

AE19EXECDM1



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128497

**Freedom of Information and Protection of Privacy:** The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

<b>Name</b> Rzepa, Christina				<b>Employee ID</b> s.22		<b>Phone Number</b> (250) 356-0179	
<b>Client Organization</b> Advanced Education, Skills and Training				<b>Job Title</b> Executive Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2018/03/29		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>	
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> staffing Minister				<b>Headquarters</b> Vancouver	
<b>12. Mailing Address for Cheque</b> 9080 Stn Prov Govt Victoria, BC V8W 9E2							
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>		<b>Claim Cost</b>
2018							
04/10	Victoria	0700	2359		0.00		51.50
04/11	Victoria	0700	2359		0.00		51.50
04/12	Vancouver	0700	1830		0.00	✓ 16.10	51.50
							<b>22. Lodging Costs</b>
							123.02
							✓ 123.02
<b>TOTALS OF COLUMNS</b>				<b>36.</b>	<b>37.</b>		<b>38.</b>
				\$ 0.00	\$ 16.10		\$ 154.50
							<b>39.</b>
							\$ 246.04
							<b>40.</b>
							\$ 0.00
							<b>Claim Total</b>
							\$ 416.64
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>		<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>	
019	11001	18000		5701	1100000	s.22	
019							
019							
019							
<b>Less Travel Advance</b>							
019							
						<b>54. AMOUNT DUE TO EMPLOYEE</b>	
						\$ 416.64	
<b>45. Employee Signature (See Audit Trail)</b>						<b>Print Name</b>	
- Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.							
<b>56. Spending Authority Signature (See Audit Trail)</b>						<b>Print Name</b>	
- Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.							
<b>57. Payment Authority Signature (See Audit Trail)</b>						<b>Print Name</b>	
- Requisition for payment pursuant to section 32 of the Financial Administration Act.							
						<b>Date Signed</b>	

FIN 10 (EFI-F0012 v2.6.1)

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Ministry Spending Authority ARCS 1240-20  
Ministry Payment Authority ARCS 1050-06

Audited CDM Apr 18/18

## Audit Trail for Travel Voucher (Restricted Use) E128497 for Rzepa, Christina

21 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/03/29 10:17:42	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/03/29 10:17:49	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/03/29 10:33:48	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/03/29 10:59:06	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/11 11:32:33	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/12 12:10:24	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/12 12:12:04	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/17 09:46:09	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/17 09:53:57	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/17 10:05:10	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/17 10:05:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/17 11:09:59	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Approved	Ta bot, Sarena Sarena.Ta bot@gov.bc.ca
2018/04/18 08:42:22	Talbot, Sarena (IDIR\STALBOT) Sarena.Talbot@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca
2018/04/18 10:39:36	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Recalled	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/18 10:57:25	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/18 10:57:34	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/18 11:10:15	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/18 11:10:26	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/18 11:15:23	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/04/18 11:39:13	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Initiated	Ta bot, Sarena Sarena.Ta bot@gov.bc.ca
2018/04/18 11:42:26	Talbot, Sarena (IDIR\STALBOT) Sarena.Talbot@gov.bc.ca	✓	Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E128497 for Rzepa, Christina

2 note(s) returned.

Created On	Author	Note
2018/04/17 10:05:10	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	April 9, 2018 - personal ride to Harbour Air Van/Vic (pd by p/c) - walk to buildings for mtgs - walk to hotel - o/n (pd by m/c) April 10, 2018 - walk to buildings for mtgs - walk to hotel - o/n (pd by m/c) April 11, 2018 - walk to buildings for mtgs - walk to hotel - o/n (pd by m/c) April 12, 2018 - walk to buildings for mtgs - walk to Harbour Air Van/Vic (pd by m/c) - Yellow Cab to home (pd by m/c)
2018/04/18 10:57:25	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	please ignore first set of notes - use these ones instead  April 10, 2018 - personal ride to Harbour Air Van/Vic (pd by p/c) - walk to buildings for mtgs - walk to hotel - o/n (pd by m/c) April 11, 2018 - walk to buildings for mtgs - walk to hotel - o/n (pd by m/c) April 12, 2018 - walk to buildings for mtgs - walk to Harbour Air Van/Vic (pd by p/c) - Yellow cab (pd by m/c) to home.

