

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 November 2019

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)
Nov-19	P-Card	Meetings				148	148			
Nov-19	Expense Claim	Meetings		71		301	372			
Nov-19	Direct Billing	Meetings	1,043				1,043			
Total			\$ 1,043	\$ 71	\$ -	\$ 449	\$ 1,563	\$ -	\$ -	\$ -

Total for the Month \$ 1,563

Maximum daily single meal expense claimed in the month \$ 24
 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	\$ 64.14								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/30/2019	Attended APL Meeting in Calgary	AB - Other Zones	Car Rental	\$ 39.14				1			
10/30/2019	Attended APL Meeting in Calgary	AB - Local	Parking - Lot or Parkade	\$ 25.00				1			
Approver(s) for the claim		Approval Status	Approval Date								
RHODES, DEBORAH		Approve	5-Dec-19								



RA #: [REDACTED]

Renter: JITENDRE PRASAD

Color: \$BLUE

Car Class Driven: SCAR

Car Class Charged: ICAR

Mileage out: 35

Mileage in: 76

Mileage: 41

Fuel Out: Full

Fuel In: Full

License [REDACTED]

State/Province: AB

Unit #: [REDACTED]

Vehicle #: [REDACTED]

Charges

	Price/Unit	Total
TIME AND DISTANCE 10/30 - 10/30	1.0 @ \$26.10/DAY	\$26.10*
NO CHARGE DISTANCE 10/30 - 10/30	0.0 @ \$0.00/DISTANCE	\$0.00*
AIRPORT FACILITY CHARGE \$6/DAY	1.0 @ \$6.00/DAY	\$6.00*
CONCESSION FEE RECOVERY 15.61 PCT	15.6100%	\$4.22*
VLF REC 0.96/DAY	1.0 @ \$0.96/DAY	\$0.96*
GOODS AND SERVICES TAX	5.0000%	\$1.86
	Total Charges:	\$39.14

Charge To: MASTERCARD [REDACTED]

* Taxable Items
Subject to Audit
Customer Service Number 1-800-445-5664
2019-10-30 13:44:07

ALGNS APL mtg. October 30, 2019
in Calgary.

GST# R128599776

Edmonton Airports

Can-T53 2T2 Edmonton
Tax Code CA5%

P2 South C 30/10/19 17:21
Receipt [REDACTED]

Short-term parking tkt

HL - No. 002632

30/10/19 06:12

30/10/19 17:21

Period 0d11h10'

(Tax)

\$25.00

Total

\$25.00

Payment Received

MC

[REDACTED]
\$25.00

Type: Swiped

Sub Total

\$23.81

Tax 5%

\$1.19

BARCODE - 1/1

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
PRASAD, JITENDRA	Chief Program Officer, Contracting, Procurement & Supply Management	Edmonton	\$ 300.98								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
10/24/2019	Attended APL Meeting in Calgary		Mileage-Other	\$ 300.98	SSP 10030 107 Street, Edmonton	3535 Research Road, Northwest, Calgary		1			596
Approver(s) for the claim		Approval Status		Approval Date							
RHODES, DEBORAH		Approve		9-Dec-19							

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
PRASAD, JITENDRA	Chief Program Officer, Contracting, Procurement & Supply Management	Edmonton	\$ 71.50								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
11/3/2019	Attended HealthPRO CCAC Meeting in Toronto, November 3 to 5, 2019.	ON	Meals Per Diem	\$ 47.50				1			
11/5/2019	Attended HealthPRO CCAC Meeting in Toronto, November 3 to 5, 2019.	ON	Meals Per Diem	\$ 24.00				1			
Approver(s) for the claim		Approval Status	Approval Date								
RHODES, DEBORAH		Approve	5-Dec-19								

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 : Nov-19
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
2-Oct-2019	Direct Billing	Airline Ticket	Attended APL Meeting in Calgary- light from Edmonton to Calgary on Oct 30 and return on same day	Vision Travel	\$577.42
30-Oct-2019	Direct Billing	Airline Ticket	Attended APL Meeting in Calgary- light from Edmonton to Calgary on Nov 13 and return on same day - [REDACTED]	Vision Travel	\$465.62
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
	Direct Billing	Airline Ticket		Vision Travel	
Total Paid in the Month					\$ 1,043.04

Monica Baptiste

From: [REDACTED]
Sent: Wednesday, December 04, 2019 2:38 PM
To: [REDACTED]
Subject: Invoice and Itinerary for PRASAD/JITENDRA MR - 30October19 - Vision Travel Locator:
[REDACTED]

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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]
Issued: 23 October 2019

Agency Ref.: [REDACTED]
Sales Person: [REDACTED]

Customer Number: [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 Passenger Protection Regulations:

As of July 15, 2019, airlines will be required to meet new obligations concerning communication, denied boarding, tarmac delay, baggage and the transportation of musical instruments. For more information visit : <https://rppa-appr.ca>

WS : www.westjet.com/canadian-passenger-rights

AIR - Wednesday, October 30 2019 (Flown)[Add To Calendar](#)**WestJet Flight WS3145 Economy Class**

Depart	Calgary, Alberta Weather Calgary International Airport 04:15 PM Wednesday, October 30 2019	Arrive	Edmonton, Alberta Weather Edmonton International Airport 05:13 PM Wednesday, October 30 2019
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Duration: 0 hour(s) and 58 minute(s) Non-stop
 Status: Confirmed - WestJet Booking Reference: [REDACTED]
 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)

AIR - Wednesday, October 30 2019 (Flown)[Add To Calendar](#)**WestJet Flight WS242 Premium Economy Class**

Depart	Edmonton, Alberta Weather Edmonton International Airport 07:30 AM Wednesday, October 30 2019	Arrive	Calgary, Alberta Weather Calgary International Airport 08:31 AM Wednesday, October 30 2019
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Duration: 1 hour(s) and 1 minute(s) Non-stop
 Status: Confirmed - WestJet Booking Reference: [REDACTED]
 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**CAR - Wednesday, October 30 2019**[Add To Calendar](#)**Alamo Rent A Car - Intermediate 2/4 Door - Auto**

Pick Up	Calgary Intl Arpt Terminal 2000 Airport Road NE Calgary T2E6W5, AB; Tel: +1 (833) 619-3653 09:00 AM Wednesday, October 30 2019	Drop Off	Calgary Intl Arpt Terminal 2000 Airport Road NE Calgary T2E6W5, AB; Tel: +1 (833) 619-3653 05:00 PM Wednesday, October 30 2019
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Status: Confirmed - booking reference [REDACTED]
 Rate Plan: 0 Days, 8 Hours CAD KM Extra KM's
 Daily 26.10 UNL 0.00
 Approx Total Price 39.14

AIR - Wednesday, October 30 2019 (Flown)[Add To Calendar](#)**WestJet Flight WS3229 Economy Class**

Depart	Calgary, Alberta Weather Calgary International Airport 06:15 PM Wednesday, October 30 2019	Arrive	Edmonton, Alberta Weather Edmonton International Airport 07:13 PM Wednesday, October 30 2019
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Duration: 0 hour(s) and 58 minute(s) Non-stop
 Status: Cancelled - WestJet Booking Reference [REDACTED]
 FF Number: [REDACTED] - PRASAD/JITENDRA MR - please reconfirm at check-in
 Online Check In: Available 24 hours prior - [click here](#)

Remarks: PLEASE CHECK IN WITH WESTJET ENCORE

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: WestJet	[REDACTED]	478.46	98.96	0.00	0.00	577.42
					Billed to: [REDACTED]	
Totals:		478.46	98.96	0.00	0.00	577.42
					Balance Due:	0.00

Monica Baptiste

From: [REDACTED]
Sent: Wednesday, December 04, 2019 2:36 PM
To: [REDACTED]
Subject: Invoice and Itinerary for PRASAD/JITENDRA MR - 13November19 - Vision Travel
Locator: [REDACTED]

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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]
Issued: 30 October 2019

Agency Ref.: [REDACTED]
Sales Person: [REDACTED]

Customer Number: [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.

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WS : www.westjet.com/canadian-passenger-rights

AIR - Wednesday, November 13 2019

[Add To Calendar](#)

WestJet Flight WS242 Economy Class

Depart	Edmonton, Alberta Weather Edmonton International Airport 07:30 AM Wednesday, November 13 2019	Arrive	Calgary, Alberta Weather Calgary International Airport 08:31 AM Wednesday, November 13 2019
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Duration: 1 hour(s) and 1 minute(s) Non-stop
 Status: Confirmed - WestJet Booking Reference: [REDACTED]
 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

AIR - Wednesday, November 13 2019

[Add To Calendar](#)

WestJet Flight WS3229 Economy Class

Depart	Calgary, Alberta Weather Calgary International Airport 06:15 PM Wednesday, November 13 2019	Arrive	Edmonton, Alberta Weather Edmonton International Airport 07:13 PM Wednesday, November 13 2019
---------------	---	---------------	---

Duration: 0 hour(s) and 58 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)

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number WestJet	[REDACTED]	366.66	98.96	0.00	0.00	465.62
					Billed to: [REDACTED]	
	Totals:	366.66	98.96	0.00	0.00	465.62
					Total Credit Card Billing:	465.62
					Balance Due:	0.00