March 2, 2016

Dear Applicant:

**Re: Your request for access to information under Part II of the Access to Information and Protection of Privacy Act FA/01/2016**

On February 3, 2016, The Department of Fisheries and Aquaculture (DFA) received your request for access to the following records:

"Any and all expense claims and subsequent correspondence (travels, agendas, meals, itinerary, etc) incurred by the Minister's office (and staff) for the month of January 2016."

I am pleased to inform you that a decision has been made by the Deputy Minister for DFA to provide access to the requested information. In accordance with your request the information has been compiled and the appropriate copies have been enclosed.

Please be advised that you may appeal this decision and ask the Information and Privacy Commissioner to review the decision to provide partial access to the requested information, as set out in section 42 of the Act (a copy of this section of the Act has been enclosed for your reference). A request to the Commissioner must be made in writing within 15 business days of the date of this letter or within a longer period that may be allowed by the Commissioner. Your appeal should identify your concerns with the request and why you are submitting the appeal.

The appeal may be addressed to the Information and Privacy Commissioner is as follows:

Office of the Information and Privacy Commissioner
2 Canada Drive
P. O. Box 13004, Stn. A
St. John’s, NL. A1B 3V8

Telephone: (709) 729-6309
Toll-Free: 1-877-729-6309
You may also appeal directly to the Supreme Court Trial Division within 15 business days after you receive the decision of the public body, pursuant to section 52 of the Act (a copy of this section of the Act has been enclosed for your reference).

Please be advised that responsive records will be published following a 72 hour period after the response is sent electronically to you or five business days in the case where records are mailed to you. It is the goal to have the responsive records posted to the Office of Public Engagement's website within one business day following the applicable period of time. Please note that requests for personal information will not be posted online.

If you have any further questions, please contact me by telephone at 709-729-4797 or by email at rhondahickey@gov.nl.ca

Sincerely,

Rhonda Hickey
ATIPP Coordinator

Enclosures
Name: Worthman, Matthew H  
Expense Date: 25-Jan-16 - 26-Jan-16  
Cost Center: 0801  
Purpose: To attend the Seafood Expo North America in Boston  
Report Submit Date: 01-Feb-16  
Claim Authorization: Journey Authorization  
Fiscal Year: 2015-16  
Acct Distribution: 01-0801-110-3000-0369-000000  
Related Claims:  

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<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
<th>Net of Tax Amount</th>
<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
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<tbody>
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<td>25-Jan-16</td>
<td>Miscellaneous Travel</td>
<td>Description of Misc. Expense: Photo taken for passport application.; Receipt Date: 25-Jan-16</td>
<td>12.10</td>
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<td><strong>Total</strong></td>
<td><strong>154.96</strong></td>
<td><strong>18.59</strong></td>
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Reimbursement Amount: 173.55  
Net of Tax Total: 154.96  
Tax Total: 18.59  

Journey Authorization 2015-16  
01~01-110-30~0369~000000  

Worthman, Matthew H  
25-Jan-16 - 26-Jan-16  
0801  
To attend the Seafood Expo North America in Boston  
01-Feb-16  
Journey Authorization  
2015-16  
01-0801-110-3000-0369-000000  

Receipt-Based Expenses
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
* Additionally, attach all original itemized receipts showing proof of payment to this Expense Claim. Ensure that all smaller receipts are attached to an 8.5 x 11 sheet of paper, as per Financial Management Circular 2.040.
* For Ministers who are also Members of the House of Assembly (HOA): The Expense Claim must be printed and the Claimant Section below must be signed and dated before being submitted, with the necessary supporting documentation, to the Corporate and Members' Services Division (CMS) of the HOA.
* Claimants who are not Ministers and Members of the HOA are not required to print and submit a hard copy of their Expense Claim to Transactional Review and Compliance (TRC) for processing. These individuals are still able to print their Expense Claim but only for their own personal records.
* Upon processing, a notification will be sent via email and the claim's status will be updated in ECMS. The Expense Claim will be paid after it has been processed.
* Effective April 1, 2009, the tax amount on expense claims is automatically calculated in accordance with the provisions of Sections 174 and 175 of the Excise Tax Act.