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Ms Christina Rzepa  
s.22

Room : s.15  
Arrival Date : 04/10/18  
Invoice No. : s.22  
Folio No. :  
Conf. No. :  
Cashier No. : 43  
Billing Date : 04/12/18  
A/R Number

Min of Advanced Education

Date	Description	Debit	Credit
04/10/18	Room Charge	105.00	
04/10/18	Destination Marketing Fee	1.05	
04/10/18	Provincial Room Tax	11.67	
04/10/18	Room GST	5.30	
s.22			
04/11/18	Room Charge	105.00	
04/11/18	Destination Marketing Fee	1.05	
04/11/18	Provincial Room Tax	11.67	
04/11/18	Room GST	5.30	
04/12/18	Mastercard	XXXXXXXXXXXXXs.17	XX/XX s.22
Room H/GST Total - 10.60		<b>Total</b>	s.22
Other H/GST Total - 0.54			
s.15		<b>Balance</b>	<b>0.00</b>

YELLOW CAB #27  
1441 CLARK DR  
VANCOUVER BC

CARD ..... s.17  
CARD TYPE MASTERCARD  
DATE 2018/04/12  
TIME 0419 18:43:27  
CLERK ID 5  
RECEIPT NUMBER  
C85013400-001-001-852-0

PURCHASE  
AMOUNT \$16.10  
TIP s.22  
TOTAL

MasterCard  
A0000000041010  
026660212D422C07  
0000008000-E800  
B2985753A2159DAF

APPROVED

AUTH# 214327

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

GST105762447RT0001

## Flesh, Cindy AEST:EX

**From:** reservation@harbourair.com  
**Sent:** Tuesday, April 17, 2018 9:49 AM  
**To:** Flesh, Cindy AEST:EX  
**Subject:** Harbour Air Flight Itinerary. Thanks for booking!

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

[Check Flight Status](#)[Manage Flight](#)[Deals & Specials](#)[High Flyer Rewards](#)[My Account](#)

Thank you for choosing Harbour Air Seaplanes, Whistler Air & Saltspring Air, we're excited to welcome you aboard! Please review your flight details below.

If you have any questions regarding your reservation or wish to make any changes, please log into your account at [harbourair.com](http://harbourair.com) or call one of our friendly customer service staff at 604.274.1277 or toll-free 1.800.665.0212.

Would you prefer a guaranteed single window seat? Ask one of our customer service agents about [Select Seating](#) at check in - only \$10.00!

Harbour Air Team

### Customer Information

#### Account

HAS # s.17  
Name Christina Rzepa  
Company Ministry Of Advanced Education, Skills & Training

### Booking # s.17

**Tuesday, April 10, 2018**

#### Flight #2030

**07:30 Vancouver Harbour / Map**

**08:05 Victoria Harbour / Map**

Invoice s.17

#### Air Transportation Charges

Sked 200/300 : (St) GO Flex \$186.64

#### Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

<b>35 minutes</b>	Sked 200 : Carbon Offset	\$0.65
<b>KK- Confirmed</b>	Sked 200 : VHFC Terminal Fee	\$9.86
	+ Goods and Services Tax	\$9.85
<b>1 Passenger(s) - GoFlex</b>		
Christina Rzepa, Female	Billing	\$197.15
<a href="#">Add to Calendar</a>	Taxes	\$9.85
	<b>Grand Total</b>	<b>\$207.00</b>

Master Card	\$207.00
-------------	----------

Date / Time	April 10, 2018 @ 7:03:11 AM
-------------	-----------------------------

Summary	#**** * s.17
---------	--------------

Expiration	s.17,s.22
------------	-----------

Authorization	160817
---------------	--------

**Fare Conditions:**

Refundable up to 15 minutes prior to Departure  
Changeable up to 15 minutes prior to Departure  
(subject to difference in fare value)  
Select Seating \$10 (space permitting)  
50% cancellation fee for groups of 4+ if cancelled within  
24 hrs of departure

**Baggage:**

**All routes (except routes listed below)**

25 lbs. Guaranteed  
25 lbs. (space available)  
\$1/lb. over 50 lbs.(space available)

**Between South Vancouver (YVR), Ganges & Maple Bay**

35 lbs. Guaranteed  
15 lbs. (space available)  
\$1/lb. over 50 lbs.(space available)

**Between South Vancouver (YVR), Victoria & Nanaimo**

50 lbs. Guaranteed  
\$1/lb. over 50 lbs.

