AGENDA

ALL-DAY SMT

September 18, 2012			
Location:	*St. Andrew's Club & Conference Centre* *150 King Street West, 27th Floor*		Chair: *Kirstine Stewart*

Tuesday, September 18, 2012				
	TIME	DUR	ITEM	PRESENTER
	8:30 am – 9:00 am – Breakfast			
1	*9:00am – 9:15am*	15 min	Welcome & Updates • Board update (Olympics & Bold) • License Renewal • OAG Special Exam	➢ Kirstine Stewart
2	*9:15am – 9:45am*	30 min	Revenue & Financial Update • Performance to date (include regions) • New partnerships / deals / initiatives	➢ Neil McEneaney & Jack Tomik ➢ Alan Dark
3	*9:45am – 10:15am*	30 min	DRAP Update • Overall Status • Major Initiatives • Regions • Contingency Plan	➢ Neil McEneaney
	10:15 am – 10:30 am – Morning Break			
4	*10:30am –11:00am*	30 min	Studio & Unscripted • Changes & move • Update	➢ Julie Bristow
5	*11:00am-11:30am*	30 min	Olympic Update	➢ Jeffrey Orridge ➢ Heaton Dyer
6	*11:30pm –12:15pm*	45 min *15 min* *15 min* *15 min*	Brag Hour • Olympics Bid • Jamaica 50th • MO&T ○ New integrated Media Presentation Centre ○ Transition from tape based media to file based workflow	➢ Jeffrey Orridge & Jacques Gaboury ➢ Susan Marjetti ➢ Fred Mattocks
	12:15pm – 1:00pm – Lunch			
7	*1:00pm – 2:15pm*	75 min	HR Update & Working Session • Employment Equity ○ Highlights of report and CBC/SRC performance ○ Workshop: next steps and how to achieve targets	➢ Manuelita Cherizard / Jennifer Lang
	2:15 am – 2:30 pm – Afternoon Break			
8	*2:30pm – 3:00pm*	30 min	• P&C Update	➢ Roula Zaarour
	3:00 pm – Closing ***4:00pm – 5:30pm*** S&U/Sports: Meet and Greet/Tour (Meet on 8th fl, blue elevators)			

AMANDA YOUNG - St. Andrew's Club

From:
To: "amanda.young@cbc.ca" <amanda.young@cbc.ca>
Date: 8/30/2012 9:36 AM
Subject: St. Andrew's Club

Hello Amanda,

Thank you for the signed notice of reservation. I have confirmed your function on September 18th, 2012.

Have a great long weekend.

Virtual Tour | Webcasting | AV Rentals | Festive Season | Weddings

From: AMANDA YOUNG
To:
CC: NADIA THADHANI
Date: 8/30/2012 9:13 AM
Subject: CBC All-Day Meeting - Booking Confirmation, September 18th, 2012
Attachments: Confirmation contract - aug 30 12.pdf; CBC Sep18 - Quote.pdf

Good morning

I look forward to working with you! I have attached all the requested forms to confirm our booking with you on September 18th, 2012. If you require any clarification, please do not hesitate to contact me at any time.

Once I have a confirmation on our number of participants and have solidified our agenda, I will be in touch to make any tweets/adjustment, if needed.

Otherwise, I hope you have a great weekend.

Best,

Amanda

Amanda Young
Departmental Assistant
Office of the Executive Vice President
English Services, CBC

205 Wellington Street West
Toronto, Ontario M5V 3C7
Phone: 416.205.7619
E-mail: amanda.young@cbc.ca

s.18(b)

s.19(1)

St. Andrew's Club & Conference Centre

150 King Street West, 27th Floor, Toronto, ON M5H 1J9
Telephone: (416) 366-4228 Fax: (416) 366-9347

Notice of Reservation

Date: August 28, 2012

Booking Number: 20107

To:

CBC
205 Wellington Street W. Room 4A 109
Toronto, ON M5V 3G7

Attn: Amanda Young
Tel: 416-205-7619
Email: amanda.young@cbc.ca

Thank you for choosing St. Andrew's Club & Conference Centre. The meeting rooms listed below have been booked per your request.

Time	Room	Guests
Tuesday, September 18, 2012		
8:00 am - 5:00 pm	Garden One	45ppl
Tuesday, September 18, 2012		
8:00 am - 5:00 pm	Garden Lounge -No Charge	45ppl - Minimum of 40 guests for hospitality at per person

Please sign and return a copy of this contract within 48 hours to guarantee your reservation for the room(s) and date(s) listed above.

Rooms and services will be provided at the rates at the time of use of the space. Our current Fee Schedule and Terms & Conditions are attached. You will be contacted by prior to your meeting to plan and confirm all your detailed requirements.

Accepted By:

Date: Aug 28, 2012

TERMS & CONDITIONS

CONFIRMATION
In order to confirm your booking, St. Andrew's will issue a contract for signature along with an invoice for deposit. This non-refundable deposit is equivalent of room rental. Receipt of the deposit and signed contract is required to guarantee your booking.
Significant food and beverage orders may require additional deposits.

EARLY ACCESS & LATE STAY
An additional fee may be required for either early access to the rooms or for over-holding beyond the contracted end time of the event. Charges may vary according to the size, date of the function. These charges will be listed in the contract for approval.

CONFIRMED GUEST COUNT
St. Andrew's requires confirmation of the guest count four business days prior to the event for billing and logistical purposes. This number will be considered a guarantee, not subject to reduction, and charges will be figured accordingly. If the function coordinator is not advised by this time, the estimated figure in the original contract will automatically become the guarantee. The client agrees to the minimum number as stated in this contract regardless of the number in attendance. Client will be responsible for payment of number of guests served.

CANCELLATION
In the event of cancellation, the deposit will be forfeited. In the event the Client cancels this agreement or any part thereof for any reason, the Client agrees to pay St. Andrew's a cancellation fee upon written notice as follows:

A) More than 2 month in advance
   - Deposit
B) Less than 2 months but more than 1 month
   - 50% of estimated cost (food, beverage, and room)
C) Less than 1 month but more than 7 days
   - 75% of estimated cost (food, beverage, and room)
D) Less than 7 days
   - 100% of estimated cost (food, beverage, and room)

Clients are encouraged to discuss any concerns regarding cancellation at the time of confirmation.
Please note cancellations are subject to HST charge

PAYMENT
One month prior to a *private* event, St. Andrew's will invoice for 50% of the total estimated cost of the function, less initial deposit. This is due immediately upon receipt.

For new clients, and events - upon receipt of the confirmed guest count, no less than 3 business days prior to the event, St. Andrew's will issue an invoice for the event, less deposits paid. Payment of the invoice is required to be paid upon receipt. Interest at 1.5% per month is due on invoices over 30 days.

Arrangements for payment of any charges in excess of the estimate at the end of the evening must be made in advance. Settlement of any adjustments to the billing will be made by either party within 7 days of the conclusion of the event.

A credit number is requested to be held on file in order to guarantee payment of charges which were incurred during the function but not included in the final invoice prior to the event. Such charges may include guest counts larger than confirmed and actual beverage counts.

All payments are to be made by cheque, unless other arrangements satisfactory to St. Andrew's are made in advance.

PERIODS OF USE - Meetings
Standard day use is 8:00 am until 5:00 pm, unless special arrangements are made in advance. Should you wish to use your room past 5:00 pm or leave it undisturbed overnight, there is a 24-hour hold cost that will be reflected in the proposal.

The 24-hour hold should be reserved at the time of the initial booking in order to be assured of availability.

FURNITURE
Should our furniture not be appropriate for your function, you are welcome to rent in other furniture from a third party. A re-location charge of $100 will apply.

AV/IT PEACE OF MIND PACKAGE

Whether you are using your own equipment or equipment rented from us, the following services guarantee to keep your meeting running smoothly:

- Technical support during the entire period of your meeting from our on-site trained service technician, (Extremely important presentations with extensive AV equipment requires the continuous presence of an in-room technician and is highly recommended)
- Pre-meeting testing of all equipment and networks
- Instruction on use of equipment
- Back-up replacement equipment in case of hardware failure. Charges for new hardware not originally rented from St. Andrew's will apply.
- Use of back-up DSL network
- Setting up the ability to print directly from your meeting room to our central photocopier and receive back collated copies, (first 100 copies - no charge)
- Complimentary FAX service

Rates

- $50 for E2, S5, S6 & M1
- $100 for L3, L1, L4, E1, C2 & S3/4
- $125 for S7 & L2
- $175 for S1, C1 & Main Dining Room

Outside AV Companies are prohibited. St. Andrew's Club & Conference Centre operates a full service AV-IT department, Managed and staffed by professional operators and technicians. Concerns must be addressed at time of booking.

SERVICE STAFF

St. Andrew's will provide servers, bartenders, catering manager, kitchen staff and chef. There may be a cost of this service depending on the style and duration of the event. In any event, any charges for service staff will be estimated for your acceptance in advance.

No outside food, except stated items, may be brought in, or removed from St. Andrew's Club & Conference Centre.

DAMAGE DEPOSIT

Nothing may be taped, tacked or nailed into the walls of St. Andrew's. The Client will be responsible for any damage caused to the premises. A damage deposit may be requested at the discretion of St. Andrew's. The Client will be responsible for any damaged caused, including any damage by their contracted delivery agents.

A security deposit may be required for some bookings at the discretion of St. Andrew's.

FOOD AND BEVERAGE MINIMUMS

Please see page 1 for minimum Food and Beverage spend given room(s) booked. 'Hospitality Service' is a minimum standard for all St. Andrew's Club guests', which includes breakfast, breaks and incidental costs of using the facility. Exemptions include half day bookings in the dining room, and events.

SOUND SYSTEM

St. Andrew's has a custom sound system and podium, is wired in St. Andrew's Lounge and Main Dining Room. There is a charge of $250.00 for evening use of this equipment which is ideal for recorded music and speeches.

QUIET ENJOYMENT

St. Andrew's provides a high level of sound proofing throughout. To ensure that all meetings can enjoy a peaceful and productive atmosphere, all activities which produce excessive noise levels, which are not common in a meeting or training environment, must receive prior approval of St. Andrew's at the time of booking.

ENTERTAINMENT

Entertainment may be arranged by St. Andrew's or the client. In any event, St. Andrew's reserves the right to approve any entertainment on the premises. No live music is allowed prior to 5pm on weekdays.

SECURITY

Special security arrangements for sensitive client equipment and materials should be discussed with Management.

DISPLAYS & SIGNAGE

Displays and signage outside of your function room must be of acceptable size to St. Andrew's.

COAT CHECK

St. Andrew's provides closets for your guest's coats. These closets are not supervised. For the security and convenience of your guests, a coat check service can be provided at the cost of $1.75 per confirmed guest.

DELIVERIES

St. Andrew's must be notified prior to the delivery of all objects to ensure their acceptance and storage in the most secure and convenient location.

For larger deliveries using the loading docks and freight elevator, building security and operating policies require advance reservation during certain hours of the day. St. Andrew's Club is not responsible for lost or stolen articles.

Due to limited storage space, St. Andrew's cannot store equipment, materials and other property other than one business day prior to the start of the function.

BUSINESS CENTRE SERVICES

Photocopying, fax and printing services can be provided for a nominal fee (states upon request)

NO SMOKING POLICY

St. Andrew's is pleased to offer a non-smoking environment. It is recommended that your guests be aware of this prior to arrival.

RIGHTS OF TERMINATION OF CAUSE

Except as otherwise provided in the contract, neither party shall have the right to terminate their obligations under this contract. This contract is, however subject to termination without liability to the terminating party, under any of the following conditions;

The parties' performance under this contract is subject to acts of God, war, government regulation, terrorism, disaster, strikes, civil disorder, curtailment of transportation facility, or any other emergency beyond the parties control, making it inadvisable, illegal or which materially affects a party's ability to perform its obligations under this contract. Either party may terminate this contract for any one or more reasons upon written notice to the other party within three (3) days of such occurrence or receipt of any of the above occurrences.

Meeting Function Sheet

St. Andrew's Club & Conference Centre
150 King Street West 27th Floor
Toronto, Ontario
Canada
M5H1J9
Phone: 416-366-4228
Fax: 416-366-9347
www.standrewsclub.ca
annmarie.brunka@standrewsclub.ca

Booking # 20107

General Information

Company Name:	CANADIAN BROADCASTING CORPORATION
Meeting Date(s):	TUESDAY, SEPTEMBER 18, 2012
Room(s) Booked:	GARDEN ONE, GALDEN LOUNGE
Client Coordinator:	AMANDA YOUNG
Contact Number:	416·205·7619
On Site Client Contact:	AMANDA YOUNG
Session Title:	ALL-DAY SMT MEETING

Hospitality

For any meetings being held at St. Andrew's Club & Conference Centre the Club Hospitality is required for every meeting. The Club Hospitality includes the following items: Continental Breakfast - Assorted pastries, bagels, cream cheese, fresh fruit salad, individual yogurt cups, cereal, coffee, tea and assorted juice. AM Break - a refresh of coffee, tea and juices and assorted breakfast loaves. PM Break - a refresh of coffee, tea, soft drinks, cookies and a fresh fruit platter.

please click for details > Club Hospitality

	Day 1	Day 2	Day 3	Day 4	Day 5
# of Participants (including facilitators)	45				
Access Setup Time	8:00 AM				
Guests Arrival Time	8:30 AM				
Meeting Start Time	9:00AM				
AM Break	10:15 AM				
PM Break	2:00 PM				
Departure Time	4:30PM				
Bottled Water ($2.95/pp)	☐	☐	☐	☐	☐
Sparkling Water ($4.50/bottle)					

please click for details > Lunch Arrangements

	Selection	Dessert	# Orders	Time
Day 1a	CHEF'S DAILY BUFFET		45	12:15PM
Day 2a				
Day 3a				
Day 4a				
Day 5a				

Dietary Restriction(s): ☐ Name(s): KIRSTINE STEWART

Dietary Restriction(s): Name(s):

Dietary Restriction(s): Name(s):

Dietary Restriction(s): Name(s):

Dietary Restriction(s): Name(s):

Dietary Restriction(s): Name(s):

Room Set Up

Meeting & Breakout Room(s) Set Up

please click here for details >

Meeting Room (s): GARDEN ONE

Please select your meeting room(s) and enter the number of participants in the boxes below.

Breakout Room (s):

Please select your breakout room(s) and enter the number of participants in the boxes below.

U Shape	
Boardroom	
Hollow Square	
Classroom	
Rounds	45
Theatre (chairs only)	
Custom	

Additional Room Needs

	# of chairs	# of chairs	# of chairs
Facilitator's Table			
Registration Table			
Material Table			

For additional AV requirements please see page 4 or click on the AV Button.

"Peace Of Mind" Package	☑
LCD Projector/Screen	☑
Flipchart	☐
Phone	☐
Polycom Conference phone with 2 extension pods	☐
Whiteboard	☐

Miscellaneous / Additional Needs

Please note that in accordance with our Quiet Environment Policy, items such as drums, bells, whistles, horns, etc... are strictly prohibited. Thank you for your understanding.

PLEASE SEE QUOTE PERTAINING TO THIS BOOKING FOR CLARIFICATION ON REQUESTED DETAILS/NEEDS AND PRICING.

Audio Visual / IT Services

Please note that all rooms have built-in complimentary screens. If you would like a Fast Fold screen with a Dress Kit and drape please call to determine the right size for your meeting room.

please click for details > Audio Visual Equipment

Computer / Presentation

- LCD Projector - $195
- Ultrabright LCD Projector - $495
- Laptop Computer - $150
- Mac Computer - $195
- Power Point Remote w/Laser - $35
- Hard Wired Internet - $50
- Laser Printer Colour - $145
- Apple iPad - $65
- D-San Speaker Timer - $150
- Document Camera - $225
- Extron 5x1 VGA Switcher - $85
- Extron 12x8 VGA Switcher - $125
- HD Matrix Scan Converter - $150

Lighting / Staging

- LED Light Par 64 Can - $25
- LED Dimmer Bar - $65
- ETC Source 4 Light - $30
- Lighting Console - $50
- 12x12 Truss Tower - $150
- Lighting Package 1 - $495
- Lighting Package 2 - $1350
- Staging 12" high (per 4x8 section) - $175

Audio

- 12 Channel Mixer - $65
- 16 Channel Mixer - $95
- 32 Channel Mixer - $150
- 2 Speaker Sound System - $250 ✓
- 50 Watt Speaker - $75
- Computer Speakers - $25
- Wired Gooseneck Mic - $40
- Wired Podium Gooseneck Mic - $40
- Wireless Lapel Mic - $95
- Wireless Handheld Mic - $95 ✓
- MP3 Audio Recorder - $150
- Polycom Phone with 2 pods - $150
- Polycom VSX 7000e VCU - $495
- Gentner/Clearone - $175

Misc

- Bulletin Board - $15
- Whiteboard - $30
- Electronic Whiteboard - $145
- Display Easel - $20
- Flip Chart - $20
- Podium - $75
- Plexiglass or Aluminum Podium - $200

Displays

- LCD Display 28" - $125
- LCD Display 42" - $195
- LCD Display 50" - $295
- LCD Display 80" - $495

Video

- HD Memory Card Camcorder - $175
- Sony Pro HD Camcorder - $275
- Pro cam/Videographer package - $775
- Pro cam/Videographer/Online pckg - $850
- Pro Video Tripod - $15
- VHS/DVD/Blu-Ray Player -$55

Screen Upgrade

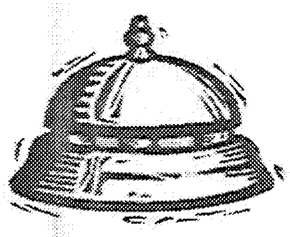
- Draper Tripod (6ft, 7ft, 8ft)
- 6x8 FastFold Screen - $75
- 6x8 Dress Kit - $65
- 7.5x10 FastFold Screen - $95
- 7.5x10 Dress Kit - $85
- 9x12 FastFold Screen - $125
- 9x12 Dress Kit - $115
- 10.5x14 FastFold Screen - $165
- 10.5x14 Dress Kit - $155
- Pipe & Drape (per 10ft) - $100

Please note, due to room capacities some AV items may not be available.

please click for details > AV/IT Services

- Senior In-Room AV Technician (min. 3hrs, $75/hr)
- Videoconferencing Full Day (more info)
- Videoconferencing Half Day (more info)
- Videoconferencing Small Group (more info)
- Private Network - Wired (more info)
- Private Network - Wireless (more info)
- Webcasting - Bronze Package (more info)
- Webcasting - Silver Package (more info)
- Webcasting - Gold Package (more info)
- Webcasting - Premium Package (more info)
- Webcasting - Additional Streaming Time
- Webcasting - Additional Archiving Time

Business Services



Business Centre

Blank Post-it Notes		Printed Tent Cards (St.A) - $1.25	
Name Tent cards - $.40			
Menu Cards - $1.50			
Note Pads & Pens ($1.75/pp)			

Events

Interested in adding a reception for your guests after your meeting? Client or employee appreciation? Dinner presentations or holiday parties? Please ask your meeting representative for more information or check mark the box below and a member of our sales team will respond to you shortly.

☐

Monday

Greek

Chicken, beef and vegetable souvlaki

marinated in classic Greek flavours of fresh oregano, lemon and garlic

Tzatziki and roasted olives

Baked jasmine rice and roasted herb potatoes

Feta cheese, cucumber and bell pepper salad

Marinated vine ripe tomato salad

Chef's artisan bread rolls and whipped butter

~~Festive shortbread cookies~~ Sub MINI TARTS

Freshly sliced seasonal fruit platter

Chef's suggested additions

Warm garlic pita

$1.75 per person

Eggplant vegetarian moussaka

$2.25 per person

Classic Greek style roasted leg of lamb

$6.25 per person

Tuesday

Italian

Beef lasagna with ricotta cheese

hand crafted using fresh pasta, slow cooked beef, tomato sauce and herb infused ricotta cheese

Vegetarian lasagna with portobello mushrooms

Toasted garlic rapini

St. Andrew´s classic Caesar salad

hearts of romaine lettuce with herbed croutons, aged parmesan cheese with a roasted garlic dressing

Antipasto platter

a selection of housemade pickled and marinated vegetables and cured meats

Chef's artisan bread rolls and whipped butter
Chef's artisan bread rolls and whipped butter

Assorted mini tarts

Freshly sliced seasonal fruit platter

Chef's suggested additions
Chef's suggested additions

Vine ripe tomato and pesto zucchini bruschetta

$3.75 per person
$3.75 per person

Garlic bread and cheese

$2.25 per person
$2.25 per person

Roasted fennel with fresh garden herbs

$1.75 per person
$1.75 per person

Wednesday

Chinese

General Tao's chicken

crispy chicken breast and sweet peppers served with a golden pineapple and chili sauce
crispy chicken breast and sweet peppers served with a golden pineapple and chili sauce

Stir-fried vegetables

with a light ginger soya sauce
with a light ginger soya sauce

Steamed jasmine rice

Chow mein noodle salad

with tender pea shoots and sweet soya dressing
with tender pea shoots and sweet soya dressing

Cabbage and carrot salad

Nappa cabbage and carrot slaw with a sesame and rice vinegar dressing
Nappa cabbage and carrot slaw with a sesame and rice vinegar dressing

Chef's artisan bread rolls and whipped butter
Chef's artisan bread rolls and whipped butter

Assorted brownies

Freshly sliced seasonal fruit platter

Chef's suggested additions
Chef's suggested additions

Crispy ginger beef

$4.25 per person
$4.25 per person

Beef, pork, vegetarian and chicken dumplings

$3.75 per person
$3.75 per person

Wonton soup

$5.00 per person
$5.00 per person

Thursday

Indian

Sweet onion and chicken curry

slow cooked local chicken with caramelized onions, plum tomatoes and fresh cilantro
slow cooked local chicken with caramelized onions, plum tomatoes and fresh cilantro

Cumin scented basmati rice

Cauliflower and potato curry

Sautéed garlic spinach

Raita

traditional Indian cucumber and yogurt sauce
traditional Indian cucumber and yogurt sauce

Chic-pea and pepper salad

with coconut vinegar dressing
with coconut vinegar dressing

Curried couscous salad

with confetti vegetables, toasted fennel and citrus dressing
with confetti vegetables, toasted fennel and citrus dressing

Chef's artisan bread rolls and whipped butter
Chef's artisan bread rolls and whipped butter

Assorted squares

Freshly sliced seasonal fruit platter

Chef's suggested additions
Chef's suggested additions

Classic naan and crispy puri bread

$2.25 per person
$2.25 per person

Pakora

crispy vegetables and potato fritter
crispy vegetables and potato fritter

$2.75 per person
$2.75 per person

Lamb vindaloo

$6.25 per person
$6.25 per person

Friday

Tex-Mex

Shredded chipotle chicken

whole chicken braised for 24 hours with smoked chipotle
whole chicken braised for 24 hours with smoked chipotle
southern spices and fresh tomato

Seasonal local vegetable chili

Red and white kidney beans and rice

Sautéed Bermuda onion and sweet peppers
Sautéed Bermuda onion and sweet peppers

Taco salad

with crispy tortilla, iceberg lettuce, cheddar cheese and buttermilk ranch dressing
with crispy tortilla, iceberg lettuce, cheddar cheese and buttermilk ranch dressing

Roasted corn and black bean salad

with a scallion dressing
with a scallion dressing

Chef's artisan bread rolls and whipped butter
Chef's artisan bread rolls and whipped butter

Sticky toffee croissant bread pudding with Bailey´s® and créme anglaise

Freshly sliced seasonal fruit platter

Chef's suggested additions
Chef's suggested additions

Tortilla chips and a variety of housemade salsas

$2.25 per person
$2.25 per person

Traditional baked beef enchiladas

$4.25 per person
$4.25 per person

Warm soft tortilla shells

$2.50 per person
$2.50 per person

$27.00 – per person with dessert
$27.00 – per person with dessert

$23.75 – per person without dessert
$23.75 – per person without dessert

15% service charge and taxes extra
15% service charge and taxes extra

To print menu, open first the box below and then click print
To print menu, open first the box below and then click print

Specialty Soup Selection

15% service charge and taxes extra
15% service charge and taxes extra

Venue Check List

Room options?

