

## AHS Board and Executive Expense Report

**Name:** Colleen Purdy  
**Title:** VP Corporate Services & Chief Financial Officer  
**Location:** Calgary  
 Expenses approved during the month of June 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					-			
	Expense Claim	Meetings					-			
Jun-23	Direct Bill	Meetings					-			133
<b>Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 133

**Total for  
the Month** \$ 133

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.

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

## 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.

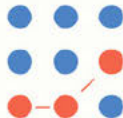
Examples include but are not limited to hotels, travel agencies, car rental agencies, conferences, courses and expenses reimbursed from a petty cash fund. It is mandatory to include in monthly reports these expenses that pertain to each member. AHS is required to disclose expenses for all applicable 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

<b>Name :</b> Colleen Purdy	<b>Reporting Period for the Month of :</b> Jun-23
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
19-May-2023	Direct Billing	Other	Institute of Corporate Directors - Board Membership Fee - August 01, 2023 - July 31, 2024.	Institute of Corporate Directors	\$133.33
	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	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
<b>Total Paid in the Month</b>					\$ 133.33



## Invoice

### ICD Member

██████████ ██████████  
Alberta Health Services  
14th Floor, Seventh Street Plaza  
10030-107 Street NW, North Tower  
Edmonton AB T5J 3E4

<b>Billing Date</b>	<b>ICD Member</b>
19-May-2023	██████████

<u>Code</u>	<u>Item</u>	<u>From</u>	<u>To</u>	<u>Amount</u>
FEE_BRDSEC	Board Membership / Adhésion globale du C. A.	1-Aug-2023	31-Jul-2024	2,000.00
<b>Total Billing</b>				<b>2,000.00</b>

Please contact ██████████ to pay by Visa/Mastercard or by Electronic Funds Transfer (EFT). Remember to include your Member ID with your payment.

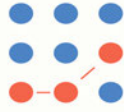
<b>Additional Personal Information</b>			Membership is 15 = \$2000/15 is \$133.33 per membership fee	
Work Phone:	██████████	Chapter:		██████████
Home Phone:		Home Address:		
Cell Phone:				
Language:	English			██████████
Email:				

Please take a moment to review and confirm that your mailing and additional information is accurate and up-to-date.  
Please send any updates and changes to us at ██████████

