

AHS Board and Executive Expense Report

Name: Paul George Haggis
Title: AHS Board Member
Location: Calgary
 Expenses posted during the month of August 2024

| Approved MMM-YY | Source Document | Purpose | Travel (1) | | | | Total Travel | Professional Development (2) | Working Sessions Hosting and Hospitality (3) | Other (4) |
|--------------------------|--------------------|----------|------------|-------|---------------|-----------------|-----------------|------------------------------------|--|--------------|
| | | | Airfare | Meals | Accommodation | Other Travel | | | | |
| | P-Card | Meetings | | | | | - | | | |
| Aug-24 | Expense Claim | Meetings | | | | 510 | 510 | | | |
| Aug-24 | Direct Bill | Meetings | 934 | | | | 934 | | | |
| Total by category | | | \$ 934 | \$ - | \$ - | \$ 510 | \$ 1,444 | \$ - | \$ - | \$ - |

**Total
posted for
the Month** \$ 1,444

Maximum daily single meal expense posted in the month \$ -
 Maximum daily base hotel rate posted 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 membership dues, 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 - AP Processing - Internal Use Only | |
| Voucher # | |
| Naming Convention: | |
| T4A/NR Applicable? - If yes, indicate line & amt | |

BOARD MEMBER EXPENSE CLAIM FORM

SECTION 1: PAYEE INFORMATION

| | | | | | |
|--------------------|--|--------------|------------|-----------------------|--------|
| Name: | Paul George Haggis | | | Expense Period Month: | Jul-24 |
| Address: | [REDACTED] | | City: | [REDACTED] | |
| Province: | [REDACTED] | Postal Code: | [REDACTED] | Country: | Canada |
| Reason for Expense | Attended meetings with Minister LaGrange in Calgary. | | | | |

SECTION 2: FINANCE CODING & TOTAL CLAIM

| Description | Corp/BU/Org | Location (if applicable) | Functional Centre/Primary | Expense/Secondary Acct | Total (Note: This column will auto fill) |
|---|-------------|--------------------------|---------------------------|------------------------|--|
| [REDACTED] | | | | | \$0.00 |
| [REDACTED] | | | | | \$509.92 |
| [REDACTED] | | | | | \$0.00 |
| TOTAL AMOUNT PAYABLE BY ACCOUNTS PAYABLE | | | | | \$509.92 |

SECTION 3: AUTHORIZATION - Note: Electronic or digital signatures are not accepted

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

| | | | |
|-----------------------|--|-----------------|--------|
| Claimant (Print Name) | Signature: I, by signing this form, attest that I am compliant to all the above statements | Date | Phone# |
| Paul Haggis | Approval Kept on File | August 13, 2024 | |

I attest that I have read and understand the Government of Alberta's Travel, Meal and Hospitality Expenses Policy, and confirm expenses being claimed are in compliance with such policy to the best of my understanding and belief.

I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services Board and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.

I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided below.

| | |
|--|------------------------------|
| Approved by (Print Name) | Position Title/Program Group |
| Dr. Lyle Oberg | Board Chair |
| Signature: I, by signing this form, attest that I am compliant with all the above statements | Date |
| Approval Kept on File | August 15, 2024 |

Health and Personal information on this form is collected by AHS under the authority of section 20(b) of the Health Information Act (HIA) and sections 33(c) and 34(2) of the Freedom of Information and Protection of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program.

For payment please submit to:

14th Floor, North Tower, Seventh Street Plaza, 10030 - 107 St, Edmonton AB T5J 3E4, Attention: [REDACTED]
 Approval Kept on File August 14, 2024
 Michael Lam, Interim VP Corporate Services & CFO Date

Carry forward from Section 1

Name: **Paul George Haggis** Expense Period Month: **Jul-24**

Completion of the "cost effective method used" Column is required. If you select "No" in this column, Further Explanation is Required in the "Rationale is Required" section below

Rationale is Required for expenses that are not Cost Effective: (supporting analysis and documentation must be attached to this form)

SECTION 4A: BOARD MEMBER - TRAVEL EXPENSE CLAIM

The Board Members follow the [Government of Alberta \(GOA\) Travel, Meal and Hospitality Expenses Policy](#)

Note: For meal allowances outside Canada, the GOA policy redirects to the National Joint Council (NJC) travel directive for rates ([Appendix C for USA](#), [Appendix D for International](#)).

