



Where ideas work

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.

| | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------|-----------------|-------------------------------------------|--------------------------|---------------------------------------|----------------------------|
| Name Gardea, Daniela | | | | Employee ID s.22 | | Phone Number (778) 677-4304 | |
| Client Organization Municipal Affairs and Housing | | | | Job Title Ministerial Assistant | | Travel Group Code 4 | |
| 5. Date Completed 2018/11/21 | | 6. Fiscal Year 2019 | | 7. Special Cheque Issue EFT | | 8. Cheque Stub Information | |
| Type of Travel In Province | | 14. Reason for Travel Meetings | | | | Headquarters Victoria | |
| 12. Mailing Address for Cheque | | | | | | | |
| 16. Travel Dates | 17. Places Travelled | | | 18. Personal Vehicle Use | | 19. Other Transport Costs | 20. & 21. Meals |
| | Destination | Start | End | Km | Cost | | Lodging Costs |
| 2018 | | | | | | | |
| 10/26 | Vic - Van (HJ) | 0630 | 2359 | | 0.00 | ✓ 325.00 | |
| 10/28 | Van - Vic (Ferry) | 1700 | 2000 | 69 | 37.26 | ✓ 95.70 | |
| 11/02 | Vic - Van (Ferry) | 0600 | 2359 | 69 | 37.26 | 91.70 s.22 | 31.65 |
| 11/03 | Vancouver | 0700 | 2359 | | 0.00 | | 31.65 |
| 11/04 | Van - Vic (Ferry) | 1800 | 2100 | 69 | 37.26 | 74.70 | |
| | | | | 36. | 37. | 38. | 39. |
| TOTALS OF COLUMNS | | | | \$ 111.78 | \$ 587.10 -\$ 655.90 | \$ 128.75 | \$ 63.30 |
| | | | | 40. | 41. | 42. | 43. |
| | | | | \$ 81.70 | \$ 0.00 | | |
| | | | | Claim Total | | | |
| | | | | -\$ 959.73 | | | |
| 48. Client Code | 49. Resp. | 50. Service Line | 51. STOB | 52. Project | 45. Supplier Code | Amount | |
| 060 | 51057 | 54000 | 5701 | 5100000 | s.22 | \$ 972.63 s.22 | |
| 060 | 51057 | 54000 | 5711 | 5100000 | | \$ | |
| 060 | 51057 | 54000 | 6501 | 5100000 | | \$ | |
| 060 | | | | | | | |
| Less Travel Advance | | | | | | | |
| 060 | | | | | | | |
| AMOUNT DUE TO EMPLOYEE | | | | | | | 54. |
| | | | | | | | \$ 972.63 -\$ 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) 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 (IDIR\LISGRANT) Lisa.Grant@gov.bc.ca | Gardea, Daniela Daniela.Gardea@gov.bc.ca | Notified | Gardea, Daniela Daniela.Gardea@gov.bc.ca |
| 2018/11/22 15:22:02 | Grant, Lisa (IDIR\LISGRANT) Lisa.Grant@gov.bc.ca | Gardea, Daniela Daniela.Gardea@gov.bc.ca | Notified | Gardea, Daniela Daniela.Gardea@gov.bc.ca |
| 2018/11/22 15:24:56 | Gardea, Daniela (IDIR\DGARDEA) Daniela.Gardea@gov.bc.ca | | Initiated | White, Christine Christine.White@gov.bc.ca |
| 2018/11/22 15:37:15 | White, Christine (IDIR\CHRWHITE) Christine.White@gov.bc.ca | | Approved | FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca |

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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 |

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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 |

Booking # s.22

Friday, October 26, 2018

702

07:00 Victoria Harbour (Downtown) ✓

07:35 Vancouver Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Full-Fare

Daniela Gardea, Female ✓

Add to Calendar

Invoice #340564

FARE-YWH-FULL_Winter18-19 \$309.52

+ GST \$15.48

Billing \$309.52

Taxes \$15.48

Grand Total \$325.00

Mastercard ✓

\$325.00

Date / Time October 26, 2018 @ 6:45:43 AM

Summary s.17 ✓

Expiration

Authorization 203400

DUPLICATE

BLACKTOP & CHECKER
CABS#194
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD *****S.17
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
A0000000041010
2E2BF9E41FE5C1E8
0000008000-E800
8DEB60F1B5B793E4

