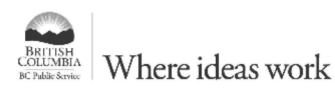
MA22EXEDIJ18



Travel Voucher (Restricted Use)

Control No.

E133776

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	, , , , , , , , , , , , , , , , , , , ,	,					ormation an			Ph	one Nun	nber		
Smith, Krystal Client Organization				Employee ID NR						(778) 698-5747				
				Job		Travel Group Code								
Labour				Sen	ior Min	isterial Ass				3				
5. Date Completed 2021/06/30 6. Fiscal Yea 2022				7. Special Cheque Issue				8. Cheque Stub Information						
	ype of Travel 14. Reason for Tr n Province Meetings				Travel						eadquarters ictoria			
12. Mailir	ng Addres	s for C												
		Prov Go	vt Victor	ia, BC V8V	_									
16.	17.		1		19.				22. Lodging	20. & 21. Miscellaneous				
Travel Dates							Meals					١,		
2021	Destinat	ion	Start	End	Km	Cost	Transport Costs	Claim	Cost	'	Costs	Cost	Describe	
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Helejet Flights: Office P/Card

DJ July 7/21

Ministry Payment Authority ARCS 1050-06

Audit Trail for Travel Voucher (Restricted Use) E133776 for Smith, Krystal 4 audit trail record(s) returned.

Who	On Behalf Of	Action	Next To Act
Hontiveros, Jenelyn	Smith, Krystal	Saved	Smith, Krystal
(IDIR\NR) Jenelyn.Hontiveros@gov.bc.ca	Krystal.Smith@gov.bc.ca		Krystal.Smith@gov.bc.ca
Hontiveros, Jenelyn	Smith, Krystal	Notified	Smith, Krystal
(IDIR\NR Jenelyn.Hontiveros@gov.bc.ca	Krystal.Smith@gov.bc.ca		Krystal.Smith@gov.bc.ca
Smith, Krystal		Approved	dDuncan, Kate
(IDIR\NR Krystal.Smith@gov.bc.ca			Kate.Duncan@gov.bc.ca
Duncan, Kate		Approved	dFSA MIN OFF, FIN
(IDIR\NR) Kate.Duncan@gov.bc.ca			FINFSAMINOFF@gov.bc.ca
	Hontiveros, Jenelyn (IDIR\NR Jenelyn.Hontiveros@gov.bc.ca Hontiveros, Jenelyn (IDIR\NR Jenelyn.Hontiveros@gov.bc.ca Smith, Krystal (IDIR\NR Krystal.Smith@gov.bc.ca Duncan, Kate	Hontiveros, Jenelyn (IDIR\NR) Smith, Krystal Krystal.Smith@gov.bc.ca Hontiveros, Jenelyn (IDIR\NR) Smith, Krystal Krystal.Smith@gov.bc.ca Smith, Krystal (IDIR\NR (IDIR\NR) Krystal (IDIR\NR (IDIR\NR) Krystal.Smith@gov.bc.ca Smith, Krystal (IDIR\NR (IDIR\NR)	Hontiveros, Jenelyn Smith, Krystal Saved (IDIR\NR Krystal.Smith@gov.bc.ca Jenelyn.Hontiveros@gov.bc.ca Hontiveros, Jenelyn Smith, Krystal Notified (IDIR\NR Krystal.Smith@gov.bc.ca Jenelyn.Hontiveros@gov.bc.ca Smith, Krystal Krystal.Smith@gov.bc.ca UDIR\NR Krystal Approved (IDIR\NR Approved (IDIR\NR Approved

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From: Duncan, Kate LBR:EX

To: Hontiveros, Jenelyn PREM:EX; Janke, Debra FIN:EX

Subject: RE: E133776 - Smith, Krystal June 24 - 25, 2021

Date: July 7, 2021 12:03:50 PM

Attachments: Thank you for choosing to take off with Helijet!.msg

Thank you for choosing to take off with Helijet!.msg

Please see the attached.

