

expense | monthly tracking report

claimant | Tian, Ming Jun
position | Director, Facility Projects
level | Director
reporting period | January 1 to February 28, 2019
date of report | April-12-19



**Calgary Board
of Education**

| Description | Date (mm/dd/yyyy) | Details and/or Rationale | Amount (CDN\$) | Category | Expense Type |
|---------------------------------|-------------------|--|----------------|-----------------|---------------------------------|
| Bell Mobility | 01/17/2019 | Monthly cell phone bill | \$51.12 | other disclosed | telecom/cell phone |
| Bell Mobility | 02/17/2019 | Monthly cell phone bill | \$58.23 | other disclosed | telecom/cell phone |
| Webinar Course Registration Fee | 01/18/2019 | Construction Project Management Webinar | \$5.25 | other disclosed | PD course or registration fee |
| Flight Expense | 01/03/2019 | 2019 Lean and Six Sigma World Conference | \$777.51 | travel | PD airfare/bus/rail |
| Office Supply Expense for PD | 02/22/2019 | USB multiport adaptor for laptop | \$135.44 | other disclosed | PD general |
| Lunch Expense | 01/11/19 | CUPE Bargaining Meeting (five guests) | \$95.34 | working session | BUS food/non alcoholic beverage |

Claimant Declaration

By submitting this form, I declare that I:

- have personally reviewed the forms in this report;
- confirm that all expenses were incurred for CBE business purposes and have been approved by my supervisor;
- confirm that all information included in this report is complete and accurate;
- understand that the information included in this report may be disclosed to the public as required by the CBE's administrative regulations, Alberta Government policies and legislation, or a FOIP request; and have reviewed the attached to ensure that all personal information has been removed or redacted.

April-12-19

Tian, Ming Jun

date

Director, Facility Projects

Thank you for your order, Ming

[Print Order](#) [Cancel](#)

A confirmation email will be sent to you at [redacted] with your complete order details.

Order Number: [redacted]

Placed on: February 22, 2019

Shipping address

Calgary Board of Education
Ming Tian
3610 9 St SE
Calgary, AB T2G3C5

Order sub-total: \$128.99
Shipping: FREE
Estimated GST or (HST): \$6.45

Payment methods

Ming Tian, Calgary, AB T2G3C5

Total: \$135.44

Hide Order details

Expected delivery within 5-14 business days 3610 9 St SE, Calgary, AB



StarTech USB-C Multiport Adapter for Laptops,
4K HDMI or VGA, GbE, USB 3.0, White/Silver
(DKT30CHVV)

Qty. 1

\$128.99

Receipt for confirmation number



A STAR ALLIANCE MEMBER

Confirmation:

[Check-in >](#)

Issue Date: January 03, 2019

Traveler: TIAN/MINGJUN eTicket Number: Frequent Flyer: Seats:

| Day, Date | Flight | Class | Departure City and Time | Arrival City and Time | Aircraft | Meal |
|---|--------|-------|-------------------------------------|-------------------------------------|----------|------------------|
| Tue, 12MAR19 | UA469 | W | CALGARY, AB CANADA (YYC) 9:15 AM | DENVER, CO (DEN) 9:50 AM | | 737-800 Purchase |
| Tue, 12MAR19 | UA5796 | W | DENVER, CO (DEN) 11:10 AM | SAN ANTONIO, TX (SAT) 2:23 PM | ERJ 175 | Purchase |
| Flight operated by SKYWEST AIRLINES doing business as UNITED EXPRESS. | | | | | | |
| Thu, 14MAR19 | UA1930 | W | SAN ANTONIO, TX (SAT) 4:15 PM | HOUSTON, TX (IAH-BUSH INTL) 5:20 PM | A-320 | |
| Thu, 14MAR19 | UA1780 | W | HOUSTON, TX (IAH-BUSH INTL) 6:50 PM | CALGARY, AB CANADA (YYC) 10:19 PM | A-320 | Purchase |

FARE INFORMATION

| | |
|---------------------------------|----------------------------|
| Fare Breakdown | Form of Payment: |
| Airfare: | 605.00 USDCAD |
| | Conversion |
| U.S. Transportation Tax: | 50.0 CAD |
| Canada Goods and Services Tax: | 32.51 CAD |
| Canadian Security Charge: | 12.1 CAD |
| Canada Airport Improvement Fee: | 30 CAD |
| U.S. APHS User Fee: | 5.4 CAD |
| U.S. Customs User Fee: | 7.9 CAD |
| U.S. Immigration User Fee: | 9.5 CAD |
| September 11th Security Fee: | 15.2 CAD |
| U.S. Passenger Facility Charge: | 6.1 CAD |
| Per Person Total: | 777.51 USDCAD |
| | Conversion |

eTicket Total: 777.51 USDCAD

The airfare you paid on this itinerary totals: 608.00 USD

The taxes, fees, and surcharges paid total: 169.51 CAD

Fare Rules:

Additional charges may apply for changes in addition to any fare rules listed.

