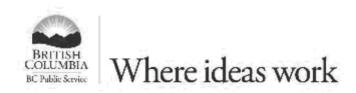
MA19EXEPAL125



Travel Voucher (Restricted Use)

Control No.

E130130

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.

Client Or Municipa	Gardea, Daniela s.22 lient Organization Job Title Municipal Affairs and Housing Ministeria					al Assistant		(778) Trave 4	Number 677-4304 I Group Code		
5. Date C 2018/11/			6. Fis	cal Year		Special Ch EFT	neque Issue		8. Cheque	Stub Informa	ation
Type of T In Provin	ravel ice		14. Re	eason for	Fravel				Headquart Victoria	ers	
12. Mailir	ng Addres	s for Che	eque								
Travel Places Travelled Dates			18. Personal Vehicle Use		19. Other Transport	20. & 21. Meals	22. Lodgii		scellaneous		
2018 10/26 10/28	Destinat Vic - Va Van - Vi	n (HJ)	Start 0630 1700	End 2359 2000	Km 69	0.00 37.26	Costs ✓ 325.00 ✓ 95.70	Cost 25.75	Costs		Describe taxi
11/02 11/03 11/04	Vic - Va Vancou Van - Vi		0600 0700 1800	2359 2359 2100	69 69	37.26 0.00 37.26	91.70 s.22 74.70	51.50 51.50	31.0 31.0		taxi taxi
TOTALS	OF COLU	MNC				36. \$ 111.78	37. \$ 587.10	38. \$ 128.7	39. 75 \$ 63.	40 \$ 81.70	Claim Total
48.	OF COLU	49.	50				-∜s.22 i2.		<u>ე ენე.</u> 5.	30 18.22	
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0	60						AMO	OUNT DUE	TO EMPLO	YEE	54. \$ 972.63
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56. Spen - Certifie	ding Auth d correct paration Act	oursuant t	o sectio	(See Audit in 32 & 33 dies.	Trail) of the F	inancial	Print Name)	1	Date Signed	
- Requis				See Audit to section 3		e Financial	Print Name)		Date Signed	

Administration Act. FIN 10 (EFI-F0012 v2.6.1)

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

Audited by Nov 23-18

Audit Trail for Travel Voucher (Restricted Use) E130130 for Gardea, Daniela 4 audit trail record(s) returned.

Date/Time	Who	On Behalf Of	Action	Next To Act
2018/11/21 14:07:49	Grant, Lisa	Gardea, Daniela	Notified	Gardea, Daniela
	(IDIR\LISGRANT)	Daniela.Gardea@gov.bc.ca		Daniela.Gardea@gov.bc.ca
	Lisa.Grant@gov.bc.ca			
2018/11/22 15:22:02	Grant, Lisa	Gardea, Daniela	Notified	Gardea, Daniela
	(IDIR\LISGRANT)	Daniela.Gardea@gov.bc.ca		Daniela.Gardea@gov.bc.ca
	Lisa.Grant@gov.bc.ca			
2018/11/22 15:24:56	Gardea, Daniela		Initiated	White, Christine
	(IDIR\DGARDEA)			Christine.White@gov.bc.ca
	Daniela.Gardea@gov.bc.ca			
2018/11/22 15:37:15	White, Christine		Approved	FSA MIN OFF, FIN
	(IDIR\CHRWHITE)			FINFSAMINOFF@gov.bc.ca
	Christine.White@gov.bc.ca			

Notes for Travel Voucher (Restricted Use) E130130 for Gardea, Daniela

1 note(s) returned

Created On		Author	Note		
2018/11/21 14:07:49	Grant, Lisa (IDIR\LISGRANT)	Lisa.Grant@gov.bc.ca	10/26 - Helijet paid for by MA, taxis to and from event, half day per diem claimed 10/28 - drove personal vehicle on return, ferry reservation and fare paid for by MA 11/02 - personal vehicle, ferry and reservation paid for by MA, taxi to and from event, personal lodging 11/03 - taxi charges, BLDI 11/04 - ferry paid for by MA, drove personal vehicle		

Gardea, Daniela MAH:EX

From:

passengerservices@helijet.com

Sent:

Friday, October 26, 2018 6:46 AM

To:

Gardea, Daniela MAH:EX

Subject:

Thank you for choosing to take off with Helijet!



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!

Customer Information		
Account	Customer #	s.17
	Name	Daniela Gardea

Friday, October 26, 2018	Invoice #340564			
702	FARE-YWH-FULL_	Winter18-19	\$	309.52
07:00 Victoria Harbour (Downtown)	+ GST			\$15.48
07:35 Vancouver Harbour (Downtown)	Billing		\$	309.52
35 minutes	Taxes		:	\$15.48
Confirmed	Grand Total	5. 在显示的数据。	\$	325.00
1 Passengers - Full-Fare	Mastercard		V (5	325.00
Daniela Gardea, Female	Date / Time	October 26, 2018 @ 6:45:	43 AM	
	Summary	s.17	✓	
Add to Calendar	Expiration			
	Authorization	203400		

