

Official Administrator and Executive Expense Report

Name Dr. Francois Belanger
Title Vice President & Medical Director, Central & Southern Alberta, Zone Medical Director, Calgary Zone
Location Calgary
 Expenses submitted during the month of March 2014

Travel (1)										
Date	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
Mar-14	P-Card	Various Meetings	1,107		149	131	1,387			
Mar-14	Expense Claim	Meetings				116	116			
Total			\$ 1,107	\$ -	\$ 149	\$ 247	\$ 1,503	\$ -	\$ -	\$ -

Total for the Month \$ 1,503

Maximum daily single meal expense claimed in the month \$ -
 Maximum daily base hotel rate claimed in the month \$ 139
 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:			
<ul style="list-style-type: none"> 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 			
BELANGER, FRANCOIS Cardholder's Name	SOUTH, MEDICAL DIRECTOR & Cardholder's Position/Title	Billing Reporting Period	20/03/2014
OFFICE OF THE CMO Cardholder's Dept	SOUTHPORT Cardholder's Site/Location	Total Statement Amount	\$1,387.32
FRANCOIS.BELANGER@ALBERTAHEALTHSERVICES.CA Cardholder's e-mail address		Last 6 digits of the P-Card # XXXXXXXXXX	

Statement of Transactions								
Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
19/02/2014	343570692	YELLOW CAB, LIMOUSINES AND TAXICABS	-69.00	CAD	✓ -69.00	-3.25		Taxi refund Charged to wrong credit card
19/02/2014	343570693	AIR CAN 0142131250133, AIR CANADA	224.83	CAD	✓ 224.83	00		Feb 27 AACT meeting. YYC-YEG Travel cancelled - credit used on Mar 17
19/02/2014	343570694	AIR CAN 0142131250319, AIR CANADA	219.58	CAD	✓ 219.58	00		Feb 27 AACT meeting. YEG-YYC travel cancelled. Credit issued.
24/02/2014	343956950	AHS PARKING ROCKYVIEW, GOVERNMENT SERVICES NOT	13.00	CAD	✓ 13.00	02		Feb 24 Various meeting at RGH. Parking
03/03/2014	344870864	AIR CAN 0142131732848, AIR CANADA	309.68	CAD	✓ 309.68	00		00 Mar 14 AMA Rep forum. YEG-YYC Changed travel arrangement. Credit issued
05/03/2014	344870906	AIR CAN 0142129155088, AIR CANADA	-226.93	CAD	✓ -226.93	00		Jan 7 ELT meeting. AC cancelled flight due to weather. Refund. Drove to Edmonton
07/03/2014	345382185	AIR CAN 0142131897001, AIR CANADA	245.63	CAD	✓ 245.63	00		00 March 11 ELT meeting. YEG to YYC
07/03/2014	345382189	AIR CAN 0142131897035, AIR CANADA	229.03	CAD	✓ 229.03	00		00 March 11 ELT meeting. YYC to YEG
11/03/2014	345774455	THE CALGARY AIRPORT AL, AUTOMOBILE PARKING LOTS AND	25.20	CAD	✓ 25.20	00		00 Mar 11 ELT meeting. Parking at YYC
12/03/2014	345774453	PRESTIGE TRANSPORTATION, LIMOUSINES AND TAXICABS	72.00	CAD	✓ 72.00	3.43		00 Mar 11 ELT meeting. Taxi YEG to SSP
13/03/2014	345774454	PRESTIGE TRANSPORTATION, LIMOUSINES AND TAXICABS	72.00	CAD	✓ 72.00	3.43		00 Mar 11 ELT meeting. Taxi SSP to YEG
13/03/2014	345774456	AHS PARKING ROCKYVIEW, GOVERNMENT SERVICES NOT	8.00	CAD	✓ 8.00	38		Mar 13 Men's Health meeting. Parking at RGH
14/03/2014	346067480	AIR CAN 0142132173216, AIR CANADA	52.50	CAD	✓ 52.50	00		00 Mar 17 Meeting with new CEO and ELT. YYC to YEG. Change fee (credit from Feb 27)
14/03/2014	346067491	AIR CAN 0142132173569, AIR CANADA	52.50	CAD	✓ 52.50	00		00 Mar 18 ELT meeting. YEG to YYC. Change fee (credit from Dec 17)
19/03/2014	346264846	MATRIX HOTEL, LODGING HOTELS, MOTELS, RESORTS	148.90	CAD	✓ 148.90	7.08		Mar 17 ELT meeting in Edmonton

Transactions without Receipts or supporting documentation								
Transaction Date	Trans ID	Merchant Name & Description	Trans Original Amount	Currency	Trans Amount	GST	Freight	Description
07/03/2014	345267407	AHS PARKING ROCKYVIEW, GOVERNMENT SERVICES NOT	10.00	CAD	✓ 10.00	48		Mar 7 RGH Strategic Plan meeting. Parking at RGH.

