

AHS Board and Executive Expense Report

Name Penny Rae

Title Chief Information Officer

Location Calgary

Expenses submitted during the month of July 2017

							Trav	el (1)							
MMM-YY	Source Document	Purpose	Air	fare	N	Meals	Accomn	nodation	Other ravel	otal ravel	Deve	essional lopment (2)	Ses Hosti Hosp	rking sions ing and pitality (3)	Other (4)
Jul-17	P-Card	Meetings						160	160	320					
Jul-17	Expense Claim	Meetings				24		100	308	332					
Jul-17	Direct Billing	Meetings		456						456					
Total			\$	456	\$	24	\$	160	\$ 468	\$ 1,108	\$	-	\$	-	\$ -

Total for

the Month \$ 1,108

Maximum daily single meal expense claimed in the month \$ 13 Maximum daily base hotel rate claimed in the month \$ 149 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	Claimant Title	Claimant	Expense]									
Name		Location	Claim Total										
RAE,	Chief Information Officer	Calgary	\$ 319.91										
PENELOPE													
JANE													
Expense Date	Business reason		Expense Location	Expense Type	Amo		From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
6/20/2017	Parking at the Calgary Into Airport on June 19-20 whi meetings in Edmonton		AB - Local	Parking - Lot or Parkade	\$	58.70			Parking at the Calgary International Airport on June 19th and 20th while attending meetings in Edmonton	1			
6/20/2017	Taxi on June 20th from th Matrix Hotel to the Renais Edmonton Airport Hotel t all day Provincial Senior La meeting	ssance o attend an	AB - Other Zones	Taxi	\$		Matrix Hotel	Renaissance Edmonton Airport Hotel	Taxi on June 20th from the Matrix Hotel to the Renaissance Edmonton Airport Hotel to attend an all day Provincial Senior Leaders meeting	1			
6/20/2017	Edmonton hotel the night after attending (1) Portfol Management Committee day Provincial CIS meeting Educators	lio and (2) half	AB - Other Zones	Accommodations	\$ 1	159.61			Edmonton hotel the night of June 19th after attending the following meetings: (1) Portfolio Management Committee (2) half day Provincial CIS mtg. with Educators	1			
7/10/2017	Parking in Edmonton on Jowhile attending meetings	•	AB - Other Zones	Parking - Lot or Parkade	\$	30.00			Parking in Edmonton on July 10th while attending the following meetings: (1) Mauro Chies (2) Provincial CIS Design Committee (3) TRIAD Discussion (4) 1 on 1 with Diane Beattie	1			
Approver(s) fo	r the claim	Approval Sta	itus	Approval				•	I.				

Date

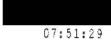
Approve

31-Jul-17

RHODES, DEBORAH

Co-op Tax1 Line (780;425-2525 www.cc-optaxi.com

Terminal Driver 17/06/20



Taxi on June 20th from the Edmonton Matrix Hotel to the Renaissance Edmonton Airport Hotel to attend an all day Provincial Senior Leaders meeting



		PUP	CHASE
FARE	:	\$	64.60
TIP	;	Ş	7.00
	-		New York, and shot then
TOTAL	:	\$	71.60

APPROVED - THANK YOU (01-027)

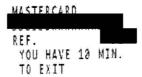
IMPORTANT: Retain this copy for your records

Customer Copy

Thank you for choosing Co-op taxi

RECEIPT GST NO. R122556194

TKT NO POF: A2 IN: 06/19/17 05:48 OUT:06/20/17 18:18 PAID: \$ 58.70 DURATION: 1 12: 30 (GST INCLUDED)



OO HYYYC

Parking at the Calgary International Airport on June 19th and 20th while attending the following meetings: (1) Portfolio Management Committee and (2) half day Provincial CIS mtg. with educators (3) all day Provincial Senior Leaders meeting





Room Number:

Arrival Date:

06-19-17

Departure Date:

06-20-17

Page No:

l of l

Guest Name:

INVOICE

Folio No:

06-20-17

Date	Description		Charges	Credits
06-19-17	Room Revenue		149.00	
06-19-17	Destination Marketing Fee - 3%		4.47	
06-19-17	Tourism Levy - 4%		6.14	
06-20-17	Mastercard			159.61
		Total	159.61	159.61
		Balance	0.00	