DUPLICATE

BLACKTOP & CHECKER

CABS#194

777 PACIFIC ST

VANCOUVER BC

DUPLICATE

CARD TYPE MASTERCARD
DATE 2018/10/26
TIME 5562 08:18:01
CLERK ID 1
RECEIPT NUMBER
C85051690-001-827-002-0
PURCHASE
TOTAL

√ \$9.10

MasterCard A00000000041010 2E2BF9E41FE5C1E8 0000008000-E800 8DEB60F1B5B793E4

APPROVED

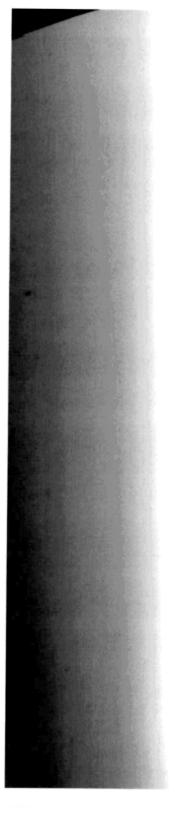
AUTH# 111801 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

DUPLICATE

Page 5 of 42 FIN-2019-94261



VANCOUVER TAXI 790 CLARK DR VANCOUVER BC

PURCHASE TOTAL

\$10.60

MasterCard A0000090041910 DD59C7ÅD1CD696C9 0000008000~E809 55750B3454E4080A

^VFD

VANCOUVER TAXI 790 CLARK DR VANCOUVER BC

CARD TYPE MASTERCARD

DATE 2018/10/26

TIME 8328 07:51:10

CLERK ID 1

INVOICE # 32267

RECEIPT NUMBER

C85053873-001-202-003-0

PURCHASE TOTAL

\$14.00

. ...7

JORI

MasterCard A0000000041010 85BE85251A417178 0000008000-E800 98D62A84FD41C668

APPROVED

AUTH# 105110 THANK YOU

CARDHOLL R COL

COPY FOR YOUR PER

604*871*111 GST# 105485080 VAN TAXL APP DOWNE AB T ALL

YELLOW CAB 817 FISGARD STREET V8W1R9 VICTORIA BC 21852400 GH2185240097

PURCHASE

10-26-2018

06:44:31

Exp Date **/** Card Type "

Name: DANIELA GARDEA A0000000041010

Maste

Operator: 97 Trace # 2597 Inv. # 4695 Auth # 094431

RRN 001226002

Total

\$10.50

(001) APPROVED-THANK YOU

Retain this copy for your records Customer copy

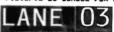
www.yellowcabvictoria.com 250-381-2222

Tsawwassen To Swartz Bay Suite 500 - 1321 Blanshard Street Victoria BC Canada VBN 887 RECEIPT - PLEASE RETRIN PURCHASE 2018/10/28 RESERVATION-R1900 CONF: B181597819 RES: 1 21 00 57 50 s.22 Reservation Pr 20' Undersize Vehi s. / Adult Total s.22 Prepayment Visa s.17 s.22 AUTH 073598 66277656 0010019638 S B1 APPROVED - THANK YOU 027 CHANGE DUE 0.00

*double checked card number is Daniela's card xref to E129691

Swartz Bay To Tsawwassen





RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/02 RESERVATION-RO700 CONF: B181622134 RES: 1

1 Reservation Pr 17.00 20' Undersize Vehi 57.50 1 Adult 17.20

| Total | 91.70 | Prepayment | 17.00 | Master Card | ************* | 74.70 | RUTH 087027641 0810810370 S 81 RPPROVED - THRNK YOU 027 | CHANGE DUE | 0.00

CARDHOLDER COPY SWB 02 Nov 2018 06:29:29

1005025 672446 SEE REVERSE SIDE OF TICKET

DUPLICATE

BLACKTOP & CHECKER
CABS#9
77/ PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD TYPE MASTERCARD

DATE 2018/11/02

TIME 5244 10:18:01

CLERK ID 1

RECEIPT NUMBER

C85021526-001-639-005-0

PURCHASE TOTAL

\$10.10

MasterCard A00000000041010 32CB22C49AD04759 0000008000-E800 4DBC686C56637F1A

APPROVED

AUTH# 131801 01-027 ThANK YOU

CAREHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

DUPLICATE

DUILICATE

ANCOUVER TAXI 790 CLARK DR **VANCOUVER** BC

DUPLICATE

* * * * * * * * * * * S.17 CARD CARD TYPE MASTERCARD DATE 2018/11/02 TIME 8277 12:30:08 CLERK ID INVOICE # 6477 RECEIPT NUMBER C85023812-001-613-003-0