APPROVED

AUTH# 111801 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD ****s.17 ✓
CARD TYPE MAF CARD
DATE 2018/10/26 ✓
TIME 7361 13:36:14
CLERK ID 7
INVOICE # 220
RECEIPT NUMBER
C85023788-001-200-003-0

PURCHASE
TOTAL

\$10.60 ✓

MasterCard
A0000000041010
DD59C7AD1CD696C9
0000008000-E800
55750B3454E4080A

RECEIVED

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD ***** s.17 ✓
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 ✓

MasterCard
A0000000041010
85BE85251A417178
000008000-E800
98D62A84FD41C668

APPROVED

AUTH# 105110
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN
COPY FOR YOUR RECORD

604*871*1111
GST# 105485081
VAN TAXI APP
DOWNLOADED FROM STORE

YELLOW CAB
817 FISGARD STREET V8W1R9
VICTORIA BC
21852400
GH2185240097

PURCHASE

✓ 10-26-2018 06:44:31
Acct # *****s.17
Exp Date **/** Card Type ✓ C
Name: DANIELA GARDEA
A0000000041010 Master

Operator: 97

Trace # 2597

Inv. # 4695

Auth # 094431

RRN 001220002

Total

\$10.50 ✓

(001) APPROVED-THANK YOU

Retain this copy for your
records

Customer copy

www.yellowcabvictoria.com
250-361-2222

Tsawwassen
To
Swartz Bay



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

LANE 45

RECEIPT - PLEASE RETAIN

PURCHASE 2018/10/28
RESERVATION-R1900
CONF: B181597819
RES: 1

| | | |
|-----|----------------|-------|
| 1 | Reservation Pr | 21.00 |
| 20 | Undersize Vehi | 57.50 |
| s.2 | Adult | s.22 |

17.20

| | |
|-----------------------------------|-------|
| Total | s.22 |
| Prepayment | 21.00 |
| Visa | |
| *****s.17 | s.22 |
| AUTH 073596 66277ase 0010014630 S | |
| 01 APPROVED - THANK YOU 027 | |
| CHANGE DUE | 0.00 |

95.7 ✓

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

Swartz Bay
To
Tsawwassen



LANE 03

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/02 ✓
RESERVATION-R0700
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 | | |
| *****s.17 | 74.70 | |
| AUTH 092929 66277641 0010010370 S | | |
| 01 APPROVED - THANK 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
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD S.17 ✓
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
A0000000041010
32CB22C49AD04759
0000008000-E800
4DBC686C56637F1A

APPROVED

AUTH# 131601 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

DUPLICATE

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

DUPLICATE

CARD *****s.17 ✓
CARD TYPE MASTERCARD
DATE 2018/11/02
TIME 8277 12:30:08
CLERK ID 1
INVOICE # 6477
RECEIPT NUMBER
C85023812-001-613-003-0

PURCHASE
TOTAL

\$12.90 ✓

MasterCard
A0000000041010
8C657EEF38897ADA
0000008000-E800
2F755BAD33A3A193

APPROVED

AUTH# 153008 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

DUPLICATE

BLACK TOP & CHECKERS

#379

777 PACIFIC ST
VANCOUVER BC

DUPLICATE

CARD s.17

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

A0000000041010

9D05004EC3AF378B

0000008000-E800

A34CB42315D8717E

APPROVED

AUTH# 213111

01-027

THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

DR
BC

*****s.17

MASTERCARD

2018/11/03

1681 22:23:50

CLERK ID 1

INVOICE # 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

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

Tsawwassen
To
Swartz Bay ✓



LANE 41

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/04 ✓

| | | |
|-----|----------------|-------|
| 20' | Undersize Vehi | 57.50 |
| 1 | Adult | 17.20 |

| | |
|-------|-------|
| Total | 74.70 |
|-------|-------|

| | |
|-----------------------------------|---------|
| Master Card | |
| *****s.17 | 74.70 ✓ |
| AUTH 233706 66277654 0010010070 S | |
| 01 APPROVED - THANK YOU 027 | |
| CHANGE DUE | 0.00 |

