1 - Email - March 23 2017 - RE_ Per Diem & Expenses.pdf

From:	Tam, Nelson (TBS)
To:	"Murray Gold"
Subject:	RE: Per Diem & Expenses
Date:	March-23-17 8:49:00 AM
Attachments:	image001.png Time Reporting.xlsx

Murray

Attached is the excel sheet to capture your time. It should include some detail of the what was done. Eg, attended panel meeting, briefing with Auditor General, Reviewing draft report etc.

I will complete the expense reimbursement form (for the per diem) and send it back to you for your signature. This is the process I used with the Chair's per diem.

Thanks

Nelson
X20514

From: Murray Gold [mailto:mgold@kmlaw.ca]
Sent: March-22-17 7:50 PM
To: Tam, Nelson (TBS)
Subject: RE: Per Diem & Expenses

HI Nelson,

Thank you for this reminder. Is there a specific form I need to submit for my time? I have no expenses.

Thanks,

Murray

KOSKIE MINSKY
JUSTICE MATTERS

Murray Gold
Partner
T: +1 416-595-2085 | F: +1 416-204-2873 | E: mgold@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Tam, Nelson (TBS) [mailto:Nelson.Tam@ontario.ca]
Sent: March-22-17 1:36 PM
To: Patricia O'Malley (plomalley@outlook.com); Uros Karadzic (uros.karadzic@ca.ey.com); Murray Gold
Subject: Per Diem & Expenses

Patricia, Uros, Murray

The supplemental report was officially sent to the Minister and Deputy Minister on Tuesday. We are close to completing the work of the Panel.

The Province's year end is coming to a close next week.

Please provide me with your timesheet for the per diems and expense claims for November to March so we can accrue the Panel's cost and request your per diem payment and expense reimbursement.

Reimbursement expenses require the original receipt and associated proof of payment. If mileage is claimed, it must accompany a mapquest/google maps to verify reasonableness of the expense. Mileage is reimbursed at $0.40 per kilometre.

The expenses must be separated post 2017 and pre 2017. I re-attached the forms for your convenience.

If you can aim for next **Wednesday, March 29th** it would be greatly appreciated.

Uros, Murray

I can pick up the signed expense forms and associated supporting document from your offices if you wish. I can arrange a time to pick both up on the same day and time.

Thank you for your assistance.

Nelson
416-212-0514

image001.pdf

KOSKIE
MINSKY
JUSTICE MATTERS

Time Reporting.pdf

Name
Billing Address

Date	Activitiy (Brief Description)	# of Hours
##############	Expert Panel Meeting at TBS Office	8.50
	Total	8.50

1 - Time Reporting.xlsx

Name
Billing Address

Date	Activitiy (Brief Description)	# of Hours
##############	Expert Panel Meeting at TBS Office	8.50
	Total	8.50

2 - Email - March 23 2017 - Fwd_ Per Diem & Expenses.pdf

From: Murray Gold
To: Tam, Nelson (TBS)
Cc: Jean Nikolov
Subject: Fwd: Per Diem & Expenses
Date: March-23-17 12:48:06 PM
Attachments: image001.png
logo_d1ac01ba-f783-4248-82df-84549cb6f0b7.png
Expense Sheet - March 24, 2017.XLSX

Hi Nelson,

Here is my time sheet.

Murray

From: "Jean Nikolov" <jnikolov@kmlaw.ca>
Subject: RE: Per Diem & Expenses
Date: 23 March 2017 11:47
To: "Murray Gold" <mgold@kmlaw.ca>

Murray, here is the above expense sheet.

KOSKIE MINSKY
JUSTICE MATTERS

Murray Gold
Partner
T: +1 416-595-2085 | F: +1 416-204-2873 | E: mgold@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Murray Gold
Sent: March-23-17 9:02 AM
To: Jean Nikolov
Subject: Fwd: Per Diem & Expenses

Based on my dockets, could you complete this form as per the instructions below?

From: "Tam, Nelson (TBS)" <Nelson.Tam@ontario.ca>
Subject: RE: Per Diem & Expenses
Date: 23 March 2017 08:49
To: "Murray Gold" <mgold@kmlaw.ca>