PURCHASE TOTAL

\$12.90

MasterCard A0000000041010 8C657EEF38897ADA 0000008000-E800 2F755BAD33A3A+93

APPROVED

AUTH# 153008

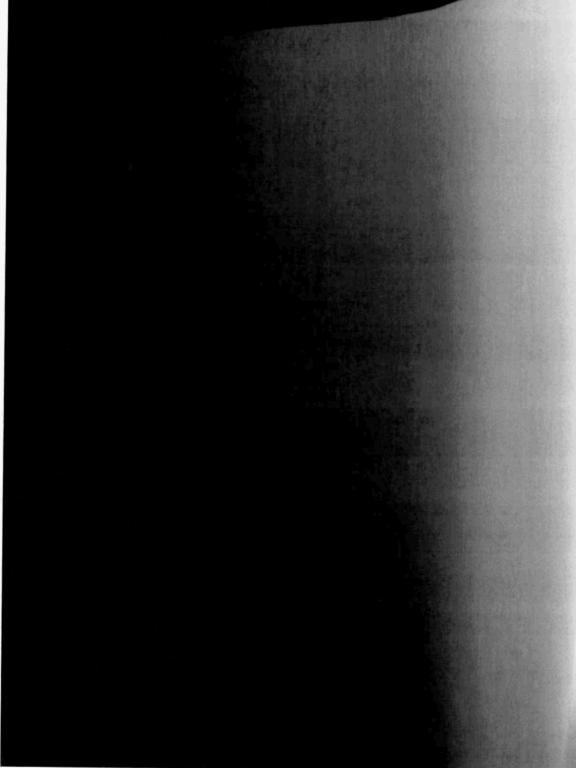
01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECEDS

DUPLICATE



DUPLICATE

BLACK TOP & CHECKERS #379 777 PACIFIC ST VANCOUVER BC

DUPLICATE

CARD TYPE MASTERCARD
DATE 2018/11/03
TIME 8399 18:31:11
CLERK ID 2
RECEIPT NUMBER
C85063031 001-927-007-0
PURCHASE
TOTAL

\$7.00

MasterCard A00000000041010 9D05004EC3AF378B 0000008000-E800 A34CB42315D8717E

APPROVED

AUTH# 213111 THANK YOU

01-027

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

DUPLICATE

DR BC

. s.17

MASTERCARD 2018/11/03

1681 22:23:50

NVOICE #

577574

RECEIPT NUMBER

C85037126-001-249-008-0

PURCHASE TOTAL

\$7.50

MasterCard A0000000041010 1E2649CC58696A0A 0000008000-E800 BC5CEFC9905B1BD3

APPROVED

AUTH# 012350

01-027

THANK YOU

CARDHOLDER COPY

COPY FOR YOUR RECORDS

Tsawwassen To Swartz Bay

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/04 \(\square\)

20' Undersize Vehi 1 Adult

57.50 17.20

Total Master Card ***********5.17

74.70

74.70 🗸

AUTH 233706 66277654 0010018070 S 81 APPROVED - THANK YOU 827

0.00

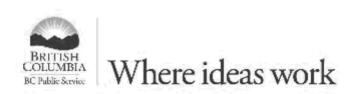
CHANGE DUE

CARDHOLDER COPY TSA 04 Nov 2018 20:37:06

SEE REVERSE SIDE OF TICKET

Page 15 of 42 FIN-2019-94261

SH19EXEPAL36



Travel Voucher (Restricted Use)

Control No.

E129885

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 | | | | | | | Emplo | yee ID | | | | e Numbe | | |
|---|--|--|---------------------------------|--------------------------------|--------------------|----------------|------------|--------------|-------|------------|-------|------------------|----------|-----------|
| Infante, | | | | | | | s.22 | | | | |) 679-493 | | |
| | ganization | | | | | | Job Tit | | | | | el Group | Code | |
| | evelopment | and Pov | | | | 1 | | erial Assist | | | 3 | | | |
| 5. Date C
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/16 | | 6. Fis | cal Year | | 7. Special | Cheque Iss | ue | | 8. Cheque | Stub | Informa | tion | |
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| In Provin | | | Even | | | | | | | Minister's | | е | | |
| 12. Mailir
s.22 | ng Address | for Che | que | | | | | | | | | | | |
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| TOTALS | OF COLUM | INS | | | | \$ 0.00 | \$ 0.00 | | \$ 0. | 00 \$ 0. | 00 | \$ 30.0 | 0 | \$ 30.00 |
| 48. | 4 | 9. | 50 | | | 51. | 52. | | 45 | i. | | | | |
| Client | Code | Resp. | | Service | Line | STOB | P | roject | | Suppli | er Co | ode | Ar | mount |
| | 31 | 5138 | | 540 | | -5712 | | 188888 | | s.2 | | | | \$ 30.00 |
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| U |)31 | | | | | | | | | | | | 54. | |
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| a result | | | | ot be reim | bursed | by any other | er | | | | | | | |
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Ministry Spending Authority ARCS 1240-20 Ministry Payment Authority ARCS 1050-06

Audited by PL Oct 17-18

Audit Trail for Travel Voucher (Restricted Use) E129885 for Infante, James 2 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--|--------------|-----------|---|
| 2018/10/16 11:38:59 | Infante, James
(IDIR\JAINFANT)
James.Infante@gov.bc.ca | | Initiated | McKnight, Valerie
Valerie.McKnight@gov.bc.ca |
| 2018/10/16 11:50:30 | McKnight, Valerie
(IDIR\VMCKNIGH)
Valerie.McKnight@gov.bc.ca | | Approved | BFSA MIN OFF, FIN
FINFSAMINOFF@gov.bc.ca |

Notes for Travel Voucher (Restricted Use) E129885 for Infante, James

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--------|--|
| 2018/10/16 11:38:59 | , | Took bluebird taxi to a government event. Paid on travel card. |

