

AHS Board and Executive Expense Report

Name: Lori Anderson
Title: Chief Zone Officer Central Zone
Location: Calgary
 Expenses approved during the month of June 2023

			Travel (1)					Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel			
Jun-23	P-Card	Meetings				14	14			
	Expense Claim	Meetings					-			
Jun-23	Direct Bill	Meetings	558				558			
Total			\$ 558	\$ -	\$ -	\$ 14	\$ 572	\$ -	\$ -	\$ -

Total for the Month \$ 572

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.

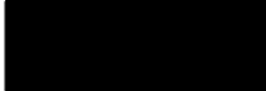
Car allowance and any other employment benefits reported in the annual financial statements are excluded from this report

AHS Executive Expenses Report P-Card

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total								
ANDERSON, LORI	Chief Zone Officer Central Zone	Calgary	\$ 14.25								
Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
5/18/2023	Retirement event for Margaret Fullerton at Alberta Children's Hospital	AB - Local	Parking - Lot or Parkade	\$ 14.25				1			
Approver(s) for the claim	Approval Status	Approval Date									
GORDON, DEBORAH A	Approve	23-Jun-23									

RECEIPT
Alberta Children's
Hospital

License Plate Number



Expiration Date/Time

11:37 AM
MAY 19, 2023

Purchase Date/Time: 11:37am May 18, 2023

Total Due: \$14.25 Rate: \$14.25 - 24 Hours

Total Paid: \$14.25 Pmt Type: CC (Swipe)

Ticket #:

S/N #:

Setting:

Mach Name:

MasterCard

Auth #:

www.ahs.ca

Do Not Place On Dash!

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 : Lori Anderson	Reporting Period for the Month of : Jun-23
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
27-Apr-23	Direct Billing	Airline Ticket	May 11, 2023 Flight (Calgary - Edmonton) for May 12, 2023 in person Liability & Property Insurance Plan Board meeting in Edmonton.	Vision Travel DT Ontario-West Inc	\$390.88
27-Apr-23	Direct Billing	Airline Ticket	May 12, 2023 Flight (Edmonton - Calgary) for May 12, 2023 in person Liability & Property Insurance Plan Board meeting in Edmonton.	Vision Travel DT Ontario-West Inc	\$167.12
	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					\$ 558.00

Invoice/Itinerary

Invoice [REDACTED]
Issued: 27 April 2023
ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Agency Ref. [REDACTED]
Sales Person [REDACTED]
Passenger(s):

Customer Number [REDACTED]
Customer Ref.: N/A
ANDERSON/LORI MS

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 - Thursday, May 11 2023		Add To Calendar	
WestJet Flight	[REDACTED]	Premium Economy Class	
Depart	Calgary, Alberta Weather Calgary International Airport 04:00 PM Thursday, May 11 2023	Arrive	Edmonton, Alberta Weather Edmonton International Airport 04:53 PM Thursday, May 11 2023
Duration:	0 hour(s) and 53 minute(s) Non-stop		
Status:	Confirmed - WestJet Booking Reference: [REDACTED]		
Operated By:	WESTJET ENCORE		
Online Check In:	Available 24 hours prior - click here		
Baggage Allowance:	2 Piece(s)		
Remarks:	PLEASE CHECK IN WITH WESTJET ENCORE		

Invoice Details

Transaction Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number: [REDACTED]					
WestJet [REDACTED]	332.76	58.12	0.00	0.00	390.88
				Billed to [REDACTED]	
Totals:	332.76	58.12	0.00	0.00	390.88
			Total Credit Card Billing:		390.88
			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/

--- WS AIRPORT ARRIVAL TIMES ---

SEVERAL AIRPORTS ACROSS WESTJETS NETWORK ARE EXPERIENCING
AN INCREASE IN PROCESSING TIMES RESULTING IN LONG LINEUPS
THROUGH CHECK-IN AND SECURITY.

TO SUPPORT A STRESS-FREE AND SAFE JOURNEY
PLEASE ADVISE YOUR CLIENTS TO ARRIVE EARLY TO ENSURE
THEY HAVE PLENTY OF TIME BEFORE DEPARTURE.

AS A REMINDER THE RECOMMENDED CHECK-IN TIMES AS
OUTLINED ON WESTJET.COM ARE AS FOLLOWS

DOMESTIC TRAVEL ARRIVE 120 MINUTES BEFORE DEPARTURE

THIS IS AN ELECTRONIC TICKET VALID ONLY ON ISSUING AIRLINE

Invoice/Itinerary

Invoice [REDACTED]
Issued: 27 April 2023
ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB
T5J 3E4

Agency Ref. [REDACTED]
Sales Person [REDACTED]

Customer Number [REDACTED]
Customer Ref.: N/A
Passenger(s): ANDERSON/LORI MS

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AIR - Friday, May 12 2023		Add To Calendar	
Air Canada Flight	[REDACTED]	Economy Class	
Depart	Edmonton, Alberta Weather Edmonton International Airport 02:40 PM Friday, May 12 2023	Arrive	Calgary, Alberta Weather Calgary International Airport 03:32 PM Friday, May 12 2023
Duration:	0 hour(s) and 52 minute(s) Non-stop		
Status:	Confirmed - Air Canada Booking Reference: [REDACTED]		
Operated By:	AIR CANADA EXPRESS - JAZZ		
Online Check In:	Available 24 hours prior - click here		
E Upgrade:	For Eligible Flight - Aeroplan Members click here		
Baggage Allowance:	0 Piece(s)		
Remarks:	PLEASE CHECK IN WITH AIR CANADA EXPRESS JAZZ		

Invoice Details						
Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number	[REDACTED]					
Air Canada	[REDACTED]	125.00	42.12	0.00	0.00	167.12
					Billed to [REDACTED]	
Totals:		125.00	42.12	0.00	0.00	167.12
				Total Credit Card Billing:		167.12
				Balance Due:		0.00