Explanations Related to Expense Items Claimed (if applicable):

I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

Total Amount to Reimburse: 173.55

Claimant's Signature: Matthew Whitman Date: February 1, 2016

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By: David Evans

Supervisor/Divisional Head: Date: Feb 1/16

Office of the Comptroller General Purposes Only:

Selected for Regular Review: Yes [ ] No [ ]

Transactional Review and Compliance: Date:
**Government of Newfoundland and Labrador**  
**Expense Claim: TCMS955915**

Name: Crocker, Hon Stephen Micheal  
Expense Date: 31-Jan-16 - 05-Feb-16  
Cost Center: 0801  
Purpose: Travel to St. John's to attend Ministerial/Departmental Business  
Report Submit Date: 08-Feb-16  
Claim Authorization: Human Resource Policy  
Fiscal Year: 2015-16  
Acct Distribution: 01-0801-110-3000-0369-000000  
Related Claims: TCMS954768

**Receipt-Based Expenses**

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<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
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**Per Diem Expenses**

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<th>Rate</th>
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<td>50.00</td>
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<td>03-Feb-16</td>
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<td>04-Feb-16 to 05-Feb-16</td>
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<td>10.00</td>
<td>8.93</td>
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**Total**  
Reimbursable Amount (CAD)  
Net of Tax Total: 594.50  
Tax Total: 39.55  
Net of Tax: 555.00  
Tax: 39.55  
Total: 594.50  
Reimbursable Amount: 555.00
## Mileage Expenses

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<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
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</thead>
<tbody>
<tr>
<td>31-Jan-16</td>
<td>Accumulated Mileage</td>
<td>From: Heart's Delight; To: St. John's</td>
<td>134 KM</td>
<td>.4782</td>
<td>57.21</td>
<td>6.87</td>
<td>64.08</td>
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<tr>
<td>31-Jan-16</td>
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<td>.4782</td>
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<td>6.87</td>
<td>64.08</td>
</tr>
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<td>05-Feb-16</td>
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</table>
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Total Amount to Reimburse: 634.06

Claimant's Signature: [Signature]
Date: Feb 08/16

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By: [Signature]
Date: Feb 09/16

Office of the Comptroller General Purposes Only:

Selected for Regular Review: Yes [ ] No [ ]

Transactional Review and Compliance: [ ]
**Government of Newfoundland and Labrador**

**Expense Claim: TCMS954896**

**Name:** Crocker, Hon Stephen Micheal  
**Expense Date:** 17-Jan-16 - 28-Jan-16  
**Cost Center:** 0801  
**Purpose:** Travel to St. John's to attend Ministerial/Departmental Business  
**Report Submit Date:** 01-Feb-16  
**Claim Authorization:** Human Resource Policy  
**Fiscal Year:** 2015-16  
**Acct Distribution:** 01-0801-110-3000-0369-000000  
**Related Claims:**

### Receipt-Based Expenses

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<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
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**Total** 28.80 3.45 32.25

### Per Diem Expenses

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<th>Date</th>
<th>Expense Type</th>
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**Total** 811.82 40.18 852.00
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<th>Reimbursable Amount (CAD)</th>
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<tr>
<td>17-Jan-16 to</td>
<td>Accumulated Mileage</td>
<td>From: Heart's Delight; To: St. John's</td>
<td>134 KM</td>
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<td>57.21</td>
<td>6.87</td>
<td>64.08</td>
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<td>57.21</td>
<td>6.87</td>
<td>64.08</td>
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<tr>
<td>28-Jan-16</td>
<td>01-0801-110-3000-0362-000000</td>
<td></td>
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<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>237.38</strong></td>
<td><strong>28.50</strong></td>
<td><strong>265.88</strong></td>
</tr>
</tbody>
</table>
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
* Additionally, attach all original itemized receipts showing proof of payment to this Expense Claim. Ensure that all smaller receipts are attached to an 8.5 x 11 sheet of paper, as per Financial Management Circular 2.040.
* For Ministers who are also Members of the House of Assembly (HOA): The Expense Claim must be printed and the Claimant Section below must be signed and dated before being submitted, with the necessary supporting documentation, to the Corporate and Members’ Services Division (CMS) of the HOA.
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* Upon processing, a notification will be sent via email and the claim's status will be updated in ECMS. The Expense Claim will be paid after it has been processed.
* Effective April 1, 2009, the tax amount on expense claims is automatically calculated in accordance with the provisions of Sections 174 and 175 of the Excise Tax Act.

