



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E129803

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.

Name Rzepa, Christina				Employee ID s.22		Phone Number (250) 356-0179					
Client Organization Advanced Education, Skills and Training				Job Title Executive Assistant		Travel Group Code 3					
5. Date Completed 2018/10/02		6. Fiscal Year 2019		7. Special Cheque Issue		8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel staffing Minister				Headquarters Vancouver					
12. Mailing Address for Cheque 9080 Stn Prov Govt Victoria, BC V8W 9E2											
16. Travel Dates	17. Places Travelled			18. Personal Vehicle Use		19. Other Transport Costs	20. & 21. Meals	22. Lodging Costs	20. & 21. Miscellaneous		
	*PCard	Destination	Start	End	Km	Cost		Claim	Cost	Cost	Describe
2018											
09/27		* Van/Pent/Van (WJ)	0615	1707		0.00	67.00	F-LD	22.75		
09/30		Victoria	1430	2359	37	19.98	17.20	F-D	33.25	244.89	
10/01		Victoria	0700	2359		0.00		F-	51.50	127.69	
10/02		Victoria	0700	2359		0.00		F-	51.50	127.69	
10/03		Victoria	0700	2359		0.00		F-	51.50	127.69	
10/04		* Vancouver (HA)	0700	1830	6	3.24	13.50	F-	51.50		
10/12		* Van/DawCreek/Van (AC)	0630	1930		0.00	57.70	F-L	41.00		
TOTALS OF COLUMNS					36. 19.98 \$ s.22	37. \$ 155.40		38. \$ 303.00	39. \$ 627.96	40. \$ 0.00	Claim Total s.22 1106.34
48. Client Code	49. Resp.	50. Service Line	51. STOB		52. Project		45. Supplier Code		Amount		
019	11001	18000	5701		1100000		s.22		s.22 917.89		
019	11001	18000	5702		1100000				\$ 188.45		
019											
019											
Less Travel Advance											
019											
AMOUNT DUE TO EMPLOYEE										54. \$ s.22 1106.34	
45. Employee Signature (See Audit Trail) - 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.						Print Name		Date Signed			
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name		Date Signed			
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name		Date Signed			

Audit Trail for Travel Voucher (Restricted Use) E129803 for Rzepa, Christina

18 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/02 09:33:22	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/02 09:36:41	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/02 15:48:53	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/03 13:04:39	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/03 16:56:06	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/04 12:45:42	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/04 13:49:57	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/05 12:30:21	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/05 12:35:00	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/09 10:17:27	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/09 11:59:47	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/09 12:05:25	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/09 15:45:59	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/19 15:12:33	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/19 15:18:36	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Saved	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/19 15:23:36	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Rzepa, Christina Christina.Rzepa@gov.bc.ca	Notified	Rzepa, Christina Christina.Rzepa@gov.bc.ca
2018/10/19 15:27:05	Rzepa, Christina (IDIR\CRZEPA) Christina.Rzepa@gov.bc.ca		Initiated	Iliffe, Liam Liam.Iliffe@gov.bc.ca
2018/10/19 16:03:05	Iliffe, Liam (IDIR\LILIFFE) Liam.Iliffe@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E129803 for Rzepa, Christina

2 note(s) returned.

Created On	Author	Note
2018/10/05 12:35:00	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	Sept 27th, 2018 - Yellow Cab to Vancouver airport Van/Kelowna (WJ pd by p/c) - share ride to Penticton for event and meeting - drive back to Kelowna airport (WJ pd by p/c) - North Shore Taxi to home.
2018/10/19 15:18:36	Flesh, Cindy (IDIR\CFLESH) Cindy.Flesh@gov.bc.ca	see attached for notes

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Travel Voucher 129803

Christina Rzepa

Sept 27, 2018 – Yellow cab to Vancouver airport Van/Kelowna (WJ pd by p/c) – share ride to Penticton for event and meeting – drive back to Kelowna airport Kelowna/Van (WJ pd by p/c) – North Shore Taxi to home

Sept 30, 2018 – personal ride to BC Ferry Tsawwassen to Swartz Bay (walk on) – personal ride to hotel – o/n pd by m/c.

Oct 1, 2018 – walk to buildings for meetings – walk back to hotel – o/n (pd by m/c)

Oct 2, 2018 - walk to buildings for meetings – walk back to hotel – o/n (pd by m/c)

Oct 3, 2018 - walk to buildings for meetings – walk back to hotel – o/n (pd by m/c)

Oct 4, 2018 - walk to buildings for meetings – walk to Harbour Air Vic/Van (pd by p/c) – Yellow Cab to home.

Oct 123, 2018 – Yellow Cab to Vancouver Airport Van/Fort St John (AC pd by p/c) – share ride to event in Dawson Creek – share ride back to Fort St John for event – share ride to airport Fort St John/Van (AC pd by p/c) – Bonny's Taxi to home.

YELLOW CAB #33
1441 CLARK DR
VANCOUVER BC

CARD ***** S.17
CARD TYPE MASTERCARD
DATE 2018/09/27
TIME 0406 06:45:17
CLERK ID 1
RECEIPT NUMBER
C85034940-001-009-990-0

PURCHASE
AMOUNT \$39.00
TIP s.22
TOTAL

MasterCard
A0000000041010
94F22AD5F1D5561D
0000008000-E800
B14E41A85A2F7FD5

APPROVED

AUTH# 094517 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST105762447RT0001

NORTH SHORE TAXI 1966
LTD
264 PEMBERTON AVE
NORTH VANCOUVBC

CARD ***** S.17
CARD TYPE MASTERCARD
DATE 2018/09/27
TIME 5531 17:07:01
CLERK ID 040001
RECEIPT NUMBER
C85054663-001-001-308-0

PURCHASE
AMOUNT \$28.00
TIP s.22
TOTAL

MasterCard
A0000000041010
02D50DF5AB31D4D9
0000008000-E800
E19DAD6A7000E685

APPROVED

AUTH# 200702 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Tsawwassen
To
Swartz Bay
BC Ferries

Suite 500 - 1321 Blanshard Street
Victoria BC Canada V8W 0B7

RECEIPT - PLEASE RETAIN

PURCHASE 2018/09/30

1 Adult	17.20
Total	17.20
BCF Experience	
*****s.17	17.20

Stored Value
Savings: VEH & PASS Savings
Balance: 27.90

TSA 30 Sep 2018 15:04:24

7007424 593005

SEE REVERSE SIDE OF TICKET
KIOSK00742

Ms Christina Rzepa
s.22Room No. : s.15
Arrival : 09/30/18
Departure : 10/04/18
Folio No. :
Conf. No. : s.22

