

Official Administrator and Executive Expense Report

Name	Penny Rae
Title	Chief Information Officer
Location	Calgary
Expenses	submitted during the month of January 2015

]]			Travel (1)					
Source Date Document Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Jan-15 P-Card Meetings	459		155	89	703			
Total	\$ 459 \$	-	\$ 155	\$ 89	\$ 703	\$-	\$-	\$-
Total for the Month \$ 703								

Maximum daily single meal expense claimed in the month	\$ -
Maximum daily base hotel rate claimed in the month	\$ 145
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

P-Card details Online ® Cardholder Statement Report

RAE, PENE	LOPE		CHIEF INFORMATION	OFFICER				
Cardholder's	s Name		Cardholder's Position/	Title	Billin	g Reporting Perio	bd:	20/01/2015
INFORMATI	ON TECHN	OLOGY	QUARRY PARK		5999 NG 3627. UNU 🥃			/ b = - = = 1
Cardholder's	s Dept		Cardholder's Site/Loca	tion	Total Statement Amount:			\$758.01 \$ 702.71
		AHEALTHSERV	ICES.CA					
Cardholder's	s e-mail add	ress			Last	6 digits of the P-	Card #	
Statement	of Transacti		and the second				-	
				C. S.				
Transaction Date	Trans ID	Merchant Nan	ne & Description	Trans Original Amount	Currency	Trans Amount	GST	FreighDescription t
06/01/2015	376181403	WESTJET	Westjet Airlines	5.25	CAD	5.25	.00	.00Seat selection on flight from Edm to Cgy on Jan 13
06/01/2015	376181404	WESTJET	Westjet Airlines	179.68	CAD	179.68	.00	.00Airfare Edm to Cgy on Jan 13
12/01/2015	376924189	YELLOW CAB, L TAXICABS	IMOUSINES AND	60.50	CAD	60.50	2.88	Taxi from EIA to Matrix Hotel on Jan 12
13/01/2015	376924188	MATRIX HOTEL, MOTELS, RESO	LODGING HOTELS, RTS	155.32	CAD	155.32	7.40	Edm hotel the night of Jan 12
13/01/2015	377149245	THE CALGARY AUTOMOBILE P	AIRPORT AU, ARKING LOTS AND	82.95	CAD	\$27.65	3.95	.00Parking at the CIA - Jan 11-13 split between AHS and Penny (personal)
15/01/2015	377149246	WESTJET	Westjet Airlines	5.25	CAD	5.25	.00	.00Seat selection on flight from Edm. to Cgy on Jan 27
15/01/2015	377149247	WESTJET	Westjet Airlines	134.53	CAD	134.53	.00	.00Airfare Edm to Cgy on Jan 27
15/01/2015	377436221	AIR CAN	AIR CANADA	134.53	CAD	134.53	.00	.00Airfare Cgy to Edm on Jan 26

