

AHS Board and Executive Expense Report

Name David Carpenter
Title AHS Board Member
Location Edmonton

Expenses submitted during the month of July 2018

Travel (1)										
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jul-18	P-Card	Meetings				65	65			
Jul-18	Expense Claim	Meetings	321	20	335	104	780			
Total			\$ 321	\$ 20	\$ 335	\$ 169	\$ 845	\$ -	\$ -	\$ -

Total for the Month \$ 845

Maximum daily single meal expense claimed in the month \$ 21
Maximum daily base hotel rate claimed in the month \$ 149
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.

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 P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
David Carpenter	AHS Board Member	Edmonton	\$ 65.00									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
7/27/2018	Edmonton - Taxi from Alumni House U of A to YEG - attended Board retreat and Public & Private Board meeting		AB - Other Zones	Taxi	\$ 65.00			Taxi from Alumni House U of A to YEG - attended Board retreat and Public & Private Board meeting Items charged to Executive Assistant's August 2018 P-Card on behalf of David Carpenter	1			
Approver(s) for the claim		Approval Status		Approval Date								
Signature kept on file		Approve										

ATS GROUP
4608 101 ST NW
7809897099
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2018/08/08
TIME 1318 14:43:40
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
TOTAL

\$650.00

390.00 - Brenda
Hemmelgarn

65.00 David Carpenter

130.00 Dr. Alika Lafontaine

65.00 - Hugh Sommerville

MasterCard

\$650.00

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST 73871 2892 RT0001

Total: \$390.00

July 26, 2018
\$130.00 (2 cars)

Downtown to Alumni House

- Glenda Yates
- Richard Dicesni
- Hugh Sommerville
- Robb Foote
- David Carpenter
- Catherine MacNeill
- Heather Hirsch

\$130.00 (2 cars)

Alumni House to Downtown
above members

July 27, 2018

\$130.00 (2 cars)

Downtown to Alumni House

\$65.00 above Board Members

- Alumni House to Downtown
- Robb Foote
- Hugh Sommerville
- Heather Hirsch

65.00 - David Carpenter
Alumni House to YEG

130.00 - Dr. Alika Lafontaine
YEG to Alumni House
+ return



Employee # [REDACTED]

AHS - AP Processing - Internal Use Only

Voucher #

Naming Convention:

T4/ANR Applicable? - If yes, indicate line & amt

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION

Name:	David Carpenter	Expense Period Month:	Jul-18
Address:	[REDACTED]	City:	[REDACTED]
Province:	[REDACTED]	Postal Code:	[REDACTED]
		Country:	Canada
Reason for Expense	Attended Private and Public Board Meetings/Retreat on July 26 and 27, 2018 in Edmonton.		

SECTION 2: FINANCE CODING & TOTAL CLAIM

Description	Corp/BW/Org	Location (If applicable)	Functional Centre/Primary	Expense/ Secondary Acct	Total (Note: This column will auto fill)
Meals (A)	101	0005	71110300000	45000000	\$20.75 ✓
Travel Exp (B+C+E)	101	0005	71110300000	62212000	\$759.27 ✓
Other (D)	101	0005	71110300000	41090000	\$0.00
TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE					\$780.02 ✓ <i>ph</i>

SECTION 3: AUTHORIZATION

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Claimant (Print Name)	Signature: I, by signing this form, attest that I am compliant to all the above statements	Date	Phone#
David Carpenter	<i>David Carpenter</i>	Aug 13/18	[REDACTED]

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

Approved by (Print Name)	Position Title/Program Group
Linda Hughes	Board Chair
Signature: I, by signing this form, attest that I am compliant with all the above statements	Date
<i>Linda Hughes</i>	Aug 23/18

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of Information and Protection of Privacy (FOIP) Act, respectively, for the pur

Deborah Rhodes

Deborah Rhodes, VP Corporate Services & CFO

For payment please submit to:

14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: Jennifer Hamstra

Carry forward from Section 1										
Name:		David Carpenter					Expense Period Month:		Jul-18	
Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below										
Rationale is Required for expenses that are not Cost Effective: (supporting analysis and documentation must be attached to this form)										
SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM										
The Board Members follow the Government of Alberta (GOA) Travel, Meal and Hospitality Expenses Policy										
Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates (Appendix C for USA, Appendix D for International).										
Date	Description: (include purpose of trip, mode of travel, starting point, details of expenditure)	Cost Effective method used?	Meal (Allowance OR Receipt)(A)				Accommodation (B)	Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C)	Other (Itemize) (D)	Mileage km (E)
			Allowance Within Canada		With Receipt or Allowance Outside Canada					
			Meal Type	Allowance	Meal Type	Amount				
25-Jul-2018	Mileage from residence to YQL to attend Private and Public Board Meetings on July 26-27, 2018 in Edmonton and return.	Yes								40
25-Jul-2018	Parking at YQL.	Yes						\$24.00	✓	
25-Jul-2018	Flight from YQL to YEG and return on July 27, 2018.	Yes						\$320.51	✓	
25-Jul-2018	Taxi from YEG to hotel.	Yes						\$60.00	✓	
25-Jul-2018	Two nights accommodation and dinner per diem on July 25, 2018.	Yes	D-\$20.75	\$20.75	✓		\$334.56	✓		
Total: (amount auto fills to page 1)				\$20.75		\$0.00	\$334.56	\$404.51	\$0.00	40.00
BOARD MEMBER Mileage Rate							0.505	Total Mileage	\$	20.20