Explanations Related to Expense Items Claimed (if applicable):

I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

Total Amount to Reimburse: 1,150.13

Claimant's Signature: ___________________________ Date: Feb 01/16

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By: ___________________________ Date: Feb 01/16

Supervisor/Divisional Head: ___________________________ Date: Feb 01/16

Office of the Comptroller General Purposes Only:

Selected for Regular Review: Yes [ ] No [ ]

Transactional Review and Compliance: ___________________________ Date: ___________________________
Government of Newfoundland and Labrador
Expense Claim: TCMS954350

Name: Crocker, Hon Stephen Micheal
Expense Date: 04-Mar-16 - 04-Mar-16
Cost Center: 0801
Purpose: To attend the Seafood Expo North America in Boston
Report Submit Date: 22-Jan-16
Claim Authorization: Journey Authorization
Fiscal Year: 2015-16
Acct Distribution: 01-0801-110-3000-0369-000000
Related Claims:

**Receipt-Based Expenses**

<table>
<thead>
<tr>
<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
<th>Net of Tax Amount</th>
<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>04-Mar-16</td>
<td>Airfare</td>
<td>Location From: St John's; Location To: Boston; Justification of Ticket: JA; Ticket Number: 0141612528519; Receipt Date: 22-Jan-16; Airline Carrier: Air Canada; Class of Ticket: Economy</td>
<td>748.00</td>
<td>89.76</td>
<td>837.76</td>
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<tr>
<td>04-Mar-16</td>
<td>Travel Agency Fees</td>
<td>Receipt Date: 22-Jan-16</td>
<td>19.66</td>
<td>2.36</td>
<td>22.02</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td><strong>767.66</strong></td>
<td><strong>92.12</strong></td>
<td><strong>859.78</strong></td>
</tr>
</tbody>
</table>
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
* Additionally, attach all original itemized receipts showing proof of payment to this Expense Claim. Ensure that all smaller receipts are attached to an 8.5 x 11 sheet of paper, as per Financial Management Circular 2.040.
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* Effective April 1, 2009, the tax amount on expense claims is automatically calculated in accordance with the provisions of Sections 174 and 175 of the Excise Tax Act.

Explanations Related to Expense Items Claimed (if applicable):

I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

Total Amount to Reimburse: $859.78

Claimant's Signature: [Signature]
Date: JAN 22 2016

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By:
Supervisor/Divisional Head:
Date: Jan 24/16

Office of the Comptroller General Purposes Only:
Selected for Regular Review: Yes [ ] No [ ]
Transactional Review and Compliance: [ ]
January 15, 2016

Mr. Kelvin Parsons
Chief of Staff
Office of the Premier
East Block, Confederation Building

Dear Mr. Parsons:

RE: Travel by Minister Steve Crocker to Seafood Expo North America in Boston, MA, March 4-7, 2016

This is to request authorization for the Minister of Fisheries and Aquaculture to travel to Boston, MA, March 4-7, 2016, to attend Seafood Expo North America.

Seafood Expo North America is the most important seafood trade show in the United States, which is our province’s largest seafood market (40 percent by export value). Each year the Department of Fisheries and Aquaculture showcases the province’s seafood industry at this event. It provides a great opportunity for industry and government to network with the global seafood industry and to promote the province’s seafood products to the world.

The department organizes a Newfoundland and Labrador pavilion at the show and the minister hosts a pre-show networking reception. In addition, this is an ideal venue for Minister Steve Crocker to meet with local industry partners and their international customers. Meetings are being pre-arranged with key stakeholders on a variety of industry issues and a detailed itinerary is being developed. In addition, the Minister of Fisheries, Oceans and the Canadian Coast Guard is expected to attend, providing an opportunity for Minister Crocker to meet him to discuss key fisheries and aquaculture issues.

This travel is in support of activities within the mandate and responsibility of the Department of Fisheries and Aquaculture.

The attached Journey Authorization is for your review and approval.

Please contact me if you wish to discuss.