Murray

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Nelson
416-212-0514

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image001_1.pdf

logo_d1ac01ba-f783-4248-82df-84549cb6f0b7.pdf

KOSKIE
MINSKY

JUSTICE MATTERS

Expense Sheet - March 24, 2017.pdf

Murray Gold
20 Queen Street West
Suite 900
Toronto, ON M5H 3R3

Date	Activitiy (Brief Description)
November-15-16	receipt and review e-mail messages from and e-mail messages to Patricia O'Malley et al; review attach documentation;
November-18-16	prepare for meeting; attend at Panel meeting at TBS office;
December-03-16	review notes from Panel members; prepare notes;
December-04-16	review documentation including AG report; PSAB and agenda;
December-05-16	attend at Panel meeting;
December-06-16	receipt and review e-mail messages from and e-mail messages to Nelson Tam; review documentation;
December-08-16	receipt and review e-mail messages re December 12th and 13th agenda, December 5th minutes;
December-09-16	review documentation; voice-mail message left for Uros Karadic;
December-10-16	review draft outline; review memo; review PBA re surplus;
December-12-16	attend at Panel meeting;
December-13-16	attend at Panel meeting;
December-16-16	review documentation; meeting with AG; meeting with Panel;
December-17-16	review material; review and revise documentation; e-mail message to Panel;
January-08-17	review report and comments;
January-09-17	review documentation; e-mail message to Panel;
January-10-17	receipt and review e-mail messages from and e-mail messages to Lucy Durocher;
January-11-17	attend at Panel meeting;
January-12-17	review and revise executive summary;
January-15-17	reivew and revise documentation; review standards; e-mail message to Panel;
January-18-17	receipt and review report; e-mail message to Panel;
January-22-17	review report; e-mail message to Panel;
February-16-17	review memo re CAAT and HOOPP; meeting with CAAT and HOOPP; discussion with Patricia O'Malley et al;

February-25-17	e-mail messages to and e-mail messages from Patricia O'Malley; e-mail messages to Nelson Tam;
March-04-17	receipt and review e-mail messages from and e-mail messages to Panel;
March-07-17	review documentation; prepare for meeting; prepare e-mail correspondence;
March-09-17	e-mail messages from and e-mail messages to Nelson Tam; e-mail messages from and e-mail messages to Patricia O'Malley;
March-10-17	review documentation including draft report; prepare comments; e-mail message to Panel;
March-13-17	review draft documentation; receipt and review e-mail message from Paul Martin; receipt and review e-mail message from Uros Karadzic; receipt and review e-mail message from Patricia O'Malley; e-mail messages to and e-mail messages from Panel;
March-14-17	review report including background and supplementary reports; e-mail messages to and e-mail messages from Panel;
March-15-17	receipt and review e-mail messages; review documentation;
	Total

of Hours
0.30
16.00
4.70
5.70
4.70
0.70
0.30
1.20
2.20
8.00
3.00
4.80
4.10
2.60
1.00
0.30
4.50
0.70
4.30
2.30
2.40
3.50

0.40

0.40

1.40

0.90

2.40

1.10

1.10
0.40

85.40

2 - Expense Sheet - March 24, 2017.XLSX

Murray Gold
20 Queen Street West
Suite 900
Toronto, ON M5H 3R3

Date	Activitiy (Brief Description)
November-15-16	receipt and review e-mail messages from and e-mail messages to Patricia O'Malley et al; review attach documentation;
November-18-16	prepare for meeting; attend at Panel meeting at TBS office;
December-03-16	review notes from Panel members; prepare notes;
December-04-16	review documentation including AG report; PSAB and agenda;
December-05-16	attend at Panel meeting;
December-06-16	receipt and review e-mail messages from and e-mail messages to Nelson Tam; review documentation;
December-08-16	receipt and review e-mail messages re December 12th and 13th agenda, December 5th minutes;
December-09-16	review documentation; voice-mail message left for Uros Karadic;
December-10-16	review draft outline; review memo; review PBA re surplus;
December-12-16	attend at Panel meeting;
December-13-16	attend at Panel meeting;
December-16-16	review documentation; meeting with AG; meeting with Panel;
December-17-16	review material; review and revise documentation; e-mail message to Panel;
January-08-17	review report and comments;
January-09-17	review documentation; e-mail message to Panel;
January-10-17	receipt and review e-mail messages from and e-mail messages to Lucy Durocher;
January-11-17	attend at Panel meeting;
January-12-17	review and revise executive summary;
January-15-17	reivew and revise documentation; review standards; e-mail message to Panel;
January-18-17	receipt and review report; e-mail message to Panel;
January-22-17	review report; e-mail message to Panel;
February-16-17	review memo re CAAT and HOOPP; meeting with CAAT and HOOPP; discussion with Patricia O'Malley et al;

February-25-17	e-mail messages to and e-mail messages from Patricia O'Malley; e-mail messages to Nelson Tam;
March-04-17	receipt and review e-mail messages from and e-mail messages to Panel;
March-07-17	review documentation; prepare for meeting; prepare e-mail correspondence;
March-09-17	e-mail messages from and e-mail messages to Nelson Tam; e-mail messages from and e-mail messages to Patricia O'Malley;
March-10-17	review documentation including draft report; prepare comments; e-mail message to Panel;
March-13-17	review draft documentation; receipt and review e-mail message from Paul Martin; receipt and review e-mail message from Uros Karadzic; receipt and review e-mail message from Patricia O'Malley; e-mail messages to and e-mail messages from Panel;
March-14-17	review report including background and supplementary reports; e-mail messages to and e-mail messages from Panel;
March-15-17	receipt and review e-mail messages; review documentation;
	Total

of Hours
0.30
16.00
4.70
5.70
4.70
0.70
0.30
1.20
2.20
8.00
3.00
4.80
4.10
2.60
1.00
0.30
4.50
0.70
4.30
2.30
2.40
3.50

