



**Standards Council of Canada**  
**Conseil canadien des normes**

Council Chair, Kathy Milsom

Summary of Travel Expenses

Year-to-Date From April 01, 2016 to March 31, 2017 (Term ended April 25, 2016)

Date	Location	Purpose	COSTS					Total Costs
			Transportation	Accommodations	Meals	Hospitality	Other	
April 5-6, 2016	Ottawa, ON	Audit Committee and Council Meeting	\$ 519.78	\$ 191.64				\$ 711.42
<b>Total Travel Expenses</b>			<b>\$ 519.78</b>	<b>\$ 191.64</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 711.42</b>

The meetings above are part of Communications and Corporate Planning Branch budget which include 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.

Council Acting Chair, Sam Shaw

Summary of Travel Expenses

Year-to-Date From April 01, 2016 to March 31, 2017 (Term as Acting Chair started April 26, 2016)

Date	Location	Purpose	COSTS					Total Costs
			Transportation	Accommodations	Meals	Hospitality	Other	
<i>May 31-June 1, 2016</i>	Ottawa, ON	Audit & Corporate Governance Committee and Council Meeting	\$ 1,014.95	\$ 574.91	\$ 15.92			\$ 1,605.78
<i>October 4-5, 2016</i>	Ottawa, ON	Audit & Corporate Governance Committee and Council Meeting	\$ 690.33	\$ 423.41	\$ 73.63			\$ 1,187.37
<i>December 6-7, 2016</i>	Ottawa, ON	Audit & Corporate Governance Committee and Council Meeting	\$ 1,802.38	\$ 639.15	\$ 252.31			\$ 2,693.84
<b>Total Travel Expenses</b>			<b>\$ 3,507.66</b>	<b>\$ 1,637.47</b>	<b>\$ 341.86</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,486.99</b>

The meetings above are part of Communications and Corporate Planning Branch budget which include 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.

Chief Executive Officer, John Walter  
 Summary of Travel and Hospitality Expenses  
 Year-to-Date From April 01, 2016 to March 31, 2017

Date	Location	Purpose	COSTS					Total Costs
			Transportation	Accommodations	Meals	Hospitality <sup>1</sup>	Other <sup>2</sup>	
April 16-23, 2016	Guayaquil, Ecuador	COPANT General Assembly and Board of Directors	\$ 2,584.43	\$ 1,794.94	\$ 485.53			\$ 4,864.90
May 8-14, 2016	Denpasar (Bali), Indonesia	PASC Annual General Meeting and Executive Committee	\$ 7,216.84	\$ 1,440.02	\$ 434.66		\$ 88.62	\$ 9,180.14
May 27, 2016	Toronto, ON	CSA Bilateral Meeting	\$ 631.85					\$ 631.85
June 4-7, 2016	Vienna, Austria	Bilateral Meetings with Austrian Standards Institute and Presentation to Austrian stakeholders	\$ 1,784.58	\$ 694.85	\$ 324.24			\$ 2,803.67
June 7-9, 2016	Skopje, Macedonia	CEN and CENELEC Annual Meeting and General Assemblies	\$ 1,674.77		\$ 29.28			\$ 1,704.05
June 9-11, 2016	Brussels, Belgium	SCC-EA Cooperation Agreement Signing Ceremony	\$ 1,790.83	\$ 584.75	\$ 272.24			\$ 2,647.82
June 11-17, 2016	Geneva, Switzerland	ISO President's Committee, Strategy & Policy Committee, Technical Management Board, and Finance Committee	\$ 1,697.32	\$ 1,856.44	\$ 1,480.52			\$ 5,034.28
August 7-12, 2016	Denver, Colorado	SES Conference	\$ 1,332.12	\$ 1,444.18	\$ 490.35		\$ 1,183.91	\$ 4,450.56
September 7-15, 2016	Beijing, China	ISO General Assembly – Dr. Chen Gang, AQSIQ Vice Minister; ISO President's Committee; Ad-hoc Group on Governance; Secretary-General Selection Committee; COPANT/PASC Joint Meeting Planning Committee; ISO Council; ISO General Assembly; China Standardization Expert Committee; PASC Executive Committee; ISO Strategy and Policy Committee; General Assembly Open Session; Bilateral meeting with Standards Australia; and Canada's Embassy to China	\$ 6,896.00	\$ 1,632.49	\$ 602.45		\$ 174.07	\$ 9,305.01
October 9-15, 2016	Frankfurt, Germany	IEC General Meeting and ISO Secretary-General Interviews	\$ 5,055.74	\$ 1,974.53	\$ 633.37			\$ 7,663.64
October 25-27, 2016	Geneva, Switzerland	ISO AHG on IT Strategy	\$ 2,895.11	\$ 622.20	\$ 408.34			\$ 3,925.65
October 27-29, 2016	London, UK	ISO Secretary-General Interviews	\$ 2,286.11	\$ 358.77	\$ 287.74			\$ 2,932.62
November 1-5, 2016	Sao Paulo, Brazil	COPANT Board of Directors	\$ 3,338.19	\$ 409.41	\$ 144.91			\$ 3,892.51
November 6-12, 2016	Canberra and Sydney, Australia	Australian Government 2016 Standards and Conformance Conference; Department of Industry, Innovation & Science Strategic Roundtable; and meeting with Standards Australia	\$ 10,789.00	\$ 1,011.91	\$ 676.63			\$ 12,477.54
November 21, 2016	Ottawa, Ontario	Meeting with President, Standards, CSA Group						\$ -
December 12, 2016	Toronto, Ontario	Meeting with President & CEO, CSA Group	\$ 59.79		\$ 15.87			\$ 75.66
December 12-16, 2016	Geneva, Switzerland	ISO Secretary-General Interviews	\$ 5,303.30	\$ 855.56	\$ 277.66	\$ 59.33		\$ 6,495.85
December 18-22, 2016 <sup>3</sup>	Riyadh, Saudi Arabia	2nd GCC Forum for Standardization Strategies						\$ -
February 6-7, 2017	Mexico	Tri National Summit on North American Standards					\$ 150.00	
February 11-17, 2017	Geneva, Switzerland	ISO AHG on Governance; Strategy & Policy Committee; President's Committee; and World Standards Cooperation (WSC)	\$ 5,194.73	\$ 1,511.27	\$ 836.23			\$ 7,542.23
February 22-23, 2017	Toronto, Ontario	CANENA Meeting						
February 25-28, 2017	London, UK	ISO Secretary-General Interviews	\$ 6,157.76	\$ 969.51	\$ 251.16			\$ 7,378.43
March 7-10, 2017	San José, Costa Rica	INTECO (Instituto de Normas Técnicas de Costa Rica)	\$ 1,378.03	\$ 578.16	\$ 148.81			\$ 2,105.00
March 12-18, 2017	Geneva, Switzerland	ISO President's Committee; AHG on Governance; Finance Committee; Council; and Secretary-General Interviews	\$ 4,502.32	\$ 2,027.59	\$ 695.43			\$ 7,225.34
March 28-30, 2017	Washington, DC	ANSI (American National Standards Institute)	\$ 553.99	\$ 771.88	\$ 116.86			\$ 1,442.73
<b>Total Travel Expenses</b>			<b>\$ 73,122.81</b>	<b>\$ 20,538.46</b>	<b>\$ 8,612.28</b>	<b>\$ 59.33</b>	<b>\$ 1,596.60</b>	<b>\$ 103,779.48</b>
Total Budget for 2016-17 Fiscal Year								\$ 92,100.00
% Total Budget Expended								113%
Balance of Budget unspent until March 31, 2017							DIFFERENCE <sup>4</sup>	<b>-\$ 11,679.48</b>