Alberta Health

Services

Alberta Health		P-Carc details Online ®
Services	Caro	Iholder Statement Repor
Signature		
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By signing this statement I have certify that I have reviewed and recordined Program User Guide and Tiznizing. I have allocated	They have the	in accordance to AHS Corporate Policies
Name of Candholder Designate	, Carcholder Designate Position/Life	
Signature of Cardholdar Designate	Date of Signature	
Cardisolder By signing this matement - I attest that I have read and understand the "Trave, expenses being claimed are in compliance with auc	Hospitality and Working Session Expense Policy (112 h policy.	2)" of Alberta Health Services and confirm
 claimed by me or on my behalf from Alberta Health charged is attached. I attest that expenses submitted in this claim have b 	relid business purposes for Alberts Health Services an Services or any other Organization. A personal cheque seen incurred by using a cost effective method, otherwi	i for any personal expenses insovertantly
RAE, PENELOPE	CHIEF INFORMATION OFFICER	-
Sign ture of Carohuldar	Jan 23, 20 Date of Signature	ju Z ·
Approver Designate (If Applicable) By signing this statement - I attest that I have read and understand the "Travel, sxpenses being cleaned are in compliance with suc	Hospitality and Working Session Expanse Policy (112 h policy.	2)" of Alberta Health Services and confirm
claimed by the claimant or on their behalf from Alber charged has been obtained.	ralid business purposes for Alberta Hasith Services an its Health Services or any other Organization. A person een incurred by using a cost effective method, otherwi	nat chi que for personal expenses in divertanzy
Name of Approver Designate	Approver Designate Position VTite	st
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Approver By signing the statement I stiest that I have read and understand the "Travel, expenses being cleaned are in compliance with such	Hospitality and Working Session Expanse Policy (112) h policy.	2)* of Alberts Health Services and confirm
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Deborah Rhades	JP Corp. Services	+CFO
Doborah Rhodes	Feb. 2/15 Date of Signature	
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Attach: * Original (or scanned) itemized receipts with documents where required	id businesis mesons including hames of participants	Address: Alberta Howith Services
 Signed Cardholder Statament Report (or copies of elect And where applicable. Copies of pre-approvals for travel Personal cheque payable to "Alberta Health Services" Return, refund and/or credit receipte Disputes letter 	ctronic signatures if signatures are not on report)	Accounts Payable 7th Streat Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4
 Business musors for travel require detailed description meal), why travel was necessary and detailed explanat 	ns - include where travelled to, who attended (if tion of reason,	
Accounts Payable only:		1
Reference #: R	laviewed by:	Date:

RUN DATE: 01/22/2015

Proprietary and Confidential Powered by BMO Spend & Payment Solutions

PAGE NO: 2

Airfare Edm to Calgary on Jan. 13/15 after attending all day Provincial CIS Task Force meeting

Seat selection on flight from Edmonton to Calgary on Jan. 13/15 after attending all day Provincial CIS Task Force mtg.

From: noreply@itinerary.westjet.com [mailto:noreply@itinerary.westjet.com] Sent: January 6, 2015 11:55 AM To: Penny Rae Subject: Reservation Confirmation



WestJet 22 Aerial Place N.E. Calgary, Alberta, Canada Tel: 1-888-9378538

Thank you for choosing West Jet. Please read these important details carefully regarding your purchase and itinerary. Please keep this information for your records as West Jet cannot provide this information to you later than seven days after the completion of your last flight.

This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Booking Confirmation

Your reservation code is:

Main contact: Ms Penelope Rae E-mail: <u>penny.recalbertaheatthervices.ca</u> Phone Number:

For more information on flying with WestJet, including baggage fees, please visit <u>Travel info</u> Please ensure that if your travel plans include a flight on a WestJet Encore turboprop aircraft that you review the <u>following details</u> as there are some differences in allowances and amenities from flights on our larger WestJet Boeing 737 aircraft. If you are flying to Dublin, there are also some specific regulations you should be aware of before you leave.

Ms. Penelope Rae	Flight WestJet FF		Edmonton (YEG)-Calgary (YYC)		
	т	icket Number			
		eat	YEG-YYC: 6C		
Air Itinerary D	etails				
WS3207 Operated by WESTJET ENCORE	Edmonton, C Tue 13 Jan, 2	a 1015 04:40 PM	Calgary, CA Tue 13 Jan, 2015 05:43 PM	Fare type: Econo Non-stop	

Fare breakdown

Guest type	Base fare per guest	auf at mershall sage at a strat Das	Taxes, fees and charges per guest	Total fare per guest	Number of guests	Total fare
adult	CAD 122.00	CAD 12.00	CAD 45.68	CAD 179.68	x 1	CAD 179.68
Tax detail	s				Total sirfare	: CAD 179:00
Rate code		Description		The second	4月11日日	Amount
XG		Goods and Services Tax (GST)		107-1	second analytical space	CAD 8.56
CA		Air Travellers Security Charge (ATSC)				CAD 7.12
sq		Airport Improvement Fee (AIF)				CAD 30.00

