

## Official Administrator and Executive Expense Report

**Name** Salimah Walji-Shivji  
**Title** General Counsel Legal & Privacy  
**Location** Edmonton

Expenses submitted during the month of May 2015

### Travel (1)

Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
May-15	P-Card	Meetings		25	666	518	1,210	84		
<b>Total</b>			\$ -	\$ 25	\$ 666	\$ 518	\$ 1,210	\$ 84	\$ -	\$ -

**Total for the Month** \$ 1,294

Maximum daily single meal expense claimed in the month \$ 25  
 Maximum daily base hotel rate claimed in the month \$ 172  
 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

**Instruction:**

- Attached ALL original detailed receipts and supporting documents in the same order as it appears on this statement
- Cardholder AND Approver's signatures required where indicated below

WALJI-SHIVJI, SALIMAH	GENERAL COUNSEL	Billing Reporting Period:	20/05/2015
Cardholder's Name	Cardholder's Position/Title	Total Statement Amount:	<del>\$1,831.17</del> <b>\$1,293.67</b>
LEGAL & PRIVACY	SOUTHPORT TOWER	Last 6 digits of the P-Card # <span style="background-color: black; color: black;">XXXXXXXXXX</span>	
Cardholder's Dept	Cardholder's Site/Location		
SAI IMAH.WALJI@ALBERTAHEALTHSERVICES.CA			
Cardholder's e-mail address			

**Statement of Transactions**

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
23/04/2015	387945300	INFINITY TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		SSP to Airport Apr 7 (ELT)
24/04/2015	387945301	INFINITY TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		Airport to SSP Apr 16 (HRAC mtg)
24/04/2015	387945302	INFINITY TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		SSP to Hotel Apr 16 (HRAC mtg)
30/04/2015	388721535	THE WESTIN EDMONTON, WESTIN HOTELS	498.31	CAD	498.31	91.35		003 night stay for Court, ELT and Exec Mlgs
13/05/2015	389954472	CDN BAR ASSOCIATIONAL, ORGANIZATIONS, MEMBERSHIP	84.00	CAD	84.00	4.00		00 Section membership that was supposed to be paid in Aug 2014
13/05/2015	390092047	THE WESTIN EDMONTON, WESTIN HOTELS	193.11	CAD	193.11	36.12		00 Hotel stay for ELT May 12
17/05/2015	390511489	INFINITY TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		Airport to hotel on April 26 (Court and ELT)
17/05/2015	390511460	INFINITY TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		SSP to Airport Apr 20
17/05/2015	390511491	INFINITY TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		Airport to SSP May 11 (ELT)
17/05/2015	390511482	INFINITY TRANSPORTATIO, LIMOUSINES AND TAXICABS	72.00	CAD	72.00	3.43		SSP to Airport May 12 (ELT)

**Transactions without Receipts or supporting documentation**

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
13/05/2015	390298416	AHS FMC PARKING LEAG, AUTOMOBILE PARKING LOTS AND GARAGES	14.25	CAD	14.25	.68		Parking at U of A for ALP Presentations

**Other/ Personal Purchases**

I have identified the following transactions as non-business related, personal purchases. I have attached a personal cheque for the total amount owed which represents payment in full to AHS. I understand that the P-Card is not to be used again for personal transactions.

Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
06/05/2015	389543062	ASSOCIATED CAB/ALLIED, LIMOUSINES AND TAXICABS	37.50	CAD	<del>37.50</del>	1.73		00 Will be repaid - unclear what this was used for





**Tena Dubeau**

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**From:** Lou Decoste  
**Sent:** May 19, 2015 3:24 PM  
**To:** Tena Dubeau  
**Subject:** FW: Transaction Receipt - Do Not Reply

**From:** tobias tobias [mailto:████████████████████]  
**Sent:** May 17, 2015 2:50 PM  
**To:** Lou Decoste  
**Subject:** Fwd: Transaction Receipt - Do Not Reply

Salimah Walji  
April 07/2015 - SSP>Ap

# INFINITY TRANSPORTATION I

TYPE	PURCHASE
ORDER ID	████████████████████
CARD NUM	████████████████████
ACCOUNT	MASTERCARD
DATE	Apr 23 2015 11:57PM
REF NUM	████████████████████
AUTH CODE	████████████████████
	-----
AMOUNT (CAD)	\$72.00
	-----

