

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

Doug Zurbrigg CPA, CA, Audit Principal
Expenses processed April 1, 2017 – July 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
12-Apr-2017	12-Apr-2017	Medicine Hat College audit entrance meeting, Medicine Hat, AB	\$ 838	\$ -	\$ -	\$ -	\$ -	838
2-May-2017	2-May-2017	Olds College audit entrance meeting, Olds, AB	-	177	-	51	7	235
			\$ 838	\$ 177	\$ -	\$ 51	\$ 7	\$ 1,073

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	Amount
15-Jun-2017 15-Jun-2017 Office Recognition Program—lunch with staff in recognition of exemplary work on audits (5 OAG)	\$ 131

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

\$ 1,204

- 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.