Date	Description	Charges	Credits
09/30/18	Room	209.00	
10/01/18	Room	109.00	
10/02/18	Room	109.00	
10/03/18	Room	109.00	
10/03/18	Destination Marketing Fee 1%	5.36	
10/03/18	Provincial Hotel Tax 8%	43.32	
10/03/18	Municipal Hotel Tax 3%	16.23	
10/03/18	Goods and Service Tax 5%	27.05	
10/04/18	Mastercard s.17		627.96

Total Charges**627.96****Total Credits****627.96****Balance****0.00****CAD**

Net Amount	536.00
Destination Marketing Fee 1%	5.36
Provincial Hotel Tax 8%	59.55
Goods and Service Tax 5%	27.05
	0.00
	0.00
Total Charges	0.00
	CAD

Approved by Minister
Melanie Mark
Excessive Room Rate

DUPLICATE

YELLOW CAB #9
1441 CLARK DR
VANCOUVER BC

DUPLICATE

CARD *****s.17
CARD TYPE MASTERCARD
DATE 2018/10/04
TIME 8910 20:59:10
CLERK ID 5
RECEIPT NUMBER
C85009666-001-015-392-0

PURCHASE
AMOUNT \$13.50
TIP s.22
TOTAL

MasterCard
A0000000041010
A9A78242DF03C8EE
0000008000-E800
6374AAD06C1E0C77

APPROVED

AUTH# 235910 01-027

THANK YOU

CARDHOLDER COPY

YELLOW CAB #343
1441 CLARK DR
VANCOUVER BC

CARD ***** s.17
CARD TYPE MASTERCARD
DATE 2018/10/12
TIME 4945 07:03:38
CLERK ID 1
RECEIPT NUMBER
C85018597-001-003-825-0

PURCHASE
AMOUNT \$40.70
TIP s.22
TOTAL

MasterCard
A0000000041010
C9E7FF960E93AAD7
0000008000-E800
7CD71E92A11F2BF8

APPROVED

AUTH# 100338 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

GST105762447DT000

BONNY'S TAXI #B 168
5758 SIDLEY ST
BURNABY BC

CARD ***** s.17
CARD TYPE INTERAC
ACCOUNT TYPE CHEQUING
DATE 2018/10/13
TIME 1015 00:50:57
RECEIPT NUMBER
C85062780-001-001-166-0

PURCHASE
AMOUNT \$17.00
TIP
TOTAL s.22

Interac
A0000002771010
7931974ED80A7D25
8080008000-6800
86683BADCDC410AE
8080008000-7800

APPROVED

AUTH# 030570

00-001

THANK YOU

CARDHOLDER COPY



eTicket Receipt

Prepared For
RZEPA/CHRISTINA MS

RESERVATION CODE	s.22
ISSUE DATE	24Aug18
TICKET NUMBER	8382139551701
ISSUING AIRLINE	WEST JET
ISSUING AGENT	WestJet/MNH

Itinerary Details

TRAVEL DATE	AIRLINE	DEPARTURE	ARRIVAL	OTHER NOTES
27Sep18	WESTJET WS 3316 Operated by: WESTJET ENCORE	VANCOUVER BC, CANADA Time 07:45 Terminal MAIN TERMINAL	KELOWNA BC, CANADA Time 08:42	Fare Family Econo Seat Number s.15 (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis IA30ULK Not Valid Before 27SEP18 Not Valid After 27SEP18
27Sep18	WESTJET WS 3327 Operated by: WESTJET ENCORE	KELOWNA BC, CANADA Time 15:25	VANCOUVER BC, CANADA Time 16:25 Terminal MAIN TERMINAL	Fare Family Econo Seat Number s.15 (CONFIRMED) Baggage Allowance NIL Booking Status OK TO FLY Fare Basis IA30ULK Not Valid Before 27SEP18 Not Valid After 27SEP18

Allowances

Baggage Allowance

YVR to YLW - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

YLW to YVR - 0 Pieces WESTJET

Prices of additional baggage pieces:

1. 25.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters
2. 35.00 CAD up to 50 pounds/23 kilograms and up to 62 linear inches/158 linear centimeters

ADDITIONAL ALLOWANCES AND/OR DISCOUNTS MAY APPLY DEPENDING ON FLYER-SPECIFIC FACTORS
/E.G. FREQUENT FLYER STATUS/MILITARY/ CREDIT CARD FORM OF PAYMENT/EARLY PURCHASE OVER
INTERNET,ETC

Carry On Allowances

YVR to YLW , YLW to YVR - 1 Piece (WS - WESTJET)

Carry On Charges

YVR to YLW , YLW to YVR - (WS - WESTJET) - Carry-on fees unknown - contact carrier

Payment/Fare Details

Form of Payment	CREDIT CARD - MASTERCARD : XXXXXXXXXXXXX s.17
Fare Calculation Line	YVR WS YLW96.00WS YVR96.00CAD192.00END
Fare	CAD 192.00
Taxes/Fees/Carrier-Imposed Charges	CAD 24.00 YQI (OTHER AIR TRANSPORTATION CHARGES)
	CAD 11.51 XG8 (GOODS AND SERVICES TAX (GST))
	CAD 14.25 CA4 (AIR TRAVELLERS SECURITY CHARGE)
	CAD 20.00 SQ (AIRPORT IMPROVEMENT FEE (AIF))
	CAD 1.00 XG9 (GOODS AND SERVICES TAX (GST))
Total Fare	CAD 262.76

Other Charges

SEAT ASSIGNMENT # 8381501834815 (YVR-YLW / QTY 1, YLW-YVR / QTY 1)	CAD 16.00
Taxes	CAD 0.80
Form of Payment	CREDIT CARD - MASTERCARD : XXXXXXXXXXXXX s.17
Total	CAD 16.80
Total Fare and Other Charges	CAD 279.56

Positive identification required for airport check in

Notice:

QST # 1202807956TQ0001 GST # 866112535

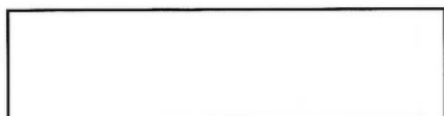
Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at <http://www.iatatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. (applicable for interline carriage)

Flesh, Cindy AEST:EX

From: Hubley, Holly AEST:EX
Sent: October 4, 2018 9:12 AM
To: Rzepa, Christina AEST:EX
Cc: Flesh, Cindy AEST:EX
Subject: FW: Flight Itinerary. Thanks for choosing Harbour Air!