**Scenic & Packaged Tours Cancellation:**

100% cancellation fee if cancelled within 24hrs of  
departure

Booking s.17

Thursday, April 12, 2018

Flight #2220

17:40 Victoria Harbour / 

18:15 Vancouver Harbour / 

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Christina Rzepa, Female

[Add to Calendar](#)

Invoice s.17

Air Transportation Charges

Sked 200/300 : (St) GO Flex \$186.64

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 200 : Carbon Offset \$0.65

Sked 200 : VHFC Terminal Fee \$9.86

+ Goods and Services Tax \$9.85

Billing \$197.15

Taxes \$9.85

**Grand Total \$207.00**

Master Card \$207.00

Date / Time April 12, 2018 @ 5:20:00 PM

Summary #\*\*\*\* \*s.17

Expiration s.17,s.22

Authorization 160817

**Fare Conditions:**

Refundable up to 15 minutes prior to Departure

Changeable up to 15 minutes prior to Departure

(subject to difference in fare value)

Select Seating \$10 (space permitting)

50% cancellation fee for groups of 4+ if cancelled within 24 hrs of departure

**Baggage:**

**All routes (except routes listed below)**

25 lbs. Guaranteed

25 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

**Between South Vancouver (YVR), Ganges & Maple Bay**

35 lbs. Guaranteed

15 lbs. (space available)

\$1/lb. over 50 lbs.(space available)

**Between South Vancouver (YVR), Victoria & Nanaimo**

50 lbs. Guaranteed

\$1/lb. over 50 lbs.

**Scenic & Packaged Tours Cancellation:**

100% cancellation fee if cancelled within 24hrs of





# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128693

**Freedom of Information and Protection of Privacy:** The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

<b>Name</b> Brown, Edena				<b>Employee ID</b> s.22				<b>Phone Number</b> s.22								
<b>Client Organization</b> Children and Family Development				<b>Job Title</b> Executive Assistant				<b>Travel Group Code</b> 3								
<b>5. Date Completed</b> 2018/05/02			<b>6. Fiscal Year</b> 2019			<b>7. Special Cheque Issue</b>			<b>8. Cheque Stub Information</b>							
<b>Type of Travel</b> In Province			<b>14. Reason for Travel</b> Ministers Office						<b>Headquarters</b> Kootney-West							
<b>12. Mailing Address for Cheque</b> 2-1006 3rd St. Castlegar, BC V1N 3X6																
<b>16. Travel Dates</b>		<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>		<b>20. &amp; 21. Meals</b>		<b>22. Lodging Costs</b>		<b>20. &amp; 21. Miscellaneous</b>			
		*PCard			Km Cost				Claim Cost				Cost Describe			
2018		Destination			Start End				F-BL		169.88		26.25 Baggage fee			
04/08		*Cas > Vic (AC)			1300 2359		0.00		F-		169.88					
04/09		Victoria			0000 2359		0.00		F-		169.88					
04/10		Victoria			0000 2359		0.00		F-		169.88					
04/11		Victoria			0000 2359		0.00		F-		169.88					
04/12		Victoria			0000 2359		0.00		F-		169.88					
04/13		*Victoria > Van (AC)			0000 2359		0.00		F-LD		22.75		94.25 Baggage fee & cab			
04/15		*Van > Cas (AC)			0000 2359		0.00				0.00					
<b>TOTALS OF COLUMNS</b>					<b>36.</b> \$ 0.00		<b>37.</b> \$ 0.00		<b>38.</b> \$ 259.25		<b>39.</b> \$ 849.40		<b>40.</b> \$ 120.50		<b>Claim Total</b> \$ 1229.15	
<b>48. Client Code</b>		<b>49. Resp.</b>		<b>50. Service Line</b>		<b>51. STOB</b>		<b>52. Project</b>		<b>45. Supplier Code</b>		<b>Amount</b>				
039		18YAA		14001		5701		1800000		s.22		\$ 1229.15				
039																
039																
039																
<b>Less Travel Advance</b>																
039																
										<b>54. AMOUNT DUE TO EMPLOYEE</b>				\$ 1229.15		
<b>45. Employee Signature (See Audit Trail)</b> - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.								<b>Print Name</b>				<b>Date Signed</b>				
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.								<b>Print Name</b>				<b>Date Signed</b>				
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.								<b>Print Name</b>				<b>Date Signed</b>				

