

Council Chair, Kathy Millsom
Summary of Travel Expenses
Year-to-Date From May 13, 2013 to March 31, 2014

Date	Location	Purpose	COSTS					Total Costs
			Transportation	Accommodations	Meals	Hospitality	Other ¹	
May 14, 2013	Ottawa	Initial Meetings and Chair Orientation, travel	\$ 649.83				\$ 21.15	\$ 670.98
May 21, 2013	Ottawa	Meetings at SCC's offices and meeting with Minister's Chief of Staff and advisors, travel	\$ 608.57					\$ 608.57
June 3 - 5, 2013	Ottawa	Board member orientation session, World Accreditation Day, Audit Committee & Council meeting, Meet and Greet with SCC staff, travel	\$ 536.58	\$ 314.74	\$ 58.09			\$ 909.41
June 11-12, 2013	Ottawa	Privy Council Office and Treasury Board of Canada Secretariat one-on-one orientation meetings, meeting regarding CEO's reappointment, SCC meetings, travel	\$ 710.04	\$ 157.37			\$ 17.96	\$ 885.37
August 22-23, 2013	Ottawa	Meeting with SCC Executive Team and Industry Canada leadership; Dinner with John Walter (CEO) , Gail Greenwood and Glenn Feltham	\$ 795.80	\$ 355.46		\$ 124.18		\$ 1,275.44
October 15 -18, 2013	Vancouver	Annual Public Meeting, World Standards Day, Council and committee meetings	\$ 1,302.51	\$ 372.12	\$ 66.07		\$ 10.45	\$ 1,751.16
October 28 -29, 2013	Ottawa	Government of Canada Chairs and CEO Workshop	\$ 450.00	\$ 185.88	\$ 19.85			\$ 655.73
November 25, 2013	Toronto	SDO Strategy Session	\$ 80.87					\$ 80.87
December 3 - 4, 2013	Ottawa	December Council and committee meetings	\$ 365.70	\$ 196.88				\$ 562.58
January 28, 2014	Toronto	Meeting with John Walter at Meadowvale Hotel	\$ 90.39					\$ 90.39
February 24-25, 2014	Chicago	Meeting with UL Inc. Executives	\$ 514.58	\$ 179.11	\$ 8.78			\$ 702.47
March 21, 2014	Ottawa	New Director Orientation for Colin Clark; Meetings with John Walter/Sandy Watson, and Barbara Haidn	\$ 498.41					\$ 498.41
Total Travel Expenses			\$ 6,603.28	\$ 1,761.56	\$ 152.78	\$ 124.18	\$ 49.56	\$ 8,691.37

The meetings above are part of the Secretariat & Corporate Services Branch budget which include travel for Council Meetings & other meetings and events.

Notes:

1 - Other Expenses were as follows:

- May 14: \$21.15 of courier costs incurred for letters sent to Minister and Deputy Minister of Industry
- June 6: \$17.96 of courier costs incurred for letters sent to SCC
- September 28: \$10.45 of postage incurred for package delivered to SCC

All reimbursed expenses fall within the guidelines set by the Clerk of the Privy Council for Governor in Council Appointees, and SCC's travel and hospitality policies and directives.