0.40

0.40

1.40

0.90

2.40

1.10

1.10
0.40

85.40

3 - Copy of Expense Sheet - March 24 2017.xlsx

Murray Gold
20 Queen Street West
Suite 900
Toronto, ON M5H 3R3

Date	Activitiy (Brief Description)
November-15-16	receipt and review e-mail messages from and e-mail messages to Patricia O'Malley et al; review attach documentation;
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December-06-16	receipt and review e-mail messages from and e-mail messages to Nelson Tam; review documentation;
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March-07-17	review documentation; prepare for meeting; prepare e-mail correspondence;
March-09-17	e-mail messages from and e-mail messages to Nelson Tam; e-mail messages from and e-mail messages to Patricia O'Malley;
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March-14-17	review report including background and supplementary reports; e-mail messages to and e-mail messages from Panel;
March-15-17	receipt and review e-mail messages; review documentation;
	Total

# of Hours	
0.30	0.5
16.00	1
4.70	1
5.70	1
4.70	1
0.70	0.5
0.30	0.5
1.20	0.5
2.20	0.5
8.00	1
3.00	0.5
4.80	1
4.10	1
2.60	0.5
1.00	0.5
0.30	0.5
4.50	1
0.70	0.5
4.30	1
2.30	0.5
2.40	0.5
3.50	1

0.40	0.5
0.40	0.5
1.40	0.5
0.90	0.5
2.40	0.5
1.10	0.5
1.10	0.5
0.40	0.5
85.40	20

3 - Email - March 29 2017 - RE_ Per Diem & Expenses.pdf

From:	Tam, Nelson (TBS)
To:	"Jean Nikolov"
Subject:	RE: Per Diem & Expenses
Date:	March-29-17 3:18:00 PM
Attachments:	image001.png

Jean

Yes tomorrow morning. Sorry.

Nelson

From: Jean Nikolov [mailto:jnikolov@kmlaw.ca]
Sent: March-29-17 3:14 PM
To: Tam, Nelson (TBS)
Subject: RE: Per Diem & Expenses

Nelson, I assume we are talking about tomorrow at 9:15 a.m. – please confirm. Thank you.

Jean Nikolov
Legal Assistant to Murray Gold
T: +1 416-595-2099 | E: jnikolov@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Tam, Nelson (TBS) [mailto:Nelson.Tam@ontario.ca]
Sent: March-29-17 3:09 PM
To: Jean Nikolov
Subject: RE: Per Diem & Expenses

Jean

The other pane member confirmed back. I will pick up his claim for and then drop by your office to pick up Murray's form. I should be at your office around 9:15.

Thank you for your assistance.

Nelson
416-212-0514

From: Tam, Nelson (TBS)
Sent: March-29-17 1:23 PM
To: 'Jean Nikolov'
Subject: RE: Per Diem & Expenses

Jean

I am going to check with the other Panel member if he has signed is expense form. I can arrange to pick up both at the same time. I will let you know the timing as soon as I hear back.

Thank you

Nelson
416-212-0514

From: Jean Nikolov [mailto:jnikolov@kmlaw.ca]
Sent: March-29-17 1:14 PM
To: Tam, Nelson (TBS)
Subject: RE: Per Diem & Expenses

Nelson, these forms are signed, would you like to pick them up today?

Thank you.

Jean Nikolov

KOSKIE MINSKY
JUSTICE MATTERS

Jean Nikolov
Legal Assistant to Murray Gold
T: +1 416-595-2099 | E: jnikolov@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Tam, Nelson (TBS) [mailto:Nelson.Tam@ontario.ca]
Sent: March-27-17 11:01 AM
To: Murray Gold
Cc: Jean Nikolov
Subject: RE: Per Diem & Expenses

Murray

Attached are the two claim forms for your per diems. The address used is your home address.

Please sign and I can pick it up. I need the original to send for processing.

Let me know when I can pick it up.

Thanks

Nelson
416-212-0514

From: Murray Gold [mailto:mgold@kmlaw.ca]
Sent: March-23-17 12:48 PM
To: Tam, Nelson (TBS)
Cc: Jean Nikolov
Subject: Fwd: Per Diem & Expenses

Hi Nelson,

Here is my time sheet.

Murray

From: "Jean Nikolov" <jnikolov@kmlaw.ca>
Subject: RE: Per Diem & Expenses
Date: 23 March 2017 11:47
To: "Murray Gold" <mgold@kmlaw.ca>

Murray, here is the above expense sheet.

Murray Gold
Partner
T: +1 416-595-2085 | F: +1 416-204-2873 | E: mgold@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Murray Gold
Sent: March-23-17 9:02 AM
To: Jean Nikolov
Subject: Fwd: Per Diem & Expenses

Based on my dockets, could you complete this form as per the instructions below?