Sincerely,

David Lewis
Deputy Minister (A)

Attachment
Name: Crocker, Hon Stephen Micheal
Expense Date: 31-Jan-16 - 31-Jan-16
Cost Center: 0801
Purpose: Meeting with Federal Minister.
Report Submit Date: 27-Jan-16
Claim Authorization: Journey Authorization
Fiscal Year: 2015-16
Acct Distribution: 01-0801-110-3000-0369-000000
Related Claims:

**Receipt-Based Expenses**

<table>
<thead>
<tr>
<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
<th>Net of Tax Amount</th>
<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>31-Jan-16</td>
<td>Airfare</td>
<td>Location From: St John's; Location To: Ottawa; Justification of Ticket: JA; Ticket Number: 0141612528757; Receipt Date: 27-Jan-16; Airline Carrier: Air Canada; Class of Ticket: Economy</td>
<td>814.46</td>
<td>97.73</td>
<td>912.19</td>
</tr>
<tr>
<td>31-Jan-16</td>
<td>Travel Agency Fees</td>
<td>Receipt Date: 31-Jan-16</td>
<td>18.65</td>
<td>2.24</td>
<td>20.89</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total</strong></td>
<td><strong>833.11</strong></td>
<td><strong>99.97</strong></td>
<td><strong>933.08</strong></td>
</tr>
</tbody>
</table>
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
* Additionally, attach all original itemized receipts showing proof of payment to this Expense Claim. Ensure that all smaller receipts are attached to an 8.5 x 11 sheet of paper, as per Financial Management Circular 2.040.
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* Effective April 1, 2009, the tax amount on expense claims is automatically calculated in accordance with the provisions of Sections 174 and 175 of the Excise Tax Act.

Explanations Related to Expense Items Claimed (if applicable):

I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

Total Amount to Reimburse: 933.08

Claimant's Signature: ______________________ Date: Jan 27/2016

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By: ______________________ Date: Jan 27/16

Supervisor/Divisional Head: ______________________ Date: Jan 27/16

Office of the Comptroller General Purposes Only:

Selected for Regular Review: Yes [ ] No [ ]

Transaction Review and Compliance: ______________________ Date: ____________
January 25, 2016

Mr. Kelvin Parsons
Chief of Staff
Office of the Premier
East Block, Confederation Building

Dear Mr. Parsons:

RE: Travel by Minister Steve Crocker to Ottawa, ON, January 31, 2016 to February 3, 2016

This is to request authorization for the Minister of Fisheries and Aquaculture to travel to Ottawa, ON, January 31, 2016 - February 3, 2016, to meet with Federal Minister Hunter Tootoo, NLs MPs caucus, the Fur Institute of Canada, and the Canadian Aquaculture Industry Association.

The objective of this meeting is to discuss the advancement of Federal and Provincial Fisheries and Aquaculture issues, as identified in Minister Crocker's mandate letter. In particular, Minister Crocker will be seeking to advance the Province's position with respect to shrimp allocations (ie. LIFO).

This travel is in support of activities within the mandate and responsibility of the Department of Fisheries and Aquaculture.

The attached Journey Authorization is for your review and approval.

Please contact me if you wish to discuss.

Sincerely,

David Lewis
Deputy Minister (A)

Attachment
Name: Crocker, Hon Stephen Micheal
Expense Date: 20-Jan-16 - 21-Jan-16
Cost Center: 0801
Purpose: To attend the Atlantic Council of Fisheries and Aquaculture Ministers meeting
Report Submit Date: 22-Jan-16
Claim Authorization: Journey Authorization
Fiscal Year: 2015-16
Acct Distribution: 01-0801-110-3000-0369-000000
Related Claims: TCMS952540

**Receipt-Based Expenses**

<table>
<thead>
<tr>
<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
<th>Net of Tax Amount</th>
<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
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<td>Accommodations</td>
<td>Receipt Date: 21-Jan-16</td>
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<td>13.39</td>
<td>124.95</td>
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<td>20-Jan-16</td>
<td>Taxi</td>
<td>Receipt Date: 20-Jan-16</td>
<td>24.11</td>
<td>2.89</td>
<td>27.00</td>
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<tr>
<td>21-Jan-16</td>
<td>Taxi</td>
<td>Receipt Date: 21-Jan-16</td>
<td>20.76</td>
<td>2.49</td>
<td>23.25</td>
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</table>