CARDHOLDER COPY

TSA 04 Nov 2018 20:37:06



106676
SEE REVERSE SIDE OF TICKET



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130157

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| | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|------------------------------------------|-----------------|-------------------------------------------|--------------------------|---------------------------------------|---------------------------------|
| Name Gardea, Daniela | | | | Employee ID s.22 | | Phone Number (778) 677-4304 | |
| Client Organization Municipal Affairs and Housing | | | | Job Title Ministerial Assistant | | Travel Group Code 4 | |
| 5. Date Completed 2018/11/23 | | 6. Fiscal Year 2019 | | 7. Special Cheque Issue EFT | | 8. Cheque Stub Information | |
| Type of Travel In Province | | 14. Reason for Travel meetings | | | | Headquarters Victoria | |
| 12. Mailing Address for Cheque | | | | | | | |
| 16. Travel Dates | 17. Places Travelled | | | 18. Personal Vehicle Use | | 19. Other Transport Costs | 20. & 21. Meals |
| | Destination | Start | End | Km | Cost | | Cost |
| 2018 | | | | | | | |
| 11/09 | Vic - Van | 1800 | 2359 | 69 | 37.26 | 95.70 | |
| 11/16 | Vancouver | 0700 | 1230 | | 0.00 | 43.80 | 25.75 |
| 11/18 | Van - Vic | 1800 | 2359 | 69 | 37.26 | 95.70 | |
| TOTALS OF COLUMNS | | | | 36. \$ 74.52 | 37. \$ 235.20 | 38. \$ 25.75 | 39. \$ 0.00 |
| | | | | | | | 40. \$ 0.00 |
| | | | | | | | Claim Total \$ 335.47 |
| 48. Client Code | 49. Resp. | 50. Service Line | 51. STOB | 52. Project | 45. Supplier Code | | Amount |
| 060 | 51057 | 54000 | 5701 | 5100000 | s.22 | | \$ 335.47 |
| 060 | 51057 | 54000 | 6501 | 5100000 | | | \$ s.22 |
| 060 | | | | | | | |
| 060 | | | | | | | |
| Less Travel Advance | | | | | | | |
| 060 | | | | | | | |
| AMOUNT DUE TO EMPLOYEE | | | | | | 54. \$ 335.47 | |
| 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) E130157 for Gardea, Daniela

3 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|------------------------------------------------------------------|---------------------------------------------|-----------|-----------------------------------------------|
| 2018/11/23 15:16:23 | Grant, Lisa (IDIR\ISGRANT) Lisa.Grant@gov.bc.ca | Gardea, Daniela Daniela.Gardea@gov.bc.ca | Notified | Gardea, Daniela Daniela.Gardea@gov.bc.ca |
| 2018/11/23 15:17:17 | Gardea, Daniela (IDIR\DGARDEA) Daniela.Gardea@gov.bc.ca | | Initiated | White, Christine Christine.White@gov.bc.ca |
| 2018/11/26 09:03:22 | White, Christine (IDIR\CHRWHITE) Christine.White@gov.bc.ca | | Approved | FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca |

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Notes for Travel Voucher (Restricted Use) E130157 for Gardea, Daniela

1 note(s) returned.

| Created On | Author | Note |
|---------------------|-----------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2018/11/23 15:16:23 | Grant, Lisa (IDIR\LISGRANT) Lisa.Grant@gov.bc.ca | 11/09 - Went to Vancouver for meeting on the 16th. Drove personal vehicle, ferry, MA paid reservation. 11/16 - taxi to and from meeting, half day per diem 11/18 - Van - Vic, ferry, reservation paid for by MA, drove personal vehicle |

