

#### **Board and Executive Expense Report**

Name Dr. David Megran

Title EVP & Chief Medical Officer (Clinical Operations)

**Location** Calgary

Expenses submitted during the month of January 2013

					Travel (1)					
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
December	P-Card	Various meetings								
2012 to January 2013 November 2012 to January 2013	Expense Claim	Conference and operational meetings	1,740	30	166	214 510	2,120 540			
Total			\$ 1,740	\$ 30	\$ 166	\$ 724	\$ 2,660	\$ -	\$ -	\$ -
Total for the Month	\$ 2,660									
Maximum da	neal expense claim aily hotel rate clai ny air travel in the	med in the month	\$ 30 \$ 139 \$ -							

#### 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

#### 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

MEGRAN, DAVID

Cardholder's Name

EXECUTIVE VP & CHIEF MEDICAL

Cardholder's Position/Title

Billing Reporting Period:

20/01/2013

OFFICE OF THE CHIEF MEDICAL

Cardholder's Dept Cardholder's Site/Location

SOUTHPORT TOWER

Total Statement Amount:

\$2,119.75

DAVID.MEGRAN@ALBERTAHEALTHSERVICES.CA

Cardholder's e-mail address

Last 6 digits of the P-Card #:

Transaction Date		Merchant Name & Description	Trans Original Amount	Currency	Trans Amount		GST	Freight Description
	304721511	YELLOW CAB, LIMOUSINES AND TAXICABS	66.70	CAD	√ 66.70	0	3.16	.00Nov 15, 12 ground transportation
	304721512	YELLOW CAB, LIMOUSINES AND TAXICABS	80.50	CAD	✓ 80.50	4,	3.83	.00Dec 13, 2012 ground transportation RAH to sirport
	304721513	YELLOW CAB, LIMOUSINES AND TAXICABS	66.70	CAD	<b>/</b> 68.70	3	3,18	.00Nov 16. 12 Ground transportation SSP to airport
	304867689	AIR CAN 0142115836454, AIR CANADA	165.63	CAD	/155.53	0	.00	.00Calg-Edm Jan 8, 13 Operational
27/12/2012	304867690	AIR CAN 0142115836669, AIR CANADA	187.03	CAD	√ 187.03	C	.00	.00Jan 8, 13 Edm-Calg Operational
27/12/2012	304867694	AIR CAN 0142115838454, AIR CANADA	18.90	CAD	√ 18.90	h	00	.00Jan 8, 13 Calg-Edm seat
27/12/2012	304867695	AIR CAN 0142115838869, AIR CANADA	18,90	CAD	√ 18.90	0	.00	.00Jan 8, 13 Edm-Cal seat selection
28/12/2012	304867691	AIR CAN 0142115856161. AIR CANADA	166,03	CAD	√ 166.03	4	.00	.00Jan 11 13.Calg/Edm Operational
28/12/2012	304867692	AIR CAN 0142115856301. AIR CANADA	166.03	CAD	<b>√</b> 166.03	4	.00	.00Jan 11, 13 Edm-Calg 4.00 pm
28/12/2012	304867693	AIR CAN 0142115856454, AIR CANADA	166.03	CAD	./166 03	2	DC	.00 Jan 14 13 Calg-Edm Operational
28/12/2012	304867696	AIR CAN 0142115858161, AIR CANADA	18 90	CAD	J 18.90	٤	DO	.00Jan 11, 13 Calg-Edm seat selection
28/12/2012	304867697	AIR CAN 0142115856301, AIR CANADA	18.90	CAD	J 18.90	5	.00	.00Jan 11, 13 Edm-Calg seat selection
28/12/2012	304867698	AIR CAN 0142115856454, AIR CANADA	18.90	CAD	J 18 90	•	.00	.00Jan 14, 13 Calg-Edm Seat selection
07/01/2013	305367431	AIR CAN 0142116181277, AIR CANADA	78.75	CAD	√ 78.75	4	.00	.00Jan 14: 13 Calg-Edm change fee
10/01/2013	305873183	AIR CAN 0142116371951, AIR CANADA	216.43	CAD	J 216 43	4	.00	.00Jan 11 13 Edm-Calg 2 pm flight pperational meetings
10/01/2013	305873184	AIR CAN 0142116371951, AIR CANADA	18.90	CAD	J 18.90	3	.00	.00Jan 11, 13 Edm-Calg seat
15/01/2013	306077207	AIR CAN 0142116550594, AIR CANADA	171.26	ÇAD	J 171 28	8	.00	.00 Jan 23, 13 Calg-Edm operational
15/01/2013	306077208	AIR CAN 0142116551787, AIR CANADA	300,43	CAD	300.43	0	.00	00Jan 23, 13 Edm-Calg Operational
15/01/2013	306077209	AIR CAN 0142116550594, AIR CANADA	18,90	CAD	√ 18.90	6.	.00	.00Jan 23, 13 Calg-Edm seat
15/01/2013	306077210	THE WESTIN EDMONTON, WESTIN	166,01	CAD	√166.01	ت	17.06	.00Jan 14, 13 AHS/AH operational