**Total**

156.43 18.77 175.20

**Per Diem Expenses**

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<tr>
<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
<th>Days</th>
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<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
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<td>20-Jan-16 to</td>
<td>Incident Expenses</td>
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<td>4.46</td>
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<td>5.00</td>
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<td>20-Jan-16</td>
<td>01-0801-110-3000-0369-000000</td>
<td></td>
<td>1</td>
<td>27.50</td>
<td>24.55</td>
<td>2.95</td>
<td>27.50</td>
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<tr>
<td>20-Jan-16 to</td>
<td>Dinner (Canada)</td>
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<td>1</td>
<td>11.00</td>
<td>9.82</td>
<td>1.18</td>
<td>11.00</td>
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<td>21-Jan-16</td>
<td>Breakfast (Canada)</td>
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<td>1</td>
<td>27.50</td>
<td>24.55</td>
<td>2.95</td>
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<td>1</td>
<td>27.50</td>
<td>24.55</td>
<td>2.95</td>
<td>27.50</td>
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</table>

**Total**

63.39 7.61 71.00
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
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* Effective April 1, 2009, the tax amount on expense claims is automatically calculated in accordance with the provisions of Sections 174 and 175 of the Excise Tax Act.

Explanations Related to Expense Items Claimed (if applicable):

I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

Total Amount to Reimburse: 246.20

Claimant's Signature: ____________________________ Date: ____________

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By: ____________________________ Date: Jan 24/16

Supervisor/Divisional Head: ____________________________

Selected for Regular Review: Yes [X] No [ ]

Transactional Review and Compliance: ____________________________ Date: ____________
Government of
Newfoundland and Labrador
Expense Claim: TCMS952540

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<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
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<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
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<tbody>
<tr>
<td>20-Jan-16</td>
<td>Airfare</td>
<td>Location From: St John's; Location To: Montreal; Ticket Number: 0141612314454; Receipt Date: 06-Jan-16; Airline Carrier: Air Canada; Class of Ticket: Economy</td>
<td>677.68</td>
<td>81.32</td>
<td>759.00</td>
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<tr>
<td>20-Jan-16</td>
<td>Travel Agency Fees</td>
<td>Receipt Date: 06-Jan-16</td>
<td>18.65</td>
<td>2.24</td>
<td>20.89</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>****</td>
<td>****</td>
<td><strong>696.33</strong></td>
<td><strong>83.56</strong></td>
<td><strong>779.89</strong></td>
</tr>
</tbody>
</table>

Receipt-Based Expenses

Name: Crocker, Hon Stephen Micheal
Expense Date: 20-Jan-16 - 20-Jan-16
Cost Center: 0801
Purpose: To attend the Atlantic Council of Fisheries and Aquaculture Ministers meeting
Report Submit Date: 07-Jan-16
Claim Authorization: Journey Authorization
Fiscal Year: 2015-16
Acct Distribution: 01-0801-110-3000-0369-000000

Time of Departure:
Time of Return:
Departure Date: 20-Jan-16
Return Date: 21-Jan-16
Exchange Rate:
Currency:
Reimbursement Amount: 779.89
Net of Tax Total: 696.33
Tax Total: 83.56
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
* Additionally, attach all original itemized receipts showing proof of payment to this Expense Claim. Ensure that all smaller receipts are attached to an 8.5 x 11 sheet of paper, as per Financial Management Circular 2.040.
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Explanations Related to Expense Items Claimed (if applicable):

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I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

<table>
<thead>
<tr>
<th>Total Amount to Reimburse: 779.89</th>
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<tr>
<td>Claimant’s Signature:</td>
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<tr>
<td>Date: Jan-02/16</td>
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CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

<table>
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<th>Approved and Certified By:</th>
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<tbody>
<tr>
<td>Supervisor/Divisional Head:</td>
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<tr>
<td>Date: Jan-7/16</td>
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Office of the Comptroller General Purposes Only:

<table>
<thead>
<tr>
<th>Selected for Regular Review: Yes [ ] No [ ]</th>
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</thead>
<tbody>
<tr>
<td>Transactional Review and Compliance:</td>
</tr>
<tr>
<td>Date:</td>
</tr>
</tbody>
</table>
Atlantic Council of Fisheries and Aquaculture Ministers' Meeting  
Montreal, Venue TBD  
January 21, 2016  
10:00 – 15:15 AST

