

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

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Expenses Processed April 1, 2017 – November 30, 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
9-Apr-2017	12-Apr-2017	Canadian Council of Legislative Auditors (COLLA), Performance Audit Symposium, Toronto, ON	\$ 696	\$ 75	\$ 407	\$ 48	\$ 21	\$ 1,247
19-Jun-2017	20-Jun-2017	Root Cause Analysis Training, Guelph, ON	868	439	328	97	14	1,746
			\$ 1,564	\$ 514	\$ 735	\$ 145	\$ 35	\$ 2,993

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
25-Oct-2017	Career advisory lunch (3 OAG)	\$ 70

Cumulative total for reported expenses from April 1, 2017 to November 30, 2017

\$ 3,063

- 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.