Signatures Cardholder Designate (if Applicable) By signing this statement • I hereby certify that I have reviewed and reconciled this statement in BMO Online to the best of my ability in accordance to AHS Corporate Policies, Program User Guide and Training. I have allocated the transaction(s) to the proper cost centre. <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <u>Diane Beauvais-Bishop</u> <small>Name of Cardholder Designate</small> <u>[Signature]</u> <small>Signature of Cardholder Designate</small> </div> <div style="width: 45%;"> <u>Exec. Admin Coord</u> <small>Cardholder Designate Position/Title</small> <u>Mar 21/14</u> <small>Date of Signature</small> </div> </div>		
Cardholder By signing this statement • I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. • I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization. A personal cheque for any personal expenses inadvertently charged is attached. • I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided. <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <u>BELANGER, FRANCOIS</u> <small>Name of Cardholder</small> <u>[Signature]</u> <small>Signature of Cardholder</small> </div> <div style="width: 45%;"> <u>SOUTH, MEDICAL DIRECTOR &</u> <small>Cardholder Position/Title</small> <u>March 20, 2014</u> <small>Date of Signature</small> </div> </div>		
Approver Designate (if Applicable) By signing this statement • I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. • I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. • I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided. <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <u>Susan Best</u> <small>Name of Approver Designate</small> <u>[Signature]</u> <small>Signature of Approver Designate</small> </div> <div style="width: 45%;"> <u>Exec. Assistant</u> <small>Approver Designate Position/Title</small> <u>March 26, 2014</u> <small>Date of Signature</small> </div> </div>		
Approver By signing this statement • I attest that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy. • I attest the expenses enclosed in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization. A personal cheque for personal expenses inadvertently charged has been obtained. • I attest that expenses submitted in this claim have been incurred by using a cost effective method, otherwise rationale and supporting analysis is provided. <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> <u>for: Deborah Rhodes</u> <small>Name of Approver</small> <u>[Signature]</u> <small>Signature of Approver</small> </div> <div style="width: 45%;"> <u>Acting VPCorp Services & CFO</u> <small>Approver Position/Title</small> <u>March 28, 2014</u> <small>Date of Signature</small> </div> </div>		
Submit approved statement with attachments to Accounts Payable:		
Attach: • Original (or scanned) itemized receipts with documented business reasons including names of participants where required • 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 • Business reasons for travel require detailed descriptions – include where travelled to, who attended (if meal), why travel was necessary and detailed explanation of reason.	Address: Alberta Health Services Accounts Payable 7th Street Plaza 10th Floor, North Tower, 10030-107 Street Edmonton, AB T5J 3E4	
Accounts Payable only:		
Reference #:	Reviewed by:	Date:

①

Feb 19
Yellow Cab refund
Incorrectly charged to Dr. Belanger

YELLOW CAB
10135 22 501 105 111
EDUCATION RD 161-1A
788-462-3456

13:45024114782536
10135 22 501 105 111
EDUCATION RD 161-1A
788-462-3456
Card #: [REDACTED]

APPROVED
AMOUNT CAD\$69.00 ✓

Ref. #: [REDACTED]
URL: [REDACTED]
CALL OR TEXT AT CONTACT.COM
THANK YOU FOR BEING OUR GUEST

SSI [REDACTED]
Date: 2014/02/19 Time: 14:55:05
Response: [REDACTED]

CUSTOMER COPY

COLLEEN TURNER
RIA 7 U of A
Jan. 20/ 2014

10135 22 501 105 111
EDUCATION RD 161-1A
788-462-3456

13:45024114782536

10135 22 501 105 111
EDUCATION RD 161-1A
788-462-3456
Card #: [REDACTED]

APPROVED
AMOUNT CAD\$69.00

CUSTOMER COPY

Diane Beauvais-Bishop

Feb 27

Alberta Advisory Co on Health Technologies
YYC-YEG

Travel cancelled - credit used on March 17

From: Air Canada [confirmation@aircanada.ca]
Sent: February 19, 2014 11:35 AM
To: Diane Beauvais-Bishop
Subject: Air Canada - 27-Feb: Edmonton - Calgary (booking ref: [REDACTED]) - 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.

