



Office of the Deputy Minister

November 7, 2017

Dear [REDACTED]

Re: You are entitled to part of the information you requested – 2017-05118-IGA

Intergovernmental Affairs received your application for access to information under the *Freedom of Information and Protection of Privacy Act* on October 11, 2017.

In your application, you requested a copy of the following records:

Premier Stephen McNeil's schedule/ travel itinerary for the dates Aug. 30 to Sept. 13, along with expense claims for members of the delegation for the trip.

You are entitled to part of the records requested. However, we have removed some of the information from this record according to subsection 5(2) of the Act. The severed information is exempt from disclosure under the Act for the following reasons:

- Section 17 (1): information the release of which would have a detrimental financial or economic impact on Nova Scotia or is the subject of negotiations;
- Section 20 (1): unreasonable invasion of personal privacy.

Please note that a member of the RCMP also accompanied the delegation for security purposes.

The remainder of the records are enclosed.

You have the right to ask for a review of this decision by the Information Access and Privacy Commissioner (formerly the Review Officer). You have 60 days from the date of this letter to exercise this right. If you wish to ask for a review, you may do so on Form 7, a copy of which is attached. Send the completed form to the Information Access and Privacy Commissioner, PO Box 181, Halifax, Nova Scotia, B3J 2M4.

.../2

Please be advised that a de-identified copy of this disclosure letter and the attached response to your FOIPOP application will be made public after 14 days. The package will be posted online at <http://foipop.novascotia.ca>. The letter will not include your name, address or any other personal information that you have supplied in the course of making your application under FOIPOP.

Please contact Lauren Smith at 902-424-3786 or by e-mail at Lauren.Smith@novascotia.ca if you need further assistance in regards to this application.

Sincerely,



Kelliann Dean
Deputy Minister

Attachment

**The Honourable Stephen McNeil, Premier of Nova Scotia
Executive Visit to Asia
August 30 – September 13, 2017**

Wednesday, August 30

11:55AM Depart Halifax Stanfield for Beijing via Toronto AC 613/031

Thursday, August 31

4:05PM Arrive Beijing PEK.

Friday, September 1

8:40 AM Departure from hotel

9:30 AM Meeting with CPAFFC

17(1) **11:00AM** [REDACTED] Luncheon

12:30PM Depart for Beijing South train station.

2:10PM Train G141 Beijing South to Jinan West

3:49PM Arrive Jinan West.

6:00PM Meeting with Shandong Governor – Jinan Shandong Hotel

6:30PM Dinner with Shandong Officials – Jinan Shandong

Saturday, September 2

9:00AM Premier breakfast with [REDACTED] – Jinan Shandong Hotel

10:00AM Tour of Shandong History Museum – led by FAO

12:00PM Travel to Airport; Lunch at the

3:00PM Fly Jinan to Guangzhou China Eastern 5259

5:50PM Arrive Guangzhou CAN.

20(1)

Sunday, September 3

Nova Scotia Files

Monday, September 4

9:00AM Breakfast with [REDACTED] 17(1)

11:30AM Signing ceremony with Guangdong FAO – action plan

12:00PM Luncheon with Guangdong Province Vice Governor

4:00PM Education/ Tourism Event

6:30 PM Meeting with [REDACTED] and [REDACTED] 17(1)

Tuesday, September 5

9:15 AM Departure from hotel

10:37AM Train Z823 Guangzhou East to Hong Kong (Hung Hom).

12:33PM Arrive Hong Kong Hung Hom

1:30PM Lunch at hotel

6:00PM Meeting with companies attending Hong Kong Seafood Expo

Wednesday, September 6 (Buddy Departs - NSBI Arrives pm)

8:30AM Breakfast meeting with Consul General

9:45AM Visit Seafood Expo

10:00AM Meeting with [REDACTED] 17(1)

11:00AM Visit Seafood Expo

12:45PM Luncheon with [REDACTED] 20(1)