Note 1:  
 - Thank you gifts for ISO Recruitment team

Note 2:  
 - Passport photo and Indonesian visa: \$88.62

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

- SES Conference fees: \$1,183.91
- Chinese photo and visa: \$174.07
- Cancellation fee and rebooking fee for flights: \$150

Note 3:

- Saudi Arabian government paid for this trip and the total amount is \$9,702.42

Note 4:

- Travel costs exceeded the budget due to increased ISO leadership activities in the later part of the fiscal period.

Council Members (12 members not including the Chair)  
Summary of Travel and Hospitality Expenses  
Year-to-Date From April 01, 2016 to March 31, 2017

Date	Location	Purpose	COSTS					Total Costs
			Transportation	Accommodations	Meals	Hospitality	Other	
<i>April 5-6, 2016</i>	Ottawa, ON	Audit Committee and Council Meeting	\$ 4,760.68	\$ 1,575.94	\$ 255.93	\$ -	\$ -	\$ 6,592.55
<i>May 31-June 1, 2016</i>	Ottawa, ON	Audit and Corporate Governance Committee and Council Meeting	\$ 5,508.92	\$ 2,844.97	\$ 540.57	\$ -	\$ -	\$ 8,894.46
<i>October 4-5, 2016</i>	Ottawa, ON	Audit and Corporate Governance Committee and Council Meeting	\$ 4,455.11	\$ 1,788.94	\$ 535.69	\$ -	\$ -	\$ 6,779.74
<i>November 29, 2016</i>	Ottawa, ON	Paul Pierlot - Orientation for Directors of Crown Corporations	\$ 636.48	\$ -	\$ -	\$ -	\$ -	\$ 636.48
<i>December 6-7, 2016</i>	Ottawa, ON	Audit and Corporate Governance Committee and Council Meeting	\$ 4,172.54	\$ 1,387.04	\$ 178.40	\$ -	\$ -	\$ 5,737.98
<b>Total Travel Expenses</b>			<b>\$ 19,533.73</b>	<b>\$ 7,596.89</b>	<b>\$1,510.59</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 28,641.21</b>

The meetings above are part of Communications and Corporate Planning Branch budget which include 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, 2016 to March 31, 2017

Date	COSTS					Total Costs
	Transportation	Accommodations	Meals	Hospitality <sup>1</sup>	Other <sup>2</sup>	
Q1: April 1 - June 30, 2016	\$ 15,148.66	\$ 3,961.28	\$ 1,550.34		\$ 81.62	\$ 20,741.90
Q2: July 1 - September 30, 2016	\$ 8,987.98	\$ 2,751.74	\$ 1,013.95		\$ 141.58	\$ 12,895.25
Q3: October 1 - December 31, 2016	\$ 24,413.10	\$ 5,393.39	\$ 2,190.57		\$2,250.33	\$ 34,247.39
Q4: January 1, 2017- April 30, 2017	\$ 5,653.16	\$ 2,787.33	\$ 970.13	\$ 258.80	\$ 431.18	\$ 10,100.60
<b>Total Travel Expenses</b>	<b>\$ 54,202.90</b>	<b>\$ 14,893.74</b>	<b>\$5,724.99</b>	<b>\$ 258.80</b>	<b>\$2,904.71</b>	<b>\$ 77,985.14</b>

Note 1:

- Dinner for the IWA working team: \$258.8

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

Note 2:

- Passport photo and Indonesian visa: \$81.62  
 - Chinese photo and visa: \$141.58  
 - Visa and visa photo; Vaccines for India; Conference registration fee: \$2,185.33  
 - Cancellation fee of airfare for Mexico business trip: \$181.18 and \$250