Send this item back to mark it as my Air Canada check-in pass

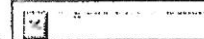


Hotels in Calgary

From (per night)	From (per night)	From (per night)	Why book your hotel stay at aircanada.com?
\$148 CAD	\$179 CAD	\$119 CAD	<ul style="list-style-type: none">Lowest price guaranteedGreat choice of hotelsAeroplane Mile offer exclusive to aircanada.com
Acclaim Hotel Calgary Airport	Sandman Hotel Calgary City Centre	Sandman Hotel and Suites Calgary West	



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



Booking Information

Booking Reference: [REDACTED]

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

Main Contact:

Mr Francois Belanger

francois.belanger@albertahealthservices.ca

Mobile: [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

Customer Care

Air Canada

1-888-247-2262

Flight Arrivals and

Departures

1-888-422-7533

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	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8147 ¹	Edmonton, Edmonton Int'l (YEG) Thu 27-Feb 2014 14:00	Calgary (YYC) Thu 27-Feb 2014 14:53	0	0hr53	DH2	Flex, W	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number: [REDACTED]

Air Canada - [REDACTED]

Aeroplane: [REDACTED]

Payment Card: [REDACTED]

Seat Selection:

AC8147 5D

Meal Preference: None

Special Needs: None

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex

170.00

Surcharges

12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee

25.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

10.71

Air Travellers Security Charge (ATSC)

7.12

Total airfare and taxes before options (per passenger)

224.83

Number of passengers

1

Travel Insurance (declined)

0.00

Grand Total - Canadian dollars

\$224.83 ✓

Payment Information

Credit/Debit Card [REDACTED] - Amount paid: **\$224.83**

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

Air Canada: \$224.83 (Airfare - per ticket)

Ticket number(s): [REDACTED]

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

Diane Beauvais-Bishop

Feb 27

Alberta Advisory Co on Health Technologies
Edmonton

YYC-YEG (travel cancelled - credit issued)

From: Air Canada [confirmation@aircanada.ca]
Sent: February 19, 2014 11:39 AM
To: Diane Beauvais-Bishop
Subject: Air Canada - 27-Feb: Calgary - Edmonton (booking ref [REDACTED]) - 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.

See details regarding the cancellation of your Air Canada booking at [aircanada.com](#)



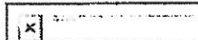
Hotels in Edmonton

From (per night)	From (per night)	From (per night)	Why book your hotel stay at aircanada.com?
\$250 CAD	\$190 CAD	\$372 CAD	<ul style="list-style-type: none">• Lowest price guaranteed• Great choice of hotels• Aeroplan Mile offer exclusive to aircanada.com
Delta Edmonton Centre Suite Hotel	Varscona Hotel on Whyte	The Sutton Place Hotel - Edmonton	

Hotels provided by EXOTIS.



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



Booking Information

Booking Reference: [REDACTED]

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

Main Contact:

Mr. Francois Belanger
francois.belanger@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

Customer Care

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

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	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8170 ¹	Calgary (YYC) Thu 27-Feb-2014 06:00	Edmonton, Edmonton Int'l (YEG) Thu 27-Feb 2014 06:59	0	0hr59	DS13	Flex, G	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francois Belanger : Adult (16+); Ticket Number: [REDACTED]

Air Canada - [REDACTED] Meal Preference : **None**
Aeroplan : [REDACTED]
Payment Card: [REDACTED] Special Needs : **None**
Seat Selection: AC8170 3D

Purchase Summary

Fare Summary

Passenger Type	Adult
Air Transportation Charges	
Departing Flight - Flex	160.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	30.00
Canada Goods and Services Tax (GST/HST #10009-2267 RT000)	10.46
Air Travellers Security Charge (ATSC)	7.12
Total airfare and taxes before options (per passenger)	219.58
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$219.58

✓ (3)

Payment Information

Credit/Debit Card [REDACTED] Amount paid: **\$219.58**

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

Air Canada: \$219.58 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

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

• Changes:

• Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus

February 24
Calgary Zone Working Group, Calgary Zone
Leadership Advisory and FCC meetings
Parking RGH

④

ALBERTA HEALTH
SERVICES

RGH Lot 1

RECEIPT C52

ENTRY DATE/TIME:

24/02/14 09:00

PAY DATE/TIME:

24/02/14 14:05

PARK-DUR.: HRS:MIN

0:05:05

ALLOWED EXIT TO:

25.02.14 09:15

PAID: \$ 13.00 ✓

CASH

* You Have ONLY *

* 15 MINUTES *

* To Exit Garage *

* NO IN/OUT *

* PRIVILEGES *

* Managed By *

* Alberta Health *

* Services *

* GST INCLUDED *

* GST:R124072513 *

Comments/Concerns

Call: 403-943-3725

March 14
AMA Leadership Forum
YEG to YYC. Travel arrangement changed.
Credit issued

5

Diane Beauvais-Bishop

Subject: AC8151 departing at 4:00 pm [REDACTED]
Start: Fri 14-03-2014 4:00 PM
End: Fri 14-03-2014 5:00 PM
Recurrence: (none)
Organizer: Francois Belanger
Categories: Travel time

Booking Information

Booking Reference: [REDACTED]

Customer Care

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

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

Main Contact:

Mr. Francois Belanger
francois.belanger@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | 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 Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8151 ¹	Edmonton, Edmonton Int'l (YEG) Fri 14-Mar 2014 16:00	Calgary (YYC) Fri 14-Mar 2014 16:48	0	0h:48	CRJ	Eco. U	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr. Francois Belanger : Adult (16+), Ticket Number: [REDACTED]

Air Canada -
Aeroplane:

Meal Preference: **None**

Payment Card:

Special Needs: **None**

Seat Selection: **None**

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex	251.00
Surcharges	12.00
Taxes, Fees and Charges	
Canada Airport Improvement Fee	25.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)	14.76
Air Travellers Security Charge (ATSC)	1.12
Total airfare and taxes before options (per passenger)	309.88
Number of passengers	1
Travel Insurance (declined)	0.00
Grand Total - Canadian dollars	\$309.88

✓ 5

Booking Information

Booking Reference: [REDACTED]

Customer Care

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

This is your confirmation

Main Contact:

Mr Francois Belanger
francois.belanger@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Online Services

Manage my booking online (view/change my booking; select seats*)
Select Seats
Maple Leaf Express | **Meal Vouchers** | **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 Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type
AC8151 ¹	Edmonton, Edmonton Int'l (YEG) Fri 14-Mar 2014 16:00	Calgary (YYC) Fri 14-Mar 2014 16:48	0	0hr48	BBJ	Flex, U

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number: [REDACTED]

Air Canada -

Aeroplane:

Payment Card:

Seat Selection: AC8151 2C

Meal Preference: Regular

Special Needs: None

n/c



January 7
Executive Leadership Team meeting
AC flight YYC to YEG cancelled - Refund
Drove to Edmonton

Electronic Refund Receipt / Reçu de re

We are pleased to confirm a refund has been processed to your payment card.

Nous sommes heureux de confirmer qu'un remboursement a été porté à votre carte de paiement.

Please print this refund receipt for your reference.

Veuillez imprimer ce reçu pour vos dossiers.

Refund Information / Détails du remboursement

Passenger Name:
Nom du passager: Francois Belanger

Ticket(s) Refunded:
Billet(s) remboursé(s):

Payment card refunded:
Carte de paiement remboursée:

Date of refund: 04 March 2014
Date du remboursement: 04 Mars 2014

Customer Care Service au client

On the web/Site Web
www.aircanada.com

Air Canada Reservations
Réservations d'Air Canada
1 888 247-2262

Aeroplan Centre
Centre Aéroplan
1 800 361-5373

Amount refunded / Montant du remboursement

Amount eligible for refund: 179.00
Montant à rembourser:

Taxes and Airport Fees eligible for refund:
Taxes et frais aéroportuaires à rembourser:

Canada Security Charge / 7.12
Canada - Droit pour la sécurité (CA)

Canada Airport Improvement Fee / 30.00
Canada - Frais d'améliorations aéroportuaires (SQ)

Canada Goods and Services Tax (GST/HST #10009-2287) / 10.81
Canada - Taxe sur les produits et services (TPS/TVH #1009-2287) (XG)

Total Amount Refunded to your payment card in Canadian dollars:
Montant total remboursé sur la carte de paiement en Dollars canadiens:

✓ **226.93**

7

March 11
Executive Leadership Team meeting
YEG to YYC

Diane Beauvais-Bishop

From: Air Canada [confirmation@aircanada.ca]
Sent: March 07, 2014 12:48 PM
To: Diane Beauvais-Bishop
Subject: Air Canada - 11-Mar: Edmonton - Calgary (booking ref [REDACTED]) - 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.

Scan this barcode to check in online. Air Canada check in mobile.

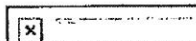


Hotels in Calgary

From (per night)	From (per night)	From (per night)	Why book your hotel stay at aircanada.com?
\$148 CAD	\$69 CAD	\$199 CAD	<ul style="list-style-type: none"> Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to aircanada.com
<p>Acclaim Hotel Calgary Airport</p>	<p>Ramada Limited Calgary Northwest</p>	<p>Sandman Hotel Calgary City Centre</p>	<input type="text"/> <small>Hotels provided by VWTMS</small>



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



Booking Information

Booking Reference: [REDACTED]

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

Main Contact:

Mr Francois Belanger

francois.belanger@albertahealthservices.ca

Mobile: [REDACTED]

Home: [REDACTED]

Work: [REDACTED]

Online Services

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

Select Seats

Maple Leaf Lounge | Meal Vouchers | On My Way

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

Customer Care

Air Canada

1-838-247-2262

Flight Arrivals and

Departures

1-888-422-7533

Flight Arrivals & Departures - check online if my flight is on time
Check-in online and print my boarding pass

¹ Can my booking be changed online?

