

Actual Travel Expenses for Attendance at the Parkland Institute's 17th Annual Fall Conference

The following are the travel expenses incurred by the attendance of Monty Bal, VP Labour at the above-noted conference from November 22-24 in Edmonton, at the University of Alberta. Actual receipts are on file with the Financial Manager and will be retained for seven years for audit purposes.

The GSA uses the U of A Policies and Procedures On-Line (UAPPOL) Travel Expense Procedure, Appendix A: Schedule of Allowable Travel Expenses as the basis for its travel expenses.

Attendance at the conference provided the GSA with opportunities to engage in discussions with many individuals interested in Alberta post-secondary educational issues.

A report on this conference was previously provided and can be referenced at: 500 - External Committees\570 - Advocacy\Other Advocacy Events Meeting Reports\Parkland Conference Meeting Report (22 November 2013).

Expense Category	Detail	Approved Expense Estimate – GSAB November 19, 2013	Expense actual
Transportation	Conference held on campus		
Accommodation	Conference is in Edmonton		
Meals	N/A		
Conference Registration	Registration expense estimate was based on two registrations but only one registration was purchased.	\$190.00	\$115.00
Total		\$190.00	\$115.00