

Office of the Auditor General of Alberta Expense Report

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April 1, 2016 – March 31, 2017

Travel

This includes out-of-town travel expenses in connection with activities such as auditing provincial ministries, departments and agencies; and participating with professional organizations conferences and professional development.

* "Other Transportation" includes rental vehicle, bus, taxis, fuel, and so forth while on travel status.

** "Other" includes incidentals such as long distance telephone calls and per diem while on travel status.

Travel date(s)		Destination and Rationale	Airfare	Other Transportation*	Accommodation	Meals	Other **	Total
20-Apr-2016	20-Apr-2016	Keyano College audit entry meeting with audit committee, Fort McMurray, AB	\$ 421	\$ 57	\$ -	\$ 20	\$ -	\$ 498
2-May-2016	2-May-2016	Olds College audit entry meeting with audit committee, Olds, AB	-	72	-	11	-	83
3-May-2016	3-May-2016	Medicine Hat College audit entry meeting with audit committee, Medicine Hat, AB	388	51	-	40	-	479
25-May-2016	26-May-2016	Audit committee meetings: University of Calgary, Calgary, AB; and University of Lethbridge, Lethbridge, AB	507	146	209	31	-	893
4-Oct-2016	5-Oct-2016	University of Calgary audit entry meeting with audit committee, Calgary, AB	-	157	176	31	-	364
19-Oct-2016	19-Oct-2016	Lakeland College audit exit meeting with audit committee, Lloydminster, AB	-	118	-	-	-	118
20-Oct-2016	20-Oct-2016	Northern Lakes College audit exit meeting with audit committee, Lloydminster, AB	-	35	-	11	-	46
16-Jan-2017	16-Jan-2017	Grande Prairie College audit entry meeting with audit committee, Grande Prairie, AB	304	41	-	9	-	354
			\$ 1,620	\$ 677	\$ 385	\$ 153	\$ -	\$ 2,835

Hospitality and working sessions

- Hospitality expenses are incurred when, in the course of doing business or as a courtesy, OAG staff pay for food and beverage or other related expenses for someone not employed by the office.
- A working session is a non-travel meal expense at a commercial eating establishment while in the course of conducting office business.
- "OAG" refers to employees of the Office of the Auditor General of Alberta.

Date	Description and Rationale	Amount
11-Apr-2016	Coffee debrief with audit team (3 OAG)	\$ 10
1-Jun-2016	Chartered Professional Accountants (CPA) achievement awards dinner (1 OAG)	175
15-Jun-2016	Audit team debrief lunch (8 OAG)	177
29-Jun-2016	Post-audit debrief lunch with Deputy Minister of Transportation (1 OAG, 1 guest)	40
		\$ 402

Cumulative total for reported expenses from April 1, 2016 to March 31, 2017

\$ 3,237

Notes:

- The Office of the Auditor General of Alberta (OAG) is not subject to the Goods and Services Tax. We receive reimbursement from the federal government where applicable.
- Amounts shown are rounded to the nearest dollar.