**Thank you for your membership!**

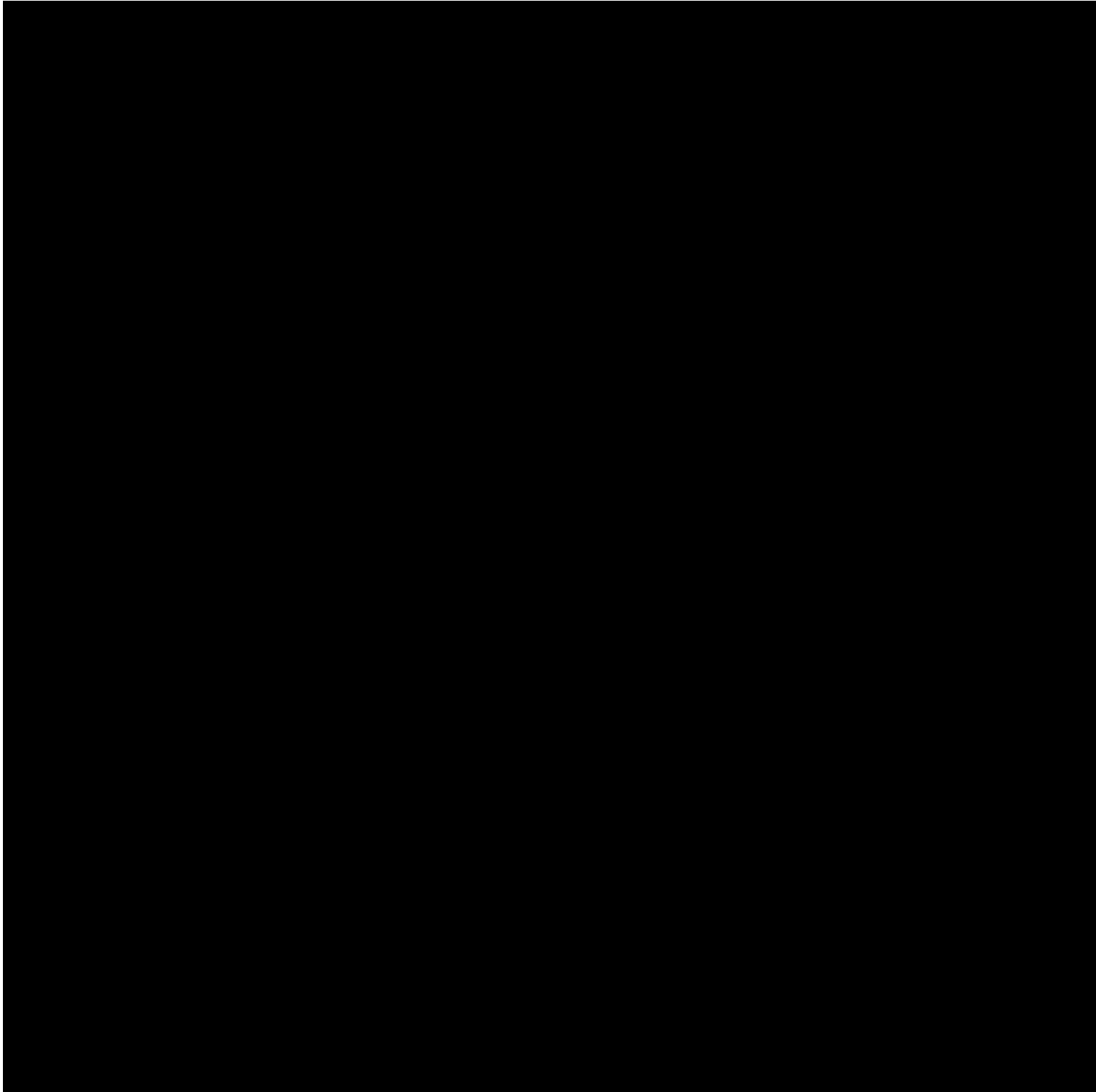
INSTITUTE OF  
CORPORATE  
DIRECTORS  
*THINK BEYOND  
THE BOARDROOM.*

INSTITUT DES  
ADMINISTRATEURS  
DE SOCIÉTÉS  
*PENSER AU-DELÀ  
DE LA SALLE DU CONSEIL.*



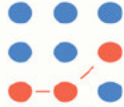
2701-250 Yonge Street  
Toronto ON M5B 2L7  
Tel: 416-593-7741  
Web: [icd.ca](http://icd.ca)  
[admin@icd.ca](mailto:admin@icd.ca)

## Board Membership Program - Company Listing



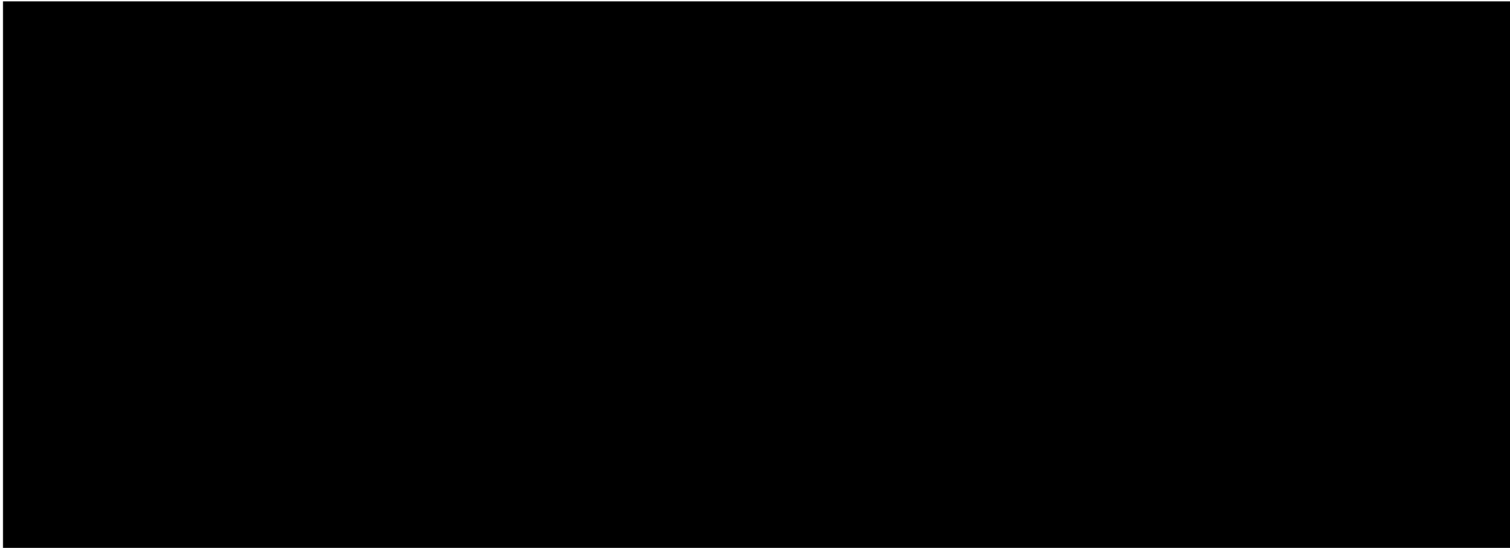
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**PURDY, COLLEEN**