BLUEBIRD CABS #75 2612 QUADRA ST VICTORIA BC

CARD ***********.17

CARD TYPE MASTERCARD

DATE 2018/10/11 TIME 0301 15:59:26

RECEIPT NUMBER

C85055380-001-248-009-0

PURCHASE TOTAL

\$14.00

MasterCard A0000000041010 796A72347E7F7911 0000008000-E890 250564A6E618FE21

APPROVED

AUTH# 185926 01-027 THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS COPY FOR YOUR RECORDS

BLUEBIRD CABS #15 2612 QUADRA ST VICTORIA BC

CARD **********s.17

CARD TYPE MASTERCARD
DATE 2018/10/11

TIME 7005 21:02:58

RECEIPT NUMBER

C85068170-001-387-002-0

PURCHASE TOTAL

\$16.00

MasterCard A0000000041010 77A05936A8CD10D1 0000008000-E800 5427A03CB2B796C5

APPROVED

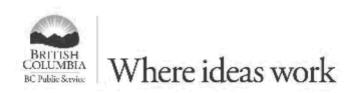
AUTH# 000258 01-027 THANK YOU

CARDHOLDER COPY

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COPY FOR YOUR RECORDS

PHONE.250.382.2222

SH19EXEPAL43



Travel Voucher (Restricted Use)

Control No.

E130003

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.

| Social D | rganization
evelopment and F | | | | | s.22
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Minis | terial Assi | stant | | (778
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8) 679-493
rel Group | 1
Code |
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In Provin | Travel
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Jose Ave. Victoria | | / 202 | | | | | | | | | |
| 16.
Travel
Dates | 17. | Travelle | | | rsonal
cle Use | 19.
Other
Transport | 20. & 21
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| 2018
10/25
10/26
10/28 | Destination
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Van
Van-Vic (HJ) | Start
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0.00 | Costs | F-BL
F-BL
F-LD | 30 | | Costs
31.65 | Cost | Describe |
| | *flights on PCARD | | | | 36.
\$ 0.00 | 37. \$ 0.00 | | 38. | 3.75 | 39.
\$ 31.65 | 40.
\$ 0.00 | Claim Total
\$ 115.40 |
| 8. | 49. | 50 | l. | | 51. | \$ 0.00
 52 . | | | 5.75
5. | \$ 31.05 | \$ 0.00 |) \$115.40
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| Client
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5188888
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| 0 |)31 | | | | | | AMOUN | T DUE | TO EN | —
MPLOYEE | | 54. \$ 115.40 |
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detailed | m entitled a
I above an | d | | | | | Signed | |
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- Certifie | ding Authority Sed correct pursuan tration Act and rel | it to section | on 32 & 33 | | | Print I | Name | | | Date | Signed | |
| - Requis | nent Authority Si
sition for payment
tration Act. | pursuant | to section | 32 of th | | Print I | | | | | Signed | oria, ADCS 4240 |

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

Audited by PL Nov 26-18

Audit Trail for Travel Voucher (Restricted Use) E130003 for Infante, James 6 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|---|--------------|----------|--|
| 2018/10/29 18:19:49 | Infante, James
(IDIR\JAINFANT) | | Saved | Infante, James
James.Infante@gov.bc.ca |
| 2018/10/29 18:26:38 | James.Infante@gov.bc.ca Infante, James (IDIRI)AINFANT) | | Saved | Infante, James
James.Infante@gov.bc.ca |
| 2018/10/30 09:12:23 | James.Infante@gov.bc.ca
Infante, James
(IDIR\JAINFANT)
James.Infante@gov.bc.ca | | Approved | dMcKnight, Valerie
Valerie.McKnight@gov.bc.ca |
| 2018/11/22 17:35:54 | Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca | | Recalled | Infante, James
James.Infante@gov.bc.ca |
| 2018/11/22 17:36:15 | Infante, James
(IDIR\JAINFANT)
James.Infante@gov.bc.ca | | Approved | dSquance, Leah
Leah.Squance@gov.bc.ca |
| 2018/11/22 17:38:38 | Squance, Leah
(IDIR\LSQUANC)
Leah.Squance@gov.bc.ca | | Approved | dFSA MIN OFF, FIN
FINFSAMINOFF@gov.bc.ca |

Notes for Travel Voucher (Restricted Use) E130003 for Infante, James

1 note(s) returned

| Created On | Author | Note |
|---------------------|--|---|
| 2018/10/29 18:26:38 | Infante, James
(IDIR\JAINFANT)
James.Infante@gov.bc.ca | Traveled to Vancouver by car with Senior MA Leah Squance, who paid for the travel to Vancouver. Stayed the day in Vancouver for an all day meeting and flew back through Helijet to Victoria. |

From: passengerservices@helijet.com
To: McKnight, Valerie SDPR:EX

Subject: Thank you for choosing to take off with Helijet!

Date: October 28, 2018 9:24:02 AM



Please review your reservation below.

If you have any questions or concerns regarding your reservation please call us at Helijet Reservations 1.800.665.4354.