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## P-Card details Online ® Cardholder Statement Report

Signatures							
Policies, Program User Guide and Training. I have allocated the transaction of Cardholder Designate  Ca	IO details Online® to the best of my ability in accordance to AHS Corporate dicinn(s) to the proper cost centre.  WER ARM COND.  Indholder Designate Position/Title						
Signature of Cardholder Designate Da	te of Signature						
Program User Guide.  I acknowledge that the above Cardholder Designate has completed review MEGRAN, DAVID  Name of Cardholder  EX	iness purposes in accordance to AHS Corporate Policies and AHS P-Card lews and reconcilitation in BMO details Online® on my behalf (if applicable).  ECUTIVE VP & CHIEF MEDICAL  The der Position/Title						
Approver Designate (if Applicable)  By signing this statement  I hereby certify that I have reviewed and approved this statement in BMO details Online® in accordance to AHS Corporate Policies. Program User Guide and Training on behalf of a authorized approver.							
	prover Designate Position/Title						
Signature of Approver Designate Da	te of Signature						
Program User Guide and hereby approve the transactions as listed.  I acknowledge that the above Approver Designate has completed review  Deborate Rhadel  Name of Approver  Approver	iness purposes in accordance to AHS Corporate Policies and AHS P-Card ws and approvals in BMO details Online® on my behalf (if applicable)  Acting LFo prover Position/Title  Jan - 29/13 ate of Signature						
Ognado or April							
Submit approved statement with ettachments to Accounts Payable:							
Attach: Original Itemized receipts Signed Cardholder Statement Report (or copies of electronic signatures if signatures are not on report)  And where applicable: Copies of pre-approvals for travel Personal cheque payable to "Alberta Health Services" Return, refund and/or credit receipts Disputes letter	Address:  Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton. AB T5J 3E4						

...

Accounts Payable only:

RUN DATE: 01/24/2013

Reference #.

Proprietary and Confidential
Powered by BMO Spend & Payment Solutions

Reviewed by:

PAGE NO: 2

Date:

1 W/12, 12 Utekarturus Meering ACCOUNT NO CHARGE TO. VELLOW CAS (780) 462-3456 PRESTIGE (780) 462-4444 083144 BIS 71 GST\* 15 11 2012 4408744 Adport 102 SSP INTL MEGRAN DR-DAVID CUSTOMER'S SIGNATURE 1 66 70 TOTAL THE YEAR FLOOT THE CARRIDENTINES ON THE TEST IS AUTHORIZED TO FAIR MICH. SHOW AS TO ALL DROW
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#### Diane Beauvais-bishop

From: Sent:

Air Canada [confirmation@aircanada.ca]

To:

December 27, 2012 3:32 PM Diane Beauvais-bishop

Subject:

Air Canada - 08-Jan: Calgary - Edmonton (booking ref:

- seat selected

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*



# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

operational meeting

			check in klosk.	×
Hotels in Edm	onton			
From (per night)	From (per night)	From (per night)	Why book your hotel stay at aircanada.com?	
\$107 CAD	\$223 cad	\$119 CAD	Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to aircanada.com	
Delta Edmonton Centre Suite Hotel:	The Fairmont Hotel Macdonald:	Edmonton Hotel and Conv Centre:	Hotels provided by WWTMS	

Want travel insurance? Protect yourself and your family against unforeseen circumstances.

Need a car in Edmonton? Great rates and additional Aeroplan Miles.



**Booking Information** 

**Booking Reference:** 

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Main Contact:** 

Mr David W Megran

david megran@alhertahealthservices.ca

**Customer Care** Air Canada 1-888-247-2262 Flight Arrivals and

**Departures** 1-888-422-7533

#### **Online Services**

Manage my booking online (view/change my booking; select seats\*). Alert me of flight status changes directly to my mobile phone or email. Flight Arrivals & Departures - check online if my flight is on time.

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Departing Flight Calgary (YYC) To Edmonton (YEG) - Tango

# 5+7 Operational meetings

From:

Air Canada

To:

Diane Beauvais-bishop

Subject: Date:

Air Canada - 08-Jan: Edmonton - Calgary (booking ref:

- seat selected

December 27, 2012 15:38:33

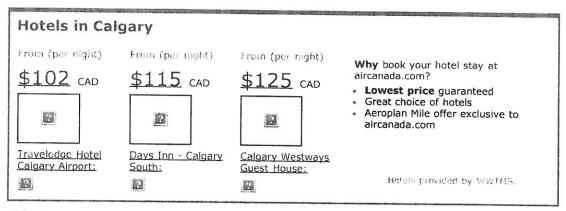
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# Itinerary/Receipt

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Scan this barcode to check in at any Air Canada check in kiosk.



- Want travel insurance? Protect yourself and your family against unforeseen circumstances.
- Need a car in Calgary? Great rates and additional Aeroplan Miles.

Looking for ground transportation or attractions?

#### **Booking Information**

#### **Booking Reference:**

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr David W Megran

david.megran@albertahealthservices.ca

#### **Online Services**

- · Manage my booking online (view/change my booking; select seats\*).
- Alert me of flight status changes directly to my mobile phone or
- Flight Arrivals & Departures check online if my flight is on time.
- Check-in online and print my boarding pass.