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image001_2.pdf

KOSKIE
MINSKY
JUSTICE MATTERS

3 - Murray Gold - 2016 Travel Claim Form - Non-OPS_scan.pdf

Ontario

Expense (General/Travel) Claim for Non-OPS Employees

Note

Personal information on this form is collected under the authority of the *Ministry of Treasury and Economics Act*, R.S.O. 1990, c.M.37, s. 11 and will be used to assess, verify and monitor eligibility for payment. For information regarding the collection of this information, please contact the financial services unit in your organization where you submit this form.

Only one cost centre per form. Where a tip/gratuity is included in the expense item being claimed, the gratuity/tip must be itemized separately.
Example : Receipt #1 for Lunch: $8.85 plus tax (13%) $1.15 = $10.00 plus tip $1.00. Total receipt #1 = $11.00
Expense item line 1: Lunch. Total Amount = 10.00, Tax Rate = 13%. Tax Amount = 1.15 (calculated), Net Amount = 8.85 (calculated)
Expense item line 2: Tip. Total Amount = 1.00, Tax Rate = 0, Tax Amount = 0.00 (calculated), Net Amount = 1.00 (calculated)

1. Claimant Information

Name of Claimant (Last Name) *	(First Name) *	Middle Initial
Gold	Murray	

Ministry/Agency *	Telephone Number ext.

Address (Street Number and Name, Unit/Apt. Number) *	City/Town *	Province *	Postal Code *
361 Wellesley Street East	Toronto	ON	M4X 1H2

Purpose of Trip and Nature of Expenses *

Per Diem as a member of the Pension Asset Expert Advisory Panel

2. Transaction Details

Date	Particulars	Account Code				Kilometres		Receipt Details				
(dd/mmm/yyyy)	Explain General Expense Items (Destination, time of departure, return and mode of travel)	Non-reportable Items $ (533910)	T4A Reportable Items $ (533915)	T4A Reportable Remuneration (547920)	T4 Reportable PTPDA $ (533950)	South Ontario Km's	North Ontario Km's	**Total Amount**	Tax Rate % (HST/ GST)	Tax Amount	**Net Amount**	Rec. No.
15/Nov/2016	Per Diem			950.00				950.00			950.00	
18/Nov/2016	Per Diem			1,900.00				1,900.00			1,900.00	
03/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
04/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
05/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
06/Dec/2016	Per Diem			950.00				950.00			950.00	
08/Dec/2016	Per Diem			950.00				950.00			950.00	
09/Dec/2016	Per Diem			950.00				950.00			950.00	
10/Dec/2016	Per Diem			950.00				950.00			950.00	
12/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
13/Dec/2016	Per Diem			950.00				950.00			950.00	
16/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	

Name of Claimant (Last, First Name)	Name of Approving Official (Last, First Name) (Mandatory)
Gold, Murray	Cindy Veinot

Ministry/Agency

(dd/mmm/yyyy)	Explain General Expense Items (Destination, time of departure, return and mode of travel)	Non-reportable Items $ (533910)	T4A Reportable Items $ (533915)	T4A Reportable Remuneration (547920)	T4 Reportable PTPDA $ (533950)	South Ontario Km's	North Ontario Km's	**Total Amount**	Tax Rate % (HST/ GST)	Tax Amount	**Net Amount**	Rec. No.
17/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
	Total ►			19,000.00				19,000.00			19,000.00	
							Total Claim Amount ►	$19,000.00				

3. IFIS Account Code – Claim Amount Summary

Claim No.

Claim Date (dd/mmm/yyyy)

Line No.	Ministry (3 digits)	Program (6 digits)	Business Unit (4 characters)	Cost Centre (6 characters)	Account (6 digits)	Initiative (4 digits)	Future Use (4 digits)	Future Use (4 digits)	**Total Amount**	Tax Rate % (HST/GST)	Tax Amount	Net Amount
1	034	340401	0000	985500	547920		0000	0000	$19,000.00	0.00		$19,000.00
								Total Claim Amount ►	$19,000.00			

4. Claimant Certification

This is to certify that the above expenses were incurred by me while on Government Business.

Signature of Claimant (Mandatory)

Date (dd/mmm/yyyy)
27/Mar/2017

Please visit www.ontario.ca/directpayment to download the application form to enrol for electronic payment.

5. Approval and Authorization

Name of Approving Official (Last, First Name) (Mandatory)
Cindy Veinot

Title
Assistant Deputy Minister, Provincial Controller

Telephone Number	Total Claim Amount Approved	Signature (Mandatory)	Date Approved/Authorized (dd/mmm/yyyy)
416 325-8017 ext.	$19,000.00		

3 - Murray Gold - 2017 Travel Expense Form - Non-OPS_scan.pdf

Ontario

Expense (General/Travel) Claim for Non-OPS Employees (Individuals without an 8 Series WIN Number)

Note

For guidance in completing this form refer to the Instructions sheet.

Only one cost centre per form. Where a tip/gratuity is included in the expense item being claimed, the gratuity/tip must be itemized separately.

