

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

Tim Gallagher CISA, CRISC, Audit Principal
April 1, 2017 – March 31, 2018

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
27-Jul-2017 28-Jul-2017	Meeting with Office of the Auditor General of BC, Victoria, BC; and meeting with data analytics company, Vancouver, BC (costs do not include portion paid by OAG BC)	\$ 173	\$ 221	\$ -	\$ 48	\$ 7	\$ 449
24-Sep-2017 27-Sep-2017	ACL Conference, Nashville, TN, USA	883	66	989	79	72	2,089
		\$ 1,056	\$ 287	\$ 989	\$ 127	\$ 79	\$ 2,538

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
5-Apr-2017	Career advisory lunch (2 OAG)	\$ 51
14-Jun-2017	Office Recognition Program—lunch with staff in recognition of exemplary work on audits (3 OAG)	71
14-Mar-2018	Career advisory lunch (2 OAG)	41
		\$ 163

Cumulative total for reported expenses from April 1, 2017 to March 31, 2018

\$ 2,701

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.