#### **Customer Care**

Air Canada 1-888-247-2262

Flight Arrivals and Departures 1-888-422-7533

#### \* Can my booking be changed online?

Flight	<b>Itinerary</b>
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Flight	From	То	Stops	Duration	Aircraft	Fare Type	Meal
AC8151 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Tue 08-Jan 2013 16:00	<b>Calgary</b> ( <b>YYC</b> ) Tue 08-Jan 2013 16:53	0	0hr53	DH3	<u>Tango,</u> G	

Operated by:

#### **Passenger Information**

1: Mr David W Megra	n : Adult (16+),	Ticket Number:	0142115836669	
Air Canada - Aeroplan			Meal Preference :	None
Payment Card:			Special Needs:	None
Seat Selection:	AC8151 <b>9D</b> Paid		• 40 (64)	

#### **Purchase Summary**

Fare Summary	TO THE WATER OF THE PARTY OF TH
Passenger Type	Adult
Departing Flight - <u>Tango</u>	134.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	8.91
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	187.03
Options	
Departing Flight - <u>Tango</u>	
Advance Seat Selection	18.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	205.93
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$205.93

Ticket number(s): 0142115836669

#### **Fare Rules**

Departing Flight Edmonton (YEG) To Calgary (YYC) - Tango

- · Changes:
  - Prior to day of departure **Change fee** per direction, per passenger, is \$75 CAD plus

<sup>&</sup>lt;sup>1</sup> Air Canada Express - Jazz

#### Diane Beauvais-bishop

From: Sent: To: Subject:	December 28, Diane Beauva		ada.ca] dmonton (booking ref: - seat selected	
	***** PLEASI	E DO NOT REPLY TO	THIS E-MAIL *****	
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Itinerary/ Your booking is co for your financial rec or payment card rec choosing Air Canada	<b>infirmed.</b> Please printerds (e.g. for taxation purposes)	on, expense claim . We thank you for		
board.	and look forward to	welcoming you on	Scan this barcode to check in at any Air Canada check in klosk.	
Hotels in Edm	onton			
From (per night)	From (per night)	Erom (per night)	Why book your hotel stay at aircanada.com?	
\$117 CAD    X   Yarscona Hotel on	\$179 CAD    X   Y   Y   Y   Y   Y   Y   Y   Y   Y	\$126 CAD  Matrix Hotel:	Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to aircanada.com	
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× Need a car in E	Edmonton? Great ra		nily against unforeseen circumstances.	
Booking Inform	The same of the sa		Customer Care	
itinerary/receipt. Main Contact: Mr David W Megran	ng confirmed. This		Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533	u.
Online Services	a online (view/chang	ae my hooking: sels	oct coatc*\	

Alert me of flight status changes directly to my mobile phone or email.

Flight Arrivals & Departures - check online if my flight is on time.

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Flight	From	То	Stops	Duration	Aircraft	Fare Mea		
AC8380 <sup>1</sup>	Calgary (YYC) Fri 11-Jan 2013 06:00	Edmonton, Edmonton Int'l (YEG) Fri 11-Jan 2013 06:59	0	0hr59	DH3	Tango, P		
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Air Canada Aeroplan :	2500000			eference :	None			
Payment C Seat Selec	400 M - 200 M	8380 <b>5D</b> <u>Paid</u>	Special I	Needs:	None			
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Grand Total - Canadian dollars					\$184.93			
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THE TOHOWN	ng charges (ta	x inclusive) will appear on you	ur credit or	debit card	statement	:		
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	ber(s): 01421							

Departing Flight Calgary (YYC) To Edmonton (YEG) - Tango

#### Diane Beauvais-bishop

From:

Air Canada [confirmation@aircanada.ca]

Sent: To:

December 28, 2012 9:40 AM Diane Beauvais-bishop

Subject:

Air Canada - 11-Jan: Edmonton - Calgary (booking ref:

- seat selected

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# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

Operational meetings

Scan this barcode to check in at any Air Canada × check in klosk. Hotels in Calgary Why book your hotel stay at aircanada.com? From (per night) From (per night) \$101 CAD 16 CAD Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to aircanada.com Regency Suites Hotel: Carriage House Inn: Hotels provided by WWTMS.

|x|| Want travel insurance? Protect yourself and your family against unforeseen circumstances.

Need a car in Calgary? Great rates and additional Aeroplan Miles.



Looking for ground transportation or attractions?

**Booking Information** 

**Booking Reference:** 

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Main Contact:** 

Mr David W Megran

david.megran@albertahealthservices.ca

**Customer Care** Air Canada 1-888-247-2262 Flight Arrivals and **Departures** 1-888-422-7533

#### **Online Services**

Manage my booking online (view/change my booking; select seats\*). Alert me of flight status changes directly to my mobile phone or email. Flight Arrivals & Departures - check online if my flight is on time.