Holly Hubley
Administrative Assistant to the Honourable Melanie Mark
Minister of Advanced Education, Skills & Training
Telephone: 250- 356-0179

From: reservation@harbourair.com [mailto:reservation@harbourair.com]
Sent: Thursday, October 4, 2018 9:11 AM
To: Hubley, Holly AEST:EX
Subject: Flight Itinerary. Thanks for choosing Harbour Air!

[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 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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

Customer Information

Account

HAS #

s.17

Name

Christina Rzepa

Booking s.17

Thursday, October 4, 2018

Flight #222/Twin Otter

17:00 Victoria Harbour / Map ☐

17:35 Vancouver Harbour / Map ☐

35 minutes

KK- Confirmed

1 Passenger(s) - GoFlex

Christina Rzepa, Female

[Add to Calendar](#)

Invoice S.17

Air Transportation Charges

Sked 200/300 : (Pk) GO Flex \$198.07

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 \$10.42

Billing \$208.58

Taxes \$10.42

Grand Total \$219.00

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time

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 Information

Domestic Flights

Itinerary / Receipt

Your booking is confirmed. Thank you for choosing Air Canada.
Please bring your itinerary-receipt to the airport.

Main Contact Information

Booking reference: s.22

Name: **Christina Rzepa**
E-mail: **HOLLY.HUBLEY@GOV.BC.CA**
Payment: **CCCAXXXXXXXXXXX;** s.17

Customer Care
Air Canada Reservations
1-888-247-2262

Air Canada Flight Information
1-888-422-7533
[International Reservations](#)

Alert me of flight changes
[Flight notification](#)

Flight Itinerary

Flight	From	To	Aircraft	Cabin (Booking class)	Status
AC8181	Vancouver (YVR)	Ft. St. John (YXJ)	DH4	Economy Standard (A)	Confirmed
<i>Operated by:</i>	Fri 12-Oct 2018	Fri 12-Oct 2018			
<i>Air Canada Express-Jazz</i>	08:10 - TERMINAL M -MAIN	09:51			
Seat number(s) requested: s.1					

Passenger Information

Passenger: 1 Christina Rzepa
Ticket number: **014 2100 343620**

Purchase Summary

Passenger: 1 Ticket number 014 2100 343620

Date of issue 10-Sept 2018
 Fare Amount in Canadian dollars: 113.00
(including navigational & other charges)
 Taxes, Fees & Charges

Total Fare in : No Additional collection

Options

Seat Fee(s) in Canadian dollars	18.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	0.90
Name change fee in Canadian dollars	125.00
Canada Goods and Services Tax (GST/HST #10009-2287 RT0001) (XG)	6.25

Ticket particularities:

NAMECHG

AC ONLY/NONREF/CHGFEE -BG:AC

*Fare calculation:

12OCT18YVR AC YXJ Q18.00R95.00CAD113.00 END ROE1.00 PD7.12CA
 5.00SQ6.26XG

Canadian tax registration numbers:

XG Canada Goods and Services Tax (GST/HST #10009-2287 RT0001)

RC Canada Harmonized Sales Tax (GST/HST #10009-2287 RT0001)

XQ Canada Quebec Sales Tax (QST #1000-043-172 TQ1991)

Fare Rules Summary

-
- Voluntary changes to your itinerary may require the payment of additional fees and fare upgrades.
 - If you are travelling on a non-refundable ticket, Air Canada will be unable to make exceptions in the event of an unexpected trip cancellation or medical emergency. We recommend the purchase of travel insurance.
 - Tickets are non transferable.
 - Seat selection charges are per passenger and apply to each individual one-way flight segment in your itinerary. Flight segments are identified by a change in flight number, with each new flight number representing a flight segment. Taxes are not included.
 - Please note that you may be moved from your selected seat without notice in the event of an involuntary schedule or airport change (e.g. flight disruption, cancellation), to accommodate a passenger with a disability, or for any other reason that requires Air Canada to move you prior to departure or during the flight. If you are moved from your seat for one of these reasons, you may request a refund for your seat charges. We invite you to read additional [terms and conditions](#) related to seat selection

Please read important information and notices regarding Air Canada's [general conditions of carriage](#).

Baggage Information

Please see below for details on the bags you plan on checking at the baggage counter.

Flesh, Cindy AEST:EX

From: Hubley, Holly AEST:EX
Sent: September 10, 2018 11:02 AM
To: Flesh, Cindy AEST:EX; Rzepa, Christina AEST:EX
Subject: FW: Air Canada - 12 Oct: Fort St. John - Vancouver (Booking Reference: s.22
Attachments: Air_Canada_Booking_Confirmation_s.22 pdf

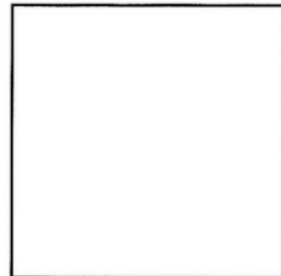
Follow Up Flag: Follow up
Flag Status: Flagged

Holly Hubley
Administrative Assistant to the Honourable Melanie Mark
Minister of Advanced Education, Skills & Training
Telephone: 250- 356-0179

From: Air Canada [mailto:confirmation@aircanada.ca]
Sent: Monday, September 10, 2018 11:02 AM
To: Hubley, Holly AEST:EX
Subject: Air Canada - 12 Oct: Fort St. John - Vancouver (Booking Reference: s.22)



Booking Confirmation



Booking Reference: s.22

Date of issue: 10 Sep, 2018

☐

Select Seats

☐

Check in

☐

Manage my booking

☐

Sign up for flight notifications

Thank you for choosing Air Canada. Below are your flight details and other useful information for your trip.

IMPORTANT: Your official Itinerary/Receipt is attached to this email. 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.