**Audit Trail for Travel Voucher (Restricted Use) E128693 for Brown, Edena**

5 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/02 15:26:11	Brown, Edena (IDIR\EDBROWN) Edena.Brown@gov.bc.ca		Initiated	Gunn, Paula s. Paula.Gunn@gov.bc.ca
2018/05/02 17:33:04	Gunn, Paula s (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	Poldrugovac, Saija Saija.Poldrugovac@gov.bc.ca
2018/05/07 11:32:09	Brown, Edena (IDIR\EDBROWN) Edena.Brown@gov.bc.ca		Recalled	Brown, Edena Edena.Brown@gov.bc.ca
2018/05/07 11:38:52	Brown, Edena (IDIR\EDBROWN) Edena.Brown@gov.bc.ca		Initiated	Gunn, Paula s Paula.Gunn@gov.bc.ca
2018/05/07 11:47:03	Gunn, Paula s (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	Poldrugovac, Saija Saija.Poldrugovac@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E128693 for Brown, Edena**

0 note(s) returned.

Created On	Author	Note

Production \*\*\* Copyright © Government of British Columbia

Ms Edena Brown  
2 - 1006 - 3rd Street  
Castlegar BC V1N 3X6  
Canada

Room : s.15  
Arrival Date : 04/08/18  
Invoice No. : s.22  
Folio No. :  
Conf. No. :  
Cashier No. : 11  
Billing Date : 04/13/18  
A/R Number

Min of Children & Family Deve

Date	Description	Debit	Credit
04/08/18	Room Charge	145.00	
04/08/18	Destination Marketing Fee	1.45	
04/08/18	Provincial Room Tax	16.11	
04/08/18	Room GST	7.32	
04/09/18	Room Charge	145.00	
04/09/18	Destination Marketing Fee	1.45	
04/09/18	Provincial Room Tax	16.11	
04/09/18	Room GST	7.32	
04/10/18	Room Charge	145.00	
04/10/18	Destination Marketing Fee	1.45	
04/10/18	Provincial Room Tax	16.11	
04/10/18	Room GST	7.32	
04/11/18	Room Charge	145.00	
04/11/18	Destination Marketing Fee	1.45	
04/11/18	Provincial Room Tax	16.11	
04/11/18	Room GST	7.32	
04/12/18	Room Charge	145.00	
04/12/18	Destination Marketing Fee	1.45	
04/12/18	Provincial Room Tax	16.11	
04/12/18	Room GST	7.32	
04/13/18	Mastercard XXXXXXXXXXXXX s.17 XX/XX		849.40
Room H/GST Total - 36.60		<b>Total</b>	<b>849.40</b>
Other H/GST Total - 0.00			<b>849.40</b>
s.15		<b>Balance</b>	<b>0.00</b>

s.15

s.15

s.15

*K. Conway*  
*May 7/18*

AIR CANADA

AIRPORT FEE RECEIPT

TICKET NO:0142192783632

NAME:BROWN/EDENA

DATE OF ISSUE: 08APR2018

PNR RECLOC:  
ISSUED BY :

COUPON 1 OF 1

PFHYR5  
YCGAD



	AMOUNT	TAX	TOTAL
FIRST BAGGAGE FEE	25.00	01.25XG	26.25
GRAND TOTAL	25.00	01.25	26.25

FORM OF PAYMENT: IN CANADIAN DOLLARS CA\*\*\*\*\*s.17  
GST/TPS HST/TVH NO. 100092287 RT000 QST/TVQ NO. 1000-043-172 RT000  
FEES ARE NON-REFUNDABLE



AIR CANADA

BROWN

AC+A

LR ☐

YCG 8APR 12:20  
TO/A:VICTORIA

QK 8071 YYJ  
↑ QK 8249 YVR ↑



0014 AC631617

BLUEBIRD CABS #12  
2612 QUADRA ST  
VICTORIA BC

CARD \*\*\*\*\* s.17  
CARD TYPE MASTERCARD  
DATE 2018/04/13  
TIME 1839 10:54:42  
RECEIPT NUMBER  
C85069258-001-273-004-0

PURCHASE  
TOTAL

\$68.00

MasterCard  
A0000000041010  
00891F29EE182039  
0000008000-E800  
B243672190F52E6F

APPROVED

AUTH# 135442  
THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS  
COPY FOR YOUR RECORDS

PHONE.250.382.2222

Payment/Paiement:

XG-GOODS AND SERVICES TAX - CANADA NO. 100092287 RT0001  
CA XXXXXXXXXXXX s.17  
NON REFUNDABLE/NON REMBOURSABI.