Size of room?

Windows?

Cost of room?

Set up options & costs?

Break out rooms?

How many available?

Set up options & costs?

AV capabilities (projector, 8' screen, mic, internet, audio, lighting)?

AV Set up/tear down & costs?

AV/IT tech stand by?

Main contact?

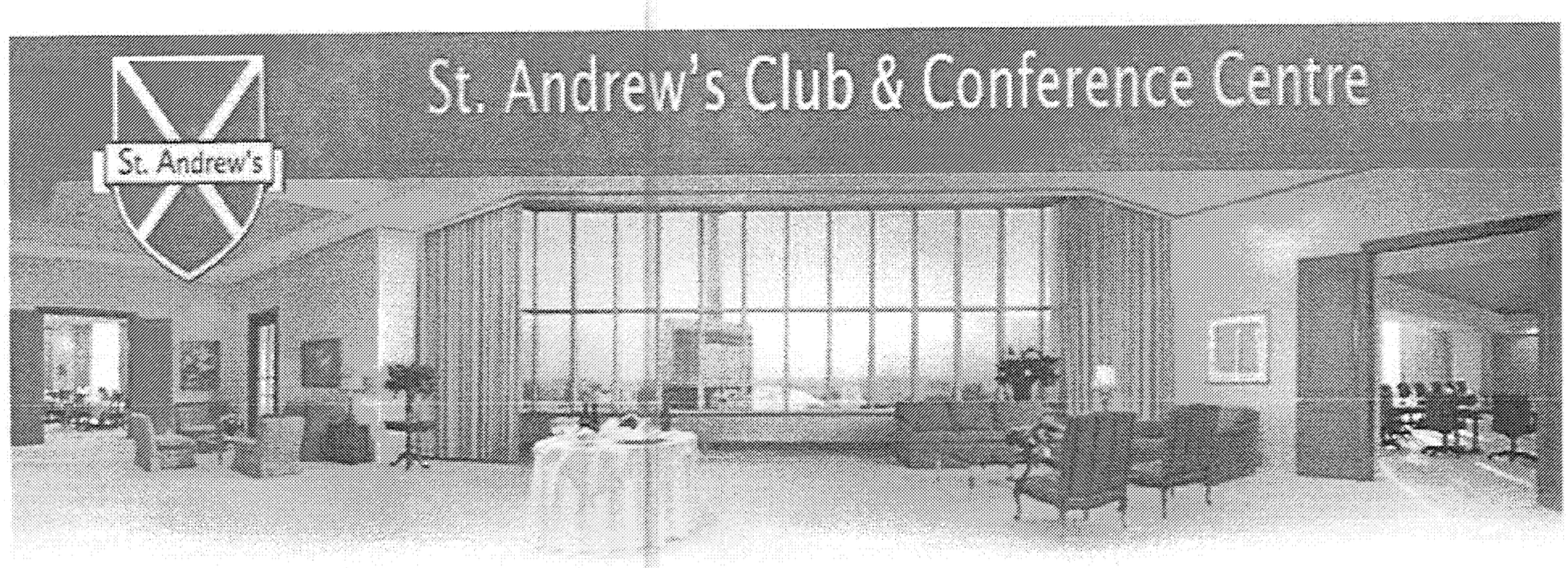
Other meetings at same time? Where?

Food set up (in or out of room)?

Bulletin Board for directions to meeting room?

Menu options & costs?

Cancellation policy?



August 28, 2012

Nadia Thadhani
CBC
205 Wellington Street W. Room 4A 109
Toronto, ON M5V 3G7

Dear Nadia:

Thank you for your interest in St. Andrew's Club & Conference Centre as a venue for your upcoming meeting. We would be delighted to meet with you to explore how we can help you achieve the right environment and hospitality to make your meeting a success.

Based upon our understanding of your requirements we have prepared the following brief outline of the estimated cost of this meeting.

Itinerary & Rates:

Tuesday, September 18, 2012
Meeting 8:00 am - 5:00 pm Rounds of 5 for 45pp.

Garden One Rental:

Room Set-up

10 Rounds of 5 ..... @

AV/IT Services

Peace Of Mind Package ..... 1 @

** technical support, per meeting testing of equipment. instruction on use of equipment. back-up replacement equipment (at rental rates). use of back-up network. ability to print from meeting room. up to 100 pages of complimentary photocopying and complimentary faxes.*

AV/IT Equipment

Garden Hall LCD Projector ..... 1 @
Complimentary Screen ..... @
Garden Hall Sound System ..... 1 @
Wireless Handheld Microphone ..... 1 @

Tuesday, September 18, 2012
Hospitality Lounge 8:00 am - 5:00 pm Rounds of 8 for 45pp.

Garden Lounge

Room Set-up

Skirted Registration..... ..... 1 @
** with power*

Hospitality Service in Garden Lounge

Club Hospitality (minimum order of 40)..... 45 @
** Includes a full continental breakfast, morning and afternoon break snacks and a full coffee/tea/beverage station that is replenished throughout the day*

Buffet Lunch in Garden Lounge

Chef's Daily Buffet - Tuesday..... 45 @
Rigatoni pasta and slow braised beef ragout with plum tomatoes and baby spinach
with honey mushrooms and aged pecorino cheese
Herb gnocchi with pomodoro sauce and fresh torn basil
Antipasto platter with marinated and pickled vegetables
St. Andrew's classic caesar salad
Caprese salad with vine ripe tomatoes and bocconcini cheese with balsamic drizzle

Summary of Costs:

Function Rooms	
AV/IT Dept	
Food Items	
Subtotal	$ 4,063.75
HST	$ 575.45
Service Charge	$ 362.81
Total	$ 5,002.01

Should you wish to book this space for your meeting, we will prepare a contract for your approval. Our *Standard Terms and Conditions* for meetings are attached for your information and will apply to this function.

If you would like to proceed with the steps to confirming your function, please reply by return email.

We look forward to welcoming you at St. Andrew's Club and Conference Centre

Sincerely,
St. Andrew's Club & Conference Centre

Please note that St. Andrew's Club is proud to offer a wide range of advanced AV products and services. You will have the opportunity to confirm all equipment and services listed under Equipment Rentals and may make changes by completing the detailed function sheet. Clients are welcome to bring their own equipment, such as laptops and projectors, however outside AV companies are not permitted.

TERMS & CONDITIONS

CONFIRMATION

In order to confirm your booking, St. Andrew's will issue a contract for signature along with an invoice for deposit. This non-refundable deposit is equivalent of room rental. Receipt of the deposit and signed contract is required to guarantee your booking.
Significant food and beverage orders may require additional deposits.

EARLY ACCESS & LATE STAY

An additional fee may be required for either early access to the rooms or for over-holding beyond the contracted end time of the event. Charges may vary according to the size, date of the function. These charges will be listed in the contract for approval.

CONFIRMED GUEST COUNT

St. Andrew's requires confirmation of the guest count four business days prior to the event for billing and logistical purposes. This number will be considered a guarantee, not subject to reduction, and charges will be figured accordingly. If the function coordinator is not advised by this time, the estimated figure in the original contract will automatically become the guarantee. The client agrees to the minimum number as stated in this contract regardless of the number in attendance. Client will be responsible for payment of number of guests served.

CANCELLATION

In the event of cancellation, the deposit will be forfeited. In the event the Client cancels this agreement or any part thereof for any reason, the Client agrees to pay St. Andrew's a cancellation fee upon written notice as follows:

A) More than 2 month in advance
   - Deposit
B) Less than 2 months but more than 1 month
   - 50% of estimated cost (food, beverage, and room)
C) Less than 1 month but more than 7 days
   - 75% of estimated cost (food, beverage, and room)
D) Less than 7 days
   - 100% of estimated cost (food, beverage, and room)

Clients are encouraged to discuss any concerns regarding cancellation at the time of confirmation.
Please note cancellations are subject to HST charge

PAYMENT

One month prior to a *private* event, St. Andrew's will invoice for 50% of the total estimated cost of the function, less initial deposit. This is due immediately upon receipt.

For new clients, or evening events - upon receipt of the confirmed guest count, no less than 3 business days prior to the event, St. Andrew's will issue an invoice for the event, less deposits paid. Payment of the invoice is required to be paid upon receipt. Interest at 1.5% per month is due on invoices over 30 days.

Arrangements for payment of any charges in excess of the estimate at the end of the evening must be made in advance. Settlement of any adjustments to the billing will be made by either party within 7 days of the conclusion of the event.

A credit number is requested to be held on file in order to guarantee payment of charges which were incurred during the function but not included in the final invoice prior to the event. Such charges may include guest counts larger than confirmed and actual beverage counts.

All payments are to be made by cheque, unless other arrangements satisfactory to St. Andrew's are made in advance.

PERIODS OF USE - Meetings

Standard day use is 8:00 am until 5:00 pm, unless special arrangements are made in advance. Should you wish to use your room past 5:00 pm or leave it undisturbed overnight, there is a 24-hour hold cost that will be reflected in the proposal.

The 24-hour hold should be reserved at the time of the initial booking in order to be assured of availability.

FURNITURE

Should our furniture not be appropriate for your function, you are welcome to rent in other furniture from a third party. A re-location charge of $100 will apply.

AV/IT PEACE OF MIND PACKAGE

Whether you are using your own equipment or equipment rented from us, the following services guarantee to keep your meeting running smoothly:

- Technical support during the entire period of your meeting from our on-site trained service technician. (Extremely important presentations with extensive AV equipment requires the continuous presence of an in-room technician and is highly recommended)
- Pre-meeting testing of all equipment and networks
- Instruction on use of equipment
- Back-up replacement equipment in case of hardware failure. Charges for new hardware not originally rented from St. Andrew's will apply.
- Setting up the ability to print directly from your meeting room to our central photocopier and receive back collated copies. (first 100 copies - no charge)
- Complimentary FAX service

Rates

- $50 for E2, S5, S6 & M1
- $100 for L3, L1, L4, E1, C2 & S3/4
- $125 for S7 & L2
- $175 for S1, C1 & Main Dining Room

Outside AV Companies are prohibited. St. Andrew's Club & Conference Centre operates a full service AV-IT department, Managed and staffed by professional operators and technicians. Concerns must be addressed at time of booking

SERVICE STAFF

St. Andrew's will provide servers, bartenders, catering manager, kitchen staff and chef. There may be a cost of this service depending on the style and duration of the event. In any event, any charges for service staff will be estimated for your acceptance in advance.

No outside food, except stated items, may be brought in, or removed from St. Andrew's Club & Conference Centre.

DAMAGE DEPOSIT

Nothing may be taped, tacked or nailed into the walls of St. Andrew's. The Client will be responsible for any damage caused to the premises. A damage deposit may be requested at the discretion of St. Andrew's. The Client will be responsible for any damaged caused, including any damage by their contracted delivery agents.

A security deposit may be required for some bookings at the discretion of St. Andrew's.

FOOD AND BEVERAGE MINIMUMS

Please see page 1 for minimum Food and Beverage spend given room(s) booked. 'Hospitality Service' is a minimum standard for all St. Andrew's Club guests', which includes breakfast, breaks and incidental costs of using the facility. Exemptions include half day bookings in the dining room, and events.

QUIET ENJOYMENT

St. Andrew's provides a high level of sound proofing throughout. To ensure that all meetings can enjoy a peaceful and productive atmosphere, all activities which produce excessive noise levels, which are not common in a meeting or training environment, must receive prior approval of St. Andrew's at the time of booking.

ENTERTAINMENT

Entertainment may be arranged by St. Andrew's or the client. In any event, St. Andrew's reserves the right to approve any entertainment on the premises. No live music is allowed prior to 5pm on weekdays.

SECURITY

Special security arrangements for sensitive client equipment and materials should be discussed with Management.

DISPLAYS & SIGNAGE

Displays and signage outside of your function room must be of acceptable size to St. Andrew's.

COAT CHECK

St. Andrew's provides closets for your guest's coats. These closets are not supervised. For the security and convenience of your guests, a coat check service can be provided at the cost of $1.75 per confirmed guest.

DELIVERIES

St. Andrew's must be notified prior to the delivery of all objects to ensure their acceptance and storage in the most secure and convenient location.

For larger deliveries using the loading docks and freight elevator, building security and operating policies require advance reservation during certain hours of the day. St. Andrew's Club is not responsible for lost or stolen articles.

Due to limited storage space, St. Andrew's cannot store equipment, materials and other property other than one business day prior to the start of the function

BUSINESS CENTRE SERVICES

Photocopying, fax and printing services can be provided for a nominal fee (states upon request)

NO SMOKING POLICY

St. Andrew's is pleased to offer a non-smoking environment. It is recommended that your guests be aware of this prior to arrival.

RIGHTS OF TERMINATION OF CAUSE

Except as otherwise provided in the contract, neither party shall have the right to terminate their obligations under this contract. This contract is, however subject to termination without liability to the terminating party, under any of the following conditions;

The parties' performance under this contract is subject to acts of God, war, government regulation, terrorism, disaster, strikes, civil disorder, curtailment of transportation facility, or any other emergency beyond the parties control, making it inadvisable, illegal or which materially affects a party's ability to perform its obligations under this contract. Either party may terminate this contract for any one or more reasons upon written notice to the other party within three (3) days of such occurrence or receipt of any of the above occurrences.

St. Andrew's Club & Conference Centre
4228
150 King Street West, 27th Floor, Toronto, ON M5H 9347

Tel: 416-366-

Fax: 416-366-

s.18(b)

s.19(1)

St. Andrew's Club & Conference Centre

150 King Street West, 27th Floor
Toronto, Ontario
M5H 1J9
Telephone: (416) 366-4228
Fax: (416) 366-9347
Email:

** Definite **
Booking: 20107
Date: August 13, 2012

For:

CBC
205 Wellington Street W.
Toronto, ON
Canada M5V 3G7

Contact: Nadia Thadhani
Tel: 416-205-3542

Convenor: Amanda Young
Tel: 416-205-7619

Bill To:

CBC
205 Wellington Street W.
Toronto, ON
Canada M5V 3G7

Contact: Amanda Young
Tel: 416-205-7619

Post As: CBC

Requirements: Tuesday, September 18, 2012

Garden Lounge
September 18, 2012 8:30 AM - 5:00 PM

Function: All Day SMT Meeting 9:00 AM - 5:00 PM

Layout: Rounds of 8 — Reserved 45

Notes: Convenor Amanda Young

Access Time 8:00

Room Set-up

Skirted Registration for 1 — 1

** with power*

Hospitality Service in Garden Lounge

***AM Break 10:15*
***PM Break 2:00*

Club Hospitality (minimum order of 40) — 45 @

** includes a full continental breakfast, morning and afternoon break snacks and a full coffee/tea/beverage station that is replenished throughout the day*

Buffet Lunch in Garden Lounge 12:15 PM - 1:15 PM

Chef's Daily Buffet - Monday — 45 @

GREEK
Chicken, beef and vegetable souvlaki
(marinated in classic Greek flavours of fresh oregano, lemon and garlic)
Tzatziki and roasted olives
Baked jasmine rice and roasted herb potatoes
Feta cheese, cucumber and bell pepper salad
Chef's artisan bread rolls and whipped butter

Allergy Alert

Chef's Dessert - Tuesday — 45 @

Assorted mini tarts
Freshly sliced seasonal fruit platter

Rate:

Garden One
September 18, 2012 9:00 AM - 5:00 PM

Function: Meeting 9:00 AM - 5:00 PM

Layout: Rounds of 5 — Reserved 45

9 Rounds of 5

Continued...

Skirted Head Table for 1 ** with power*	1
AV/IT Services	
Peace Of Mind Package ** technical support, per meeting testing of equipment, instruction on use of equipment, back-up replacement equipment (at rental rates), use of back-up network, ability to print from meeting room, up to 100 pages of complimentary photocopying and complimentary faxes.*	1
AV/IT Equipment	
Garden Hall LCD Projector	1
Complimentary Screen	
Garden Hall Sound System	1
Wireless Handheld Microphone	1

Payment Information: Direct Invoice

Current Booking Total

Food Items	
Function Rooms	
AV/IT Dept	
SUB TOTAL	4,210.00
HST	597.32
Service Charge	384.75
NET DUE	5,192.07

Authorized Signatures:

Jennifer Lang for: Sept 7, 2012

Nadia Thadhani *Date*
CBC

Date
St. Andrew's Club & Conference Centre

s.18(b)

sent to HKV on Sept 21/

CorpSeminar Inc.
o/a St. Andrew's Club & Conference Centre
150 King Street West, 27th Floor
Toronto, Ontario
M5H 1J9
Telephone: (416) 366-4228
Fax: (416) 366-9347

COPY

Date: September 18, 2012
Invoice: 30936
Booking: 20107

For

CBC
205 Wellington Street W.
Toronto, ON
Canada M5V 3G7

Contact: Nadia Thadhani
Tel: 416-205-3542

Paid By

Amanda Young
CBC
205 Wellington Street W.
Toronto, ON
Canada M5V 3G7

Contact: Amanda Young

ALL DAY SMT MEETING

Details	Quantity	Price	Extended
Garden Lounge - 09/18/2012	1		
All Day SMT Meeting			
Room Set-up			
Skirted Registration for 1	1		
Hospitality Service in Garden Lounge			
Club Hospitality (minimum order of 40)	42		
Buffet Lunch in Garden Lounge			
Chef's Daily Buffet - Monday	42		
Allergy Alert			
Chef's Dessert - Tuesday	42		
Garden One - 09/18/2012	1		
Meeting			
8 Rounds of 5, 5 extra chairs			
Skirted Head Table for 1	1		
AV/IT Services			
Peace Of Mind Package	1		
AV/IT Equipment			
Garden Hall LCD Projector	1		
Complimentary Screen			
Garden Hall Sound System	1		
Wireless Handheld Microphone	1		

Authorized Signature

Prepared By

Sub Total:	4,039.00
HST:	571.75
Service Charge:	359.10
Amount Due:	4,969.85

HST#: 870165552 **Payable to: CorpSeminar Inc.** **Terms: Due Upon Receipt**
1.5%month will be charged on Overdue Accounts.

CBC Radio-Canada

Amanda Young <amanda.young@cbc.ca>

St. Andrew's Space Request for September 18

Mon, Aug 13, 2012 at 5:24 PM

To: AMANDA YOUNG <AMANDA.YOUNG@cbc.ca>

Perfect - I've added it to calendar!

----Original Message----
From: AMANDA YOUNG [mailto:AMANDA.YOUNG@CBC.CA]
Sent: August-13-12 5:22 PM
To:
Subject: Re: St. Andrew's Space Request for September 18

Great! I'll see her then :)

Amanda
Sent from my BlackBerry
----Original Message----
From:
To: AMANDA YOUNG <AMANDA.YOUNG@CBC.CA>

Sent: 8/13/2012 4:32:35 PM
Subject: RE: St. Andrew's Space Request for September 18

Hi Amanda,

You would be more than welcome to come by on Friday. I won't be in the office, but will be, and she's our meeting coordinator. She's who you would be dealing with for all of the details of your meeting, so it would be good for you to meet her. She would be able to answer any question that you may have on site. And of course, the space is not in use on Friday, so 2pm would work just fine.

From: AMANDA YOUNG [mailto:AMANDA.YOUNG@CBC.CA]
Sent: August-13-12 3:32 PM
To:
Subject: RE: St. Andrew's Space Request for September 18

Thank you so much for all this great information. I would really like to set up a quick tour with you this Friday, August 17th if possible. Can arrange something for 2:00PM? Please let me know.

Thank you,

Amanda

>>> 8/13/2012 3:04 PM
>>>
Hi Amanda,

Thank you very much for your inquiry with St. Andrew's Club. I'm happy to say that I have room G1 (http://www.standrewsclub.ca/g1.html) available for your group on September 18th.