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

**01 APPROVED - THANK YOU 027**

- IMPORTANT -

Retain this copy for your records



Tena Dubeau

---

**From:** Lou Decoste  
**Sent:** May 19, 2015 3:24 PM  
**To:** Tena Dubeau  
**Subject:** FW: Transaction Receipt - Do Not Reply

**From:** tobias tobias [mailto: [REDACTED]]  
**Sent:** May 17, 2015 2:52 PM  
**To:** Lou Decoste  
**Subject:** Fwd: Transaction Receipt - Do Not Reply

Salimah Walji  
April 16/2015 - Ap>Westin SSP

# INFINITY TRANSPORTATION I

TYPE	PURCHASE
ORDER ID	[REDACTED]
CARD NUM	[REDACTED]
ACCOUNT	MASTERCARD
DATE	Apr 24 2015 12:40AM
REF NUM	[REDACTED]
AUTH CODE	[REDACTED]
AMOUNT (CAD)	----- \$72.00 -----

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

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- IMPORTANT -

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Tena Dubeau

---

**From:** Lou Decoste  
**Sent:** May 19, 2015 3:24 PM  
**To:** Tena Dubeau  
**Subject:** FW: Transaction Receipt - Do Not Reply

**From:** tobias tobias [mailto: ]  
**Sent:** May 17, 2015 2:54 PM  
**To:** Lou Decoste  
**Subject:** Fwd: Transaction Receipt - Do Not Reply

Salimah Walji  
April 16/2015- SSP>AP

# INFINITY TRANSPORTATION I

TYPE	PURCHASE
ORDER ID	
CARD NUM	
ACCOUNT	MASTERCARD
DATE	Apr 24 2015 12:42AM
REF NUM	
AUTH CODE	
AMOUNT (CAD)	----- \$72.00 -----

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

**01 APPROVED - THANK YOU 027**

- IMPORTANT -

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Count, BY, BYEC.

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

# WESTIN®

## HOTELS & RESORTS

Salimah Walji



Page Number : [Redacted] Invoice Nbr : [Redacted]  
Guest Number : [Redacted]  
Folio ID : [Redacted]  
Arrive Date : 26-APR-15 19:36  
Depart Date : 29-APR-15 11:16  
No. Of Guest : 1  
Room Number : [Redacted]  
Club Account : [Redacted]

Copy Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 22-MAY-15 09:24 [Redacted]

Date	Reference	Description	Charges (CAD)	Credits (CAD)
26-APR-15	04.26.15	-ADJ Guest Incentive Programs		-15.00
26-APR-15	[Redacted]	In Room Dining	24.94	
26-APR-15	[Redacted]	Room Charge	145.00	
26-APR-15	[Redacted]	GST	7.47	
26-APR-15	[Redacted]	DMF	4.35	
26-APR-15	[Redacted]	Tourism Levy	5.97	
27-APR-15	[Redacted]	Room Charge	145.00	
27-APR-15	[Redacted]	GST	7.47	
27-APR-15	[Redacted]	DMF	4.35	
27-APR-15	[Redacted]	Tourism Levy	5.97	
28-APR-15	[Redacted]	Room Charge	145.00	
28-APR-15	[Redacted]	GST	7.47	
28-APR-15	[Redacted]	DMF	4.35	
28-APR-15	[Redacted]	Tourism Levy	5.97	
29-APR-15	[Redacted]	Mastercard		-498.31
** Total			513.31	-513.31

Continued on the next page

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



Salimah Walji

Page Number : [REDACTED] Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 26-APR-15 19:36  
 Depart Date : 29-APR-15 11:16  
 No. Of Guest : 1  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

\*\*\* Balance

0.00

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EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
04-26-2015	145.00	7.47	5.97	24.94	0.00	-10.65	172.73	0.00
04-27-2015	145.00	7.47	5.97	0.00	0.00	4.35	162.79	0.00
04-28-2015	145.00	7.47	5.97	0.00	0.00	4.35	162.79	0.00
04-29-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-498.31
<b>Total:</b>	<b>435.00</b>	<b>22.41</b>	<b>17.91</b>	<b>24.94</b>	<b>0.00</b>	<b>-1.95</b>	<b>498.31</b>	<b>-498.31</b>





THE CANADIAN  
BAR ASSOCIATION  
Alberta Branch

## CBA AB Section Enrollment Receipt

This is to confirm that we have received your online registration- thank you.  
Please see message below for details.

