



Guideline F.2.8 : Appendix D: Expense Disclosure Report- For Executive

This report includes all expenses for the period including those paid by expense reimbursement, paid directly through use of a procurement card and those billed to the College by vendors. Expenses are allowed while Managers are on travel status, having meetings over meal times and for professional development purposes. Hospitality is allowed when external parties are involved for the purpose of fundraising, image or business promotion. Meals are also provided to students on travel status and to employees as part of a recognition event. Meal receipt reimbursement is allowed for Hospitality & Working Sessions.

Disclosure of Claims for the period: Jan. 1, 2024 to February 29, 2024 Expense Disclosure Report

Date Expense Occurred	Location	Purpose	Travel Method/ Discription Code		Meals for travel, Hospitality & Working Session			Lodging		D: Other Expenses	
			Travel Code/ Expense Amount	Expense Amount	Meal Recipient Codes	Meal Receipts Only for Hosting & Working Sessions	Meal Allowances	Hotel Receipts	Allowances PA (see code above)	Describe Other	Amount
Nancy Broadbent											
Jan. 9, 2024	St. Paul	IEN intake welcome	CV	\$ 69.83							
Jan. 11, 2024	Lac La Biche	Snacks for BOG meeting with Town of Bonnyville			S/CE/BOG/BA	\$ 43.83					
Jan. 29, 2024	Edmonton	Regional Municipalities Meeting	CV	\$ 108.49							
Feb. 2, 2024	Boyle	Meeting with Village of Boyle	CV	\$ 45.25						Car Wash	\$ 12.00
Feb. 5, 2024	Edmonton	RDN Strategic Planning Meeting	CV	\$ 66.86				\$ 127.88			
Feb. 8, 2024	Cold Lake	Meeting with CFB 4 Wing	CV	\$ 84.39							
Feb. 20-22, 2024	Grande Prairie	Growing the North Conference	PVM	\$ 309.12	S		\$ 71.50	\$ 391.34		Per Diem	\$ 8.00
Feb. 26, 2024	St. Paul	In town meetings and Tour with External partner	CV	\$ 83.90							
Feb. 28, 2024	Lac La Biche	Meetings	CV	\$ 73.96							
Curtis Cadiuex											
Feb. 6, 2024	Cold Lake	Executive Meeting	CV	\$ 42.00						Car Wash	\$ 12.00
Andre Delaire											
Jan. 24, 2024	St. Paul	Meeting	CV	\$ 52.14							
Feb. 6, 2024	Cold Lake	Executive Meeting	CV	\$ 34.05						Car Wash	\$ 12.00
Donna Feledichuk											
Carrie Froehler											
Feb. 2, 2024	St. Paul	Meeting	CV	\$ 34.05			\$ 11.60			Car Wash	\$ 12.00
Feb. 6, 2024	Cold Lake	Meeting			S		\$ 11.60				
Bev Moghrabi											
Donald Moore											
Jan. 3, 2024	Lac La Biche	Meetings with Staff	CV	\$ 63.42							
Jan. 16, 2024	Lac La Biche	Executive Committee Meeting	CV	\$ 52.70							
Feb. 5, 2024	Lac La Biche	Collective Bargaining Training	CV	\$ 43.00							
Cynthia Quintal											