

## Minister's Quarterly Travel Expense Summary

**Name:** Honourable George Chow

**Quarter:** 2019 April to June

**Portfolio:** MOS for Trade

Travel expense summary (amount paid this quarter):

In Province Flights: \$ 141.78

Other Travel in Province: \$ -

Out of Country Travel: \$ 1,922.67

Out of Province Travel: \$ -

Total travel expenses paid this quarter: \$ 2,064.45

Travel expenses fiscal year-to-date: \$ 2,064.45

# TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

TRA CHOW 2019MAR22

PAGE 1 OF 3

**INSTRUCTIONS:** Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.

MA20EXEPAL11

2. CONTROL NO.

TRA CHO 2019APR30

TRA CHO

3. CLIENT  
4. MIN. ABBREV.  
5. DATE COMPLETED  
6. FISCAL YEAR  
7. SPECIAL CHEQUE ISSUE  
8. CHEQUE STUB INFORMATION - MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED

1.25 TRD 20190329 2018

04

9. EMPLOYEE I.D.  
10. EMPLOYEE SUPPLIER NO.  
11. EMPLOYEE SURNAME

Government Financial Information

INITIALS

G.K.

12. EMPLOYEE GROUP NC

(✓ one only)

1 2 3 4

13. MAILING ADDRESS FOR CHEQUE

027-501 Belleville Street - Victoria, BC

14. POSTAL CODE

V8W9A8

15. REASON FOR TRAVEL

Asia mission to Japan & Korea

16. EMPLOYEE OCCUPATION

Minister / M-LA

17. DATE OF TRAVEL	18. PLACES TRAVELLED	19. PERSONAL VEHICLE USE			20. BUS/TAXI/AIR/FERRY/COSTS		21. B   L   D		22. MEALS: ALLOWANCE/PER DIEM AS APPLICABLE TO GROUP NO.		23. ACCOMMODATION COSTS (TO POLICY LIMIT)		24. COST		25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.)		CDN TOTAL DAILY COSTS	
TO / FROM	Depart Arrive	DISTANCE RATE	X	KM														
26. BROUGHT FORWARD FROM PREVIOUS PAGE		KM	\$		\$				\$		\$		\$					27. \$
M D																		
02 19	Victoria 12:00 12:45																	28. 1,812.67
03 16	Van to 12:30 Tokyo Japan 24:00				25.00											27.00	Passport Photo	29. 27.00
03 22	Seoul Korea 14:00 to Van * 13:00				31.00			✓	27.00									30. 25.00
																		31. 58.00
	* Crossing Int. dateline																	32.
																		33.
																		34.
																		35.
																		36.
																		37. Total: 110.00



# TRAVEL VOUCHER

(Note: FIN 10 uses are restricted per CPPM C.1.6.)

JPY/CAD  
PAGE 2 OF 3

**INSTRUCTIONS:** Employee please complete field 3 to Employee Signature line plus columns 48 - 54. Attach appropriate receipts in order of claim.

1. MINISTRY AND BATCH NO.	2. CONTROL NO. <b>W TRA CHO</b>
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3. CLIENT <b>125 TRD</b>	4. MIN. ABBREV.	5. DATE COMPLETED YYYY MM DD <b>20190329</b>	6. FISCAL YEAR <b>2019</b>	7. SPECIAL CHEQUE ISSUE <b>04</b>	8. CHEQUE STUB INFORMATION - MAXIMUM 10 SINGLE - SPACED LINES. 38 CHARACTERS PER LINE. ATTACH EXTRA PAGES IF REQUIRED
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9. EMPLOYEE I.D. Government Financial Information	10. EMPLOYEE SUPPLIER NO.	11. EMPLOYEE SURNAME <b>Chow</b>	INITIALS <b>G.K.</b>	12. EMPLOYEE GROUP NC (✓ one only) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input checked="" type="checkbox"/> 4
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13. MAILING ADDRESS FOR CHEQUE <b>027 - 501 Belleville Street - Victoria, BC</b>	14. POSTAL CODE <b>V8W 9A8</b>
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15. REASON FOR TRAVEL <b>Asia mission to Japan &amp; Korea</b>	16. EMPLOYEE OCCUPATION <b>Minister MLA</b>
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17. DATE OF TRAVEL	18. PLACES TRAVELLED TO / FROM	19. PERSONAL VEHICLE USE DISTANCE X KM RATE	20. BUS/TAXI/AIR/FERRY/ COSTS	21. B/L/D ✓/✓/✓	22. MEALS: ALLOWANCE/ PER DIEM AS APPLICABLE TO GROUP NO.	23. CAD ACCOMMODATION COSTS (TO POLICY LIMIT)	24. COST	25. MISCELLANEOUS (CAR RENTAL, PHONE, ATM FEES, ETC.) DESCRIPTION	CDN TOTAL DAILY COSTS
26. BROUGHT FORWARD FROM PREVIOUS PAGE									27. \$
M D	Tokyo, Japan	20:00							28.
03 17		24:00				\$ 380.41	CAD		380.41
03 18	Tokyo, Japan	06:00				\$ 380.41	CAD		380.41
		24:00							
03 19	Tokyo, Japan	06:00				\$ 380.41	CAD		380.41
		24:00							
03 20	Tokyo, Japan to Seoul, Korea	06:00							31.
		11:25							380.41
									32.
									33.
									34.
									35.
									36.
									37.