Fare family benefits

YEG-YYC: Econo Seat Sale Benefits

- First checked bag fee of \$25-29,50 CAD for flights within Canada or to/from the U.S.¹
 Second checked bag fee of \$25.79,50 CAD and purces a barloud barrier for the U.S.¹
- Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible plece

* Not applicable on flights operated by our airline partners

Regular seat	WS 3207 YEG - YYC Seat 6C Ms Penelope Rae	CAD 5.00 + CAD 0 25 Ta
Total		Total Seats: CAD 5.25
Charged to M	ASTERCARD	CAD 170 /
Charged to M		CAD 179.68
Total		CAD 184.93
WestJet of	ffers	CAD 184

Get travel insurance

Don't forget to include travel insurance as part of your trip. WestJet has partnered with RBC insurance® to provide you with the right coverage for your travel experience. Get a quote

Important Information

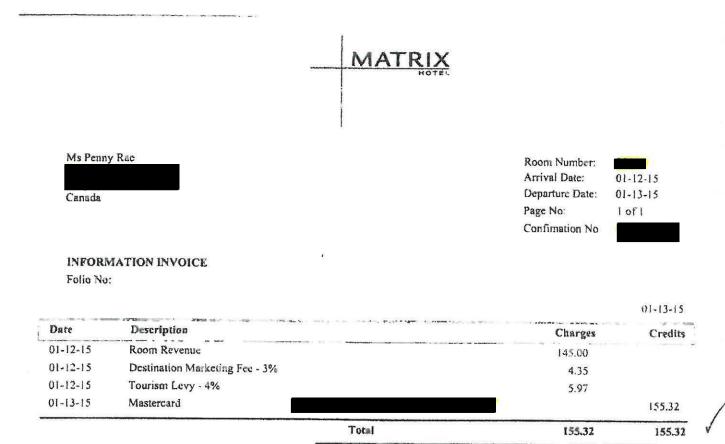
Thank you for choosing WestJet QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our <u>airlines partners</u>; it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our <u>code-share pareage</u> info page.
- Positive identification is required at check-in. Please ensure the name on the reservation matches the identification for the
 guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
- For detailed information on your flight visit:
 - o Fares, taxes and fees (For change/cancel guidelines, baggane fees, service fees and other taxes and feer)
 - o Baggage allowances (Carry-on, checked, sporting goods, restricted items)
 - Seat selection (How it works, changing your seat and more)
 - Influcht services (Buy on board, up! magazine and more)
 - infight entertainment for information on our live seatback television.
- Carbonzero and WestJet have teamed up to provide you the opportunity to help reduce the effects of climate change and
 mitigate the greenhouse gas emissions associated with air travel through the <u>purchase of carbon offsets</u>.
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our contact us page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada T2E 3J1.

Important Legal Notice

Terms and Conditions

Contact Information



Signature:_

I agree that my liability for all charges is not waived and agree to be held personally liable in the event that the indicated person, company or association fails to pay for any part or the full amount of these charges. C.S.T. #105631154 RT D001

Balance

Hotel in Edmonton the night of January 12 in order to attend all day Provincial CIS Task Force meeting on Jan. 13/15

0.00

10001 107th Street Edmonton, AB Canada T5J 1J1 Tel: (866) 465-8150 www.matrixedmonton.com



Taxi from Edm. International Airport to Matrix Hotel on January 12/15 in order to attend all day Provincial CIS Task Force meeting on January 13





RECEIPT GST NO. R122556194



Parking at the Calgary International Airport Jan. 11 to 13 prior to attending the Provincial CIS Task Force Meeting on Jan 13 - costs split 1/3 to AHS and 2/3 to Penny Rae personal

\$82.95

1/3 chargeable to AHS -\$27.65 2/3 chargeable to Penny Rae - \$55.30 Personal cheque payable to AHS in the amount of \$55.30 attached