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Swartz Bay
To
Tsawwassen



LANE 04

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/09✓
RESERVATION-R2100
CONF: B181666323
RES: 1

| | | |
|-----|----------------|-------|
| ✓ 1 | Reservation Pr | 21.00 |
| 20 | Undersize Vehi | 57.50 |
| 1 | Adult | 17.20 |

| | | |
|-----------------------------------|-------|---|
| Total | 95.70 | ✓ |
| Prepayment | 21.00 | |
| Visa | | |
| *****S.17 | 74.70 | |
| AUTH 012819 66277641 0010016600 S | | |
| 01 APPROVED - THANK YOU 027 | | |
| CHANGE DUE | 0.00 | |

CARDHOLDER COPY
SWB 09 Nov 2018 20:10:42



1005025 736575
105428
SEE REVERSE SIDE OF TICKET

DUPLICATE

BLACKTOP & CHECKER
CABS#159
777 PACIFIC ST
VANCOUVER BC

DUPLICATE

✓
CARD *****s.22
CARD TYPE MASTERCARD
DATE 2018/11/16
TIME 6195 08:32:44
CLERK ID 1
RECEIPT NUMBER
C85061371-001-307-008-0

PURCHASE
TOTAL

✓ \$33.30

MasterCard
A0000000041010
C3F1FC1E463A80C4
0000008000-E800
4A399414F7AD96DC

APPROVED

AUTH# 113244 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

DUPLICATE

VANCOUVER TAXI
790 CLARK DR
VANCOUVER BC

CARD ***** s.17
CARD TYPE MASTERCARD
DATE 2018/11/16
TIME 1338 12:15:51
CLERK ID 1
INVOICE # 59059
RECEIPT NUMBER
C85000193-001-171-011-0

PURCHASE
TOTAL

\$10.50

MasterCard
A0000000041010
5E5FACE4B03BFDF4
0000008000-E800
66D9FA75C3624357

APPROVED

AUTH# 151551 01-027
THANK YOU

CARDHOLDER COPY

IMPORTANT - RETAIN THIS
COPY FOR YOUR RECORDS

604*871*1111
GST# 1054855080
DOWNLOAD
VANCOUVER APP

Tsawwassen
To
Swartz Bay



LANE 44

RECEIPT - PLEASE RETAIN

✓ PURCHASE 2018/11/18
RESERVATION-R2100
CONF: B181715392
RES: 1

✓

| | | |
|-----|----------------|-------|
| 1 | Reservation Pr | 21.00 |
| 20' | Undersize Vehi | 57.50 |
| 2 | Adult | 34.40 |

| | |
|-----------------------------------|--------|
| Total | 112.90 |
| Prepayment | 21.00 |
| Visa | |
| ***** S.17 | 91.90 |
| AUTH 065436 66277654 0010010920 S | |
| 01 APPROVED - THANK YOU 027 | |
| CHANGE DUE | 0.00 |

CARDHOLDER COPY
TSA 18 Nov 2018 20:32:18



SEE REVERSE SIDE OF TICKET

Claiming \$95.70



Where ideas work

Travel Voucher (Restricted Use)

Control No.