I have attached a proposal for the room rental as well as our Club Hospitality rate, which is a per person rate that includes a continental breakfast for your group along with a coffee/tea/beverage station that is replenished throughout the day. The hospitality package also includes snacks for your morning and afternoon breaks. I have also included an estimate lunch cost.

I have placed a temporary hold on this space for you while you review your proposal. In the meantime, please feel free to contact me with any questions or concerns.

Sincerely,

From: AMANDA YOUNG [mailto:AMANDA.YOUNG@CBC.CA]<mailto:[mailto:AMANDA.YOUNG@CBC.CA]>
Sent: August-13-12 1:23 PM
To:
Subject: RE: St. Andrew's Space Request for September 18

Great to hear! Our mailing address is 205 Wellington Street West, Toronto, ON M5V 3G7. If you put it to my attention, I will get it delivered to me within the building.

Thanks,

Amanda

>>> 8/13/2012 12:53 PM
>>>
Hey Amanda,

So sorry for the delay, but I do appreciate you following up. I'm happy to say that I do have a great meeting space available for you on September 18th.

Can you just let me know your mailing address so that I can add you to the system? (we have several different CBC departments in our database). From there, I can put together a proposal as well as some room informat

Sincerely,

From: AMANDA YOUNG [mailto:AMANDA.YOUNG@CBC.CA]<mailto:[mailto:AMANDA.YOUNG@CBC.CA]>
Sent: August-13-12 11:47 AM
To:
Subject: Re: St. Andrew's Space Request for September 18

Hi

I've left you a voicemail regarding our requests, but figured an email might be helpful as well!

We would need a room on Tuesday, September 18th from 8:30AM-4:30PM with windows/natural lighting that can accommodate 45-50 people with 9-10 half rounds seating approx. 5-6 people at each table. We will need catering for a light breakfast, 2 coffee breaks (AM & PM) and lunch, as well as AV requirements of a projector screen, microphone (connected to surround sound in room), internet connection and podium.

Please let me know if you do have a room available for this date, and provide a price quote for this request.

Thank you,

Amanda

>>> 8/8/2012 5:08 PM >>>
Hi Amanda,

Thank you very much for your voicemail - I understand that you are looking for a meeting room on September 18th. I'll certainly be happy to help. I would just need to get an idea of how many people would be attending this meeting. Once I know that, I can source out the appropriate sized room and produce a quote.

Sincerely,

<http://www.standrewsclub.ca/contactus.html> | ST. ANDREW'S CLUB & CONFERENCE CENTRE<http://www.facebook.com/pages/St-Andrews-Club-Conference-Centre/164899396875839>

www.standrewsclub.ca<http://www.standrewsclub.ca>

150 King Street West, 27th Floor, Toronto, ON, M5H 1J9<http://maps.google.ca/maps?f=q&source=s_q&hl=en&geocode=&q=St.+Andrew's+Club+&+Conference+Centre,+King+Street+West,+Toronto,+Ontario&aq=0&sll=49.891235,-97.15369&sspn=43.549762,114.169922&ie=UTF8&hq=St.+Andrew's+Club+&+Conference+Centre,&hnear=King+St+W,+Toronto,+Ontario&ll=43.647714,-79.384788&spn=0.002966,0.006968&z=18>

(T) 416-366-4228 | (F) 416-366-9347<http://www.standrewsclub.ca/contactus.html>

Virtual Tour | <http://www.standrewsclub.ca/video.html> Webcasting | <http://www.standrewsclub.ca/internet.html#webcasting> AV Rentals | <http://www.standrewsclub.ca/equipment_rental.html> Festive Season | <http://www.standrewsclub.ca/mailinglist.html> Weddings<http://www.standrewsclub.ca/weddings.html>

Objet OTP M710004-41000 Leaders Forum
Responsable (nom) CORPORATE SERVICES

De l'exercice 2013 **A l'exercice** 2013
De la période 1 **A la période** 12

Natures comptables		Réel	PBudg. proj.	Ecart abs.	Ecart %
*****	Coûts contrôlables cla	62,225.31		62,225.31	
94005	**Imp. bud. Pro. Expl.**	62,225.31-		62,225.31-	
****	Imputations budgétaires	62,225.31-		62,225.31-	
*****	Imputations int/ext bu	62,225.31-		62,225.31-	
******	Coûts budgétaires sa				
*******	**Ttes nat. comptabl**				

LEADERS' FORUM
PEOPLE PROGRAMS PUSHING FORWARD

FORUM DES LEADERS
PERSONNES PROGRAMMATION PLANIFICATION STRATÉGIQUE

LEADERS' FORUM 2012
AGENDA

The National Hotel and Suites Ottawa
361 Queen Street
Ottawa, ON K1R 7S9
1-855-238-6001

Wednesday, May 23, 2012

TIME *LOCATION*	*SESSION*
12:45 p.m. –1:00 p.m. *Foyer National Meeting Room*	**Registration**
1:00 p.m. – 1:15 p.m. *Plenary – National Meeting Room*	Our transformation, 2015 and beyond
1:15 p.m. – 2:00 p.m. *Plenary – National Meeting Room*	Key-note address – A brave new world: New approaches and solutions to tough problems
2:00 p.m. – 2:45 p.m. *Plenary – National Meeting Room*	Innovation in action: Tou.tv & CBCMusic.ca
2:45 p.m.– 3:00 p.m.	**Health break**
3:00 p.m. – 4:00 p.m. *Plenary – National Meeting Room*	Provoking The Future To Arrive Eight voices. Challenging reality. Provoking change. Shaping tomorrow.
4:00 p.m. – 5:30 p.m. *Plenary – National Meeting Room*	Conversations about Strategy, structure, the future of broadcasting, leadership and efficiency
6:00 p.m. – 7:00 p.m. *Champlain Room*	**Cocktail** **Hotel Check-in**
7:30 p.m. – 10:00 p.m.	**Nine hosted dinners around Ottawa**

**Secretariat located in the Executive Boardroom (main floor)*

LEADERS' FORUM
PEOPLE PROGRAMS PUSHING FORWARD

FORUM DES LEADERS
PERSONNES PROGRAMMATION PLANIFICATION STRATÉGIQUE

Thursday, May 24, 2012

TIME *LOCATION*	*SESSION*
6:00 a.m.– 6:45 a.m.	**Hubert's morning run**
7:30 a.m. – 8:00 a.m. *Champlain Room*	**Informal breakfast and networking**
8:00 a.m. – 9:15 a.m. *Plenary – National Meeting Room*	Report back on yesterday's conversations
9:15 a.m. – 10:00 a.m. *Plenary – National Meeting Room*	Transformation Platters
10:00 a.m. – 10:15 a.m.	**Logistics and Health Break**
	Hotel Check-out
10:15 a.m. – 1:45 p.m. *Breakout Rooms*	Disruptive Design Studios
12:00 p.m. *Champlain Room*	**Working lunch**
1:45 p.m. – 3:15 p.m. *Plenary – National Meeting Room*	The Pitches
3:15 p.m. – 3:30 p.m.	**Health Break**
3:30 p.m. – 4:00 p.m. *Plenary – National Meeting Room*	Where to From Here
4:00 p.m. – 4:15 p.m. *Plenary – National Meeting Room*	Wrap-up and Next Steps

**Secretariat located in the Executive Boardroom (main floor)*

LEADERS' FORUM
PEOPLE PROGRAMS
PUSHING FORWARD

FORUM DES LEADERS
PERSONNES PROGRAMMATION
PLANIFICATION STRATÉGIQUE

FORUM DES LEADERS 2012
ORDRE DU JOUR

Le National Hotel and Suites Ottawa
361, rue Queen
Ottawa (Ontario) K1R 7S9
1-855-238-6001

Mercredi 23 mai 2012

HEURE *ENDROIT*	*SÉANCE*
12 h 45 – 13 h *Foyer – Salle de réunion National*	**Inscription**
13 h – 13 h 15 *Séance plénière – Salle de réunion National*	Notre transformation, 2015 et au-delà
13 h 15 – 14 h *Séance plénière – Salle de réunion National*	Thème du discours – Un nouveau monde : Approches et solutions novatrices à des problèmes complexes
14 h – 14 h 45 *Séance plénière – Salle de réunion National*	L'innovation en action : Tou.tv et CBCMusic.ca
14 h 45 – 15 h	**Pause santé**
15 h – 16 h *Séance plénière – Salle de réunion National*	L'avenir, c'est maintenant Huit voix. Remettre en question la réalité. Provoquer le changement. Façonner l'avenir.
16 h – 17 h 30 *Séance plénière – Salle de réunion National*	Conversations au sujet de la stratégie, de la structure, de l'avenir de la radiodiffusion, du leadership et de l'efficacité
18 h – 19 h *Salle Champlain*	**Cocktail** **Enregistrement à l'hôtel**
19 h 30 – 22 h	**Neuf dîners organisés dans Ottawa**

**Le secrétariat se trouve dans la salle de conférence exécutive* (rez-de-chaussée).

LEADERS' FORUM
PEOPLE PROGRAMS PUSHING FORWARD

FORUM DES LEADERS
PERSONNES PROGRAMMATION PLANIFICATION STRATÉGIQUE

Jeudi 24 mai 2012

HEURE *ENDROIT*	*SÉANCE*
6 h – 6 h 45	**Course à pied d'Hubert**
7 h 30 – 8 h *Salle Champlain*	**Petit-déjeuner informel et réseautage**
8 h – 9 h 15 *Séance plénière – Salle de réunion National*	Rapports sur les conversations de la veille.
9 h 15 – 10 h *Séance plénière – Salle de réunion National*	Hypothèses perturbatrices
10 h – 10 h 15	**Logistique et pause santé**
	Formalités de départ de l'hôtel
10 h 15 – 13 h 45 *Répartition dans les salles*	Studios de création
12 h *Salle Champlain*	**Déjeuner de travail**
13 h 45 – 15 h 15 *Séance plénière – Salle de réunion National*	Les exposés
15 h 15 – 15 h 30	**Pause santé**
15 h 30 – 16 h 00 *Séance plénière – Salle de réunion National*	Et maintenant, où allons-nous?
16 h – 16 h 15 *Séance plénière – Salle de réunion National*	Bilan et prochaines étapes

**Le secrétariat se trouve dans la salle de conférence exécutive* (rez-de-chaussée).

LEADERS' FORUM
PEOPLE PROGRAMS PUSHING FORWARD

FORUM DES LEADERS
PERSONNES PROGRAMMATION PLANIFICATION STRATÉGIQUE

Liste des participants / Participant list
Les 23 et 24 mai 2012 à Ottawa / May 23-24, 2012 in Ottawa

Nom / Name	Titre / Title
John Agnew	Managing Director, CBC Saskatchewan, English Services Administrateur délégué, Radio et télévision (Saskatchewan), Services anglais
Andie Andreou	Senior Director and Corporate Controller, Finance and Information Technology Premier directeur et contrôleur national, Finances et Technologies de l'Information
William (Bill) Atkinson	Executive Director, Corporate Business Development, Strategy and Business Development Directeur exécutif, développement commercial, Stratégie et développement commercial
Philippe Audet-Lapointe	Premier directeur Approvisionnements, Finances et Technologies de l'Information Senior Director, Supply Management, Finance and Information Technology
Guy Aquin St-Onge	Directeur, Stratégie numérique, veille et mobilité, Internet et Services numériques Director, Digital Strategy, Business Intelligence and Mobility, Internet and Digital Services
Patrick Beauduin	Directeur général de la Radio, Services français General Manager, Radio, French Services
France Beauregard	Directrice générale des ressources humaines, Services français, Personnes et Culture Executive Director Human Resources, French Services, People and Culture
John Bertrand	Managing Director, CBC Manitoba, English Services Administrateur délégué, Radio et télévision (Manitoba), Services anglais
Maryse Bertrand	Vice-présidente, Services immobiliers, Services juridiques et avocat-conseil Vice-President, Real Estate, Legal Services and General Counsel
France Bigras	Directrice générale des TI, Finances et Technologies de l'Information Executive Director, Information Technology, Finance and Information Technology
Marie-Philippe Bouchard	Directrice générale de la Planification stratégique, Internet et Services numériques, Services français Executive Director, Strategic Planning, Internet and Digital Services, French Services
Danièle Bourassa	Directrice, Développement et gestion des ressources, Information, Services français Director, Development and Resources Management, Information, French Services
Chris Boyce	Executive Director, Radio and Audio, English Services Directeur exécutif, Radio et Audio, Services anglais
Bill Chambers	Vice-president, Brand, Communications and Corporate Affairs Vice-président, Image de marque, Communications et Affaires institutionnelles
Manuelita Cherizard	Executive Director, Human Resources, English Services, People and Culture Directrice, Ressources humaines, Services anglais, Personnes et Culture
Lisa Clarkson	Executive Director, Business and Rights, English Services Première Directrice, Gestion des affaires droits et du contenu, Services anglais
Andrew Cochran	Managing Director, Maritimes, English Services Administrateur délégué, Maritimes, Services anglais
André Coupal	Chef de cabinet, Services français Chief of Staff, French Services
Marcel Courchesne	Directeur du Centre d'Affection, de Planification et d'Expertise, Services français Director, Allocation Centre, Planning and Expertise, French Services
Elizabeth Dalzell	Assistant Vice-President, People and Culture Vice-présidente adjointe, Personnes et Culture
Alan Dark	Executive Director, Media Sales and Marketing, English Services Directeur exécutif, Ventes et Marketing Médias, Services anglais
Florent Daudens	Journaliste réseaux sociaux, Internet et Services numériques Journalist, Social Networks, Internet and Digital Services
Marco Dubé	Directeur, Relations avec les médias et gestion des enjeux, Communications institutionnelles Director, Communications Services and Corporate Spokesperson, Corporate Communications

Nom / Name	Titre / Title
Stéphanie Duquette	Chef de cabinet, Bureau du président-directeur général Chief of Staff, Office of the President and CEO
Linda Facchin	Director, Legal Affairs, Labour Relations and Employment Law, Real Estate Services Directrice Exécutive, Affaires juridiques, relations de travail et droit de l'emploi, Services immobiliers
Colette Francoeur	Directrice RH Régions et Transformation, Ressources humaines Director, HR Regions and Transformation, Human Resources
Jacques Gaboury	Avocat-conseil associé et directeur général, groupe du droit commercial, Services anglais Associate General Counsel and Executive Director, Business Law Group, English Services
Sylvie Gadoury	Avocat-conseil associé, Droit des médias, Services juridiques Associate General Counsel, Media Law, Legal Services
Jean Gagnon	Président de l'Association des Réalisateurs (AR) President, Association des Réalisateurs (AR)
Pierre Guérin	Directeur Régions de l'Ouest, Services français Director of French Services, Western Region
Steven Guiton	Vice-president and Chief Regulatory Officer Vice-président et chef des Affaires réglementaires
Dany Harrison	Directeur général, Radio-Canada Productions, Services français General Manager, Radio Canada Productions, French Services
Jérôme Hellio	Directeur, Radio-Canada.ca et Tou.tv, Services français Director, Radio-Canada.ca and Tou.tv, French Services
Bridget Hoffer	Executive Director, Communications, Marketing and Brand, English Services Directrice générale, Communications, Marketing et Image de marque, Services anglais
Richard Juneau	Chef de cabinet, vice-présidente services immobiliers, Services juridiques et avocat-conseil Chief of staff, Office of the vice-president of Real Estate, Legal Services and Corporate Secretariat
Bob Kerr	Senior Director, Licencing Division, Revenue Group, English Services Premier directeur, Division licences, Groupe revenues, Services anglais
Soo Kim	Senior Director, Digital Operations, MO&T, English Services Premier directeur, Operations numériques, Exploitation et Technologies médias, Services anglais
Bev Kirshenblatt	Senior Director, Regulatory Affairs Première Directrice, Affaires réglementaires
Isabelle Lachance	Directrice, Analyse financière et améliorations continues, Services français Manager, Financial Analysis and Continuing Improvements, French Services
Hubert T. Lacroix	Président-directeur général, CBC/Radio-Canada President and CEO, CBC/Radio-Canada
Louis Lalande	Vice-président principal, Services français Executive Vice-President, French Services
Claude Landry	Directeur, Optimisation des ressources, technologies et processus (Groupe revenus), Services français Director, Revenue Optimization, technology and processes (Revenue Group), French services
Jennifer Lang	Director, Corporate Liaison, English Services Directrice, Liaison des affaires institutionnelles, Services anglais
Marc Y. Lapierre	Directeur général, Services immobiliers Executive Director, Real Estate Services
Marc-Philippe Laurin	Président de la Guilde canadienne des médias (GCM) President, Canadian Media Guild (CMG)
John Lee	Executive Director, Media Technology Services Directeur exécutif, Services Technologiques aux médias
Allison MacLachlan	Consultant, Client Services, Corporate Communications Conseillère, Services à la clientèle, Communications institutionnelles
Alfred MacLeod	Executive Director, Corporate Affairs, Corporate Communications Directeur général, Affaires institutionnelles, Communications institutionnelles
Martin Marcotte	Directeur, Services Technologiques aux médias, Affaires réglementaires Director, Media Technology Services, Regulatory Affairs
Susan Marjetti	Managing Director, CBC Toronto & Ontario Region, English Services Administratrice déléguée, Toronto (Sudbury, Thunder Bay, Windsor), Services anglais

Nom / Name	Titre / Title
Tranquillo Marrocco	Secrétaire général associé, Secrétariat général Associate Corporate Secretary, Corporate Secretariat
Fred Mattocks	General Manager, Media Operations and Technology, English Services Directeur général, Exploitation et Technologies médias, Services anglais
Neil McEneaney	General Manager, Finance and Strategy, English Services Directeur général, Finance et stratégie, Services anglais
Jennifer McGuire	General Manager and Editor in Chief, CBC News & Centres, English Services Directrice générale et rédacteur en chef, CBC News avec responsabilité des centres, Services anglais
Debra McLaughlin	Senior Director of Research English Services Première directrice de recherche, Services anglais
Martine Ménard	Première directrice, Communications institutionnelles Senior Director, Corporate Communications
Johnny Michel	Managing Director, British Columbia, English Services Administrateur délégué, Colombie-Britannique, Services anglais
Michael Mooney	Senior Director, Corporate Finance and Administration, Finance and Information Technology Premier directeur, Finances et administration nationales, Finances et Technologies de l'Information
Suzanne Morris	Vice-présidente et Chef de la direction financière, Finances et Technologies de l'information Vice-President and Chief Financial Officer (CFO), Finance and Information Technology
Robert Nadeau	Directeur régions du Québec, Services français Director, Québec Region, French Services
Kaval Pannu	Director, Resource Planning and Strategic Projects, Planning and Capital Process, Finance and Administration Directeur, Planification des ressources et projets spéciaux, Planification des ressources et processus des immobilisations, Finances et administration
Louise-Hélène Paquette	Directrice, Veille stratégique concurrentielle, Services français Director, Strategic and Competitive Analysis, French Services
Trevor Pilling	Head of Sports Programming and Hockey Night in Canada, English Services Chef de la programmation sportif et Hockey Night in Canada, Services anglais
Patricia Pleszczynska	Directrice générale des Services régionaux, Services français General Manager, Regional services, French Services
Marie-Andrée Poliquin	Directrice des Opérations, Financement et relations d'affaires, Services français Director of Operations, Financing & Business Affairs, French Services
Mario Poudrier	Président de l'Association des Professionnels et des Superviseurs (APS) President, Association of Professionals and Supervisors (APS)
Steve Pratt	Director, Digital Music (CBC Music), English Services Directeur, programmation numérique (CBC Music), Services anglais
Benoît Quenneville	Directeur de Radio-Canada, région de l'Ontario, Services français Director of Radio-Canada, Ontario regions, French Services
Andrès Restrepo	Gestionnaire des communautés et des médias sociaux, ARTV Manager of Communities and Social Media, ARTV
Jean François Rioux	Directeur de Radio-Canada, Québec, Services français Director, Radio-Canada Québec, French Services
Nancy Roch	Directrice, Grille et Diffusion, Services français Director, Scheduling and Broadcasting, French Services
Nataline Rodrigues	Executive in Charge of Production, Commissioned and Scripted Programming Chargé de production, Programmation commandée et scénarisée
Luc Sauvageau	Directeur Productions Télévision, Services français Director, Television Productions, French Services
Bruno Savard	Journaliste-Présentateur, Régions - Télévision information, Services français Journalist-Presenter, Regional Information Television, French Services
Sylvain Schreiber	Directeur de l'unité de transformation, Services français Senior Director, Conversion Unit, French Services

