



Travel, Hospitality and Working Session Expense Report

Andrew Sharman, Vice-President (Facilities & Operations)

For the period January 2023 to March 2023

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 31, 2023	Edmonton Transit ticket to travel downtown via LRT for lunch hosted by University of Alberta Properties Trust	\$ 3.50
2	February 13, 2023	Parking for meeting downtown at University of Alberta Properties Trust office	\$ 3.00
3	March 15, 2023	Parking for the Mental Health Foundation annual breakfast at the Edmonton Convention Centre.	\$ 16.00
4	March 15, 2023	Parking for the Edmonton Construction Association pre-board meeting dinner at the Parlour Italian Kitchen.	\$ 12.50
5	March 17-18, 2023	Consulting Engineers of Alberta (CEA) Showcase Awards Gala in Calgary, AB.	\$ 503.36
6	March 23, 2023	Parking for the Canadian Business Leader Award Dinner at the Edmonton Convention Centre.	\$ 43.70
Total			\$ 582.06

Hospitality and Working Session Expenses			
Item #	Date	Description	Amount
7	December 13, 2022	Hospitality: Lunch meeting with Paul Redding, Fleet Safety Manager, GoA, and Tim Kuss, Fleet Safety Officer, GoA (3 attendees)	\$ 86.14
8	December 15, 2022	Hospitality: Coffee meeting with Dave Young, Executive VP and Managing Director, CBRE Capital Markets, and Riya Ganguly, AVP Enterprise (3 attendees)	\$ 10.93
9	February 23, 2023	Hospitality: Lunch meeting with Greg Dewling, CEO, University of Alberta Properties Trust (2 attendees)	\$ 74.65
Total			\$ 171.72

Detail for Travel Expenses

Travel Expense – Item # 1						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Edmonton Transit ticket to travel downtown via LRT for lunch hosted by University of Alberta Properties Trust.					
Date	January 31, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$3.50	\$0.00	\$0.00	\$0.00	\$3.50
Notes						

Travel Expense – Item # 2						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Parking for meeting downtown at University of Alberta Properties Trust office.					
Date	February 13, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$3.00	\$3.00
Notes						

Travel Expense – Item # 3						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Parking for the Mental Health Foundation annual breakfast at the Edmonton Convention Centre.					
Date	March 15, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$16.00	\$16.00
Notes						

Travel Expense – Item # 4						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Parking for the Edmonton Construction Association pre-board meeting dinner at the Parlour Italian Kitchen.					
Date	March 15, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$12.50	\$12.50
Notes						

Travel Expense – Item # 5						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Consulting Engineers of Alberta (CEA) Showcase Awards Gala.					
Date	March 17-18, 2023					
Location	Calgary, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$171.84	\$275.79	\$16.88	\$38.85	\$503.36

Notes	Other Transport: rental car, gas, and taxi. Hotel: one night accommodation. Meals: lunch March 17 and breakfast on March 18. Other1: parking.
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Travel Expense – Item # 6						
For	Andrew Sharman, Vice-President (Facilities & Operations)					
Description/Purpose	Parking for the Canadian Business Leader Award Dinner at the Edmonton Convention Centre.					
Date	March 23, 2023					
Location	Edmonton, AB					
Type of Expense	Airfare	Other Transport	Hotel	Meals	Other 1	Total
Amount	\$0.00	\$0.00	\$0.00	\$0.00	\$43.70	\$43.70
Notes						

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 # 7			
For	Andrew Sharman, Vice-President (Facilities & Operations)		
Description/Purpose	Hospitality: Lunch meeting with Paul Redding, Fleet Safety Manager, GoA, and Tim Kuss, Fleet Safety Officer, GoA (3 attendees)		
Date	December 13, 2022		
Location	The Oil Lamp, Edmonton, AB		
Type of Expense	Meals	Other ²	Total
Amount	\$86.14	\$0.00	\$86.14
Notes			

Hospitality / Working Session Expense – Item # 8			
For	Andrew Sharman, Vice-President (Facilities & Operations)		
Description/Purpose	Hospitality: Coffee meeting with Dave Young, Executive VP and Managing Director, CBRE Capital Markets, and Riya Ganguly, AVP Enterprise (3 attendees)		
Date	December 15, 2022		
Location	Credo Coffee, Edmonton, AB		
Type of Expense	Meals	Other ²	Total
Amount	\$10.93	\$0.00	\$10.93
Notes			

Hospitality / Working Session Expense – Item # 9			
For	Andrew Sharman, Vice-President (Facilities & Operations)		
Description/Purpose	Hospitality: Lunch meeting with Greg Dewling, CEO, University of Alberta Properties Trust (2 attendees)		
Date	February 3, 2023		
Location	Earls on Campus, Edmonton, AB		
Type of Expense	Meals	Other ²	Total
Amount	\$74.65	\$0.00	\$74.65
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.