

AHS Board and Executive Expense Report

Name Jitendra Prasad
Title Chief Program Officer, Contracting, Procurement & Supply Management
Location Edmonton

Expenses submitted during the month of March 2016

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)
Mar-16	Expense Claim	Meetings		62	341	229	632			
Mar-16	Direct Billing	Meetings	969				969			
Total			\$ 969	\$ 62	\$ 341	\$ 229	\$ 1,601	\$ -	\$ -	\$ -

Total for the Month \$ 1,601

Maximum daily single meal expense claimed in the month \$ 21
Maximum daily base hotel rate claimed in the month \$ 154
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 Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
PRASAD, JITENDRA	Chief Program Officer, Contracting, Procurement & Supply Management	Edmonton	632.54

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
3/10/2016	Worked with Staff in the East Lake Office, Calgary		Meals Per Diem	62.35			10-Mar-16 - B/Fast/Luch/ Dinner 11-Mar-16- B/Fast & Lunch	2			
3/10/2016	Traveled from East Lake Office to Delta South Hotel	AB - Other Zones	Taxi	24.61				1			
3/10/2016	Traveled from Delta South Hotel to East Lake Office	AB - Other Zones	Taxi	20.40				1			
3/10/2016	Worked from the CPSM East Lake Office with Contract Coordinators and met with Vendors	AB - Other Zones	Accommodations	341.14				2			
3/11/2016	Traveled from Delta South Hotel to East Lake Office	AB - Other Zones	Taxi	25.00				1			
3/11/2016	Traveled from East Lake Office to Calgary International Airport	AB - Other Zones	Taxi	80.04				1			
3/17/2016	Attended ProcurMed Conference in Montreal	QC	Taxi	25.00				1			
3/19/2016	All Day Parking at Edmonton Airports	AB - Local	Parking - Lot or Parkade	54.00				1			
Approver(s) for the claim		Approval Status		Approval Date							
RHODES, DEBORAH		Approve		31-Mar-16							







DELTA
CALGARY SOUTH

135 Southland Drive S.E Calgary, Alberta, T2J 5X5
Telephone: 403-278-5050 Fax: 403-225-5834

Alberta Health Services
Mr Jitendra Prasad



Room: 
Folio: 
Cashier: 
Arrival: 03-09-16
Departure: 03-11-16

Date	Description	Additional Information	Charges	Credits
03-09-16	Room Charge		154.00	
03-09-16	DMF		4.05	
03-09-16	Tourism Levy		5.56	
03-09-16	Rooms - GST		6.96	
03-10-16	Room Charge		154.00	
03-10-16	DMF		4.05	
03-10-16	Tourism Levy		5.56	
03-10-16	Rooms - GST		6.96	
03-11-16	Visa			341.14

GST Summary	
Registration No:	895126332
Room	13.92
F&B	0.00
Other	19.22
Total	33.14

Total	341.14	341.14
Balance Due	0.00	CDN

Guest Signature: _____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

March 10 and 11th worked from the CPSM
 East Lake Office, Calgary Contract-
 Coordinators and met with vendor Hollister

- 1 -

March 19, 2016
 Taxi from
 East Lake
 Office to the
 Delta South
 Hotel

316 MERIDIAN ROAD SE
 CALGARY, AB T2A 1X2

316 MERIDIAN ROAD SE
 CALGARY, AB T2A 1X2

TERMINAL ID: 524 605 581
 VEHICLE ID: 1165
 DRIVER ID: 881
 GST ACCOUNT #: 021135216
 TRIP NUMBER: 6564704
 PASSENGERS: 1

TERMINAL ID: 314-632 829
 RECEIPT ID: 4827656C
 ARTICLE ID: 1198
 DRIVER ID: 10056
 GST ACCOUNT #: 847785375
 TRIP NUMBER: 6565518
 PASSENGERS: 1