| Date | Description: (include purpose of trip, mode of travel, starting point, details of expenditure) | Cost Effective method used? | Meal (Allowance OR Receipt)(A) | | | | Accommodation (B) | Transportation (Flight, Car Rental, Fuel, Parking, Taxi) (C) | Other (Itemize) (D) | Mileage km (E) |
|---|--|-----------------------------|----------------------------------|-----------|--|--------|---------------------|--|-----------------------|------------------|
| | | | Allowance Within Canada | | With Receipt or Allowance Outside Canada | | | | | |
| | | | Meal Type | Allowance | Meal Type | Amount | | | | |
| 7-Jul-2024 | Car Rental (in lieu of hotel and taxis) to attend meetings in Calgary from July 08-09, 2024. | Yes | | | | | \$454.82 | | | |
| 10-Jul-2024 | Fuel for car rental, for above meetings in Calgary on July 08-09, 2024. | Yes | | | | | \$55.10 | | | |
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| | | | | | | | | | | |
| Total: (amount auto fills to page 1) | | | | \$0.00 | | \$0.00 | \$0.00 | \$509.92 | \$0.00 | 0.00 |

BOARD MEMBER Mileage Rate 0.55 **Total Mileage** \$ -

PETRO-CANADA
2600 COUNTRY HL NE
CALGARY
ALBERTA
T3M1A7
(587)-755-5466

OST #: 794525915

2024-07-10 10:04:39

PUMP 8
REGULAR
36.274L AT \$1.519/L

Fuel sales \$ 55.10

OST INCLUDED \$2.62

TOTAL \$55.10

MASTERCARD \$55.10

Type: PURCHASE

MASTERCARD

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 : Paul George Haggis | Reporting Period for the Month of : Aug-24 |
|----------------------------------|---|

| Invoice Date DD-MMM-YYYY | Payment Method | Category | Business Reason | Name of Vendor | Amount Paid |
|--------------------------------|----------------|----------------------------|--|-----------------------------------|-------------|
| 7-Jul-24 | Direct Billing | Airline Ticket | Flight from Toronto to Calgary to attend meetings with Minister LaGrange from July 08-09, 2024. | Vision Travel DT Ontario-West Inc | \$539.46 |
| 19-Jul-24 | Direct Billing | Airline Ticket | Return flight to Toronto from Calgary, from attending meetings in Calgary from July 08-09, 2024. | Vision Travel DT Ontario-West Inc | \$394.46 |
| | Direct Billing | | | Vision Travel DT Ontario-West Inc | |
| | Direct Billing | Other | | Choose from Drop-down List | |
| | Direct Billing | Choose from Drop-down List | | Choose from Drop-down List | |
| Total Paid in the Month | | | | | \$ 933.92 |



Your Direct Itinerary

DIRECT TRAVEL
9929-108TH STREET NW
EDMONTON AB T5K 1G8
1-833-692-4120

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB ZT5H3E4

Agency reference: [REDACTED]

Agent name [REDACTED]

Traveler name

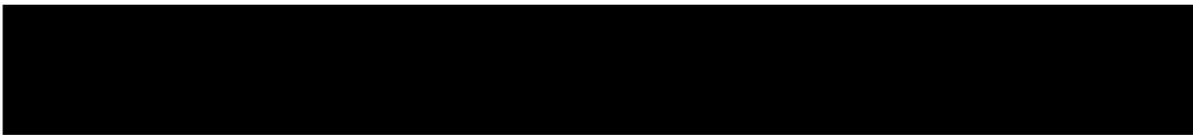
Client reference

PAUL GEORGE HAGGIS

Thank you for choosing Direct Travel. Complete details for your trip are below. Please review this document and the trip details thoroughly. If a discrepancy exists, please contact us immediately upon receipt. Missing your flight without cancelling will result in the forfeiture of the value of your airline ticket.

Government issued photo I.D. is required for all travel and the name on your photo I.D. must match the name on your ticket.