Example : Receipt #1 for Taxi: $8.85 plus tax (13%) $1.15 = $10.00 plus tip $1.00. Total receipt #1 = $11.00

Expense item line 1: Taxi. Total Amount = 10.00, Tax Rate = 13%. Tax Amount = 1.15, Net Amount = 8.85

Expense item line 2: Tip. Total Amount = 1.00, Tax Rate = 0, Tax Amount = 0.00, Net Amount = 1.00

Fields marked with an asterisk (*) are mandatory.

Personal information on this form is collected under the authority of the *Financial Administration Act*, Section 1.0.25 and will be used to assess, verify and monitor eligibility for payment. For information regarding the collection of this information, please contact the financial services unit in your organization where you submit this form.

1. Payee Information

Name of Payee (Last Name) *	(First Name) *	Middle Initial
Gold	Murray	

Ministry/Agency *

Ministry/Agency Contact (Last Name) *	(First Name) *	Telephone Number
Tam	Nelson	416 212-0514 ext.

Mailing Address (Street Number and Name, Unit/Apt. Number) *	City/Town *	Province *	Postal Code *
361 Wellesley Street East	Toronto	ON	M4X 1H2

Purpose of Trip and Nature of Expenses *

Per Diem as member of the Pension Asset Expert Advisory Panel

2. Transaction Details

Date	Particulars	Account Code				Kilometres		Meals	Receipt Details				
(dd/mmm/yyyy)	Explain General Expense Items (Destination, time of departure, return and mode of travel)	Non-reportable Items $ (533910)	T4A Reportable Items $ (533915)	T4A Reportable Remuneration (547920)	T4 Reportable PTPDA $ (533950)	South Ontario Km's	North Ontario Km's	Attendees (Number)	Total Amount	Tax Rate (HST/GST)	Tax Amount	Net Amount	Rec. No.
08/Jan/2017	Per Diem			950.00					950.00			950.00	
09/Jan/2017	Per Diem			950.00					950.00			950.00	
10/Jan/2017	Per Diem			950.00					950.00			950.00	
11/Jan/2017	Per Diem			1,900.00					1,900.00			1,900.00	
12/Jan/2017	Per Diem			950.00					950.00			950.00	
15/Jan/2017	Per Diem			1,900.00					1,900.00			1,900.00	
18/Jan/2017	Per Diem			950.00					950.00			950.00	
22/Jan/2017	Per Diem			950.00					950.00			950.00	
16/Feb/2017	Per Diem			1,900.00					1,900.00			1,900.00	
25/Feb/2017	Per Diem			950.00					950.00			950.00	
04/Mar/2017	Per Diem			950.00					950.00			950.00	
07/Mar/2017	Per Diem			950.00					950.00			950.00	

Name of Payee (Last Name, First Name)
Gold, Murray

Name of Approving Official (Last, First Name) (Mandatory)
Cindy Veinot

Ministry/Agency

(dd/mmm/yyyy)	Explain General Expense Items (Destination, time of departure, return and mode of travel)	Non-reportable Items $ (533910)	T4A Reportable Items $ (533915)	T4A Reportable Remuneration (547920)	T4 Reportable PTPDA $ (533950)	South Ontario Km's	North Ontario Km's	Attendees (Number)	Total Amount	Tax Rate (HST/GST)	Tax Amount	Net Amount	Rec. No.
09/Mar/2017	Per Diem			950.00					950.00			950.00	
10/Mar/2017	Per Diem			950.00					950.00			950.00	
13/Mar/2017	Per Diem			950.00					950.00			950.00	
14/Mar/2017	Per Diem			950.00					950.00			950.00	
15/Mar/2017	Per Diem			950.00					950.00			950.00	
	Total ►			19,000.00					19,000.00		0.00	19,000.00	
								Total Claim Amount ►	$19,000.00				

3. IFIS Account Code – Claim Amount Summary

Claim Number

Claim Date (dd/mmm/yyyy)

Line No.	Ministry (3 digits)	Program (6 digits)	Business Unit (4 characters)	Cost Centre (6 characters)	Account (6 digits)	Initiative (4 digits)	Future Use (4 digits)	Future Use (4 digits)	Total Amount	Tax Rate (HST/GST)	Tax Amount	Net Amount
1	034	340401	0000	985500	547920		0000	0000	$19,000.00	0.0%		$19,000.00
								Total ►	$19,000.00		$0.00	$19,000.00
								Total Claim Amount ►	$19,000.00			

4. Payee Certification

This is to certify that the above expenses were incurred by me while on Government Business.

Signature of Payee (Mandatory)

Date (dd/mmm/yyyy)
27/Mar/2017

Please visit www.ontario.ca/directpayment to download the application form to enrol for electronic payment.

5. Approval and Authorization

Name of Approving Official (Last, First Name) *
Cindy Veinot

Title
Assistant Deputy Minister, Provincial Controller

Telephone Number
416 325-8017 ext.