E130145

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 Infante, James | | | | Employee ID s.22 | | | | Phone Number (778) 679-4931 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|----------------------|-----------------------------------------|-------------------------------------------|--------------------------|--------------------------------|---------------------------|---------------------------------------|------------------------------------------|--------------------------|-------------------------|---------------------------------|--|----------------------|--|--|--------------------------|--|---------------------------|-----------------|--|-------------------|-------------------------|--|--|--|-------------|-------|-----|----|------|--|-------|------|--|------|----------|------|--|--|--|--|--|--|--|--|--|--|--|--|-------|--|---------|------|------|--|------|--|------|-------|--|-------|------|-------|--|-----|------|------|----|-------|--|----|-------|--|--|---------|-------|--|---------|------|------|--|------|--|-----|-------|--|--|--|
| Client Organization Social Development and Poverty Reduction | | | | Job Title Ministerial Assistant | | | | Travel Group Code 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5. Date Completed 2018/11/22 | | | 6. Fiscal Year 2019 | | | 7. Special Cheque Issue | | | 8. Cheque Stub Information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Type of Travel In Province | | | 14. Reason for Travel Meeting | | | | | | Headquarters Minister's Office | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12. Mailing Address for Cheque s.22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th colspan="2">16. Travel Dates</th> <th colspan="3">17. Places Travelled</th> <th colspan="2">18. Personal Vehicle Use</th> <th>19. Other Transport Costs</th> <th colspan="2">20. & 21. Meals</th> <th>22. Lodging Costs</th> <th colspan="2">20. & 21. Miscellaneous</th> </tr> <tr> <th></th> <th></th> <th>Destination</th> <th>Start</th> <th>End</th> <th>Km</th> <th>Cost</th> <th></th> <th>Claim</th> <th>Cost</th> <th></th> <th>Cost</th> <th>Describe</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>11/09</td> <td></td> <td>Vic-Van</td> <td>1600</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-BL</td> <td>30.50</td> <td></td> <td>31.65</td> <td>4.00</td> </tr> <tr> <td>11/10</td> <td></td> <td>Van</td> <td>0800</td> <td>2359</td> <td>40</td> <td>21.60</td> <td></td> <td>F-</td> <td>51.50</td> <td></td> <td></td> <td>Parking</td> </tr> <tr> <td>11/18</td> <td></td> <td>Van-Vic</td> <td>1500</td> <td>2359</td> <td></td> <td>0.00</td> <td></td> <td>F-D</td> <td>33.25</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> | | | | | | | | | | | | 16. Travel Dates | | 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 | 2018 | | | | | | | | | | | | | 11/09 | | Vic-Van | 1600 | 2359 | | 0.00 | | F-BL | 30.50 | | 31.65 | 4.00 | 11/10 | | Van | 0800 | 2359 | 40 | 21.60 | | F- | 51.50 | | | Parking | 11/18 | | Van-Vic | 1500 | 2359 | | 0.00 | | F-D | 33.25 | | | |
| 16. Travel Dates | | 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 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11/09 | | Vic-Van | 1600 | 2359 | | 0.00 | | F-BL | 30.50 | | 31.65 | 4.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11/10 | | Van | 0800 | 2359 | 40 | 21.60 | | F- | 51.50 | | | Parking | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11/18 | | Van-Vic | 1500 | 2359 | | 0.00 | | F-D | 33.25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTALS OF COLUMNS | | | | | | 36. \$ 21.60 | 37. \$ 0.00 | | 38. \$ 115.25 | 39. \$ 31.65 | 40. \$ 4.00 | Claim Total \$ 172.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 48. Client Code | | 49. Resp. | | 50. Service Line | | 51. STOB | | 52. Project | | 45. Supplier Code | | Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 031 | | 51384 | | 54006 | | 5712 | | 5188888 | | s.22 | | \$ 172.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 031 | | 46001 | | 48000 | | 5701 | | 4600000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 031 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 031 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Less Travel Advance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 031 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AMOUNT DUE TO EMPLOYEE | | | | | | | | | | | 54. \$ 172.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 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) E130145 for Infante, James

5 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|--------------------------------------------------------------|--------------|-----------|--------------------------------------------|
| 2018/11/22 17:09:09 | Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca | | Initiated | Squance, Leah Leah.Squance@gov.bc.ca |
| 2018/11/22 17:11:19 | Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca | | Recalled | Infante, James James.Infante@gov.bc.ca |
| 2018/11/22 17:12:03 | Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca | | Saved | Infante, James James.Infante@gov.bc.ca |
| 2018/11/22 17:12:19 | Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca | | Initiated | Squance, Leah Leah.Squance@gov.bc.ca |
| 2018/11/22 17:18:55 | Squance, Leah (IDIR\LSQUANC) Leah.Squance@gov.bc.ca | | Approved | FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca |

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Notes for Travel Voucher (Restricted Use) E130145 for Infante, James

1 note(s) returned.

| Created On | Author | Note |
|---------------------|--------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2018/11/22 17:09:09 | Infante, James (IDIR\JAINFANT) James.Infante@gov.bc.ca | Nov. 09-Helijet travel to Vancouver Nov. 10-Staffed the minister for the day, driving using a personal vehicle. Nov. 18-Helijet return to Victoria |

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Diamond Parking

License Plate Number
s.22

Expiration Date/Time
06:00 PM
NOV 10, 2018

Purchase Date/Time: 02:51pm Nov 10, 2018
\$4.00
Total Paid: \$4.00
Ticket # 00020221
S/N #: 500012410997
Setting: 4156
Mach Name: 4156

Rate: Weekend until 6 pm
Pmt Type: CC (Swipe)

#**** s.17 Visa

Auth #: 044611

PARKING RECEIPT
PARKING RECEIPT
PARKING RECEIPT
PA

From: passengerservices@helijet.com
To: McKnight, Valerie SDPR:EX
Subject: Thank you for choosing to take off with Helijet!
Date: November 18, 2018 2:27:18 PM

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 | James Infante |
| Company | Ministry Of Social Development |

Booking #s.22

Sunday, November 18, 2018

787

15:30 Vancouver Harbour
(Downtown)

16:05 Victoria Harbour (Downtown)

35 minutes

Confirmed

1 Passengers - Off-Peak
James Infante, Male

[Add to Calendar](#)

Invoice #350802

FARE-YWH-OffPeak_2018 \$219.05

+ GST \$10.95

Billing \$219.05

Taxes \$10.95

Grand Total \$230.00

Mastercard \$230.00

Date / Time November 18, 2018 @ 2:26:16 PM

Summary s.17

Expiration

Authorization 172616

Fully Changeable / Refundable up to 5pm the day prior to departure.

After 5pm all next-day travel is non-refundable and only changeable for same-day travel. Any cancellations will result in a non-refundable cancellation fee equal to the value of the one-way travel.

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.



Control No.

E130231

| | | |
|----------------------------|----------------------------|--------------------------|
| Name | Employee ID | Phone Number |
| Ranjan, Ramesh | s.22 | (604) 220-5303 |
| Client Organization | Job Title | Travel Group Code |
| Jobs, Trade and Technology | - Executive Assistant - MA | 3 |

| | | | |
|----------------------------------------|-----------------------------------------------------|--------------------------------|-----------------------------------|
| 5. Date Completed 2018/12/10 | 6. Fiscal Year 2019 | 7. Special Cheque Issue | 8. Cheque Stub Information |
| Type of Travel In Province | 14. Reason for Travel Ministerial support | | Headquarters Victoria |

151-501 Belleville Street, Victoria, BC V8W 9E2

| | | | | | | | | | | | |
|--------------|-------------------|-------|------|----------------------|------|-----------------------|-----------|-------|---------------|---------------|----------|
| 16. | 17. | | | 18. | | 19. | 20. & 21. | | 22. | 20. & 21. | |
| Travel Dates | Places Travelled | | | Personal Vehicle Use | | Other Transport Costs | Meals | | Lodging Costs | Miscellaneous | |
| 2018 | Destination | Start | End | Km | Cost | | Claim | Cost | | Cost | Describe |
| 11/29 Vic- | Vancouver (Ferry) | 1830 | 2045 | | 0.00 | 91.70 | F-BL | 30.50 | | | |
| 12/02 Van- | Victoria (Ferry) | 1200 | 1445 | | 0.00 | 74.70 | | 0.00 | | | |

| | | | | | | | |
|-------------------|------------|------------|--|------------|------------|------------|--------------------|
| | 36. | 37. | | 38. | 39. | 40. | Claim Total |
| TOTALS OF COLUMNS | \$ 0.00 | \$ 166.40 | | \$ 30.50 | \$ 0.00 | \$ 0.00 | \$ 196.90 |