Passengers

☐

Melanie Mark

Seats

AC8186 s.1
5

Ticket Number:

0142100326193

Air Canada - Aeroplan:

s.17,s.22

☐

Christina Rzepa

Seats

AC8186

Ticket Number:

0142100326194

☐

Depart

Economy - Basic

Friday
12 Oct, 2018

17:25

Fort St. John

(YXJ),
British Columbia

19:11

☐

Vancouver

Vancouver Int. (YVR),
Terminal M

☐

AC8186

1hr46

Economy T

Operated by: Air Canada Express - Jazz | Q400

☐

Economy Basic is a restricted fare

Purchase summary

MasterCard

XXXX-XXXX-XXXX s.17

Amount paid: \$430.76

Full details can be found in
your attached Itinerary/Receipt

Tax information

GST/HST no. 10009-2287

RT0001 \$20.52

☐

Air Transportation Charges

2 adults

294.00

☐

Seat selection

66.00

☐

Taxes, fees and charges

70.76

GRAND TOTAL (Canadian dollars)

\$430⁷⁶



s.22

Booking Confirmation

Booking Reference: s.22

Date of issue: 10 Sep, 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.

Data Protection Notice: Your personal data will be processed in accordance with the applicable carrier's privacy policy and, if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at the IATA Travel Centre website or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is collected, stored, used, disclosed and transferred. We also invite you to view Air Canada's Privacy Policy directly.



Economy - Basic

Friday
12 Oct, 2018

17:25
Fort St. John
(YXJ), BC



19:11
Vancouver
Vancouver Int. (YVR), BC
Terminal M

AC8186

1hr46
Economy T
Operated by: Air Canada Express -
Jazz | Q400

Economy Basic is a restricted fare

Passengers

Melanie Mark	Seats
Ticket Number	AC8186 s.
0142100326193	15
Air Canada - Aeroplan	
s.17,s.22	
Christina Rzepa	Seats
Ticket Number	AC8186
0142100326194	



Purchase summary

MasterCard

***** S. 1

Amount paid: \$430.76

Tax information

GST/HST no. 10009-2287 RT0001

\$20.52

2 adults

Air Transportation Charges

Base Fare	129.00
Surcharges	18.00

Taxes, fees and charges

Goods and Services Tax - Canada no. 100092287 RT0001	8.61
Air Travellers Security Charge - Canada	7.12
Airport Improvement Fee - Canada	18.00

Total airfare and taxes before options (per passenger) **\$180⁷³**

Number of passengers **X 2**

Total **\$361⁴⁶**

Seat selection

Melanie Mark

AC8186 S. - Standard Seat (Aisle) 33.00

Christina Rzepa

AC8185 S. - Standard Seat (Window) 33.00

Goods and Services Tax - Canada no. 100092287 RT0001 3.30

Total with options and seat selection fees **\$430⁷⁶**

GRAND TOTAL (Canadian dollars) **\$430⁷⁶**



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
minutes¹

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.

E129704

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.

Name Brown, Edena				Employee ID s.22		Phone Number (250) 480-8627					
Client Organization Children and Family Development				Job Title Executive Assistant		Travel Group Code 3					
5. Date Completed 2018/09/19		6. Fiscal Year 2019		7. Special Cheque Issue		8. Cheque Stub Information					
Type of Travel In Province		14. Reason for Travel Staff Minister Conroy UBCM				Headquarters Kootney-West					
12. Mailing Address for Cheque 2-1006 3rd St. Castlegar, BC V1N 3X6											
16. Travel Dates 2018 09/09 09/10 09/11 09/12 09/13 09/14	17. Places Travelled			18. 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	
	Cas > Richmond	1000	2359	627	338.58		F-B	41.00			
	Richmond > Whist	1000	2359		0.00		F-	51.50	61.95	Bus ticket	
	Whistler	0000	2359		0.00		F-	51.50			
	Whistler	0000	2359		0.00		F-B	41.00			
	Whistler. Richm	0000	1400		0.00		F-D	33.25			
Richmond.Castleg	0900	1700	627	338.58		F-D	33.25				
TOTALS OF COLUMNS				36. \$ 677.16	37. \$ 0.00		38. \$ 251.50	39. \$ 0.00	40. \$ 61.95	Claim Total \$ 990.61	
48. Client Code 039 039 039 039	49. Resp. 18YAA	50. Service Line 14001	51. STOB 570602	52. Project 1800000	45. Supplier Code s.22		Amount \$ 990.61				
Less Travel Advance 039											
								54. \$ 990.61			
45. Employee Signature (See Audit Trail) - 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.						Print Name		Date Signed			
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.						Print Name		Date Signed			
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.						Print Name		Date Signed			

Audit Trail for Travel Voucher (Restricted Use) E129704 for Brown, Edena

2 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/09/19 15:14:17	Brown, Edena (IDIR\EDBROWN) Edena.Brown@gov.bc.ca		Initiated	Gunn, Paula s Paula.Gunn@gov.bc.ca
2018/09/25 12:22:38	Gunn, Paula s. (IDIR\PGUNN) Paula.Gunn@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E129704 for Brown, Edena

0 note(s) returned.

Created On	Author	Note

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YVR TO WHISTLER 10:00AM

1 ADULT



Pacific Coach Lines

Confirmation Number: s.22
Purchaser Name: Brown, Edena
Activity Name: YVR to Whistler 10:00am
Valid Date: Sep 10, 2018
Activity Time: 10:00 am
Pick Up Time: 10:00 am
Pickup Location: YVR Vancouver Airport
Dropoff Location: s.15



Purchase Receipt

Confirmation Number: s.22**Guest Name:** Brown, Edena**Date of Purchase:** 2018-09-08 21:10:05**Purchase Amount:** \$61.95

- THIS RECEIPT IS NOT A VALID TICKET
- THIS IS A RECEIPT FOR SERVICE PURCHASED



Control No.