3:00PM Meeting with Undersecretary of Innovation and Technology, Dr. David Chung

6:30PM NSBI event with Connect NS

8:30PM NSBI event concludes

Thursday, September 7

7:00AM Depart for HK airport

9:50AM Fly Hong Kong-Shanghai PVG

12:30PM Arrive Shanghai PVG

1:30PM Meeting with [REDACTED] 17(1)

2:15PM Depart for hotel

3:30PM CanCham

7:00PM Dinner with HIAA/ NSBI

Friday, September 8

7:00AM Breakfast with Consul General

7:50AM Depart for Meeting with [REDACTED] 17(1)

9:00AM Destination Canada/ [REDACTED] Meeting 17(1)

10:00AM Depart for the Meeting with [REDACTED] Supermarket

11:10AM Meeting with [REDACTED] Supermarket 17(1)

1:30PM Depart for Meeting with [REDACTED]

2:00PM Meeting with [REDACTED] 17(1)

3:30PM Depart for Hotel

5:30PM CCBC VIP Reception

6:00PM CCBC Reception and dinner.

Saturday, September 9

- 7:40AM** Travel to Shanghai Station
- 9:00AM** Train G7006 Shanghai Station - Suzhou Station
- 10:10AM** Arrival at Suzhou No.4 Middle School
- 11:30AM** Meeting with Mayor of Suzhou
- 12:00PM** Banquet hosted by Suzhou Municipal Government
- 1:00PM** Suzhou-Nova Scotia Forum
- 2:20PM** Forum ends and Interview with the Premier by Suzhou local media
- 2:15PM** Meeting between the Premier and Mayor of Jingjiang
- 2:45PM** Signing Ceremony: MOU of Friendship City Relation between both Municipality of Clare and Digby and City of Jingjiang
- 3:15PM** Departure for SIP by whole delegation
- 3:45PM** Visit to the SIP Planning and Exhibition Hall
- 5:00PM** Round-table Discussion with SIP Administrative Committee
- 6:00PM** Dinner hosted by SIPAC. Signing ceremony.
- 7:15PM** Departure for Suzhou Station
- 7:50PM** Train G7065 to SIP Station
- 8:20PM** Arrive at Shanghai Station.

Sunday, September 10

- 6:45AM** Travel to airport SHA
- 9:40AM** Fly Shanghai SHA to Tokyo HND (China Eastern 537)
- 1:30PM** Arrive Tokyo HND.
- 4:30PM** Briefing with Ambassador Ian Burney
Location- Ambassador Official Residence

6:00PM Return to hotel

Monday, September 11

9:00AM Breakfast with JAIC

17(1)

10:00AM Meeting and tour of [REDACTED] Fish Market

12:00PM Trade Association and Investor Luncheon - Embassy

2:15PM Meeting with [REDACTED]

17(1)

Tuesday, September 12 (Laurel Departs PM)

7:30AM Breakfast - Nova Scotia Business Leaders in Japan

Nova Scotia Files and Calls

5:30PM Depart for Embassy

6:00PM Interview re 'Maudie' film - Embassy

6:15PM Gallery opening with HH Princess Takamado
Oscar Peterson Theatre – Embassy of Canada

8:30PM Gallery opening ends

Wednesday, September 13

9:00AM Breakfast with [REDACTED]

17(1)

2:00PM Transfer to Narita airport

5:30PM Fly to Halifax via Toronto on AC2/ 620

10:26PM Arrive Halifax

20(1)

F2017 TRAVEL EXPENSE CLAIM

NAME Laurie Graham	Business Area 7576	OFFICE CONTACT INFORMATION (Contact Name, email, Phone #) Lana McGlinchey, Lana.McGlinchey@novascotia.ca, 6464			
Address [REDACTED]	SAP Vendor #	CLAIM PERIOD First day: 31-Aug-2017 Last day: 13-Sep-2017			
City/Prov Postal Code	Claimant Tel #	Km's this Claim		YTD Km's	
Reason for Trip		Km's	Rate	\$/Km	Prior Km's Claimed
		<=16,000	-	\$ 0.4289	0.00
		>16,000	-	\$ 0.3785	0.00
	Asia Trade Mission	Destination (City/Town):		China & Japan	