AIR CANADA	BAGGAGE FEE RECEIPT/RECU POUR FRAIS DE BAGAGES	PAGE
EDENA BROWN	VICTORIA YYJ TO/A VANCOUVER YVR	2018-04-
EXCESS BAGGAGE FEE/FRAIS D'EXCEDENT DE BAGAGE (1 piece/bagage)		
GST/TPS		25.0
TOTAL CAD		1.0
TOTAL CAD		26.0
TOTAL CAD		26.0

# Booking Confirmation

Booking Reference: **s.22**

Date of issue: 04 Apr, 2018

This is your Itinerary/Receipt. You must bring it with you to the airport for check-in and we recommend you keep a copy for your records. Please also take the time to review it as it contains the general conditions of carriage and applicable tariffs that apply to the tickets, bookings and air services detailed below, as well as baggage, dangerous goods and other important information related to your trip.

## - Flight 1

Economy Tango

Sunday  
08 Apr, 2018

13:20  
**Castlegar**  
(YCG), BC

14:33  
**Vancouver**  
Vancouver Intl. (YVR), BC  
Terminal M

 AC8249

**1hr13**  
Economy H  
Operated by: Air Canada Express -  
Jazz | Dash 8-300

Layover in Vancouver

0hr32

Sunday  
08 Apr, 2018

15:05  
**Vancouver**  
Vancouver Intl. (YVR), BC  
Terminal M

15:35  
**Victoria**  
Victoria Intl. (YYJ), BC

 AC8071

**0hr30**  
Economy H  
Operated by: Air Canada Express -  
Jazz | Q400

Total duration

2hr15

## - Flight 2

Economy Tango

Friday  
13 Apr, 2018

12:05  
**Victoria**  
Victoria Intl. (YYJ), BC

12:32  
**Vancouver**  
Vancouver Intl. (YVR), BC  
Terminal M

 AC8064

**0hr27**  
Economy A  
Operated by: Air Canada Express -  
Jazz | Q400

## - Flight 3

Economy Tango

Sunday  
15 Apr, 2018

11:45  
**Vancouver**  
Vancouver Intl. (YVR), BC  
Terminal M

12:57  
**Castlegar**  
(YCG), BC

 AC8248

**1hr12**  
Economy W  
Operated by: Air Canada Express -  
Jazz | Dash 8-300

## Passengers

 **Edena Yvonne Brown**

**Ticket Number**  
0142192783632  
Air Canada - Aeroplan  
**s.17,s.22**

**Seats**  
**AC8249 s.15**  
**AC8071**  
**AC8064**  
**AC8248**



## Purchase summary

**MasterCard**  
\*\*\*\*\*s.17

Amount paid: \$761.51

**Tax information**

GST/HST no. 10009-2287 RT0001  
\$36.26

**1 adult**



### Air Transportation Charges

Base Fare - Flight 1 - Economy Tango	333.00
Base Fare - Flight 2 - Economy Tango	62.00
Base Fare - Flight 3 - Economy Tango	213.00
Surcharges	36.00



### Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	34.26
Air Travellers Security Charge	14.25
Airport Improvement Fee - Canada	27.00
<b>Total airfare and taxes before options</b>	<b>\$719<sup>51</sup></b>



### Seat selection

Edena YVONNE Brown

AC8249: <b>s.15</b>	10.00
AC8071:	10.00
AC8064:	10.00
AC8248:	10.00
Goods and Services Tax - Canada no. 100092287 RT0001	2.00
<b>Total with options and seat selection fee:</b>	<b>\$761<sup>51</sup></b>
<b>GRAND TOTAL (Canadian dollars)</b>	<b>\$761<sup>51</sup></b>



## Check-in and boarding gate deadlines

### Within Canada

**90**  
minutes

#### Recommended check-in time

You should check in no later than the times indicated at left. This will ensure you have plenty of time to check in, drop off your checked bags and pass through security.

