

**ATHABASCA UNIVERSITY
EXECUTIVE EXPENSE REPORT**

Nancy Laird, Chair, Board of Governors
January 1, 2020 to March 31, 2020

1) Travel expenses

* "Transportation" includes airfare, public transportation, taxis, parking, mileage per diem, and fuel

** "Other" includes registration fees, telephone calls, and internet charges

*** "Recovery" refers to reimbursements from external parties

Travel Date(s)	Destination	Purpose	Transportation*	Accommodation	Meals	Incidentals**	Hospitality & Working Sessions	Recovery ***	Total
August 26, 2019 to January 22, 2020	Edmonton & Calgary	Business Meetings	2,846.18	-	166.91	-	-	-	3,013.09
			<u>\$ 2,846.18</u>	<u>\$ -</u>	<u>\$ 166.91</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 3,013.09</u>

Receipts for the respective expenses are attached. The balance represents per diem payments that are not receipted.
Please refer to the "Travel and Expense Claim Policy" for per diem rates. <http://ous.athabascau.ca/policy/finance/travelexpenseclaimpolicy.htm>