DATE (mm-dd-yy)	Purpose of Trip / Expense Description	Short Text optional (10 characters max)	Cost Center/ Order Number	KM Travelled by private vehicle	Meals			Accommodation	Lodgement	Taxi/Parking/T oll	Airfare	Car Rental	Other Travel Expense Type Description	Other Travel Expense
					Breakfast	Lunch	Dinner							
30-Aug-17	Per diem (International)		68000940			15.00								
31-Aug-17	Per diem (International)		68000940											
01-Sep-17	Hotel		68000940				62.67	205.02	5.00					
02-Sep-17	Per diem (International)		68000940			41.56	74.05		10.00					
02-Sep-17	Hotel		68000940					179.33						
03-Sep-17	Per diem (International)		68000940					1,270.88						
04-Sep-17	Per diem (International)		68000940		26.35	51.76	74.05		5.00					
04-Sep-17	Per diem (International)		68000940				74.05		5.00					
05-Sep-17	Per diem (International)		68000940			33.28	49.85		5.00					
06-Sep-17	Per diem (International)		68000940				49.56		5.00					
07-Sep-17	Per diem (International)		68000940		22.54	42.87			5.00					
07-Sep-17	Hotel		68000940					771.36						
09-Sep-17	Per diem (International)		68000940		30.16				10.00					
10-Sep-17	Per diem (International)		68000940			52.87	83.44		5.00					
10-Sep-17	Hotel		68000940					949.39						
11-Sep-17	Per diem (International)		68000940				82.40		5.00					
12-Sep-17	Per diem (International)		68000940			51.88	81.88		5.00					
13-Sep-17	Per diem (International)		68000940		35.19	51.79	81.73							
13-Sep-17	Per diem (Canada)		68000940				20.00							
13-Sep-17	Hotel		68000940											
TOTAL EXPENSE				0.00	114.24	341.01	733.69	1,550.76	65.00					

I HEREBY CERTIFY THAT THE EXPENSES CLAIMED ABOVE ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT THE WHOLE EXPENDITURE WAS INCURRED ON GOVERNMENT BUSINESS.

Claimant:	Laurie Graham, Principal Secretary	Date (mm-dd-yy)	5-26-17	Signature	Laurie Graham
Approved by:	Ryan Grant, Chief of Staff	Date (mm-dd-yy)	09-21-17	Signature	Ryan Grant



Total Expenses	6180.67
Mileage	0.00
Total Claim	6180.67

F2017 TRAVEL EXPENSE CLAIM

NAME		Employee ID	Business Area	OFFICE CONTACT INFORMATION (Contact Name, email, Phone #)					
Hon. Stephen McNeil			7555	Exie.Sclocchetti@novascotia.ca 6210					
Address:		SAP Vendor #	CLAIM PERIOD		Km's this Claim			YTD Km's	
City/Prov		20017125	First day:	17-Aug-2017	KM's	Rate	\$/KM	Prior Km's	
Postal Code		Claimant Tel #	Last day:	17-Aug-2017	<=16,000	-	\$ 0.4289	0.00	Claimed
Reason for Trip:		902-424-6210		>16,000	-	\$ 0.3785	0.00	YTD Km	-
		Asia Mission		Destination (City/Town):		Beijing, Jinan, Guangzhou, Hong Kong, Shanghai, Tokyo			

EXPENSE DETAIL														
DATE (mm-dd-yy)	Purpose of Trip / Expense Description	Short Text optional (10 characters max)	Cost Center/ Order Number	KM Travelled by private vehicle	Meals			Accommodations	Incidental	Taxi/Parking/T oll	Airfare	Car Rental	Other Travel Expense Type Description	Other Travel Expense
					Breakfast	Lunch	Dinner							
17-Aug-17			68000940								3,125.50			
							</							

I HEREBY CERTIFY THAT THE EXPENSES CLAIMED ABOVE ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT THE WHOLE EXPENDITURE WAS INCURRED ON GOVERNMENT BUSINESS:

Claimant:	Stephen McNeil Print Name	Aug. 24/17 Date (m d yy)	 Signature
Approved by:	Ryan Grant, COS Print Name	Oct. 24-17 Date (m-d-yy)	 Signature


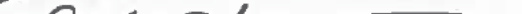
Total Expenses	3,125.50
Mileage	0.00
Total Claim	3,125.50

F2017 TRAVEL EXPENSE CLAIM

NAME		Employee ID	Business Area		OFFICE CONTACT INFORMATION (Contact Name, email, Phone #)				
Hon. Stephen McNeil			7555		Exle.Sciochetti@novascotia.ca 6210				
Address:		SAP Vendor #	CLAIM PERIOD		Km's this Claim				YTD Km's
City/Prov Postal Code		20017125	First day:	30-Aug-2017	KM's		Rate	\$/KM	Prior Km's
		Claimant Tel #	Last day:	13-Sep-2017	<=16,000	-	\$ 0.4289	0.00	Claimed
		902-424-6210		>16,000	-	\$ 0.3785	0.00	YTD Km	
Reason for Trip:		Asia Mission			Destination (City/Town):		Beijing, Jinan, Guangzhou, Hong Kong, Shanghai, Tokyo		

EXPENSE DETAIL														
DATE (mm-dd-yy)	Purpose of Trip / Expense Description	Short Text optional (10 characters max)	Cost Center/ Order Number	KM Travelled by private vehicle	Meals			Accommodations	Incidental	Taxi/Parking/T oll	Airfare	Car Rental	Other Travel Expense Type Description	Other Travel Expense
					Breakfast	Lunch	Dinner							
30-Aug-17	layover (Toronto)		68000940			15.00								
31-Aug-17			68000940				62.67	* 204.80	5.00					
01-Sep-17			68000940					* 179.33	5.00					
02-Sep-17	3 nights		68000940			41.56	74.05	* 1,270.88	5.00					
03-Sep-17			68000940		26.35	51.76	74.05		5.00					
04-Sep-17			68000940				74.05		5.00					
05-Sep-17	2 nights		68000940			33.28	49.85	* 1,741.75	5.00					
06-Sep-17			68000940				49.56		5.00					
07-Sep-17	3 nights		68000940		22.54	42.87		* 952.34	5.00				Laundry	* 187.01
08-Sep-17			68000940						5.00					
09-Sep-17			68000940		30.16				5.00					
10-Sep-17	3 nights		68000940			52.87	83.44	* 1,225.72	5.00					
11-Sep-17			68000940				82.40		5.00					
12-Sep-17			68000940			51.88	81.88		5.00					
13-Sep-17			68000940		35.19	51.79	81.73							
13-Sep-17	layover (Toronto)		68000940				20.00							
TOTAL EXPENSE				0.00	114.24	341.01	733.68	5,574.82	65.00	-	-	-		187.01

I HEREBY CERTIFY THAT THE EXPENSES CLAIMED ABOVE ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT THE WHOLE EXPENDITURE WAS INCURRED ON GOVERNMENT BUSINESS:

Claimant:	Stephen McNeil Print Name	Sep. 22/17 Date (m-d-yy)	 Signature
Approved by:	Ryan Grant, COS Print Name	09-22-17 Date (m-d-yy)	 Signature

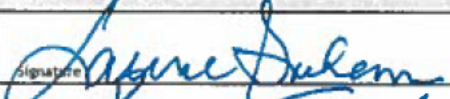

Total Expenses	7,015.76
Mileage	0.00
Total Claim	7,015.76

F2017 TRAVEL EXPENSE CLAIM

NAME Laurie Graham		Employee ID 7576	Business Area 7576	OFFICE CONTACT INFORMATION (Contact Name, email, Phone #) Lana McGlinchey, Lana.McGlinchey@novascotia.ca, 6604			
Address:		SAP Vendor #	CLAIM PERIOD		Km's this Claim		YTD Km's
City/Prov			First day:	30-Aug-2017	Km's	Rate	YTD Km's
Postal Code		Claimant Tel #	Last day:	13-Sep-2017	<=16,000	\$ 0.4289	Prior Km's Claimed
Reason for Trip:	Asia Trade Mission			>16,000	\$ 0.3785	0.00	YTD Km
				Destination (City/Town):		China & Japan	

