Expenses Reporting Form

Chief Operating Officer (COO)/Designated Senior Officer (DSO) Expenses			
Per: Section 38.1 of *The Regional Health Authorities Act*			
Financial Report			
For the period: (y/m/d)	2023/04/01	**to:** (y/m/d)	2024/03/31
CEO/DSO's Name : **First:**	Jodi	**Surname:**	Kortje
Service Delivery Main Office Address:	Seven Oaks Hospital 2300 McPhillips Street Winnipeg, MB R2V 3M3		

Description/Category	Total In-Province Expenses		Out-of-Province Destination 1:		Out-of-Province Destination 2 :		Out-of-Province Destination 3:	
			Departure (y/m/d):		Departure (y/m/d):		Departure (y/m/d):	
			Return (y/m/d):		Return (y/m/d):		Return (y/m/d):	
Transportation								
Vehicle expenses	2,560.27	1						
Aircraft expenses								
Other transportation expenses	42.20	2						
Accommodation, food and beverages								
Accommodation expenses								
Food and beverage expenses								
Hospitality								
Hospitality expenses								
Cell phones and other personal electronic communication devices								
Cell phone and other personal electronic communication devices								
Telephone calls (out-of-province)	**N/A**							
Other expenses	**N/A**							
In-Province Sub Total:	**2,602.47**							
Out-of-Province Sub Totals:			**-**		**-**		**-**	
Total Expenses (includes in-province and out-of-province travel):	**2,602.47**							
Purpose Destination 1:								
Purpose Destination 2:								
Purpose Destination 3:								

Comments:	
1	Vehicle expenses covers motor vehicle monthly allowance. This amount is included in the COO's T4 (box 40)
2	parking - offsite meetings
3	