NONREF/ONVALUASTDPT/CHGFE:YUL POS END
Cancel reservations before the scheduled departure time or TICKET HAS NO VALUE.

Baggage allowance and charges for this Itinerary.

Baggage fees are per traveler

| Origin and destination for checked baggage | 1 st bag | 2 nd bag | Max wt / dim per piece |
|---|---------------------|---------------------|-------------------------------------|
| 3/12/2019 Calgary, AB Canada (YYC) to San Antonio, TX (SAT) | 30.00 CAD | 50.00 CAD | 50.0lbs (23.0kg) - 62.0in (157.0cm) |
| 3/14/2019 San Antonio, TX (SAT) to Calgary, AB Canada (YYC) | 30.00 USD | 50.00 USD | 50.0lbs (23.0kg) - 62.0in (157.0cm) |

MileagePlus Accrual Details

| TIAN/MINGJUN | Date | Flight | From/To | Award Miles | PQM | PQS | PQD |
|---------------------------------------|-----------|--------|--|-------------|------|-----|-----|
| | 3/12/2019 | 469 | Calgary, AB Canada (YYC)-Denver, CO (DEN) | 605 | 898 | 1 | 121 |
| | 3/12/2019 | 5796 | Denver, CO (DEN)-San Antonio, TX (SAT) | 535 | 794 | 1 | 107 |
| | 3/14/2019 | 1930 | San Antonio, TX (SAT)-Houston, TX (IAH-Bush INTL) | 115 | 191 | 1 | 23 |
| | 3/14/2019 | 1780 | Houston, TX (IAH-Bush INTL)-Calgary, AB Canada (YYC) | 1025 | 1747 | 1 | 205 |
| Mingjun's MileagePlus Accrual totals: | | | | 2280 | 3630 | 4 | 456 |

Data Protection Notice

Your personal data will be processed in accordance with the applicable carrier's privacy policy and if your booking is made via a reservation system provider ("GDS"), with its privacy policy. These are available at

<http://www.iaatravelcenter.com/privacy> or from the carrier or GDS directly. You should read this documentation, which applies to your booking and specifies, for example, how your personal data is

collected, stored, used, disclosed and transferred

IMPORTANT CONSUMER NOTICES

Notice of Baggage Liability Limitations - For domestic travel between points within the United States (except for domestic portions of international journeys), United's liability for loss of, damage to, or delay in delivery of a customer's checked baggage is limited to \$3,500 per ticketed customer unless a higher value is declared in advance and additional charges are paid (not applicable to wheelchairs or other assistive devices). For such travel, United assumes no liability for high value, fragile, perishable, or otherwise excluded items; excess valuation may not be declared on certain types of valuable articles. Further information may be obtained from the carrier. For international travel governed by the Warsaw Convention (including the domestic portions of the trip), maximum liability is approximately 640 USD per bag for checked baggage, and 400 USD per passenger for unchecked baggage. For international travel governed by the Montreal Convention (including the domestic portions of the trip), maximum liability is 1,131 SDRs per passenger for baggage, whether checked or unchecked. For baggage lost, delayed, or damaged in connection with domestic travel, United requires that customers provide preliminary notice within 24 hours after arrival of the flight on which the baggage was or was to be transported and submit a written claim within 45 days of the flight. For baggage damaged or delayed in connection with most international travel (including domestic portions of international journeys), the Montreal Convention and United require customers to provide carriers written notice as follows: (a) for damaged baggage, within seven days from the date of receipt of the damaged baggage; (b) for delayed baggage, within 21 days from the date the baggage should have been returned to the customer. Please refer to Rule 26 of United's Contract of Carriage for important information relating to baggage and other limitations of liability.

Notice of Incorporated Terms - Transportation is subject to the terms and conditions of United's Contract of Carriage, which are incorporated herein by reference. Incorporated terms may include, but are not limited to: 1. Limits on liability for personal injury or death of the customer, and for loss, damage, or delay of goods and baggage, including high value, fragile, perishable, or otherwise excluded items. 2. Claims restrictions, including time periods within which customers must file a claim or bring an action against the carrier. 3. Rights of the carrier to change terms of the contract. 4. Rules about reconfirmation of reservations, check-in times, and refusal to carry. 5. Rights of the carrier and limits on liability for delay or failure to perform service, including schedule changes, substitution of an alternate air carrier or aircraft, and rerouting. The full text of United's Contract of Carriage is available at united.com or you may request a copy at any United ticket counter. Passengers have the right, upon request at any location where United's tickets are sold within the United States, to receive free of charge by mail or other delivery service the full text of United's Contract of Carriage.

