning to or travelling to Canada – click [here](#)

Please [click here](#) upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you continue to come back to this information regularly in advance of and during travel as requirements and restrictions could change.

AIR - Tuesday, March 14 2023		Add To Calendar	
Air Canada Flight AC [REDACTED] Economy Class			
Depart	Calgary, Alberta Weather Calgary International Airport 02:35 PM Tuesday, March 14 2023	Arrive	Edmonton, Alberta Weather Edmonton International Airport 03:29 PM Tuesday, March 14 2023
Duration:	0 hour(s) and 54 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
Operated By:	AIR CANADA EXPRESS - JAZZ		
FF Number:	XXXXXX [REDACTED] - MANNS/BRADEN DR - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
E Upgrade:	For Eligible Flight - Aeroplan Members click here		
Baggage Allowance:	1 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS JAZZ		

AIR - Wednesday, March 15 2023 [Add To Calendar](#)

Air Canada Flight AC [REDACTED] Economy Class	
Depart	Edmonton, Alberta Weather Edmonton International Airport 05:30 AM Wednesday, March 15 2023
Arrive	Calgary, Alberta Weather Calgary International Airport 06:24 AM Wednesday, March 15 2023
Duration:	0 hour(s) and 54 minute(s) Non-stop
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]
Operated By:	AIR CANADA EXPRESS - JAZZ
FF Number:	XXXXXX [REDACTED] - MANNS/BRADEN DR - please reconfirm at check-in
Online Check In:	Available 24 hours prior - click here
E Upgrade:	For Eligible Flight - Aeroplan Members click here
Baggage Allowance:	1 Piece(s)
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS JAZZ

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Additional Collection:	[REDACTED]	330.00	42.13	0.00	0.00	372.13
Totals:		330.00	42.13	0.00	0.00	372.13
Balance Due:						0.00

Remarks

24 HOUR EMERGENCY TRAVEL ASSISTANCE
 OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY
 A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE
 WITHIN NORTH AMERICA - CALL 1-888-700-6063
 OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263
 EMAIL D24CAN AT DT.COM
 PLEASE QUOTE ACCESS CODE [REDACTED]

RECOMMENDED CHECK-IN TIME IS AT LEAST 120 MINUTES
 PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE
 AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES
 PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING.
 PLEASE ENSURE THAT YOU HAVE VALID GOVERNMENT ISSUED



Vision Travel DT Ontario-West Inc
9929 - 108th Street
Edmonton AB T5K 1G8
833-692-4120

www.dt.ca
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice [REDACTED]
Issued: 05 April 2023
ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Agency Ref. [REDACTED]
Sales Person [REDACTED]
Passenger(s):

Customer Number [REDACTED]
Customer Ref.: N/A
MANNS/BRADEN DR

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

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Please [click here](#) upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you continue to come back to this information regularly in advance of and during travel as requirements and restrictions could change.

AIR - Tuesday, April 11 2023

[Add To Calendar](#)

Air Canada Flight [REDACTED] Economy Class

Depart	Calgary, Alberta Weather Calgary International Airport 09:35 AM Tuesday, April 11 2023	Arrive	Edmonton, Alberta Weather Edmonton International Airport 10:25 AM Tuesday, April 11 2023
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Duration: 0 hour(s) and 50 minute(s) Non-stop
Status: Confirmed - Air Canada Booking Reference: [REDACTED]
Operated By: AIR CANADA EXPRESS - JAZZ
FF Number: [REDACTED] - MANNS/BRADEN DR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)
Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH AIR CANADA EXPRESS JAZZ

Air Canada Flight [REDACTED] **Economy Class**

Depart	Edmonton, Alberta Weather Edmonton International Airport 05:30 AM Wednesday, April 12 2023	Arrive	Calgary, Alberta Weather Calgary International Airport 06:22 AM Wednesday, April 12 2023
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Duration: 0 hour(s) and 52 minute(s) Non-stop
Status: Confirmed - Air Canada Booking Reference: [REDACTED]
Operated By: AIR CANADA EXPRESS - JAZZ
FF Number: [REDACTED] - MANNS/BRADEN DR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
E Upgrade: For Eligible Flight - Aeroplan Members [click here](#)
Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH AIR CANADA EXPRESS JAZZ

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Air Canada	[REDACTED]	521.00	84.25	0.00	0.00	605.25
					Billed to [REDACTED]	
Totals:		521.00	84.25	0.00	0.00	605.25
					Total Credit Card Billing:	605.25
					Balance Due:	0.00