

Expense Report
For Ana Lopez, Vice President, Human Resources & People Development
For the period April 1, 2019 to March 31, 2020

Expense Description	Amount
Travel Expenses	\$ 10,468.78
Local Business and Travel Expenses	\$ 1,643.18
	<u>\$ 12,111.96</u>

Travel Expense Summary
For Ana Lopez, Vice President, Human Resources & People Development
For the period April 1, 2019 to March 31, 2020

Date of Event	Description	Amount
Feb 27 - Mar 01, 2019	Toronto, ON - Most Admired CEO	\$ 242.20
April 4-7, 2019	Ottawa, ON - TAC Spring Technical Meetings	\$ 962.81
Sep 8-10, 2019	Victoria, BC - Royal Roads University	\$ 7,048.35
February 26-28, 2020	Toronto, ON - Waterstone Most Admired Corporate Culture Gala	\$ 1,865.42
June 12-14, 2020	Quebec City, QC - Govenor General National Alumni Reunion - Conference	\$ 350.00
Total Travel Expenses		\$ 10,468.78

Travel Expense Summary**For Ana Lopez, Vice President, Human Resources & People Development****For the period April 1, 2019 to March 31, 2020**

Attended Most Admired CEO		Amount
Date of Event/Transaction	Feb 27 - Mar 01, 2019	
Destination	Toronto, ON	
Business Meals		\$ 222.20
Transportation		\$ 20.00
Total:		\$ 242.20

Notes: Partial expenses recorded in previous fiscal year

Attended the TAC Spring Technical Meetings		Amount
Date of Event/Transaction	April 4-7, 2019	
Destination	Ottawa, ON	
Accommodation		\$ 581.73
Business Meals		\$ 299.80
Transportation		\$ 81.28
Total:		\$ 962.81

Notes: Partial expenses recorded in previous fiscal year

Attended Royal Roads University		Amount
Date of Event/Transaction	Sept 8-10, 2019	
Destination	Victoria, BC	
Accommodation		\$ 544.15
Educational		\$ 6,336.36
Transportation		\$ 167.84
Total:		\$ 7,048.35

Attended Waterstone Most Admired Corporate Culture Gala		Amount
Date of Event/Transaction	February 26-28, 2020	
Destination	Toronto, ON	
Accommodation		\$ 667.51
Airfare		\$ 822.31
Business Meals		\$ 222.20
Transportation		\$ 153.40
Total:		\$ 1,865.42

Governor General National Alumni Reunion - Cancelled due to COVID		Amount
Date of Event/Transaction	June 12-14, 2020	
Destination	Quebec City, QC	
Conference		\$ 350.00
Total:		\$ 350.00

Notes: Refund forthcoming for Conference.**Total Travel Expenses****\$ 10,468.78**

LOCAL BUSINESS AND TRAVEL EXPENSES

Date of Event/Transaction	Description	Amount
April 2019	Transportation	\$ 25.25
	April 2019 Total	\$ 25.25
May 2019	Transportation	\$ 95.00
	May 2019 Total	\$ 95.00
June 2019	Business meals	\$ 41.00
	Transportation	\$ 12.00
	June 2019 Total	\$ 41.00
July 2019	Business meals	\$ 152.68
	Membership	\$ 1,265.25
	July 2019 Total	\$ 1,417.93
October 2019	Transportation	\$ 64.00
	October 2019 Total	\$ 64.00

Total Local Business and Travel Expenses

\$ 1,643.18