

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 2018

							Travel (1)						
MMM-YY	Source Document	Purpose	A	irfare	,	Meals	Accommodation	Ot! Tra		Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
		•											
Dec-18	P-Card	Meetings							468	468			
Dec-18	Expense Claim	Meetings				71			126	197			
Dec-18	Direct Billing	Meetings		2,034						2,034			
Total			\$	2,034	\$	71	\$ -	\$	594	\$ 2,699	\$ -	\$ -	\$ -

Total for

the Month \$ 2,699

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									
GUEBERT, NANCY COLLEEN	Chief Program Officer, Cancer Control Alberta	Calgary	\$ 467.55									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
12/6/2018	Attend Edmonton Mtgs & Luncheon	Christmas	AB - Other Zones	Taxi	\$ 75.90	YEG	Sunlife	Transportation from YEG to meeting location	1			
12/6/2018	Attend Edmonton mtgs & S Christmas Lunch	Staff	AB - Other Zones	Taxi	\$ 75.90	Sunlife	YEG	Transportation to airport	1			
12/6/2018	Attend Edmonton mtgs & S Christmas Lunch	Staff	AB - Other Zones	Parking - Lot or Parkade	\$ 29.35			Personal vehicle parked at YYC	1			
12/14/2018	Attend CancerPAC mtgs De	ec 14/15	AB - Other Zones	Taxi	\$ 75.90	YEG	Sunlife	Transportation from airport to office	1			
12/15/2018	Attend CancerPAC mtgs Dec 14/15		AB - Other Zones	Taxi	\$ 75.90	Sandman Signature South	YEG	Transportation to airport from mtg venue	1			
12/15/2018	Attend CancerPAC mtgs in Dec 14/15	Edmonton	AB - Other Zones	Parking - Lot or Parkade	\$ 58.70			Parking of personal vehicle at airport	1			
12/19/2018	Attend Edmonton mtgs - C DYAD, Quality Practice Inte		AB - Other Zones	Taxi	\$ 75.90	YEG	Sunlife	Transportation from YEG to office	1			
Approver(s) for the	e claim	Approval Status	Approval Date				•	•		•	•	•

31-Dec-18

Approve

CHIES, MAURO A

(TASI: YET > SUNLIFE (EDMONTON MESS & CHEISMAS LUNCHEZN)

@ TAXI: SUNLIFE = MEG EDINLONTON METS - CHRISTMAS LUNCHERN

PRESTIGE TRANSPORTATION
10135 31 AVE NW
EDMONTON AB

CARD
CARD TYPE MASTERCARD
DATE 2018/12/06
TIME 7461 09:40:50
INVOICE #

RECEIPT NUMBER

PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL

\$75.90



APPROVED

AUTH# 01-027
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
CARD TYPE MASTERCARD
DATE 2018/12/06
TIME 9937 14:35:20
INVOICE #
RECEIPT NUMBER

PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL

\$75.90

MasterCard

APPROVED AUTH# 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000 GOPRESTIGE.CA GST 862184769

RECEIPT GST NO. R122556194

TKT NO: POF:

IN: 12/06/18 06:41 OUT:12/06/18 16:50 PAID: \$ 29.35 DURATION: 2 13.00

DURATION: 0 10: 09
(GST INCLUDED)

HACTERCIAN

YOU HAVE 10 MIN. TO EXIT

O O FlyYYc



3 PARKING; AT YYC AIRPORT TO ATTEND MIES IN EDWINTON (#4) TAXI: CANGE PAC NIGS

G. 3

From:

Nancy Guebert

Sent:

Friday, December 14, 2018 9:57 AM

To:

Subject:

FW: Receipt from Executive transportation

Pcard

Vladek couldn't pick me up today so sent one of his buddies

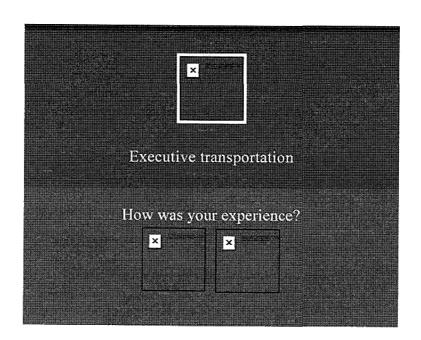
Thanks Nancy

From: Executive transportation via Square [mailto:receipts@messaging.squareup.com]