EXPENSE DETAIL														
DATE (mm-dd-yy)	Purpose of Trip / Expense Description	Short Text optional (10 characters max)	Cost Center/ Order Number	KM Travelled by private vehicle	Meals			Accomodations	Incidental	Taxi/Parking/T oll	Airfare	Car Rental	Other Travel Expense Type Description	Other Travel Expense
					Breakfast	Lunch	Dinner							
	Flights		68000940								3,631.50			
</														

I HEREBY CERTIFY THAT THE EXPENSES CLAIMED ABOVE ARE CORRECT AND JUST IN ALL RESPECTS, AND THAT THE WHOLE EXPENDITURE WAS INCURRED ON GOVERNMENT BUSINESS:

Claimant:	Laurie Graham, Principal Secretary Print Name	21-Aug-2017 Date (m-d-yy)	 Signature
Approved by:	Ryan Grant, Chief of Staff Print Name	21-Aug-2017 Date (m-d-yy)	 Signature

Total Expenses	3,631.50
Mileage	0.00
Total Claim	3,631.50



Personnel ID [REDACTED]
Vendor No : 20030119

20(1)

20(1)

CHRISTINE.YANG@NOVASCOTIA.CA

Date : October 23, 2017

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Travel Expense Claim

Claim No : 300067146
 From : 30.08.2017 to 13.09.2017
 Destination : Mainland China, Hongkong, Japan
 Country /Region : China
 Reason for Trip : Premier McNeil Executive Visit to Asla
 YTD KM Driven (prior to this report) : 0
 KM Driven on Current Statement : 0

Settlement Results and Cost Assignment	
Amount Type	Amount
KM Reimbursement	0.00
Expense Reimbursement	10,507.35
Total Reimbursement Amount	10,507.35

Paid to Date	10,507.35
Balance Due	0.00

Total Cost Split	
10,507.35 CAD of 10,507.35 CAD (less appropriate taxes) assigned to:	
Business Area :7555	Intergovernmental Affairs
Cost Center :300069	

Employees receiving a monthly travel allowance will be reimbursed through payroll for any KM's entered.



Qin Yang

Report/Trip: 300067146

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PerNo: [REDACTED]

20(1)

KM/Expense Reimbursement										
Date	No. KM	KM Rate	Vehcl Type	Expense Type	Rcpt	Start Dest	End Dest	Comments	Amount	
2017.08.30				Airfare	✓				3,167.45	P
2017.08.30				Lunch per diem				Toronto	15.00	P
Subtotal									3,182.45	
2017.08.31				Dinner per diem				Beijing	62.67	P
2017.08.31				Accommodations	✓			Beijing	204.80	P
2017.08.31				Incidental Expense					5.00	P
2017.08.31				Breakfast Per Diem				Beijing	28.43	P
Subtotal									300.90	
2017.09.01				Accommodations	✓			Jinan	179.33	P
2017.09.01				Incidental Expense					5.00	P
Subtotal									184.33	
2017.09.02				Dinner per diem					74.05	P
2017.09.02				Incidental Expense					5.00	P
2017.09.02				Accommodations	✓			Guangzhou	427.61	P
Subtotal									506.66	
2017.09.03				Full Day Meal Per Diem				Guangzhou	152.16	P
2017.09.03				Incidental Expense					5.00	P
2017.09.03				Accommodations	✓				427.61	P
Subtotal									584.77	
2017.09.04				Dinner per diem				Guangzhou	74.13	P
2017.09.04				Incidental Expense					5.00	P
2017.09.04				Accommodations	✓				427.61	P
Subtotal									506.74	
2017.09.05				Breakfast Per Diem				Hong Kong	41.58	P
2017.09.05				Lunch per diem				Hong Kong	59.12	P

PerNo:

20(1)