**45**  
minutes<sup>1</sup>

#### Check-in and baggage drop-off deadline

You must have checked in, obtained your boarding pass and deposited all checked bags at the baggage drop-off counter before the end of the check-in period for your flight.

**15**  
minutes

#### Boarding gate deadline

You must be present at the boarding gate before it closes.

1. From Toronto City Airport (YTZ) - Check-in and baggage drop-off deadline: 20 minutes.





Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128694

**Freedom of Information and Protection of Privacy:** The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

<b>Name</b> Brown, Edena				<b>Employee ID</b> s.22		<b>Phone Number</b> s.22	
<b>Client Organization</b> Children and Family Development				<b>Job Title</b> Executive Assistant		<b>Travel Group Code</b> 3	
<b>5. Date Completed</b> 2018/05/02		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>	
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Staffing Minister Conroy				<b>Headquarters</b> Kootney-West	
<b>12. Mailing Address for Cheque</b> 2-1006 3rd St. Castlegar, BC V1N 3X6							
<b>16. Travel Dates</b> 2018 04/20 04/21	<b>17. Places Travelled</b>			<b>18. Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>	<b>20. &amp; 21. Meals</b>
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>		<b>Claim</b>
	Cas > Invermere	1000	2359	384	207.36		H-L 22.75 s.22
	Invermere > Cas	0000	2000	384	207.36		H-L 22.75 s.22
							<b>22. Lodging Costs</b> 128.91
							<b>20. &amp; 21. Miscellaneous</b>
							<b>Cost</b>
							<b>Describe</b>
<b>TOTALS OF COLUMNS</b>				<b>36.</b> \$ 414.72		<b>37.</b> \$ 0.00	<b>38.</b> 45.50 s.22
							<b>39.</b> \$ 128.91
							<b>40.</b> \$ 0.00
							<b>Claim Total</b> s.22
<b>48. Client Code</b> 039 039 039 039	<b>49. Resp.</b> 18YAA	<b>50. Service Line</b> 14001	<b>51. STOB</b> 570102	<b>52. Project</b> 1800000		<b>45. Supplier Code</b> s.22	
						<b>A</b>	
<b>Less Travel Advance</b> 039							
						<b>54.</b>	
				<b>AMOUNT DUE TO EMPLOYEE</b>			
<b>45. Employee Signature (See Audit Trail)</b> - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.				<b>Print Name</b>		<b>Date Signed</b>	
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.				<b>Print Name</b>		<b>Date Signed</b>	
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.				<b>Print Name</b>		<b>Date Signed</b>	

FIN 10 (EFI-F0012 v2.6.1)

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Ministry Spending Authority ARCS 1240-20  
Ministry Payment Authority ARCS 1050-06Audited 2018May07  
SLP

**Audit Trail for Travel Voucher (Restricted Use) E128694 for Brown, Edena**

2 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/02 15:48:56	Brown, Edena (IDIR\EDBROWN) Edena.Brown@gov.bc.ca		Initiated	Gunn, Paula s. Paula.Gunn@gov.bc.ca
2018/05/02 17:32:50	Gunn, Paula s. (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	Poldrugovac, Saija Saija.Poldrugovac@gov.bc.ca

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**Notes for Travel Voucher (Restricted Use) E128694 for Brown, Edena**

0 note(s) returned.

Created On	Author	Note

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Ms. Edena Brown  
s.22

Room No. : s.15  
Arrival : 04-20-18  
Departure : 04-21-18  
Page No. : 1 of 1  
Conf. No. : s.22  
User ID : MJOHN

04-21-18

## INVOICE

Date	Description	Charges	Credits
04-20-18	Room Charge	112.00	
04-20-18	Room PST 8%	8.96	
04-20-18	Resort Fee	2.24	
04-20-18	Room GST 5%	5.60	
04-20-18	Resort Fee GST	0.11	
04-21-18	Mastercard s.17		128.91
<b>Total</b>		<b>128.91</b>	<b>128.91</b>
<b>Balance</b>			<b>0.00</b>

Guest Signature

---



Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128634

**Freedom of Information and Protection of Privacy:** The personal information you are providing is collected for the purposes of travel expense administration and under the authority of the Financial Administration Act. The collection, use and disclosure of personal information is in accordance with the Freedom of Information and Protection of Privacy Act. If you have any questions regarding this collection, please contact your Ministry's Director/Manager of Information and Privacy.