E129914

Name Wieczorek, Chris ✓	Employee ID s.22	Phone Number s.22
Client Organization Agriculture	Job Title Executive Assistant	Travel Group Code 3

5. Date Completed 2018/10/19		6. Fiscal Year 2019		7. Special Cheque Issue			8. Cheque Stub Information				
Type of Travel In Province		14. Reason for Travel Travel with Minister					Headquarters Victoria				
12. Mailing Address for Cheque PO Box 9043 Stn Prov Govt , BC V8W 9E2											
16. Travel Dates 2018 09/28 09/29	17. Places Travelled Destination Vic-Cranbrook-Vic Cranbrook-Vic (AC/WJ)			18. Personal Vehicle Use Km Cost 0.00 0.00		19. Other Transport Costs P/Card	20. & 21. Meals Claim F- F- Cost 51.50 s.22		22. Lodging Costs	20. & 21. Miscellaneous Cost 15.00 Describe Parking	
TOTALS OF COLUMNS					36. \$ 0.00	37. \$ 0.00		38. 51.50 s.22	39. \$ 0.00	40. ✓ \$ 15.00	Claim Total s.22 66.50
48. Client Code 130 130 130 130	49. Resp. 29001	50. Service Line 30000	51. STOB 5712	52. Project 2900000	45. Supplier Code s.22		Amount 66.50 \$s.22				
Less Travel Advance 130											
							54. 66.50 s.22				
45. Employee Signature (See Audit Trail) - 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.							Print Name		Date Signed		
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.							Print Name		Date Signed		
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.							Print Name		Date Signed		

Audit Trail for Travel Voucher (Restricted Use) E129914 for Wieczorek, Chris

6 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/19 10:47:42	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca	Saved	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca
2018/10/19 10:47:51	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca	Notified	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca
2018/10/19 10:49:56	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca	Saved	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca
2018/10/19 10:50:06	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca	Notified	Wieczorek, Chris Chris.Wieczorek@gov.bc.ca
2018/10/22 10:22:07	Wieczorek, Chris (IDIR\CWIECZOR) Chris.Wieczorek@gov.bc.ca		Recommended	Godfrey, Sam Sam.Godfrey@gov.bc.ca
2018/10/22 12:32:17	Godfrey, Sam ✓ (IDIR\SAGODFRE) Sam.Godfrey@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E129914 for Wieczorek, Chris

1 note(s) returned.

Created On	Author	Note
2018/10/19 10:47:42	Leppard, Brianna (IDIR\BLEPPARD) Brianna.Leppard@gov.bc.ca	09/28/2018- Air Canada Vic-Cranbrook (layover in Vancouver) For meetings 09/29/2018- Paid for parking- flew back home that night on W/J

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s.22

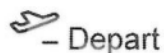
Booking Confirmation

Booking Reference **s.22**

Date of issue: 14 Sep, 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.

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- Depart

Economy - Standard

✓ Friday 28 Sep, 2018	07:20 Victoria Victoria Int. (YYJ), BC		07:48 Vancouver Vancouver Int. (YVR), BC Terminal M	 AC8056	0hr28 Economy G Operated by: Air Canada Express - Jazz Q400
	Layover in Vancouver				1hr07
✓ Friday 28 Sep, 2018	08:55 Vancouver Vancouver Int. (YVR), BC Terminal M		11:22 Cranbrook (YXC), BC	 AC8215	1hr27 Economy G Operated by: Air Canada Express - Jazz Dash 8-300
	Total duration				3hr02

Passengers

Chris WieczorekTicket Number
0142100591534

Seats

AC8056 -
AC8215 -

VICTORIA
INTERNATIONAL AIRPORT
LANE: Long Term Exit 1-1B

2018/09/29 ✓

Paid On: 2018/09/29 AM: 45

Ticket#: 224677123

Paid: \$ 15.00

GST: \$ 0.71

CC: VISA: 4520-3317

THANK YOU

Transaction: Approved

GST# 10456-7276AT001

***** 17 Swiped

VISA

Purchase 18/09/29 AM: 47:57

Seq# 000067 004

Auth# 02437F

APPROVED

Leppard, Brianna AGRI:EX

From: WestJet <noreply@itinerary.westjet.com>
Sent: Monday, September 24, 2018 4:02 PM
To: Leppard, Brianna AGRI:EX
Subject: Your itinerary and receipt - September 28 VICTORIA BC, CANADA for MR CHRIS WIECZOREK
Attachments: Electronic ticket receipt, September 28 for MR CHRIS WIECZOREK.pdf

Be sure to review your booking details and important travel info.
To ensure you receive emails from WestJet, please add us to your address book.



Your itinerary and receipt

Thanks for choosing WestJet! We look forward to welcoming you on board.

Reservation code

s.22



WESTJET Flight Number WS 3046
Operated by: WESTJET LINK BY PACIFIC COASTAL
CONFIRMED

Friday, 28 September ✓ |

Departure: YXC CRANBROOK BC, CANADA ✓ |
21:00

Arrival: YYC CALGARY INTL AB, CANADA
21:50

Please verify flight times prior to departure

Aircraft:	SFB	Duration:	0hour(s) and 50minute(s)
		Distance (in Miles):	130

Mr Chris Wieczorek ✓ |
Seat(s): Check-In Required

[Add to Calendar](#)



WESTJET Flight Number **WS 195**
CONFIRMED

Friday, 28 September ✓

Departure: YYC CALGARY INTL AB, CANADA
23:00

Arrival: YYJ VICTORIA BC, CANADA ✓
23:32

Please verify flight times prior to departure

Aircraft: BOEING 737-700 JET

Duration: 1hour(s) and 32minute(s)

Distance (in Miles): 453

Mr Chris Wieczorek

Seat(s): Check-In Required

[Add to Calendar](#)

[Print Itinerary](#)

Manage trip

[Change flight](#)

[Cancel flight](#)

[Select seats](#)

[Guest info](#)

[Check-in](#)

WestJet and the Canadian Transportation Agency want to make you aware of your rights as a traveller. Visit [Flight and service disruptions](#) for an in-depth explanation.

Payment details

Your eTicket receipt can be found here:

Mr Chris Wieczorek: **8382141382008**

We recommend making note of this information for your records as WestJet is only able to access itinerary and purchase details for seven days following the completion of your last flight. If you add this eTicket to your TripCase profile, your reservation and payment detail for this itinerary will be accessible for 13 months after the last flight has been flown.

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[Baggage fees](#)

[Guests with special needs](#)



Control No.