**MB**

**Expiry: 31-Jul-2024**

Ms Colleen Purdy, FCPA, FCMA  
VP Corporate Services & CFO  
Alberta Health Services  
**Business Address**

Chapter: Edmonton  
Member since: 5-Oct-2021

**Home Address**



Work Phone:

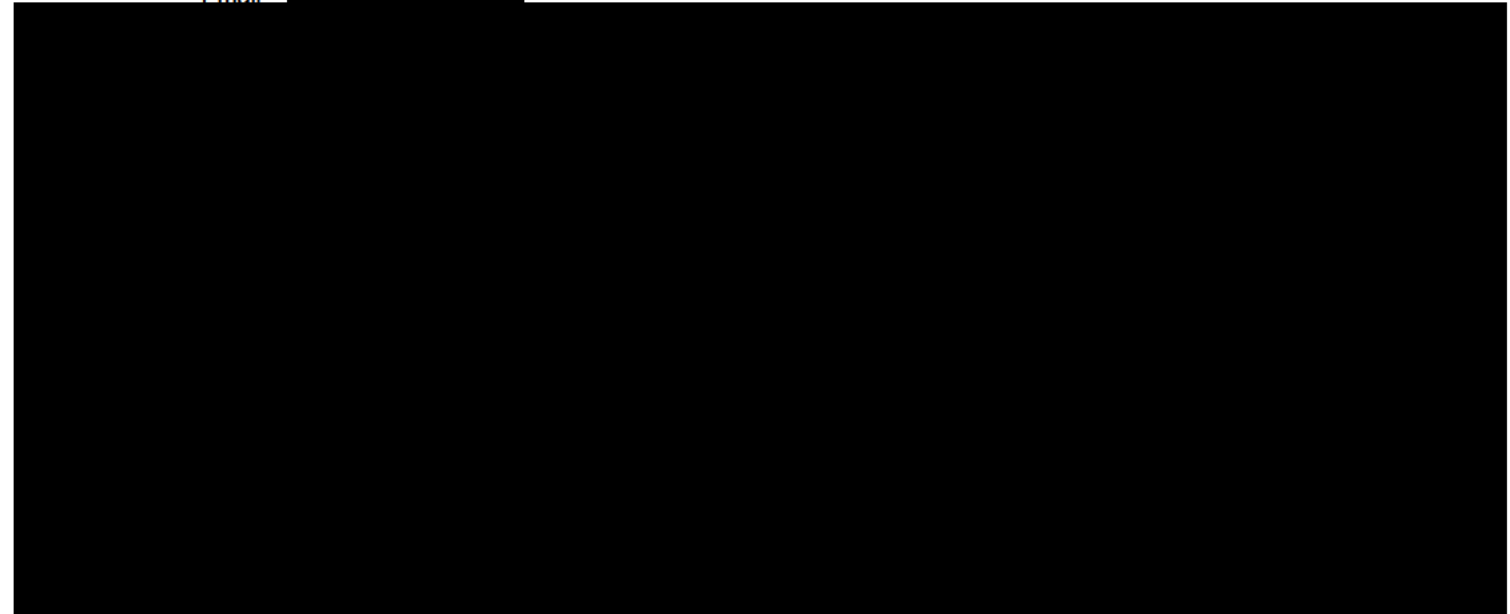
Fax:

Language: English

Email:

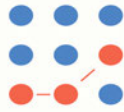
Home Phone:

Cell Phone:



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