Notice of Certain Terms - If you have purchased a restricted ticket, depending on the rules applicable to the fare paid, one or more restrictions including, but not limited to, the following may apply to your travel: (1) the ticket may not be refundable but can be exchanged for a fee for another restricted fare ticket meeting all the rules/restrictions of the original ticket (including the payment of any difference in fares); (2) a fee may apply for changing/canceling reservations; or (3) select tickets may not be eligible for refunds or changes even for a fee; (4) select tickets have no residual value and cannot be applied towards the purchase of future travel; or (5) travel may be restricted to specific flights and/or times and a minimum and/or maximum stay may be required. United reserves the right to refuse carriage to any person who has acquired a ticket in violation of any United terms, rules, or regulations, or in violation of any applicable national, federal, state, or local law, order, regulation, or ordinance. Notwithstanding the foregoing, you are entitled to a full refund if you cancel a ticket purchased at least 7 days prior to departure within 24 hours of purchase.

Notice of Boarding Times - For Domestic flights, customers must be at the boarding gate at least 15 minutes prior to scheduled departure. For International flights, customers must be at the boarding gate at least 30 minutes prior to scheduled departure. The time limits provided by United in this Notice are minimum time requirements. Customer and baggage processing times may differ from airport to airport. Please visit united.com for information regarding airport-specific boarding times. It is the customer's responsibility to arrive at the airport with enough time to complete check-in, baggage, and security screening processes within these minimum time limits. Please be sure to check flight information monitors for the correct boarding gate and the departure time of your flight. Failure to be at the boarding gate by the required time could result in the loss of your seat without compensation, regardless of whether you are already checked in or have a confirmed seat and boarding pass.

Advice to International Passengers on Carrier Liability - Passengers on a journey involving an ultimate destination or a stop in a country other than the country of departure are advised that international treaties known as the Montreal Convention, or its predecessor, the Warsaw Convention, including its amendments, may apply to the entire journey, including any portion thereof within a country. For such passengers, the treaty, including contracts of carriage embodied in applicable tariffs, governs, and may limit the liability of the Carrier in respect of death or injury to passengers, and for destruction or loss of, or damage to, baggage, and for delay of passengers and baggage.

Notice - Overbooking of Flights - Airline flights may be overbooked, and there is a slight chance that a seat will not be available on a flight for which a person has a confirmed reservation. If the flight is overbooked, no one will be denied a seat until airline personnel first ask for volunteers willing to give up their reservation in exchange for compensation of the airline's choosing. If there are not enough volunteers, the airline will deny boarding to other

persons in accordance with its particular boarding priority. With few exceptions, including failure to comply with the carrier's check-in deadlines, which are available upon request from the air carrier, persons, denied boarding involuntarily are entitled to compensation. The complete rules for the payment of compensation and each airline's boarding priorities are available at all airport ticket counters and boarding locations. *Some airlines do not apply these consumer protections to travel from some foreign countries, although other consumer protections may be available. Check with your airline or your travel agent.*

Thank you for choosing United Airlines
united.com

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Please do not reply to this message using the "reply" address.
For assistance, please contact United Airlines via telephone or via e-mail.

Construction is More Agile Than We Give It Credit For - Webinar on Jan 18th

Regular RSVP \$5.25



Virtual Classroom, Calgary AB, Canada

Friday, 18 January 2019 from 11:00 AM to 12:30 PM (MST)

Eventbrite Completed

GST/HST \$0.25

Order Information

Name

Order
2019 8:50 AM

Ordered by Ming Tian on 7 January

Ming Tian



Event Information:

Thanks again for your registration!

Do not forget to print your ticket and bring it with you to the training.

Please keep your email address and telephone number updated and check your email frequently. All important information, such as location etc. will be sent to you through email prior to the 1st day of the training. If you purchased tickets for other attendees, please ensure that their email and phone number are updated as well.

If you have any questions, please contact info@i-PCI.com

Look forward to seeing you!

Your i-PCI team

Do you organize events?