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Flight	From	То	Stops	Duration	Aircraft	Fare Type	Meal
AC8151 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Fri 11-Jan 2013 16:00	Calgary (YYC) Fri 11-Jan 2013 16:53	0	0hr53	DH3	<u>Tango</u> , P	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

#### Passenger Information

1: Mr David W Megran : Adult (	(16+),	<b>Ticket Number:</b>	0142115856301
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Air Canada -Aeroplan :

Meal Preference :

None

Payment Card:

Special Needs:

None

Seat Selection: AC8151 8D Paid

#### **Purchase Summary**

Fare Summary	eri-deri felolism menneti <del>en en</del> men menneti en
Passenger Type	Adult
Departing Flight - <u>Tango</u>	114.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	7.91
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	166.03
Options	
Departing Flight - <u>Tango</u>	
Advance Seat Selection	18.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	184.93
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$184.93

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$166.03 (Airfare - per ticket)

Air Canada: \$18.90 (Advance Seat Selection - per ticket)

Ticket number(s): 0142115856301

#### **Fare Rules**

Departing Flight Edmonton (YEG) To Calgary (YYC) - Tango

From:

Air Canada

To:

Diane Beauvais-bishop

Subject:

Air Canada - 14-Jan: Calgary - Edmonton (booking ref:

-

- seat selected

Date:

December 28, 2012 9:44:47

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

AHS operational meeting AH. meeting

Scan this barcode to check in at any Air Canada check in kiosk.

#### Hotels in Edmonton From (per night) From (per night) From (per night) Why book your hotel stay at aircanada.com? \$223 CAD \$179 CAD \$108 CAD Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to 13 83 aircanada.com The Fairment Hotel Delta Edmonton Comfort Inn & Macdonald: Centre Suite Hotel: Suites: Hotels provided by WWTMS.

#### **Booking Information**

#### **Booking Reference:**

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr David W Megran

david.megran@albertahealthservices.ca

#### **Customer Care**

Air Canada 1-888-247-2262

Flight Arrivals and Departures 1-888-422-7533

#### **Online Services**

- Manage my booking online (view/change my booking; select seats\*).
- 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 Itinerary

Flight	From	То	Stops	Duration	Aircraft	Fare Type	Meal
AC8140 <sup>1</sup>	Calgary (YYC) Mon 14-Jan 2013 11:30	Edmonton, Edmonton Int'l (YEG) Mon 14-Jan 2013 12:24	0	0hr54	DH3	Tango,	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

#### **Passenger Information**

1: Mr David W Megra	n : Adult (16+),	Ticket Number: 0142115856454	
Air Canada - Aeroplan :		Meal Preference :	None
Payment Card:	B Dark Market	Special Needs:	None
Seat Selection:	AC8140 <b>5D</b> <u>Paid</u>		

#### **Purchase Summary**

Fare Summary	Microscopic meneralismosmus palacepatro and continuing acception
Passenger Type	Adult
Departing Flight - <u>Tango</u>	114.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	7.91
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	166.03
Options	
Departing Flight - <u>Tango</u>	
Advance Seat Selection	18.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	184.93
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$184.93

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$166.03 (Airfare - per ticket)

Air Canada: \$18.90 (Advance Seat Selection - per ticket)

Ticket number(s): 0142115856454

#### **Fare Rules**

Departing Flight Calgary (YYC) To Edmonton (YEG) - Tango

- · Changes:
  - Prior to day of departure Change fee per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. Changes can be made up to 2 hours prior to departure.
  - Airport same-day changes are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded), for whom the flat fee is \$75 CAD/USD. Same-day flights only.

Dan 14,13 Operational meetings

Change fee - flight changed

Air Canada [confirmation@aircanada.ca] to accommodate Additional
January 07, 2013 12:35 PM

Diane Beauvais-bishop

Diane Beauvais-bishop

#### Diane Beauvais-bishop

From:

Sent: To: Subject:

Diane Beauvais-bishop

Air Canada - 14-Jan: Calgary - Edmonton (booking ref:

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# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on

Scan this barcode to check in at any Air Canada check in klosk.



Want travel insurance? Protect yourself and your family against unforeseen circumstances.

Need a car in Edmonton? Great rates and additional Aeroplan Miles.



**Booking Information** 

**Booking Reference:** 

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Main Contact:** Mr David Megran

david.megran@albertahealthservices.ca

**Customer Care** Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533

#### **Online Services**

Manage my booking online (view/change my booking; select seats\*). 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 Itinerary

Flight	From	То	Stops	Duration	Aircraft	Fare Type	Meal
AC8170 <sup>1</sup>	Calgary (YYC) Mon 14-Jan 2013 06:45	Edmonton, Edmonton Int'l (YEG) Mon 14-Jan 2013 07:44	0	0hr59	DH3	Tango, E	

Operated by:

Air Canada Express - Jazz

#### Passenger Information

1: Mr David Megran : Adult (16+), Ticket Number: 0142116181277

Air Canada - Aeroplan :		Meal Preference :	Regular	T ROWNER OF THE PROPERTY OF TH
Payment Card:	BARLES IN SECTION	Special Needs:	None	
Seat Selection:	AC8170 <b>5D</b>			

