

AHS Board and Executive Expense Report

Name Nancy Guebert
Title Chief Program Officer Cancer Control Alberta
Location Calgary
 Expenses submitted during the month of December 2017

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)
Dec-17	P-Card	Meetings			637	632	1,269			
Dec-17	Direct Billing	Meetings	285				285			
Total			\$ 285	\$ -	\$ 637	\$ 632	\$ 1,554	\$ -	\$ -	\$ -

Total for the Month \$ 1,554

Maximum daily single meal expense claimed in the month

Maximum daily base hotel rate claimed in the month \$ 189

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									
GUEBERT, NANCY COLLEEN	Chief Program Officer, Cancer Control Alberta	Calgary	\$ 1,268.78									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
11/23/2017	Attend SCN mtg and CCA SMD Interviews in Edmonton		AB - Local	Parking - Lot or Parkade	\$ 29.35			Parking at airport	1			
11/23/2017	Attend SCN mtg and CCA SMD Interviews		AB - Local	Taxi	\$ 75.90	YEG Airport	Sunlife offices	Transportation from airport to meeting location	1			
11/23/2017	Attend SCN mtg and CCA SMD Interviews		AB - Local	Taxi	\$ 75.90	Sunlife Office	YEG Airport	Taxi from meeting location to airport	1			
12/4/2017	Attend CIHR Reward Success AB Review Panel		AB - Local	Taxi	\$ 75.90	YEG Airport	Sutton Place Hotel	Taxi from airport to overnight accommodations	1			
12/4/2017	Attend CIHR Reward Success AB Review Panel		AB - Local	Taxi	\$ 42.78	Tom Baker Cancer	YYC Airport	Taxi from TBCC to airport	1			
12/5/2017	Attend 1:1/ ACF CEO and ACF Board Meeting		AB - Local	Accommodations	\$ 636.57			Attended 3 days of required in person meetings in Edmonton	3			
12/8/2017	Attend external review mtgs at CCI		AB - Local	Taxi	\$ 15.41	Westin Hotel	Cross Cancer Institute	Taxi from hotel to meeting location	1			
12/9/2017	Attend inperson meetings in Edmonton		AB - Local	Taxi	\$ 59.92	YYC Airport	Home in SW Calgary	Taxi from airport to home	1			
12/9/2017	Cancer PAC Friday/Saturday meetings		AB - Local	Taxi	\$ 75.90	Sandman Edmonton South	YEG Airport	Taxi from mtg location to airport	1			
12/12/2017	Attend in person 1:1 and DYAD meetings		AB - Local	Taxi	\$ 75.90	YEG Airport	Cross Cancer Institute	Taxi from airport to meeting location	1			
12/12/2017	Attend in person 1:1 and DYAD meetings		AB - Local	Taxi	\$ 75.90	CCI	YEG Airport	Taxi from meeting location to airport	1			
12/12/2017	Attend in person 1:1 and DYAD meetings in Edmonton		AB - Local	Parking - Lot or Parkade	\$ 29.35			Parking personal vehicle at YYC airport	1			
Approver(s) for the claim		Approval Status		Approval Date								
BELANGER, FRANCOIS		Approve		27-Dec-17								

YYC PARKING
TO ATTEND INTERVIEWS IN
EDMONTON

YYC AIRPORT → SUNLIFE
CCA SCM MEETING

SUNLIFE → YYC AIRPORT
SCM MTG & CCA SMD
INTERVIEWS

RECEIPT
GST NO. R122556194

TKT NO [REDACTED]
POF: C52
IN: 11/23/17 07:47
OUT: 11/23/17 19:32
PAID: \$ 29.35 ✓
DURATION: 0 11: 45
(GST INCLUDED)

MASTERCARD

YOU HAVE 10 MIN.
TO EXIT

FlyYYC

YYC CALGARY
INTERNATIONAL
AIRPORT

PRESTIGE TRANSPORTATION
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/11/23
TIME 5574 12:21:06
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL

\$75.90

MasterCard



APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000
GOPRESTIGE.CA
GST 862184769

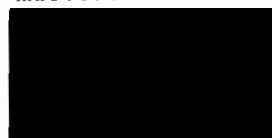
PRESTIGE TRANSPORTATION
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/11/23
TIME 0907 17:44:27
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL

\$75.90

MasterCard



APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000
GOPRESTIGE.CA
GST 862184769

2017 DECEMBER CARD

N. GUEBERT

①

~~467~~ Airport → Sutton Place Hotel
CIHR Renard AB Review Panel

Westin Hotel → CCI
Attend CCA External
Review of Supportive Care

Pcard
PRESTIGE TRANSPORTATION
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/12/04
TIME 4464 18:39:55
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL

\$75.90

MasterCard

APPROVED

AUTH# [REDACTED]
THANK YOU

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IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000
GOPRESTIGE.CA
GST 862184769

ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299 1111
CAR#303

SALE

END [REDACTED]
ID [REDACTED] REF# [REDACTED]
Batch [REDACTED] SEQ [REDACTED]
12/04/17 14:59:23
APPR CODE [REDACTED]
MASTERCARD

AMOUNT \$37.20
TIP \$5.58
TOTAL \$42.78

00 - APPROVED - 001

MasterCard

THANK YOU

CUSTOMER COPY

TBCC → Yyc Airport

Pcard
GREATER EDMONTON TAXI
SERVICE
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/12/08
TIME 6593 09:49:08
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$13.40
TIP \$2.01
TOTAL

\$15.41

MasterCard

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

YELLOW CAB 780.462.3456
BARREL TAXI 780.489.7777
EDMTAXI.COM
GST 100403070

Westin to CCI

W/GILBERT (2)

ACCOMMODATIONS - DEC 5-7TH

CIHR REWARD SUCCESS PANEL / 1:1 MTGS DAVID DYER / ACF CEO MTG / ACF BOARD MTG

The Westin Edmonton
10135 100 St
Edmonton, AB T5J 0N7
Canada
Tel: 780-426-3636 Fax: 780-428-1454

WESTIN®
HOTELS & RESORTS

Nancy Guebert
Alberta Health Services li

Page Number : 1 Invoice Nbr :
Guest Number :
Folio ID :
Arrive Date : 05-DEC-17 15:07
Depart Date : 08-DEC-17 09:35
No. Of Guest : 1
Room Number :
Club Account :

Tax Invoice

Tax ID : 815461330RT0001

The Westin Edmonton DEC-08-2017 09:40

Date	Reference	Description	Charges (CAD)	Credits (CAD)
05-DEC-17		Room Charge	189.00	
05-DEC-17		GST	9.73	
05-DEC-17		Destination Marketing Fee	5.67	
05-DEC-17		Tourism Levy	7.79	
06-DEC-17		Room Charge	189.00	
06-DEC-17		GST	9.73	
06-DEC-17		Destination Marketing Fee	5.67	
06-DEC-17		Tourism Levy	7.79	
07-DEC-17		Room Charge	189.00	
07-DEC-17		GST	9.73	
07-DEC-17		Destination Marketing Fee	5.67	
07-DEC-17		Tourism Levy	7.79	
08-DEC-17		Mastercard		-636.57

Approve EMV Receipt for MC IN Verified

Application Label:MasterCard

Continued on the next page

N. GUEBERT (3)

SANDMAN EDMONTON SOUTH →
YES AIRPORT
SATURDAY CANCER PAC MTS

YES AIRPORT → CCI
(1:1 HATT PARLIAMENT / CCA SEN
DYAD MTS / 2:1 DR. BEZANGER

Pcard
PRESTIGE TRANSPORTATION
10135 31 AVE NW
EDMONTON AB
CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/12/09
TIME 6402 14:18:42
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]
PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL
\$75.90

MasterCard
[REDACTED]

APPROVED
AUTH# [REDACTED]
THANK YOU
CARDHOLDER COPY
IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS
PRESTIGE 780.463.5000
GOPRESTIGE.CA
GST 862184769

Pcard
ASSOCIATED CAB
ALLIED LIMOUSIN
307-41 AVENUE NE
CALGARY AB T2E 2N4
(403) 299-1111
CAR#1615
SALE
MID [REDACTED]
TID [REDACTED] REF# [REDACTED]
Batch #: [REDACTED] SEQ: [REDACTED] 17:02:27
12/09/17
APPR CODE [REDACTED]
MASTERCARD [REDACTED]
AMOUNT \$52.10
TIP \$7.82
TOTAL \$59.92
00 - APPROVED - 001

MasterCard
[REDACTED]
THANK YOU
CUSTOMER COPY

YES AIRPORT → HOME
SW CALGARY

Pcard
PRESTIGE TRANSPORTATION
10135 31 AVE NW
EDMONTON AB
CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/12/12
TIME 2405 12:48
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]
PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL
\$75.90

MasterCard
[REDACTED]

APPROVED
AUTH# [REDACTED]
THANK YOU
CARDHOLDER COPY
IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS
PRESTIGE 780.463.5000
GOPRESTIGE.CA
GST 862184769

YES AIRPORT (5)