We look forward to welcoming you aboard your flight soon!



| Invoice #340555 | | |
|-----------------------------------|---|---|
| FARE-YWH-OffPea | ak_2018 | \$219.05 |
| + GST | | \$10.95 |
| Billing | | \$219.05 |
| Taxes | | \$10.95 |
| Grand Total | | \$230.00 |
| Mastercard | | \$230.00 |
| Date / Time | October 28, 2018 @ 9:23:29 AM | |
| Summary | s.17 | |
| Expiration | | |
| Authorization | 122327 | |
| Fully Changeable
to departure. | e / Refundable up to 5pm the d | ay prior |
| 1 | + GST Billing Taxes Grand Total Mastercard Date / Time Summary Expiration Authorization Fully Changeable to departure. | Billing Taxes Grand Total Mastercard Date / Time October 28, 2018 @ 9:23:29 AM Summary S.17 Expiration Authorization 122327 Fully Changeable / Refundable up to 5pm the d |

Failure to change 1 hour prior or check-in 20 minutes prior to departure will also result in the cancellation of any onward and/or return reservations (additional cancellation fees may apply)

THIS ITINERARY IS YOUR OFFICIAL TRAVEL DOCUMENT, PLEASE READ FULLY

Carriage is subject to applicable tariffs, conditions of carriage and related regulations which are available at the Helijet International administration offices. Carriage here under is subject to the rules and limitations relating to the liability established by the Warsaw Convention.

GST#:

R102320165

Passenger Travel Information:

For detailed Travel Information visit helijet.com or call Helijet Reservations 1.800.665.4354

Payment:

Credit Card is required at time of booking to hold reservations, and will be charged in-full at time of check-in, or if change/cancellation or no-show fee applies.

Passenger Check-in:

Passengers are required to check-in at least 20 minutes prior to scheduled flight departure time. When flight boarding commences, seats will be forfeited & any onward/return flights may be cancelled.

Changes/Cancellations & No Show Penalty:

Unless otherwise stated, all fares may be cancelled, changed and refunded up to 5pm the day prior to departure. All same-day bookings are non-refundable.

After 5pm, all next-day travel is non-refundable and only changeable for same-day travel; a fare upgrade may be required. On the day of travel, changes must be made at least 1 hour prior to departure or the cancellation fee, equal to the value of the one-way travel, will apply. Failure to check in prior to departure will also result in any onward and/or return reservations being cancelled, with any applicable cancellation fees applied.

Terminals:

Helijet scheduled flights operate from four terminals, please ensure you are aware of your flight departure/arrival locations;

Vancouver Harbour Heliport: 455 West Waterfront Road, Vancouver BC (*note: pedestrian access via Waterfront Station requires Compass Card or Fare Payment)

Vancouver International Airport: 5911 Airport Road South, Richmond BC

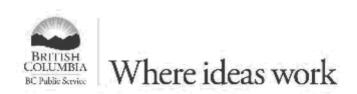
Victoria Harbour Heliport: 79 Dallas Road, Victoria BC

Nanaimo Harbor Heliport at Nanaimo Cruise Ship Welcome Centre: 100 Port Drive, Nanaimo BC

Parking:

Free Parking (7 days maximum) is included with tickets purchased on Helijet Scheduled Flights. Space may be limited, please observe signage in designated parking areas. Note: some locations are secured after-hours, ask at check-in for information.

MA19EXEPAL104



Travel Voucher (Restricted Use)

Control No.

E129916

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.

| Client O | Ramesh
rganization
ade and Technology | | | | Employee
s.22
Job Title
Executive | e ID e Assistant N | IINISTERIAL A | | Phone Num
(604) 220-5
Travel Grou
3 | 303 | |
|---|--|---|---|-----------------|--|---------------------------|----------------------|------------------------|--|-----------------------|-------------------------|
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Belleville Street Vic | | W 9F2 | | | | | | | | |
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icle Use | 19.
Other
Transport | 20. & 21.
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Misce | ellaneous |
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1800 | Km | 0.00
0.00 | Costs | Claim
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\$ 0.00 | | 38.
\$ 63.75 | 39. 5 \$ 133.40 | 40.
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| 56. Sper | nding Authority Sigred correct pursuant to stration Act and relate | section 32 | | | ancial | Print Na | me | | Date S | Signed | |
| - Requis | ment Authority Signa
sition for payment pur
stration Act. | | | | inancial | Print Na | me | | Date S | Signed | |

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

Audited by PL Oct 23-18

Audit Trail for Travel Voucher (Restricted Use) E129916 for Ranjan, Ramesh

6 audit trail record(s) returned.