Nom / Name	Titre / Title
James Selfe	Directeur, Communications internes, institutionnelles et régionales, Services français Director, Internal, Corporate and Regional Communications, French Services
Michael Serafini	Senior Director, Video Content Scheduling, Network Programming and Scheduling, English Services Premier directeur, Programmation du contenu vidéo, Programmation et affectations réseau, Services anglais
Anne Sérode	Directrice, *Première chaîne*, Services français Director, *Première Chaîne*, French Services
Raj Shoan	Director, Regulatory Affairs, Regulatory Affairs Directeur, Affaires générales, Affaires règlementaires
Richard Simoens	Directeur des Services français, Ottawa-Gatineau, Services français Director of Radio-Canada, Ottawa-Gatineau, French Services
Todd Spencer	Executive Director, CBC News Network, English Services Directeur exécutif, CBC News Network, Services anglais
Stan Staple	Senior Director, Research and Strategic Analysis Premier directeur, Recherche et analyse stratégique
Janice Stein	Managing Director, CBC North, English Services Rédacteur en chef, CBC North, Services anglais
Mark Steinmetz	Director of Radio Music, English Services Directeur, Musique-radio anglaise, Services anglais
Kirstine Stewart	Executive Vice-president, English Services Vice-présidente principale, Services anglais
Peter St-Onge	Directeur général, Finances et Service de gestion, Services français Executive Director, Finance and Management Services, French Services
Chris Straw	Senior Director, Network Talk English Radio, English Services Premier directeur, Émissions parlées réseau, Services anglais
Anjuli Tchalikian	Supervising Technician, Media Operations and Technology, English Services Chef technicien, Exploitation et Technologies médias, Services anglais
Alan Thorgeirson	Managing Director, Calgary, English Services Directeur principal, Calgary, Services anglais
Michel Tremblay	Premier vice-président, Stratégie d'entreprise et Partenariats commerciaux Senior Vice-President, Corporate Strategy and Business Partnerships
Olivier Trudeau	Directeur, Stratégie, commercialisation des contenus, Groupe Revenus, Services français Director, Content Strategy and Marketing, French Services
Patricia Vincent	Executive Director, Total Compensation, People and Culture Directrice générale, Rémunération globale, Personnes et Culture
Trevor Walton	Executive Director, Commissioned and Scripted Programming, English Services Directeur général, Programmation commandée et scénarisée, Services anglais
Christine Wilson	Executive Director, Content Planning, English Services Directeur général, Planification du contenu, Services anglais
Roula Zaarour	Vice-présidente, Personnes et Culture Vice-President, People and Culture
Jerry Zubryckyj	Senior Director, Resource Planning and Capital Process, Finance and Information Technology Premier directeur, Planification des ressources et processus des immobilisations, Finances et Technologies de l'Information

Organizer's agenda

Leaders' Forum 2012

MAY 22	LEAD – BILL, KEVIN, PEOPLE AND CULTURE	MISC.	Logistics LEAD – HELENE BREAU-CLUNEY	Catering LEAD – HELENE BREAU-CLUNEY	AV/SI requirements LEAD – MELANIE ST-DENIS
EXECUTIVE BOARDROOM	Secretariat Set-up				
NATIONAL **MEETING ROOM**	Plenary Set-up		Front of room - Riser at front, podium, bar stools (8), table for water Round tables of **10** (13 tables)		MAY 22 – Full SI/AV Set-up

Organizer's agenda

Leaders' Forum 2012

MAY 23	LEAD – BILL, KEVIN, PEOPLE AND CULTURE		Logistics LEAD – HELENE BREAU-CLUNEY	Catering LEAD – HELENE BREAU-CLUNEY	AV/SI requirements LEAD – MELANIE ST-DENIS
8:00 a.m.	Plenary ready				AV – on stand-by
TBC	Committee Meeting		N/A	N/A	N/A
9:00 – 10:00 **NATIONAL MEETING ROOM**	**Dry-Run** – Jerome Hellio Steve Pratt	BILL, KEVIN?			Presentation format? **(MELANIE)**
10:00 – 12:00 **NATIONAL MEETING ROOM**	**Dry-Run** – 8 presenters Alan Dark Raj Shoan Kevin Payan Anjuli Patil Nataline Rodrigues Florent Daudens Bruno Savard + NAME	BILL, KEVIN?			Presentation format? **(MELANIE)**
12:00 – 1:00 p.m. **NATIONAL MEETING ROOM**	**Dry-Run** – Johann Koss	BILL, KEVIN, STEPHANIE?			Presentation format – VIDEO? **(MELANIE)**
12:00 – 1:00 p.m. **CHAMPLAIN ROOM**	Light Lunch for dry-run participants		Helene	Helene	N/A

12:45 **FOYER – NATIONAL MEETING ROOM**	Registration	Helene, Melanie, Nathalie	Table in Foyer of National Meeting Room *Name tags* *Copies of agenda, etc* *Drink ticket for cocktail*	Snack Heart Smart Granola bars Whole fruit Coffee/tea (60 –people)	Distribution of SI equipment **(MEL, HELENE, NATHALIE)**
1:00 – 1:15 **NATIONAL MEETING ROOM**	**OUR TRANSFORMATION, 2015 AND BEYOND** Welcome message - Our evolution is in full swing	HTL	Round Tables of 10 Table cloths *Post it notes, pen, etc*	Coffee station Water pitchers on all tables (12)	PPT – (FILE NAME) CBC/Radio-Canada cameraman
1:15 – 2:00 **NATIONAL MEETING ROOM**	**KEY-NOTE ADDRESS** *A brave new world:* New approaches and solutions to tough problems *****GIFT FOR SPEAKER***	Johann Koss	Round Tables of 10 Table cloths *Post it notes, pen, etc*	Water pitchers on all tables (12)	Speaker's presentation TBC CBC/Radio-Canada cameraman **(MELANIE)**
2:00 – 2:45 **NATIONAL MEETING ROOM**	**INNOVATION IN ACTION:** Tou.tv & CBCMusic.ca	**Jérôme Hellio**, Directeur des contenus Internet et Tou.tv / Director, Internet Content and Tou.tv **Steve Pratt**, Director, Digital Music (CBC Music) / Directeur, programmation numérique	Round Tables of 10 Table cloths *Post it notes, pen, etc*	Water pitchers on all tables (12)	Speakers' presentations TBC **(MELANIE)**
2:45 – 3:00 **FOYER – NATIONAL MEETING ROOM**	**BREAK**	PEOPLE AND CULTURE Helene, Melanie, Nathalie	*Set-Up World café and add extra stools on riser*	Coffee station Leftover from Heart Smart (a.m. break) + cookies (60 people)	PPT (Disruptive) FILE NAME **(MELANIE)**
3:00 – 4:00 **NATIONAL MEETING ROOM**	**PROVOKING THE FUTURE TO ARRIVE** Eight voices. Challenging reality. Provoking change. Shaping tomorrow.	8 speakers x 5 minutes, 20 minute discussion Alan Dark Raj Shoan		Water pitchers on all tables (12)	Speakers' presentations TBC **(MELANIE)**

		Kevin Payan Anjuli Tchalikian Nataline Rodrigues Florent Daudens Bruno Savard + Sylvie ?			
4:00 – 5:30 **NATIONAL MEETING ROOM**	***CONVERSATIONS ABOUT STRATEGY, STRUCTURE, THE FUTURE OF BROADCASTING, LEADERSHIP AND EFFICIENCY*** *World Café*: • 10 stations, one "host" per station • 2 questions/statements that relate to each of the five identified areas of interest • (3 rotations x 30 minutes each) INSTRUCTIONS FOR COCKTAIL, DINE AROUND, + DISTRIBUTION OF DISRUPTIV HYPOTHESIS	Facilitator + 10 hosts *(HOSTS NEED TO BE IDENTIFIED)* *LEAD? PEOPLE AND CULTURE?*	*Flip Charts (10)* *Paper on tables* *Markers*	Water pitchers on all tables (12)	Presentations TBC Background music Flash presentation 4 flip cams
6:00 – 7:00 **CHAMPLAIN ROOM**	**COCKTAIL**		Cocktail set-up Bar set-up – 1 drink ticket per participant	Bar – local beer, wine, pop *(on host ticket per participant, extra to be paid by participant)* Cheese/Crackers Pretzels (30 people)	
7:30 – 10:00	**HOSTED DINNERS**	SET	N/A	N/A	
10 p.m.	Submit a disruptive hypothesis CREATE A PPT WHICH INCLUDES ALL TRANSLATED HYPOTHESIS	HELENE, MELANIE, + 2 TRANSLATORS	*Deposit box in Foyer of National Ball room and near cocktail area during cocktail hour…*		
10 p.m.	Create 10 distinct packages for distribution in the a.m. (separate hypothesis.)	KEVIN AND PEOPLE AND CULTURE?			

MAY 24	LEAD – BILL, KEVIN, PEOPLE AND CULTURE		Logistics LEAD – HELENE BREAU-CLUNEY	Catering LEAD – HELENE BREAU-CLUNEY	AV/SI requirements LEAD – MELANIE ST-DENIS
6:00 – 6:45	**MORNING RUN**				
7:30 – 8:00 **CHAMPLAIN ROOM**	**BREAKFAST**	HELENE	Round tables of 8	The Canadian breakfast buffet (90 people)	N/A
8:00	Distribution of 10 distinct packages on all tables	HELENE, NATHALIE	N/A	N/A	N/A
8:00 – 9:15 **NATIONAL MEETING ROOM**	**REPORT BACK** on *World Café*	10 hosts	Round Tables of 10 Table cloths *Post it notes, pen, etc*	Coffee station, + juices from breakfast	Distribution of SI equipment (MEL, HELENE)
9:15 – 10:00 **NATIONAL MEETING ROOM**	**TRANSFORMATION PLATTERS : distilling our disruptive hypotheses** • Each table given 10 different (bilingual) disruptive hypotheses from the submissions • Through consensus-building, each table arrives at one to advance for the disruptive design studio. • Result: 10 disruptive hypotheses for 10 workshops	ELIZABETH LANCASTER BILL CHAMBERS	Round Tables of 10 Table cloths *Post it notes, pen, etc*	N/A	PPT – (FILE NAME) (MELANIE)
10:15 – 10:15 **FOYER – NATIONAL MEETING ROOM**	**BREAK – CHECK OUT** **Breakout instructions**	ELIZABETH LANCASTER BILL CHAMBERS	All hands to help out	Refresh from breakfast, coffee juices (muffins, fruit, etc)	
10:15 – 1:45 **BREAKOUT ROOMS**	**DISRUPTIVE DESIGN STUDIOS** • Participants self-select for topic of interest • Working from their disruptive hypothesis, their undertaking is to: 1. Define and frame an opportunity 2. Generate disruptive ideas and approaches 3. Shape them into a single, disruptive solution 4. Prepare a 9-minute pitch to persuade CBC/Radio-Canada's leaders to adopt their solution	PEOPLE AND CULTURE, HELENE, NATHALIE, MELANIE, FACILITATOR to direct and accompany groups to breakouts. All hands to help out	Breakouts – boardroom style set-up Flip charts Pens, office boxes		PPT – (FILE NAME)

12:00 **LUNCH SET-UP IN CHAMPLAIN ROOM**	Participants to go to Champlain Room for lunch buffet – they will be able to eat in the Champlain or bring food back to breakout room.	**Working lunch**	HELENE	HELENE LUNCH – Market Buffet (chicken and salmon) – please make sure there are trays – participants might go back to their breakout rooms (carry their food) and continue working. (95 people)	N/A
1:30 p.m.	DISTRIBUTION OF SET MONEY BUCKETS	HELENE, MELANIE, NATHALIE			
1:45 – 3:15 **NATIONAL MEETING ROOM**	**THE PITCHES** 9-minute pitches x 10 groups	GROUPS	N/A	Coffee station, juice, mineral water, leftovers from lunch – desserts + cookies	Speakers' presentations TBC (MELANIE)
3:15 – 3:30 **HEALTH BREAK**					
3:30 – 4:00 **NATIONAL MEETING ROOM**	**WHERE TO FROM HERE** Building on what we've done • Based on the pitches, determine if there are any opportunities/ideas/solutions that leaders want to continue to develop and refine over time • Encourage participants to think about their forum experience and how they might use it to promote new ways of thinking about what's possible with their colleagues, teams, etc.	**????**			PPT – (FILE NAME) Flash presentation *SET Money (Dragon's Den)*
4:00 – 4:15 **NATIONAL MEETING ROOM**	**WRAP-UP AND NEXT STEPS**	HTL			

A-2013-00150 / A-2013-00151

PETTY CASH / BON DE PETITE CAISSE

Cash No. / Caisse n° 148624

Claimant's Name / Nom du requérant	Service	Date (D-J / M-M / Y-A)	Amount / Montant
Bergeron, Guylaine	DG Comm	05/02/13	$ 64.00

Description	Cost Element / Nature comptable	Cost Centre - Project No. / Centre de coût - N° de projet	Sub-total / Sous-total
04-12 | Stat. comité spécial direction		95 829 01	23.00
12-12 | Taxi lunch S. Emond		95 829 01	24.00
20-12 | Taxi lunch comité gestion		95 829 01	17.00

TRAVEL UNDER 24 HOURS / DÉPLACEMENTS DE MOINS DE 24 HEURES

Date (D-J / M-M / Y-A)	Time / Heure From / De	To / À	Destination

Purpose / Raison

Breakfast / Petit déjeuner $ _____ Lunch / Déjeuner $ _____ Dinner / Dîner $ _____ Other / Autre $ _____

Authorization / Autorisation		Payment / Paiement	
Name / Nom	Signature	Date Received / Reçu le	By / Par
L.Lalande/E. L.-Cliche	E. Lalande		

CBC 0013 B (01/05)

8/2/2013

DATE
J/D M/M A/Y
12 12 2012

COMMENTAIRES:
COMMENTS:

COMMUNAUTÉ URBAINE DE MONTRÉAL

Bureau du taxi
280-6600

REÇU DE TAXI RECEIPT

MONTANT - AMOUNT
Toutes les taxes incluses
All taxes included
14 44

No du permis de travail
Driver's work permit #

No de vignette

Signature

Chauffeur / Driver

RECU / RECEIPT

Billet B02305204

Emis
2012-12-04 06:54:14

Valide
2012-12-04 20:59:33

Carte credit
23.00 $

****

AUTOR: 046585

Trs.:299789309032500

Num?ro TVQ: 1086794515TQ000

Num?ro TPS: 143831550RT019

Merci / Thank you

Demande de communication

Robotronique Inc.

RECU - RECEIPT

12-12-2012
DATE j/d m/m a/y

$ 10.50
T.P.S. & T.V.Q. incluse
G.S.T. & P.S.T. included

VOYAGE TRIP DE/FROM

À/TO

No. Vignette Sticker No. 596

No. Permis de travail Workpermit No

No. Auto Car No

T.P.S.
G.S.T.

CHAMPLAIN TAXIS
ADMINISTRATION: (514) 273-3377
FAX: (514) 273-4445

Signature de chauffeur
Driver's signature

TAXI DIAMOND
7294A Rue Lajeunesse
Montreal, QC H2R 2R4
514-273-6331

COMPTANT/CASH

VIGNETTE: 4717
CHAUFFEUR/DRIVER: 24704
2012/12/20 16:20

COURSE/FARE: 17,00$
POURBOIRE/TIP: 0,00$
TOTAL: 17,00$

TPS# GST#
TVQ# QST#

Chauffeur/Driver

PETTY CASH / BON DE PETITE CAISSE

Cash No. / Caisse n° 144428

Claimant's Name / Nom du requérant	Service	Date (D-J / M-M / Y-A) / Amount / Montant
Jean Mongeau	Groupe Revenus	18/12/12 $ 48.00

Description	Cost Element / Nature comptable	Cost Centre - Project No. / Centre de coût - N° de projet	Sub-total / Sous-total
Stationnement - Comité dir stratégie	58401	95 371 01	23.00
Taxi - Connect Prod. (aller)	58401	95 371 01	11.00
Taxi - Connect Prod. (retour)	58401	95 371 01	14.00

TRAVEL UNDER 24 HOURS / DÉPLACEMENTS DE MOINS DE 24 HEURES

Date (D-J / M-M / Y-A)	Time / Heure (From / De — To / À)	Destination

Purpose / Raison

Breakfast / Petit déjeuner $ _____ Lunch / Déjeuner $ _____ Dinner / Dîner $ _____ Other / Autre $ _____

Authorization / Autorisation		Payment / Paiement	
Name / Nom	Signature	Date Received / Reçu le	By / Par
JEAN HEMSRO pour Louis Lalande			000049

CBC 0013 B (01/05)

s.19(1)

Intercontinental

RECU/RECEIPT

Billet B02305208

Emis
2012-12-04 07:42:03

Valide
2012-12-04 20:58:20

Carte credit
23.00 $

****
AUTOR: 20583B

Trs.:533286797226518B0

Num?ro TVQ: 1086794515TQ0009

Num?ro TPS: 143831550RT019

Merci / Thank you

Comité dir.
Stratégie +
positionnement

Robotronique Inc.

CONNECT VROD

REÇU DE TAXI RECEIPT

DATE
J/D M/M A/Y

COMMENTAIRES:
COMMENTS:

COMMUNAUTÉ URBAINE DE MONTRÉAL

Bureau du taxi
280-6600

MONTANT - AMOUNT
Toutes les taxes incluses
All taxes included

No du permis de travail
Driver's work permit #

No de vignette

Signature _____
Chauffeur / Driver

REÇU - RECEIPT

$

DATE j/d m/m a/y

T.P.S. & T.V.Q. inclu
G.S.T. & P.S.T. Incluc

VOYAGE TRIP

DE/FROM _____

À/TO _____

No. Vignette
Sticker No. _____

No. Permis de travail
Workpermit No. _____

No. Auto
Car No. _____

T.P.S.
G.S.T. _____

CHAMPLAIN TAXIS FAX: (514) 273-4445
ADMINISTRATION: (514) 273-3377

Signature du chauffeur
Driver's signature

PETTY CASH / BON DE PETITE CAISSE

Cash No. / Caisse n° 143348

Claimant's Name / Nom du requérant	Service	Date (D-J / M-M / Y-A)	Amount / Montant
Patricia Pleszczynska	Régionaux	04/12/12	$ 23.00

Description	Cost Element / Nature comptable	Cost Centre - Project No. / Centre de coût - N° de projet	Sub-total / Sous-total
Stationnement Hôtel Intercontinental	58401	9525101	23.00
Comité de direction			

TRAVEL UNDER 24 HOURS / DÉPLACEMENTS DE MOINS DE 24 HEURES

Date (D-J / M-M / Y-A)	Time / Heure		Destination
	From / De	To / À	

Purpose / Raison

Breakfast / Petit déjeuner $ ____ Lunch / Déjeuner $ ____ Dinner / Dîner $ ____ Other / Autre $ ____

Authorization / Autorisation		Payment / Paiement	
Name / Nom	Signature	Date Received / Reçu le	By / Par
Louis Lalande			

000051

CBC 0013 B (01/05)

comité de direction

RECU/RECEIPT

Billet B02305210

Emis
2012-12-04 07:53:08

Valide
2012-12-04 21:00:14

Carte credit
23.00 $

***

AUTOR: 009832

Trs.:49554345457479904

Num?ro TVQ: 1086794515TQ0009

Num?ro TPS: 143831550RT019

Merci / Thank you

Robotronique inc.

Comité spécial de direction

Le mardi 4 décembre 2012

Hotel Intercontinental

Participants :

- Caroline Lachapelle
- Colette Francoeur
- Dany Harrison
- France Beauregard
- Guylaine Bergeron
- Isabelle Lachance
- Jean Hébert
- Louis Lalande
- Louise Lantagne
- Marie Côté
- Marie-Philippe Bouchard
- Michel Cormier
- Patricia Pleszczynska
- Patrick Beauduin
- Sylvain Schreiber
- Emmanuelle Lamarre-Cliche

Ordre du jour

Comité spécial de direction

Hôtel Intercontinental
360 rue Saint-Jacques
Salon Saint-Louis

Le mardi 4 décembre 2012

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7 h 30	*Petit-déjeuner continental – Foyer du Salon Saint-Louis*	
8 h 00	Mot de bienvenue Présentation de la nouvelle Chef de cabinet Emmanuelle Lamarre-Cliche Présence de Sylvain Schreiber But de la journée *« Ce qu'il faut avoir accompli »*	Louis
8 h 30	ISN	Marie-Philippe
9 h 15	TVG	Louise
10 h	*Pause*	
10 h 15	Revenus	Jean
11 h	Régions / Première chaîne	Patricia
11 h 45	*Lunch*	
12 h 45	Information	Michel (avec Luce)
13 h 30	Chaînes spécialisées	Marie

14 h 15	*Pause*	
14 h 30	Musique	Patrick
15 h	Production	Dany
15 h 30	Communications	Guylaine (avec James)
16 h 30	Bilan et conclusions	Louis

17 h *Cocktail – Salon Fée verte*

18 h *Souper – La Rotonde*

INTERCONTINENTAL
MONTREAL

CBC Radio Canada
1400 Boul Réné Levesque Est
10 ieme étage
Montreal, QC H2L 2M2
CA

Radio-Canada,

N° de Chambre/
Room Number : 9010

Date d'Arrivée/
Arrival Date: : 04-12-12

Date de Départ/
Departure : 06-12-12

Clients/
Guests : 0

Tarif Journalier/
Daily Rate : 0

Page de Pages/
Page of Pages : 1 de / of 2

Date	Description	Montant/*Charges*	Paiements/*Payments*
04-12-12	Banquet Divers Line# 9010 : CHECK# 0021861	1,833.16	
04-12-12	Banquet 18% Service Line# 9010 : CHECK# 0021857	113.97	
04-12-12	Osco Dîner Nourriture Line# 9010 : CHECK# 0103415	665.07	
04-12-12	Banquet Sales AV TX incl Line# 9010 : CHECK# 0010711	100.03	

N° Taxe / Tax #
TPS/GST 844035584 RP0001
TVQ/PST 1213205702 TQ0001

360, Rue Saint-Antoine Ouest, Montréal (Québec) Canada H2Y 3X4
Tel: (514) 987 9900 Fax: (514) 847 8550
montreal@ihg.com www.montreal.intercontinental.com

INTERCONTINENTAL
MONTREAL

CBC Radio Canada
1400 Boul Réné Levesque Est
10 ieme étage
Montreal, QC H2L 2M2
CA

Radio-Canada,

N° de Chambre/
Room Number : 9010

Date d'Arrivée/
Arrival Date: : 04-12-12

Date de Départ/
Departure : 06-12-12

Clients/
Guests : 0

Tarif Journalier/
Daily Rate : 0

Page de Pages/
Page of Pages : 2 de / of 2

Date	Description	Montant/*Charges*	Paiements/*Payments*
	Total:	**2,712.23**	**0.00**