Additional charges and/or refund summary

	Additional charges
Passenger Type	Adult
Airfare (includes <u>Surcharges</u> )	0.00
Extra Charges (Change Fee)	
Change Fee	75.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	3.75
Total Extra Charge (Change Fee)	78.75
Options Departing Flight - Tango	
Advance Seat Selection (This option was selected in the original booking)	
Total airfare, taxes and options (per passenger)	78.75
Number of passengers	1
Grand Total - Canadian dollars	\$78.75

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$78.75 (Change Fee per ticket)

Ticket number(s): 0142116181277

#### **Fare Rules**

Departing Flight Calgary (YYC) To Edmonton (YEG) - Tango

#### · Changes:

- Prior to day of departure Change fee per direction, per passenger, is \$75 CAD plus applicable taxes and any additional fare difference. Changes can be made up to 2 hours prior to departure.
- Airport same-day changes are subject to availability and are permitted only for same-day flights at a fee of \$150 CAD/USD per direction, per passenger, except for passengers travelling on a flight between Toronto and Montreal, or Toronto and Ottawa (connecting flights excluded), for whom the flat fee is \$75 CAD/USD. Same-day flights only.
- o Same-day standby is not permitted.
- o Flights can only be used in sequence from the place of departure specified on the itinerary.

#### Cancellations:

- Tickets are non-refundable and non-transferable.
- o Cancellations can be made up to 45 minutes prior to departure.
- Provided the original booking is cancelled prior to the original flight departure, the value of the unused ticket can be applied within a one year period from date of issue of the original tickets to the value of a new ticket subject to the change fee per direction, per passenger, plus applicable taxes and any additional fare difference, subject to availability and advance purchase requirements. The new outbound travel date must commence within a one year period from the original date of ticket issuance. If the fare for the new journey is lower, any residual amount will be forfeited.
- o Customers who no-show their flight will forfeit the fare paid.
- Paid Advance Seat Selection is available on Air Canada and Air Canada Express (operated by Jazz), subject to availability.
- Flights operated by Air Canada: earn 25% non-status Aeroplan Miles for flights within Canada and 50% Air Canada Status Miles for flights between Canada and the U.S.

#### Diane Beauvais-bishop

From: Air Canada [confirmation@aircanada.ca]

Sent: January 10, 2013 4:57 PM
To: Diane Beauvais-bishop

Subject: Air Canada - 11-Jan: Edmonton - Calgary (booking ref: - seat selected

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# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

operation al meetings

Scan this barcode to check in at any Air Canada check in klosk. Hotels in Calgary Why book your hotel stay at From (per night) aircanada.com? Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to aircanada.com Acclaim Hotel The Westin Days Inn - Calgary Calgary Airport: Calgary: South: × Hotels provided by WWTMS.

| Want travel insurance? Protect yourself and your family against unforeseen circumstances.

Need a car in Calgary? Great rates and additional Aeroplan Miles.



Looking for ground transportation or attractions?

#### **Booking Information**

**Booking Reference:** 

Electronic Ticketing confirmed. This is your official itinerary/receipt.

**Main Contact:** 

Mr David W Megran

david.megran@albertahealthservices.ca

Customer Care Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533

#### **Online Services**

Manage my booking online (view/change my booking; select seats\*).

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?

F	Ï	g	h	it	I	ti	n	e	ra	ry	

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8147¹	Edmonton, Edmonton Int'l (YEG) Fri 11-Jan 2013 14:00	<b>Calgary</b> ( <b>YYC</b> ) Fri 11-Jan 2013 14:53	0	Ohr53	DH3	<u>Tango,</u> N	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

#### **Passenger Information**

1: Mr David W Megran : Adult (16+), Ticket Number: 0142116371951

Air Canada -Aeroplan :

Meal Preference:

None

Payment Card: Seat Selection: AC8147 **6C** Paid

Special Needs:

None

#### **Purchase Summary**

Fare Summary	
Passenger Type	Adult
Departing Flight - <u>Tango</u>	162.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	10.31
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	216.43
Options	
Departing Flight - <u>Tango</u>	
Advance Seat Selection	18.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	235.33
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$235.33

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$216.43 (Airfare - per ticket)

Air Canada: \$18.90 (Advance Seat Selection - per ticket)

Ticket number(s): 0142116371951

#### **Fare Rules**

Departing Flight Edmonton (YEG) To Calgary (YYC) - Tango

#### Diane Beauvais-bishop

From: Sent: To: Subject

Air Canada [confirmation@aircanada.ca]

January 15, 2013 11:02 AM Diane Beauvais-bishop

Subject:

Air Canada - 23-Jan: Calgary - Edmonton (booking ref:

- seat selected

\*\*\*\*\* PLEASE DO NOT REPLY TO THIS E-MAIL \*\*\*\*\*

X

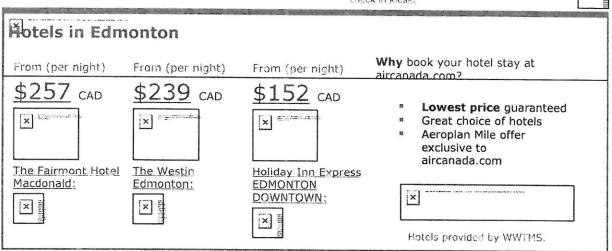
# Itinerary/Receipt

Your booking is confirmed. Please print/retain this page for your financial records (e.g. for taxation, expense claim or payment card reconciliation purposes). We thank you for choosing Air Canada and look forward to welcoming you on board.

