

**President & Chief Executive Officer Expense Reporting Template**

YTD Quarter 1, 2 3 & 4: April 1, 2016 to March 31, 2017				
CEO Name: Carl Roy Health Authority: PHSA				
	<b>Amount Reimbursed:</b>			
<b>Category (all conference related costs identified in separate category below):</b>	(Rounded to Nearest \$)	<b>Date:</b>	<b>Purpose:</b>	<b>Origin/Destination/Location:</b>
<b>Accommodation (list separately, insert lines as needed)<sup>1</sup></b>	\$ 281	April 18, 2016	Presenter for Cerner Collaboration Forum	Quebec City, Quebec
	\$ 175	March 7, 2017	Ministry of Health Forum	Victoria, BC
<b>Air, Ferry, Other Travel (list separately, insert lines as needed)<sup>1,3</sup></b>				
<b>Air</b>	\$ 1,053	April 19, 2016	Presenter for Cerner Collaboration Forum	Vancouver to/from Quebec City
	\$ 523	April 26, 2016	Ministry of Health Meeting	Vancouver to/from Victoria
	\$ 438	May 10, 2016	Ministry of Health Meeting	Vancouver to/from Victoria
	\$ 507	June 10, 2016	Ministers Meeting on June 28	Vancouver to/from Kelowna
	\$ 275	June 16, 2016	Meeting with Deputy Minister	Galiano to /from Vancouver
	\$ 418	June 23, 2016	Ministry of Health Meeting	Vancouver to/from Victoria
	\$ 21	July 28, 2016	Processing Fee for October Ministry of Health Meeting	Vancouver to/from Victoria
	\$ 558	October 3, 2016	Meeting with Tripartite First Nations Health	Vancouver to/from Victoria
	\$ 513	October 13-15, 2016	Cerner CEO Summit	Vancouver to/from Half Moon Bay
	\$ 21	January 17, 2017	Processing Fee for January Ministry of Health Meeting	Vancouver to/from Victoria
	\$ 591	February 7, 2017	Ministry of Health Meeting	Vancouver to/from Victoria
	\$ 655	March 7-8, 2017	Ministry of Health Meeting	Vancouver to/from Victoria
<b>Ferry</b>				
<b>Conferences (List separately and list all expenses if applicable, insert lines as needed)<sup>1</sup></b>				
<b>Conference - BCPSQC Quality Forum, Vancouver, BC Mar 2/17</b>				
<b>Air Fare</b>				
<b>Accommodation</b>				
<b>Meals</b>	\$ 51			
<b>Car rental, taxi or other transportation (list separately)</b>				
<b>- Parking</b>	\$ 25			
<b>Other expenses</b>				
<b>Registration fee</b>	\$ 89			
<b>Amount recovered for Conference A (if applicable)</b>				
<b>Sub-total Conference A</b>	\$ 165			
<b>Other Expenses (list separately, insert lines as needed)<sup>1</sup></b>				
<b>Telecommunication Charges</b>	\$ 2,360			
<b>Membership</b>	\$ 444			

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Mileage, Parking, and Tolls				
Mileage	\$ 601			
Parking				
Public Transit				
Tolls				
Taxis	\$ 685			
Meals	\$ 519			
<b>Total</b>	<b>\$ 10,802.35</b>			

- Notes:
- 1 - Identify date and duration of stay, purpose, city and gross cost and/or amount reimbursed, as appropriate.
  - 2 - Identify any expense items reimbursed by any organization external to the reporting health authority, identify date, duration of stay, purpose, etc. for each reimbursement.
  - 3 - e.g. includes car rentals, ferry reservation booking fees.
  - 4 - Quarterly reporting end dates for fiscal 2016/17: Q1, June 16th; Q2, Sept. 8th; Q3, Dec. 1st; and Post Audit, June 26th HAs to post reports by 4 weeks of end date.
  - 5 - Vehicle/transportation allowance excluded from this summary as it is reported in health authority Executive Compensation Disclosure reporting requirements.