

AHS Board and Executive Expense Report

Name Tina Giesbrecht
Title General Counsel Legal & Privacy (Acting)
Location Calgary
 Expenses submitted during the month of May 2016

Travel (1)

MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
May-16	Expense Claim	Meetings		74	184		258			
May-16	Direct Billing	Meetings	372				372			
Total			\$ 372	\$ 74	\$ 184	\$ -	\$ 630	\$ -	\$ -	\$ -

Total for the Month \$ 630

Maximum daily single meal expense claimed in the month \$ 21
 Maximum daily base hotel rate claimed in the month \$ 164
 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 Expense Claims

Claimant Name	Claimant Title	Claimant Location	Expense Claim Total
GIESBRECHT, TINA	General Counsel Legal & Privacy (Acting)	Calgary	258.03

Expense Date	Business reason	Expense Location	Expense Type	Amount	From Location	To Location	Justification	# of days	# of Attendees	Attendee Name(s)	Trip Distance
5/3/2016	AMA,AH,AHS Mediation Meeting		Meals Per Diem	32.35			Lunch/Dinner	1			
5/3/2016	AMA/AH/AHS Mediation	AB - Other Zones	Accommodations	184.13				1			
5/4/2016	AMS,AH, AHS Mediation Meeting		Meals Per Diem	41.55			B/Fast, Lunch, Dinner	1			
Approver(s) for the claim		Approval Status		Approval Date							
GILCHRIST, TODD		Approve		13-May-16							

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

Ms Tina Giesbrecht
Alberta Health Services

Page Number : 1 Invoice Nbr: [REDACTED]
Guest Number: [REDACTED] Arrive Date: 03-MAY-16 16:04
Folio ID : [REDACTED] Depart Date: 04-MAY-16 13:09
No. Of Guest: 1
Room Number : [REDACTED]
Room Rate : 164.00
Club Account: [REDACTED]

Tax Invoice

Tax ID: 815461330RT0001
The Westin Edmonton 04-MAY-16 13:09 [REDACTED]

Date	Reference	Description	Charges	Credits
03-MAY-16	[REDACTED]	Room Charge	164.00	
03-MAY-16	[REDACTED]	GST	8.45	
03-MAY-16	[REDACTED]	Destination Marketing Fee	4.92	
03-MAY-16	[REDACTED]	Tourism Levy	6.76	
04-MAY-16	[REDACTED]	Mastercard [REDACTED]		-184.13
		** Total	184.13	-184.13
		*** Balance	-0.00	

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Continued on the next page

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10135 100 St
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Ms Tina Giesbrecht
Alberta Health Services

Page Number : 2 Invoice Nbr: [REDACTED]
Guest Number: [REDACTED] Arrive Date: 03-MAY-16 16:04
Folio ID : [REDACTED] Depart Date: 04-MAY-16 13:09
No. Of Guest: 1
Room Number : [REDACTED]
Room Rate : 164.00
Club Account: [REDACTED]

As a Starwood Preferred Guest you have earned at least [REDACTED] Starpoints for
this visit [REDACTED]
Tell us about your stay. www.westin.com/reviews

EXPENSE SUMMARY REPORT

Date	Tour Levy	Other	Phone	Room	Payment	GST

Total						
Date	Total	Food\Bev				

Total						

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: YES

Name : Tina Giesbrecht	Reporting Period for the Month of : May-16
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DD-MMM-YYYY	Payment Method	Category	Description/Purpose of the Expense	Name of Vendor	Amount Paid
02-May-16	Direct Billing	Airline Ticket	Flight to Edmonton from Calgary to attend Executive Leadership Team meeting on May 3rd and a mediation on May 4th	Choose from Drop-down List	371.60
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	
	Direct Billing	Choose from Drop-down List		Choose from Drop-down List	-
Total Paid in the Month					\$ 371.60

MARLIN TRAVEL
O-O PERCY HUNT TRAVELGROUP INC
MAIN FLOOR, 9929 108TH ST.
EDMONTON, AB T5K 1G8
GST Reg#: 885101915
Branch: N61107
Agent: TRINA MACAULEY Tel: 780-425-8611

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: May 2, 2016
Page: 1/2
Our Reference: [REDACTED]

INVOICE

For

MS KATHARINA GIESBRECHT

Tuesday, May 3, 2016

 Air

AIR CANADA
From: CALGARY AB
To: EDMONTON INTL AB
Stops: 0 **Arrival:** 03May16
Seat(s): 07A
AIR CANADA E

Flight: 8134 V CLASS
08:05 AM **Equipment:** DH4
08:55 AM

Mile(s) Flown: 163

Wednesday, May 4, 2016

To: ALBERTA HEALTH SERVICES
SUITE 800, NORTH TOWER
10030-107 ST
EDMONTON AB
CA T5J 3E4

Invoice Number: [REDACTED]
Date: May 2, 2016
Page: 2/2
Our Reference: [REDACTED]

INVOICE

Wednesday, May 4, 2016

 Air

WESTJET AIRLINES
From: EDMONTON INTL AB
To: CALGARY AB
Stops: 0 Arrival: 04May16
Flight: 348 Q CLASS
06:25 PM Equipment: 73H
07:15 PM
Mile(s) Flown: 163

Cost:

TKT-[REDACTED]	E-TKT	[REDACTED]	142.00
		Tax:	49.48
		Ticket Total:	191.48
TKT-[REDACTED]	E-TKT	[REDACTED]	130.64
		Tax:	49.48
		Ticket Total:	180.12

Total:

Grand Total:	371.60
Less Credit Card Payments:	371.60
Credit / Balance Due To This Invoice:	0.00
Total Balance Due:	0.00

I HAVE BEEN OFFERED TRAVEL INSURANCE AND HAVE
ACCEPTED:.....DECLINED:.....
DOCUMENTATION REQUIRED:VALID PASSPORT...VISA..TOURIST CARD..
...PROOF OF CANADIAN CITIZENSHIP AND PHOTO ID... OTHER.....
PLEASE RECONFIRM ALL FLIGHTS BETWEEN 48 AND 72 HOURS PRIOR
TO EACH DEPARTURE DIRECTLY WITH THE AIRLINE.
CLIENTS FOR THE PRINCIPAL SUM \$100000 UNDER GROUP POLICY
GTRMM 11506 UNDERWRITTEN BY MANULIFE FINANCIAL
24 HOUR EMERGENCY HELP DESK WITHIN CANADA OR USA CALL
1 888 342 3292 OUTSIDE OF TOLL FREE AREA CALL COLLECT
1 303 801 2147. PLEASE QUOTE ACCESS CODE 2EC0
OUR PRIVACY POLICY CAN BE FOUND AT WWW.MARLINTRAVEL.CA.