Calgary International Airport Parkade

Dawn Rand

From:	noreply@itinerary.westjet.com on behalf of WestJet Airlines [noreply@itinerary.westjet.com]
Sent:	January 15, 2015 3:13 PM
To:	Penny Rae
Subject:	Reservation Confirmation

Airfare Edm to Calgary on Jan. 27 after attending all day AHS Senior Leaders Meeting

Seat selection on flight from Edm to Calgary on Jan. 27 after attending all day **AHS Senior Leaders Meeting**

Fare type: Econo

Non-stop

Thank you for choosing WestJet. Please read these important details carefully regarding your purchase and itinerary.

Please keep this information for your records as WestJet cannot provide this information to you later than seven days after the completion of your last flight.

This is an automated message system. Please do not respond. If you have any concerns about this message or if you have received this message in error, please contact WestJet at 1-888-9378538 (1-888-WESTJET).

Your reservation code is:	10 C	Main contact: Ms Penelope Rae E-mail: penny, raemailter tabeauthservices ca	
		E-mail: penny.rae@albertaheaithservices.ca Phone Number:	3
Please ensure that if your	travel plans include a flight on a	gage fees, please visit <u>Travel Info</u> WestJet Encore turboprop aircraft that you review the <u>following d</u>	etails
If you are flying to Dublin,	ces in allowances and amenities	from flights on our larger WestJet Boeing 737 aircraft. ulations you should be aware of before you leave.	
If you are flying to Dublin, Guest	ces in allowances and amenities	from flights on our larger West let Boeing 737 aircraft	
If you are flying to Dublin,	there are also some specific rec	from flights on our larger WestJet Boeing 737 aircraft. ulations you should be aware of before you leave.	
If you are flying to Dublin, Guest	ces in allowances and amenifies there are also some specific rec Flight	from flights on our larger WestJet Boeing 737 aircraft. ulations you should be aware of before you leave.	

Air Itinerary Details W\$3207

Operated by WESTJET ENCORE

Edmonton, CA Tue 27 Jan, 2015 04:40 PM

Calgary, CA Tue 27 Jan, 2015 05:43 PM

Fare breakdown

Guest type	Base fare per guest	Air transportation charges per juest	Taxes, fees and charges per guest	Total fare per guest	Number of	Total fare	
adult	CAD 79.00	CAD 12.00	CAD 43.53	CAD-134.53	x 1	CAD 134.53	
Tax details				$\left(\frac{1}{7} \right)$	Total airfare	: CAD 134.53	\checkmark
Rate code		Description				Amount	
XG		Goods and Services Tax (GST)				CAD 6.41	
CA	,	Air Travellers Security Charge (ATSC)				CAD 7.12	
SQ	7	Airport Improvement Fee (AIF)				CAD 30.00	
aan as 1000	0.40				Total taxe	s: CAD 43.53	

Fare family benefits

YEG-YYC: Econo Seat Sale Benefits

- First checked bag fee of \$25-29.50 CAD for flights within Canada or to/from the U.S.1
- Second checked bag fee of \$25-29.50 CAD and excess checked baggage fee of \$75-88.50 CAD per eligible piece' .

¹ Not applicable on flights operated by our airline partners

Régular seat		
weigness seat	WS 3207 YEG - YYC Seat 6C Ms Penelope Rae	CAD 5.00 + CAD 0.25 Tax
Total		Total Seats: CAD 5.25
Charged to N	ASTERCARD	(7) CAD 134.53
Charged to N	ASTERCARD	() CAD 5 25
Total		CAD 139.78
WestJet o	ffers	

Get travel insurance

Don't forget to include travel insurance as part of your trip. WestJet has partnered with RBC insurance® to provide you with the right coverage for your travel experience. Get a quote

Important Information

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QST # 1202807956TQ0001 GST # 866112535