2017.09.05			Accommodations	✓		Hong Kong	459.05	P
2017.09.05			Incidental Expense				5.00	P
Subtotal							564.75	
2017.09.06			Breakfast Per Diem			Hong Kong	42.22	P
2017.09.06			Lunch per diem			Hong Kong	58.61	P
2017.09.06			Dinner per diem			Hong Kong	93.84	P
2017.09.06			Accommodations	✓			459.05	P
2017.09.06			Incidental Expense				5.00	P
Subtotal							658.72	
2017.09.07			Taxi	✓		HK \$37	6.26	P
2017.09.07			Train	✓		HK \$115	19.17	P
2017.09.07			Breakfast Per Diem			Hong Kong	42.22	P
2017.09.07			Incidental Expense				5.00	P
2017.09.07			Lunch per diem			Tokyo	53.52	P
2017.09.07			Dinner per diem			Tokyo	84.47	P
2017.09.07			Train	✓		JPY 2820	32.77	P
2017.09.07			Taxi	✓		JPY 810	9.41	P
2017.09.07			Taxi	✓		JPY1050	12.20	P
2017.09.07			Taxi	✓		JPY 1530	17.78	P
2017.09.07			Accommodations	✓		Tokyo	408.58	P
Subtotal							691.38	
2017.09.08			Taxi	✓		JPY 1480	17.20	P
2017.09.08			Full Day Meal Per Diem			Tokyo	174.36	P
2017.09.08			Accommodations	✓		Tokyo	408.58	P
2017.09.08			Incidental Expense				5.00	P
2017.09.08			Misc Travel Expense	✓		Laundry JPY 8220	93.71	P
2017.09.08			Taxi	✓		JPY 1610	18.71	P
2017.09.08			Taxi	✓		JPY2170	25.22	P

PerNo:

20(1)

Legend: N - New Expense, C - Changed Expense, P - Paid

Estimated Amount by Category:

Airfare: \$3,070.50

Accommodation: \$4,550

Meals:\$700

Conference / Registration Fee:

Other:

Incidental expenses \$100

Transportation \$150

Comments

Agenda August 30 - September 13

August 30-August 31 Travel; September 1st, Meeting with CPAFFC, Shandong Governor; September 2nd, Meeting with Shandong Official; September 3rd, rest day; September 4th, meeting with Guangdong Governor; September 5th, travel to HK; September 6th, HK Seafood Expo; September 7th, meeting with businesses in Shanghai; September 8th, meeting with businesses in Shanghai & CCBC event; September 9th, meeting with Suzhou officials; September 10th, travel to Japan; September 11, meeting with businesses in Tokyo & Investment Luncheon; September 12th, meeting with Connect NS Advisor; September 13, flight to Halifax;
Cost of travel can be accommodated by the division's budget and is reasonable in price;

I am attending as a participant and presenter and will be travelling with Premier McNeil, Laurie Graham, Buddy Walzak, Mike McMurray;

I require approval to take my cell phone and laptop with me in order to communicate with required and necessary contacts on this trip.

Please send summary form and receipts to Operational Accounting:

Interdepartmental
(Within Downtown Halifax):

All other mail:

Operational Accounting
Internal Services
4th Floor Provincial Building
Halifax

Operational Accounting
P.O. Box 12
Halifax, NS
B3J 2L4

Please contact us by e-mail TransactionalServices@novascotia.ca or phone (902) 424-0778.



Mr Albert Walzak
Personnel ID
Vendor No : 20004459



20(1)

ALBERT.WALZAK@NOVASCOTIA.CA

Date : September 19, 2017
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COPY

Travel Expense Claim

Claim No : 300066863
From : 30.08.2017 to 06.09.2017
Destination : mainland China, Hong Kong
Country /Region : China
Reason for Trip : Premier's Asia mission 2017
YTD KM Driven (prior to this report) : 863
KM Driven on Current Statement : 0

Settlement Results and Cost Assignment	
Amount Type	Amount
KM Reimbursement	0.00
Expense Reimbursement	5,734.54
Total Reimbursement Amount	5,734.54

Paid to Date	2,850.40
Balance Due	2,884.14

Total Cost Split	
5,734.54 CAD of 5,734.54 CAD (less appropriate taxes) assigned to:	
Business Area :7555	Intergovernmental Affairs
Cost Center :300069	

Employees receiving a monthly travel allowance will be reimbursed through payroll for any KM's entered.