Solde / Balance: **2,712.23**

Montant Net / *Net Amount:*	0
TPS: Revenus Chambre / *GST on Room Revenue:*	0.00
TVQ: Revenus Chambre / *PST on Room Revenue:*	0.00
TPS: Nourriture & Boissons / *GST on F&B:*	113.60
TVQ: Nourriture & Boissons / *PST on F&B:*	226.63
TPS: Telephone / *GST on Telephone:*	0.00
TVQ: Telephone / *PST on Telephone:*	0.00
TPS: Autres / *GST on Others:*	0.00
TVQ: Autres / *PST on Others:*	0.00

Signature: _____

N° Taxe / Tax #
TPS/GST 844035584 RP0001
TVQ/PST 1213205702 TQ0001

360, Rue Saint-Antoine Ouest, Montréal (Québec) Canada H2Y 3X4
Tel: (514) 987 9900 Fax: (514) 847 8550
montreal@ihg.com www.montreal.intercontinental.com

PSAV
PRESENTATION SERVICES
Canadian Head Office
200 Trowers Road, Unit 8
Vaughan, ON L4L 5Z8
Phone: 647-724-0880
Web: www.psav.com

Lieu: St-Louis
BC du Client:
Référence: 45868

Facturer à:
Canadian Broadcasting Corporation (CBC)
1400 boul. Rene-Levesque Est 10ieme etage
Montreal, QC H2L 2M2
Att: Louise Pesant
Contact Phone: (514) 597-6288
Contact Email: louise.pesant@radio-canada.ca

Expédier à:
Intercontinental Hotel Montréal

Commande D'événement

Référence: 447723
Date du Devis: 12/04/2012

Soumis par:
Tel:
Courriel:

Date de Livraison: 12/04/2012
Date de Début de l'événement: 12/04/2012
Date de Fin de l'événement: 12/04/2012

Quantité	Description	Durée	Unité	Prix Unitaire	Montant
1	Ecran	1.0	jour	40.00	40.00
1	Tableau a feuilles; incl marqueurs et papier standard	1.0	jour	35.00	35.00

Cette commande constitue un contrat de location. Le client reconnaît avoir reçu en bon état de marche les articles mentionnés ci-dessus et qu'ils n'existaient sans le même état à la date couverte. PSAV demeurera le seul juge pour déterminer quand le client possédera une longueur. Le client s'engage à payer la restauration de tout article endommagé et le remplacement de tout article perdu, volé ou non-retourné (y compris les accessoires de commande ou les ensembles brisés non récupérés). PSAV se réserve le droit de facturer une pénalité de retard pour tout montant non payé intégralement. Le client s'engage à payer tous les frais engagés par PSAV pour intervenir la totalité ou partielle ou pour récupérer son matériel, y compris des frais juridiques raisonnables. Seul le personnel de PSAV pourra transporter et bien fonctionner le matériel. Le client se verra facturer des frais additionnels si lui-même ou un tiers déplace, déménage, entrepose ou tait fonctionner le matériel sans l'accord de PSAV. PSAV pourra avoir librement accès à son matériel en tout temps. PSAV conserve tous les droits et titres sur le matériel et tous les accessoires connexes. PSAV ne garantit pas que le matériel ne comportera aucune défectuosité ou que les services seront fournis sans aucune erreur. Si le matériel ne fonctionne pas adéquatement, PSAV tentera de remédier au problème afin que l'événement du client ne soit pas interrompu. Le client s'engage pour toujours à dégager PSAV de toute responsabilité et à la défendre en cas de plainte, de perte, de frais, de dommages ou de blessures (incluant le décès) occasionnés aux personnes, aux biens ou à d'autres intérêts en raison de matériel non fonctionnel, d'actes de négligence, d'erreurs, d'oublis ou autres. Si le client fait directement affaire avec un hôtel associé à PSAV, il se peut que des frais de gestion, correspondant à un pourcentage des coûts d'équipement, de main-d'oeuvre et de biens de consommation aient accompte établi par l'hôtel, soient imposés. Ces frais de gestion ne sont pas des pourboires et ne sont pas partagés avec les employés de PSAV. PSAV peut facturer une assurance pour couvrir les dommages ou la perte de l'équipement sortie à la garde du client. Une telle assurance garantirait au client de ne pas être imputé pour des dommages survenant lors de l'usage normal du matériel. Elle ne couvrirait cependant pas le client en cas de négligence délibérée. PSAV ne peut être tenue responsable de tout matériel fourni par le client. Le client reconnaît que les conditions de ce devis ne peuvent être modifiées que par avis écrit signé par un cadre de PSAV. Sauf en cas d'avis contraire, tous les frais sont en dollars canadiens.

SOUS-TOTAL	$75.00
Frais de Service	$12.00
TPS-TVH	$4.35
TVQ	$8.68
TOTAL	**$100.03**

Louise Pesant - COMITÉ SPÉCIAL DE DIRECTION - DÉCEMBRE 2012

De : Louise Pesant
A : Comité de direction; Sylvain Schreiber
Date : 11/14/2012 15:51
Objet : COMITÉ SPÉCIAL DE DIRECTION - DÉCEMBRE 2012
CC : Fabrice Morhardt
Pièces jointes : Ordre du jour CD spécial - 4 déc 12.docx

Bonjour à tous,

Louis nous confirme que la *réunion spéciale* du *Comité de direction* se tiendra sur une journée, soit **le mardi 4 décembre**. La matinée du 5 décembre ne sera onc pas nécessaire.

J'inclus en annexe un aperçu de la journée, qui se terminera par un cocktail, suivi d'un souper. Louis vous invite fortement à participer à cette journée jusqu'à la fin. Toutefois, advenant un empêchement incontournable, nous vous serions reconnaissants de nous en aviser rapidement.

Également, d'ici peu vous recevrez d'autres informations de Louis sur la façon de vous préparer à cette journée.

Merci et au plaisir,
Louise

Pour le compte de Louis

>>> Jocelyne_J Brule 10/25/2012 9:46 am >>>
Bonjour,

Veuillez s.v.p. réserver votre journée du mardi 4 décembre et la matinée du mercredi 5 décembre à vos agendas respectifs.

Votre présence est importante à ce comité spécial sur la stratégie / positionnement.

Les détails sur cette journée et demie vous parviendront ultérieurement.

MERCI!

Jocelyne

COMITÉ SPÉCIAL DE DIRECTION
DES SERVICES FRANÇAIS

Le mardi 4 décembre 2012 - De 7 h 30 à 17 h
HOTEL INTERCONTINENTAL

ORDRE DU JOUR

Participants :

Louis Lalande (prés.)
France Beauregard
Guylaine Bergeron
Marie-Philippe Bouchard
Caroline Lachapelle
Isabelle Lachance
Patrick Beauduin
Marie Côté
Louise Lantagne
Michel Cormier
Jean Hébert
Patricia Pleszczynska
Dany Harrison
Colette Francoeur
Sylvain Schreiber

7 h 30	**Petit-déjeuner continental**
8 h 30	**Début de la rencontre**
10 h 00	***Pause-café***
12 h 00	**Lunch « trio express chaud »**
13 h 00	**Reprise de la rencontre**
15 h 00	***Pause-café***
17 h 00	**Fin de la rencontre**
18 h 00	***Cocktail***
19 h 00	***Souper au restaurant OSCO !***

Louise Pesant - Rencontre réflexion & stratégie - 4 décembre

De : Jean Hebert
A : Comité de direction
Date : 11/20/2012 16:23
Objet : Rencontre réflexion & stratégie - 4 décembre

Bonjour,

Désolé de vous parler d'une réunion après la journée que vous venez de passer, mais..
Quelques détails / consignes sur notre rencontre de Direction du 4 décembre.

Vous avez tous passé individuellement par le processus Cohésion, et vous avez tous soumis vos plans de gestion 2013-14. Le 4 décembre, le travail se poursuit alors que pendant une journée complète, nous allons tous ensemble développer les projets porteurs des Services français comme groupe pour la prochaine année.

En préparation pour cette journée importante, veuillez SVP chacun identifier deux projets importants et porteurs - mais aussi calibrés pour être livrables dans l'année - dans votre secteur.

L'objectif ultime de notre journée sera d'avoir dégagé un ensemble de projets qui formeront vos priorités collectives comme groupe de direction l'an prochain.

Au plaisir,

Jean H.

guepe

9432, boul. Gouin Ouest
Pierrefonds (Québec) H8Y 1T4
Télec.: 514.339.1076
guepereservation@videotron.ca
Tél.: 514.280.6829
www.guepe.qc.ca

Pierrefonds, le 13 mars 2013

Mme Ginette Deguise
1400 René Lesvesque Est
Montréal, QC
H2L 2M2

No de réservation : R10911

Objet : Contrat de location de la Maison du Ruisseau

Mme Deguise,

Nous désirons par la présente confirmer votre réservation à la Maison du Ruisseau, située dans le secteur de la Péninsule du parc-nature du Bois-de-Liesse, au 5, rue Oakridge, Montréal, H4K 2C5

Tel que convenu, vous devez signer ce contrat de location et nous le faire parvenir par télécopieur afin de garantir la réservation. L'original accompagné du dépôt (chèque payable au nom de GUEPE) devront être postés avant le 12 avril 2013, à l'adresse administrative suivante :

GUEPE (Groupe uni des éducateurs-naturalistes et professionnels en environnement)
Maison du Ruisseau
9432, boul. Gouin Ouest,
Pierrefonds (Montréal) H8Y 1T4
guepereservation@videotron.ca
Télécopieur : 514-339-1076

Notez que le montant du dépôt n'est pas remboursable.

Vous trouverez ci-joint le contrat à signer, incluant les détails de votre réservation et de la tarification. Nous joignons aussi à cet envoi une feuille donnant quelques informations pratiques pour votre séjour à Maison du Ruisseau.

Nous espérons le tout conforme à vos attentes, n'hésitez pas à communiquer avec nous au besoin,

p.j.

****
*** RAPPORT TX FAX ***
****

EMISSION OK

N° TX/RX	1383
ADR. DESTINATAIRE	95143391076
SOUS-ADRESSE	
ID DESTINATAIRE	
HEURE DEB.	03/14 15:58
DUREE TX/RX	00'27
PGS.	2
RESULTAT	OK

CBC Radio-Canada

Ginette de Guise, adjointe exécutive de
Maryse Bertrand, Ad. E.
Vice-présidente / Vice-President
Services immobiliers, Services juridiques et avocat-conseil
Real Estate Services, Legal Services and General Counsel
☎ Direct: (514) 597-4643
🖷 (514) 597-4087
maryse.bertrand@radio-canada.ca

Télécopie - Fax

Veuillez remettre les [2] pages suivantes (incluant la page couverture) à:

Please remit the following [ ] pages (including this cover page) to :

	Nom / Name	Société / Company	Facsimile / Fax
À / To:		**GUEPE**	514 339-1076

Objet / Subject: Réservation # R10911 s.19(1)

MESSAGE

Bonjour,

Voici tel que demandé le contrat signé pour l'événement du 7 juin 2013. Je vous poste aujourd'hui même le dépôt au montant de 108,30 $.

Au plaisir,

Ginette de Guise

Expéditeur/sender: Ginette de Guise

Si vous éprouvez des difficultés avec cette transmission, veuillez communiquer avec :
If you encounter any problem with this transmission, please call:

ou/at (514) 597-3811

s.19(1)

CBC Radio-Canada

Ginette de Guise, adjointe exécutive de
Maryse Bertrand, Ad. E.
Vice-présidente / Vice-President
Services immobiliers, Services juridiques et avocat-conseil
Real Estate Services, Legal Services and General Counsel
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	Nom / Name	Société / Company	Facsimile / Fax
À / To:		GUEPE	514 339-1076

Objet / Subject: Réservation # R10911

MESSAGE

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Thank you.

CONTRAT DE LOCATION - MAISON DU RUISSEAU - RÉUNION

À SIGNER ET RETOURNER À GUEPE

Votre réservation

Numéro de réservation :	R10911
Date de la réunion :	vendredi le 7 juin 2013
Heure d'arrivée prévue :	8:30
Heure de départ prévue :	16:30
Consommation d'alcool sur place :	( ) oui ( ) non
	Si oui, votre numéro de permis _____
Nombre de personnes prévues :	15
Équipement et services commandés :	

Coordonnées du requérant

Responsable de réservation :	Mme Ginette Deguise
Organisme :	~~Richard Jutreau~~
Société Radio-Canada	
Adresse :	1400 René Lesvesque Est
	Montréal, QC H2L 2M2
Téléphone :	514-597-6303 ou
Télécopieur :	
Courriel :	GINETTE.DEGUISE ~~richard.jutreau~~@radio-canada.ca

Tarification

Coût :	188,37 $			
TPS :	9,42 $			
TVQ :	18,79 $			
TOTAL :	216,58 $	Dépôt de : 108,30 $	Solde de : 108,28 $	

Coût sujet à changement à compter du 1er janvier de chaque année. Dépôt non-remboursable.

TPS: 132 238 627 - TVQ 1011 7288 43TQ0001NA

Signature du responsable de la réservation : Ginette Deguise

Ginette Deguise

CBC Radio-Canada

Rencontre annuelle – Équipe de direction
Services immobiliers, Services juridiques
Secrétariat corporatif
Ordre du jour

Date / Heure : Vendredi 7 juin 2013 – **8 h 30 / 16 h**
Endroit : Maison Du Ruisseau – 5, rue Oakridge, Montréal H4K 2C5
Participants : M. Bertrand, G. de Guise, M.-C. Ferland, J. Gaboury, S. Gadoury, M. Godin, M. Lapierre, T. Marrocco

Horaire	Sujet de discussion	Qui ?	Quoi ?	Durée
8h30	Accueil - Café et viennoiseries	Tous		30 min
9h / 9h05	Mot de bienvenue	Maryse		5 min
9h05 / 9h20	Table ronde	Tous	Mise à jour	15 min
9h20 / 9h30	Mise à jour des développements EHD / Gestion	Maryse	Information	10 min

Horaire	Sujet de discussion		Qui ?	Quoi ?	Durée
9h30 / 10h	**SECRETARIAT CORPORATIF**	-Le passé 12/13 et l'avenir 13/14 -Progrès sur « Making yourself indispensable » (bilan des efforts – nouvel objectif ?)	**Tranquillo**	Présentation	30 min
10h / 10h30	**BUSINESS**	-Le passé 12/13 et l'avenir 13/14 -Progrès sur « Making yourself indispensable » (bilan des efforts – nouvel objectif ?)	**Jacques**	Présentation	30 min
10h30 / 10h45	**Pause**		Tous		15 min
10h45 / 11h15	**IMMOBILIER**	-Le passé 12/13 et l'avenir 13/14 -Progrès sur « Making yourself indispensable » (bilan des efforts – nouvel objectif ?)	**Marc**	Présentation	30 min
11h15 / 11h45	**MÉDIA**	-Le passé 12/13 et l'avenir 13/14 -Progrès sur « Making yourself indispensable » (bilan des efforts – nouvel objectif ?)	**Sylvie**	Présentation	30 min
11h45 / 12h	**RÉSUMÉ – BILAN DU SERVICE**		**Maryse**		15 min
12h / 13h30	**LUNCH**		Tous		90 min
13h30 / 14h45	**FORMATION**	Gestion du changement	Tous	Atelier	75 min
14h45 / 15h	**Pause**		Tous		15 min
15h / 16h	**FORMATION**	Gestion du changement	Tous	Atelier	60 min

PETTY CASH / BON DE PETITE CAISSE

Cash No. / Caisse n°
164053

Claimant's Name / Nom du requérant	Service	Date
Maryse Bertrand	immobiliers, juridiques	12/06/13 (D-J / M-M / Y-A)
		Amount / Montant $ 464.93

Description	Cost Element / Nature comptable	Cost Centre - Project No. / Centre de coût - N° de projet	Sub-total / Sous-total
7 juin 2013 - renc annuelle de direction			
des services immobiliers, juridiques et			
sec. corporatif Participants (9 pers.):			
M.Bertrand, M-C. Ferland, G. de Guise,			
M. Lapierre, M. Godin, S. Gadoury,			
J. Gaboury, T. Marrocco et M. Daigle (FORMATEUR)			
Location Maison du Ruisseau	57314	9710406	216.58
Nourriture (déjeuner et lunch)	57314	9710701	248.35

TRAVEL UNDER 24 HOURS / DÉPLACEMENTS DE MOINS DE 24 HEURES

Date (D-J / M-M / Y-A)	Time / Heure		Destination
	From / De	To / À	

Purpose / Raison

Breakfast / Petit déjeuner $ ____ Lunch / Déjeuner $ ____ Dinner / Dîner $ ____ Other / Autre $ ____

Authorization / Autorisation		Payment / Paiement	
Name / Nom	Signature	Date Received / Reçu le	By / Par
Benoit Villeneuve			

000067

CBC 0013 B (01/05)

SECURITY RECEIPT
REÇU À TEINTE DE SÉCURITÉ

RECEIVED FROM / REÇU DE Location Maison Du Rideau
DATE 07 JUN 2013
709210
ADDRESS / ADRESSE 5e Avenue Oakridge
Deux cent seize — 58 DOLLARS
$ 21658
FOR / POUR Retour 7 juin Knoll
Ch. # 839
FROM / DU
TO / AU

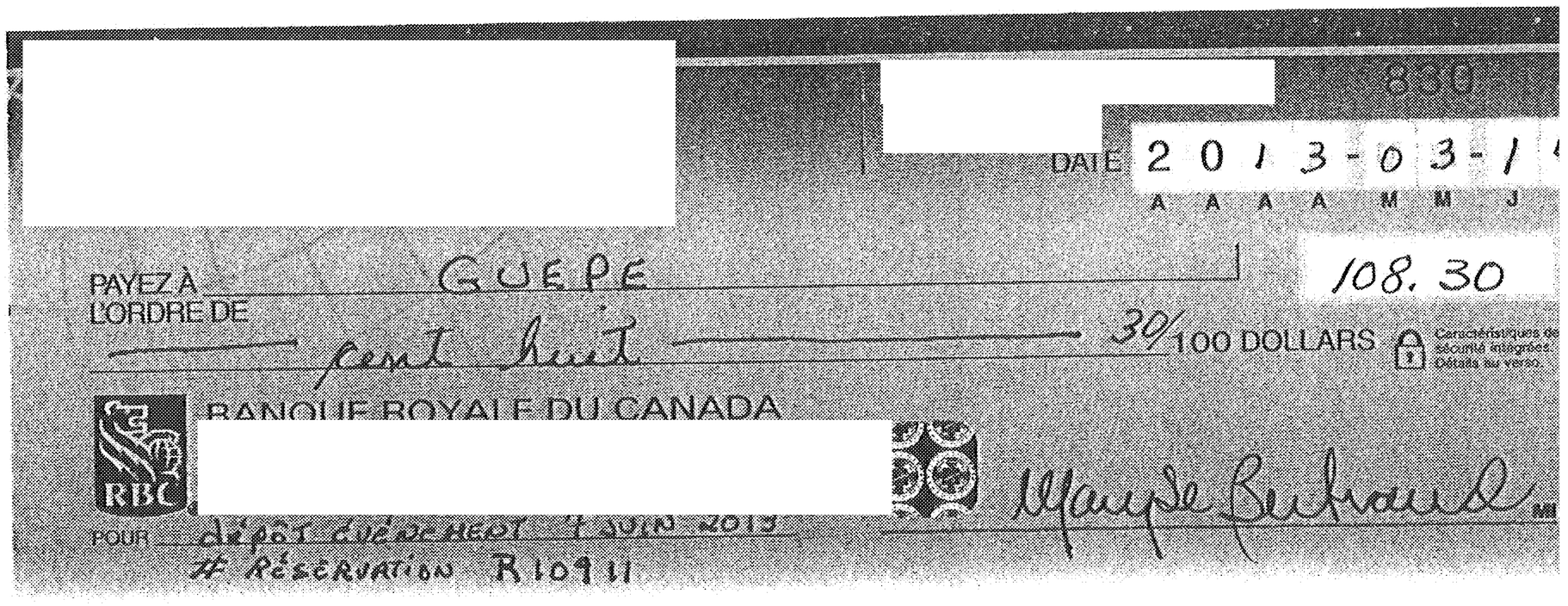
ACCOUNT - COMPTE		
TOTAL AMOUNT / MONTANT TOTAL		
AMOUNT PAID / MONTANT PAYÉ		
BALANCE DUE / SOLDE DÛ		

TAX REG. NO / N° DE TAXE
CASH / COMPTANT $
CHEQUE / CHÈQUE $ 21658
MONEY ORDER / MANDAT $
BY / PAR
527B

s.19(1)

s.16(2)

