

## **AHS Board and Executive Expense Report**

Name Mauro Chies

Title VP Clinical Support Services

**Location** Edmonton

Expenses submitted during the month of November 2017

							Travel (1)						
MMM-YY	Source Document	Purpose	Ai	rfare	Mea	ıls	Accommodation	n	Other Travel	Fotal ravel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Nov-17	Direct Billing	Meetings		1,343						1,343			
Total			\$	1,343	\$	-	\$	- \$	-	\$ 1,343	\$	- \$ -	\$ -

Total for

the Month \$ 1,343

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.

#### 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.



# **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	on for this reporting period:		TES	
Name :	Mauro Chies	Reporting Period for the	Month of :	Nov-17	

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amo	ount Paid
31-Oct-2017	Direct Billing	Airline Ticket	Flight to Calgary from Edmonton (return) to attend Infection Prevention and Control Face to Face Staff Meeting (Nov 1)	Marlin Travel		435.48
24-Nov-2017	Direct Billing	Airline Ticket	Flight to Calgary to attend the Quality, Safety and Outcomes Improvement Executive Committee (Nov 29). Flight to Medicine Hat to attend SZE Laboratory Transition Appreciation Lunch (Nov 30).	Marlin Travel		576.81
22-Nov-2017	Direct Billing	Airline Ticket	Flight from Medicine Hat after attending SZE Laboratory Transition Appreciation Lunch (Nov 30).	Marlin Travel		330.46
Total Paid in the	Month				\$	1,342.75

Travel Mov 1 1/2

Traveler

Passenger Name: CHIES, MAURO MR

**Reservation Number:** 

Ticket Issue Date: October 31, 2017

**Tour Code:** 

Remarks:

**Agency Details** 

Agency Information:

Agency Phone:

MARLIN TRAVEL

780 425-8611 MARLIN TRAVEL 60-87935-

9929 - 108Th.Street Government Centre 0/-TONI

Edmonton, AB T5K 1G8

Canada

marlin 💢 trave

Flight - WestJet (WS) - 238 - November 02, 2017

Confirmation Number:

Status: Confirmed Fare Basis: BAL

Depart:

Arrive:

Class Of Service:

Edmonton Intl Arpt (YEG) Edmonton

Calgary Intl Arpt (YYC)

Economy

Calgary 6:30 AM 7:28 AM

Carry-On: 1 Piece Plan

Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

Baggage Allowance:

1 Piece Plan

Bag 1 - NO FEE UPTO50LB/23KG AND UPTO62LI/158LCM Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM

Applies to: YEA - YYC

Flight - WestJet (WS) - 3145 - November 02, 2017

Confirmation Number:

Status: Confirmed

Fare Basis: BAL

Economy

Class Of Service:

\*Operated by: WESTJET ENCORE

Depart:

Calgary Intl Arpt (YYC)

Calgary 4:15 PM Arrive:

Edmonton

Edmonton Intl Arpt (YEG)

5:10 PM

Carry-On:

Bag 1 - NO FEE CARRYON HAND BAGGAGE ALLOWANCE

Baggage Allowance:

1 Piece Plan

Bag 1 - NO FEE UPTO50LB/23KG AND UPTO62LI/158LCM Bag 2 - 35.00 CAD UPTO50LB/23KG AND UPTO62LI/158LCM

Applies to: YYC - YEA

**Fare Information** 

Form Of Payment

Fare:

CAD 336.52

Taxes and Carrier-imposed fees:

CAD 14.96 CA CAD EXEMPT XG CAD 84.00 XT

Total:

CAD 435.48

**Endorsement Information:** 

NONREF - FEE FOR CHG-CXLAB HEALTH SERVICES COF

Fare Calculation:

2NOV YEA WS YYC 168.26WS YEA 168.26CAD336.52END XT 60.00SQ 24.00YQ

Traveler

Passenger Name: CHIES, MAURO MR -Ticket Number:

servation Number:

Issue Date: October 31, 2017

**Agency Details** 

Agency Information:

Agency Phone:

MARLIN TRAVEL

780 425-8611 MARLIN TRAVEL 60-87935-

9929 - 108Th.Street Government Centre 0/-TONI Edmonton, AB T5K 1G8

Canada

marlin🌣 travel

**Fare Information** 

Fare:

CAD 336.52

Taxes and Carrier-imposed fees:

CAD 14.96 CA CAD EXEMPT XG CAD 84.00 XT

Total Airfare:

CAD 435.48

Amount Charged:

CAD 435.48

Travel Nov28-29



#### Invoice

ALBERTA HEALTH SERVICES
ALBERTA HEALTH SERVICES
Booking Date:
24 Nov 17

Client:
EDMONTON AB
T5J 3E4

File Locator:

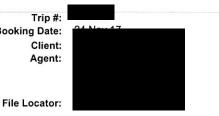
PASSENGERS: MR MAURO CHIES

REFERENCE/ DESCRIPTION	ION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL	L
AIR CANADA Ticket #		1		501.85	0.00	\$0.00	74.96	0.00	576.81	CAD
INTEGRA AIR Confirma	ation #	also	as (south)	330.46	0.00	\$0.00	0.00	0.00	330.46	CAD
		1 -	Total:	832.31	0.00	0.00	74.96	0.00	907.27	CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form	of Payment			Amount	
		11/24/2017								CAD
		11/24/2017							576.81	
		11/24/2017	AHS						330.46	CAD
							Total Pa	ayment:	907.27	CAD
					ı	Balance Du	e CAD Cu	rrency	0.00	CAD
				Total GS	ST	0.00	Tota	al HST	\$0.00	Ì

CORPORATE UNIT 101
REASON FOR TRAVEL ZONE LAB EVENT

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

Trip #: **Booking Date:** Client: Agent:



## MY ITINERARY

**Passengers** 

Citizenship

**Required Travel Documents** 

MAURO CHIES

Not Specified

Not Specified

All passengers need to ensure that correct documentation requirements are met for entry to the applicable destinations as well as for their return to Canada



AIR

MAURO CHIES

**Booking Date:** File Locator/Ticket #: 24 Nov 17

Passengers:

**EDMONTON INTL** 

Departing on:

29 Nov 17

From: To:

CALGARY INTL

Returning on:

30 Nov 17



AIR

MAURO CHIES

**Booking Date:** 

24 Nov 17

File Locator/Ticket #:

Airline

**Terminal** То

Class/Seat Stops

AIR CANADA

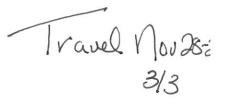
Passengers:

Flight 08133

From

**EDMONTON INTL** 29 Nov 17 6:50AM

**CALGARY INTL** 29 Nov 17 7:44AM VI



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

Booking Date: 24 Nov 17

Client: Agent:

File Locator:



## AIR

Passengers:	MAURO CHIES			Booking Date: File Locator/Ticket #:	24 Nov 17	
Airline	Flight	From	Terminal	То	Class/Seat	Stops
AIR CANADA	07229	CALGARY INTL 30 Nov 17 9:10AM		MEDICINE HAT 30 Nov 17 10:08AM	W/	
	00603	MEDICINE HAT 30 Nov 17 4:30PM		EDMONTON INTL 30 Nov 17 5:45PM	Υ/	

Travel Nov 30

@marlintravel.ca>

Sent: Wednesday, November 22, 2017 12:40 PM

To: Loralee Fahy

**Subject:** Your Ticketless Itinerary - Integra Air CHIES, MAURO

Importance: High

Categories: Action Needed

## Passenger Itinerary for CHIES, MAURO

Itinerary www.integraair.com

Please print/retain this page for your records. Thank you for choosing Integra Air.

×

**Customer Care** 

Toll Free 1-877-213-8359 Local 403-381-UFLY (8359)

**Booking Information** 

- Booking Reference/Locator#:

- Booked On: 11/22/2017 12:39

<u>Passenger</u>

Name: CHIES, MAURO

Phone #

Contact

Name: MARLIN TRAVEL\_GOVERNMENT CENTRE GSTEX

Form of Payment: MASTERCARD

Flight Information

FLIGHT	FROM	то	DEPART	ARRIVE	STATUS
603	Medicine Hat (YXH)	Edmonton (YEG)	11/30/2017 16:30	17:45	CONFIRMED

## **Notes**

**Fare Summary** 

Fare \$277
Taxes, Fees and Charges
Nav Canada Surcharge \$12
Security Fee \$7
Security Fee \$7
Other Charges \$34
Subtotal \$330
300000 <b>3330</b>
GST(100411966RG0001) \$0
Total - CAD \$330
Balance Due \$0

## **Terms and Condition**