| | | | | | | | | | | | | |
|-----|--------------------|-----|----------------|-----|-----------------------|-----|--------------|-----|--------------------|-----|-----------------------|---------------------|
| 48. | 126 Client Code | 49. | Resp. 51384 | 50. | Service Line 54006 | 51. | STOB 5701 | 52. | Project 5188888 | 45. | Supplier Code s.22 | Amount \$ 196.90 |
|-----|--------------------|-----|----------------|-----|-----------------------|-----|--------------|-----|--------------------|-----|-----------------------|---------------------|

[illegible]

| | | |
|--|------------------------|-------------------------|
| | AMOUNT DUE TO EMPLOYEE | 54. \$ 196.90 |
|--|------------------------|-------------------------|

| | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------|--|
| 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 | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------|--|

| | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|--------------------|
| <p>56. Spending Authority Signature (See Audit Trail) - Certified correct pursuant to section 32 & 33 of the Financial Administration Act and related policies.</p> | 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) E130231 for Ranjan, Ramesh

5 audit trail record(s) returned.

| Date/Time | Who | On Behalf Of | Action | Next To Act |
|---------------------|------------------------------------------------------------------|-------------------------------------------|-----------|------------------------------------------------|
| 2018/12/10 13:16:59 | Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca | Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca | Saved | Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca |
| 2018/12/11 14:14:28 | Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca | Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca | Notified | Ranjan, Ramesh Ramesh.Ranjan@gov.bc.ca |
| 2018/12/11 14:25:46 | Ranjan, Ramesh (IDIR\RRANJAN) Ramesh.Ranjan@gov.bc.ca | | Approved | Newhook, Kelly Kelly.Newhook@gov.bc.ca |
| 2018/12/11 15:38:50 | Newhook, Kelly (IDIR\KNEWHOOK) Kelly.Newhook@gov.bc.ca | | Approved | Laird, Patricia S. Patricia.Laird@gov.bc.ca |
| 2018/12/11 15:43:30 | Laird, Patricia S.2 (IDIR\PLAIRD) Patricia.Laird@gov.bc.ca | | Forwarded | FSA MIN OFF, FIN FINFSAMINOFF@gov.bc.ca |

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Notes for Travel Voucher (Restricted Use) E130231 for Ranjan, Ramesh

1 note(s) returned.

| Created On | Author | Note |
|---------------------|---------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2018/12/11 14:14:28 | Dunn, Noreen (IDIR\NORDUNN) Noreen.Dunn@gov.bc.ca | Nov. 29, 2018 Ferry from Victoria to Vancouver to attend the Chinese Canadian Museum Working Group meeting at the Vancouver Cabinet Office on Dec. 1. Dec. 2, 2018 Ferry from Vancouver back to Victoria |

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Swartz Bay
To
Tsawwassen



LANE 01

RECEIPT - PLEASE RETAIN

PURCHASE 2018/11/29
RESERVATION-R1900
CONF: B181750235
RES: 1

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

| | |
|------------|-------|
| Total | 91.70 |
| Prepayment | 17.00 |

Visa
*****S.17 74.70
AUTH 057258 66277643 0010012320 S
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00

CARDHOLDER COPY
SWB 29 Nov 2018 18:08:57



1005017 154462

SEE REVERSE SIDE OF TICKET

To
Swartz Bay



LANE 39

RECEIPT - PLEASE RETAIN

PURCHASE 2018/12/02

| | | |
|-----|----------------|-------|
| 20' | Undersize Vehi | 57.50 |
| 1 | Adult | 17.20 |

| | |
|-------|-------|
| Total | 74.70 |
|-------|-------|

Visa
*****S.17 74.70
AUTH 074219 66277643 0010012560 S
01 APPROVED - THANK YOU 027
CHANGE DUE 0.00

CARDHOLDER COPY
TSA 02 Dec 2018 12:22:47



1007084 741316

SEE REVERSE SIDE OF TICKET

E130231