Total Claim Amount Approved
$19,000.00

Signature *

Date Approved/Authorized (dd/mmm/yyyy)

4 - Email - March 30 2017 - RE_ Per Diem & Expenses.pdf

From:	Jean Nikolov
To:	Tam, Nelson (TBS)
Subject:	RE: Per Diem & Expenses
Date:	March-30-17 1:36:12 PM
Attachments:	image001.png logo_d1ac01ba-f783-4248-82df-84549cb6f0b7.png

8:30 a.m.

KOSKIE MINSKY
JUSTICE MATTERS

Jean Nikolov
Legal Assistant to Murray Gold
T: +1 416-595-2099 | E: jnikolov@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Tam, Nelson (TBS) [mailto:Nelson.Tam@ontario.ca]
Sent: March-30-17 1:34 PM
To: Jean Nikolov
Subject: FW: Per Diem & Expenses

Jean

I checked my email and I did send the complete file. I printed the claims and then PDFed which is attached.

Please have Murray sign Section 4 – Payee/Claimant Certification depending on form.

What time does the office open tomorrow? I can drop by to pick it up.

Thank you for your assistance.

Nelson
416-212-0514

From: Tam, Nelson (TBS)
Sent: March-27-17 11:01 AM
To: 'Murray Gold'
Cc: Jean Nikolov
Subject: RE: Per Diem & Expenses

Murray

Attached are the two claim forms for your per diems. The address used is your home address.

Please sign and I can pick it up. I need the original to send for processing.

Let me know when I can pick it up.

Thanks

Nelson
416-212-0514

From: Murray Gold [mailto:mgold@kmlaw.ca]
Sent: March-23-17 12:48 PM
To: Tam, Nelson (TBS)
Cc: Jean Nikolov
Subject: Fwd: Per Diem & Expenses

Hi Nelson,

Here is my time sheet.

Murray

From: "Jean Nikolov" <jnikolov@kmlaw.ca>
Subject: RE: Per Diem & Expenses
Date: 23 March 2017 11:47
To: "Murray Gold" <mgold@kmlaw.ca>

Murray, here is the above expense sheet.

KOSKIE MINSKY
JUSTICE MATTERS

Murray Gold
Partner
T: +1 416-595-2085 | F: +1 416-204-2873 | E: mgold@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Murray Gold
Sent: March-23-17 9:02 AM
To: Jean Nikolov
Subject: Fwd: Per Diem & Expenses

Based on my dockets, could you complete this form as per the instructions below?

From: "Tam, Nelson (TBS)" <Nelson.Tam@ontario.ca>
Subject: RE: Per Diem & Expenses
Date: 23 March 2017 08:49
To: "Murray Gold" <mgold@kmlaw.ca>

Murray

Attached is the excel sheet to capture your time. It should include some detail of the what was done. Eg, attended panel meeting, briefing with Auditor General, Reviewing draft report etc.

I will complete the expense reimbursement form (for the per diem) and send it back to you for your signature. This is the process I used with the Chair's per diem.

Thanks

Nelson
X20514

From: Murray Gold [mailto:mgold@kmlaw.ca]
Sent: March-22-17 7:50 PM
To: Tam, Nelson (TBS)
Subject: RE: Per Diem & Expenses

HI Nelson,

Thank you for this reminder. Is there a specific form I need to submit for my time? I have no expenses.

Thanks,

Murray

KOSKIE MINSKY
JUSTICE MATTERS

Murray Gold
Partner
T: +1 416-595-2085 | F: +1 416-204-2873 | E: mgold@kmlaw.ca
Koskie Minsky LLP, 20 Queen Street West, Suite 900, Toronto, ON. M5H 3R3
kmlaw.ca

From: Tam, Nelson (TBS) [mailto:Nelson.Tam@ontario.ca]
Sent: March-22-17 1:36 PM
To: Patricia O'Malley (plomalley@outlook.com); Uros Karadzic (uros.karadzic@ca.ey.com); Murray Gold
Subject: Per Diem & Expenses

Patricia, Uros, Murray

The supplemental report was officially sent to the Minister and Deputy Minister on Tuesday. We are close to completing the work of the Panel.

The Province's year end is coming to a close next week.

Please provide me with your timesheet for the per diems and expense claims for November to March so we can accrue the Panel's cost and request your per diem payment and expense reimbursement.

Reimbursement expenses require the original receipt and associated proof of payment. If mileage is claimed, it must accompany a mapquest/google maps to verify reasonableness of the expense. Mileage is reimbursed at $0.40 per kilometre.

The expenses must be separated post 2017 and pre 2017. I re-attached the forms for your convenience.

If you can aim for next **Wednesday, March 29th** it would be greatly appreciated.

Uros, Murray

I can pick up the signed expense forms and associated supporting document from your offices if you wish. I can arrange a time to pick both up on the same day and time.

Thank you for your assistance.