PerNo: [REDACTED] 20(1)

KM/Expense Reimbursement										
Date	No KM	KM Rate	Vehcl Type	Expense Type	Rcpt	Start Dest	End Dest	Comments	Amount	
2017 08 30				Airfare	✓				2,850.40	P
2017 08 30				Lunch per diem				Toronto Airport	15.00	N
Subtotal									2,865.40	
2017 08 31				Dinner per diem				Beijing	62.67	N
2017 08 31				Accommodations	✓				204.80	N
2017 08 31				Incidental Expense					5.00	N
2017 08 31				Breakfast Per Diem				beijing	28.43	N
Subtotal									300.90	
2017 09 01				Accommodations	✓			finan	179.33	N
2017 09 01				Incidental Expense					5.00	N
Subtotal									184.33	
2017 09 02				Dinner per diem					74.05	N
2017 09 02				Incidental Expense					5.00	N
2017 09 02				Accommodations	✓			Guangzhou	423.62	N
2017 09 02				Misc Travel Expense	✓			laundry	36.61	N
Subtotal									639.28	
2017 09 03				Full Day Meal Per Diem				Guangzhou	152.16	N
2017 09 03				Incidental Expense					5.00	N
2017 09 03				Accommodations	✓				423.62	N
Subtotal									580.78	
2017 09 04				Dinner per diem				Guangzhou	74.13	N
2017 09 04				Incidental Expense					5.00	N
2017 09 04				Accommodations	✓			Guangzhou	423.62	N
Subtotal									502.75	
2017 09 05				Breakfast Per Diem				Hong Kong	41.58	N

PerNo: 20(1)

2017 09 05			Lunch per diem			Hong Kong	59.12	N
2017 09 05			Accommodations	✓		Hong Kong	458.05	N
2017 09 05			Incidental Expense				5.00	N
Subtotal							564.75	
2017 09 06			Train	✓		Hong Kong	18.02	N
2017 09 06			Taxi	✓		Hong Kong	5.50	N
2017 09 06			Breakfast Per Diem			Hong Kong	41.22	N
2017 09 06			Lunch per diem			Hong Kong	58.61	N
2017 09 06			NS Taxi	✓			73.00	N
Subtotal							196.35	
Total	0						5,734.54	
Legend: N - New Expense, C - Changed Expense, P - Paid								

Comments

Estimated Amount by Category:

Airfare: 2600

Accommodation: 2500

Meals: 500

Conference / Registration Fee: NA

Other: 200 transportation
total 5800.00

Cost of travel can be accommodated by the division's budget and is reasonable in price;
I am attending as a participant will be travelling with Christine Yang, IGA as part of the
Premier's delegation. I require approval to take my cell phone and laptop with me in order
to communicate with required and necessary contacts on this trip

Please send summary form and receipts to Operational Accounting:

Interdepartmental
(Within Downtown Halifax):

Operational Accounting
Internal Services
4th Floor Provincial Building
Halifax

All other mail:

Operational Accounting
P. O. Box 12
Halifax, NS
B3J 2L4

Please contact us by e-mail TransactionalServices@novascotia.ca or phone (902) 424-0778

NOVA SCOTIA



0300066863

Mr Albert Walzak
 Personnel ID [REDACTED] 20(1)
 Vendor No : 20004459

COPY

20(1)

ALBERT.WALZAK@NOVASCOTIA.CA

Date : August 22, 2017

Page : 1 / 2

Travel Expense Claim

Claim No : 800066863
 From : 30.08.2017 to 06.09.2017
 Destination : mainland China, Hong Kong
 Country /Region : China
 Reason for Trip : Premier's Asia mission 2017
 YTD KM Driven (prior to this report) : 863
 KM Driven on Current Statement : 0

Settlement Results and Cost Assignment	
Amount Type	Amount
KM Reimbursement	0.00
Expense Reimbursement	2,850.40
Total Reimbursement Amount	2,850.40

Paid to Date	0.00
Balance Due	2,850.40

Total Cost Split	
2,850.40 CAD of 2,850.40 CAD (less appropriate taxes) assigned to:	
Business Area :7555	Intergovernmental Affairs
Cost Center :300069	

Employees receiving a monthly travel allowance will be reimbursed through payroll for any KM's entered.

