

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 2019

			Travel (1)					Working Sessions Hosting and Hospitality		
MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	(3)	Other (4)
Mar-19	P-Card	Meetings				79	79	559		
Mar-19	Direct Billing	Meetings	134				134			
Total			\$ 134	\$ -	\$ -	\$ 79	\$ 213	\$ 559	\$ -	\$ -

**Total for
the Month** \$ 772

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.

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									
PRASAD, JITENDRA	Chief Program Officer, Contracting, Procurement & Supply Management	Edmonton	\$ 638.10									
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance	
2/21/2019	Bus tickets for staff transportation	AB - Local	Bus Transportation	\$ 78.75			A log is kept and tickets are tracked	1				
2/27/2019	HSCN National Healthcare Supply Chain Conference in Ontario	ON	Conference Fees	\$ 559.35				1				
Approver(s) for the claim		Approval Status	Approval Date									
RHODES, DEBORAH		Approve	26-Mar-19									

Train/Bus tickets for
staff business transportation



DW DALLAS PHARMACY INC.

10405 JASPER AVENUE NW, EDMONTON, AB, T5J 1G5
780-670-3690

Feb 21, 2019 11:38 AM

2379 1011 312014 100033 3
3 X ADULT TICKETS 26.25 N X 78.75
SUBTOTAL: 78.75

3 Items TOTAL: \$78.75
MASTERCARD 78.75



Retain Receipt for return within 30 days.
Visit shoppersdrugmart.ca for exclusions.

TYPE : PURCHASE
ACCT : MASTERCARD \$ 78.75
CARD NUMBER: [REDACTED]
DATE/TIME: 19/02/21 11:38:15
REFERENCE #: [REDACTED]
AUTHOR. #: [REDACTED]
MasterCard
[REDACTED]

01/027 APPROVED - THANK YOU
-- IMPORTANT --
Retain This Copy For Your Records
*** CUSTOMER COPY ***

Healthcare Supply Chain Network

Hamilton, ON L9C 3A2

762 Upper James St. - Suite 309

Sales Receipt

Date	Sale No.
2019-02-27	██████████

Sold To
Alberta Health Services

Cheque No.	Payment Method	Project
	PayPal	

Description	Qty	Rate	Amount
Conference Registration - Member Provider 2-Day - Early Bird Rate (Jitendra Prasad)		495.00	495.00
HST (ON) on sales		13.00%	64.35
Total			\$559.35

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 : February 21 to March 20, 2019
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
20-Mar-2019	Direct Billing	Airline Ticket	Met with staff in Calgary East Lake Office West flight Edmonton to Calgary (return)	Marlin Travel	133.84
	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					\$ 133.84

\$133.84

From: [REDACTED]@visiontravel.ca
Sent: Monday, March 18, 2019 4:51 PM
To: [REDACTED]
Subject: Invoice and Itinerary for PRASAD/JITENDRA MR - 20March19 - Vision Travel Locator: [REDACTED]
Attachments: E-Ticket Receipt 1 - NDWZZF - March 20 2019 [REDACTED].pdf



Vision Travel DT Ontario-West Inc
9929 - 108 St.
Edmonton, AB
T5K 1G8
(780) 425-8611 1-866-425-8611

www.visiontravel.ca
GST Reg : 723782728 RT 0001

Invoice/Itinerary

Invoice: [REDACTED] Agency Ref.: [REDACTED] Customer Number: [REDACTED]
Issued: 18 March 2019 Sales Person: [REDACTED] Customer Ref.: [REDACTED]

ALBERTA HEALTH SERVICES
10030 - 107 STREET
EDMONTON AB
T5J 3E4

Passenger(s): PRASAD/JITENDRA MR

Disclaimer: It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.

AIR - Wednesday, March 20 2019 [Add To Calendar](#)

WestJet Flight WS3140 Premium Economy Class

Depart	Edmonton, Alberta Weather Edmonton International Airport 06:00 PM Wednesday, March 20 2019	Arrive	Calgary, Alberta Weather Calgary International Airport 06:56 PM Wednesday, March 20 2019
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Duration: 0 hour(s) and 56 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] PRASAD/JITENDRA MR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
Baggage Allowance: 2 Piece(s)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE

AIR - Friday, March 22 2019

[Add To Calendar](#)

WestJet Flight WS3145 Economy Class

Depart Calgary, Alberta [Weather](#) Arrive Edmonton, Alberta [Weather](#)
Calgary International Airport Edmonton International Airport
04:15 PM Friday, March 22 2019 05:11 PM Friday, March 22 2019

Duration: 0 hour(s) and 56 minute(s) Non-stop
Status: Confirmed - WestJet Booking Reference [REDACTED]
Operated By: WESTJET ENCORE
FF Number: [REDACTED] - PRASAD/JITENDRA MR - please reconfirm at check-in
Online Check In: Available 24 hours prior - [click here](#)
Baggage Allowance: 0 Piece(s)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Change Fee:	[REDACTED]	100.00		0.00	0.00	100.00
Additional Collection:	[REDACTED]	33.84	0.00	0.00	0.00	33.84
	Totals:	133.84	0.00	0.00	0.00	133.84
					Balance Due:	0.00