

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

**Doug Zurbrigg CPA, CA, 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, taxi, 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
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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
11-May-2016	Audit team debrief lunch (10 OAG)	\$ 225
1-Dec-2016	Career advisory lunch (2 OAG)	47
2-Dec-2017	Office Recognition Program—Lunch with staff in recognition of exemplary work (6 OAG)	110
27-Jan-2017	Career advisory lunch (2 OAG)	43
2-Feb-2017	Career advisory lunch (2 OAG)	45
		\$ 470
Cumulative total for reported expenses from April 1, 2016 to March 31, 2017		\$ 470

- 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.