

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

Name:Braden MannsTitle:VP-Provincial Clinical Exellence(Interim)Location:CalgaryExpenses approved during the month of May 2023

							Tra	vel (1)				<u> </u>				
Approved MMM-YY	Source Document	Purpose	Air	fare	Меа	als	Accom	modation	ther avel	Tota Trav		Professional Development (2)		ons g and ality:	Othe (4)	
May-23 May-23	P-Card Expense Claim Direct Bill	Meetings Meetings Meetings		977		11		186	496		- 593 977					
Total			¢	977	¢	11	\$	186	\$ 496	\$ 1	571	\$	- \$		\$	

#### Total for

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the Month $ 1,671
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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 Exellence (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. A183 IN: 04/11/23 08:17 OUT: 04/12/23 06:35 8 22: 18 DUR : \$ PAID: 30.45 (GST INCLUDED) Apr 12 2023 06:35

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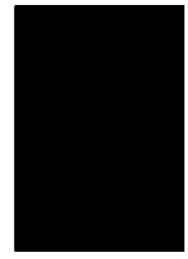
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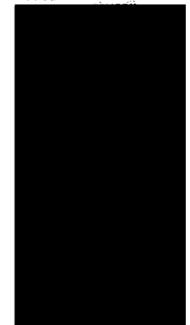
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TRANSACTION Record Credit

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Amount \$CAD 30.45



UERIFIED BY PIN

## TRANSACTION RECORD ATS GROUP 4608 101 ST NW EDMONTON AB

www.airlimousine.net

### Purchase

Apr 11,2023	21 30 47
VISA Entry Chip (C)	, the second second
Ref#: Auth#:	Response: 01-027
Order	
Usemame:	
Amount	\$ 160.00

# Approved

For GST# see\"Username\" above

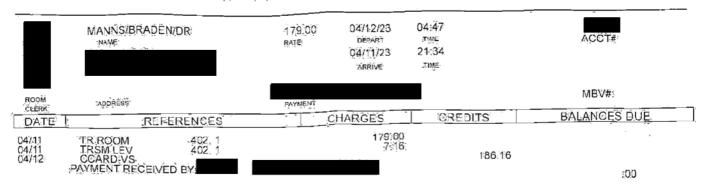
Important:Retain this copy for your record

# RENAISSANCE\* HÔTELS

# RENAISSANCE EDMONTON AIRPORT

GUEST FOLIO

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## **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**

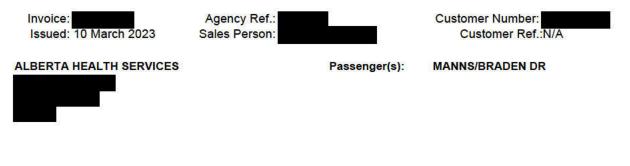
- Enter all items related to expenses incurred while conducting AHS business and paid for via a third party vendor (i.e. accommodations, airline tickets, car rentals, hosting events and working sessions)
- Enter all expenses pertaining to professional development such as conferences and courses, etc.
- 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:

Name: Dr. Braden Manns F	Reporting Period for the Month of : Mar-23
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YES

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
14-Mar-23	Direct Billing		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		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 th	e Month				\$ 977.38

# Invoice/Itinerary



# 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 <u>click here</u> 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 - Tu	esday, Mar	ch 14 20	23		Add To Calendar
Air Cana	da Flight A	E	conomy Class		
Depart	Calgary,	Alberta	Weather	Arrive	Edmonton, Alberta Weather
Calgary		International Airport			Edmonton International Airport
	02:35 PM	I Tuesda	y, March 14 2023		03:29 PM Tuesday, March 14 2023
Duration:		0 hou	(s) and 54 minute(s) N	lon-stop	
Status: Confirmed - Air Canada Booki			med - Air Canada Bool	king Reference	e:
Operated	By:	AIR C	ANADA EXPRESS - J	AZZ	
FF Numbe	er:	XXXX	- MANNS/BF	RADEN DR -	please reconfirm at check-in
Online Ch	eck In:	Availa	ble 24 hours prior - clic	k here	
E Upgrade: For Eligible Flight - Aeroplan M			igible Flight - Aeroplan	Members clic	<u>k here</u>
Baggage	Allowance:	1 Piec	e(s)		
Remarks:		PLEA	SE CHECK IN WITH A	IR CANADA I	EXPRESS JAZZ