Flight Itinerary

Flight	From	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8157 ¹	Edmonton, Edmonton Int'l (YEG) Tue 11-Mar 2014 18:00	Calgary (YYC) Tue 11-Mar 2014 18:53	0	0hr53	DN3	Flex, Q	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francois Belanger : Adult (16+), Ticket Number:

Air Canada -
Aeroplan :

Payment Card:

Seat Selection:

AC8157 3D

Meal Preference : None

Special Needs: None

Purchase Summary

Fare Summary

Passenger Type

Adult

Air Transportation Charges

Departing Flight - Flex

190.00

Surcharges

12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee

25.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

11.71

Air Travellers Security Charge (ATSC)

7.12

Total airfare and taxes before options (per passenger)

245.83

Number of passengers

1

Travel Insurance (declined)

0.00

Grand Total - Canadian dollars

\$245.83

Payment Information

Credit/Debit Card - Amount paid: **\$245.83**

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

Air Canada: \$245.83 (Airfare - per ticket)

Ticket number(s)

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

March 11
Executive Leadership Team meeting
YYC to YEG

Diane Beauvais-Bishop

From: Air Canada [confirmation@aircanada.ca]
Sent: March 07, 2014 12:53 PM
To: Diane Beauvais-Bishop
Subject: Air Canada - 11-Mar: Calgary - Edmonton (booking ref: [REDACTED]) - 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.

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



Hotels in Edmonton			Why book your hotel stay at aircanada.com?
From (per night)	From (per night)	From (per night)	
\$170 CAD	\$204 CAD	\$129 CAD	<ul style="list-style-type: none"> Lowest price guaranteed Great choice of hotels Aeroplan Mile offer exclusive to aircanada.com
<u>Varscona Hotel on Whyte:</u>	<u>Delta Edmonton Centre Suite Hotel:</u>	<u>Coast Edmonton Plaza Hotel:</u>	
			Hotels provided by WWIH.



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

Booking Information

Booking Reference: [REDACTED]

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

Main Contact:

Mr. Francois Belanger
francois.belanger@albertahealthservices.ca
Mobile: [REDACTED]
Home: [REDACTED]
Work: [REDACTED]

Online Services

Manage my booking online (view/change my booking, select seats*)
Select Seats
Maple Leaf Lounge | Meal Vouchers | On My Way
Alert me of flight status changes directly to my mobile phone or email

Customer Care

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

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	To	Stops	Duration	Aircraft	Fare Type	Meal
AC8170 ¹	Calgary (YYC) Tue 11-Mar 2014 06:00	Edmonton, Edmonton Int'l (YEG) Tue 11-Mar 2014 06:59	0	0hr59	Qr13	Flex V	

Operated by:

¹ Air Canada Express - Jazz

Passenger Information

1: Mr Francis Belanger : Adult (16+), Ticket Number: [REDACTED]

Air Canada -

Aeroplane:

Payment Card:

Seat Selection:

AC8170 2D

Meal Preference: None

Special Needs: None

Purchase Summary

Fare Summary

Passenger Type Adult

Air Transportation Charges

Departing Flight - Flex 169.00

Surcharges 12.00

Taxes, Fees and Charges

Canada Airport Improvement Fee 30.00

Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) 10.91

Air Travellers Security Charge (ATSC) 7.12

Total airfare and taxes before options (per passenger) 229.03

Number of passengers 1

Travel Insurance (declined) 0.00

Grand Total - Canadian dollars

\$229.03

8

Payment Information

Credit/Debit Card [REDACTED] Amount paid: **\$229.03**

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

Air Canada: \$229.03 (Airfare - per ticket)

Ticket number(s): [REDACTED]

Fare Rules

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

• Changes:

• Prior to day of departure - **Change fee** per direction, per passenger, is \$50 CAD plus

March 11
Executive Leadership Team meeting
Taxi YEG - SSP

10

DR. BELANGER.
March 11/2014.
EIA > SSP

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6N-1C2
780-463-5000

Term Id: 4502412509440
Item #: 0227
M/C PURCHASE
Op Id: 114995
Card # [REDACTED]

APPROVED

AMOUNT CAD\$72.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]
Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862184769

Date: 2014/03/11 Time: 17:24:07
Response: AUTH [REDACTED]

CUSTOMER COPY

March 11
Executive Leadership Team meeting
Taxi SSP- YEG

11

DR. BELANGER.
March 11/2014.
SSP > EIA

PRESTIGE TRANSPORTATION
10135 31 Avenue NW
Edmonton AB T6N-1C2
780-463-5000

Term Id: 4502412509440
Item #: 0228
M/C PURCHASE
Op Id: 114995
Card # [REDACTED]

APPROVED

AMOUNT CAD\$72.00

Ref. #: [REDACTED]
Auth. #: [REDACTED]
Book on line at
EDMPRESTIGE.COM
Thank you for being our guest
GST 862194769

Date: 2014/03/11 Time: 17:25:00
Response: AUTH [REDACTED]

