

**Office of the Auditor General of Alberta
Expense Report**

Loulou Eng, CPA, CMA, Senior Financial Officer
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
22-Nov-2016 24-Nov-2016	Enterprise Risk Management (ERM) in the Public Sector session, Toronto, ON	\$ 975	\$ 212	\$ 418	\$ 70	\$ 14	\$ 1,689

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
15-Apr-2016	Team debrief lunch (5 OAG)	\$ 95
22-Apr-2016	Career advisory lunch (2 OAG)	40
28-Nov-2016	Orientation Lunch (2 OAG)	54
		\$ 189

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

\$ 1,878

- 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.