02/10/2016
 START: 07:44 END: 07:53
 DISTANCE: 00:00 MILE: 1

03/19/2016
 START: 11:53 END: 12:07
 DISTANCE: 06:00 RATE: 1

FARE AMOUNT: \$ 19.43

FARE AMOUNT: \$ 20.38

TAX AMOUNT: \$ 0.97

TAX AMOUNT: \$ 1.02
 TIP AMOUNT: \$ 3.21

TOTAL: \$ 20.40

TOTAL: \$ 24.61

TIP AMOUNT: \$

\$20.40

CASH TOTAL: \$

REFERENCE: [REDACTED]
 APPROVAL NUMBER: [REDACTED]

CASH RECEIPT

PASSENGER COPY

THANK YOU
 (403) 295-5999
 WWW.THECHECKERGROUP.COM

THANK YOU
 (403) 295-5999
 WWW.THECHECKERGROUP.COM



Driver # Abdul Car # 223
 To: [REDACTED]
 From: Delta south
 Date: March 11, 2016 Amount: \$ 25.00
 GST# _____

March 11, 2016
 Taxi from the
 Delta South Hotel
 to the East Lake
 Office.

316 BERTHON ROAD SE
CALGARY, AB T2A 1X2

DRIVER ID: 314 632-529
PROGRAM ID: 4327656C
VEHICLE ID: 1198
DRIVER ID: 10056
GST ACCOUNT ID: 997780375
TRIP NUMBER: 6575109
PASSENGERS: 1

05/11/2016
START: 16:39 END: 16:14
DISTANCE: 361.00 RATE: 1

TAX AMOUNT: \$ 66.29

TIP AMOUNT: \$ 3.91
TIP AMOUNT: \$ 10.44

TOTAL = \$ 80.64

PHONE

PHONE NUMBER :

PASSENGER COPY

THANK YOU
(403) 290-9999
WWW.THECHECKERGROUP.COM



March 11, 2016
Traveller from East-Lake
Office to Calgary Int'l.
Airport

\$80.04

March 17 and 18/19, 2016 Travel
to Procumed Conference in Montreal

March 17, 2016
Taxi from Montreal Airport
to the Novotel Hotel

DATE
J/D M/M A/Y
17/03/2016

REÇU DE **TAXI** RECEIPT

MONTANT - AMOUNT
Toutes les taxes incluses
All taxes included 23.00\$

COMMENTAIRES
COMMENTS

N° du permis de travail
Driver's work permit #

(514) 280-6600 N° de vignette

Signature: [Signature]

DUPLICATE

GST# R128599776

Edmonton Airports

Can-T5J 2T2 Edmonton
Tax CodeCA5%

POF 2nd Fl 18/03/16 21:55
Receipt [Redacted]

Nested Parking
Short-term parking tkt
DL/EP - No. 002529
17/03/16 04:59
19/03/16 04:59
Period 2d0h1'
(Tax) \$54.00

Total \$54.00

Payment Received
VISA \$54.00

[Redacted]
Type: Swiped

Sub Total \$51.43
Tax 5% \$2.57

March 17 to
March 19, 2016
All day Parking
at Edmonton
Airports.

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 : Jitendra Prasad	Reporting Period for the Month of : Mar-16
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
11-Mar-2016	Direct Billing	Airline Ticket	Worked from the East Lake Centre Office Mar 10-11 2016	Marlin Travel	195.49
17-Mar-2016	Direct Billing	Airline Ticket	Presented at the ProcurMed conference held in Montreal on Mar 18, 2016	Marlin Travel	259.35
9-May-2016	Direct Billing	Airline Ticket	Presenting at the HSCN conference to be held in Toronto from May 9 to May 11, 2016	Marlin Travel	514.24
	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					\$ 969.08

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915

Branch: [REDACTED]
Agent: [REDACTED]

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: March 9, 2016
Page: 1/2
Our Reference: [REDACTED]
Your Reference: [REDACTED]

INVOICE

For
MR JITENDRA PRASAD
AC [REDACTED]

Friday, March 11, 2016

 **Air**

AIR CANADA
From: CALGARY AB
To: EDMONTON INTL AB
Stops: 0 **Arrival:** 11Mar16
AIR CANADA E
AIR CANADA CONFIRMATION [REDACTED]
TICKET NUMBER [REDACTED]