CBA Alberta  
710, 777 - 8 Avenue SW  
Calgary, AB T2P 3R5

2014-2015 South Sections Registration  
Tel: (403) 263-3707  
Fax: (403) 265-8581  
E-Mail: sections@cba-alberta.org  
Monday September 01, 2014 - Tuesday June 30, 2015

Member Id: [REDACTED]

Ms. Salimah Walji-Shivji  
Alberta Health Services - Legal Services

[REDACTED]  
salimah.walji@albertahealthservices.ca

Invoice number: [REDACTED]  
Order Number: [REDACTED]  
HST Registration Number: R100760487

### Section(s)

Description	Qty	Unit Price	Total
CCCA - Materials Only	1	\$0.00	\$0.00
Health Law - Full Membership	1	\$80.00	\$80.00

Payment information: Payment by credit card (MasterCard)

Summary

Sub-Total:	\$80.00
GST:	\$4.00
Credits Used:	\$0.00
Grand Total:	\$84.00

All prices in CDN dollars

Print

ELT May 12

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

# WESTIN®

HOTELS & RESORTS

Salimah Wajid

Page Number : [REDACTED] Invoice Nbr : [REDACTED]  
Guest Number : [REDACTED]  
Folio ID : [REDACTED]  
Arrive Date : 11-MAY-15 15:45  
Depart Date : 12-MAY-15 07:51  
No. Of Guest : [REDACTED]  
Room Number : [REDACTED]  
Club Account : [REDACTED]

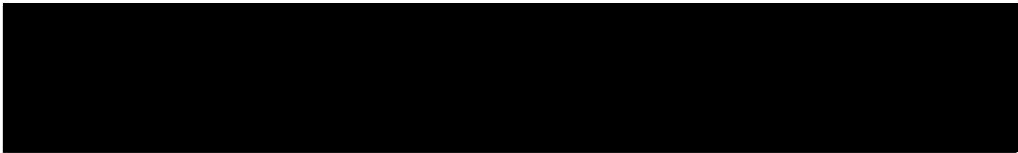
Copy Invoice

Tax ID : 815461330RT0001

The Westin Edmonton 04-JUN-15 11:29 [REDACTED]

Date	Description	Charges (CAD)	Credits (CAD)
11-MAY-15	Room Charge	172.00	
11-MAY-15	GST	8.86	
11-MAY-15	Destination Marketing Fee	5.16	
11-MAY-15	Tourism Levy	7.09	
12-MAY-15	Mastercard		-193.11
	** Total	193.11	-193.11
	*** Balance	0.00	

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Continued on the next page

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



Salimah Walij

Page Number : [REDACTED] Invoice Nbr : [REDACTED]  
 Guest Number : [REDACTED]  
 Folio ID : [REDACTED]  
 Arrive Date : 11-MAY-15 15:45  
 Depart Date : 12-MAY-15 07:51  
 No. Of Guest : [REDACTED]  
 Room Number : [REDACTED]  
 Club Account : [REDACTED]

EXPENSE SUMMARY REPORT

Currency: CAD

Date	Room	GST	Tour Levy	Food/Bev	Phone	Other	Total	Payment
05-11-2015	172.00	8.86	7.09	0.00	0.00	5.16	193.11	0.00
05-12-2015	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-193.11
Total	172.00	8.86	7.09	0.00	0.00	5.16	193.11	-193.11



Tena Dubeau

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**From:** Lou Decoste  
**Sent:** May 19, 2015 3:24 PM  
**To:** Tena Dubeau  
**Subject:** FW: Transaction Receipt - Do Not Reply

I am forwarding all of the invoices from Tobias to you to reconcile with expenses. I am sending separately as they have come to me.

