



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Detailed Travel Points Report
From April 1, 2019 to June 30, 2019

The *Members' Expenditures Report* for the first quarter of 2019-2020 outlines Members' expenditures processed by the House Administration between April 1 and June 30, 2019. The expenditures incurred by Members to carry out their parliamentary functions are published within three months of the end of each quarter. These expenditures are subject to the policies of the in effect when the expenses are incurred. For current policies, refer to the on .

The *Members' Expenditures Report* presents year-to-date expenditures by budget and expense category.

Each budget is presented in a separate **column**, explained below:

- **Member's Budgets:** This column presents two budgets to which Members may charge expenses.
 - **Member's Office Budget:** Members are provided with an annual office budget to pay for employee salaries, service contracts, hospitality and advertising expenses, other printing services, constituency office leases, office operating costs, transportation expenses (when no travel points are used), as well as other travel-related expenses. For more information, see the Member's Office Budget by Constituency appendix in the Budgets chapter of the .
 - **Travel Status Expenses Account:** Members are provided with an annual allocation to pay for the per diem and accommodation expenses that they personally incur while in travel status, as well as expenses related to a declared secondary residence.
- **Resources Provided by the House:** This column presents the costs incurred by the House Administration to support Members in the discharge of their parliamentary functions, as well as the costs related to travel points and booked tickets for which a claim has not yet been processed by the House Administration.
- **Travel Points:** This column presents travel points used by Members and their authorized travellers in the support of Members' parliamentary functions. Members are provided with travel points at the beginning of each fiscal year, regardless of where their constituency is located in Canada. A travel point is equivalent to one return trip and a trip means a direct trip, by any means, to one destination for a particular purpose.
 - **Regular:** The number of points used by Members and their authorized travellers when travelling between the constituency and Ottawa.
 - **Special:** The number of points used by Members and their authorized travellers when travelling within Canada, other than for trips between the Member's constituency and Ottawa.
 - **U.S.A.:** The number of points used by Members when travelling to Washington D.C. or New York City.

The *Detailed Travel Points Report* provides information about Members' and authorized travellers' trips processed between April 1 and June 30, 2019 for which travel points were used.

Members' expenditures are divided into eight categories, as follows:

- 1 **Employees' salaries:** This category includes the salaries of Members' employees.
- 2 **Service contracts:** This category includes the costs for professional, technical or administrative services provided to Members.
- 3 **Travel:** This category includes the travel costs of Members and their authorized travellers, and is sub-divided as follows:
 - **Member:** This sub-category includes Members' transportation expenses when travelling in support of their parliamentary functions.

- **Designated traveller:** This sub-category includes transportation expenses incurred by Members' designated travellers who, under specific conditions, may also be reimbursed per diem and accommodation expenses when representing a Member at an event. Each Member may designate one person, other than the Member's employees or another Member who is not the Member's spouse, as a designated traveller. For the list of current designated travellers, see the
 - **Dependants:** This sub-category includes transportation expenses incurred by Members' dependants who, under specific conditions, may also be reimbursed per diem and accommodation expenses when representing a Member at an event. Dependants refer to the Members' children who are one of the following:
 - under the age of 21;
 - between the ages of 21 and 25 and in full-time attendance at a recognized educational institution; or
 - regardless of age, wholly dependent upon the Member by reason of physical or mental disability.
 - **Employees:** This sub-category includes transportation, accommodation and per diem expenses incurred by Members' eligible employees when travelling in support of a Member's parliamentary functions.
 - **Member's accommodation expenses:** This sub-category includes accommodation expenses incurred by Members when travelling in support of their parliamentary functions.
 - **Member's per diem expenses:** This sub-category includes per diem expenses incurred by Members when travelling in support of their parliamentary functions.
 - **Member's secondary residence expenses:** This sub-category includes:
 - rental and basic utility fees if the secondary residence is rented by the Member, or the accommodation rate for each day the residence is available for the Member's occupancy and is not rented to any other person if the Member owns the residence;
 - related relocation expenses;
 - costs associated with the Member's stay in a hotel or private accommodation if the Member does not own or rent a secondary residence.
- 4 **Hospitality:** This category includes the cost of food, beverages, catering services, equipment rentals and/or live entertainment for meetings, non-partisan events and other functions hosted by Members, as well as tickets for meals at community activities or events attended by Members.

The *Detailed Hospitality Expenditures Report* provides information about Members' hospitality expenditures processed between April 1 and June 30, 2019.

- 5 **Gifts:** This category includes the following:
- cost of gifts given as a matter of protocol to recognize the value and importance of a person, an event or an organization from a Member's constituency; and
 - cost of gifts given to a civic leader or dignitary in the discharge of a Member's parliamentary functions.