AHS operational meetings AH meeting.

Scan this barcode to check in at any Air Canada check in kiosk.

x s



| Want travel insurance? Protect yourself and your family against unforeseen circumstances.

Need a car in Edmonton? Great rates and additional Aeroplan Miles.

s. x

**Booking Information** 

**Booking Reference:** 

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr David W Megran

david.megran@albertahealthservices.ca

Customer Care Air Canada 1-888-247-2262 Flight Arrivals and Departures 1-888-422-7533

**Online Services** 

<u>Manage</u> my booking online (view/change my booking; select seats\*).

<u>Alert me</u> of flight status changes directly to my mobile phone or email.

<u>Flight Arrivals & Departures</u> - check online if my flight is on time.

Check-in online and print my boarding pass.

#### \* Can my booking be changed online?

FI	ig	ht	Itir	nera	ry

Flight	From	То	Stops	Duration	Aircraft	Fare Type	Meal
AC8380 <sup>1</sup>	Calgary (YYC) Wed 23-Jan 2013 06:00	Edmonton, Edmonton Int'l (YEG) Wed 23-Jan 2013 06:59	0	0hr59	DH3	Tango, P	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

#### **Passenger Information**

1: Mr David W M	legran : Adult (16+), Tick	et Number: 01421165505	94	
Air Canada - Aeroplan :		Meal Preference :	None	
Payment Card:		Special Needs:	None	
Seat Selection:	AC8380 5D Paid			

#### **Purchase Summary**

Fare Summary	
Passenger Type	Adult
Departing Flight - <u>Tango</u>	119.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	8.16
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	171.28
Options	
Departing Flight - <u>Tango</u>	
Advance Seat Selection	18.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	0.90
Total airfare, taxes and options (per passenger)	190.18
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$190.18

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$171.28 (Airfare - per ticket)

Air Canada: \$18.90 (Advance Seat Selection - per ticket)

Ticket number(s): 0142116550594

#### **Fare Rules**

Departing Flight Calgary (YYC) To Edmonton (YEG) - Tango

From:

Air Canada

To: Subject: Diane Beauvais-bishop

Air Canada - 23-Jan: Edmonton - Calgary (booking ref:

- seat selected

Date: January 15, 2013 11:23:05

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# Itinerary/Receipt

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AHS operation al meetings AH meeting.

Scan this barcode to check in at any Air Canada check in kiosk,

#### Hotels in Calgary From (per night) From (per night) From (per night) Why book your hotel stay at aircanada.com? \$115 CAD \$173 CAD \$149 CAD Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to 4 aircanada.com Days Inn - Calgary Executive Royal Inn Acclaim Hotel South: North Calgary: Calgary Airport: Hotels provided by WWTMS.

- Want travel insurance? Protect yourself and your family against unforeseen circumstances.
- Need a car in Calgary? Great rates and additional Aeroplan Miles.

Looking for ground transportation or attractions?

#### **Booking Information**

#### **Booking Reference:**

Electronic Ticketing confirmed. This is your official itinerary/receipt.

Main Contact:

Mr David W Megran

david.megran@albertahealthservices.ca

#### **Online Services**

- Manage my booking online (view/change my booking; select seats\*).
- Alert me of flight status changes directly to my mobile phone or
- Flight Arrivals & Departures check online if my flight is on time.
- Check-in online and print my boarding pass.

#### **Customer Care**

Air Canada 1-888-247-2262

Flight Arrivals and **Departures** 1-888-422-7533

#### \* Can my booking be changed online?

#### Flight Itinerary

Flight	From	То	Stops	Duration	Aircraft	Fare Type	Meal
AC8155 <sup>1</sup>	Edmonton, Edmonton Int'l (YEG) Wed 23-Jan 2013 17:00	Calgary (YYC) Wed 23-Jan 2013 17:53	0	0hr53	DH3	Flex, H	

Operated by:

<sup>1</sup> Air Canada Express - Jazz

#### **Passenger Information**

1: Mr David W Megr	an : Adult (16+), Tic	ket Number: 0142116551787	
Air Canada - Aeroplan	1 The second	Meal Preference :	None
Payment Card:		Special Needs:	None
Seat Selection:	AC8155 <b>5C</b>		

#### **Purchase Summary**

Fare Summary	W-10-12-11-11-11-11-11-11-11-11-11-11-11-11-
Passenger Type	Adult
Departing Flight - Flex	242.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	14.31
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	300.43
Number of passengers	1
RBC Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$300.43

The following charges (tax inclusive) will appear on your credit or debit card statement:

Air Canada: \$300.43 (Airfare - per ticket)

Ticket number(s): 0142116551787

#### **Fare Rules**

Departing Flight Edmonton (YEG) To Calgary (YYC) - Flex

- · Changes:
  - Prior to day of departure Change fee per direction, per passenger, is \$50 CAD plus applicable taxes and any additional fare difference. Changes can be made up to 2 hours prior to departure.
  - Airport same-day changes (subject to availability) are permitted at a flat fee of \$75
     CAD/USD per direction, per passenger. Same-day flights only.
  - Same-day standby is available only to passengers travelling on a flight between
    Toronto and Montreal or Ottawa (connecting flights excluded), as well as to passengers
    travelling between Toronto Pearson (YYZ) and LaGuardia (LGA), John F. Kennedy (JFK)
    and Newark (EWR) airports.