<b>Name</b> Grewal, Param ✓			<b>Employee ID</b> s.22			<b>Phone Number</b> (250) 812-7256		
<b>Client Organization</b> Citizens' Services			<b>Job Title</b> Executive Assistant			<b>Travel Group Code</b> 3		
<b>5. Date Completed</b> 2018/04/23		<b>6. Fiscal Year</b> 2019		<b>7. Special Cheque Issue</b>		<b>8. Cheque Stub Information</b>		
<b>Type of Travel</b> In Province		<b>14. Reason for Travel</b> Ministerial Work				<b>Headquarters</b> Surrey		
<b>12. Mailing Address for Cheque</b>								
<b>16. Travel Dates</b>	<b>17. Places Travelled</b>			<b>18. 0.54 Personal Vehicle Use</b>		<b>19. Other Transport Costs</b>		<b>20. &amp; 21. Meals</b>
	<b>Destination</b>	<b>Start</b>	<b>End</b>	<b>Km</b>	<b>Cost</b>			<b>22. Lodging Costs</b>
2018								
04/07	Ldr, Sry, Bby	0830	2030	134	72.36			
04/08	Ladner, Local SR	0930	1230	50	27.00			
04/09	office to UBC	0900	1230	84	45.36			
04/13	Ldr, Van, Sry loca	0600	1130	108	58.32			
04/14	Ldr, Sry, Van, Sry	0700	1600	99	53.46			
04/19	local Sry	1700	1900	30	16.20			
04/20	local Sry, Van	1345	1800	90	48.60			
04/21	ladner, local Sry	0800	1600	55	29.70			
04/22	Ladner, Local Sry	0930	1230	50	27.00			
<b>TOTALS OF COLUMNS</b>				<b>36. ✓</b> 700 kms \$ 378.00	<b>37.</b> \$ 0.00	<b>38. ✓</b> \$ 103.00	<b>39.</b> \$ 0.00	<b>40.</b> \$ 0.00
								<b>Claim Total</b> \$ 481.00 ✓
<b>48. Client Code</b>	<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB</b>	<b>52. Project</b>	<b>45. Supplier Code</b>		<b>Amount</b>	
112	32805	34610	5704 <sub>2</sub>	3200000	s.22		464.80 :s.22	
112	32805	34610	6501	3200000			16.20	
112								
112								
<b>Less Travel Advance</b>								
112								
<b>AMOUNT DUE TO EMPLOYEE</b>								<b>54.</b> \$ 481.00 ✓
<b>45. Employee Signature (See Audit Trail)</b> - Certified this travel expense claim is a true statement of disbursements made and/or allowances to which I am entitled as a result of travel on government business as detailed above and for which I have not been and will not be reimbursed by any other party.					<b>Print Name</b>		<b>Date Signed</b>	
<b>56. Spending Authority Signature (See Audit Trail)</b> - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					<b>Print Name</b>		<b>Date Signed</b>	
<b>57. Payment Authority Signature (See Audit Trail)</b> - Requisition for payment pursuant to section 32 of the Financial Administration Act.					<b>Print Name</b>		<b>Date Signed</b>	

## Audit Trail for Travel Voucher (Restricted Use) E128634 for Grewal, Param

7 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/04/23 10:32:07	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca		Saved	Grewal, Param Param.Grewal@gov.bc.ca
2018/04/23 11:37:08	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/04/23 17:40:11	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca		Recalled	Grewal, Param Param.Grewal@gov.bc.ca
2018/04/23 17:45:10	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca		Saved	Grewal, Param Param.Grewal@gov.bc.ca
2018/04/23 18:54:32	Grewal, Param ✓ (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/05/17 15:27:17	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca		Redirected	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/05/29 12:14:13	Russell, Shannon ✓ (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	Janke, Debra S Debra.Janke@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E128634 for Grewal, Param

1 note(s) returned.