Thanks

Kate Duncan

Administrative Coordinator to the Honourable Harry Bains, Minister of Labour PO Box 9044 Stn Prov Gov, Victoria, BC, V8W 9E2 | 778-974-5975

From: Hontiveros, Jenelyn PREM:EX < Jenelyn. Hontiveros@gov.bc.ca>

Sent: July 7, 2021 12:02 PM

To: Janke, Debra FIN:EX <Debra.Janke@gov.bc.ca>
Cc: Duncan, Kate LBR:EX <Kate.Duncan@gov.bc.ca>
Subject: RE: E133776 - Smith, Krystal June 24 - 25, 2021

Apologies! Krystal flew and the payment was made by Kate. Flight claims will be made by Kate.

Thank you Debra

From: Janke, Debra FIN:EX < Debra.Janke@gov.bc.ca>

Sent: July 7, 2021 11:50 AM

To: Hontiveros, Jenelyn PREM:EX < Jenelyn. Hontiveros@gov.bc.ca >

Subject: RE: E133776 - Smith, Krystal June 24 - 25, 2021

Hi Jenelyn,

There were not any travel notes attached. How did Krystal travel to Vancouver on June 24th? Did she return to Victoria on June 25th? If air invoices are applicable, for auditing purposes please email.

Thanks.

Debra

From: Hontiveros, Jenelyn LBR:EX < Jenelyn.Hontiveros@gov.bc.ca>

Sent: June 30, 2021 10:50 AM

To: FIN FSA MIN OFF, FIN FSA MIN OFF FIN:EX < FINFSAMINOFF@gov.bc.ca>

Subject: E133776 - Smith, Krystal June 24 - 25, 2021

Jenelyn Hontiveros Administrative Assistant to the Honourabe Harry Bains Minister of Labour From: passengerservices@helijet.com

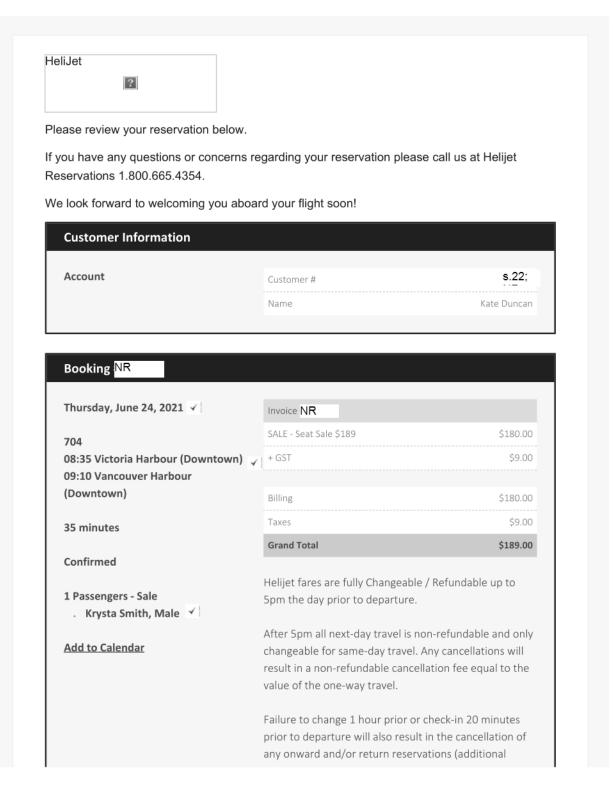
To: <u>Duncan, Kate LBR:EX</u>

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

Date: June 23, 2021 12:55:36 PM

Attachments: NR .png

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NR cancellation fees may apply) ACCESSIBILITY: As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight. COVID-19: Helijet flights continue to operate for your essential travel, if you're not sure if your trip is essential please refer to the Province of British Columbia's website: https://www2.gov.bc.ca/gov/content/covid-19/travel/current All Flights Are Operated by Sikorsky S76 Helicopters with a 12 passenger capacity. COVID-19 Safety Protocols including mandatory masks,

temperature and health checks are in place.