AH meeting.

The Westin Edmonton 10135 100 St Edmonton, AB T5J 0N7 780-426-3636

http://www.westin.com/edmonton



HOTELS & RESORTS

Dr Megran, David

Page Number Guest Number Folio ID 1

Invoice Nbr Arrive Date Depart Date 1000097054 01-14-2013 01-15-2013

No. Of Guest Room Number

408

Time 01-15-2013 02:30

#### Information Invoice

Date	Reference	Description	Charges	Credits
01-14-2013	G386	Internet And/or Business Ctr	\$9.48	
01-14-2013	G386	GST	\$0.47	
01-14-2013	RT408	Room Charge	\$139.00	
01-14-2013	RT408	GST	\$7.16	
01-14-2013	RT408	DMF	\$4.17	
01-14-2013	RT408	Tourism Levy	\$5.73	
01-15-2013	MC	Mastercard		\$-166.01
		** Total	\$166.01	\$-166.01
		** Balance	\$0.00	

For your convenience, we have prepared this zero-balance folio indicating a \$0 balance on your account. Please be advised that any charges not reflected on this folio will be charged to the credit card on file with the hotel. While this folio reflects a \$0 balance, your credit card may not be charged until after your departure. You are ultimately responsible for paying all of your folio charges in full.

#### EXPENSE SUMMARY REPORT

#### Currency: CAD

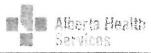
Date	Room	GST	Tour Levy	Food\Bev	Phone	Other	Total	Payment
01-14-2013	\$139.00	\$7.16	\$5.73	\$0.00	\$9.95	\$4.17	\$166.01	\$0.00
01-15-2013	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$-166.01
Total	\$139.00	\$7.16	\$5.73	\$0.00	\$9.95	\$4.17	\$166.01	\$-166.01

Your SPG Account

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Continued on the next page



### TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION A: EMPLOYEE DETAILS (for AHS Staff ONL	-Y)							
<ul> <li>Enter employee # (old) and Employee # (E-People) if your payro</li> </ul>	oll has migrated to the New E-People payroll sys	tem Expense Date From:	22-Nov-12 To	23-Jan-13				
Indicate N/A in the Employee # (E-People) if your payroll has not migrated to the New E-People payroll system  If you are a new employee and your payroll is E-People you will only have an Employee # (E-People)  Travel Period from:  To  Out-of-Province Travel								
Name: Dr. David Megran	The state of the s	Out-of-Province Tran	vel					
	0.00	EVP & CMO, Clinical Operations						
	Office DOFA Level: 28 (d applicable)	Union: Exempt Bus	Iness Phone #:	Ext:				
Employee # (E-People):	Employee # (REQUIRED # crior to F-People m	gration);						
SECTION E: FINANCE CODING & TOTAL CLAIM								
CAPITAL PROJECT CODING ONLY → Project No Expenditure (	AND THE RESIDENCE OF THE PARTY	Project Task Number Expenditure Type						
Total - Section B: Travel - Pg 2	Total - Section C&D: Other & Fo	reign Expenses - Pg 3	TOTAL DECEMBER					
Pg Bal Location Functional Centre Total	Bal Unit Location Functional	Secondary/ Total	TOTAL REIMBUI	(SEMEN)				
Unit Cocanon (FC) Expense	Bai Offit Location Centre (FC)	Expense Expense	Total Section B	\$539.95				
2A 101 0000 71110000012 \$539.95			Total Section C&D					
2B			Less Cash Advance					
2C								
20			TOTAL CLAIM	\$539.95				
\$539.95	**User to enter Coding & \$ amount	nts						
NOTE: This section auto fills from page 2A, 2B, 2C & 2D	NOTE: These fields do not automatic	cally fill for Section C&D						
SECTION F: AUTHORIZATION								
if applicable, <u>print</u> the name of the person ( <u>other than claimant</u> ) that p Employee and approval signatures required as well as DOFA level (de	repared the claim along with phone number so if	there are any questions contact can	the easily made.					
Claim Prepared by (PRINT ONLY); Diene Bequveisig Bishop	or ballong forthy arts I conton if of sic.	Phone #	Ext					
I hereby acknowledge that I have read the Travel, I was and Working Sec	sion Expenses Policy" of Alberta Health Services and	hereby configuration expanses claimed	d age in compliance with such policy.					
I hereby certify that the expenses listed above have it taken previously claime	d by me or on my bohalf from Alberta Health Services	or other organization.	12003					
Employee Signature:		110 Cin 65/						
I hereby certify that I have reviewed the expenses and they are in a paperoved claim form with receipts should be sent by the approver dire		118, 1122).						
Approved By (PRINT ONLY): Deborah Rhodel	DOFA Level 16 P	osition#	Phone 4	Ext				
Signature: Deborch Whoolis	THE Action	(P.	Date Jan. 291	13				
Approved By (PRINT ONLY):		osition#	Phone #	Ext				
Signature:	Titte		Date					

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 Proteotion of Privacy (FOIP) Act, respectively, for the purpose of administering AHS Procure to Pay program. For more information, question or concern about the collection, use or disclosure of your health and personal information, please contact Mark Palka, Director Accounts Payable at 780-735-0506 or email.