| Who | On Behalf Of | Action | Next To Act |
|---|---|--|---|
| Dunn, Noreen
(IDIR\NORDUNN) | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca | Saved | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca |
| Dunn, Noreen (IDIR\NORDUNN) | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca | Saved | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca |
| Dunn, Noreen
(IDIR\NORDUNN) | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca | Saved | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca |
| Noreen.Dunn@gov.bc.ca
Dunn, Noreen
(IDIR\NORDUNN) | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca | Notified | Ranjan, Ramesh
Ramesh.Ranjan@gov.bc.ca |
| Noreen.Dunn@gov.bc.ca
Ranjan, Ramesh
(IDIR\RRANJAN) | | Approved | dNewhook, Kelly
Kelly.Newhook@gov.bc.ca |
| Newhook, Kelly (IDIR\KNEWHOOK) | | Approved | dFSA MIN OFF, FIN
FINFSAMINOFF@gov.bc.ca |
| | (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Ranjan, Ramesh (IDIR\RRANJAN) Ramesh.Ranjan@gov.bc.ca Newhook, Kelly | Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Ranjan, Ramesh (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Ranjan, Ramesh (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Ranjan, Ramesh (IDIR\NRANJAN) Ramesh.Ranjan@gov.bc.ca Newhook, Kelly (IDIR\KNEWHOOK) | Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Ramesh.Ranjan@gov.bc.ca Dunn, Noreen (IDIR\NORDUNN) Ramesh.Ranjan@gov.bc.ca Noreen.Dunn@gov.bc.ca Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca Ranjan, Ramesh Approver |

Notes for Travel Voucher (Restricted Use) E129916 for Ranjan, Ramesh

1 note(s) returned.

| Created On | Author | Note |
|---------------------|---|---|
| 2018/10/19 12:06:08 | Dunn, Noreen
(IDIR\NORDUNN)
Noreen.Dunn@gov.bc.ca | October 10, 2018 Fly to Vancouver with Minister to event p card October 10, 2018 Fly to Prince George with Minister to event p card October 10, 2018 Stay at \$.15 Accompany Minister October 11, 2018 Fly back to Victoria then home |

Ramesh Ranjan

Ne 11111

United States Of America

Room: s.1

Room Type: s.15

Number of Guests: 1

Rate: \$115.00

Clerk: MAB

Arrive: 10Oct18

Time: 06:05PM

s.15

Depart: 11Oct18

Time: 12:05PM

Folio Number: 8.22

| Date | Description | Charges | Credits | |
|--|--|-----------------------------|---------|---------|
| 10Oct18
10Oct18
10Oct18
10Oct18
10Oct18
11Oct18 | Restaurant Room Charge Room Charge GST-Goods and Services Tax Convention and Tourism Tax PST-Provincial Sales Tax Visa Card #: VIXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX | s.22 115.00 5.75 3.45 9.20 | - not | elaimed |
| | Balance | e: 0.00 | / | |

s.15

E129916

Ramesh Ranjan Room: 5.1

s.15

Ne 11111 Room Type: s.15

United States Of America Number of Guests: 1

Rate: \$115.00 Clerk: MAB

Arrive: 10Oct18 Time: 06:05PM Depart: 11Oct18 Time: 12:05PM Folio Number: s.22

| Date | Description | Charges | Credits | |
|--------------------|--|--------------|---------|---------|
| 10Oct18 | Restaurant Room Charge | s.22 | - not | elained |
| 10Oct18 | Room Charge | 115.00 | | |
| 10Oct18
10Oct18 | GST-Goods and Services Tax Convention and Tourism Tax | 5.75 | | |
| 10Oct18 | PST-Provincial Sales Tax | 3.45
9.20 | | |
| 11Oct18 | Visa | 3.20 | s.22 | |
| | Card #: VIXXXXXXXXXXXX s.17 XXXX Amount: s.22 Auth: 057009 Signature on File This card was electronically swiped on 10Oct18 | | | |
| | Balance: | 0.00 | | |

s.15

Approved Tha Beae

E129916



Booking Confirmation

Booking Reference s.22

Date of issue, 03 Oct, 2018

This is your filnerary/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 - Latitude Wednesday 10 Oct, 2018 13:05 13:33 Ohr28 Victoria Vancouver Economy B AC8052 Vancouver Int. (YVR), BC Operated by: Air Canada Express - Jazz | Q400 Victoria Int. (YYJ), BC Layover in Vancouver 2hr27 Wednesday 10 Oct, 2018 16:00 17:15 1hr15 Prince George (YXS), BC Vancouver Economy B AC8209 Operated by: Air Canada Express -Jazz | Q400 Vancouver Int. (YVR), BC Total duration 4hr10

Passengers

[^] Ramesh Ranjan

Ticket Number 0142101483452 Seats AC8052 S.1

AC8209 5

.1



Booking Confirmation

s.22 Booking Reference:

Date of issue: 03 Oct, 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.



Thursday 11 Oct, 2018 14:15 15:32 1hr17 Prince George Vancouver Economy B Vancouver Int. (YVR), BC (YXS), BC Operated by: Air Canada Express -Jazz | Q400 Layover in Vancouver 1hr23 Thursday 11 Oct, 2018 16:55 17:25 0hr30

Vancouver Vancouver Int. (YVR), BC Victoria Victoria Int. (YYJ), BC

AC8073

Economy B Operated by: Air Canada Express -Jazz | Q400

Total duration

3hr10

Passengers

[^] Ramesh Ranjan **Ticket Number** 0142101484274

Seats AC8208 S. AC8073 15

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RELOCATION CONTROL RECORD

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Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130387

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.

