



Travel, Hospitality and Working Session Expense Report

Andrew Sharman, Vice-President (Facilities & Operations)

For the period January 1, 2022 to March 31, 2022

Overview

The University of Alberta is accountable for the prudent and effective stewardship of University funds and is committed to providing transparency by reporting travel, hospitality and working session expenses incurred by members of its senior executive team on a quarterly basis.

Travel Expenses			
Item #	Date	Description	Amount
1	January 5, 2022	Parking for lunch meeting with Todd Werre, Chief Development Officer, UAPT	\$3.00
2	February 6-10, 2022	Flights to Vancouver, BC and return for UofA meetings	\$319.38
3	March 16, 2022	Parking for Alumni Awards and Dinner at the Winspear Centre	\$17.00

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
4	January 7, 2022	Hospitality: Lunch with Greg Dewling, CEO, UAPT (2 attendees)	\$64.73
5	February 7, 2022	Hospitality: Lunch with Todd Werre, CDO, UAPT (2 attendees)	\$75.29

Detail for Travel Expenses

Travel Expense – Item # 1						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Parking for lunch meeting with Todd Werre, Chief Development Officer, UAPT					
Date	January 5, 2022					
Location	Cactus Club Cafe Jasper Ave, Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other ¹	Total
Amount		\$3.00				\$3.00
Notes	Other: Parking					

Travel Expense – Item # 2						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Flights to Vancouver, BC and return for UofA meetings					
Date	February 6-10, 2022					
Location	Vancouver, BC					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other ¹	Total
Amount	\$319.38					\$319.38
Notes	Trip cancelled, flight credit received.					

Travel Expense – Item # 3						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Parking for Alumni Awards and Dinner at the Winspear Centre (no space left at the pre-arranged parkade)					
Date	March 16, 2022					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other ¹	Total
Amount		\$17.00				\$17.00
Notes	Other: Parking					

¹ Other travel expense includes incidentals such as conference registration, parking, telephone/internet charges, travel insurance, baggage or seat selection fees, travel visa, vaccinations

Detail for Hospitality and Working Session Expenses

Hospitality / Working Session Expense – Item # 4			
For	Andrew Sharman, Vice-President (Facilities & Operations)		
Description/Purpose	Hospitality: Lunch with Greg Dewling, CEO, UAPT (2 attendees)		
Date	January 7, 2022		
Location	Earls on Campus, Edmonton, AB		
Type of Expense	Meals	Other²	Total
Amount	\$64.73		\$64.73
Notes			

Hospitality / Working Session Expense – Item # 5			
For	Andrew Sharman, Vice-President (Facilities & Operations)		
Description/Purpose	Hospitality: Lunch with Todd Werre, CDO, UAPT (2 attendees)		
Date	February 7, 2022		
Location	Earls on Campus, Edmonton, AB		
Type of Expense	Meals	Other²	Total
Amount	\$75.29		\$75.29
Notes			

² Other hospitality expenses include accommodation, transportation and other amenities provided in connection with the event. Other working session expenses include parking and miscellaneous expenses incidental to the event.