PerNo:

20(1)

KM/Expense Reimbursement										
Date	No. KM	KM Rate	Vehcl Type	Expense Type	Rcpt	Start Dest	End Dest	Comments	Amount	
2017.08.30				Airfare	✓				2,850.40	N
Subtotal									2,850.40	
Total	0								2,850.40	
Legend: N - New Expense, C - Changed Expense, P - Paid										

Comments

Estimated Amount by Category:

Airfare:2600

Accommodation: 2500

Meals: 500

Conference / Registration Fee: NA

Other: 200 transportation
total 5800.00

Cost of travel can be accommodated by the division's budget and is reasonable in price;
I am attending as a participant will be travelling with Christine Yang, IGA as part of the
Premier's delegation. I require approval to take my cell phone and laptop with me in order
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Mr Robert Mc Murray
Personnel ID
Vendor No :

20(1)
MIKE.MCMURRAY@NOVASCOTIA.CA

Date : October 23 , 2017
Page : 1 / 4

Travel Expense Claim

Claim No : 300067239
From : 02.09.2017 to 13.09.2017
Destination : China, Hong Kong and Japan
Country /Region : China
Reason for Trip : Support Premier's mission
YTD KM Driven (prior to this report) : 115
KM Driven on Current Statement : 0

Settlement Results and Cost Assignment	
Amount Type	Amount
KM Reimbursement	0.00
Expense Reimbursement	8,639.29
Total Reimbursement Amount	8,639.29

Paid to Date	8,639.29
Balance Due	0.00

Total Cost Split	
8,639.29 CAD of 8,639.29 CAD (less appropriate taxes) assigned to:	
Business Area :7555	Intergovernmental Affairs
Cost Center :300069	

Employees receiving a monthly travel allowance will be reimbursed through payroll for any KM's entered.

PerNo:

20(1)

2017.09.09				Incidental Expense					5.00	P
2017.09.09				Breakfast Per Diem				Shanghai	30.16	P
Subtotal									35.16	
2017.09.10				Incidental Expense					5.00	P
2017.09.10				Baggage Fee	✓			Receipt #5	193.04	P
2017.09.10				Accommodations	✓			Receipt #6	952.34	P
2017.09.10				Lunch per diem				Tokyo	53.05	P
2017.09.10				Dinner per diem				Tokyo	82.25	P
Subtotal									1,285.68	
2017.09.11				Incidental Expense					5.00	P
Subtotal									5.00	
2017.09.12				Incidental Expense					5.00	P
2017.09.12				Dinner per diem				Tokyo	82.25	P
Subtotal									87.25	
2017.09.13				Incidental Expense					5.00	P
2017.09.13				Accommodations	✓			Receipt #7	1,225.73	P
2017.09.13				Lunch per diem				Tokyo	51.65	P
2017.09.13				Dinner per diem				Tokyo	81.51	P
Subtotal									1,363.89	
Total	0								8,639.29	
Legend: N - New Expense, C - Changed Expense, P - Paid										

Estimated Amount by Category:

NOTE: All costs covered by Intergovernmental Affairs

Airfare: \$3600

Accommodation:\$3600

Meals: \$1000

Conference / Registration Fee: \$0

Other:

Comments



Mr Robert McMurray

Report/Trip: 300067239

Page : 4 / 4

PerNo



20(1)

Taxi \$500

Other government representatives traveling include Premier McNeil, Laurie Graham, Albert Walzak, Christine Yang

There are sufficient funds available in the IGA budget to cover the cost of this mission

We will be using burner cell phones with travel packages.

I will be attending as support for Premier and Laurie Graham.

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