AIR - We	dnesday, M	arch 15 2	2023		Add To Calendar
Air Cana	da Flight AC	Eco	onomy Class		
Depart	Edmontor	, Alberta	Weather	Arrive	Calgary, Alberta Weather
	Edmontor	Internati	onal Airport		Calgary International Airport
	05:30 AM	Wednesd	lay, March 15 2023		06:24 AM Wednesday, March 15 2023
Duration: 0 hour(s) and 54 minute(s) Nor				n-stop	3 8
Status: Confirmed - Air Canada Bookir				ng Referenc	e:
Operated	By:	AIR CAI	NADA EXPRESS - JAZ	77	
FF Numbe	er:	XXXXXX	- MANNS/BRA	ADEN DR -	olease reconfirm at check-in
Online Ch	eck In:	Availabl	e 24 hours prior - click	here	
E Upgrade: For Eligible Flight - Aeroplan M					k here
Baggage	Allowance:	1 Piece			
Remarks:		PLEASE	E CHECK IN WITH AIF	R CANADA	EXPRESS JAZZ

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Tota
Additional Collec	tion:	330.00	42.13	0.00	0.00	372.13
5	Totals:	330.00	42.13	0.00	0.00	372.13
				Bala	ince Due:	0.00

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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

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

Customer Number

Customer Ref.:N/A MANNS/BRADEN DR

www.dt.ca GST Reg : 723782728 RT 0001

# Invoice/Itinerary

Invoice Issued:05 April 2023 ALBERTA HEALTH SERVICES 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 Information Related To Your Travels:

Agency Ref.

Sales Person

For complete Canadian Government details for returning to or travelling to Canada – click here

Please <u>click here</u> 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.

Passenger(s):

AIR - Tue	esday, Apri	l 11 2023		Add To Calendar
Air Canad	la Flight	Economy Class		
Depart	Calgary Ir	Alberta <u>Weather</u> hternational Airport Tuesday, April 11 2023	Arrive	Edmonton, Alberta <u>Weather</u> Edmonton International Airport 10:25 AM Tuesday, April 11 2023
Duration: Status: Operated E FF Number Online Che E Upgrade Baggage A	r: eck In: :	0 hour(s) and 50 minute(s) Confirmed - Air Canada Bo AIR CANADA EXPRESS - - MANNS/I Available 24 hours prior - <u>c</u> For Eligible Flight - Aeropla 0 Piece(s)	ooking Referen JAZZ BRADEN DR - <u>lick here</u>	please reconfirm at check-in
Remarks:		PLEASE CHECK IN WITH	AIR CANADA	EXPRESS JAZZ

AIR - Wednesday, April 12 2023				Add To Calendar		
Air Canada Flight	Economy Class	6				
Depart Edmon Edmon 05:30 /	ort 12 2023	Arrive	Calgary, Alberta <u>Weather</u> Calgary International Airport 06:22 AM Wednesday, April 12 2023			
Duration: Status: Dperated By: FF Number: Dnline Check In: E Upgrade: Baggage Allowance:	Available 24 hours For Eligible Flight	anada Booki PRESS - JA MANNS/BR/ s prior - <u>click</u>	ing Réferenc ZZ ADEN DR - <u>here</u>	please reco	nfirm at check-in	
Remarks:	PLEASE CHECK	IN WITH AII	R CANADA	EXPRESS	JAZZ	
Invoice Details						
Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Tota
nvoice Number: Air Canada		521.00	84.25	0.00	0.00 Billed to	605.2
Totals:		521.00	84.25 To			