CUSTOMER COPY

RECEIPT (9)
GST NO. R122556194

EXIT No. AS
IN: 03/11/14 04:51
OUT: 03/11/14 19:18
DURATION: 0 14: 27
PAID: \$ 25.20 ✓
(GST INCLUDED)
MASTERCARD

REF. 57
THANK YOU FOR
YOUR VISIT

March 11
Executive Leadership Team meeting (Edmonton)
Parking at YYC

Calgary International Airport Parkade

ALBERTA HEALTH
SERVICES
RGH Lot 1
RECEIPT C51

ENTRY DATE/TIME:
13/03/14 10:10
PAY DATE/TIME:
13/03/14 11:49
PARK-DUR.: HRS:MIN
0:01:39

ALLOWED EXIT TO:
13.03.14 12:25

PAID: \$ 3.00 ✓
MASTERCARD

March 13
Men's Health meeting
Parking at RGH

* You Have ONLY *
* 15 MINUTES *
* To Exit Garage *

* NO IN/OUT *
* PRIVILEGES *

* Managed By *
* Alberta Health *
* Services *

* GST INCLUDED *
* GST:R124072513 *

Comments/Concerns
Call: 403-943-3725

13
March 17
Meeting with new AHS CEO in Edmonton
YYC to YEG
AC change fee (credit from February 27)

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.

Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: [REDACTED]

Name: Mr Francois Belanger
E-mail: DIANE.BEAUVAIS-BT@SHOP@ALBERTAHEALTHSERVICES.CA
Form of payment: [REDACTED]

Customer Care
Air Canada Reservations
1-888-247-2262
Air Canada Flight Information
1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8170	Calgary (YYC)	Edmonton International (YEG)	DH3	V	Confirmed
Operated by:	Mon 17-Mar 2014	Mon 17-Mar 2014			
Air Canada Express-Jazz	06:00	06:59			

Passenger Information

Passenger 1
Name: Mr Francois Belanger
Frequent Flyer Pgm: Air Canada Aeroplan
Ticket number: [REDACTED]
Program number: [REDACTED]

Purchase Summary

Passenger: 1 Ticket number: [REDACTED]

Date of issue
Fare Amount in Canadian dollars:
(Including navigational & other charges)

14-Mar 2014
184.00

Taxes, Fees & Charges

Canada Goods and Services Tax (GST/HST #10009-2287) (XG)	0.35
Canada Airport Improvement Fee (SQ)	5.00

Total Fare in Canadian dollars:

7.35A

Options

Change fee in Canadian dollars
 Canada Goods and Services Tax (GST/HST #10009-2287) (XG)
 Ticket particularities:
 AC ONLY/NON-REF/CHGE FEE

50.00
 2.50

13

62.50 ✓

*Fare calculation:

17MAR14YYC AC YEA Q12.00R172.00CAD184.00 END ROE1.00 PD7.12CA
 10.71XG25.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
 RC Canada Harmonized Sales Tax (HST) #10009-2287
 XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
- Tickets are non transferable and name changes are not permitted.
- Advance seat assignments are not guaranteed and may be changed without notice. If your pre-assigned seat is unavailable, we will try to accommodate you in a comparable seat in the same class of service and will refund any applicable refundable fees.

Please read important information and notices regarding Air Canada's general conditions of carriage.

Important Information & Conditions

Please review this itinerary/receipt and should you have any questions, please call 1-888-247-2262 within 24 hours of receipt.

Before You Go: A 'To-Do' List

All passengers are advised to view the Travel documentation and US Secure Flight Program US Secure Flight Program for important information on documents and identification required for travel.

Travel Insurance

Canadian Residents - RBC Travel Insurance Company offers Canadian travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of Canada can purchase travel insurance from RBC Travel Insurance Company via www.aircanada.com/insurance or by calling 1-866-530-6021. To make sure you get the best possible protection, purchase insurance prior to your departure.

U.S. Residents - CSA Travel Protection offers American travellers an easy way to purchase travel insurance. Whether you're traveling by yourself or with your family, it's important to get protection against the high cost of medical expenses, trip cancellation or other unforeseen circumstances. Residents of the United States can purchase travel insurance from CSA Travel Protection via www.aircanada.com/us/en/insurance or by calling 1-866-473-3315. To make sure you get the best possible protection, purchase insurance prior to your departure.

Comments, Compliments and Complaints

Would you like to comment on a past travel experience? Your comments, compliments and complaints will help us improve the services we offer. Send us an e-mail (aircanada.com/customerrelations) or write to us at: Air Canada - Customer Relations, PO Box 64239, RPO Thorncliffe, Calgary, AB, Canada T2K 6J7.

AIR CANADA 

14


Itinerary / Receipt

March 18
Executive Leadership Team meeting
YEG to YYC
AC change fee (credit from December 17)

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your Itinerary-receipt to the airport.