Mark Palka@albertaheelthservices.ca

#### **EXPENSE CLAIM DETAILS**

	Enter Finance Coding 101 • 0000 •	71110000	012		Emp # (E-P	eople)	240	Emp # (prior	to E-people)		P	age 2A
If expenses total \$ amo	If expenses incurred are for multiple FC's please use pages 2B,2C,2D (after pg3) as there should be one FC per page OR if more lines are required for the same FC use these additional pages. Enter total \$ amount on slip, DO NOT separate any taxes (eg. GST). Secondary/Expense codes are not required in this section as they are pre-determined by the system.											
SECTION	B: TRAVEL EXPENSES NOTE: If expens	es do not fall i	nto these ca	tegories su	ich as Hospitalit	y, Working Sessi	on, Relocation, Co	entinuing Education,	Business Insurance	go to SECTION	4 C	
Select from dropdown menu (column <b>Province</b> ) where expenses were incurred (Out of N.America = Inter'l).  Ensure separate lines are used for claim items that differ in Province, US and Out of North America.												
Date	Purpose of Travel	Province, US, or	What is travel	(Sel	Meal ect type from o	Iropdown)	Airfare		Rental			Mileage
dd-mmm-yy	55 characters maximum ~length of shaded area	Out of N.America	related to?	Туре	w/receipt	w/o receipt or per diem	Bus/LRT Parking	Hotel	Car	Taxi	Fuel	(km)
22-Nov-12	Annual Symposium - AFMC Ottawa (SPTT - Calgary airport)	ON	Conf							\$70.00		
22-Nov-12	Annual Symposium - AFMC Ottawa (airport-Westin)	ON	Conf							\$40.00		
23-Nov-12	Annual Symposium - AFMC Ottawa (Westin-airport)	ON	Conf							\$40.00		
11-Jan-13	AHS Operational meetings (SPTT - airport)	AB	Meeting							\$75.00		
11-Jan-13	AHS Operational meetings (airport - SPTT)	AB	Meeting							\$70.00		
Jan 14,13	AHS Operational meetings (SPTT - airport)	AB	Meeting							\$70.00		
23-Jan-13	AHS Operational meetings (SPTT - airport)	AB	Meeting							\$70.00		
23-Jan-13	AHS Operational meetings (airport - SPTT)	AB	Meeting							\$75.00		
23-Jan-13	AHS Operational meetings - Edmonton	AB	Meeting	BD		\$29.95						
					"							
		;	SUBTOT	ALS		\$29.95				\$510.00		Total Kms
	MEAL PER DIE	ARATES					7	Enter \$0.505 kr	n, \$0.47 km OR r	ate per Union	Agreement	
	B = Breakfast = \$9.20	inner = \$20.7						, , , , , , , , , , , , , , , , ,		Mileage detai		
	BL = Breakfast & Lunch = \$20.80 BD = Breakfast & D	<u>inner</u> = \$29.9	5 <u>LD = L</u>	unch & Di	<u>nner</u> = \$32.35						Mileage \$	
	MILEAGE - Business Kilometre Rate	for Person	ally-Owne	ed Vehic	le					Trave	el \$ Subtotal	\$539.95
	→ details of travel location to & from must be include	d above under	the purpose						Enter on	page 1 TOTA	L TRAVEL \$	\$539.95
	<b>\$0.505</b> per km for <u>unc</u> <b>\$0.47</b> per km for ove		the state of the s							pge	- · · · · · · · ·	
11	or per Union Ag		<u></u>				Note: To	otal will auto fill into				ally - Additional
	or got emeritapoement					_	pg 2s can be found at end of form					

	#1,2,3:
THANK YOU  Driver: TED  From: 10103 So w + 1004 LMS LM  To:	annual symposium.
RECEIPT/RECU  Amount Mortant  Promise  AIV Port > Washin.	# \$1,5,6. Operational 1+8 meetings.
Town SCA Driver Chauffeur  Thank you   Merci	Driver # 2-165 To: A-14.5 - SOUTHPORT
From Wohld Date 23 1 2012  From Wohld Date 23 1 2012	G: 4.14.3 - SOUTHPORT From: AIRPORT Date: JAN. 23, 20 Bmount: 75 = GST # 1.33282848
Driver # 2165	Driver # 2165  To: AIRPORT  From: A. HS SOUTHPORT  Date: 1AN. 23, 2013 Amount: 70  GST# 133282848
Driver # 2165	Driver # 2/65