Sent: Friday, December 14, 2018 9:49 AM

To: Nancy Guebert

Subject: Receipt from Executive transportation



s75.90

Custom Amount	\$66.00
*	<i>"</i> *
Purchase Subtotal	\$66.00
Tip	\$9,90



Total \$75.90



Executive transportation

EDMONTON. AB

MasterCard 1
NANCY, GUIBBERT

09:43 #Cpma Auth code:

14/12/2018.

~

AID PIN Verified

GST/HST: 133926311RT0001

U 2018 Square, Inc.

(Maphox): OpenStrootMap Improve this map

Square Privacy Policy - Not your receipt?



JAXI: SANDMAN SIGNATURE SOUTH >> HER ATTENDED CANCER PARMITES

Peard.

PRESTIGE TRANSPORTATION 10135 31 AVE NW EDMONTON AB

CARD
CARD TYPE MASTERCARD
DATE 2018/12/15
TIME
INVOICE #

RECEIPT NUMBER

PURCHASE

AMOUNT \$55.00 TIP \$9.90 TOTAL

\$75.90

MasterCard



APPROVED
AUTH# 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000 GOPRESTIGE.CA GST 862184769

RECEIPT GST NO. R122556194

POF: C54
IN: 12/14/18 06:03
OUT:12/15/18 19:24
PAID: \$ 58.70
DURATION: 1 13: 21
(GST INCLUDED)

MASTERCARD

YOU HAVE 10 MIN. TO EXIT

OO Flyryc



DIALKING @ YYC 2 DAYS ATTEND CANGER PAC MESS DET. 14/15TH

TAXI: YEZ - JUNIAFE ATTEND EDMONTON MITES

PRESTIGE TRANSPORTATION 10135 31 AVE NW EDMONTON AB

CARD
CARD TYPE MASTERCARD
DATE 2018/12/19
TIME 9991 09:49:23
INVOICE #

RECEIPT NUMBER

PURCHASE
AMOUNT \$66.00
TIP \$9.90
TOTAL

\$75.90



APPROVED

AUTH# THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

PRESTIGE 780.463.5000 GOPRESTIGE.CA GST 862184769

MUNITRY NETS; PEACOCE INTEGRATION MUNITRY NETS; CCAECSS BYADS

AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
GUEBERT, NANCY COLLEEN	Chief Program Officer, Cancer Control Alberta	Calgary	\$ 197.25									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location	Justification	_	# of Attendees	Attendee Name(s)	Trip Distance
11/22/2018	Attend CCA PRO Symposiu	m		Mileage-Local- Home Zone	\$ 14.14	Tom Baker Cancer Center	Blackfoot Hotel	Personal vehicle return trip	1			28
11/23/2018	Attend CCA PRO Symposiu	m		Mileage-Local- Home Zone	\$ 14.14	Tom Baker Cancer Centre	Blackfoot Hotel	Personal vehicle return trip	1			28
12/6/2018	Attend Edmonton Mtgs an Christmas Luncheon	d Staff		Mileage-Local- Home Zone	\$ 32.32	Residence	YYC Airport	Personal vehicle to airport - return trip	1			64
12/14/2018	Attend Cancer PAC meetin Edmonton	g in		Mileage-Local- Home Zone	\$ 16.16	Residence	YYC Airport	Personal vehicle to the airport	1			32
12/15/2018	Attend Cancer PAC meetin Edmonton	g in		Mileage-Local- Home Zone	\$ 16.16	YYC Airport	Residence	Personal vehicle from the airport	1			32
12/19/2018	Attend Edmonton Mtgs De 21	c 19 20 &		Mileage-Local- Home Zone	\$ 17.17	Residence	YYC Airport	Personal vehicle to the airport	1			34
12/19/2018	Attend Edmont mtgs Dec 1	.9 20 & 21	AB - Other Zones	Meals Per Diem	\$ 37.00			5 meals needed over 3 days of meetings	1			
12/20/2018	Attend Edmont mtgs Dec 1	.9 20 & 21	AB - Other Zones	Meals Per Diem	\$ 10.50			5 meals needed over 3 days of meetings	1			
12/21/2018	Attend Edmont mtgs Dec 1	9 20 & 21	AB - Other Zones	Meals Per Diem	\$ 23.50			5 meals needed over 3 days of meetings	1			
12/21/2018	Attend meetings in Edmon 20 & 21	ton Dec 19		Mileage-Local- Home Zone	\$ 16.16	YYC Airport	Residence	Personal vehicle from airport	1			32
Approver(s) for the	claim	Approval 9	Status	Approval Date		-			-	-	-	-