| collection | n, please contac | your Minis | try's Direc | tor/Mar | nager of Ir | nformation a | nd Privac | у. | | | |
|--|-----------------------------|-------------------|---|-----------------|-----------------------|--------------------|------------|----------------|------------------|--|---|
| Name | | | | | | mployee ID | | | Phor
s.22 | ne Number | |
| Sanderson, Melanie s. | | | | .22
ob Title | | | | | de | | |
| | rtation and Infra | structure | | | - | Ministerial A | ssistant | | 3 | o. o.oup oo. | |
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/10 | 6. Fis | cal Year | | 7. Spec | ial Cheque | Issue | | 8. Cheque | Stub Informa | ation |
| Type of | | 14. R | eason for | Trave | i | | | | Headquart | ers | *************************************** |
| In Provi | | | cation As | sistance | <u> </u> | | | | Victoria | | |
| 12. Maili | ng Address for | Cheque | | | | | | | | | |
| 16. | 17. | | | 18. | | 19. | 20. & 21 | | 22. | 20. & 21. | *************************************** |
| Travel | Place | s Travelled | l, | | sonal | Other | 1 | eals | | | cellaneous |
| Dates | Daniinatian | | 15-4 | 1 | cle Use | Transport
Costs | Claim | Cost | Lodging | Cost | Describe |
| 2018
10/15 | Destination
Ottawa > Vic | Start
0800 | End
1700 | Km | 0.00 | Costs | Claim | 0.00 | 7 707.77 | | Describe |
| 10/16 | Vic | 0800 | 1700 | | 0.00 | | | 0.00 | | | Moving Van |
| 10/17 | Vic | 0800 | 1700 | | 0.00 | | | 0.00 | | | |
| 10/18 | Vic | 0800 | 1700 | | 0.00 | | | 0.00 | | | |
| 10/19 | Vic | 0800 | 1700 | | 0.00 | | | 0.00 | 36.07 | | |
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\$ 0.00 | 39.
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\$ 5000.00 |
| 48. | OF COLUMNS | 50. | *************************************** | | 51. | 52. | 1 | 45 | *** | 5 4739.5 | 7 \$ 5000.00 |
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| 45. Employee Signature (See Audit Trail) - Certified this travel expense claim is a true statement of | | | | | Fint | Hante | | " | ate orgined | | |
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FIN 10 (EFI-F0012 v2.6.1)

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

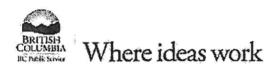
Audit Trail for Travel Voucher (Restricted Use) E130387 for Sanderson, Melanie S. 3 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--|-----------------------------|----------|-----------------------------|
| 2019/01/10 13:30:38 | Waters, Leah | Sanderson, Melanie J. | Notified | Sanderson, Melanie s. |
| | , | Melanie.Sanderson@gov.bc.ca | | Melanie.Sanderson@gov.bc.ca |
| 2019/01/10 15:01:01 | Leah.Waters@gov.bc.ca
Sanderson, Melanie ^S . | | Approved | Beale, William |
| | (IDIR\MESANDER) | | | William.Beale@gov.bc.ca |
| | Melanie.Sanderson@gov.bc.ca | | | |
| 2019/01/19 13:38:27 | Beale, William | | Approved | JFSA MIN OFF, FIN |
| | (IDIR\WBEALE) | | | FINFSAMINOFF@gov.bc.ca |
| | William.Beale@gov.bc.ca | | | |
| | | | | |

Audit Trail for Travel Voucher (Restricted Use) E130387 for Sanderson, Melanie S.

1 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|---|---|--------|---|
| 2019/01/10 13:30:38 | Waters, Leah
(IDIR\LWATERS)
Leah.Waters@gov.bc.ca | Sanderson, Melanie s
Melanie.Sanderson@gov.bc.ca | | anderson, Melanie s
lelanie.Sanderson@gov.bc.c |



EMPLOYEE NUMBER: \$.22

September 24, 2018

Melanie Sanderson s.22

Dear Melanie:

Re: Relocation Assistance

Ministerial Assistant to the Minister of Transportation and Infrastructure

You have been authorized to receive assistance towards relocation costs due to your move from Ottawa to Victoria to a maximum of \$5,000. This assistance is recoverable on a pro-rated basis should you resign prior to completing 24 months of service. Please ensure that you retain receipts for these expenses. Relocation is a taxable benefit and you will be taxed accordingly. You will need to sign the "New Appointees Relocation Assistance Application and Assignment of Wages Agreement."

Please let me know if you have any questions.