- 6 **Advertising:** This category includes the cost of print and other media sent to a Member's constituents, as well as promotional items given to a Member's constituents, to advertise the Member's name and contact information, assistance and services provided, as well as constituency meetings, and to share congratulatory messages, seasonal greetings, partisan opinions or advocacy statements.
- 7 **Printing:** This category includes the cost of printing and photocopying services, and is sub-divided as follows:
- **Householders:** This sub-category includes the production costs of printed materials sent by Members to households located in their constituency to inform constituents about parliamentary activities and issues.
 - **Ten percenters:** This sub-category includes the production costs of printed or photocopied materials used to communicate with constituents and reproduced in quantities not exceeding 10% of the total number of households in a Member's constituency.
 - **Other printing-related expenses:** This sub-category includes the cost of all other printing services.
- 8 **Offices:** This category is sub-divided as follows:
- **Constituency office leases, insurance and utilities:** This sub-category includes the cost of office leases, liability insurance, utility fees (e.g. hydro and gas) and relocation expenses for Members' constituency offices.
 - **Furniture, furnishing and equipment purchases:** This sub-category includes the cost of furniture and office equipment purchased by Members for their constituency offices.
 - **Equipment rentals:** This sub-category includes the cost of rental agreements for equipment, such as photocopiers.
 - **Informatics and telecommunication equipment purchases:** This sub-category includes the cost of computers, laptops, tablet devices, printers and other related equipment, as well as smartphones and related devices.
 - **Telecommunication services:** This sub-category includes the cost of voice and data plans for various mobile devices, as well as the cost of Internet services in constituency offices.
 - **Repairs and maintenance:** This sub-category includes the maintenance and repair costs of Members' offices and assets such as equipment maintenance and office renovations.
 - **Postage and courier services:** This sub-category includes the cost of postage and courier services.
 - **Materials and supplies:** This sub-category includes the cost of materials, paper and office supplies.
 - **Training:** This sub-category includes training costs incurred by Members, their spouse and their employees, subject to certain conditions.

For more information about the *Members' Expenditures Report*, refer to . Questions about this report should be directed to the or to the particular Member.

Detailed Travel Points Report

From April 1, 2019 to June 30, 2019

Member		Status	Constituency name			Constituency size	Number of electors						
Gourde, Jacques		Active	Lévis—Lotbinière			2,123 km ²	87,339						
Claim ID / Ticket #	Traveller	Purpose of travel	Date	Departure	Destination	Transportation	Accommodation	Per diem	Points			Total	
									Reg.	Spec.	U.S.A.		
Member													
T0178993	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50				
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50				
						Claim subtotal	\$465.47	-	\$474.02	1.00	-	-	\$939.49
T0179699	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50				
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50				
						Claim subtotal	\$458.19	-	\$484.60	1.00	-	-	\$942.79
T0180496	Gourde, Jacques	To attend a regional or provincial caucus meeting	2019-04-26	Saint-Narcisse-de-Beaurivage	Victoriaville					0.50			
	Gourde, Jacques	To attend a regional or provincial caucus meeting	2019-04-27	Victoriaville	Saint-Narcisse-de-Beaurivage					0.50			
						Claim subtotal	\$80.02	\$136.80	\$94.53	-	1.00	-	\$311.35
T0181176	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50				
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50				
						Claim subtotal	\$458.19	-	\$484.60	1.00	-	-	\$942.79
T0181181	Gourde, Jacques	To attend an authorized funeral	2019-05-04	Saint-Narcisse-de-Beaurivage	La Pocatière					0.50			
	Gourde, Jacques	To attend an authorized funeral	2019-05-04	La Pocatière	Saint-Narcisse-de-Beaurivage					0.50			
						Claim subtotal	\$149.90	-	-	-	1.00	-	\$149.90
T0181391	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50				
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50				
STATUS: Active - Member throughout fiscal year; DE - Deceased; NR - Not re-elected; NE - Newly elected; NSR - Not seeking re-election; RS - Resigned; NEB - Newly elected in by-election													

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Gourde, Jacques		Active	Lévis—Lotbinière		2,123 km ²	87,339						
Claim ID / Ticket #	Traveller	Purpose of travel	Date	Departure	Destination	Transportation	Accommodation	Per diem	Points			Total
									Reg.	Spec.	U.S.A.	
Claim subtotal						\$458.19	-	\$484.60	1.00	-	-	\$942.79
T0181827	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50			
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50			
Claim subtotal						\$458.19	-	\$484.60	1.00	-	-	\$942.79
T0182744	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50			
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50			
Claim subtotal						\$458.19	-	\$484.60	1.00	-	-	\$942.79
T0183674	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50			
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50			
Claim subtotal						\$458.19	-	\$484.60	1.00	-	-	\$942.79
T0184171	Gourde, Jacques	To travel to/from constituency and Ottawa		Saint-Narcisse-de-Beaurivage	Ottawa				0.50			
	Gourde, Jacques	To travel to/from constituency and Ottawa		Ottawa	Saint-Narcisse-de-Beaurivage				0.50			
Claim subtotal						\$458.19	-	\$484.60	1.00	-	-	\$942.79
Subtotal for Member						\$3,902.72	\$136.80	\$3,960.75	8.00	2.00	-	\$8,000.27
Claims pending						-	-	-	-	-	-	-
Total for Member						\$3,902.72	\$136.80	\$3,960.75	8.00	2.00	-	\$8,000.27
Designated traveller												
Subtotal for designated traveller						-	-	-	-	-	-	-
Claims pending						-	-	-	-	-	-	-
Total for designated traveller						-	-	-	-	-	-	-
Dependants												
Subtotal for dependants						-	-	-	-	-	-	-
Claims pending						-	-	-	-	-	-	-

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Gourde, Jacques		Active	Lévis—Lotbinière			2,123 km ²	87,339					
Claim ID / Ticket #	Traveller	Purpose of travel	Date	Departure	Destination	Transportation	Accommodation	Per diem	Points			Total
									Reg.	Spec.	U.S.A.	
Total for dependants						-	-	-	-	-	-	-
Employees												
Subtotal for employees						-	-	-	-	-	-	-
Claims pending						-	-	-	-	-	-	-
Total for employees						-	-	-	-	-	-	-
TOTAL						\$3,902.72	\$136.80	\$3,960.75	8.00	2.00	-	\$8,000.27
STATUS: Active - Member throughout fiscal year; DE - Deceased; NR - Not re-elected; NE - Newly elected; NSR - Not seeking re-election; RS - Resigned; NEB - Newly elected in by-election												