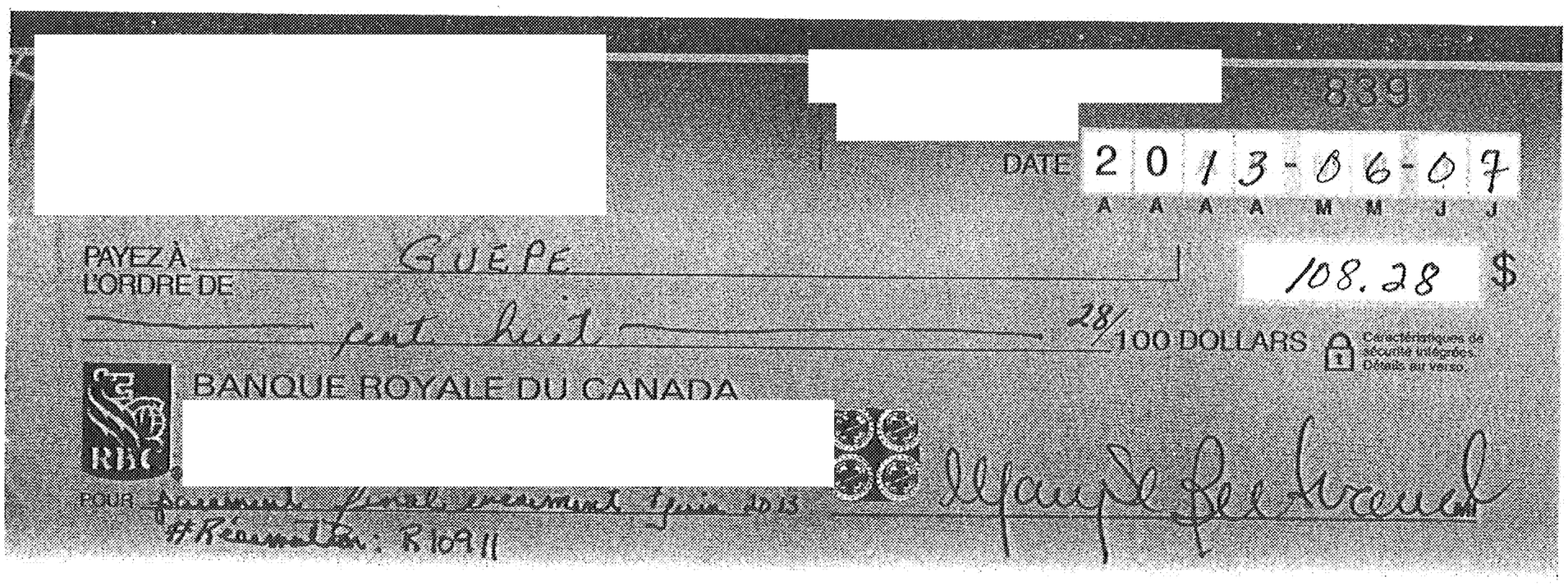
Art. 19



Art. 19

s.19(1)

s.16(2)



s.16(2)

s.19(1)

metro

METRO PLUS DE LA MONTAGNE
1230 NOTRE DAME OUEST
TEL: 514-938-4747

metro&Maryse
Numéro de carte:

EPICERIE		
NESTEA THE GLACE		
1 @ 2/$5.00		2.50
(3)METRO SAC REUTIL	FP	
3 @ $0.79		2.37
SEL.ECONO.VERRE	FP	3.79
SELECTION USTENS	FP	5.19
SELECT.SERV.TABL	FP	3.99
SELECTION MOUTAR		0.99
MVICK.CROUSTILLE	FP	3.69
MVICK.CROUSTILLE	FP	3.69
MVICK.CROUSTILLE	FP	3.69
ROYCHINET ASSIET	FP	4.49
ROYCHINET BOL SO	FP	1.99
(2)MOISHES CORN.ANE		
2 @ $3.99		7.98
SANBENE.EAU SOUR	FP	7.99
FRUITS LEGUM		
ASS.LEG. TR.EPIN	FP	19.99
CHARCUTERIE		
(4)MO SALADE CHOU	FP	
4 @ $3.29		13.16
(5)LE VIANDE FUM.TR		
5 @ $12.49		62.45
MICHE		
MUFFINS PEP.CHOC		3.49
POINTS BONUS		15 Points
MUFFINS NOIX BAN		3.49
POINTS BONUS		15 Points
MUFFINS BLEUETS		3.49
POINTS BONUS		15 Points
GAT.FROMAGE NY		15.99
BOUCHEE CAROTTE		4.69
PET.GAT.CHOCOLAT		4.69
(2)PAIN SEIGLE PAM		
2 @ $2.69		5.38
VRAC		
(2)JVF GRAINE LIN	FP	
2 @ $3.39		6.78
(2)JVF BATON.SESAME	FP	
2 @ $3.59		7.18
~~BIERE~~		
~~SLEEM.BIERE BTL~~	~~FP~~	~~13.99~~
~~Depot~~		~~1.20~~
~~VIN CIDRE~~		
~~(2)W.TRAIL VIN~~	FP	
~~2 @ $11.99~~		~~23.98~~
~~RABAIS~~	FP	~~-3.00~~
SOUS-TOTAL		239.30
122.96 T.P.S. (5.000)%		6.15
122.96 T.V.Q. (9.975)%		12.27
TOTAL		

257.72
- 17.45
- 24.12
216.15 $

Moins 17.45 (15.19 + Taxes)
Moins (20.28 + taxes) 24.12

metro

METRO PLUS DE LA MONTAGNE
1230 NOTRE DAME OUEST
TEL: 514-938-4747

metro&Maryse
Numéro de carte:

PRODUIT LAIT	
QUEBON CREME 5%	3.09
QUEBON LAIT HOMO	1.82
SOUS-TOTAL	4.91
TOTAL	4.91
ARRONDI	-0.01
TOTAL ARRONDI	
ARGENT	5.00
MONNAIE	0.10
Nombre d'articles: 2	

Points m
Points bonus
Nouveaux points accumulés
NOUVEAU SOLDE DE POINTS
Numéro autorisation 456046

DONNEZ-NOUS VOTRE OPINION SUR
METROSONDAGE.CA
ET COUREZ LA CHANCE DE GAGNER
1000$ D'EPICERIE

ECONOMISEZ JUSQU'A 10$ CHAQUE SEMAINE
AVEC LES COUPONS SUR METRO.CA

PROCHAINE !
R EST UN PLAISIR
513 RT 0001
9185 TQ 0001
OURS DE 8H A 23H

21:29
106 02 6066

AUTOUR D.UN PAIN
1301, BEAUBIEN EST.
TEL:(514) 276-0880

05/06/2013 000001
#5300 16:12 SERV.06 0006

CROISSANTS	4 @ $1.50	T13 $6.00
CHOCOLATINE	4 @ $1.95	T13 $7.80
VIENNOIS.DIVERS		T13 $2.25
VIENNOIS.DIVERS		T13 $2.25
VIENNOIS.DIVERS		T13 $2.25
VIENNOIS.DIVERS		T13 $2.25
VIENNOIS.DIVERS		T13 $2.25
VIENNOIS.DIVERS		T13 $2.25
TP MARCH		$27.30
TPS		$0.00
TVQ		$0.00
TOTAL		$27.30
COMPTANT		$40.00
RENDU		$12.70

Total nourriture :
24.83 - 36 $

000071

Latulippe.ca
Centre du TEAM BUILDING
ÉVÉNEMENTIEL - APPRENTISSAGE STRATÉGIQUE

514.383.2650

LE CENTRE DU TEAM BUILDING

FACTURE **NO 070613 TBS**

Intervenue ce 07e jour du mois de juin 2013
Entre : CBC/Radio-Canada
Situé au Case postale 6000, succ. Centre-Ville, Montréal (Québec) H3C 3A8
Représenté par Monsieur Marc Lapierre

Et : **Latulippe Centre du Team Building (3330672 Canada Inc.)**
Situé au 3510, boul. Ste-Rose, Laval (Québec) H7P 4K7
Représenté par son représentant Monsieur Martin Latulippe

Lesquels conviennent expressément comme suit :

LIEU:..... Maison du Ruisseau, Parc-nature du Bois-de-Liesse, Secteur péninsule, 5, rue Oakridge, Montréal
PERSONNE RESSOURCE.....Monsieur Marc Y. Lapierre
TÉLÉPHONE : 514-597-7762
DATE DE L'ENGAGEMENT :..... 7 juin 2013
TYPE D'ÉVÉNEMENT : ....**Formation interactive et ludique sur la notion du changement au quotidien**

Formation sur les notions de changements		**3,750.00$**
T.P.S. 141668269 R.P	5%	187.50 $
T.V.Q 1019723395	9.975%	374.06$
Total		**4,311.56 $**

- Modalités : Montant Totale **4,311.56 $** payable 45 jours après l'événement.
- S.V.P. Émettre votre chèque au nom de **Latulippe Centre du Team Building (3330672 Canada Inc. et poster le tout au : 3510, boulevard Saint-Rose, Laval, (Québec) H7P 4K7).**

MONTRÉAL
53732
Compte
Centre M7410402=10200
Projet
Épisode
Merci de votre confiance à Latulippe Centre du Team Building !
MARC Y. LAPIERRE / Date
Autorisation selon DPF

people&culture

People and Culture
Senior Management Team
(PCSMT)

~Schedule of activities ~

Retreat of August 2012
(August 21 to 23, 2012)

Participants: (Days 1 & 2)	France Beauregard	Colette Francoeur	Patricia Vincent
	Manuelita Cherizard	Monique Marcotte	Roula Zaarour (chair)
	Elizabeth Dalzell	Guylaine Mayrand	
Facilitators : (Days 1 & 2)	Annie Gauthier	Francine MacInnis	
Guests: (Day 1 only)	Jean Labelle (SSC) – by phone	Kevin Payan (Communications)	

LOCATION

Auberge Handfield **Boardroom "La Marina"**	555 Richelieu St-Marc-sur-Richelieu (T: 450-584-2226) www.aubergehandfield.com/en

DAY 1 – Tuesday, August 21, 2012

Time	Activity	Participants
6:00 – 6:30 p.m.	Cocktail (free to attend – beverages at your charge)	PCSMT members and Francine Macinnis and Kevin Payan
6:30 – 9:30 p.m.	Welcome Dinner	PCSMT members and Francine Macinnis and Kevin Payan

DAY 2 – Wednesday, August 22, 2012

Time	Activity	Participants
8:00 a.m. – 8:30 a.m.	*Introduction / Follow-up*	Roula Zaarour / Annie Gauthier
8:30 a.m. – 12:00 p.m.	Meeting	PCSMT members, facilitators and Kevin Payan
12:00 p.m. – 1:00 p.m.	*Lunch*	PCSMT members, facilitators and Kevin Payan
1:00 p.m. – 5:30 p.m.	Meeting	PCSMT members, facilitators and guests
5:30 p.m.	*End of day one*	PCSMT members, facilitators and Kevin Payan
6:30 p.m.	*Dinner*	PCSMT members and facilitators

DAY 2 – Thursday, August 23, 2012

8:00 a.m. – 11:30 a.m.	*Meeting*	PCSMT members and facilitators
11:30 p.m. – 12:30 p.m.	*Lunch*	PCSMT members and facilitators
12:30 p.m. – 4:20 p.m.	Meeting	PCSMT members and facilitators
4:20 p.m. – 4:30 p.m.	*Closing remarks*	Roula Zaarour
4:30 p.m.	*End of retreat*	

people&culture

People and Culture
Senior Management Team
(PCSMT)

Face-to-face (retreat) meeting of
August 22nd, 2012
from 8 a.m. to 5:30 p.m.
Room "La Marina" – Auberge Handfield – St-Marc-sur-Richelieu

~Agenda ~

Participants:	France Beauregard Manuelita Cherizard Elizabeth Dalzell	Colette Francoeur Monique Marcotte Guylaine Mayrand	Patricia Vincent Roula Zaarour (chair)
Facilitators:	Annie Gauthier	Francine MacInnis	
Guests:	Jean Labelle (SSC) – by phone	Kevin Payan (Communications)	

Time	Topic	Person responsible
8:00 a.m. – 8:30 a.m.	**Introduction / Follow-up** – P& C strategic road map – Values (Round table tour) – Agenda	Roula Zaarour Annie Gauthier
8:30 a.m. – 10:15 a.m.	**Zones of collaboration** Presentation of all priorities and discussion *In a maximum of 15-20 minutes, each one present the scope, high level plan, level of involvement from others services in P&C. Also present what we will be doing differently and how the business will see and feel the difference.* ▪ Specialists Services : ○ Centralized recruitment project ○ PMSD (skills, process, tools) ○ Dialogue ○ L&D strategy & framework ○ HR system strategy	**All** Elizabeth Dalzell Francine MacInnis
10:15 a.m. – 10:30 a.m.	*Break*	
10:30 a.m. – 12:00 p.m.	**Zones of collaboration** (cont'd) ▪ Specialists Services : ○ Change management/transformation: Strategy/Framework ○ OD Community ○ Succession planning SET ○ Diversity & Inclusion strategy	Elizabeth Dalzell Francine MacInnis

people&culture

People and Culture
Senior Management Team
(PCSMT)

Time	Topic	Person responsible
12:00 p.m. – 1:00 p.m.	*Lunch (dinning room)*	
1:00 p.m. – 3:00 p.m.	**Zones of collaboration** (cont'd) ▪ HR, English Services ○ Change management: support & implement in services ○ Succession planning SMT ○ WFA ▪ HR, French Services ○ Change management: support & implement in services ○ Succession planning SMT ○ WFA ▪ HR, Corporate Groups ○ Change management: support & implement in services ○ Succession planning SMT ○ WFA	Manuelita Cherizard France Beauregard Monique Marcotte
3:00 p.m. – 3:15 p.m.	*Break*	
3:15 p.m. – 5:00 p.m.	**Zones of collaboration** (cont'd) ▪ HR, Corporate Groups ○ Process mapping improvement ○ KPI ▪ Industrial Relations ○ **s.21(1)(b)** **s.21(1)(c)** ▪ Total Rewards ○ Job evaluation ○ STD management	Monique Marcotte Jean Labelle (by phone) Colette Francoeur Patricia Vincent
5:00 p.m. – 5:30 p.m.	**Training fund budget**	Elizabeth Dalzell Monique Marcotte Roula Zaarour
5:30 p.m.	*End of day one*	

people&culture

People and Culture
Senior Management Team
(PCSMT)

Face-to-face (retreat) meeting of
August 23rd, 2012
from 8 a.m. to 4:30 p.m.
Room "La Marina" – Auberge Handfield – St-Marc-sur-Richelieu

~Agenda ~

Participants:

France Beauregard
Manuelita Chérizard
Elizabeth Dalzell
Colette Francoeur
Monique Marcotte
Guylaine Mayrand
Patricia Vincent
Roula Zaarour (chair)

Facilitators: Annie Gauthier, Francine MacInnis

Time	Topic	Person responsible
8:00 a.m. – 10:00 a.m.	**High performance of People and Culture / The Future**	All **s.21(1)(a)** **s.21(1)(b)**
10:00 a.m. – 10:15 a.m.	*Break*	
10:15 a.m. – 11:30 a.m.	**High performance of People and Culture**	All
11:30 a.m. – 12:30 p.m.	*Lunch (dinning room)*	
12:30 p.m. – 2:30 p.m.	**Working on Issues (speed solving process)**	All
2:30 p.m. – 2:45 p.m.	*Break*	
2:45 p.m. – 3:30 p.m.	**Working on Issues** (cont'd)	All
3:30 p.m. – 4:00 p.m.	**Next steps**	Francine MacInnis Roula Zaarour
4:00 p.m. – 4:20 p.m.	**Next PCSMT face-to-face meetings**	Guylaine Mayrand
4:20 p.m. – 4:30 p.m.	*Closing Remarks*	Roula Zaarour

s.18(b)

auberge HANDFIELD

20 m

Facture : 23931A

Radio-Canada (V.P. Personnes Et Culture)
Guylaine Mayrand
1400 Est Boul. Renée Lesvesque
Montreal , QC , Canada
H2L 2M2

Imprimé le : 23/08/2012 à : 17:08:17

Arrivée : 21/08/2012
Départ : 24/08/2012
Chambre :

Date	Description	Quantité	Montant
Forfait & Frais de chambre			
21/08/2012	Forfait Affaires Vincent, Patriaci 69		
21/08/2012	Forfait Affaires MacInnis, Francine 57		
21/08/2012	Forfait Affaires Zaarour, Roula 55		
21/08/2012	Forfait Affaires Payan, Kevin 60		
21/08/2012	Forfait Affaires Mayrand, Guylaine 67		
21/08/2012	Forfait Affaires Francoeur, Colette 56		
21/08/2012	Forfait Affaires Marcotte, Monique 53		
21/08/2012	Forfait Affaires Chérizard, Manuelita 51		
21/08/2012	Forfait Affaires Dalzell, Elizabeth 52		
22/08/2012	Forfait Affaires Chérizard, Manuelita 51		
22/08/2012	Forfait Affaires Gauthier, Annie 57		
22/08/2012	Forfait Affaires Vincent, Patriaci 69		
22/08/2012	Forfait Affaires Zaarour, Roula 55		
22/08/2012	Forfait Affaires Mayrand, Guylaine 67		
22/08/2012	Forfait Affaires Francoeur, Colette 56		
22/08/2012	Forfait Affaires Marcotte, Monique 53		
22/08/2012	Forfait Affaires Dalzell, Elizabeth 52		
	Total Forfaits		**3026.00**
Frais Divers			
21/08/2012	Facture Réunion MARINA J : 36 – SOUPER FRANCE BEAUREGARD		
22/08/2012	Photocopies MARINA J		
22/08/2012	Photocopies MARINA J : 22/08/12 8 photocopies		
22/08/2012	Location équipement MARINA J : Le Polycom (La pieuvre)		
22/08/2012	Location équipement MARINA J : Tableau à Feuilles		
22/08/2012	Facture Réunion MARINA J : 23 – SOUPER FRANCE BEAUREGARD	1.00	46.27
22/08/2012	Facture Réunion MARINA J : 001 – PETIT DÉJ. ANNIE GAUTHIER + FORFAIT REUNION FRANCE BEAUREGARD	1.00	108.81
23/08/2012	Facture Réunion MARINA J : 0016 – BREUVAGE LUNCH (AJOUT)	1.00	38.15
	Total - Frais divers		**318.35**
	Taxe D'hébergement		34.00
	Total des frais taxables		**3378.35**
	TPS #R100334135		157.11
	TVQ #1000156848		313.02
	Montant total dû		**3848.48**
	Solde dû		**3848.48$**

MONTRÉAL

Compte 57312
Centre 97 108 01
Projet
Épisode

2012-09-07
ROULA ZAAROUR / Date
Autorisation selon DPF

CC : CGARIEPY

Auberge Handfield, 555 Richelieu, Saint-Marc-Sur-Richelieu, QC, J0L 2E0
www.aubergehandfield.com info@aubergehandfield.com
Téléphone : 450.584.2226 514.990.0468 Télécopieur : 450.584.3650

AUBERGE HANDFIELD
555 Richelieu, St-Marc-sur-Richelieu
(450) 584-2226

0001 TABLE 550 # Clients 1
RECEPTION H # Add: 1 7:45 08/22/12

1 DEJ CONVENTION, quantite — ANNIE GAUTHIER
1 @ 9.25 9.25
1 3% FR ADM, montant
0.28 0.28
1 12% FR SERVICE, montant
1.11 1.11
1 FORF REUN 11, diner, pc/pm, pc/am, frais adm 11, location salle, quantite } FRANCE BEAUREGARD
2 @ 42.00 84.00
SS Total: 94.64

SS Total: 94.64
Taxe TPS: 4.73
Taxe TVQ: 9.44
08/22 12:45 TOTAL: 108.81

POURBOIRE/TIPS:_____

CHAMBRE:_____TOTAL:_____

NOM:_____

SIGNATURE: Genevieve Maynard
TPS:R100334135//TVQ:1000156848

MERCI de votre visite
SOUPER DANSANT
tous les samedis soirs

TPS: 4.73 $ TVQ: 9.44 $
Total : 108.81 $
FACTURE ORIGINALE

2012-08-22 12:43:14 MEV:11334601-10006334
AUBERGE HANDFIELD INC
555, RUE RICHELIEU
SAINT-MARC-SUR-RICHELIEU

SOUPER DE FRANCE BEAUREGARD

AUBERGE HANDFIELD
555 Richelieu, St-Marc-sur-Richelieu
(450) 584-2226

0023 TABLE 550 # Clients 1
RECEPTION H # Add: 423:11 08/22/12

1 SOUPER CONVENTIO, quantite
1 @ 35.00 35.00
1 12% FR SERVICE, montant
4.20 4.20
1 3% FR ADM, montant
1.05 1.05
SS Total: 40.25

SS Total: 40.25
Taxe TPS: 2.01
Taxe TVQ: 4.01
08/22 23:11 TOTAL: 46.27

POURBOIRE/TIPS:_____

CHAMBRE:_____TOTAL:_____

NOM:_____

SIGNATURE:_____
TPS:R100334135//TVQ:1000156848

MERCI de votre visite
SOUPER DANSANT
tous les samedis soirs

TPS: 2.01 $ TVQ: 4.01 $
Total : 46.27 $
FACTURE ORIGINALE

2012-08-22 23:09:44 MEV:11334601-10006341
AUBERGE HANDFIELD INC
555, RUE RICHELIEU
SAINT-MARC-SUR-RICHELIEU

SOUPER DE FRANCE BEAUREGARD

AUBERGE HANDFIELD
555 Richelieu, St-Marc-sur-Richelieu
(450) 584-2226

0036 TABLE 551 # Clients 1
RECEPTION H # Add: 520:29 08/21/12

1 SOUPER CONVENTIC, quantite	
1 @ 35.00	35.00
1 3% FR ADM, montant	
1.05	1.05
1 12% FR SERVICE, montant	
4.20	4.20
SS Total:	**40.25**

SS Total:	40.25
Taxe TPS:	2.01
Taxe TVQ:	4.01
08/21 20:56 **TOTAL:**	**46.27**

POURBOIRE/TIPS:_____

CHAMBRE:_____TOTAL:_____

NOM:_____

SIGNATURE:_____
TPS:R100334135//TVQ:1000156848

MERCI de votre visite
SOUPER DANSANT
tous les samedis soirs

TPS: 2.01 $ TVQ: 4.01 $
Total : 46.27 $
FACTURE ORIGINALE

2012-08-21 20:54:40 MEV:11334601-10006317
AUBERGE HANDFIELD INC
555, RUE RICHELIEU
SAINT-MARC-SUR-RICHELIEU

BOISSONS GAZEUSES PR LUNCH
DU 23 AOÛT 2012

AUBERGE HANDFIELD
555 Richelieu, St-Marc-sur-Richelieu
(450) 584-2226

0016a TABLE 550 # Clients 1
RECEPTION H # Add: 913:03 08/23/12

4 PEPSI	11.32
3 7-UP	8.49
3 7-UP DIET	8.49
1 12% FR SERVICE, montant	
3.90	3.90
1 3% FR ADM, montant	
0.98	0.98
SS Total:	**33.18**