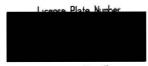
Edmonton hotel the night of June 19th after attending the following meetings: (1) Portfolio Management Committee and (2) half day Provincial CIS meeting with educators

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. G.S.T. #105631154 RT 0008







Expiration Date/Time

06:00 PM JUL 10, 2017

Purchase Date/Time: 00:02am Jul 10, 2017
Total Parking: \$28.57
Total GST: \$1.43
Total Due: \$30.00 Rate: \$30
Total Paid: \$30.00 Payment Ty

Ticket S/N #

Setting: Lot 256 Mach Name: Meter 1

MasterCard

Auth # gst #687315636RT0006 NO IN AND OUT PRIVILEGES

Parking in Edm. on July 10th while attending the following meetings: (1) Mauro Chies (2) Provincial CIS Design Committee (3) Triad Discussion (4) 1 on 1 with Diane Beattie



AHS Public Disclosure Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total									
RAE, PENELOPE	Chief Information Officer	Calgary	\$ 331.55									
Expense Date	Business reason		Expense Location	Expense Type	Amount	From Location	To Location			# of Attendees	Attendee Name(s)	Trip Distance
7/10/2017	Meetings in Edm. on Ju		AB - Other Zones	Meals Per Diem	\$ 23.50			Attending the following meetings in Edmonton on July 10th: (1) Mauro Chies (2) Provincial CIS Design Committee (3) TRIAD Discussion (4) 1 on 1 with Diane Beattie Bfast \$10.50 Lunch \$13.00	1			
	Meetings in Edmonton Seventh Street Plaza or Building			Mileage-Other	\$ 308.05	Residence	Seventh Street Plaza	Carpooled with Barb Kathol to attend the following mtgs. in Edmonton on July 10th: (1) Mauro Chies (2) Provincial CIS Design Committee (3) TRIAD Discussion (4) 1 on 1 with Diane Beattie plus return trip to Calgary	1			610
Approver(s) fo	r the claim	Approval S	Status	Approval Date	ı		1	1		1	I	ı

31-Jul-17

Approve

RHODES, DEBORAH



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.

Thoreace Whethe	you have expenses to report in t	nis section for this reporting period:	YES
Name :	Penny Rae	Reporting Period for the Month of :	June 21st to July 20th, 2017

DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
5-Jun-2017	Direct Billing	Airline Ticket	Additional charges from Marlin Travel regarding Airfare Calgary/Edmonton return June 19th to 20th to attend the following meetings: (1) Portfolio Management Committee mtg. with GoA (2) Provincial CIS meeting with Educators and (3) all day Provincial Senior Leaders meeting on June 20th	Marlin Travel	21.00
4-Jul-2017	Direct Billing	Airline Ticket	Airfare Calgary to Edmonton Return on July 10th, 2017 to attend the following mtgs: (1) 1 on 1 with Mauro Chies (2) Provincial CIS Design Committee (3) Triad discussion between Dr. Rob Hayward, Barb Kathol and Penny Rae (4) 1 on 1 with Diane Beattie (NOTE: Air Canada delayed the outbound flight from Calgary to Edmonton by two hours which would result in the traveller not arriving in Edmonton in time to attend the first meetings. A decision was made to drive to Edmonton and to cancel both flights - upon cancellation Marlin Travel confirmed a full refund was being provided by Air Canada)	Marlin Travel	434.96
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	1.
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
otal Paid in the	Month				\$ 455.96



Invoice

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4 Trip #:
Booking Date:
Client:
Agent:

Agent Phone: File Locator:

PASSENGERS: MRS PENELOPE RAE

REFERENCE/ DESCR	RIPTION			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL
AIR CANADA Ticket	t #			200.00	0.00	\$0.00	74.96	0.00	274.96 CAD
AIR CANADA Ticket	t #			21.00	0.00	\$0.00	0.00	0.00	21.00 CAD
			Total:	221.00	0.00	0.00	74.96	0.00	295.96 CAD
PAYMENTS	Invoice #	Payment Date	Card Holder		Form o	f Payment			Amount
		08/02/2017							21.00 CAD
	M	06/02/2017							274.96 CAD
		13					Total Pa	ayment:	295.96 CAD
					В	alance Du	e CAD Cui	rency	0.00 CAD
				Total GS	ST	0.00	Tota	al HST	\$0.00
TRAVEL APPROVED	BY DEBORAH.RH	ODES							

