

AHS Board and Executive Expense Report

Name: Dr Francois Belanger
Title: VP Quality & Chief Medical Officer
Location: Calgary
 Expenses approved during the month of May 2023

Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Travel (1)										
	P-Card	Meetings					-			
	Expense Claim	Meetings					-			
May-23	Direct Bill	Meetings	1,371				1,371			
Total			\$ 1,371	\$ -	\$ -	\$ -	\$ 1,371	\$ -	\$ -	\$ -

**Total for
the Month** \$ 1,371

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

Name : Dr Francois Belanger	Reporting Period for the Month of : May-23
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
10-Mar-23	Direct Billing	Airline Ticket	Travel from Calgary on May 29 to Toronto and return on May 30 to attend the Canadian Association of Emergency Physician Conference being held in Toronto.	Vision Travel DT Ontario-West Inc	\$593.21
14-Mar-23	Direct Billing	Airline Ticket	Travel from Calgary April 24 to Toronto returning on April 25. All travel was cancelled, credit on file.	Vision Travel DT Ontario-West Inc	\$777.73
	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					\$ 1,370.94

Vision Travel DT Ontario-West Inc

, , Canada,

www.dt.ca

GST Reg :



Invoice/Itinerary

Invoice [REDACTED]

Issued: 14 March 2023

ALBERTA HEALTH SERVICES

[REDACTED]

Agency Ref. [REDACTED]

Sales Person:

Customer Number [REDACTED]

Customer Ref.: N/A

Passenger(s): BELANGER/FRANCOIS P 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 - Monday, April 24 2023		Add To Calendar	
WestJet Flight	[REDACTED]	Economy Class	
Depart	Calgary, Alberta Weather	Arrive	Toronto, Ontario Weather
	Calgary International Airport		Pearson International Airport
	04:30 PM Monday, April 24 2023		10:17 PM Monday, April 24 2023
Duration:	3 hour(s) and 47 minute(s) Non-stop		
Status:	Confirmed - WestJet Booking Reference: [REDACTED]		
FF Number:	[REDACTED] - BELANGER/FRANCOIS P DR - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	0 Piece(s)		
Remarks:	ARR TERMINAL 3 PLEASE CHECK IN WITH WESTJET		

AIR - Tuesday, April 25 2023

[Add To Calendar](#)

WestJet Flight [REDACTED] Economy Class	
Depart	Toronto, Ontario Weather Pearson International Airport 07:00 PM Tuesday, April 25 2023
Arrive	Calgary, Alberta Weather Calgary International Airport 09:17 PM Tuesday, April 25 2023
Duration:	4 hour(s) and 17 minute(s) Non-stop
Status:	Confirmed - WestJet Booking Reference: [REDACTED]
FF Number:	[REDACTED] - BELANGER/FRANCOIS P DR - please reconfirm at check-in
Online Check In:	Available 24 hours prior - click here
Baggage Allowance:	0 Piece(s)
Remarks:	DEP TERMINAL 3 PLEASE CHECK IN WITH WESTJET

Invoice Details

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED]					
WestJet [REDACTED]	478.96	114.25	0.00	0.00	593.21
				Billed to: CA [REDACTED]	
Totals:	478.96	114.25	0.00	0.00	593.21
			Total Credit Card Billing:		593.21
			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
 PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE
 ARRIVAL INFORMATION ARE SUBJECT TO CHANGE.
 PLEASE CHECK MONITORS AT THE AIRPORT.
 PLEASE RECONFIRM ALL FLIGHTS
 IT IS YOUR RESPONSIBILITY TO VERIFY FLIGHT TIMES WITH
 THE AIRLINE PRIOR TO YOUR DEPARTURE. SCHEDULE CHANGE
 MAY OCCUR AT ANY TIME WITHOUT NOTICE BY THE AIRLINE.

ENSURE ALL TRAVELLERS HAVE PROPER TRAVEL DOCUMENTS
 CHECK THIS WEBSITE FOR AIRPORT SECURITY INFO
 WWW.CATSA.GC.CA
 ---AIRPORT SECURITY REVISIONS---
 BAGGAGE ALLOWANCE-SPECIFIC SIZE AND WEIGHT
 RESTRICTIONS VARY BETWEEN AIRLINES. EXCESS CHARGES
 MAY APPLY. VISIT THE AIRLINES WEBSITE TO SEE THE
 EXACT BAGGAGE RESTRICTIONS AND FEES.
 MOST AIRLINE BAGGAGE LINKS ARE AVAILABLE BY VISITING
 WWW.DT.CA/BAGGAGE/

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): BELANGER/FRANCOIS P DR

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AIR - Monday, May 29 2023		Add To Calendar
WestJet Flight [REDACTED]	Economy Class - [REDACTED]	(Non smoking, Aisle, Exit Row) Confirmed
Depart	Calgary, Alberta Weather Calgary International Airport 05:00 PM Monday, May 29 2023	Arrive Toronto, Ontario Weather Pearson International Airport 10:43 PM Monday, May 29 2023
Duration:	3 hour(s) and 43 minute(s) Non-stop	
Status:	Confirmed - WestJet Booking Reference: [REDACTED]	
FF Number:	[REDACTED] - BELANGER/FRANCOIS P DR - please reconfirm at check-in	
Online Check In:	Available 24 hours prior - click here	
Baggage Allowance:	1 Piece(s)	
Remarks:	PLEASE CHECK IN WITH WESTJET ARR TERMINAL 3	

AIR - Tuesday, May 30 2023

[Add To Calendar](#)

WestJet Flight [REDACTED]	Economy Class - [REDACTED]	(Non smoking, Aisle, Exit Row) Confirmed	
Depart	Toronto, Ontario Weather	Arrive	Calgary, Alberta Weather
	Pearson International Airport		Calgary International Airport
	08:00 PM Tuesday, May 30 2023		10:15 PM Tuesday, May 30 2023
Duration:	4 hour(s) and 15 minute(s) Non-stop		
Status:	Confirmed - WestJet Booking Reference: [REDACTED]		
FF Number:	[REDACTED] - BELANGER/FRANCOIS P DR - please reconfirm at check-in		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	1 Piece(s)		
Remarks:	PLEASE CHECK IN WITH WESTJET DEP TERMINAL 3		

Invoice Details

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED]					
WestJet [REDACTED]	663.48	114.25	0.00	0.00	777.73
				Billed to: CA [REDACTED]	
Totals:	663.48	114.25	0.00	0.00	777.73
			Total Credit Card Billing:		777.73
			Balance Due:		0.00

Remarks

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