

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
5-Dec-2016	6-Dec-2016	Public Transformation conference, Ottawa, ON	\$ 671	\$ 136	\$ 397	\$ 81	\$ 18	\$ 1,303
29-Jan-2017	31-Jan-2017	Canadian Council of Legislative Auditors (CCOLA) financial statements symposium, Ottawa, ON	925	100	419	59	19	1,522
			\$ 1,596	\$ 236	\$ 816	\$ 140	\$ 37	\$ 2,825

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
13-May-2016	Audit team debrief lunch (9 OAG)	\$ 134
24-Jun-2016	Career advisory lunch (2 OAG)	50
18-Mar-2017	Audit team debrief lunch (6 OAG)	106
31-Mar-2017	Audit team debrief lunch (6 OAG)	122
		\$ 412

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. However, expenses in this report may include GST. We receive reimbursement from the federal government where applicable.
- Amounts shown are rounded to the nearest dollar.