



1) Travel and Business Related Expenses

This includes all reimbursable expenses for travel activities while on SAIT business, attendance at and/or presenting at conferences, and participating with professional organizations.

* "Other Transportation" includes public transportation, rental cars, taxi, car service fees, parking, mileage, etc.

** "Meals" at SAIT are based on approved receipts for each meal incurred while on business travel.

*** "Other" includes registration fees and miscellaneous travel expenses.

| Position | Dates | Purpose | Destination | Other | | | | | Total |
|-----------------|-----------|--|-------------|------------|-----------------|---------------|----------|--------------|--------------------|
| | | | | Airfare | Transportation* | Accommodation | Meals** | Other*** | |
| President & CEO | Oct, 2014 | Council of Presidents' Campus Alberta Strategic Direction Committee Meeting | Edmonton | \$802.30 | \$161.19 | \$239.14 | \$66.87 | \$48.30 | \$1,317.80 |
| President & CEO | Oct, 2014 | Govt. of Can. Finance Committee Testimony Meeting Polytechnics Canada Meeting CBIE new Board member orient | Ottawa | | \$77.58 | \$716.96 | \$85.11 | \$81.90 | \$961.55 |
| President & CEO | Oct, 2014 | Western Canada College Presidents Meeting | Richmond | | | \$494.50 | \$129.23 | \$50.40 | \$674.13 |
| President & CEO | Oct, 2014 | WFCP World Congress 2014 | Beijing | \$4,922.08 | \$47.54 | \$2,073.14 | \$253.09 | \$448.79 | \$7,744.64 |
| President & CEO | Nov, 2014 | Annual Gordon Obaldeston Lecture | Ottawa | | | | | \$169.50 | \$169.50 |
| President & CEO | Nov, 2014 | BC Business Council Summit | Vancouver | \$860.21 | \$52.80 | \$291.54 | \$97.10 | \$54.60 | \$1,356.25 |
| President & CEO | Nov, 2014 | Canada Public Policy Forum | Ottawa | | \$35.03 | \$214.30 | | \$18.32 | \$267.65 |
| President & CEO | Nov, 2014 | CBIE Conference | Ottawa | | \$74.22 | \$680.88 | \$151.10 | \$1,032.40 | \$1,938.60 |
| President & CEO | Nov, 2014 | Opening Ceremonies of the Alberta Legislature | Edmonton | \$696.41 | | | | | \$696.41 |
| President & CEO | Nov, 2014 | Polytechnics Canada Conference | Vancouver | \$566.21 | \$44.02 | | | \$37.45 | \$647.68 |
| President & CEO | Nov, 2014 | Polytechnics Canada Student Applied Research Showcase | Vancouver | | | | | \$7.00 | \$7.00 |
| President & CEO | Nov, 2014 | NSERC Committee on Research Partnerships Meeting | Ottawa | | \$35.03 | | \$55.45 | \$95.15 | \$185.63 |
| President & CEO | Dec, 2014 | Polytechnics Canada National Strategy | Ottawa | \$952.65 | \$34.55 | \$416.68 | | \$85.05 | \$1,488.93 |
| President & CEO | Dec, 2014 | 2014 Global Innovation Summit | Banff | | | \$1,091.78 | \$21.36 | \$70.00 | \$1,183.14 |
| | | | | | | | | Total | \$18,638.91 |

2) Hosting and Working Session Expenses

SAIT provides for hosting and working session expenses to be reimbursed for SAIT business activity. Business activity can include meetings with external parties and SAIT employees.

| Position | Dates | Purpose | Location | Amount |
|-----------------|-----------|---------------------------------|----------|----------------|
| President & CEO | Oct, 2014 | Meal Expense - External Meeting | Richmond | \$76.70 |
| Total | | | | \$76.70 |