Please [REDACTED] upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.



| |
|------------|
| [REDACTED] |

Itinerary summary

| | From / To | Flight / Provider | Departure / Arrival |
|--------|---|--------------------------|--------------------------------------|
| Flight | Sun. Jul. 07, 2024 Toronto Pearson(YYZ) - Calgary(YYC) | Air Canada AC [REDACTED] | 10:00 a.m.- 12:04 p.m. [REDACTED] |



| | AC Toronto Toronto Pearson (YYZ) | | Calgary Calgary (YYC) |
|------------------|--|---------------------------|-------------------------------|
| Departure | Sun. Jul. 07, 2024 10:00 a.m. | Arrival | Sun. Jul. 07, 2024 12:04 p.m. |
| Terminal | 1 | Terminal | |
| Class | Economy(Q) | Seat | |
| Status | Confirmed | | |
| Special requests | | Frequent traveler | [REDACTED] |
| Equipment | Boeing 787-8 | Duration/ Meal service | 04:04/Food to buy |
| eTicket | [REDACTED] | | |
| [REDACTED] | | [REDACTED] | |

Invoice/Ticket information for PAUL GEORGE HAGGIS

Ticket: Air Canada [REDACTED] **Invoice:** [REDACTED]
Base: CAD495.00
Other tax: CAD44.46
GST/HST tax: CAD0.00
QST tax: CAD0.00

Amount: CAD539.46

Payment: CA XXXXXXXXXXXX [REDACTED] **Issue date:** 25-Jun.-2024

Total invoiced amount: CAD539.46

Balance due: CAD0.00

General remarks
AIRFARES ARE NOT GUARANTEED UNTIL TICKETED
AIRLINES RECOMMEND CHECKING IN 2 HOURS PRIOR TO FLIGHT.

Agency registration
TPS/GST-723782728 RT 0001



Your Direct Itinerary

DIRECT TRAVEL
9929-108TH STREET NW
EDMONTON AB T5K 1G8
1-833-692-4120

ALBERTA HEALTH SERVICES
10030 107 STREET
EDMONTON AB Z/T5H3E4

Agency reference: [REDACTED]

Agent name [REDACTED]

Traveler name

Client reference

PAUL [REDACTED] HAGGIS

Thank you for choosing Direct Travel. Complete details for your trip are below. Please review this document and the trip details thoroughly. If a discrepancy exists, please contact us immediately upon receipt. Missing your flight without cancelling will result in the forfeiture of the value of your airline ticket.

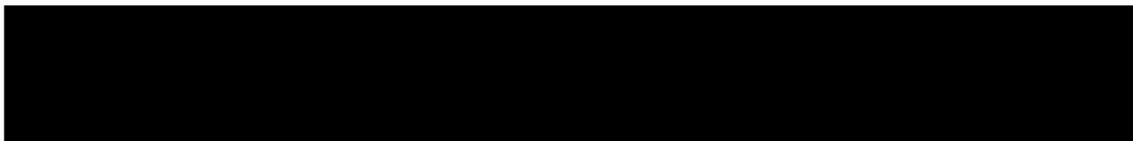
Government issued photo I.D. is required for all travel and the name on your photo I.D. must match the name on your ticket.

Please [REDACTED] upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you come back to this information regularly in advance of and during travel as documentation and health requirements could change without notice.



Itinerary summary

| | From / To | Flight / Provider | Departure / Arrival |
|--------|---|--------------------------|-------------------------------------|
| Flight | Fri. Jul. 19, 2024 Calgary(YYC) - Toronto Pearson(YYZ) | Air Canada AC [REDACTED] | 11:55 a.m.- 5:32 p.m. [REDACTED] |



| | | | |
|------------------|-------------------------------|---------------------------|----------------------------------|
| AC | Calgary Calgary (YYC) | | Toronto Toronto Pearson (YYZ) |
| Departure | Fri. Jul. 19, 2024 11:55 a.m. | Arrival | Fri. Jul. 19, 2024 5:32 p.m. |
| Terminal | | Terminal | 1 |
| Class | Economy(L) | Seat | |
| Status | Confirmed | | [REDACTED] |
| Special requests | | Frequent traveler | [REDACTED] |
| Equipment | Airbus A330-300 | Duration/ Meal service | 03:37/Food to buy |
| eTicket | [REDACTED] | | |
| [REDACTED] | | [REDACTED] | |

Invoice/Ticket information for PAUL GEORGE HAGGIS

Ticket: Air Canada [REDACTED] **Invoice:** [REDACTED]
Base: CAD350.00
Other tax: CAD44.46
GST/HST tax: CAD0.00
QST tax: CAD0.00

Amount: CAD394.46

Payment: CA XXXXXXXXXXXX [REDACTED] **Issue date:** 25-Jun.-2024

Total invoiced amount: CAD394.46

Balance due: CAD0.00

General remarks
AIRFARES ARE NOT GUARANTEED UNTIL TICKETED
AIRLINES RECOMMEND CHECKING IN 2 HOURS PRIOR TO FLIGHT.

Agency registration
TPS/GST-723782728 RT 0001