CHIES, MAURO A

Approve

2-Jan-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:

 Name: Nancy Guebert Reporting Period for the Month of: Nov 15 2018 to Dec 20 2018

D-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Am	ount Paid
16-Nov-18	Direct Billing	Airline Ticket	Return YYC-YEG CCA Snr Ldrshp meetings & ACF meeting	Vision Travel		\$364.54
18-Dec-18	Direct Billing	Airline Ticket	Return YYC-YEG attend AHS Exec Education Grad & Launch Jan28	Vision Travel		\$367.48
18-Dec-18	Direct Billing	Airline Ticket	Return YYC-YEG attend COEC in person Jan 9	Vision Travel		\$474.64
18-Dec-18	Direct Billing	Airline Ticket	Return YYC-YEG attend AHS ELT prior to retirement Feb 4&5	Vision Travel		\$367.48
1-Jan-19	Direct Billing	Airline Ticket	Return YYC-YEG attend ACF Donor Relations meeting	Vision Travel		\$460.26
The result of the same of	Direct Billing	Choose from Drop-down List		Vision Travel	\$	
tal Paid in th	e Month				s	2,034.40

rn	m	

tripinfo@visiontravel.ca

Sent:

Thursday, March 14, 2019 9:24 AM

To:

Nancy Guebert;

Subject:

TRINA.MACAULEY@VISIONTRAVEL.CA Invoice and Itinerary for GUEBERT/NANCY MS - 19December18 - Vision Travel Locator:

×

Vision Travel DT Ontario-West Inc.

, , Canada,

www.visiontravel.ca GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice

Issued: 16 November 2019

Agency Ref.: Sales Person: Customer Number: Customer Ref.

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

Passenger(s):

GUEBERT/NANCY MS

Disclaimer:

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

AIR - Wedr	nesday, Decen	nber 19 2018 (Flown)
Air Canada	Flight AC8134	Economy Class
4 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1		

Calgary, Alberta Weather

Calgary International Airport

08:00 AM Wednesday, December 19 2018

Arrive Edmonton, Alberta Weather

Edmonton International Airport

08:53 AM Wednesday, December 19 2018

Add To Calendar

Duration:

Depart

0 hour(s) and 53 minute(s) Non-stop

Status: FF Number:

Confirmed - Air Canada Booking Reference:

Online Check In:

GUEBERT/NANCY MS - please reconfirm at check-in

Available 24 hours prior - click here

Remarks:

SEAT 4C - GUEBERT/NANCY MS

AIR - Friday, December 21 2018 (Flown)

Add To Calendar

Air Canada Flight AC8145 Economy Class

Depart Edmonton, Alberta Weather Arrive Calgary, Alberta Weather

Edmonton International Airport 01:25 PM Friday, December 21 2018 Calgary International Airport

02:20 PM Friday, December 21 2018

Duration:

0 hour(s) and 55 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

- GUEBERT/NANCY MS - please reconfirm at check-in

Online Check In:

Available 24 hours prior - click here

E Upgrade:

For Eligible Flight - Aeroplan Members click here

Remarks:

SEAT 4C - GUEBERT/NANCY MS

PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

AIR - Wednesday, April 10 2019

Add To Calendar

Air Canada Flight AC123 Economy Class

Depart

Edmonton, Alberta Weather Edmonton International Airport Arrive

Calgary, Alberta Weather Calgary International Airport

12:00 AM Wednesday, April 10 2019

12:00 AM Wednesday, April 10 2019

Duration:

Non-stop

Status:

Confirmed - Air Canada Booking Reference:

FF Number:

- GUEBERT/NANCY MS - please reconfirm at check-in

Online Check In:

Available 24 hours prior - click here

E Upgrade:

For Eligible Flight - Aeroplan Members click here

Transaction	Document / Booking	Base Fare	Other Tax	GST/HST	QST	Tota
Invoice Number: Vendor AC AIR		289.58	74.96	0.00	0.00	364.54
CANADA				Billed to		
	Totals:	289.58	74.96	0.00	0.00	364.54
				Total Credit Car	d Billing: nce Due:	364.54 0.00

_			
-	rn	m	•
			•
•		•••	•

tripinfo@visiontravel.ca

Sent:

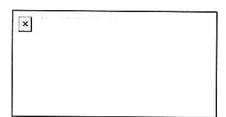
Tuesday, December 18, 2018 10:47 AM

To:

@VISIONTRAVEL.CA

Subject:

Invoice and Itinerary for GUEBERT/NANCY MS - 28January19 - Vision Travel Locator:



Vision Travel DT Ontario-West Inc.

, , Canada,

www.visiontravel.ca

GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice

Issued: 18 December 2018

Agency Ref .: Sales Person: Customer Number: Customer Ref.:

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

Passenger(s):

GUEBERT/NANCY MS

Disclaimer:

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

AIR - Monday, January 28 2019

Add To Calendar

Air Canada Flight AC8134 Economy Class

Depart

Calgary, Alberta Weather Calgary International Airport 08:00 AM Monday, January 28 2019

Arrive

Edmonton, Alberta Weather Edmonton International Airport 08:53 AM Monday, January 28 2019

Duration:

0 hour(s) and 53 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference:

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

GUEBERT/NANCY MS - please reconfirm at check-in

Online Check In:

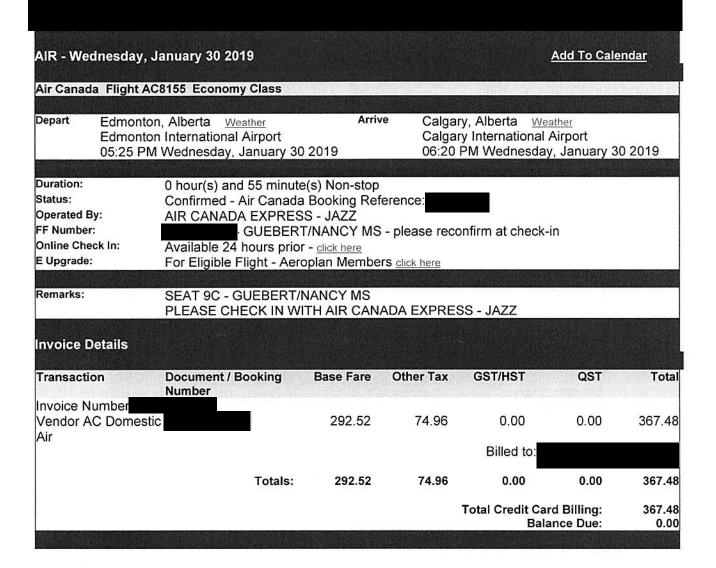
Available 24 hours prior - click here

For Eligible Flight - Aeroplan Members click here

Remarks:

E Upgrade:

SEAT 9C - GUEBERT/NANCY MS



From:

tripinfo@visiontravel.ca

Sent:

Tuesday, December 18, 2018 10:47 AM

To:

Subject:

@VISIONTRAVEL.CA Invoice and Itinerary for GUEBERT/NANCY MS - 07January19 - Vision Travel Locator:

×

Vision Travel DT Ontario-West Inc.