TOTALS OF COLUMNS	38.	39.	40.	41.	42.	THIS TOTAL MUST EQUAL TOTAL IN BOX Y	CDN	X CLAIM TOTALS
				<b>1,141.23</b>				<b>1,141.23</b>

43. PORTAL TO PORTAL DISTANCE	44. TOTAL DISTANCE FROM PREVIOUS VOUCHER	45. TOTAL DISTANCE TO DATE
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46. EMPLOYEE SIGNATURE 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.	HEADQUARTERS (CITY NAME)	WORK PHONE NO.
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NOTES	47. SUPPLIER CODE Government Financial Information	48. CLIENT <b>125</b>	49. RESP. CENTRE <b>51956</b>	50. SERVICE LINE <b>08006</b>	51. STOB <b>57065</b>	52. PROJECT <b>111111</b>	AMOUNT <b>1,141.23</b>
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THIS TOTAL MUST EQUAL TOTAL IN BOX X	Y TOTAL <b>1,141.23</b>
LESS ADVANCE AMOUNT	Z CR

IF ADVANCE WAS GREATER THAN (Y) ENTER (Y) AMOUNT IN (Z) AND REPAY THE BALANCE. ATTACH RECEIPTS AND PREVIOUS PAGES OF THIS VOUCHER IF ANY.

55. EXPENSE AUTHORITY SIGNATURE - CERTIFIED CORRECT PURSUANT TO SECTION 32 & 33 OF THE FINANCIAL ADMINISTRATION ACT AND RELATED POLICIES.	PRINT NAME <b>George Chow</b>	DATE SIGNED YYYY MM DD
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56. PROCESSING CLERK INITIAL	AMOUNT DUE TO EMPLOYEE <b>1,141.23</b>
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Carried over to pg. 3





Date	Meals	Accomodation	Misc	Line Totals	Exchange Rate	
<b>Page 2 Japan (JPY)</b>						
17-Mar		0	\$380.41			Hotel was paid in CDN funds
18-Mar		0	\$380.41			
19-Mar		0	\$380.41			

Total JPY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Balanced(should show \$0.00)
Total CDN	\$0.00	\$1,141.23	\$0.00	\$1,141.23	0.01202	\$0.00 Balanced (should show \$0.00)

Total Page CDN	\$0.00	\$1,141.23	\$0.00	\$1,141.23		Bring to top of Page 3
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<b>Page 3 Korea (KRW)</b>						
20-Mar	\$0.00	\$276,000.00				See credit card statement paid 671.44
21-Mar	\$0.00	\$276,000.00				

Total KRW	\$0.00	\$552,000.00		\$552,000.00	\$0.00	Balanced (should show \$0.00)
Total CDN	\$0.00	\$671.44		\$671.44	0.00121637	\$0.00 Balanced (should show \$0.00)

Total Page CDN	\$0.00	\$1,812.67	\$0.00	\$1,812.67		Bring to top of Page 4
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<b>Blank</b>						
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Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Balanced (should show \$0.00)
Total CDN	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00 Balanced (should show \$0.00)

Total Page CDN	\$0.00	\$1,812.67	\$0.00	\$1,812.67		Bring to top of Page 1
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<b>Page 1 Canada (CDN)</b>						
16-Mar	\$0.00		\$25.00			
17-Mar	\$0.00		\$0.00			
22-Mar	\$27.00		\$31.00			
19-Feb			\$27.00			

PASS PORT PHOTO  
Left Blank for purchases processed in CDN  
Left Blank for purchases processed in CDN  
Left Blank for purchases processed in CDN

Total CDN	\$27.00	\$0.00	\$83.00	\$110.00	\$0.00	Balanced (should show \$0.00)
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Claim Total CDN	\$27.00	\$1,812.67	\$83.00	\$1,922.67		
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## TRAVEL AUTHORIZATION

This form must be used for all out-of-province travel requests.  
It may, at the discretion of ministries, be used for in-province travel requests.