Main Contact Information

Booking reference: 

Name: Mr Francois Belanger
E-mail: DIANE.BEAUVAIS-BISHOP@ALBERTAHEALTHSERVICES.CA
Form of payment: 

Customer Care
Air Canada Reservations
1-888-247-2262
Air Canada Flight Information
1-888-422-7533

International Reservations

Alert me of flight changes
Flight notification

Flight Itinerary

Flight	From	To	Aircraft	Booking class	Status
AC8157	Edmonton International (YEG)	Calgary (YYC)	DH3	Q	Confirmed
Operated by:	Tue 18-Mar 2014	Tue 18-Mar 2014			
Air Canada Express-Jazz	18:00	18:53			
Seat number(s) requested:	2A				

Passenger Information

Passenger 1
Name: Mr Francois Belanger
Frequent Flyer Pgm: Air Canada Aeroplan
Ticket number: 
Program number: 

Purchase Summary

Passenger: 1 Ticket number: 

Date of issue

14-Mar 2014



Fare Amount in Canadian dollars: 206.00
(Including navigational & other charges)

Taxes, Fees & Charges

Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 0.35
Combined Taxes *see fare calculation below (XT) PD

Total Fare in Canadian dollars: 7.35A

Options

Change fee in Canadian dollars
Canada Goods and Services Tax (GST/HST #10009-2287) (XG) 50.00
Ticket particularities: 2.50
AC ONLY/NON-REF/CHGE FEE

(14)

✓ 52.50

***Fare calculation:**

18MAR14YEA AC YYC Q12.00R194.00CAD206.00 END ROE1.00 PD7.12CA
11.56XG25.00SQ

Canadian tax registration numbers:

XG Canada Goods and Service Tax (GST) #10009-2287
RC Canada Harmonized Sales Tax (HST) #10009-2287
XQ Quebec Sales Tax (QST) #1000-043-172

Fare Rules Summary

- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
- If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
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Before You Go: A 'To-Do' List

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Travel Insurance

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Comments, Compliments and Complaints

Would you like to comment on a past travel experience? Your comments, compliments and complaints will help us improve the



March 17
Meeting with new CEO and
Executive Leadership Team meeting

15

M/A Francois Belanger

Room Number: [REDACTED]
Arrival Date: 03-17-14
Departure Date: 03-18-14
Page No: 1 of 1
Confirmation No: [REDACTED]

INFORMATION INVOICE

Folio No: [REDACTED]

03-18-14

Date	Description	Charges	Credits
03-17-14	Room Revenue	139.00	
03-17-14	Destination Marketing Fee - 3%	4.17	
03-17-14	Tourism Levy - 4%	5.73	
03-18-14	Mastercard [REDACTED]		148.90
Total		148.90	148.90
Balance		0.00	

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. #86634 4302 RT 0001



I, Dr. Francois Belanger, attest that the parking expense listed below was incurred related to AHS business and was not previous claimed. The receipt was lost.

March 7, 2014

RGH Strategic Planning meeting

Parking at Rockyview General Hospital

\$10.00



A handwritten signature in black ink that reads "Francois P. Belanger".

Francois P. Belanger, MD, FRCPC

Vice President and Medical Director, Central and Southern Alberta

Zone Medical Director, Calgary Zone

TRAVEL, HOSPITALITY & WORKING SESSION EXPENSE CLAIM

SECTION A: EMPLOYEE DETAILS (for AHS Staff ONLY)	
<ul style="list-style-type: none"> Enter employee # (old) and Employee # (E-People) if your payroll has migrated to the New E-People payroll system 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) 	
Expense Date From: 1-Mar-14 To 28-Mar-14	
Travel Period from: To (if applicable)	
Out-of-Province Travel	
Name: Francois Belanger	Position (Title): VP, Medical Director Central & Southern Zone, Calgary ZA
Location: Calgary, Southport	Dept: Medical Affairs DOFA Level: (if applicable) Union: Business Phone #: Ext:
Employee # (E-People):	

SECTION E: FINANCE CODING & TOTAL CLAIM																																																																																											
CAPITAL PROJECT CODING ONLY → Project Number Expenditure Organization Project Task Number Expenditure Type																																																																																											
<table border="1"> <tr> <th colspan="5">Total - Section B: Travel - Pg 2</th> </tr> <tr> <th>Pg</th> <th>Bal Unit</th> <th>Location</th> <th>Functional Centre (FC)</th> <th>Total Expense</th> </tr> <tr> <td>2A</td> <td>101</td> <td>0005</td> <td>71105000002</td> <td>\$116.65</td> </tr> <tr> <td>2B</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2C</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2D</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td colspan="4"></td> <td>\$116.65</td> </tr> </table>	Total - Section B: Travel - Pg 2					Pg	Bal Unit	Location	Functional Centre (FC)	Total Expense	2A	101	0005	71105000002	\$116.65	2B					2C					2D									\$116.65	<table border="1"> <tr> <th colspan="5">Total - Section C&D: Other & Foreign Expenses - Pg 3</th> </tr> <tr> <th>Bal Unit</th> <th>Location</th> <th>Functional Centre (FC)</th> <th>Secondary/ Expense</th> <th>Total Expense</th> </tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> <tr><td></td><td></td><td></td><td></td><td></td></tr> </table>	Total - Section C&D: Other & Foreign Expenses - Pg 3					Bal Unit	Location	Functional Centre (FC)	Secondary/ Expense	Total Expense																																													
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<p>NOTE: This section auto fills from page 2A, 2B, 2C & 2D</p> <p>NOTE: These fields do not automatically fill for Section C & D</p>																																																																																											