Flight: 8172 V CLASS
05:55 PM **Equipment:** DH4
06:47 PM

Mile(s) Flown: 163

Cost:

AIR CANADA WEB [REDACTED]	[REDACTED]	-316.02
	Tax:	-74.96
	Ticket Total:	-390.98
AIR CANADA WEB [REDACTED]	[REDACTED]	158.01
	Tax:	37.48
	Ticket Total:	195.49

Total:

Grand Total:	-195.49
Less Credit Card Payments:	-195.49
Credit / Balance Due To This Invoice:	0.00
Total Previous Payments:	390.98
Total Charges Previous Invoices:	390.98
Total Balance Due:	0.00

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915

Branch: [REDACTED]
Agent: [REDACTED]

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: March 15, 2016
Page: 1/2
Our Reference: [REDACTED]
Your Reference: [REDACTED]

INVOICE


For
MR JITENDRA PRASAD
AC [REDACTED]

Thursday, March 17, 2016

 **Air**

AIR CANADA **Flight:** 104 S CLASS
From: EDMONTON INTL AB 06:35 AM **Equipment:** A320
To: MONTREAL-TRUDEAU 01:55 PM **Mile(s) Flown:** 1850
Stops: 1 **Arrival:** 17Mar16
AIR CANADA CONFIRMATION [REDACTED]
TICKET NUMBER [REDACTED]
SEAT 25D

Friday, March 18, 2016

 **Air**

AIR CANADA **Flight:** 171 V CLASS
From: MONTREAL-TRUDEAU 05:30 PM **Equipment:** A320
To: EDMONTON INTL AB 09:45 PM **Mile(s) Flown:** 1850
Stops: 1 **Arrival:** 18Mar16
AIR CANADA CONFIRMATION [REDACTED]
TICKET NUMBER [REDACTED]
SEAT 23C

Cost:

AIR CANADA WEB [REDACTED]	159.60
AIR CANADA WEB [REDACTED]	78.75
AIR CANADA WEB [REDACTED]	21.00

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: March 15, 2016
Page: 2/2
Our Reference: [REDACTED]
Your Reference: [REDACTED]

INVOICE

Total:

Grand Total:	259.35
Less Credit Card Payments:	259.35
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

Business Reasons: Presented at the ProcurMed Conference held in Montreal on March 18, 2016

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915

Branch: [REDACTED]
Agent: [REDACTED]

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: March 22, 2016
Page: 1/2
Our Reference: [REDACTED]

INVOICE

For
MR JITENDRA PRASAD
AC [REDACTED]

Monday, May 9, 2016

 Air

AIR CANADA
From: EDMONTON INTL AB
To: TORONTO PEARSON
Stops: 0 Arrival: 09May16
AIR CANADA CONFIRMATION [REDACTED]
TICKET NUMBER [REDACTED]
SEAT 16C

Flight: 154 G CLASS
03:55 PM Equipment: A320
09:36 PM

Mile(s) Flown: 1671

Wednesday, May 11, 2016

 Air

AIR CANADA
From: TORONTO PEARSON
To: EDMONTON INTL AB
Stops: 0 Arrival: 11May16
AIR CANADA CONFIRMATION [REDACTED]
TICKET NUMBER [REDACTED]
SEAT 16C

Flight: 127 G CLASS
02:40 PM Equipment: A320
04:49 PM

Mile(s) Flown: 1671

Cost:

AIR CANADA WEB [REDACTED]	237.92
AIR CANADA WEB [REDACTED]	126.32
AIR CANADA WEB [REDACTED]	75.00
AIR CANADA WEB [REDACTED]	75.00

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: March 22, 2016
Page: 2/2
Our Reference: [REDACTED]

INVOICE

Total:

Grand Total:	514.24
Less Credit Card Payments:	514.24
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.

Business Reason: Presenting at the HSCN Conference to be held in Toronto
from May 9 to May 11, 2016