☐ Out-of-Province ☒ Out-of-Canada ☐ In-Province

MINISTRY / ENTITY / CORPORATE NAME (IF CONTRACTOR)		VOTE	
State for Trade			
EMPLOYEE NAME		EMPLOYEE ID, Personal Information	
George Chow			
POSITION		BARGAINING UNIT / GROUP NO.	
Minister			
BRANCH / LOCATION / REGION			
Minister of State Office			
DATE DEPARTING YYYY / MM / DD	DATE RETURNING YYYY / MM / DD	NO. OF WORKDAYS AWAY	ESTIMATED OVERTIME CLAIM HOURS
2019/03/16	2019/03/22	7	
IDENTITY OF ORGANIZATION (OTHER THAN PROV. OF B.C.) PAYING ANY OF THE COSTS			
<input type="checkbox"/> N/A, OR:			
DESTINATIONS			
Japan, Korea			
METHOD OF TRAVEL			
Air, car			
PURPOSE OF TRAVEL Give details of event to be attended, project name / number, program involved, benefits to Ministry, etc.			
To strengthen trade relationships with Japan and Korea			
ESTIMATED COSTS (IN CAN. \$)			
Transportation 3,500			
Meals 2,000			
Lodging 3,600			
Overtime			
Fees			
Other			
SUB TOTAL 9,100			
Less Costs paid by others			
TOTAL COSTS 9,100			

SIGNATURES	
Refer to CPPM 10.3.4 Policy 1 and 10.4.4 for approval authorities. PLEASE SIGN ONE BOX ONLY	
DIRECTOR	
APPROVED	NOT APPROVED
	DATE SIGNED YYYY / MM / DD
ASSISTANT DEPUTY MINISTER	
APPROVED	NOT APPROVED
	DATE SIGNED YYYY / MM / DD
DEPUTY MINISTER	
APPROVED	NOT APPROVED
<i>George Chow</i>	DATE SIGNED 2019/03/15
MINISTER	
APPROVED	NOT APPROVED
<i>[Signature]</i>	DATE SIGNED 2019/03/04

TRADE MISSION  
PASSPORT PHOTO

TBC PHOTOGRAPHY STUDIO  
150 DOUGLAS STREET UNIT  
VICTORIA BC

Government Financial Information

ARD  
ARD TYPE      MASTERCARD  
ATE      2019/02/19  
IME      4913 12:31:11  
ECEIPT NUMBER  
H84139449-001-001-492-0  
-----  
URCHASE  
OTAL

\$27.00

asterCard  
0000000041010  
70B84CBA6308CAE  
100008000-

PPROVED

TH# 03361Z      01-027  
ANK YOU

NO SIGNATURE REQUIRED

G. Chow  
CARDHOLDER COPY

ORTANT - RETAIN THIS  
OPY FOR YOUR RECORDS

Pg. 1

TRADE MISSION  
HOME → YVR  
BLACKTOP & CHECKER

CABS#140  
777 PACIFIC ST  
VANCOUVER BC

Government Financial Information

CARD  
CARD TYPE      MASTERCARD  
DATE      2019/03/11  
TIME      5111 13:23:01  
CLERK ID  
RECEIPT NUMBER  
C85010507-001-925-016-1  
-----

PURCHASE  
TOTAL

\$25.00

MasterCard  
A0000000041010  
9E4B26157A537E4A  
0000008000-E800  
72AA0D06487E5192

APPROVED

AUTH# 09075Z      01-027  
THANK YOU

VERIFIED BY PIN

MERCHANT COPY

Pg. 1

TRADE MISSION  
YVR → HOME 3/22

BEL AIR TAXI  
2121 HARTLEY AVENUE  
COQUITLAM BC V3K 6Z3  
6045241111

SALE

Server #: 002837  
REF#: 00000  
Batch #: 294      SEQ: 294001001  
03/22/19      12:51  
PPR CODE: 04451Z  
MASTERCARD  
Government Financial Information