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
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</thead>
<tbody>
<tr>
<td>9:30 – 10:00</td>
<td>Registration at the Canadian Intergovernmental Conference Secretariat Desk (Meeting room entrance)</td>
</tr>
<tr>
<td>10:00 – 10:10</td>
<td>Welcome and Opening Remarks (Chair: New Brunswick and Canada)</td>
</tr>
<tr>
<td>10:10 – 10:40</td>
<td>International Trade and Market Opportunities (Chair: Canada)</td>
</tr>
<tr>
<td></td>
<td>(Presenter: Tom Rosser, Senior Assistant Deputy Minister, Strategic Policy)</td>
</tr>
<tr>
<td>10:40 – 11:40</td>
<td>Lobster Fisheries in Canada (Chair: Canada)</td>
</tr>
<tr>
<td></td>
<td>(Presenters: New Brunswick, Nova Scotia, Prince Edward Island, Newfoundland and Labrador, Quebec)</td>
</tr>
<tr>
<td>11:40 – 12:00</td>
<td>Fisheries and Oceans Canada Certification and Market Access Program for Seals (Chair: Canada)</td>
</tr>
<tr>
<td></td>
<td>(Presenter: Tom Rosser, Senior Assistant Deputy Minister, Strategic Policy TBC)</td>
</tr>
<tr>
<td>12:00 – 12:15</td>
<td>Atlantic Council of Fisheries and Aquaculture Ministers' Official Photo</td>
</tr>
<tr>
<td>12:15 – 13:45</td>
<td>Private Lunch for Atlantic Council of Fisheries and Aquaculture Ministers</td>
</tr>
<tr>
<td>13:45 – 14:00</td>
<td>Atlantic Fisheries and Aquaculture Committee Working Group: Professional Certification and Recognizing Fisheries Organizations – Work Plan Review (Chair: New Brunswick)</td>
</tr>
<tr>
<td></td>
<td>(Presenter: Kevin Stringer, Senior Assistant Deputy Minister, Ecosystems and Fisheries Management TBC)</td>
</tr>
<tr>
<td>14:00 – 14:30</td>
<td>Review next steps for Committees (Chair: Canada)</td>
</tr>
<tr>
<td></td>
<td>(Presenter: Tom Rosser, Senior Assistant Deputy Minister, Strategic Policy TBC)</td>
</tr>
<tr>
<td>14:30 – 14:50</td>
<td>Finalization of the Atlantic Council of Fisheries and Aquaculture Ministers Communiqué (Brief break)</td>
</tr>
<tr>
<td>14:50 – 15:00</td>
<td>Approval of the Atlantic Council of Fisheries and Aquaculture Ministers Communiqué (Chair: New Brunswick)</td>
</tr>
<tr>
<td>15:00 – 15:15</td>
<td>Closing Remarks and Adjournment (Chair: New Brunswick and Canada)</td>
</tr>
<tr>
<td>15:15 – 15:30</td>
<td>Press Conference – Media Availability</td>
</tr>
</tbody>
</table>
December 21, 2015

Mr. Kelvin Parsons  
Chief of Staff  
Office of the Premier  
East Block, Confederation Building

Dear Mr. Parsons:

RE: Approval for Minister Steve Crocker to Travel to Quebec, January 20-22, 2016.

This is to request authorization for the Minister of Fisheries and Aquaculture to travel to Montreal, Quebec, January 20-22, 2016, to attend a meeting of the Atlantic Council of Fisheries and Aquaculture Ministers. This travel is in support of activities within the mandate and responsibility of the Department of Fisheries and Aquaculture. The Minister’s Journey Authorization is attached for your approval.

The Atlantic Council of Fisheries and Aquaculture Ministers is a forum for discussion, consultation, and collaboration among federal and provincial governments on shared objectives and interests with respect to the fishing and aquaculture sectors. While the agenda is not yet finalized, it tentatively includes updates on international trade and market opportunities, as well as issues relating to the lobster fishery and the sealing industry.

Please contact me if you wish to discuss.

