

## AHS Board and Executive Expense Report

**Name:** Dr Sid Viner  
**Title:** VP & Medical Director Clinical Operations  
**Location:** Calgary  
 Expenses approved during the month of February 2024

Approved MMM-YY	Source Document	Purpose	Airfare	Meals	Accommodation	Other Travel	Total Travel	Professional Development (2)	Working Sessions Hosting and Hospitality (3)	Other (4)
<b>Travel (1)</b>										
	P-Card	Meetings					-			
	Expense Claim	Meetings					-			
Feb-24	Direct Bill	Meetings	470				470			
<b>Total</b>			\$ 470	\$ -	\$ -	\$ -	\$ 470	\$ -	\$ -	\$ -

**Total for  
the Month**    \$        470

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

## 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.
- Refer to Quick Reference Guide for: [Providing a Standard Business Reason\(s\)](#)
- 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

<b>Name :</b> Sid Viner	<b>Reporting Period for the Month of :</b> Feb-24
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Invoice Date DD-MMM-YYYY	Payment Method	Category	Business Reason	Name of Vendor	Amount Paid
22-Dec-2023	Direct Billing	Airline Ticket	Site Leadership Tour in Fort McMurray January 22 and 23, 2024 - Air Canada flight Calgary to Fort McMurray and return	Vision Travel DT Ontario-West Inc	\$470.25
	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	
<b>Total Paid in the Month</b>					\$ 470.25



Vision Travel DT Ontario-West Inc  
 9929 - 108th Street  
 Edmonton AB T5K 1G8  
 833-692-4120

www.dt.ca  
 GST Reg : 723782728 RT 0001

## Invoice/Itinerary

Invoice: [REDACTED]  
 Issued: 22 December 2023  
**ALBERTA HEALTH SERVICES**  
 10030 107 STREET  
 EDMONTON AB Z/T5H3E4

Agency Ref.: [REDACTED]  
 Sales Person: [REDACTED]  
 Passenger(s):

Customer Number: [REDACTED]  
 Customer Ref.: N/A

VINER/SIDNEY MURRAY DR

**Disclaimer:** It is your responsibility to carefully review this itinerary immediately upon receipt and notify us if there are any discrepancies.  
**Important Information Related To Your Travels:**

For complete Canadian Government details for returning to or travelling to Canada – click [here](#)  
 Please [click here](#) upon receipt of your itinerary for valuable information that may be critical to the success of your travels. We strongly recommend you continue to come back to this information regularly in advance of and during travel as requirements and restrictions could change.

AIR - Monday, January 22 2024		<a href="#">Add To Calendar</a>
<b>Air Canada Flight</b>	[REDACTED]	<b>Economy Class</b>
<b>Depart</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 08:00 AM Monday, January 22 2024	<b>Arrive</b> Fort McMurray, Alberta <a href="#">Weather</a> Fort McMurray Airport 09:43 AM Monday, January 22 2024
<b>Duration:</b>	1 hour(s) and 43 minute(s) Non-stop	
<b>Status:</b>	Confirmed - Air Canada Booking Reference: [REDACTED]	
<b>Operated By:</b>	AIR CANADA EXPRESS - JAZZ	
<b>FF Number:</b>	[REDACTED] - VINER/SIDNEY MURRAY DR - please reconfirm at check-in	
<b>Online Check In:</b>	Available 24 hours prior - <a href="#">click here</a>	
<b>Baggage Allowance:</b>	1 Piece(s)	
<b>Remarks:</b>	ARR TERMINAL M PLEASE CHECK IN WITH AIR CANADA EXPRESS JAZZ	



**AIR - Tuesday, January 23 2024**

[Add To Calendar](#)

<b>Air Canada Flight</b> [REDACTED] <b>Economy Class</b>	
<b>Depart</b>	Fort McMurray, Alberta <a href="#">Weather</a> Fort McMurray Airport 03:10 PM Tuesday, January 23 2024
<b>Arrive</b>	Calgary, Alberta <a href="#">Weather</a> Calgary International Airport 04:51 PM Tuesday, January 23 2024
<b>Duration:</b>	1 hour(s) and 41 minute(s) Non-stop
<b>Status:</b>	Confirmed - Air Canada Booking Reference: [REDACTED]
<b>Operated By:</b>	AIR CANADA EXPRESS - JAZZ
<b>FF Number:</b>	[REDACTED] - VINER/SIDNEY MURRAY DR - please reconfirm at check-in
<b>Online Check In:</b>	Available 24 hours prior - <a href="#">click here</a>
<b>Baggage Allowance:</b>	1 Piece(s)
<b>Remarks:</b>	DEP TERMINAL M PLEASE CHECK IN WITH AIR CANADA EXPRESS JAZZ

**Invoice Details**

Transaction	Document / Booking Number	Base Fare	Other Tax	GST/HST	QST	Total
Invoice Number:	[REDACTED]					
Air Canada	[REDACTED]	352.00	118.25	0.00	0.00	470.25
					Billed to [REDACTED]	
<b>Totals:</b>		<b>352.00</b>	<b>118.25</b>	<b>0.00</b>	<b>0.00</b>	<b>470.25</b>
				<b>Total Credit Card Billing:</b>		<b>470.25</b>
				<b>Balance Due:</b>		<b>0.00</b>

**Remarks**

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24 HOUR EMERGENCY TRAVEL ASSISTANCE  
 OUTSIDE REGULAR BUSINESS HOURS - MONDAY TO FRIDAY  
 A SERVICE FEE MAY APPLY FOR CALLS TO THIS SERVICE  
 WITHIN NORTH AMERICA - CALL 1-888-700-6063  
 OUTSIDE NORTH AMERICA - CALL COLLECT 1-514-855-4263  
 PLEASE QUOTE ACCESS CODE [REDACTED]

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RECOMMENDED CHECK-IN TIME IS AT LEAST 120 MINUTES  
 PRIOR TO DEPARTURE. AFTER CHECK-IN YOU MUST BE  
 AVAILABLE AT THE BOARDING GATE AT LEAST 60 MINUTES  
 PRIOR TO DEPARTURE OR YOU MAY BE DENIED BOARDING.  
 PLEASE ENSURE THAT YOU HAVE VALID GOVERNMENT ISSUED  
 PHOTO I.D. GATE ASSIGNMENTS AND DEPARTURE  
 ARRIVAL INFORMATION ARE SUBJECT TO CHANGE.  
 PLEASE CHECK MONITORS AT THE AIRPORT.  
 PLEASE RECONFIRM ALL FLIGHTS  
 IT IS YOUR RESPONSIBILITY TO VERIFY FLIGHT TIMES WITH  
 THE AIRLINE PRIOR TO YOUR DEPARTURE. SCHEDULE CHANGE  
 MAY OCCUR AT ANY TIME WITHOUT NOTICE BY THE AIRLINE.

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ENSURE ALL TRAVELLERS HAVE PROPER TRAVEL DOCUMENTS  
 CHECK THIS WEBSITE FOR AIRPORT SECURITY INFO  
 WWW.CATSA.GC.CA  
 ---AIRPORT SECURITY REVISIONS---  
 BAGGAGE ALLOWANCE-SPECIFIC SIZE AND WEIGHT  
 RESTRICTIONS VARY BETWEEN AIRLINES. EXCESS CHARGES  
 MAY APPLY. VISIT THE AIRLINES WEBSITE TO SEE THE  
 EXACT BAGGAGE RESTRICTIONS AND FEES.