AMOUNT

\$31.00

00 - APPROVED - 001

MasterCard  
ID: A0000000041010  
VR: 00 00 00 80 00

Thank You  
Please Come Again  
BEL AIR TAXI #014  
COQUITLAM BC

G. Chow  
CUSTOMER COPY

Pg. 1

RECEIPT

Security Concerns  
Security Concerns

Tokyo

NAME Mr. /Ms. GEORGE CHOW

ROOM No. 1513 PAX 1  
ARR. 2019/03/17 DEP. 2019/03/20

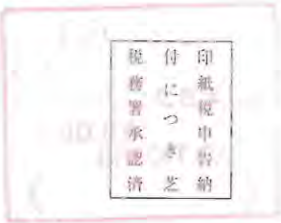
DATE	DETAIL	ROOM No.	CHARGES	CREDIT	EXPLANATION
03/17	SPECIAL STAY PROGRAM	1513	29,730	*	
	ACCOMMODATION TAX		200	*	
03/18	SPECIAL STAY PROGRAM	1513	29,730	*	
	ACCOMMODATION TAX		200	*	
03/19	SPECIAL STAY PROGRAM	1513	29,730	*	
	ACCOMMODATION TAX		200	*	

Japanese yen (JPY)

Japanese yen (JPY)		
Low [High]	2019-03-19	0.01193 CAD [83.8223 JPY]
Average	2019-03-15 - 2019-03-22	0.01202 CAD [83.2339 JPY]
High [Low]	2019-03-22	0.01219 CAD [82.0345 JPY]

Japanese yen → Canadian dollar

GRAND TOTAL → 89,790 (CONSUMPTION TAX 5,940 )  
(LOCAL TAX 600 )



SIGNATURE

ISSUED NO. 032008132612 P 1 1 8 AL AM  
19/03/20 06:08 1991202024



Security Concerns

端末番号 TERM No 49175-560-52720  
ご利用日 DATE 19/03/20 06:12:24  
仁票番号 SLIP No. 10616

Security Concerns

承認番号 APP CODE 06820Z

取引内容	支払区分	取扱区分
売上	一括	110

カード会社	有効期限
CARD Co.	EXP DATE

Government Financial  
Information

Mark up*	Currency
5.00	CAD

金額 AMOUNT ¥89,790

売上金額 LOCAL CURRENCY

JPY ¥89,790

通貨レート EXCHANGE RATE

CAD1=JPY78.6782

\*Including 5.00% mark up.

外貨金額 TRANSACTION CURRENCY

→ CAD 1,141.23

Currency Conversion for this transaction is performed by Global Blue and is based on the Global Blue reference rate of today

([www.global-blue.com](http://www.global-blue.com)).

CHOW GEORGE

A0000000041010

S708601 C01 A00047 MasterCard

売場:	係員:
SALES	CLERK

COUNTER

00

9581067BCBA78A60

INFOX

CUSTOMERS COPY

Security Concerns

## SEOUL

GUEST NAME Honorable GEORGE CHOW  
ADDRESS Canada

ARRIVAL 03-20-19  
DEPARTURE 03-22-19  
NO. OF GUEST 1

COMPANY Canada British Colombia

ACCOUNT NO.

CONF. NO Personal Information

ROOM NO. 2008

NO	DATE	DESCRIPTION	CREDITS / CHARGES	
1	03-20-19	Accommodation Charge	228,099/	
2	03-20-19	Accommodation Service Charge	22,810/	
3	03-20-19	Accommodation Tax	25,091/	
4	03-21-19	Accommodation Charge	228,099/	
5	03-21-19	Accommodation Service Charge	22,810/	
6	03-21-19	Accommodation Tax	25,091/	
7	03-22-19	Master Card Government Financial Information	/	552,000

TOTAL KRW 552,000/ 552,000

BALANCE DUE KRW 0 \$ 671.43 CAD

## South Korean won (KRW)

South Korean won (KRW)			
Low [High]	2019-03-15	0.001175	CAD [851.0638 KRW]
Average	2019-03-15 - 2019-03-22	0.001179	CAD [848.3017 KRW]
High [Low]	2019-03-21	0.001184	CAD [844.5946 KRW]

South Korean won → Canadian dollar

\*see credit card statement for  
rate charge on Personal CC  
amount charged is \$671.43



Security Concerns

PURCHASE CREDIT CARD

CARD NAME : MASTER  
CARD\_NO : Government Financial Information  
EXP. DATE :

APPROVAL : 06714Z  
PRINT\_DATE : 19/03/22 08:12  
PUR\_AMOUNT : 552,000  
ACQUIRER NAME : BC  
MERCHANT ID : 700152501  
INSTALLMENTS : 00 Months  
YOM : 2008  
CONFIRMATION NO : 1284994

TOTAL AMOUNT : 552,000 KRW \$671.43  
CDN

Personal Information

Security Concerns

\*See credit card statement for payment and rate charge for hotel stay

G. Chow, Re: KOREA

Government Financial Information

## Details of your account summary

Personal Information

## Purchases

TRANSACTION POSTING

Mar 22 Mar 26 Hotel Security Concerns  
552,000.00 KPW @ 0.121637047

671.43

## Information about your account

**Billing errors:** If you believe an error has been made on your statement, you must notify us within 90 days from the date that the transaction was posted to your account. You may not dispute a transaction after the 90-day period. However, we may at any time change the amount of a transaction that we have understated or remove any credits from your account that we posted in error.