E129792

Name Bansal, Mindy ✓	Employee ID s.22	Phone Number (250) 812-7256
Client Organization Citizens' Services	Job Title Executive Assistant	Travel Group Code 3

5. Date Completed 2018/10/01	6. Fiscal Year 2019	7. Special Cheque Issue	8. Cheque Stub Information
--	-------------------------------	--------------------------------	-----------------------------------

Type of Travel In Province	14. Reason for Travel EA Duties September 17-September 30	Headquarters s 22 Surrey
-------------------------------	--	--------------------------------

12. Mailing Address for Cheque

#204 14360 64th Avenue Surrey, BC V3W 1Z1

16. Travel Dates	17. Places Travelled			18. ^{0.54} Personal Vehicle Use		19. Other Transport	20. & 21. Meals		22. Lodging	20. & 21. Miscellaneous	
2018	Destination	Start	End	Km	Cost	Costs	Claim	Cost	Costs	Cost	Describe
09/17	Surrey-Victoria (HA)	0600	1630	35	18.90	P/Card	F-	51.50			
09/18	Victoria-Surrey (HA)	0830	1800	35	18.90	P/Card	F-	51.50			
09/19	Surrey-Van-Surre	1200	1330	73	39.42			0.00			
09/20	Van-NewWest-Sur	0600	2200	114	61.56		F-D	33.25		8.00	parking
09/21	Delta-Surrey	0800	1600	88	47.52		F-D	33.25			

TOTALS OF COLUMNS		36. ✓ \$ 186.30	37. \$ 0.00	38. ✓ \$ 169.50	39. \$ 0.00	40. 8.00 s.22	Claim Total	363.80
-------------------	--	--------------------	----------------	--------------------	----------------	------------------	-------------	--------

48.	Client Code	49. Resp.	50. Service Line	51. STOB	52. Project	45. Supplier Code	Amount
	112	32805	34610	5701	3200000	s.22	140.80
	112	32805	34610	5702	3200000		223.00
	112						
	112						

[illegible]

	AMOUNT DUE TO EMPLOYEE	54.	363.80 \$.22
--	-------------------------------	-----	------------------

45. Employee Signature (See Audit Trail) - 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.	Print Name	Date Signed
---	-------------------	--------------------

56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.	Print Name	Date Signed
--	-------------------	--------------------

57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.	Print Name	Date Signed
---	-------------------	--------------------

Audit Trail for Travel Voucher (Restricted Use) E129792 for Bansal, Mindy

3 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/01 17:25:03	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/01 17:28:33	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/10/17 12:39:17	Russell, Shannon ✓ (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E129792 for Bansal, Mindy

1 note(s) returned.

Created On	Author	Note
2018/10/01 17:25:03	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca	Sept17 Surrey to Victoria Full Day Sept18 Over night to Victoria to Surrey Full Day Sept19 Pickup MJS from CO drove to Harbour Air to pickup vehicle and back to Surrey Sept20 6:00am Start full day, events in Vancouver, New West and Surrey Home for a few hours then off to Divercity Event till late Sept21 8:00 pick up MJS for Delta meeting then to Peace Arch then back to CO Sept22 N/A

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From: Gervais, Dominique CITZ:EX
To: Janke, Debra FIN:EX
Subject: RE: E129792 Mindy Bansal
Date: October 18, 2018 10:52:53 AM

Vancouver (Surrey)

From: Janke, Debra FIN:EX
Sent: Thursday, October 18, 2018 10:41 AM
To: Gervais, Dominique CITZ:EX
Subject: E129792 Mindy Bansal

Hi Dominique,

Is Mindy's headquarters Victoria or Vancouver?

Thanks.

Debra

Debra Janke
Executive Financial Clerk, Ministers' Office Support Services
Corporate Financial and Facilities Services Branch
Ministry of Finance
Phone: 778 698-8564 Fax: (250) 356-7326
Email: Debra.Janke@gov.bc.ca
Website: <http://www.min.fin.gov.bc.ca>
Serving all Ministers' Offices and the Office of the Premier

Nov 17 Sept. 17

- for Dixon - \$ Full Day. \$51.50

Flew to Victoria - left at 8:00 am

Mileage
35 kms.
0.54

\$12.90

5701-3200000

✓

Thu. Sep 1 - 13

Per Diem - Full Day \$ 51.50

- Full Day in Victoria
- Flew back to YVR 4:50am - 4:55pm
- Drove to Surrey

Mileage - 351Kms.
x 0.54

\$ 18.90

5701-3200000

wed. Sept. 19

M. Lege.

Picked up miss from CO, drove her
to Harbor Air to pick up her car
And drove back

73 Kms.

x 0.54

\$39.42

5702-320000

Sept 20

Contd.

* NO NEED TO DISPLAY ON VEHICLE/DASH

EXPIRATION DATE

20/09/18

EXPIRATION TIME

06:00 PM

AMOUNT PAID

\$ 8.00

06:53 AM

UIC. PLATE ENTERED

s.22



GST# 881490627 RT0001

NON-TRANSFERABLE 615633

* NO NEED TO DISPLAY ON VEHICLE/DASH

DATE
ISSUED

20/09/18

TIME
ISSUED

06:53 AM

AMOUNT PAID

\$ 8.00

CREDIT CARD
NUMBER

PAYSTATION #

23360001

FACILITY/ZONE

s.15



PRECISE
PARKLINK

RECEIPT

615633

\$8.00 Parking

Mileage -

Van.

5701-3200000

56 Km
\$20.24

New West
Surrey

5702-3200000

58
\$31.32

Thursday Sept. 20

- Picked up miss at 6:00 am.
- Drove to SR's Hotel.
- Left car at Hotel
- taxi to UBC / Rogers event

8:15 to 9:45

Mindy → Taxi back to Hotel to pick up
+ SR car (Sharon paid for taxi)

- Drove Back to UBC / Rogers event
to pick up Miniska, Howard &
Susan for lunch meeting

11:45 - 12:45

- Attend meeting / Town of Network Infrastructure
City of New West
1:00 to 2:30

- Mindy drove Miniska back Home

- Drove to Diversity Event

Per Diem - Breakfast
Lunch
Incidentals

5702-320000

car
↓

Frid. Sept. 21

8:00 am Pick up Mrs.
Drive to meeting in Delta

9:30 to 10:30 - meeting

10:30 - Drive to Peace Arch Prov. Park

11:00-4:00 - Attend event at Peace Arch Prov. Park

4:00 - Drive Mrs back to Surrey

Ferdin - Break.
Lunch
Inc.

Mileage

88
x 0.54

\$47.52

5702-3200000

Sat. Sept. 02

N/A

From: reservation@harbourair.com
Sent: Tuesday, September 11, 2018 11:09 AM
To: Fleurant, Kathleen CITZ:EX
Subject: Flight Itinerary. Thanks for choosing Harbour Air!