Start selling in minutes with Eventbrite!

www.eventbrite.ca

Mobile
Bill Date: January 17, 2019
Ming Tian
Mobile Ref.
Facility Projects

Account #
Next Bill Date: February 17, 2019

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CURRENT CHARGES for

Monthly charges billed to Feb 16, 2019

| | | |
|-----------------------------------|---------|-------|
| Corp Smartshare Unltd 55 Plan 36M | \$55.00 | |
| less 14.54% Promotional Discount | -8.00 | 47.00 |
| Includes: 3 Way Calling | | |
| Call Waiting | | |
| Alberta Government 911 fee | | 0.44 |
| Call Forwarding | \$3.00 | |
| less 100.00% Promotional Discount | -3.00 | 0.00 |
| Message Centre | | 0.00 |
| Roam Flex Cuba - Data | | 0.00 |
| Corporate Data Flex Zone 3 | | 0.00 |
| Call Display | | 0.00 |
| 1GB Shared Data - Smartphones | | 0.00 |
| Corporate Text Flex USA | | 0.00 |
| Corporate Text Flex Zone3 | | 0.00 |
| Roam flex USA - Data | | 0.00 |
| Corporate Voice Flex Zone3 | | 0.00 |
| Roam flex Zone 1- Data | | 0.00 |
| Roam flex Zone 1 - Text | | 0.00 |
| Roam flex Zone 1- Voice | | 0.00 |
| Roam flex Zone 2- Data | | 0.00 |
| Roam flex Zone 2 - Text | | 0.00 |
| Roam flex Zone 2- Voice | | 0.00 |
| Etelesolv | | 1.25 |
| Member to Member Local Calling | | 0.00 |
| Messaging Pack Unlimited | | 0.00 |
| Includes: Picture Messaging | | |
| Image Messaging | | |
| Incl. Messages | | |
| Unlimited Incoming Messages | | |
| Unlimited Canadian LD | \$10.00 | |
| less 100.00% Promotional Discount | -10.00 | 0.00 |
| Unlimited Local Talking | | 0.00 |
| U.S. Travel -Calling \$0.20/min | | 0.00 |
| Travel US Text Saver | \$10.00 | |
| less 100.00% Promotional Discount | -10.00 | 0.00 |

| FOR YOUR INFORMATION... | |
|----------------------------------|----------------|
| Discount Summary | |
| Total discounts | \$31.00 |
| Total this month | \$31.00 |
| Usage Summary | |
| | <i>min:sec</i> |
| Weekday | 703:00 |
| Weekend | 78:00 |
| Weeknight | 92:00 |
| Total time used | 873:00 |
| Event Summary | |
| Total Events | 13 |
| Total this month | \$0.00 |
| Packet Plan Usage Summary | |
| Total megabytes | 4,327.3250 |
| Total this month | \$0.00 |



000039-009401 39_291_809 6

Mobile
Bill Date: January 17, 2019
Ming Tian
Mobile Ref.
Facility Projects

Account #
Next Bill Date: February 17, 2019

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CURRENT CHARGES *for* (continued)

Usage and long distance

| | | |
|---|----------------|------|
| 1GB Shared Data - Smartphones Data Usage | | |
| @\$.00/MB | 4,327.3250 MB | 0.00 |
| Unlimited Local Talking Unlimited Usage | | |
| @\$.00/minute | 873:00 min:sec | 0.00 |
| Picture/Video/File messaging | 1 event | 0.00 |
| Roam flex Zone 1 - Text Unlimited Incoming Messages | | |
| | 7 events | 0.00 |
| Messaging Pack Unlimited Incl. Messages | | |
| | 5 events | 0.00 |