Sincerely,

Maura Parte

Human Resources Manager BC Public Service Agency

Do , abito controc , igonio,

Copy: Will Beale, Senior Ministerial Assistant

Phone: 250-888-4570

| Relocation Assistance and/or Househunting Expense Report and Assignment of Wages Agreement | | | | | | | |
|--|--|--|--|--|--|--|--|
| ☐ Employee Applicants: I acknowledge that I am moving and receiving relocation expenses as a result of a staffing action. As such, I agree to the following conditions. | | | | | | | |
| OR | | | | | | | |
| New Appointees: In consideration of the assistance / reimbursement of expenses of \$ as requested here to assist in the payment of my relocation and/or house hunting expenses in moving, I agree to the following conditions. | | | | | | | |
| It is understood and agreed that should I resign from the service of the Government of British Columbia prior to completing 24 months of service, the amount of expenses / assistance granted to me will be repaid on the prorata basis of: | | | | | | | |
| One-twenty fourth of the total amount of relocation expenses / assistance and/or
house hunting expenses received for each full and partial month, if any, that my
employment falls short of 24 months full time (or equivalent service). | | | | | | | |
| Where the employee / appointee is at work beyond the 15th day of the final partial
month, that final partial month will be considered to be a completed month of
service for purposes of calculating the amount to be repaid. | | | | | | | |
| For the purpose of repayment, the Minister of Finance is hereby authorized to recover any outstanding portions of the relocation assistance through payroll deduction or other remuneration deduction without further notice. | | | | | | | |
| Nothing contained herein shall prejudice the right of the Ministry to recover any outstanding advance or portion thereof after termination of employment. | | | | | | | |
| I understand and agree to these terms and conditions. | | | | | | | |
| Date: Employee's / New Appointee's Signature and Printed Name: Dec 21, 2018 Melanie Sanderson | | | | | | | |
| Date: Witness Signature and Printed Name: | | | | | | | |
| DEC 21, 2018 LLP. LEAH WATERS | | | | | | | |
| Complete and sign in duplicate and return two copies to the issuing office. Retain a copy for your personal records. | | | | | | | |
| Note : Canada Customs and Revenue Agency may deem this to be taxable allowance and should be contacted directly for further information. | | | | | | | |

PROVINCE OF BRITISH COLUMBIA

ORDER OF THE LIEUTENANT GOVERNOR IN COUNCIL

s.22

Order in Council No.

, Approved and Ordered

October 12, 2018

Lieutenant Governor

Executive Council Chambers, Victoria

On the recommendation of the undersigned, the Lieutenant Governor, by and with the advice and consent of the Executive Council, orders that, effective October 15, 2018,

- (a) Melanie Sanderson is appointed to the position of Ministerial Assistant in the Office of the Minister of Transportation and Infrastructure,
- (b) Melanie Sanderson is to be paid in accordance with the Salary Range Regulation, B.C. Reg. 152/2017, starting at \$80 000 per year, and
- (c) the terms and conditions of employment equivalent to those established for category C appointees in the "Terms and Conditions for Excluded Employees and Appointees" administered by the Public Service Agency apply to Melanie Sanderson.

Presiding Member of the Executive Council

(This part is for administrative purposes only and is not part of the Order.)

Authority under which Order is made:

Act and section: Public Service Act, R.S.B.C. 1996, c. 385, s. 15

Other:

O10267718

FW: United Van Lines/ Mayflower Canada Receipt222-64-18

Christine Barlow < Christine B@boyd.ca>

Tue 2018-10-16, 10:11 AM To: Melanie Sanderson s.22

Hi

Here is your payment receipt

Thank you Christine



Christine Barlow, Accounting









T: (613) 688-9804 christineb@boyd.ca

1255 Humber Place Ottawa, ON K1B 3W2 www.boyd.ca

Moving & Storage * Moving Supplies & Rentals * Commercial Warehousing * Logistics * Vehicle Storage * International Moving

From: Receipt@payfirma.com [mailto:Receipt@payfirma.com]

Sent: October-16-18 10:10 AM

To: Christine Barlow

Subject: United Van Lines/ Mayflower Canada Receipt222-64-18

United Van Lines/ Mayflower Canada

Credit Payment October 16, 2018 Approved 7:10 AM PST

| Move | \$4,739.57 |
|----------------|--------------|
| Subtotal | \$4,739.57 |
| Total | \$4,739.57 |
| Amount Payment | CA\$4,739.57 |

Transaction ID: 7594286

Order ID: 222-64-18

| Authorization: 00330I | VISA **** \$.22 |
|---------------------------|-----------------------------|
| | |
| United Van Lines/ Mayflow | ver . |
| Canada | |
| | |
| Charges will appear as U | nited Van Lines Mississauga |
| 0 | ntario. |
| | |
| | Powered by Payfirma |
| | |

Confirmed: 18 nights in victoria, Canada

Booked by Melanie Sanderson Wednesday, 3 Oct 2018

Accepted

s.22

| Check In | | Check Out |
|----------|---|------------------|
| 15 Oct | > | 2 Nov |
| 2018 | | 2018 |

s.15

Charges

| Total | \$1009.69 |
|---------------------|-----------|
| Occupancy taxes | \$89.40 |
| Service fee ② | \$107.48 |
| Cleaning fees 2 | \$46.81 |
| \$42.56 × 18 nights | \$766.00 |
| | |

2 Travellers on this trip

Melanie Sanderson +1 more guest

Cost per traveler

This trip was \$28.05 per person, per night, including taxes and other fees.

Security Deposit

Payment

Paid with VISA .. \$.22 \$1009.69 Wed, October 03, 2018 @ 8:40 AM PDT

Total Paid \$1009.69

> Add billing details

56.09 B per night 260.43

Need help?

Visit the Help Centre for any questions.

s.22

Booked by **Melanie Sanderson** Wednesday, 3 Oct 2018

s.15