County of Lethbridge

Airport Parking

GST #106989023

Space # : [REDACTED]

Transaction #:

Date : JUL/28/18

Time : 12:28 PM

Paid : \$24.00

Card : [REDACTED]

Parking Expires At:

JUL/28/18

12:28 PM

Please Retain Ticket.

Lock your vehicle and

secure all valuables.

PARKING RECEIPT

PARKING RECEIPT

PARKING RECEIPT

AIRPORT TAXI SERVICE

4608 101 ST.

(7808907070)

EDMONTON

AB

CARD [REDACTED]

CARD TYPE

DATE 2018/0

TIME 0215 17:0

INVOICE #

RECEIPT NUMBER

PURCHASE

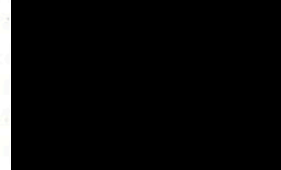
AMOUNT \$5.00

TIP \$2.00

TOTAL

\$60.00

AMERICAN EXPRESS



APPROVED

TH# [REDACTED]

THANK YOU

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YOUR BOOKING IS CONFIRMED

Booking Reference : [REDACTED]

Travel booked/ticket issued on: 14 April 2018

Passengers

✈ David B Carpenter

Ticket Number

[REDACTED]

Aeroplan

[REDACTED]

Seats

AC7216 1A
AC8150 1C

AC8149 1C
AC7217 1A

✈ Depart

Economy Flex

Wednesday
25 Jul, 2018

13:30
Lethbridge
(YQL), Canada



14:23
Calgary
Calgary Intl. (YYC), Canada

 **0 hr 53**
AC7216 Economy (T)
Operated by Air Canada Express - Air Georgian 1900D

15:40
Calgary
Calgary Intl. (YYC), Canada



16:30
Edmonton
Edmonton Intl. (YEG), Canada

 **0 hr 50**
AC8150 Economy (T)
Operated by Air Canada Express - Jazz Q400

 Return

Economy Flex

Friday
27 Jul, 2018

13:25
Edmonton
Edmonton Intl. (YEG), Canada



14:23
Calgary
Calgary Intl. (YYC), Canada

 **0 hr 58**
AC8149 Economy (T)
Operated by Air Canada Express - Jazz Dash 8-300

16:15
Calgary
Calgary Intl. (YYC), Canada



17:07
Lethbridge
(YQL), Canada

 **0 hr 52**
AC7217 Economy (T)
Operated by Air Canada Express - Air Georgian 1900D

Purchase summary

1 Adult



Air Transportation Charges

Base Fare - Departing Flight - Economy Flex	106.00
Base Fare - Return Flight - Economy Flex	116.00
Surcharges	24.00



Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	15.26
Air Travellers Security Charge	14.25

Airport Improvement Fee - Canada

45.00

GRAND TOTAL - Canadian dollars

\$320⁵¹



CANADA, U.S.: 1 (888) 247-2262



AIR CANADA

A STAR ALLIANCE MEMBER





10053 Jasper Avenue
Edmonton, AB T5J 1S5
P.780.423.3600 F.780.423.4623
reservations@unionbankinn.com

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GST: 897343794RT0001

MR David Carpenter



Room	Folio	CheckIn	CheckOut	Balance
		07/25/2018	07/27/2018	0.00
Master Folio				

Date	Room	Description / Voucher	Charges	Credits	Balance
07/25/2018		Room Taxable	149.00	0.00	149.00
07/25/2018		DMF - 3%	4.47	0.00	153.47
07/25/2018		Tourism Levy - 4%	6.14	0.00	159.61
07/25/2018		GST - 5%	7.67	0.00	167.28
07/26/2018		Room Taxable	149.00	0.00	316.28
07/26/2018		DMF - 3%	4.47	0.00	320.75
07/26/2018		Tourism Levy - 4%	6.14	0.00	326.89
07/26/2018		GST - 5%	7.67	0.00	334.56
07/26/2018		American Express [REDACTED] A [REDACTED]	0.00	334.56	0.00
		Balance Due			0.00

Summary and Taxes

Taxable Sales	298.00
DMF - 3%	8.94
Tourism Levy - 4%	12.28
GST - 5%	15.34