

Office of the Auditor General of Alberta Expense Report

Michelle Fleming CPA, CA, Audit Principal (Calgary)
April 1, 2023 – March 31, 2024

Travel

This includes out-of-town travel expenses in connection with activities such as auditing provincial ministries, departments and agencies; and participating with professional organizations, conferences and professional development.

- * "Other Transportation" includes rental vehicle, bus, taxis, fuel, and so forth while on travel status.
** "Other" includes incidentals such as long distance telephone calls and per diem while on travel status.

Travel date(s)		Destination and Rationale	Airfare		Other Transportation*	Accommodation	Meals	Other **		Total				
12-Apr-2023	13-Apr-2023	Various internal meetings, Edmonton, AB	\$	-	\$	159	\$	173	\$	70	\$	-	\$	402
16-Oct-2023	19-Oct-2023	Effective writing workshop, Edmonton, AB		-		236		345		70		-		651
23-Nov-2023	24-Nov-2023	Various internal meetings, Edmonton, AB		-		198		170		44		-		412
19-Mar-2024	22-Mar-2024	Effective writing workshop, Edmonton, AB		-		177		524		142		-		843
			\$	-	\$	770	\$	1,212	\$	326	\$	-	\$	2,308

- Hospitality expenses are incurred when, in the course of doing business or as a courtesy, OAG staff pay for food and beverage or other related expenses for someone not employed by the office.
- A working session is a non-travel meal expense at a commercial eating establishment while in the course of conducting office business.
- "OAG" refers to employees of the Office of the Auditor General of Alberta.
- External expert refers to advisors, agents, consultants, and other professionals

Date	Description and Rationale	Amount
11-Dec-2023	Career advisor lunch (2 OAG)	51
19-Dec-2023	Career advisor lunch (2 OAG)	51
		\$ 102

Cumulative total for reported expenses from April 1, 2023 to March 31, 2024

\$ 2,410

- Notes:
- The Office of the Auditor General of Alberta (OAG) is not subject to the Goods and Services Tax. We receive reimbursement from the federal government where applicable.
 - Amounts shown are rounded to the nearest dollar.