CCI → YES AIRPORT

REVENUE FLIGHT

Pcard

PRESTIGE TRANSPORTATION
10135 31 AVE NW
EDMONTON AB

CARD [REDACTED]
CARD TYPE MASTERCARD
DATE 2017/12/12
TIME 2466 08:58:47
INVOICE # [REDACTED]
RECEIPT NUMBER [REDACTED]

PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL

\$75.90

MasterCard

APPROVED

AUTH# [REDACTED]
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000
GOPRESTIGE.CA
GST 862184769

YYC PARKING DEC. 12TH
EDMONTON NUGS (FREE TO FACE
1:1 / SEN DYAD)

RECEIPT
GST NO. R122556194

TKT NO [REDACTED]
POF: C50
IN: 12/12/17 05:55
OUT: 12/12/17 20:18
PAID: \$ 29.35 ✓
DURATION: 0 14: 23
(GST INCLUDED)

MASTERCARD

YOU HAVE 10 MIN.
TO EXIT

Pcard
FlyYYC YYC CALGARY INTERNATIONAL AIRPORT

N. GUEBERT (6)

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 :	Nancy Guebert	Reporting Period for the Month of :	Nov 21 2017 to Dec 20, 2017
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
08-Dec-17	Direct Billing	Airline Ticket	Travel YYC to YEG to attend in person with Cancer SCN Jan 3, 2018	Marlin Travel	284.96
Total Paid in the Month					\$ 284.96

**Invoice**

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

Trip #: [REDACTED]
Booking Date: 08 Dec 17
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

PASSENGERS: MS NANCY GUEBERT

REFERENCE/ DESCRIPTION	FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket # [REDACTED]	210.00	0.00	\$0.00	74.96	0.00	284.96 CAD
Total:	210.00	0.00	0.00	74.96	0.00	284.96 CAD

PAYMENTS	Invoice #	Payment Date	Card Holder	Form of Payment	Amount
	[REDACTED]	12/08/2017		[REDACTED]	284.96 CAD
				Total Payment:	284.96 CAD

Balance Due CAD Currency 0.00 CAD

Total GST 0.00 Total HST \$0.00

CORPORATE UNIT 101
REASON FOR TRAVEL ELT

AIR FLIGHT ACCIDENT INSURANCE IS PROVIDED AT NO COST TO OUR CLIENTS FOR THE PRINCIPAL SUM \$100000
UNDER GROUP POLICY GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
***** AFTER HOURS EMERGENCY HELP DESK WITHIN CANADA OR UNITED
STATES CALL ...1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT...303 801 2147 PLEASE QUOTE ACCESS
CODE 2EC0 ***** **PLEASE REVIEW YOUR ITINERARY FOR ACCURACY**
PLEASE INFORM US WITHIN ONE BUSINESS DAY SHOULD YOU FIND ANY DISCREPANCIES. DEPENDING ON THE
NATURE OF THE DISCREPANCY COSTS ASSOCIATED WITH MAKING CORRECTIONS MAY BE YOUR RESPONSIBILITY -----
---AIR CANADA RULES----- TICKET IS NON REFUNDABLE CHANGES PERMITTED UP TO 2 HOURS PRIOR TO FLIGHT
TIME CHANGE FEES PLUS ANY FARE INCREASE WILL APPLY 24HOURS IN ADVANCE GO TO WWW.AIRCANADA.COM TO
CHECK IN AND PRINT YOUR BOARDING PASS. ----- *****PLEASE NOTE CHECKIN
TIMES***** **DOMESTIC FLIGHTS--CHECKIN 90 MINUTES PRIOR **DOMESTIC COUNTER WILL CLOSE 45
MINUTES PRIOR

GOVERNMENT CENTRE
MAIN FLOOR, 9929- 108TH ST, EDMONTON, AB T5K1G8
Tel : 780 425 8611

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

Trip #: [REDACTED]
Booking Date: 08 Dec 17
Client: [REDACTED]
Agent: [REDACTED]

File Locator: [REDACTED]

MY ITINERARY

Passengers	Citizenship	Required Travel Documents
NANCY GUEBERT	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

Passengers: NANCY GUEBERT

Booking Date: 08 Dec 17
File Locator/Ticket #: [REDACTED]

Airline	Flight	From	Terminal	To	Class/Seat	Stops
AIR CANADA	08130	CALGARY INTL 03 Jan 18 7:15AM		EDMONTON INTL 03 Jan 18 8:13AM	A/	
AIR CANADA	08149	EDMONTON INTL 03 Jan 18 3:25PM		CALGARY INTL 03 Jan 18 4:19PM	A/	