**If your card has been stolen or lost:** Please call us immediately. If you're calling from Canada or the U.S., call us at 1-800-459-6415. From outside Canada or the U.S., call us collect at (905) 735-7256.

**† Minimum payment due:** The estimate on page 1 of how long it will take to pay off your new balance is based on:

- the new balance shown on this statement
- paying the minimum due each month on the payment due date
- the current interest rates (including any promotional rates) remaining the same
- using 30 days in a month to calculate interest
- excluding charges for optional products or services offered by Canadian Tire Bank or Affiliates (e.g. credit balance insurance for your account) after the first month.

**Making payments:** Payment methods are provided on the back of the remittance slip. Gift cards and Canadian Tire Money® are not accepted as payment on your account.

**Pre-authorized payment:** If you have set up a pre-authorized payment plan, the "balance due" reflects all amounts on your account due and owing for this statement. It replaces the "statement balance" or "monthly account balance" in your PAD agreement.

**Receiving promotional material:** If you don't want to receive promotional material or be contacted by our telemarketers, please contact us at 1-800-459-6415. If you would prefer to write us, our mailing address is: Canadian Tire Bank, P.O. Box 4653 Stn A, Toronto ON M5W 5G4.

**Details of the Loyalty rewards program:** Terms, conditions and restrictions are available at triangle.com.

\* Charges include the following taxes based on your province of residence. HST ON 13%, NS, PE, NL, NB 15% with the remaining provinces at GST 5% plus PST as applicable (BC 7%, SK 6%, MB 8%, QC 9.975%).

\*\* Charges include the following PST rates as applicable (QC 9%; ON 8%; MB 8%).

Tax rates are subject to change by the applicable regulatory authority.

The Triangle Rewards Program is owned and operated by Canadian Tire Corporation, Limited. The Triangle Mastercard is issued by Canadian Tire Bank.

\*/ Unless otherwise noted, all trademarks are owned by Canadian Tire Corporation, Limited, and are used under licence.

\*/ Mastercard is a registered trademark, and the circles design is a trademark of Mastercard International Incorporated.

(continued on next page)

Page 2 of 3



Fiscal Year : 2020  
Balance Type: All  
Client : 125

Account Analysis Detail  
Period: JUN-20 To JUN-20

Account Type:

Effective Date	Category	Batch	Posted Date	Source	Type	GL Document #	Line	Amount	Balance
Line Description	Distribution Supplier			Source Document #				Detail Amount	
Responsibility: 51956 Minister of State for Trade									
Account: 125.51956.08006.5711.51MTVNC.000000.0000						Opening Balance:		0.00	
JUN-20									
2019/06/30	Purchase Invo	AP MA 190626	1	2019/06/26	Payables	A	15135197	141.78	
Journal Import Created				Government Financial Information		JUN01-JUN18-2019		141.78	
HARBOUR AIR LTD.									
Period Activity for JUN-20:								141.78	
Account Running Balance From JUN-20:								141.78	
Account 125.51956.08006.5711.51MTVNC.000000.0000 Total:								141.78	
Responsibility 51956 Minister of State for Trade Total:								141.78	
Client 125 Total:								141.78	
Report Total:								141.78	

**From:** [Pasquotti, Joanne MAH:EX](#)  
**To:** [Laird, Patricia FIN:EX](#)  
**Subject:** RE: Harbour Air Invoices for Jobs and Trade  
**Date:** June 25, 2019 10:14:42 AM  
**Attachments:** [image006.png](#)  
[image007.png](#)

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Good morning Pat,

Here you go  
Personal Information

George Chow	12-Jun-19	Flight #147	16:50	Vancouver Harbour	17:40	Comox	KK- Confirmed	141.78
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I certainly enjoyed my days off and hope you have a lovely time off as well!

Cheers,



*Jo Pasquotti*

Financial Analyst – Accounting, Financial Operations  
Finance and Administration Services Branch | Economy Sector  
Municipal Affairs and Housing | Jobs, Trade and Technology | Labour | Tourism, Arts and Culture