Please read your confirmation for more COVID-19 information.

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.

If you are denied boarding, your flight is cancelled or delayed for at least two hours, or your baggage is lost or damaged, you may be entitled to certain standards of treatment and compensation under the Air Passenger Protection Regulations. For more information about your passenger rights please contact a Helijet Agent, consult Helijet Passenger Rights, Tariff & Travel Information or visit the Canadian Transportation Agency's website.

GST#: R102320165

COVID-19 Information:

For your ongoing safety and security, Helijet is pleased to meet or exceed any applicable federal, provincial or municipal public health regulations. See in-terminal signage or helijet.com for details of Helijet's enhanced Covid-19 procedures and protocols.

Please note the following COVID-19 protocols required of all passengers booked on Helijet scheduled flights in order to board a flight.

- If you are feeling unwell you are asked to stay home and rebook your trip for another time when you are verified Covid-free by a doctor.

From: passengerservices@helijet.com

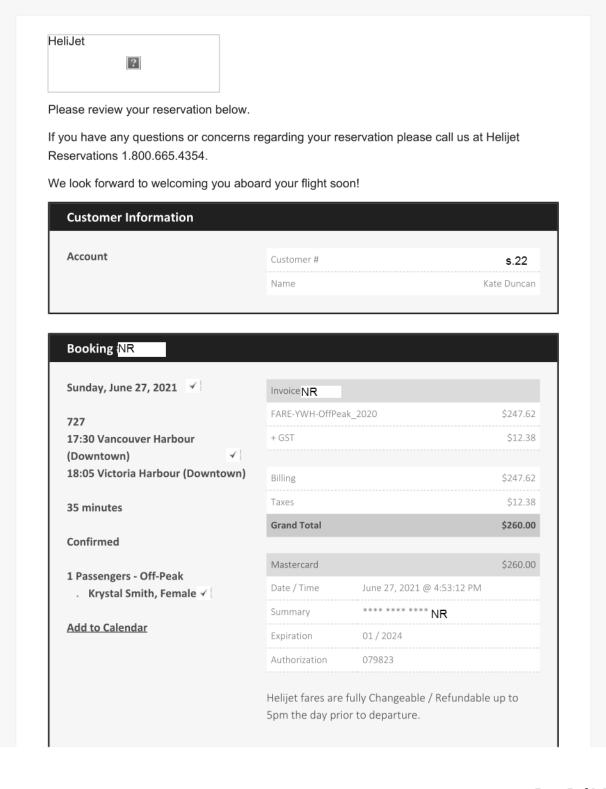
To: <u>Duncan, Kate LBR:EX</u>

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

Date: June 27, 2021 4:55:06 PM

Attachments: NR .png

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NR

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)

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As accessible seating is limited, passengers with limited mobility and/or special needs are asked to make their seat request with a Helijet Reservations Agent by phone at +1.800.665.4354 - online bookings made without calling may not be honoured on the desired flight.

COVID-19:

Helijet flights continue to operate for your essential travel, if you're not sure if your trip is essential please refer to the Province of British Columbia's website: https://www2.gov.bc.ca/gov/content/covid-19/travel/current

All Flights Are Operated by Sikorsky S76 Helicopters with a 12 passenger capacity.

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GST#: R102320165

COVID-19 Information:

For your ongoing safety and security, Helijet is pleased to meet or exceed any applicable

MACLURE'S CAB 300 1275 75TH AVE W VANCOUVER BC

CARD

CARD TYPE

MASTERCAPD V

DATE

2021/06/24/24

TIME

2906 17:34:19

CLERK ID

RECEIPT NUMBER

C85039250-001-306-009-0

PURCHASE TOTAL

\$15.00

Mastercard A0000000041010 ABAD34E77C08537C 0000008000-E800 4B9DCB34B6CD5827

APPROVED

AUTH# 057275 01-027 THANK YOU

VERIFIED BY PIN

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