TRAVEL APPROVED BY DEBORAH.RHODES
CORPORATE UNIT 101
BOOKING METHOD NUTRAVEL
REASON FOR TRAVEL CIS & PROV. SR. LEADERS MEETING

Additional charge from Marlin Travel re airfare Calgary/
Edmonton return June 19 to 20th to attend the following
mtgs.: (1) Portfolio Management Committee with GoA
(2) Provincial CIS meeting with Educators
and (3) all day Provincial Senior Leaders meeting
on June 20th.

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4 Trip #:
Booking Date:
Client:
Agent:
Agent Phone:
File Locator:

MY ITINERARY

Passengers
PENELOPE RAE

Citizenship

Required Travel Documents

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



Passengers:

AIR

PENELOPE RAE

Booking Date:

06/02/2017

File Locator/Ticket #:

From: To: CALGARY INTL EDMONTON INTL

Departing on: Returning on: 06/19/2017 06/20/2017

0

AIR

Passengers:	PENELOPE RAE				Booking Date: File Locator/Ticket #:	06/02/	2017
Airline	Flight	From	Terminal	То	Class	Seat	Stops
AIR CANADA	08130	CALGARY INTL 06/19/2017 7:00AM		EDMONTON INTL 06/19/2017 7:54A	Т		
AIR CANADA	08169	EDMONTON INTL 06/20/2017 5:05PM	***********	CALGARY INTL 06/20/2017 5:57P	т		



Invoice

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

Booking Date: 04 Jul 17

Client:
Agent:

Agent Phone:

File Locator:

PASSENGERS:

MRS PENELOPE RAE

REFERENCE/ DESCRIPTION	ON			FARE	HST/GST	PST	OTHER TAXES	PENALTY	TOTAL	_
AIR CANADA Ticket #	R CANADA Ticket #			360.00	0.00	\$0.00	74.96	0.00	434.96	CAD
			Total:	360.00	0.00	0.00	74.96	0.00	434.96	CAD
PAYMENTS	Invoice #	The same of the sa	Card Holder		Form of	Payment			Amount	
		07/04/2017							434.96	CAD
							Total Pa	yment:	434.96	CAD
		di-			Ba	alance Du	e CAD Cur	тепсу	0.00	CAD
				Total GS	т	0.00	Tota	I HST	\$0.00	

TRAVEL APPROVED BY DEBORAH.RHODES
CORPORATE UNIT 101
BOOKING METHOD NUTRAVEL
REASON FOR TRAVEL CIS UPDATE MEETING AS WELL AS OTHER MEETINGS

Airfare Calgary/Edmonton return on July 10 to attend the following meetings:
(1) Mauro Chies (2) Provincial CIS Design Committee (3) Triad discussion (4) 1 on 1 with Diane Beattie

NOTE: Full refund issued by Air Canada as outbound flight delayed by two hours. Decision was made to drive to Edmonton instead of flying.

ALBERTA HEALTH SERVICES ALBERTA HEALTH SERVICES 10030 - 107 STREET EDMONTON AB T5J 3E4 Booking Date: 04 Jul 17
Client:
Agent:
Agent Phone:
File Locator:

MY ITINERARY

Passengers
PENELOPE RAE

Citizenship

Required Travel Documents

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:	PENELOPE RAE		No. 1		Booking Date: File Locator/Ticket #:	07/04	/2017
Airline	Flight	From	Terminal	То	Class	Seat	Stops
AIR CANADA	08134	CALGARY INTL 07/10/2017 8:00AM	A	EDMONTON INTL 07/10/2017 8:50A	M.		1
AIR CANADA	08169	EDMONTON INTL 07/10/2017 5:05PM		CALGARY INTL 07/10/2017 5:57P	м		,