- Terms and conditions of carriage, baggage allowances, baggage fees and service fees may differ significantly if you are travelling on one of our <u>airlines partners</u>; it is important to familiarize yourself with the terms and conditions of the airline operating the flight. To view the baggage allowances and fees of our code-share partners, visit our <u>code-share baggage</u> info page.
- <u>Positive identification</u> is required at check-in. Please ensure the name on the reservation matches the identification for the guest prior to check in.
- Please check in a minimum of 90 minutes prior to scheduled departure for flights within Canada, and 2 hours prior for international flights and flights to the United States.
- Guests are required to be through security and at their departure gate 30 minutes prior to the scheduled departure of their flight.
- Failure to show up for the first flight segment of a scheduled round trip or multi-segment reservation will result in the cancellation of the return segment or remaining segments. The fare paid for these segments will be forfeited and compensation will not be issued.
 - For detailed information on your flight visit:
 - > Fares, taxes and fees (For change/cancel guidelines, baggage fees, service fees and other taxes and fees)
 - Bassage allowances (Carry-on, checked, sporting goods, restricted items)
 - Seat selection (How it works, changing your seat and more)
 - Inflight services (Buy on board, up! magazine and more)
 - Inflight entertainment for information on our live seatback television.
- Carbonzero and WestJet have tearned up to provide you the opportunity to help reduce the effects of climate change and
 mitigate the greenhouse gas emissions associated with air travel through the <u>purchase of carbon offsets</u>.
- We appreciate hearing about your experience with us. If you would like to provide us with feedback, please see our contact us page and select the give feedback tab. You may also send us a letter at: WestJet Campus, Attention Guest Relations, 22 Aerial Place N.E. Calgary, Alberta Canada TZE 3J1.

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Contact Information

If you have questions about your reservation, call WestJet at 1-888-937-8538 (1-888-WESTJET) and have the itinerary number ready. Thank you for choosing WestJet.

rom: ent: o: ubject:	Penny Rae January 16, 2015 7:13 AM Dawn Rand FW: Air Canada - 26-Jan: Calgary	/ - Edmonton (booking ref:
Sent: January 15, To: Penny Rae	[mailto:confirmation@alrcanada.ca] 2015 15:05 da - 26-Jan: Calgary - Edmonton (booking	Airfare from Cgy. to Edm. on Jan. 26 to attend the following mtgs.: (1) EHR Sponsors Committee (2) Major Contracts Oversight Committee (3) CIS Task Force Meetings (4) AHS Provincial Senior Leaders Mtg.
	****** PLEASE DO NOT REPLY TO	THIS E-MAIL *****
AIR CANAD	A 🋞	
or payment card re	confirmed. Please print/retain this page cords (e.g. for taxation, expense claim conciliation purposes). We thank you for g a and look forward to welcoming you on d A	can this barcode to beck in at any Ir Canada check in AIR CANADA 🛞 losk.
AIR CAN	Access your persona ADA 🛞 Air Canada travel Information	lized View your planner >
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Booking Referer	ce:	Customer Care
	ng confirmed. This is your official	Air Canada 1-888-247-2262 Flight Arrivals and Departures

At destination. 1-403-8304766

Online Services Manage my booking online (view/change my booking, select seats*). Select Seats Maple Leaf Lounge 1 Meal Youchers 1 On My Way Alert me of flight status changes directly to my mobile phone or email. Flight Arrivals & Departures - check online if my flight is on time. Check-in online and print my boarding pass.

* Can my booking be changed online?

Flight Iti			• • • • • • • • • • • • • • • • • • •			Fare	
Flight	From	То	Stops	Duration	Alrcraft	Type	Mea
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Operated by ¹ Air Canada	: Express - Jazz						
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Air Canada Aeroplan			a construction of the second	Preference :	None		
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Credit/Debit Card Annual Control Annual - Amount paid: \$134.53 The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada \$134.53 (Airfare - per ticket)