SS Total:	33.18
Taxe TPS:	1.66
Taxe TVQ:	3.31
08/23 13:07 **TOTAL:**	**38.15**

POURBOIRE/TIPS:_____

CHAMBRE:_____TOTAL:_____

NOM:_____

SIGNATURE:_____
TPS:R100334135//TVQ:1000156848

MERCI de votre visite
SOUPER DANSANT
tous les samedis soirs

TPS: 1.66 $ TVQ: 3.31 $
Total : 38.15 $
FACTURE REVISÉE
Remplace 1 facture déjà produite

2012-08-23 13:05:25 MEV:11334601-10006362
AUBERGE HANDFIELD INC
555, RUE RICHELIEU
SAINT-MARC-SUR-RICHELIEU

HR Face-to-Face - Attendance List
June 21 - 22, 2012

Thursday June 21st Change Management 101 8:30 am - 5:00 pm	Thursday June 21st HRM Meeting 12:00 - 5:00 pm	Friday June 22nd All HRM/HRC/HRA's 8:30 am - 3:00 pm		
Alexis MacDonald	Catherine Morrin	Amy Shnier	**Winnipeg**	**Ottawa**
Angela Palladine	Jamie Hubbs	Bea Guttman	Lisa Sychuk	Barbara Laurentsin
Beverly Dearing	Lisa Dymond	Cecile Pillon	Paulette McCarthy	Marie Van Berkel
Denice Ishmael	Paulette McCarthy	Denice Ishmael	**Regina**	Michèle Martel
Heather Bowden	Saira Gangji	Heather Bowden	Marianne Lipsius	
Hélène Rogers	Selena Singh	Hélène Rogers	**Maritimes**	
Jennifer Shum	Serena Thadani	Jennifer Shum	Jamie Hubbs	
Jennifer Yetman	Teresa Tobin	Julia Crane	Julie M. Theriault	
Julia Crane		Judy Dankevy	Monique Mackenzie	
Kasia Ilczynski		Kate Reade	**Newfoundland & Labrador**	
Lisa Sychuk		Lisa Dymond	Beverley Dearing	
Marianne Lipsius		Manuelita Chérizard	Jennifer Yetman	
Marlee MacPherson		Marlee MacPherson	**INDUSTRIAL RELATIONS**	
Muriel Youngs		Muriel Youngs	Angela Palladine	
Raluca Manolache		Saira Gangji	Brigid Lumholst-Smith	
Sangeeta Yadav		Sangeeta Yadav	Dezi Singh	
Sandrine Bockally-Edimo		Selena Singh	Jason Begley	
Sara Kani		Serena Thadani	Kasia Ilczynski	
Tara Price		Susan Gagliardi	Ron Ouellette	
Zafira Nanji		Tara Price	**Moncton**	
		Tara Ramsay	Colette Francoeur	
***Criteria - Any HRM/HRC/HRA who has		**Alberta / North**	Kim MacDonald	
not taken the CBC program		Alexis MacDonald	Lise Thibodeau	
		Sara Kani	Stéphanie Allain	
		Teresa Tobin	**Montreal**	
		British Columbia	Julie Maxwell	
		Catherine Morrin	Lise Morin	
		Raluca Manolache	Sylvie Grégoire	
		Sandrine Bockally-Edimo		
		Zafira Nanji		

HR Face-to-Face - Attendance List
June 21 - 22, 2012

Thursday June 21st Change Management 101 8:30 am - 5:00 pm	Thursday June 21st HRM Meeting 1:00 - 5:00 pm	Friday June 22nd All HRM/HRC/HRA's 8:30 am - 3:00 pm		
Alexis MacDonald	Catherine Morrin	Amy Shnier	**British Columbia**	**Ottawa**
Amy Shnier	Jamie Hubbs	Bea Guttman	Catherine Morrin	Barbara Laurentsin
Angela Palladine	Lisa Dymond	Cecile Pillon	Raluca Manolache	Marie Van Berkel
Bea Guttman	Manuelita Chérizard	Denice Ishmael	Sandrine Bockally-Edimo	Michèle Martel
Beverly Dearing	Paulette McCarthy	Heather Bowden	Zafira Nanji	**Moncton**
Cecile Pillon	Saira Gangji	Hélène Rogers	**Winnipeg**	Colette Francoeur
Denice Ishmael	Selena Singh	Julia Crane	Lisa Sychuk	Kim MacDonald
Dezi Singh	Serena Thadani	Judy Dankevy	Paulette McCarthy	Lise Thibodeau
Heather Bowden	Teresa Tobin	Kate Reade	**Regina**	Stéphanie Allain
Hélène Rogers		Lisa Dymond	Marianne Lipsius	**Montreal**
Jason Begley		Marlee MacPherson	**Maritimes**	Julie Maxwell
Jennifer Yetman		Muriel Youngs	Jamie Hubbs	Lise Morin
Julia Crane		Saira Gangji	Julie M. Theriault	Sylvie Grégoire
Kasia Ilczynski		Sangeeta Yadav	Monique Mackenzie	
Kate Reade		Selena Singh	**Newfoundland & Labrador**	Brigid Lumholst-Smith
Lisa Sychuk		Serena Thadani	Beverley Dearing	
Marianne Lipsius		Stella Akrivopoulos	Jennifer Yetman	
Marlee MacPherson		Susan Gagliardi	**INDUSTRIAL RELATIONS**	
Muriel Youngs		Tyler Cattani	Angela Palladine	
Raluca Manolache		Tara Ramsay	Dezi Singh	
Sandrine Bockally-Edimo		**Alberta / North**	Jason Begley	
Sangeeta Yadav		Alexis MacDonald	Kasia Ilczynski	
Sara Kani		Sara Kani	Ron Ouellette	
Saumya Gautam		Teresa Tobin		
Stella Akrivopoulos				
Susan Gagliardi				
Tyler Cattani				Unconfirmed
Zafira Nanji				Not attending
Criteria - Any HRM/HRC/HRA who has not taken the CBC program				

June 21 - 22, 2012

Thursday June 21st Change Management 101 8:30 am - 5:00 pm	Thursday June 21st HRM Meeting 12:00 - 5:00 pm	Friday June 22nd All HRM/HRC/HRA's 8:30 am - 3:00 pm		
Alexis MacDonald	Catherine Morrin	Amy Shnier	**Winnipeg**	**Ottawa**
Angela Palladine	Jamie Hubbs	Bea Guttman	Lisa Sychuk	Barbara Laurentsin
Beverly Dearing	Lisa Dymond	Cecile Pillon	Paulette McCarthy	Marie Van Berkel
Denice Ishmael	Paulette McCarthy	Denice Ishmael	**Regina**	Michèle Martel
Heather Bowden	Saira Gangji	Heather Bowden	Marianne Lipsius	
Hélène Rogers	Selena Singh	Hélène Rogers	**Maritimes**	
Jennifer Shum	Serena Thadani	Jennifer Shum	Jamie Hubbs	
Jennifer Yetman	Teresa Tobin	Julia Crane	Julie M. Theriault	
Julia Crane		Judy Dankevy	Monique Mackenzie	
Kasia Ilczynski		Kate Reade	**Newfoundland & Labrador**	
Lisa Sychuk		Lisa Dymond	Beverley Dearing	
Marianne Lipsius		Manuelita Chérizard	Jennifer Yetman	
Marlee MacPherson		Marlee MacPherson	**INDUSTRIAL RELATIONS**	
Muriel Youngs		Muriel Youngs	Angela Palladine	
Raluca Manolache		Saira Gangji	Brigid Lumholst-Smith	
Sangeeta Yadav		Sangeeta Yadav	Dezi Singh	
Sandrine Bockally-Edimo		Selena Singh	Jason Begley	
Sara Kani		Serena Thadani	Kasia Ilczynski	
Tara Price		Susan Gagliardi	Ron Ouellette	
Zafira Nanji		Tara Price	**Moncton**	
		Tara Ramsay	Colette Francoeur	
***Criteria - Any HRM/HRC/HRA who has		**Alberta / North**	Kim MacDonald	
not taken the CBC program		Alexis MacDonald	Lise Thibodeau	
		Sara Kani	Stéphanie Allain	
		Teresa Tobin	**Montreal**	
		British Columbia	Julie Maxwell	
		Catherine Morrin	Lise Morin	
		Raluca Manolache	Sylvie Grégoire	
		Sandrine Bockally-Edimo		
		Zafira Nanji		

HR MEETING - AGENDA
JUNE 21 & 22, 2012

Location:	**S&C Studio – Studio 65 (Orange Elevators – 6th floor)**	**Chair:**	Selena Singh

GROUP 1 - Thursday, June 21, 2012 (HRCs/HRAs)

Time	*Item*	*Speaker(s)*	*Minutes (completed following meeting)*
8:00AM – 8:30AM	*Light Breakfast*		
8:30AM – 12:00PM	**Change Management 101**	Elizabeth Lancaster/ Yineska Saavedra	
12:00PM – 1:00PM	*Lunch*		
1:00PM – 4:30PM	**Change Management 101**	Elizabeth Lancaster/ Yineska Saavedra	
4:30PM – 5:00PM	**ES HR Organizational Announcements**	Manuelita	HRM's to join HR team in S&C studio
5:00PM	***Adjourn – Please meet @ 5:15pm in HR reception for your Scavenger Hunt details***		

ATTENDEES:

Alexis MacDonald	Jennifer Yetman	Sandrine Bockally-Edimo
Angela Palladine	Julia Crane	Sangeeta Yadav
Amy Shnier	Kasia Ilczynski	Sara Kani
Bea Guttman	Kate Reade	Saumya Gautam
Beverly Dearing	Lisa Sychuk	Susan Gagliardi
Cecile Pillon	Marianne Lipsius	Stella Akrivopoulos
Denice Ishmael	Marlee MacPherson	Tyler Cattani
Heather Bowden	Muriel Youngs	Zafira Nanji
Hélène Rogers	Raluca Manolache	

HR MEETING - AGENDA
JUNE 21 & 22, 2012

Location: **Boardroom 2E102 (Orange Elevators – 2nd floor)**	**Chair:** Selena Singh

GROUP 2 – Thursday, June 21, 2012 (HRMs ONLY)

Time	*Item*	*Speaker(s)*	*Minutes (completed following meeting)*
Lunch	*On your own*		
1:00PM	**Welcome & Review**	Manuelita Chérizard	
1:00PM – 2:00PM	**P&C Priorities/ES Objectives**	Manuelita Chérizard	
2:00PM – 2:15PM	*Break*		
2:15PM – 3:15PM	**ES HR Structure**	Manuelita Chérizard	
3:15PM – 4:30PM	**Talent Discussion/ Development Opportunities**	Manuelita Chérizard (All)	
4:30PM – 5:00PM	**ES HR Organizational Announcements**	Manuelita Chérizard	HRM's to join HR team in S&C studio – Studio 65 – 6th Floor – Orange Elevators
Adjourn – Please meet @ 5:15pm in HR reception for your Scavenger Hunt details			

Attendance

Catherine Morrin Jamie Hubbs Lisa Dymond	Manuelita Chérizard Paulette McCarthy Saira Gangji	Selena Singh Serena Thadani Teresa Tobin

HR MEETING - AGENDA
JUNE 21 & 22, 2012

Location:	**S&C Studio – Studio 65 (Orange Elevators – 6th floor)**	**Chairs:**	Selena Singh

Friday, June 22, 2012

Time	*Item*	*Speaker(s)*	*Minutes (completed following meeting)*
8:00AM – 8:30AM	*Light Breakfast*		
8:30AM – 8:40AM	**Welcome Video**	Manuelita Chérizard	
8:40AM – 9:00AM	**Ice Breaker**	Lisa Sychuk/ Raluca Manolache	
9:00AM – 10:00AM	**Change Management Case Study #1**	Yineska Saavedra	
10:00AM – 10:15AM	*Break*		
10:15AM – 11:15AM	**Change Management Case Study #2**	Yineska Saavendra	
11:00AM – 12:00PM	**MBTI Discussion**	Group Discussion Facilitated by Kate Reade & Selena Singh	
12:00PM 1:00PM	*Lunch*		
1:00PM – 2:00PM	**Taleo - The New Look!**	Lisa Sychuk / Monique MacKenzie	
2:00PM – 2:30PM	**Centralized Recruitment (Kaizen Update)**	Selena Singh	
2:30PM – 3:00PM	**Closing & Parking Lot**	Selena Singh	
3:00PM	Adjourn		

Attendance

Alexis MacDonald	Judy Dankevy	
Amy Shnier	Julia Crane	Saira Gangji
Angela Palladine	Julie M. Theriault	Sandrine Bockally-Edimo
Bea Guttman	Kasia Ilczynski	Sangeeta Yadav
Beverley Dearing	Kate Reade	Sara Kani
Catherine Morrin	Lisa Dymond	Selena Singh
Cecile Pillon	Lisa Sychuk	Serena Thadani
Denice Ishmael	Marianne Lipsius	Stella Akrivopoulos
Dezi Singh	Marlee MacPherson	Susan Gagliardi
Heather Bowden	Monique Mackenzie	Tara Price
Hélène Rogers	Muriel Youngs	Tara Ramsay
Jamie Hubbs	Paulette McCarthy	Teresa Tobin
Jason Begley	Raluca Manolache	Tyler Cattani
Jennifer Yetman	Ron Ouellette	Zafira Nanji

June 21 - 22, 2012

Thursday June 21st Change Management 101 8:30 am - 5:00 pm	Thursday June 21st HRM Meeting 1:00 - 5:00 pm	Friday June 22nd All HRM/HRC/HRA's 8:30 am - 3:00 pm		
Alexis MacDonald	Catherine Morrin	Amy Shnier	**British Columbia**	**Ottawa**
Amy Shnier	Jamie Hubbs	Bea Guttman	Catherine Morrin	Barbara Laurentsin
Angela Palladine	Lisa Dymond	Cecile Pillon	Raluca Manolache	Marie Van Berkel
Bea Guttman	Manuelita Chérizard	Denice Ishmael	Sandrine Bockally-Edimo	Michèle Martel
Beverly Dearing	Paulette McCarthy	Heather Bowden	Zafira Nanji	**Moncton**
Cecile Pillon	Saira Gangji	Hélène Rogers	**Winnipeg**	Colette Francoeur
Denice Ishmael	Selena Singh	Julia Crane	Lisa Sychuk	Kim MacDonald
Dezi Singh	Serena Thadani	Judy Dankevy	Paulette McCarthy	Lise Thibodeau
Heather Bowden	Teresa Tobin	Kate Reade	**Regina**	Stéphanie Allain
Hélène Rogers		Lisa Dymond	Marianne Lipsius	**Montreal**
Jason Begley		Marlee MacPherson	**Maritimes**	Julie Maxwell
Jennifer Yetman		Muriel Youngs	Jamie Hubbs	Lise Morin
Julia Crane		Saira Gangji	Julie M. Theriault	Sylvie Grégoire
Kasia Ilczynski		Sangeeta Yadav	Monique Mackenzie	
Kate Reade		Selena Singh	**Newfoundland & Labrador**	Brigid Lumholst-Smith
Lisa Sychuk		Serena Thadani	Beverley Dearing	
Marianne Lipsius		Stella Akrivopoulos	Jennifer Yetman	
Marlee MacPherson		Susan Gagliardi	**INDUSTRIAL RELATIONS**	
Muriel Youngs		Tyler Cattani	Angela Palladine	
Raluca Manolache		Tara Ramsay	Dezi Singh	
Sandrine Bockally-Edimo		**Alberta / North**	Jason Begley	
Sangeeta Yadav		Alexis MacDonald	Kasia Ilczynski	
Sara Kani		Sara Kani	Ron Ouellette	
Saumya Gautam		Teresa Tobin		
Stella Akrivopoulos				
Susan Gagliardi				
Tyler Cattani				Unconfirmed
Zafira Nanji				Not attending
Criteria - Any HRM/HRC/HRA who has not taken the CBC program				

s.18(b)

PUMPERNICKEL'S SIMCOE PLACE

200 FRONT ST. WEST, UNIT F009
TORONTO, ONTARIO, M5V 3K2

Phone # 416-597-2279

COPY

Invoice

Date	Invoice #
6/21/2012	15204

Invoice To

CBC - ANGELA PALLADINE
CBC BUILDING
JOHN STREET SECURITY
416-205-3831

(2)

Ship To

CBC - ANGELA PALLADINE
CBC BUILDING
JOHN STREET SECURITY
416-205-3831
Studio 65 - Orange Elevators
6th Floor
Budget # T711301-30200

DELIVERY TIME	Terms
7:45AM	NET 10

Qty	Item	Description	Rate	Amount	Tax
2	Coffee Thermos	Coffee Thermos (Cups, Stir-Stix, Sugar, Sweetners, Milk and Cream)			H
1	Tea Thermos	Tea Thermos (Cups, Stir-Stix, Sugar, Sweetners, Milk and Cream)			H
2	Fruit Tray - Me...	Medium Fruit Platter			H
23	Continental Bre...	Continental Breakfast(MORE MUFFINS AND BAGELS, NO DANISHES, NO ALMOND, OR NUT PRODUCT)			H
1	Gluten free toast	Gluten free toast			H
30	Disposables - B...	7' Plates, Cutlery, Napkins			H

HST No. 802812222

Subtotal	$337.76
Sales Tax Summary	
HST@13.0% 43.91	
Total Tax 43.91	
Total	$381.67
TIP:	

PRINT NAME:

SIGNATURE:

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Invoice

PUMPERNICKEL'S SIMCOE PLACE
200 FRONT ST. WEST, UNIT F009
TORONTO, ONTARIO, M5V 3K2
Phone # 416-597-2279

Date	Invoice #
6/21/2012	15205

Invoice To

CBC - ANGELA PALLADINE
CBC BUILDING
STUDIO 65
JOHN STREET SECURITY
416-205-3831

Ship To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELAVATORS
STUDIO 65, 6TH FLOOR
BUDGET#M711302 32003
416-205-3831

DELIVERY TIME	Terms
10AM	NET 10

Qty	Item	Description	Rate	Amount	Tax
	Coffee Thermos	Coffee Thermos			H
	Tea Thermos	Tea Thermos			H
					H

HST No. 802812222

Subtotal	$72.00

Sales Tax Summary

HST@13.0%
9.36
Total Tax
9.36

Total	$81.36

PRINT NAME:

SIGNATURE:

TIP:

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COPY

Invoice

PUMPERNICKEL'S SIMCOE PLACE

200 FRONT ST. WEST, UNIT F009
TORONTO, ONTARIO, M5V 3K2

Phone # 416-597-2279

Date	Invoice #
6/21/2012	15206

Invoice To

CBC - ANGELA PALLADINE
CBC BUILDING
JOHN STREET SECURITY
STUDIO 65
416-205-3831

Ship To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELEVATORS
STUDIO 65
BUDGET# T711301-30200
416-205-3831

DELIVERY TIME	Terms
11:45AM	NET 10

Qty	Item	Description	Rate	Amount	Tax
20	Gourmet Sand...	Assorted Sandwich Platter(MORE CHICKEN LESS TUNA)			H
2	Gourmet Sand...	Chicken sandwiches no dairy, no spread-r KASIA and ANGELA			H
1	Grilled Sandwi...	Grilled veggie Sandwich on multigrain - KOSHER- BEA			H
1	Salad - Small In...	Small Individual Salad- with side dressing - KOSHER- BEA			H
1	Gourmet Sand...	Grilled veggie sandwich on GLUTEN FREE BREAD- MARLEE			H
1	Gourmet Sand...	Chicken Sandwich on GLUTEN FREE BREAD- CECIL			H
1	Wraps - Tier 1	Veggie Wraps no dairy, no spread - TARA R			H
1	Gourmet Sand...	Chicken sandwich, no garlic - LISA			H
1	Gourmet Sand...	Veggie sandwich, no olives, no sugars - ZAFIRA			H
1	Gourmet Sand...	Veggie sandwich - SANGEETA			H
15	Fasta Pasta - Ti...	Fasta Pasta			H
15	Popeye's Pick - ...	Spinach Salad			H
1	Veggies and Di...	Large Veggies and Dip Platter			H
29	Pop	Assorted Pop(ONLY 6 DIET POP)			H
30	Disposables - L...	10' Plates, Cutlery, Napkins			H

HST No. 802812222

Subtotal	$457.20

Sales Tax Summary

HST@13.0%
59.44
Total Tax
59.44

Total	$516.64

PRINT NAME:

SIGNATURE:

TIP:

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Invoice

PUMPERNICKEL'S SIMCOE PLACE
200 FRONT ST. WEST, UNIT F009
TORONTO, ONTARIO, M5V 3K2
Phone # 416-597-2279

Date	Invoice #
6/21/2012	15207

Invoice To

CBC - ANGELA PALLADINE
CBC BUILDING
JOHN STREET SECURITY
STUDIO 65
416-205-3831

Ship To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELAVATORS
STUDIO 65, 6TH FLOOR
BUDGET#M711302 32003
416-205-3831

DELIVERY TIME	Terms
2:45 BREAK	NET 10

Qty	Item	Description	Rate	Amount	Tax
	Coffee Thermos	Coffee Thermos			H
	Tea Thermos	Tea Thermos			H
	Coffee Thermos	Coffee Thermos			H
	Tea Thermos	Tea Thermos			

HST No. 802812222

Subtotal	$72.00

Sales Tax Summary

HST@13.0%
9.36
Total Tax
9.36

Total	$81.36

PRINT NAME:

SIGNATURE:

TIP:

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200 FRONT ST. WEST, UNIT F009
TORONTO, ONTARIO, M5V 3K2

Phone # 416-597-2279

COPY

Invoice

Date	Invoice #
6/22/2012	15209

Invoice To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELEVATORS
STUDIO 65- 6TH FLOOR
BUDGET# T711301-30200
416-205-3831

1

Ship To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELEVATORS
STUDIO 65- 6TH FLOOR
BUDGET# T711301-30200
416-205-3831

