



| Date | Location | Purpose | COSTS | | | | | Total Costs |
|------------------------------|-----------------------------|--|-----------------------------|--------------------|--------------------|--------------------------|--------------------|---------------------|
| | | | Transportation ¹ | Accommodations | Meals | Hospitality ² | Other ³ | |
| April 10-11, 2018 | Ottawa, ON | Council and Committee Meetings | \$ 554.25 | \$ 430.22 | \$ 49.72 | | | \$ 1,034.19 |
| May 6-8, 2018 | Ottawa, ON | Attend SCC Council member and Vice-Chair selection process | \$ 1,210.90 | \$ 202.14 | | | | \$ 1,413.04 |
| May 18-25, 2018 | Hangzhou and Beijing, China | Attend China Engagement meetings | \$ 5,812.80 | \$ 2,330.16 | \$ 766.21 | | \$ 227.36 | \$ 9,136.53 |
| June 6-7, 2018 | Ottawa, ON | Council and Committee Meetings | \$ 485.49 | \$ 215.11 | | | | \$ 700.60 |
| July 5-6, 2018 | Ottawa, ON | Attend SCC Council member and Vice-Chair selection process | \$ 564.90 | \$ 189.17 | | \$ 91.98 | | \$ 846.05 |
| Oct 3-4, 2018 | Ottawa, ON | Council and Committee Meetings & Annual Public Meeting | \$ 1,041.17 | \$ 648.59 | \$ 82.88 | | | \$ 1,772.64 |
| November 18-19, 2018 | Ottawa, ON | Attend New Council Member Orientation Session | \$ 588.22 | \$ 216.20 | \$ 126.52 | | | \$ 930.94 |
| December 4-5, 2018 | Ottawa, ON | Council and Committee Meetings | \$ 812.73 | \$ 378.34 | \$ 77.82 | | | \$ 1,268.89 |
| January 21, 2019 | Toronto, ON | Working Dinner with SCC CEO | \$ 18.40 | | | \$ 94.92 | | \$ 113.32 |
| February 18, 2019 | Ottawa, ON | Attend special meeting of the Audit Committee | \$ 652.98 | | | | | \$ 652.98 |
| March 27-28, 2019 | Ottawa, ON | Attend new member orientation session | \$ 739.70 | | | | | \$ 739.70 |
| Total Travel Expenses | | | \$ 12,481.54 | \$ 4,609.93 | \$ 1,103.15 | \$ 186.90 | \$ 227.36 | \$ 18,608.88 |

The meetings above are part of Communications and Corporate Planning Branch budget which includes travel for Council Meetings & other meetings and events.

Note 1:

- The higher flight cost was due to late booking (meeting scheduled with short notice): \$1210.90

Note 2:

- Dinner with SCC CEO to review list of items: \$91.98

- Working Dinner with SCC CEO: \$94.92 (The meals are within the per diems policy.)

Note 3:

- Chinese visa: \$227.36

All reimbursed expenses fall within the guidelines set forth by the Treasury Board, and SCC's travel and hospitality policies and directives.

Chief Executive Officer, Chantal Guay
Summary of Travel and Hospitality Expenses
Year-to-Date From April 01, 2018 to March 31, 2019