Date	Location	Purpose	COSTS					Total Costs
			Transportation	Accommodations	Meals	Hospitality	Other	
April 10 - 12, 2013	Washington, DC & Boston, Massachusetts	Industry Sector Forum (Canadian Institute of Plumbing and Heating & Electro-Federation of Canada) and National Fire Protection Association (President & CEO)	\$ 1,336.30	\$ 349.81	\$ 164.47			\$ 1,850.58
April 19 - 27, 2013	Gros Islet, St. Lucia	COPANT General Assembly and Board of Directors - Workshops by American National Standards Institute, Standards Council of Canada and Saint Lucia Bureau of Standards	\$ 3,278.06	\$ 1,435.89	\$ 599.82	\$ 77.91		\$ 5,391.68
May 2 -25, 2013	Ulaanbaatar, Mongolia; Beijing, China & Honolulu, Hawaii, USA	Implementation of Memorandum of Understanding (MOU) with the Mongolian Agency for Standardization and Metrology and Standardization Administration of China; Pacific Area Standards Congress Annual Meeting and Executive Committee	\$ 13,069.16	\$ 4,140.54	\$ 749.87			\$ 17,959.57
June 8 -21, 2013	Geneva, Switzerland; Berlin, Germany & Copenhagen, Denmark	ISO Business Model Workshop & Technical Management Board Meeting, meeting with German Institute for Standardization; European Committee for Standardization (CEN) and the European Committee for Electrotechnical Standardization (CENELEC) MOU implementation	\$ 6,156.90	\$ 2,569.60	\$ 221.13	\$ 319.50		\$ 9,267.13
July 18, 2013	Ottawa	Meeting with Vice President, Standards and Director, Standards, Underwriters Laboratories Inc. plus Vice President, Standards & International Relations, SCC				\$ 100.07		\$ 100.07
August 11-15, 2013	Savannah, Georgia	USA – SES (The Society for Standards Professionals) Annual Conference – CEO received Leo B. Moore Award	\$ 506.60	\$ 613.43	\$ 165.31			\$ 1,285.34
August 25-26, 2013	Toronto	ISO Training for International Chairs and Convenors – SCC was National Standards Body Host	\$ 542.48	\$ 35.90				\$ 578.38
September 11-22, 2013	St. Petersburg, Russia	ISO General Assembly plus ISO Secretary General, ISO Council and ISO TMB meetings; PASC Executive Committee meeting – bilateral meetings with CEN; Standards Australia; SAC (China); MASM (Mongolia); dinner with President & CEO, ANSI	\$ 5,996.59	\$ 2,088.34	\$ 62.68	\$ 102.75		\$ 8,250.36
October 13-18, 2013	Vancouver	SCC meetings (PIAC, APM, WSD, Corporate Governance and Council plus UBC Quality Management Conference)	\$ 1,678.16	\$ 543.31				\$ 2,221.47
October 24, 2013	Mississauga	Canadian Institute of Plumbing & Heating (CIPH) – Ontario Region Business Meeting	\$ 573.23					\$ 573.23
October 29, 2013	Ottawa	Workshop for Crown Corporation Chairs and CEOs	\$ 26.21					\$ 26.21
November 3-5, 2013	Edmonton	NPSAC Meeting	\$ 1,295.09	\$ 436.20				\$ 1,731.29
November 10-16, 2013	San José, Costa Rica	ISO CEO Forum and COPANT Board of Directors Meeting	\$ 2,009.31	\$ 752.75	\$ 79.98			\$ 2,842.04
November 24, 2013	Mississauga	SDO Strategic Session	\$ 585.43					\$ 585.43
November 29, 2013	Mississauga	Electrotechnical Sector (Manufacturers) – Forum with Electro Federation of Canada (EFC)	\$ 449.63		\$ 8.05			\$ 457.68
January 11 - 18, 2014	Paris, France; Geneva, Switzerland; London, England	AFNOR (National Standards Body for France); IEC General Secretary; ISO Council Strategy and Policy Committee (SPC); BSI (National Standards Body for UK)	\$ 6,594.30	\$ 1,689.81	\$ 113.43			\$ 8,397.54
January 28, 2014	Mississauga	SCC Chair; and Electrotechnical Utilities Workshop	\$ 349.54					\$ 349.54
January 29 - 31, 2014	Gaithersburg, Maryland and Washington, DC	NIST (National Institute of Standards & Technology); and ANSI (American National Standards Institute) President & CEO	\$ 885.62	\$ 236.84	\$ 63.11			\$ 1,185.57
February 3, 2014	Ottawa	Invest Ottawa – Washington DC Update by Arent Fox LLP	\$ 8.56					\$ 8.56
February 15-21, 2014	Brussels, Belgium; Geneva, Switzerland	Canada's Ambassador to EU as well as Director General for CEN and CENELEC; ISO President's Committee as well as WSC Meeting with ISO, IEC and ITU	\$ 5,541.56	\$ 1,559.26	\$ 128.29			\$ 7,229.11
February 24-25, 2014	Northbrook, Illinois	President & CEO, Underwriters Laboratories Inc. with SCC Chair and Vice President, Standards and International Relations	\$ 596.52	\$ 217.15	\$ 31.44			\$ 845.11
February 26-27, 2014	Toronto	Deputy Minister, Ontario Ministry of Economic Development, Trade & Employment; and with MEDTE senior staff	\$ 985.43	\$ 140.84	\$ 49.39			\$ 1,175.66
March 2-3, 2014	Charleston, South Carolina	Plumbing Manufacturers International (PMI) Spring Conference	\$ 817.94	\$ 323.21	\$ 75.43			\$ 1,216.58
March 15-20, 2014	Geneva, Switzerland	New Member Orientation, ISO SPC, ISO Strategic Plan Workshop, ISO President's Committee and ISO Council	\$ 5,396.41	\$ 1,042.28	\$ 128.90			\$ 6,567.59
March 30 - April 1, 2014	Victoria, Edmonton	Presentations to BC and Alberta government staff - Monitoring Standards in Regulation (MSR) projects.	\$ 2,120.93	\$ 324.87	\$ 103.58			\$ 2,549.38
Total Travel Expenses			\$ 60,799.96	\$ 18,500.02	\$ 2,744.88	\$ 600.23	\$ -	\$ 82,645.09
Total Budget for 2013-14 Fiscal Year								\$ 86,340.00
% Total Budget Expended								96%
Balance of Budget unspent at March 31, 2014								UNSPENT \$ 3,694.91

All reimbursed expenses fall within the guidelines set by the Clerk of the Privy Council for Governor in Council Appointees, and SCC's travel and hospitality policies and directives.