

## Frequently Asked Questions – MLA Expense Disclosure Report (EDR)

- **Who is required to disclose accommodation, meals, hosting, and travel expenses?**  
Members of the Legislative Assembly of Alberta.
- **Why are Members of the Legislative Assembly required to disclose their expenses?** The Special Standing Committee on Members' Services, which approves measures governing financial and personnel administration, determined that the information should be disclosed publicly.
- **What expenses will be disclosed?** Authorized expenses\* for Members of the Legislative Assembly for accommodation, meals, hosting, and travel which are processed by the Legislative Assembly Office and exclude any transaction processed by the Government of Alberta.

Accommodation includes expenses or allowances for lodgings within Alberta where a Member of the Legislative Assembly is required to stay overnight in the course of his/her official duties. Temporary residence allowances are included in this category of expense.

Hosting means any expenses for hospitality provided to constituents or stakeholders by the Member in the course of their duties. It also includes food, nonalcoholic beverages, or hosting supplies for the public, or official, business of the Member.

Travel expenses include

- allowances for use of a personal vehicle (per km and per round trip);
- fuel, fluids, and vehicle washes, including labour;
- air travel;
- long-distance bus or train travel;
- vehicle lease or rental;
- taxi fares; and
- parking charges.

*(\*As authorized under the Members' Allowances Order, the Constituency Services Order, and the Transportation Order of the Special Standing Committee on Members' Services. To refer to these orders go to [http://www.assembly.ab.ca/pro/standing/members\\_services\\_orders.pdf](http://www.assembly.ab.ca/pro/standing/members_services_orders.pdf).)*

- **What expense information is disclosed?**
  - name and position of the individual who incurred the expense
  - date of the transaction
  - transaction amount
  - expense category
  - description and rationale for meals and hosting
  - supporting documentation, including receipts when applicable

- **How often will the reports be posted on the Legislative Assembly's website?** The first set of reports will be posted by April 30, 2013, for transactions from January 1 to March 31, 2013. Reports will then be posted 30 days after the end of each fiscal quarter.
- **Are ministerial expenses included in the disclosure?** No. The disclosure of expenses made by Members of the Legislative Assembly when conducting business on behalf of the Government of Alberta is found at <http://alberta.ca/travelandexpensedisclosure.cfm>.
- **Where can I find the expense disclosure reports?** Reports are available on the Legislative Assembly website. (webmaster to add link)
- **What can I do with this information?** The information is released publicly and without restriction.
- **Why are there not receipts for all categories?** Allowances and expenses that are capped or counted by a nonfinancial unit (for example, kilometres, days, trips) are reported without receipts.
- **Who do I contact if I have questions about a report?** Please contact your MLA should you have questions. Member contact information is found at the top of their expense disclosure reports page.
- **Who is responsible for posting the MLA expense disclosure reports?** The Alberta Legislative Assembly Office is required to prepare and post the reports.
- **Why might there be no expense information posted under a particular reporting period for some individuals?** No expenses were incurred or processed for that individual during that reporting period.
- **Why do some expenses get posted several months after the transaction date (for example, the expense was incurred in April but was not posted until the August reporting period)?** An individual may incur an expense on a specific date, but the expense might not be submitted or approved until a later date. Expenses are reported after they are approved and processed in the financial system.
- **Why do the receipt amounts not always match the disclosed amounts?** As the Legislative Assembly Office is a GST/HST-exempt entity, GST is not disclosed as part of the expense amount.
- **Why are there blacked-out sections of supporting documentation in the report?** The Special Standing Committee on Members' Services specifically directs that consistent with the *Freedom of Information and Protection of Privacy Act* certain information must be redacted from the disclosure reports. This includes information where disclosure would be an unreasonable invasion of privacy, might harm the business interests of a third party, might endanger an individual's safety, or might cause harm to the economic interests of the Legislative Assembly Office.