Taxes

| | | |
|-----|--|------|
| GST | | 2.43 |
|-----|--|------|

Total current charges **\$51.12**

000039-009-402

Mobile
Bill Date: February 17, 2019
Ming Tian
Mobile Ref.
Facility Projects

Account #
Next Bill Date: March 17, 2019

547of 1547

CURRENT CHARGES for

Monthly charges billed to Mar 16, 2019

| | | |
|-----------------------------------|---------|-------|
| Corp Smartshare Unltd 55 Plan 36M | \$55.00 | |
| less 14.54% Promotional Discount | -8.00 | 47.00 |
| Includes: 3 Way Calling | | |
| Call Waiting | | |
| Alberta Government 911 fee | | 0.44 |
| Call Forwarding | \$3.00 | |
| less 100.00% Promotional Discount | -3.00 | 0.00 |
| Message Centre | | 0.00 |
| Roam Flex Cuba - Data | | 0.00 |
| Corporate Data Flex Zone 3 | | 0.00 |
| Call Display | | 0.00 |
| 1GB Shared Data - Smartphones | | 0.00 |
| Corporate Text Flex USA | | 0.00 |
| Corporate Text Flex Zone3 | | 0.00 |
| Roam flex USA - Data | | 0.00 |
| Corporate Voice Flex Zone3 | | 0.00 |
| Roam flex Zone 1- Data | | 0.00 |
| Roam flex Zone 1 - Text | | 0.00 |
| Roam flex Zone 1- Voice | | 0.00 |
| Roam flex Zone 2- Data | | 0.00 |
| Roam flex Zone 2 - Text | | 0.00 |
| Roam flex Zone 2- Voice | | 0.00 |
| Etelesolv | | 1.25 |
| Member to Member Local Calling | | 0.00 |
| Messaging Pack Unlimited | | 0.00 |
| Includes: Picture Messaging | | |
| Image Messaging | | |
| Incl. Messages | | |
| Unlimited Incoming Messages | | |
| Unlimited Canadian LD | \$10.00 | |
| less 100.00% Promotional Discount | -10.00 | 0.00 |
| Unlimited Local Talking | | 0.00 |
| U.S. Travel -Calling \$0.20/min | | 0.00 |
| Travel US Text Saver | \$10.00 | |
| less 100.00% Promotional Discount | -10.00 | 0.00 |

| FOR YOUR INFORMATION... | |
|--|----------------|
| Discount Summary | |
| Total discounts | \$31.00 |
| Total this month | \$31.00 |
| Usage Summary <i>min:sec</i> | |
| Weekday | 1221:00 |
| Weekend | 25:00 |
| Weeknight | 75:00 |
| Total time used | 1321:00 |
| Event Summary | |
| Total Events | 15 |
| Total this month | \$0.00 |
| Packet Plan Usage Summary | |
| Total megabytes | 4,475.6840 |
| Total this month | \$6.77 |



000039-009645 39_283_794 8

Mobile
Bill Date: February 17, 2019
Ming Tian
Mobile Ref.
Facility Projects

Account #
Next Bill Date: March 17, 2019

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CURRENT CHARGES for (continued)

Usage and long distance

| | | |
|---|-----------------|------|
| 1GB Shared Data - Smartphones Data Usage | | |
| @\$.00/MB | 4,137.1664 MB | 0.00 |
| Unlimited Local Talking Unlimited Usage | | |
| @\$.00/minute | 1321:00 min:sec | 0.00 |
| 1GB Shared Data - Smartphones Data Usage | | |
| @\$.02/MB | 338.5176 MB | 6.77 |
| SmartTrust | 7 events | 0.00 |
| Text message | 1 event | 0.00 |
| Free SMS Message | 1 event | 0.00 |
| Corporate Text Flex Zone3 Unlimited Incoming Messages | | |
| | 2 events | 0.00 |
| Messaging Pack Unlimited Incl. Messages | | |
| | 4 events | 0.00 |
| Taxes | | |
| GST | | 2.77 |

Total current charges **\$58.23**

000039-009646



Empire Provisions
8409 Elbow Dr. SW
Calgary, ALBERTA T2V 1K8
(403) 244-0570
info@empireprovisions.com

T4-5

33574012 (WS01) Janeth
January-11 15 1:54 PM

| | |
|-------------------|----------|
| REUBEN | \$13.00 |
| SOUP | \$4.00 |
| 1.000 @ \$0.00 | |
| COMBO | \$4.00 |
| GRILLED CHEESE LG | \$11.00 |
| SOUP | \$4.00 |
| 1.000 @ \$0.00 | |
| COMBO | \$4.00 |
| REUBEN | \$13.00 |
| SOUP | \$4.00 |
| 1.000 @ \$0.00 | |
| COMBO | \$4.00 |
| TORTA | \$12.00 |
| POTATO SALAD | \$4.00 |
| 1.000 @ \$0.00 | |
| COMBO | \$4.00 |
| BEETS | \$11.00 |
| COFFEE | \$2.95 |
| Subtotal | \$78.95 |
| GST | \$3.95 |
| (801831165) | |
| Total | \$82.90 |
| Credit Card | \$95.34 |
| Tips | -\$12.44 |

EMPIRE PROVISIONS
8409 ELBOW DR SW
CALGARY AB T2V 1K8
(403) 244-0570

SALE

MID: 7684190 TID: B7684190
Friday, January 11, 2019 1:54:01 PM
Chip

| | |
|--------|---------|
| AMOUNT | \$82.90 |
| TIP | \$12.44 |
| TOTAL | \$95.34 |

APPROVED 155401

AID
TVR
TSI