[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 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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

Customer Information

Account	HAS #	s.17
	Name	Mindy Bansall
	Company	Ministry Of Citizen Services

Booking s.17

**Monday, September 17,
2018**

Flight #505
10:20 South Vancouver (YVR)
/ Map
10:50 Victoria Harbour / Map

Invoice s.17

Air Transportation Charges

Sked 500 : (Np) GO Flex \$124.11

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 500 : Carbon Offset \$0.65

+ Goods and Services Tax \$6.24

30 minutes	Billing	\$124.76
	Taxes	\$6.24
KK- Confirmed	Grand Total	\$131.00

1 Passenger(s) - GoFlex
 . Mindy Bansall, Female

[Add to Calendar](#)

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time
 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

Tuesday, September 18,
 2018

Flight #510
 16:20 Victoria Harbour / Map
☐
 16:50 South Vancouver (YVR)
 / Map ☐

Invoice s.17	
Air Transportation Charges	
Sked 500 : (Pk) GO Flex	\$159.35
Taxes, Fees and Charges	
All Skeds - Baggage : Checked Baggage Fee	\$0.00
Sked 500 : Carbon Offset	\$0.65
+ Goods and Services Tax	\$8.00

30 minutes	Billing	\$160.00
	Taxes	\$8.00
KK- Confirmed	Grand Total	\$168.00

1 Passenger(s) - GoFlex
 . Mindy Bansall, Female

Add to Calendar

GoFlex Fare Conditions:

Check in 25 minutes prior to departure time
 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 Information

Domestic Flights

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- Please be prepared to show government Issued photo identification. It's required for all passengers 18 years and older.
- Our records indicate that the passenger(s) reserved on the flight(s) is/are not an Unaccompanied Minor (11 and under).
- Luggage restrictions based on fare booked. Please see Luggage for complete details.



Travel Voucher (Restricted Use)

Control No.

E129793

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.

Name Bansal, Mindy				Employee ID s.22				Phone Number (250) 812-7256			
Client Organization Citizens' Services				Job Title Executive Assistant				Travel Group Code 3			
5. Date Completed 2018/10/01			6. Fiscal Year 2019			7. Special Cheque Issue			8. Cheque Stub Information		
Type of Travel In Province			14. Reason for Travel EA Duties September 17-September 30						Headquarters s.22 Surrey		
12. Mailing Address for Cheque #204 14360 64th Avenue Surrey, BC V3W 1Z1											
16. Travel Dates 2018	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
	09/23 Surrey GrTimbers	1300	1500	18	9.72			0.00			
	09/25 Surrey Guildford	0730	0930	12	6.48			0.00			
	09/26 Surrey Vancouver	1200	1900	80	43.20		F-B	41.00		23.00	Parking
	09/27 Surrey Newton	1000	1130	8	4.32			0.00			
	09/27 Surrey Langley	1200	1400	46	24.84			0.00			
	09/29 Surrey Cloverdal	0930	1500	22	11.88						
	09/29 Surrey Vancouver	1730	2200	75	40.50		F-	51.50		35.00	Parking
	10/01 Surrey-Victoria (HA)	0500	1900	52	28.08		F-	51.50			
10/02 Victoria-Surrey (HA)	0800	1900	37	19.98	F-	51.50					
TOTALS OF COLUMNS 350 kms					36. ✓ \$ 189.00	37. \$ 0.00		38. ✓ \$ 195.50	39. \$ 0.00	40. ✓ \$ 58.00	Claim Total \$ 442.50
48. Client Code	49. Resp.	50. Service Line	51. STOB	52. Project		45. Supplier Code		Amount			
112	32805	34610	5701	3200000		s.22		151.06 \$ s.22			
112	32805	34610	6501	3200000				\$ 57.24			
112	32805	34610	5702	3200000				234.20 \$ s.22			
Less Travel Advance											
112											
								AMOUNT DUE TO EMPLOYEE		54. \$ 442.50	
45. Employee Signature (See Audit Trail) - 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.					Print Name			Date Signed			
56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.					Print Name			Date Signed			
57. Payment Authority Signature (See Audit Trail) - Requisition for payment pursuant to section 32 of the Financial Administration Act.					Print Name			Date Signed			

Audit Trail for Travel Voucher (Restricted Use) E129793 for Bansal, Mindy

17 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/10/01 21:38:58	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/01 21:50:48	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/01 21:52:46	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/01 22:01:33	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/02 13:41:14	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/02 13:52:56	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/10/17 13:05:14	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Recalled	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/17 13:15:53	Russell, Shannon (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca	Bansal, Mindy Mindy.Bansal@gov.bc.ca	Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/17 13:21:07	Russell, Shannon (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca	Bansal, Mindy Mindy.Bansal@gov.bc.ca	Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/17 13:22:11	Russell, Shannon (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca	Bansal, Mindy Mindy.Bansal@gov.bc.ca	Saved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/17 13:32:45	Russell, Shannon (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca	Bansal, Mindy Mindy.Bansal@gov.bc.ca	Notified	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/17 16:31:29	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca
2018/10/30 12:55:30	Janke, Debra (IDIR\JANKE) Debra.Janke@gov.bc.ca	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca	Not Approved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/30 13:02:02	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca
2018/10/30 13:08:31	Janke, Debra (IDIR\JANKE) Debra.Janke@gov.bc.ca	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca	Not Approved	Bansal, Mindy Mindy.Bansal@gov.bc.ca
2018/10/30 13:17:24	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca		Initiated	Russell, Shannon Shannon.Russell@gov.bc.ca
2018/10/30 13:18:16	Russell, Shannon (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca		Approved	FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca

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Notes for Travel Voucher (Restricted Use) E129793 for Bansal, Mindy

4 note(s) returned.

Created On	Author	Note
2018/10/02 13:41:14	Bansal, Mindy (IDIR\MBANSAL) Mindy.Bansal@gov.bc.ca	September 23 Staffed Minister for 2nd Anniversary Event and cheque presentation September 25 SBOT Procurement Workshop with Shannon and Minister September 25 Staffed Minister Vancouver Meeting September 26 BC Tech Vancouver with Shannon Amanda and Minister September 27 Disability Employment month Surrey September 29 Museum of Surrey Grand opening Cloverdale September 29 100 Year Journey Gala Vancouver October 1 full day Victoria Leg October 2 full day Victoria Leg
2018/10/17 13:21:07	Russell, Shannon (IDIR\SHANRUSS) Shannon.Russell@gov.bc.ca	NOTE: September 25 "Staffed Minister Vancouver Meeting" was added in error. Please disregard.
2018/10/30 12:55:30	Janke, Debra s (IDIR\CSJANKE)	NOT APPROVED-PLEASE FORWARD TO EA FOR APPROVAL
2018/10/30 13:08:31	Janke, Debra s (IDIR\CSJANKE)	NOT APPROVED: PLEASE INITIATE TO EA FOR APPROVAL

