

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

**Maureen Manning, CPA, CGA, CIA, CFE, Audit Principal**  
**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-Aug-2016	23-Aug-2016	Canadian Council of Legislative Auditors (CCOLA) annual conference, Yellowknife, NWT	\$ 517	\$ 29	\$ 477	\$ -	\$ -	\$ 1,023
10-Oct-2016	14-Oct-2016	Value for Money 1 Training, Victoria, BC	355	204	416	156	28	1,159
			<b>\$ 872</b>	<b>\$ 233</b>	<b>\$ 893</b>	<b>\$ 156</b>	<b>\$ 28</b>	<b>\$ 2,182</b>

**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
		\$ -

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

**\$ 2,182**

- 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.