Nelson
416-212-0514

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image001_3.pdf

KOSKIE
MINSKY

JUSTICE MATTERS

logo_d1ac01ba-f783-4248-82df-84549cb6f0b7_1.pdf

KOSKIE
MINSKY
JUSTICE MATTERS

4 - Murray Gold - Consolidated.pdf

Ontario

Expense (General/Travel) Claim for Non-OPS Employees

Note
Personal information on this form is collected under the authority of the *Ministry of Treasury and Economics Act*, R.S.O. 1990, c.M.37, s. 11 and will be used to assess, verify and monitor eligibility for payment. For information regarding the collection of this information, please contact the financial services unit in your organization where you submit this form.

Only one cost centre per form. Where a tip/gratuity is included in the expense item being claimed, the gratuity/tip must be itemized separately.
Example : Receipt #1 for Lunch: $8.85 plus tax (13%) $1.15 = $10.00 plus tip $1.00. Total receipt #1 = $11.00
Expense item line 1: Lunch. Total Amount = 10.00, Tax Rate = 13%. Tax Amount = 1.15 (calculated), Net Amount = 8.85 (calculated)
Expense item line 2: Tip. Total Amount = 1.00, Tax Rate = 0, Tax Amount = 0.00 (calculated), Net Amount = 1.00 (calculated)

1. Claimant Information

Name of Claimant (Last Name) *	(First Name) *		Middle Initial
Gold	Murray		
Ministry/Agency *		Telephone Number ext.	
Address (Street Number and Name, Unit/Apt. Number) *	City/Town *	Province *	Postal Code *
361 Wellesley Street East	Toronto	ON	M4X 1H2

Purpose of Trip and Nature of Expenses *

Per Diem as a member of the Pension Asset Expert Advisory Panel

2. Transaction Details

Date	Particulars	Account Code				Kilometres		Receipt Details				
(dd/mmm/yyyy)	Explain General Expense Items (Destination, time of departure, return and mode of travel)	Non-reportable Items $ (533910)	T4A Reportable Items $ (533915)	T4A Reportable Remuneration (547920)	T4 Reportable PTPDA $ (533950)	South Ontario Km's	North Ontario Km's	**Total Amount**	Tax Rate % (HST/ GST)	Tax Amount	**Net Amount**	Rec. No.
15/Nov/2016	Per Diem			950.00				950.00			950.00	
18/Nov/2016	Per Diem			1,900.00				1,900.00			1,900.00	
03/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
04/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
05/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
06/Dec/2016	Per Diem			950.00				950.00			950.00	
08/Dec/2016	Per Diem			950.00				950.00			950.00	
09/Dec/2016	Per Diem			950.00				950.00			950.00	
10/Dec/2016	Per Diem			950.00				950.00			950.00	
12/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
13/Dec/2016	Per Diem			950.00				950.00			950.00	
16/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	

Name of Claimant (Last, First Name)	Name of Approving Official (Last, First Name) (Mandatory)
Gold, Murray	Cindy Veinot

Ministry/Agency

(dd/mmm/yyyy)	Explain General Expense Items (Destination, time of departure, return and mode of travel)	Non-reportable Items $ (533910)	T4A Reportable Items $ (533915)	T4A Reportable Remuneration (547920)	T4 Reportable PTPDA $ (533950)	South Ontario Km's	North Ontario Km's	**Total Amount**	Tax Rate % (HST/ GST)	Tax Amount	**Net Amount**	Rec. No.
17/Dec/2016	Per Diem			1,900.00				1,900.00			1,900.00	
	Total ▶			19,000.00				19,000.00			19,000.00	

Total Claim Amount ▶ $19,000.00

3. IFIS Account Code – Claim Amount Summary

Claim No.

Claim Date (dd/mmm/yyyy)

Line No.	Ministry (3 digits)	Program (6 digits)	Business Unit (4 characters)	Cost Centre (6 characters)	Account (6 digits)	Initiative (4 digits)	Future Use (4 digits)	Future Use (4 digits)	**Total Amount**	Tax Rate % (HST/GST)	Tax Amount	Net Amount
1	034	340401	0000	985500	547920		0000	0000	$19,000.00	0.00		$19,000.00

Total Claim Amount ▶ $19,000.00

4. Claimant Certification

This is to certify that the above expenses were incurred by me while on Government Business.

Signature of Claimant (Mandatory)

Date (dd/mmm/yyyy)
27/Mar/2017

Please visit www.ontario.ca/directpayment to download the application form to enrol for electronic payment.

5. Approval and Authorization

Name of Approving Official (Last, First Name) (Mandatory)
Cindy Veinot

Title
Assistant Deputy Minister, Provincial Controller

Telephone Number	Total Claim Amount Approved	Signature (Mandatory)	Date Approved/Authorized (dd/mmm/yyyy)
416 325-8017 ext.	$19,000.00		

Ontario

Expense (General/Travel) Claim for Non-OPS Employees (Individuals without an 8 Series WIN Number)

Note

For guidance in completing this form refer to the Instructions sheet.