Sincerely,

David Lewis  
Deputy Minister (A)

Attachment
Government of Newfoundland and Labrador
Expense Claim: TCMS953627

Name: Crocker, Hon Stephen Micheal
Expense Date: 10-Jan-16 - 15-Jan-16
Cost Center: 0801
Purpose: Travel to St. John's to attend Ministerial/Departmental Business
Report Submit Date: 15-Jan-16
Claim Authorization: Human Resource Policy
Fiscal Year: 2015-16
Acct Distribution: 01-0801-110-3000-0369-000000

Per Diem Expenses

<table>
<thead>
<tr>
<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
<th>Days</th>
<th>Rate</th>
<th>Net of Tax Amount</th>
<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
</tr>
</thead>
<tbody>
<tr>
<td>10-Jan-16 to 11-Jan-16</td>
<td>Lunch (NL)</td>
<td></td>
<td>1</td>
<td>15.00</td>
<td>13.39</td>
<td>1.61</td>
<td>15.00</td>
</tr>
<tr>
<td>10-Jan-16</td>
<td>01-0801-110-3000-0364-000000</td>
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<td></td>
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<tr>
<td>10-Jan-16 to 11-Jan-16</td>
<td>Dinner (NL)</td>
<td></td>
<td>1</td>
<td>25.00</td>
<td>22.32</td>
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Total 461.43 23.57 485.00
Mileage Expenses

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<th>Trip Distance</th>
<th>Mileage Rate</th>
<th>Net of Tax Amount</th>
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<th>Reimbursable Amount (CAD)</th>
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<td>.4782</td>
<td>57.21</td>
<td>6.87</td>
<td>64.08</td>
</tr>
</tbody>
</table>

Total: 114.42  13.74  128.16
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
* Additionally, attach all original itemized receipts showing proof of payment to this Expense Claim. Ensure that all smaller receipts are attached to an 8.5 x 11 sheet of paper, as per Financial Management Circular 2.040.
* For Ministers who are also Members of the House of Assembly (HOA): The Expense Claim must be printed and the Claimant Section below must be signed and dated before being submitted, with the necessary supporting documentation, to the Corporate and Members' Services Division (CMS) of the HOA.
* Claimants who are not Ministers and Members of the HOA are not required to print and submit a hard copy of their Expense Claim to Transactional Review and Compliance (TRC) for processing. These individuals are still able to print their Expense Claim but only for their own personal records.
* Upon processing, a notification will be sent via email and the claim's status will be updated in ECMS. The Expense Claim will be paid after it has been processed.
* Effective April 1, 2009, the tax amount on expense claims is automatically calculated in accordance with the provisions of Sections 174 and 175 of the Excise Tax Act.

Explanations Related to Expense Items Claimed (if applicable):

I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

Total Amount to Reimburse: 613.16

JAN 18 2016

Claimant's Signature: ___________________________ Date: ________________

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By: ___________________________ Date: ________________

Supervisor/Divisional Head: ___________________________ Date: ________________

Office of the Comptroller General Purposes Only:

Selected for Regular Review: Yes [x] No [ ]

Transactional Review and Compliance: ___________________________ Date: ________________
Government of Newfoundland and Labrador
Expense Claim: TCMS952674

Name: Crocker, Hon Stephen Micheal
Expense Date: 03-Jan-16 - 08-Jan-16
Cost Center: 0801
Purpose: Travel to St. John's to attend Ministerial/Departmental Business
Report Submit Date: 08-Jan-16
Claim Authorization: Human Resource Policy
Fiscal Year: 2015-16
Acct Distribution: 01-0801-110-3000-0369-000000

Per Diem Expenses

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Total: 501.61 | 28.39 | 530.00

Mileage Expenses

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<th>Date</th>
<th>Expense Type</th>
<th>Expense Details</th>
<th>Trip Distance</th>
<th>Mileage Rate</th>
<th>Net of Tax Amount</th>
<th>Tax Amount</th>
<th>Reimbursable Amount (CAD)</th>
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<tr>
<td>03-Jan-16</td>
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Total: 114.42 | 13.74 | 128.16

Net of Tax Total: 616.03
Tax Total: 42.13
Submission Instructions:
* Attach Journey Authorization, Private Vehicle Usage Report or other applicable documentation as required.
* Additionally, attach all original itemized receipts showing proof of payment to this Expense Claim. Ensure that all smaller receipts are attached to an 8.5 x 11 sheet of paper, as per Financial Management Circular 2.040.
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Explanations Related to Expense Items Claimed (if applicable):

I CERTIFY THAT THE WHOLE OF THE EXPENSES INCURRED BY ME WERE ON GOVERNMENT BUSINESS AND ARE IN ACCORDANCE WITH GOVERNMENT POLICY, PROCEDURE AND LEGISLATION.