, , Canada,

www.visiontravel.ca

GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice:

Issued: 18 December 2018

Agency Ref.: Sales Person:

Customer Number: Customer Ref.:

Passenger(s):

GUEBERT/NANCY MS

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

Disclaimer:

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

AIR - Monday, January 7 2019

Add To Calendar

Air Canada Flight AC8154 Economy Class

Depart

Calgary, Alberta Weather Calgary International Airport 06:35 PM Monday, January 7 2019

Arrive

Edmonton, Alberta Weather Edmonton International Airport 07:31 PM Monday, January 7 2019

Duration:

0 hour(s) and 56 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference:

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

GUEBERT/NANCY MS - please reconfirm at check-in

Online Check In:

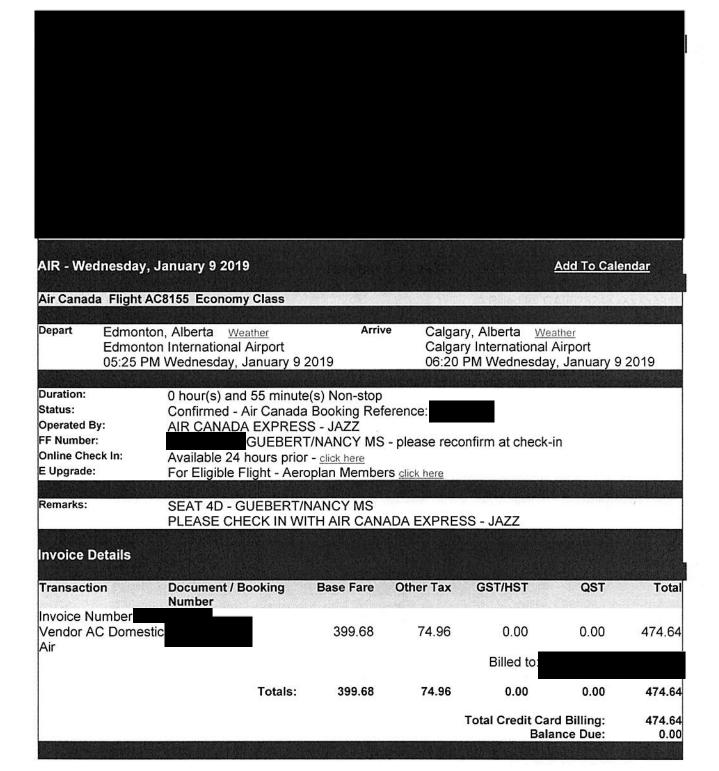
Available 24 hours prior - click here

E Upgrade:

For Eligible Flight - Aeroplan Members click here

Remarks:

SEAT 3D - GUEBERT/NANCY MS



From:

tripinfo@visiontravel.ca

Sent:

Tuesday, December 18, 2018 10:47 AM

To:

@VISIONTRAVEL.CA

Subject:

Invoice and Itinerary for GUEBERT/NANCY MS - 04February19 - Vision Travel Locator:



Vision Travel DT Ontario-West Inc.

, , Canada,

www.visiontravel.ca

GST Reg: 723782728 RT 0001

Invoice/Itinerary

Invoice:

Issued: 18 December 2018

Agency Ref.: Sales Person:

Customer Number: Customer Ref.:

Passenger(s):

GUEBERT/NANCY MS

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

Disclaimer:

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

AIR - Monday, February 4 2019

Add To Calendar

Air Canada Flight AC8134 Economy Class

Depart

Calgary, Alberta Weather Calgary International Airport

08:00 AM Monday, February 4 2019

Arrive

Edmonton, Alberta Weather Edmonton International Airport 08:53 AM Monday, February 4 2019

Duration:

0 hour(s) and 53 minute(s) Non-stop

Status: Operated By:

Remarks:

Confirmed - Air Canada Booking Reference:

AIR CANADA EXPRESS - JAZZ

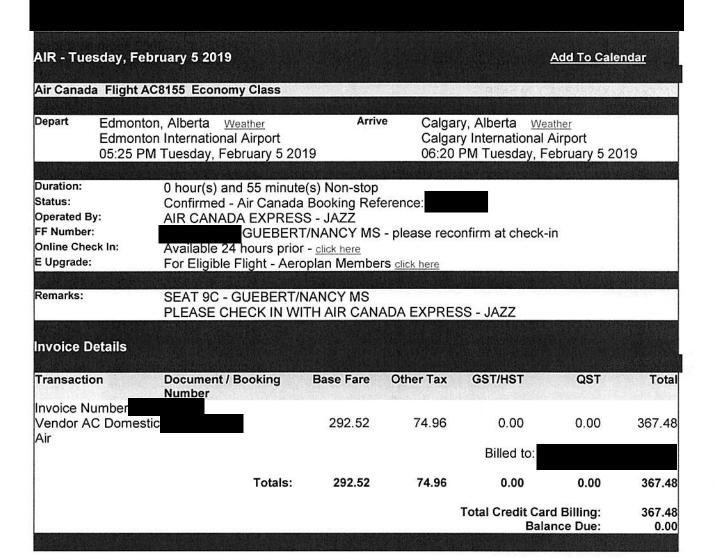
FF Number:

- GUEBERT/NANCY MS - please reconfirm at check-in

Online Check In: E Upgrade:

Available 24 hours prior - click here For Eligible Flight - Aeroplan Members click here

SEAT 9C - GUEBERT/NANCY MS



From:

@visiontravel.ca>

Sent:

Monday, March 11, 2019 4:47 PM

To:

Selene Snell Trina Macauley

Subject:

FW: Invoice and Itinerary for GUEBERT/NANCY MS - 15January19 - Vision Travel

Locator

From: tripinfo@visiontravel.ca [mailto:tripinfo@visiontravel.ca]

Sent: Monday, March 11, 2019 4:46 PM

To:

Subject: Invoice and Itinerary for GUEBERT/NANCY MS - 15January19 - Vision Travel Locator: MGP940



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:

Disclaimer:

Issued: 11 January 2019

Agency Ref. Sales Person

Customer Number Customer Ref.

Passenger(s):

GUEBERT/NANCY MS

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

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

AIR - Tuesday, January 15 2019 (Flown)

Add To Calendar

Air Canada Flight AC8136 Economy Class

Depart

Calgary, Alberta Weather

Calgary International Airport

10:45 AM Tuesday, January 15 2019

Arrive

Edmonton, Alberta Weather Edmonton International Airport

11:41 AM Tuesday, January 15 2019

Duration: Status:

0 hour(s) and 56 minute(s) Non-stop

Confirmed - Air Canada Booking Reference

Operated By:

AIR CANADA EXPRESS - JAZZ

FF Number:

GUEBERT/NANCY MS - please reconfirm at check-in

Online Check In:

Available 24 hours prior - click here

E Upgrade:

For Eligible Flight - Aeroplan Members click here

Remarks:

SEAT 2C - GUEBERT/NANCY MS

PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

AIR - Tuesday, January 15 2019 (Flown)

Add To Calendar

Air Canada Flight AC8155 Economy Class

Depart

Edmonton, Alberta Weather

Edmonton International Airport

05:25 PM Tuesday, January 15 2019

Arrive

Calgary, Alberta Weather

Calgary International Airport

06:20 PM Tuesday, January 15 2019

Duration:

0 hour(s) and 55 minute(s) Non-stop

Status:

Confirmed - Air Canada Booking Reference:

FF Number: Online Check In: GUEBERT/NANCY MS - please recommen at check-in

Available 24 hours prior - click here

E Upgrade:

For Eligible Flight - Aeroplan Members click here

Remarks:

SEAT 6D - GUEBERT/NANCY MS

PLEASE CHECK IN WITH AIR CANADA EXPRESS - JAZZ

Invoice Details

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number Vendor AC AIR CANADA		362.20	74.96	0.00	0.00	437.16
Vendor ACSEAT ACSEAT		23.10	0.00	Billed to 0.00	0.00	23.10
				Billed to:	NOOLOLINA	~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~
	Totals:	385.30	74.96	0.00	0.00	460.26

Total Credit Card Billing:

460.26

Balance Due:

0.00