Created On	Author	Note
2018/04/23 11:37:08	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca	Apl.7th: 3 Events in Burnaby, Surrey. Apl. 8th: Sry, one event; Apl. 9th: UBC apology Event; Apl.13th: Two events in Vancouver and Surrey; Apl.14th: Two events, Van Vaisakhi Parade and Planet Earth Surrey Apl.19th: Two events in Sry, Palestinian Fundraiser, Holland Park Vigil; Apl.20th: Sry office to VCO for a roundtable event Apl.21st: Surrey Vaisakhi Nagar Kirtan event ; Apl.22nd: Two events in two Sikh Temples in Surrey. s.22

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# Where ideas work

## Travel Voucher (Restricted Use)

Control No.

E128776

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<table border="1"> <thead> <tr> <th>16. Travel Dates</th> <th colspan="3">17. Places Travelled</th> <th colspan="2">18. 0.54 Personal Vehicle Use</th> <th>19. Other Transport Costs</th> <th colspan="2">20. &amp; 21. Meals</th> <th>22. Lodging Costs</th> <th colspan="2">20. &amp; 21. Miscellaneous</th> </tr> <tr> <th></th> <th>Destination</th> <th>Start</th> <th>End</th> <th>Km</th> <th>Cost</th> <th></th> <th>Claim</th> <th>Cost</th> <th></th> <th>Cost</th> <th>Describe</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>04/27</td> <td>Loca Surrey</td> <td>1800</td> <td>2030</td> <td>6</td> <td>3.24</td> <td></td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>04/28</td> <td>Ladner, Sry loca</td> <td>1730</td> <td>2000</td> <td>62</td> <td>33.48</td> <td></td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>04/29</td> <td>Ladner, Sry</td> <td>1100</td> <td>1200</td> <td>45</td> <td>24.30</td> <td></td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>05/11</td> <td>local Surrey</td> <td>0900</td> <td>2115</td> <td>52</td> <td>28.08</td> <td></td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>05/10</td> <td>local surrey</td> <td>1800</td> <td>2030</td> <td>10</td> <td>5.40</td> <td></td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>05/02</td> <td>local Surrey</td> <td>0930</td> <td>1145</td> <td>25</td> <td>13.50</td> <td></td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> </tr> <tr> <td>04/30</td> <td>local Surrey</td> <td>1130</td> <td>1400</td> <td>22</td> <td>11.88</td> <td></td> <td></td> <td>0.00</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>						16. Travel Dates	17. Places Travelled			18. 0.54 Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals		22. Lodging Costs	20. & 21. Miscellaneous			Destination	Start	End	Km	Cost		Claim	Cost		Cost	Describe	2018												04/27	Loca Surrey	1800	2030	6	3.24			0.00				04/28	Ladner, Sry loca	1730	2000	62	33.48			0.00				04/29	Ladner, Sry	1100	1200	45	24.30			0.00				05/11	local Surrey	0900	2115	52	28.08			0.00				05/10	local surrey	1800	2030	10	5.40			0.00				05/02	local Surrey	0930	1145	25	13.50			0.00				04/30	local Surrey	1130	1400	22	11.88			0.00			
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<b>TOTALS OF COLUMNS</b>				222 kms	36. ✓ \$ 119.88	37. \$ 0.00		38. \$ 0.00	39. \$ 0.00	40. \$ 0.00	Claim Total \$ 119.88 ✓																																																																																																																		
<b>48. Client Code</b>		<b>49. Resp.</b>	<b>50. Service Line</b>	<b>51. STOB<sub>2</sub></b>	<b>52. Project</b>	<b>45. Supplier Code</b>		<b>Amount</b>																																																																																																																					
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**Audit Trail for Travel Voucher (Restricted Use) E128776 for Grewal, Param**

2 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/05/17 16:19:37	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/05/29 12:15:11	Russell, Shannon ✓ (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	Janke, Debra S Debra.Janke@gov.bc.ca

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## Notes for Travel Voucher (Restricted Use) E128776 for Grewal, Param

1 note(s) returned.

Created On	Author	Note
2018/05/17 16:19:37	Grewal, Param (IDIR\PAGREWAL) Param.Grewal@gov.bc.ca	Apl 27: BC-India Business Network, local Surrey Apl 28: 2 events local Surrey, Book Launch and Sikh Heritage Month event Apl29: York Centre Proclamation Presentation in Surrey Apl 30: S. Surrey School Announceme May 2: 2 local events in Surrey Local May 10: 1 event Local Surrey at Eagle quest golf course May11: 2 Events local Surrey, ICBA Awards and Shakti Awards

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