Total Amount to Reimburse: 658.16

Claimant's Signature: ___________________________ Date: Jan 08/16

CERTIFIED IN ACCORDANCE WITH SECTION 30(1) AND 31(1) OF THE FINANCIAL ADMINISTRATION ACT

Approved and Certified By:

Supervisor/Divisional Head: ___________________________ Date: Jan 08/16

Office of the Comptroller General Purposes Only:

Selected for Regular Review:  Yes [ ] No [ ]

Transactional Review and Compliance: ___________________________ Date: ___________________________
Canadian Council of Fisheries and Aquaculture Ministers' Meeting
Montreal Sheraton Airport Hotel
555 boulevard McMillan, Montreal, Quebec, H9P 1B7

January 20, 2016
16:30 – 19:00 EST

16:30 – 18:00 Registration at the Canadian Intergovernmental Conference Secretariat Desk (Latour Room, Main Level)

18:00 – 19:00 Welcoming Reception

January 21, 2016
08:00 – 16:30 EST

8:00 – 08:30 Registration at the Canadian Intergovernmental Conference Secretariat Desk (Latour Room, Main Level)

08:30 – 08:40 Welcome and Opening Remarks (Chairs: Canada and Ontario)

08:40 – 09:40 Opening Roundtable on Priorities (Chair: Canada)
*Presentations from all jurisdictions 3 minutes/Minister*

09:40 – 09:55 Oceans (Chair: Canada)
*Presentation by Kevin Stringer, Senior Assistant Deputy Minister, Fisheries and Oceans Canada (5 minutes)*
*Questions & Answers (10 minutes)*

09:55 – 10:20 Aquatic Invasive Species (Chair: Ontario)
*Presentations by Alberta, Manitoba, Saskatchewan, and British Columbia (TBC) (10 minutes)*
*Questions & Answers (15 minutes)*

10:20 – 10:40 Federal Legislative Review (Chair: Canada)
*Presentation by Kevin Stringer, Senior Assistant Deputy Minister, Fisheries and Oceans Canada (5 minutes)*
*Questions & Answers (15 minutes)*

10:40 – 10:55 Break

10:55 – 11:20 Aquaculture Development (Chair: Canada)
*Presentation by Kevin Stringer, Senior Assistant Deputy Minister, Fisheries and Oceans Canada (10 minutes)*
*Questions & Answers (15 minutes)*

11:20 – 11:45 Market Access
*TPP / CETA: Outcomes for the Fish and Seafood Sector (Chair: Canada)*
*Presentation by Kirsten Hillman, TPP Chief Negotiator and Assistant Deputy Minister, Trade Agreements and Negotiations Branch, Global Affairs Canada (15 minutes)*
*Questions & Answers (10 minutes)*

11:45 – 11:55 Canadian Council of Fisheries and Aquaculture Ministers' Official Photo
11:55 – 13:25  Lunch with all delegates (Soulange/Mercier/Laurentian Rooms)

13:25 – 14:10  Market Access (Chair Canada)
- Certification and Market Access Program for Seals (Chair: Canada)
  Presentation by Tom Rosser, Senior Assistant Deputy Minister, Fisheries and Oceans Canada (5 minutes)
  Questions & Answers (5 minutes)
- Proposed US Market Access Requirements for Fish and Seafood (Chair: Canada)
  Presentation by Tom Rosser, Senior Assistant Deputy Minister, Fisheries and Oceans Canada (5 minutes)
  Questions & Answers (10 minutes)
- Market Access Approaches for Canadian Fish and Seafood (Chair: Canada)
  Presentations by Minister Rick Doucet, New Brunswick, (10 minutes)
  Questions & Answers (10 minutes)

14:10 – 14:25  Break

14:25 – 15:45  Discussion on Priorities Areas for CCFAM (Chair: Canada)

15:45 – 16:00  Finalization of the Canadian Council of Fisheries and Aquaculture Ministers Communiqué (Chair: Ontario)

16:00 – 16:15  Approval of the Canadian Council of Fisheries and Aquaculture Ministers Communiqué (Chair: Ontario)

16:15 – 16:30  Closing Remarks and Adjournment (Chair: Canada and Ontario)

16:30 – 17:00  Press Conference