| Date | Location | Purpose | COSTS | | | | | Total Costs |
|---|---|--|---------------------|---------------------|--------------------|--------------------------|--------------------|----------------------|
| | | | Transportation | Accommodations | Meals | Hospitality ¹ | Other ² | |
| May 8-9, 2018 | Washington, USA | Attend ANSI 100th Anniversary Gala | 608.97 | \$ 373.65 | \$ 111.91 | | | \$ 1,094.53 |
| May 12-19, 2018 | Okayama, Japan | Attend PASC AGM | \$ 4,703.80 | \$ 1,061.11 | \$ 899.08 | | | \$ 6,663.99 |
| May 20-25, 2018 | Hangzhou and Beijing, China | Attend China Engagement meetings | \$ 4,565.85 | \$ 2,238.14 | \$ 556.74 | | \$ 162.35 | \$ 7,523.08 |
| June 7, 2018 | Ottawa, ON | Council meeting | \$ 19.32 | | | | | \$ 19.32 |
| June 17-22, 2018 | Munich, Germany and Bled, Slovenia | Attend a bilateral meeting with TUV SUD in Munich. Attend the CEN/CENELEC General Assemblies | \$ 7,354.34 | \$ 662.00 | \$ 372.75 | | | \$ 8,389.09 |
| July 5, 2018 | Ottawa, ON | Attend Dinner with SCC Chair | \$ 7.36 | | | | | \$ 7.36 |
| July 26, 2018 | Quebec City, QC | Travel to Quebec City to meet with BNQ/CRIQ and RNF. | \$ 680.06 | | \$ 79.14 | | | \$ 759.20 |
| August 1, 2018 | Toronto, ON | Attend bilaterals with CSA | \$ 343.96 | | \$ 15.92 | | | \$ 359.88 |
| August 13, 2018 | Ottawa, ON | Bilateral Meeting with ANSI | | | | \$ 691.22 | | \$ 691.22 |
| August 19-20, 2018 | Vancouver, BC | Attend Bilateral meeting with Tech Safety BC | \$ 1,837.00 | \$ 164.06 | \$ 50.68 | | | \$ 2,051.74 |
| September 19-29, 2018 | Vienna, Austria and Geneva, Switzerland | Attend Bilateral meetings with ASI and the ISO General Assembly | \$ 4,134.78 | \$ 3,797.95 | \$ 1,397.47 | \$ 776.05 | | \$ 10,106.25 |
| October 18, 2018 | Toronto, ON | Attend meetings with Electrical Safety Authority, and Center for International Governance Innovation | \$ 819.30 | | \$ 80.53 | | | \$ 899.83 |
| October 20-27, 2018 | Busan, Korea | Attend the IEC General Meeting | \$ 5,906.71 | \$ 639.06 | \$ 506.16 | \$ 136.85 | | \$ 7,188.78 |
| November 9-10, 2018 | Toronto, ON | Attend meeting with CSA Group and attend IEEE AGM | \$ 964.63 | \$ 222.19 | \$ 114.70 | | | \$ 1,301.52 |
| January 20-23, 2019 | Toronto, ON | Attend Queen's Digital Transformation Program | \$ 591.47 | \$ 723.84 | \$ 257.51 | | | \$ 1,572.82 |
| January 26-28, 2019 | Washington, USA | Attend bilateral meeting with ANSI | \$ 740.94 | \$ 549.90 | \$ 279.96 | | | \$ 1,570.80 |
| February 18, 2019 | Toronto, ON | Bilateral meeting with Technical Standards and Safety Authority | \$ 697.20 | | \$ 18.26 | | | \$ 715.46 |
| March 17-19, 2019 | Washington, USA | Attend ANSI Bilateral Meeting | \$ 319.37 | \$ 820.47 | \$ 260.11 | | | \$ 1,399.95 |
| March 21-22, 2019 | Montreal, QC | Attend planning symposium | \$ 117.07 | | \$ 15.92 | | | \$ 132.99 |
| Total Travel Expenses | | | \$ 34,412.13 | \$ 11,252.37 | \$ 5,016.84 | \$ 1,604.12 | \$ 162.35 | \$ 52,447.81 |
| Total Budget for 2018-19 Fiscal Year | | | | | | | | \$ 117,300.00 |
| % Total Budget Expended | | | | | | | | 45% |
| Balance of Budget unspent until March 31, 2019 | | | | | | | DIFFERENCE | \$ 64,852.20 |

Note 1:

- Dinner with CSA: \$433.12
- Dinner with Standards Australia at ISO Meeting: \$342.92
- Dinner with Standards Australia at IEC Meeting: \$136.85

Note 2:

- Chinese Visa and Photo: \$162.35

All reimbursed expenses fall within the guidelines set forth by the Treasury Board, and SCC's travel and hospitality policies and directives.