Only one cost centre per form. Where a tip/gratuity is included in the expense item being claimed, the gratuity/tip must be itemized separately.
Example : Receipt #1 for Taxi: $8.85 plus tax (13%) $1.15 = $10.00 plus tip $1.00. Total receipt #1 = $11.00
Expense item line 1: Taxi. Total Amount = 10.00, Tax Rate = 13%. Tax Amount = 1.15, Net Amount = 8.85
Expense item line 2: Tip. Total Amount = 1.00, Tax Rate = 0, Tax Amount = 0.00, Net Amount = 1.00

Fields marked with an asterisk (*) are mandatory.

Personal information on this form is collected under the authority of the *Financial Administration Act*, Section 1.0.25 and will be used to assess, verify and monitor eligibility for payment. For information regarding the collection of this information, please contact the financial services unit in your organization where you submit this form.

1. Payee Information

Name of Payee (Last Name) *	(First Name) *	Middle Initial
Gold	Murray	

Ministry/Agency *

Ministry/Agency Contact (Last Name) *	(First Name) *	Telephone Number
Tam	Nelson	416 212-0514 ext.

Mailing Address (Street Number and Name, Unit/Apt. Number) *	City/Town *	Province *	Postal Code *
361 Wellesley Street East	Toronto	ON	M4X 1H2

Purpose of Trip and Nature of Expenses *

Per Diem as member of the Pension Asset Expert Advisory Panel

2. Transaction Details

Date (dd/mmm/yyyy)	Particulars: Explain General Expense Items (Destination, time of departure, return and mode of travel)	Account Code: Non-reportable Items $ (533910)	Account Code: T4A Reportable Items $ (533915)	Account Code: T4A Reportable Remuneration (547920)	Account Code: T4 Reportable PTPDA $ (533950)	Kilometres: South Ontario Km's	Kilometres: North Ontario Km's	Meals: Attendees (Number)	Receipt Details: Total Amount	Receipt Details: Tax Rate (HST/GST)	Receipt Details: Tax Amount	Receipt Details: Net Amount	Rec. No.
08/Jan/2017	Per Diem			950.00					950.00			950.00	
09/Jan/2017	Per Diem			950.00					950.00			950.00	
10/Jan/2017	Per Diem			950.00					950.00			950.00	
11/Jan/2017	Per Diem			1,900.00					1,900.00			1,900.00	
12/Jan/2017	Per Diem			950.00					950.00			950.00	
15/Jan/2017	Per Diem			1,900.00					1,900.00			1,900.00	
18/Jan/2017	Per Diem			950.00					950.00			950.00	
22/Jan/2017	Per Diem			950.00					950.00			950.00	
16/Feb/2017	Per Diem			1,900.00					1,900.00			1,900.00	
25/Feb/2017	Per Diem			950.00					950.00			950.00	
04/Mar/2017	Per Diem			950.00					950.00			950.00	
07/Mar/2017	Per Diem			950.00					950.00			950.00	

Name of Payee (Last Name, First Name)	Name of Approving Official (Last, First Name) (Mandatory)
Gold, Murray	Cindy Veinot

Ministry/Agency

(dd/mmm/yyyy)	Explain General Expense Items (Destination, time of departure, return and mode of travel)	Non-reportable Items $ (533910)	T4A Reportable Items $ (533915)	T4A Reportable Remuneration (547920)	T4 Reportable PTPDA $ (533950)	South Ontario Km's	North Ontario Km's	Attendees (Number)	Total Amount	Tax Rate (HST/GST)	Tax Amount	Net Amount	Rec. No.
09/Mar/2017	Per Diem			950.00					950.00			950.00	
10/Mar/2017	Per Diem			950.00					950.00			950.00	
13/Mar/2017	Per Diem			950.00					950.00			950.00	
14/Mar/2017	Per Diem			950.00					950.00			950.00	
15/Mar/2017	Per Diem			950.00					950.00			950.00	
	Total ►			19,000.00					19,000.00		0.00	19,000.00	

Total Claim Amount ► $19,000.00

3. IFIS Account Code – Claim Amount Summary

Claim Number

Claim Date (dd/mmm/yyyy)

Line No.	Ministry (3 digits)	Program (6 digits)	Business Unit (4 characters)	Cost Centre (6 characters)	Account (6 digits)	Initiative (4 digits)	Future Use (4 digits)	Future Use (4 digits)	Total Amount	Tax Rate (HST/GST)	Tax Amount	Net Amount
1	034	340401	0000	985500	547920		0000	0000	$19,000.00	0.0%		$19,000.00
								Total ►	$19,000.00		$0.00	$19,000.00

Total Claim Amount ► $19,000.00

4. Payee Certification

This is to certify that the above expenses were incurred by me while on Government Business.

Signature of Payee (Mandatory)

Date (dd/mmm/yyyy)
27/Mar/2017

Please visit www.ontario.ca/directpayment to download the application form to enrol for electronic payment.

5. Approval and Authorization

Name of Approving Official (Last, First Name) *
Cindy Veinot

Title
Assistant Deputy Minister, Provincial Controller

Telephone Number	Total Claim Amount Approved	Signature *	Date Approved/Authorized (dd/mmm/yyyy)
416 325-8017 ext.	$19,000.00		