SECTION F: AUTHORIZATION	
<p>I certify that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy.</p> <p>I certify that the expenses included in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by me or on my behalf from Alberta Health Services or any other Organization.</p> <p>I certify that the expenses included in this claim have been incurred by using a cost effective method, otherwise reasonable and supporting analysis is provided above.</p> <p>I, by signing this form, attest that I am compliant to all the above statements.</p> <p>Employee Signature: <u>[Signature]</u> Date: <u>March 20/14</u></p>	
<p>I certify that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy.</p> <p>I certify that the expenses included in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.</p> <p>I certify that the expenses included in this claim have been incurred by using a cost effective method, otherwise reasonable and supporting analysis is provided above.</p> <p>Approved By (PRINT ONLY): <u>Deborah Rhodes</u> DOFA Level: Position #: Phone: Ext: Date: <u>March 28/14</u></p> <p>Signature: <u>[Signature]</u> Title: Acting CFO</p>	
<p>I certify that I have read and understand the "Travel, Hospitality and Working Session Expense Policy (1122)" of Alberta Health Services and confirm expenses being claimed are in compliance with such policy.</p> <p>I certify that the expenses included in this claim are for valid business purposes for Alberta Health Services and that this claim has not been previously claimed by the claimant or on their behalf from Alberta Health Services or any other Organization.</p> <p>I certify that the expenses included in this claim have been incurred by using a cost effective method, otherwise reasonable and supporting analysis is provided above.</p> <p>Approved By (PRINT ONLY): DOFA Level: Title: Signature: Title:</p>	

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 administered by AHS Procure to Pay program.

EXPENSE CLAIM DETAILS

Enter Finance Coding		101 0006 71105000002	Emp # (F-People)		Page 2A									
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														
Select from dropdown (column Prov) where expenses were incurred (Out of N.A. means = inter'l) Ensure separate lines are used for claim items that differ in Province, US and Out of North America				Completion of the "Cost Effective Method Used" Column is REQUIRED. If you select "No" in this column, Further Explanation is REQUIRED in the "Rationale is Required" section on this page										
Date dd-mm-yy	Business Reason for Travel - Detailed Description Required (include destination, who attended / meal), why travel was necessary and detailed explanation of reason) A description of just "Meeting" will be returned for clarification	Prov, US, or Out of N.Amer where expenses incurred?	What is travel related to?	Cost Effective Method Used? Y/N	Meal (Allowance OR Receipt)		If amount being claimed is above the policy limit stated in Appendix "A" rationale is required			Rental Car/ Bus/LRT/ Parking / Fuel	Per Diem Allowance	Mileage (km)		
					Meal Allowance		Meal with Receipt		Airfare				Hotel	Taxi
					Meal Type with value	Allowance	Meal Type	with receipt						
7-Mar-14	RCH Strategic Plan - PGH TO SPTT	AB	Meeting	Yes								5.00		
10-Mar-14	Expert Witness at Levine Trial - SPTT to Court of Queen's Bench return	AB	Meeting	Yes								22.00		
13-Mar-14	Men's Health meeting Fort Calgary to RGH to SPTT	AB	Meeting	Yes								16.00		
24-Mar-14	Bethany E. Osbury official opening SLPTT to Didsbury return	AB	Meeting	Yes								186.00		
SUBTOTALS												Total Kms 229.00		
MILEAGE - Business Kilometre Rate for Personally-Owned Vehicle details of travel location to & from must be included above under the purpose of travel column Rates applicable \$0.505 per km for under 5,000km/yr or \$0.47 per km for over 5,000km/yr or per Union Agreement					Enter \$0.505 km, \$0.47 km OR rate per Union Agreement (see Mileage details to the left)			\$0.505						
					Mileage \$			\$115.65						
					Travel \$ Subtotal									
Note: Total will auto fill into pg 1, Section E, if form completed electronically - Additional pg 2's can be found after Page 3					Auto fills on page 1 - TOTAL TRAVEL \$			\$115.65						
Rationale is Required for expenses that are not Cost Effective (Any analysis supporting the method to assess cost effectiveness should be attached to the claim form)														