Council Members (12 members not including the Chair)
Summary of Travel and Hospitality Expenses
Year-to-Date From April 01, 2018 to March 31, 2019

| Date | Location | Purpose | COSTS | | | | | Total Costs |
|------------------------------|------------|---|--------------------|--------------------|-------------------|---------------|---------------|--------------------|
| | | | Transportation | Accommodations | Meals | Hospitality | Other | |
| April 10-11, 2018 | Ottawa, ON | Corporate Governance Committee, Audit Committee & Council Meeting | \$3,525.30 | \$1,421.12 | \$309.40 | | | \$ 5,255.82 |
| June 6-7, 2018 | Ottawa, ON | Corporate Governance Committee, Audit Committee & Council Meeting | \$3,664.67 | \$1,187.99 | \$163.37 | | | \$ 5,016.03 |
| October 3-4, 2018 | Ottawa, ON | Corporate Governance Committee, Audit Committee & Council Meeting | \$3,958.10 | \$1,025.84 | \$262.16 | | | \$ 5,246.10 |
| November 18-19, 2018 | Ottawa, ON | Council Member Orientation Session | \$3,445.04 | \$1,347.11 | \$330.04 | | | \$ 5,122.19 |
| December 4-5, 2018 | Ottawa, ON | Corporate Governance Committee, Audit Committee & Council Meeting | \$8,001.80 | \$4,283.91 | \$548.10 | | | \$ 12,833.81 |
| February 14, 2019 | Ottawa, ON | Orientation for directors of Crown Corporations | \$2,089.58 | \$1,163.83 | \$456.70 | | | \$ 3,710.11 |
| February 18, 2019 | Ottawa, ON | Audit Committee | \$850.31 | \$703.72 | \$248.02 | | | \$ 1,802.05 |
| March 28, 2019 | Ottawa, ON | Orientation Session | \$249.59 | \$0.00 | \$0.00 | | | \$ 249.59 |
| Total Travel Expenses | | | \$25,784.37 | \$11,133.52 | \$2,317.79 | \$0.00 | \$0.00 | \$39,235.68 |

The meetings above are part of Communications and Corporate Planning Branch budget which includes travel for Council Meetings & other meetings and events.

All reimbursed expenses fall within the guidelines set forth by the Treasury Board, and SCC's travel and hospitality policies and directives.

SCC Vice-Presidents (5)
Summary of Travel and Hospitality Expenses
Year-to-Date From April 01, 2018 to March 31, 2019

| Date | COSTS | | | | | Total Costs |
|---|---------------------|---------------------|---------------------|--------------------------|--------------------|----------------------|
| | Transportation | Accommodations | Meals | Hospitality ¹ | Other ² | |
| Q1: April 1 - June 30, 2018 | \$ 28,101.31 | \$ 13,360.76 | \$ 5,991.88 | \$ 183.30 | \$ 12.47 | \$ 47,649.72 |
| Q2: July 1 - September 30, 2018 | \$ 8,613.92 | \$ 5,505.70 | \$ 2,911.45 | \$ - | \$ 81.07 | \$ 17,112.14 |
| Q 3: October 1 - December 31, 2018 | \$ 16,460.16 | \$ 3,391.49 | \$ 1,898.83 | \$ - | \$ - | \$ 21,750.48 |
| Q4: January 1, 2019 - March 31, 2019 | \$ 24,504.40 | \$ 7,428.85 | \$ 4,803.47 | \$ - | \$ 673.64 | \$ 37,410.36 |
| Total Travel Expenses | \$ 77,679.79 | \$ 29,686.80 | \$ 15,605.63 | \$ 183.30 | \$ 767.18 | \$ 123,922.70 |

Note 1:

- Lunch with TC207 Chair and Secretariat: \$172.13
- Hospitality expenses for June Council Meeting: \$11.17

Note 2:

- Roaming charge for cell phone: \$12.47
- Roaming charge for cell phone: \$43.65 and \$37.42
- Visa and vaccine fee: \$44.25 and \$613

All reimbursed expenses fall within the guidelines set forth by the Treasury Board, and SCC's travel and hospitality policies and directives.