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SEPTEMBER 23, 2018

@ 1:00PM – 3:00PM

SEVA 2ND ANNIVERSARY

ROUND TRIP MILEAGE 18KM x .54 = \$9.72

5701-3200000 ✓

6501-3200000

SEPTEMBER 25, 2018

@ 7:30AM – 9:30AM

SBOT PROCUREMENT WORKSHOP (WITH SHANNON AND MINISTER)

ROUND TRIP | MILEAGE 12KM x .54 = \$6.48

5702-3200000

6501-3200000

SEPTEMBER 26, 2018

@ 12:00AM – 5:30PM

BC TECH (MJS SHANNON AMANDA)

VANCOUVER VOC - SURREY @7:00PM

MILEAGE 80KM x .54 = \$43.20

5701-3200000 ✓

VOC PARKING \$24.00

5701

MANO CINCINNATI CANADA, INC.

PRINTED IN U.S.A.

0827641

ExpressParc Parking Receipt

VOC

Meeting Shannon

TRANS IN TIME OUT TIME FEE CC#

2107 09/26 12:16 09/26 17:21 \$23.00 s.17

SEPTEMBER 27, 2018

@ 10:00AM – 11:30AM

DISABILITY EMPLOYMENT MONTH

MILEAGE 8KM x .54 = \$4.32

5702-3200000

6501-3200000

NEW DESK @ STAPLES 18 – SOURCE 14KM – BRICK 14

12:00 – 4:00

SURREY LANGLEY SURREY

MILEAGE 46KM x .54 = 24.84

5702-3200000

6501-3200000

SEPTEMBER 28, 2018 – NA

SEPTEMBER 29, 2018

@ 9:30AM – 3:00PM

MUSEUM OF SURREY GRAND OPENING

CLOVERDALE ROUND TRIP

MILEAGE 22KM x .54 = \$11.88

5701-3200000

6501-3200000

** Per Denis
Discuss w/sharon*

10:45-11:45

SEPTEMBER 29, 2018

@ 5:30PM – 10:00PM

100 YEAR JOURNEY

ROUNDTrip SURREY TO VANCOUVER

DROP MJS SURREY

MILEAGE 75KM x .54 = \$40.50

5702-3200000

5701-3200000

Dinner served

PARKING AT JW MARIOTT PARQ \$35.00

Per diem

WESTPARK PARQ VALET

GST# 800470791RT0001

39 SMITHE STREET

VANCOUVER, BC, V6B1C1

CASHIER :MICHELLE T

TICKET# 8023673

TYPE: PURCHASE

INVOICE: 0000004135

AUTH #: 941268

AMOUNT: CAD\$ 35.00

DATE/TIME: 18/09/20 21:01:37

CARD TYPE: Visa

CARD #: XXXXXXXXXXXXXs.17

REFERENCE #: 662761150010012120

C

*100 Year
Journey*

VISA

AID: A0000000031010

TVR: 0080008000

TSI: F800

VERIFIED BY PIN

01 APPROVED - THANK YOU 027

IMPORTANT - RETAIN THIS COPY
FOR YOUR RECORDS

*** CUSTOMER COPY ***

OCTOBER 1, 2018

LEFT AT 5:30AM

PER DIUM FULL DAY \$51.50

SURREY RICHMOND VANCOUVER MILEAGE 52KM = \$28.08

FLEW TO VICTORIA

6531-3200000

OCTOBER 2, 2018

LEFT AT 4:44PM52

PER DIUM FULL DAY \$51.50

FLEW TO VANCOUVER | MILEAGE 37KM = \$19.98

6531-3200000

Per dium =

Russell, Shannon CITZ:EX

From: Harbour Air Reservation <reservation@harbourair.com>
Sent: Tuesday, September 25, 2018 2:15 PM
To: Gervais, Dominique CITZ:EX
Subject: Flight Itinerary. Thanks for choosing Harbour Air!



[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 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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

Customer Information

Account	HAS #	s.17
	Name	Mindy Bansall
	Company	Ministry Of Citizen Services

Booking #s.17

Monday, October 1, 2018 ✓

Flight #503
08:20 South Vancouver (YVR)
 / Map ✓
08:50 Victoria Harbour / Map

30 minutes

Invoice #s.17

Air Transportation Charges

Sked 500 : (St) GO Flex \$151.73

Taxes, Fees and Charges

All Skeds - Baggage : Checked Baggage Fee \$0.00

Sked 500 : Carbon Offset \$0.65

+ Goods and Services Tax \$7.62

KK- Confirmed

Billing	\$152.38
Taxes	\$7.62
Grand Total	\$160.00

✓ **1 Passenger(s) - GoFlex**• **Mindy Bansall, Female****Add to Calendar****GoFlex Fare Conditions:**

Check in 25 minutes prior to departure time

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 Information**Domestic Flights**

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- Our records indicate that the passenger(s) reserved on the flight(s) is/are **not an Unaccompanied Minor (11 and under).**
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Sent: Tuesday, September 25, 2018 2:16 PM
To: Gervais, Dominique CITZ:EX
Subject: Flight Itinerary. Thanks for choosing Harbour Air!



[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 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 or a double seat together? Ask one of our customer service agents about [Select Seating](#) at check in. Starting at only \$10.00 per seat.

Harbour Air Team

Customer Information

Account	HAS #	s.17
	Name	Mindy Bansall
	Company	Ministry Of Citizen Services

Advisory

Waitlisted booking.

Booking s.17

Tuesday, October 2, 2018 ✓

Flight #510
17:20 Victoria Harbour / Map




Invoice s.17

Air Transportation Charges

Sked 500 : (Pk) GO Flex \$159.35

Taxes, Fees and Charges

All Skeds - Basefare - Checked Basefare \$0.00

17:50 South Vancouver (YVR)**/ Map** **30 minutes****WL - Waiting List****✓ 1 Passenger(s) - GoFlex****· Mindy Bansall, Female****Add to Calendar****Fee**

Sked 500 : Carbon Offset	\$0.65
+ Goods and Services Tax	\$8.00

Billing \$160.00

Taxes \$8.00

Grand Total \$168.00**GoFlex Fare Conditions:**

Check in 25 minutes prior to departure time

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

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Between South Vancouver (YVR), Victoria & Nanaimo

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