Lou

**From:** tobias tobias [mailto: [REDACTED]]  
**Sent:** May 17, 2015 6:44 PM  
**To:** Lou Decoste  
**Subject:** Fwd: Transaction Receipt - Do Not Reply

Salimah Walji  
May 12/2015 - SSP>Ap

# INFINITY TRANSPORTATION I

TYPE	PURCHASE
ORDER ID	[REDACTED]
CARD NUM	[REDACTED]
ACCOUNT	MASTERCARD
DATE	May 17 2015 06:11PM
REF NUM	[REDACTED]
AUTH CODE	[REDACTED]
AMOUNT (CAD)	----- \$72.00 -----

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

01 APPROVED - THANK YOU 027  
- IMPORTANT -



**Tena Dubeau**

---

**From:** Lou Decoste  
**Sent:** May 19, 2015 3:24 PM  
**To:** Tena Dubeau  
**Subject:** FW: Transaction Receipt - Do Not Reply

**From:** tobias tobias [mailto: ]  
**Sent:** May 17, 2015 2:48 P  
**To:** Lou Decoste  
**Subject:** Fwd: Transaction Receipt - Do Not Reply

**Salimah Walji**  
**April 26/2015 - Ap>Westin**

# INFINITY TRANSPORTATION I

TYPE	PURCHASE
ORDER ID	[REDACTED]
CARD NUM	[REDACTED]
ACCOUNT	MASTERCARD
DATE	May 17 2015 02:44PM
REF NUM	[REDACTED]
AUTH CODE	[REDACTED]
AMOUNT (CAD)	----- \$72.00 -----

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

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**- IMPORTANT -**

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Tena Dubeau

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**To:** Tena Dubeau  
**Subject:** FW: Transaction Receipt - Do Not Reply

**From:** tobias tobias [mailto: [REDACTED]]  
**Sent:** May 17, 2015 2:49 PM  
**To:** Lou Decoste  
**Subject:** Fwd: Transaction Receipt - Do Not Reply

Salimah Walji  
April 29/2015 - SSP>AP

# INFINITY TRANSPORTATION I

TYPE	PURCHASE
ORDER ID	[REDACTED]
CARD NUM	[REDACTED]
ACCOUNT	MASTERCARD
DATE	May 17 2015 02:45PM
REF NUM	[REDACTED]
AUTH CODE	[REDACTED]
AMOUNT (CAD)	----- \$72.00 -----

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**Sent:** May 19, 2015 3:24 PM  
**To:** Tena Dubeau  
**Subject:** FW: Transaction Receipt - Do Not Reply

**From:** tobias tobias [mailto: [REDACTED]]  
**Sent:** May 17, 2015 6:43 PM  
**To:** Lou Decoste  
**Subject:** Fwd: Transaction Receipt - Do Not Reply

Salimah Walji  
May 11/2015- Ap>SSP

# INFINITY TRANSPORTATION I

TYPE	PURCHASE
ORDER ID	[REDACTED]
CARD NUM	[REDACTED]
ACCOUNT	MASTERCARD
DATE	May 17 2015 06:11PM
REF NUM	[REDACTED]
AUTH CODE	[REDACTED]
AMOUNT (CAD)	----- \$72.00 -----

Cardholder will pay card issuer above amount pursuant to Cardholder Agreement

**01 APPROVED - THANK YOU 027**

- IMPORTANT -

Retain this copy for your records



Written Attestation for Lost Receipts

June 2, 2015

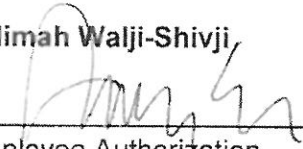
AHS FMC Parking, May 13 2015 - \$14.25

Associated Cab, May 6 2015 - \$37.50 (cheque included)

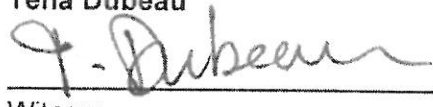
Westin, April 26 2015 - \$24.94 (No alcohol purchased)

- The above itemized original receipts has been misplaced
- The expenses were incurred and related to AHS business
- The expenses has not been previously claimed

Salimah Walji-Shivji

  
\_\_\_\_\_  
Employee Authorization

Tena Dubeau

  
\_\_\_\_\_  
Witness

Date Signed:

June 11, 2015

Date Signed:

June 11, 2015