DELIVERY TIME	Terms
7:45am	NET 10

Qty	Item	Description	Rate	Amount	Tax
3	Coffee Thermos	Coffee Thermos (Cups, Stir-Stix, Sugar, Sweetners, Milk and Cream)			H
2	Tea Thermos	Tea Thermos (Cups, Stir-Stix, Sugar, Sweetners, Milk and Cream)			H
2	Fruit Tray - Me...	Medium Fruit Platter			H
35	Continental Bre...	Continental Breakfast(more muffins and bagels, no danishes, no almond croissants or nut product)			H
1	Gluten free roast	Gluten free toast			H
41	Disposables - B...	7' Plates, Cutlery, Napkins			H

HST No. 802812222

Subtotal	$445.64

Sales Tax Summary

HST@13.0%
57.93
Total Tax
57.93

Total	$503.57

PRINT NAME:

SIGNATURE:

TIP:

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PUMPERNICKEL'S SIMCOE PLACE
200 FRONT ST. WEST, UNIT F009
TORONTO, ONTARIO, M5V 3K2
Phone # 416-597-2279

COPY

Invoice

Date	Invoice #
6/22/2012	15210

Invoice To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELEVATORS
STUDIO 65- 6TH FLOOR
BUDGET# T711301-30200
416-205-3831

5

Ship To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELEVATORS
STUDIO 65- 6TH FLOOR
BUDGET# T711301-30200
416-205-3831

DELIVERY TIME	Terms
10:00 AM	NET 10

Qty	Item	Description	Rate	Amount	Tax
	Coffee Thermos	Coffee Thermos (Cups, Stir-Stix, Sugar, Sweetners, Milk and Cream)			H
	Tea Thermos	Tea Thermos (Cups, Stir-Stix, Sugar, Sweetners, Milk and Cream)			H

HST No. 802812222

Subtotal	$120.00
Sales Tax Summary	
HST@13.0% 15.60 Total Tax 15.60	
Total	$135.60
TIP:	

PRINT NAME:

SIGNATURE:

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200 FRONT ST. WEST, UNIT F009
TORONTO, ONTARIO, M5V 3K2
Phone # 416-597-2279

COPY

Invoice

Date	Invoice #
6/22/2012	15211

Invoice To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELEVATORS
STUDIO 65- 6TH FLOOR
BUDGET# T711301-30200
416-205-3831

7

Ship To

CBC - ANGELA PALLADINE
JOHN STREET SECURITY, ORANGE ELEVATORS
STUDIO 65- 6TH FLOOR
BUDGET# T711301-30200
416-205-3831

DELIVERY TIME	Terms
11:45am	NET 10

Qty	Item	Description	Rate	Amount	Tax
32	Gourmet Sand...	Gourmet Sandwich Combo			H
2	Gourmet Sand...	chicken sandwiches - no dairy, no spread- KASIA and ANGELA			H
1	Gourmet Sand...	Very veggie on Multigrain - KOSHER BEA			H
1	Salad - Small In...	Small Individual Salad - KOSHER BEA			H
1	Gourmet Sand...	chicken sandwich - Gluten free bread- CECILE			H
1	Gourmet Sand...	Grilled veggie - gluten free bread - MARLEE			H
1	Wrap Combo - ...	Veggie Wrap no dairy, no spread - TARA R			H
1	Gourmet Sand...	Chicken sandwich, no garlic - LISA S			H
1	Gourmet Sand...	Veggie sandwich , no olives, no refind sugars - ZAFIRA			H
1	Gourmet Sand...	Veggie sandwich - SANGEETA			H
21	Go with the Gra...	Barley and Grain Salad			H
21	Parthenon - Tie...	Greek Salad			H
1	Veggies and Di...	Large Veggies and Dip Platter			H
40	Pop	Assorted Pop(8 diet pop)			H
45	Disposables - L...	10' Plates, Cutlery, Napkins			

HST No. 802812222

Subtotal	$663.08

Sales Tax Summary

HST@13.0%
86.20
Total Tax
86.20

Total	$749.28

PRINT NAME:

SIGNATURE:

TIP:

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PSAV
PRESENTATION SERVICES

Canadian Head Office
200 Trowers Road, Unit 8
Vaughan, ON L4L 5Z8
Phone: 647-724-0880
Web: www.psav.com

Venue: Various Rooms
Customer PO:
Reference:

Bill to:
Canadian Broadcasting Corporation (CBC)
181 Queen Street
Ottawa, Ontario K1P 1K9
Contact Name: Melanie St. Denis
Contact Phone: (613) 288-6238
Contact Email: melanie.st-denis@cbc.ca

Ship to:
The National Hotel & Suites Ottawa

Event Order

Reference #: 420717
Order Date: 05/25/2012

Sales Rep:
Sales Phone:
Sales Email:

Delivery Date: 05/22/2012
Start Date: 05/23/2012
End Date: 05/24/2012

s.19(1)

Quantity	Description	Duration	Unit	Unit Price	Amount
1		1.0	——	0.00	0.00
1	~~ Internet ~~	1.0	——	0.00	0.00
1		1.0	——	0.00	0.00
1	Standard Wireless Internet (one non-routable IP)	2.0	day	200.00	400.00
1	- -- >> Access code to be provided onsite in National Ballroom	1.0	——	0.00	0.00
1		1.0	——	0.00	0.00
1		1.0	——	0.00	0.00
1	~~ Flipcharts ~~	1.0	——	0.00	0.00
1		1.0	——	0.00	0.00
1	-- Plenary, National Ballroom (May 23 & 24) --	1.0	——	0.00	0.00
10	Flipchart, Markers, & Standard Paper	2.0	day	35.00	700.00
1		1.0	----	0.00	0.00
1	-- Breakout Sessions, May 23 --	1.0	----	0.00	0.00
1	- -- Rideau & Exec. Boardroom	1.0	——	0.00	0.00
2	Flipchart, Markers, & Standard Paper -- (one per room)	1.0	——	0.00	0.00
1		1.0	day	35.00	70.00
1		1.0	----	0.00	0.00
1	-- Breakout Sessions, May 24 --	1.0	——	0.00	0.00
1	- -- Rideau, Exec., Cartier, Alg. A, Alg. B, Alg. C, Alg. D, 1502, 1511 & TBD Suite	1.0	——	0.00	0.00
10	Flipchart, Markers, & Standard Paper -- (one per room)	1.0	——	0.00	0.00
1		1.0	day	35.00	350.00
1		1.0	——	0.00	0.00
		1.0	----	0.00	0.00

SUBTOTAL	$1,520.00
Service Charge	$273.60
GST-HST	$233.17
TOTAL	**$2,026.77**

This order is a rental agreement and is not an invoice. Customer agrees that it has received the above items in good and working condition, and will promptly return them to the warehouse in the same unit. Customer is solely responsible for all damage to or loss of equipment while rented. Customer agrees to pay for the repair cost of any damaged equipment and the replacement cost of any lost, stolen or unrecognizable items, including consequential loss fees. All equipment is to be handled and operated by PSAV personnel only. Customer will incur additional charges if equipment is moved, relocated, added or removed by Customer or any other party without PSAV's consent. PSAV shall be given right free access to the equipment at all times. PSAV retains all title and rights in and to the equipment and its related components. PSAV does not warrant or guarantee that equipment or services being provided will be free of defect, interruption or objection when, in the assessment of PSAV, the equipment does not operate properly. PSAV will attempt to promptly rectify the problem so that the Customer's event is not interrupted. Customer agrees to indemnify, defend, and hold harmless PSAV, and their employees and PSAV assumes no responsibility or liability for any claims, losses, costs, damages, delays or expenses including liability to personnel or the working property with a PSAV employee in their possession, compliance with the rules adopted by the Hotel. Service Charges are not gratuities and relate to administrative costs. Service Charges are not shared with PSAV employees. Unless otherwise noted otherwise, all services are not included in the above quote.

The National Hotel and Suites Ottawa

THE NATIONAL
HOTEL AND SUITES OTTAWA

361 Queen Street
Ottawa, Ontario K1R 7S9
Phone: (613) 238-6000 Fax: (613) 238-6054
www.nationalhotelottawa.com

Banquet Event Order

16/05/2024
*Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			
E-mail:	helene.breau@cbc.ca		

Please charge .15¢ @ 20 coffees

9052 Coffee s/b $4.10

s.19(1)

Wednesday, May 23, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
08:00 - 18:00	National Meeting Room	Meeting	Rounds of 10	130 / 0		BEO 1600004
08:00 - 18:00	National Foyer	Registration	Registration Desk	95 / 0		BEO 1600004
12:45 - 13:45	National Foyer	Break	Buffet	60 / 0		BEO 1600004
14:45 - 15:00	National Foyer	Break	Buffet	60 / 0		BEO 1600004

ADD on 20 9am coffee + Refill

Food

National Foyer
BEO 1600004
12:45 To 13:45
Heart Smart*MODIFIED* @ $10.50 Per Person
Exp 60 / Gtd / Set
Assorted Granola Bars

Set Up

National Foyer 08:00 To 13:00
BEO 1600004
1 Set up Note
RESET, See Notes for May 22 Set-up
Water jugs and glassware to be placed onto registration table

National Meeting Room 08:00 To 18:00
BEO 1600004
1 Set up Note
NATIONAL MEETING ROOM:

08:00 To 18:00

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 4 23MAY'12 1:0GST140

20	REGULAR COFF @ 3.95	79.00
	Old Price	570.00
	Override Price	
60 @ 10.50		
	HEART SMART	630.00
30 @ 9.95		
	IMP/DM CHS PLATT	298.50
60	CAFF CHOC @ 12.50	750.00
	Subtotal	1757.50
	Banquet 15% Grat	263.63
	HST	262.75
	Amount Paid	2283.88
	9052/CBC	
	Room Charge	2283.88

---1101 CLOSED 23MAY 1:11PM----

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 4 25MAY'12 12:4GST 20

	Old Price	79.00
	Override Price	
20	REGULAR COFF @ 0.15	3.00
	Subtotal	3.00
	Banquet 15% Grat	0.45
	HST	0.45
	Amount Paid	3.90
	9052/CBC	
	Room Charge	3.90

---1101 CLOSED 25MAY 12:40PM----

Coffee should be
4.10
3.95
.15
x 20
3.00
tt

Price adjustment

THE NATIONAL
HOTEL AND SUITES OTTAWA

The National Hotel and Suites Ottawa

361 Queen Street
Ottawa, Ontario K1R 7S9
Phone: (613) 238-6000 Fax: (613) 238-6054
www.nationalhotelottawa.com

Banquet Event Order

1600014
*Revised.

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			
E-mail:	helene.breau@cbc.ca	9052	s.19(1)

Thursday, May 24, 2012

Food

National Foyer
BEO 1600014
13:30 To 15:45
Mid-Afternoon Break
Exp 95 / Gtd / Set

Freshly Brewed Coffee/Decaf & Selection of Teas
95 @ $4.10 Per Cup
Sparkling Perrier (Not based on consumption)
40 @ $4.00 Per Bottle
Chilled Fruit Juices (Not on consumption)
40 @ $3.75 Per Bottle
Assorted Decadent Cookies
30 @ $3.00 Per Each

ıch and serve
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roval!

To 17:00

Christine

t salmon)

To 17:00

ng Room)

The National Hotel and Suites
HST # #846543619
Banquets

1103 Dhung D. 2

CHK 14 24MAY'12 4:3GST 95

Old Price 375.25	
Override Price	
95 @ 4.10	
REGULAR COFF	389.50
40 @ 4.00	
PERRIER WATER	160.00
40 @ 3.75	
IND JUICE 3.75	150.00
30 COOKIES EACH @ 3.00	90.00
Subtotal	789.50
Banquet 15% Grat	118.43
HST	118.03
Amount Paid	1025.96
9052/CBC	
Room Charge	1025.96

---1103 CLOSED 24MAY 4:34PM----

Sessions in individual breakout rooms
***
12:00-13:30
Lunch in Champlain Room
(some guests will take a working lunch and bring food back to breakout rooms)
***
13:30-15:45
Afternoon break in National Foyer
***
13:45-16:15
Sessions in plenary room (National Meeting Room)
1 Banquet Note
Client will bring in 10 flip charts for plenary room. These flip charts belong to CBC

Set-up for 130 persons, catering to be served as breaks and meals indicate

The National Hotel and Suites Ottawa

THE NATIONAL
HOTEL AND SUITES OTTAWA

361 Queen Street
Ottawa, Ontario K1R 7S9
Phone: (613) 238-6000 Fax: (613) 238-6054
www.nationalhotelottawa.com

Banquet Event Order

1600757
*Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:		9052	s.19(1)
E-mail:	helene.breau@cbc.ca		

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
12:00 - 13:30	Champlain	Lunch	Rounds of 8	100 / 0		**BEO 1600751**

Food

Champlain
BEO 1600751
12:00 To 13:30
Market Buffet @ $34.00 Per Person
Exp 100 / Gtd / Set
Selection of White & Whole Wheat Rolls
***
Chef's Soup of the Day
***
Asian Vegetable Vermicelli Pasta Salad with Asparagus Spears, Sweet Peppers, Pineapple, Spring Onions & Toasted Sesame Seeds
Orzo Pasta Salad with Grilled Zucchini, Peppers, Feta & Black Olives

at Cheese,
Raisins
toes, Red
gs
Dip

Sauce
with Pan

4[illegible]

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The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 751 24MAY'12 1:5GST100

100 @ 34.00		
MARKET BUFFET 34	3400.00	✓
45 @ 3.50		
SOFT DRINK 3.50	157.50	✓
45 @ 4.00		
PERRIER WATER	180.00	✓
Subtotal	3737.50	✓
Banquet 15% Grat	560.63	
HST	558.76	
Amount Paid	4856.89	
9052/CBC		
Room Charge	4856.89	

---1101 CLOSED 24MAY 1:59PM----

Set Up

Champlain 12:00 To 13:30
BEO 1600751
1 Set up Note
RESET
Lunch Buffet to be placed inside the room
Metal dome plate covers to be available for guests who wish to bring their food out of the room
Utensils in the form of roll-ups to be placed at buffet
Water jugs and glassware to be refreshed

Audio Visual

Champlain 12:00 To 13:30
BEO 1600751
1 No Audio Visual Equipment Required

3 FP BKFST
Daniel
Kelly
Gerald

ed numbers for meal functions must be received by 12:00pm (noon), three ill be automatically charged if we do not receive your final guarantee three days prior.
Firm and order all Food and Beverage arrangements.

The National Hotel and Suites Ottawa

THE NATIONAL
HOTEL AND SUITES OTTAWA

361 Queen Street
Ottawa, Ontario K1R 7S9
Phone: (613) 238-6000 Fax: (613) 238-6054
www.nationalhotelottawa.com

Banquet Event Order

1601001
*Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			
E-mail:	helene.breau@cbc.ca	9052 /	s.19(1)

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
07:15 - 08:00	Champlain	Breakfast Buffet	Rounds of 8	100 / 0	$200.00	BEO 1601001

Food

Champlain
BEO 1601001
07:15 To 08:00
The Canadian Breakfast *MODIFIED* @ $23.00 Per Person
Exp 100 / Gtd / Set
Pitchers of Freshly Squeezed Orange & Grapefruit Juice
***
Granola
Yogurt
Fresh Fruit Salad with Berries
Selection of Danishes, Butter Croissants & Home Style Muffins
Farm Fresh Scrambled Eggs with Aged Cheddar
Maple Smoked Bacon & Country Sausage
Home Fried Potatoes & Grilled Roma Tomatoes
Toast, Butter & Preserves
***
Freshly Brewed Coffee & Selection of Teas

Set Up

Champlain 07:15 To 08:00
BEO 1601001
1 Set up Note
13 Round tables of 8
Breakfast Buffet to be placed inside the room
Water jugs and glassware to be placed onto each round table

Audio visual

Champlain 07:15 To 08:00
BEO 1601001
1 No Audio Visual Equipment Required

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To 08:0
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To 08:0
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The National Hotel and Suites
HST # #846543619
Banquets
101 Samer 2
HK 1001 24MAY'12 1:51PM
1 Champlain 200.00
Subtotal 200.00
HST 26.00
Amount Paid 226.00
9052/CBC
Room Charge 226.00
--1101 CLOSED 24MAY 1:52PM----

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2
CHK 1001 24MAY'12 1:5GST100
Old Price 2000.00
Override Price
100 @ 23.00
THE CANADIAN 2300.00
Subtotal 2300.00
Banquet 15% Grat 345.00
HST 343.85
Amount Paid 2988.85
9052/CBC
Room Charge 2988.85
---1101 CLOSED 24MAY 1:55PM----

AM

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361 Queen Street
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Phone: (613) 238-6000 Fax: (613) 238-6054
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Banquet Event Order

1600014
+ Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			
E-mail:	helene.breau@cbc.ca	9052	s.19(1)

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
08:00 - 17:00	National Meeting Room	Meeting	Rounds of 10	130 / 0		BEO 1600014
08:00 - 08:30	National Foyer	Morning Break	Buffet	95 / 0		BEO 1600014
10:00 - 10:30	National Foyer	Mid-Morning Break	Buffet	95 / 0		BEO 1600014
13:30 - 15:45	National Foyer	Mid Afternoon Break	Buffet	95 / 0		BEO 1600014

Food

National Foyer
BEO 1600014
08:00 To 08:30
Morning Break
Exp 95 / Gtd / Set

of Teas

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of Teas

ion)

noon break

The National Hotel and Suites
HST # #846543619
Banquets

1101 Samer 2

CHK 14 24MAY'12 1:0GST154

	Old Price	608.30
	Override Price	
154 @ 4.10		
	REGULAR COFF	631.40
95	WHOLE FRUIT @ 3.00	285.00
50 @ 3.75		
	IND JUICE 3.75	187.50
30	MUFFINS EACH @ 3.00	90.00
1	Photocopies	25.00
	Subtotal	1218.90
	Banquet 15% Grat	179.09
	HST	181.74
	Amount Paid	1579.73
	9052/CBC	
	Room Charge	1579.73

---1101 CLOSED 24MAY 1:13PM----

Set Up

National Meeting Room 08:00 To 17:00
BEO 1600014
1 Set up Note

RESET

Audio visual

National Meeting Room 08:00 To 17:00
BEO 1600014
1 From PSAV:

Internet

1 Outside Audio Visual Provider:

RESET

PHOTO COPIES 100 X 0.25 = 25.00 ✓
PER LYNN

1 @ 7th.
Kelley

cess. Guaranteed numbers for meal functions must be received by 12:00pm (noon), three ted guarantee will be automatically charged if we do not receive your final guarantee three business days prior.
d in order to confirm and order all Food and Beverage arrangements.

GE By Room SERVICE OK By OZZIE
CHARGED By BANQUETS OK By OZZIE

1 2

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Banquet Event Order

1600019
*Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			s.19(1)
E-mail:	helene.breau@cbc.ca	9052	

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
08:00 - 18:30	Rideau	Breakout / Secretariat	Board Room	15 / 0	$200.00	**BEO 1600019**

Chef's Notes

Rideau **08:00 To 18:30**
BEO 1600019
1 Allergy

1 guest cannot eat dairy - (

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Banquet Notes

Rideau **08:00 To 18:30**
BEO 1600019
1 Banquet Note

Breaks will be served in National Foyer, Lunch will be served in Champlain Room

15 Keys have been made for this suite and given to Helene Breau-Cluney and Melanie St-Denis

lkout room.

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 19 24MAY'12 12:58PM
---
1 Rideau Room 200.00
Subtotal 200.00
HST 26.00
Amount Paid 226.00
9052/CBC
Room Charge 226.00
---1101 CLOSED 24MAY 12:59PM----

ng Room)

oms

Set Up

Rideau **08:00 To 18:30**
BEO 1600019
1 Set up Note

RESET

(some guests will take a working lunch and bring food back to breakout rooms)
***
13:30-15:45
Afternoon break in National Foyer
***
13:45-16:15
Sessions in plenary room (National Meeting Room)

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Banquet Event Order

1600013
*Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			s.19(1)
E-mail:	helene.breau@cbc.ca	9052	

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
10:15 - 14:00	Cartier	Breakout	Board Room	15 / 0	$200.00	BEO 1600013

Chef's Notes

Cartier **10:15 To 14:00**
BEO 1600013
1 Allergy
1 guest cannot eat dairy -

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Banquet Notes

Cartier **10:15 To 14:00**
BEO 1600013
1 Banquet Note
Breaks will be served in National Foyer, Lunch will be served in Champlain Room

BANQUET CAPTAIN: Unlock door prior to 8:00AM and keep open. Client is aware that the hotel will not be responsible for any lost or stolen property.

kout room.

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 13 24MAY'12 12:36PM
---
1 Cartier 200.00
Subtotal 200.00
HST 26.00
Amount Paid 226.00
9052/CBC
Room Charge 226.00
---1101 CLOSED 24MAY 12:36PM----

g Room)

ns

Set Up

Cartier **10:15 To 14:00**
BEO 1600013
1 Set up Note
Boardroom set-up for 15 persons
5 additional chairs against the wall
Water jugs and glassware to be placed directly onto boardroom table
Tray-stand to be available inside the room for guests to place their dirty dishes on
Note pads and pens to be available

VFC

Lunch in Champlain Room
(some guests will take a working lunch and bring food back to breakout rooms)
***
13:30-15:45
Afternoon break in National Foyer
***
13:45-16:15
Sessions in plenary room (National Meeting Room)

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Banquet Event Order

1600008
*Revised.

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:		9052	s.19(1)
E-mail:	helene.breau@cbc.ca		

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
10:15 - 14:00	Algonquin D	Breakout	Board Room	15 / 0	$200.00	BEO 1600018

Chef's Notes

Algonquin D **10:15 To 14:00**
BEO 1600018
1 Allergy
1 guest cannot eat dairy -

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Banquet Notes

Algonquin D **10:15 To 14:00**
BEO 1600018
1 Banquet Note
Breaks will be served in National Foyer, Lunch will be served in Champlain Room

BANQUET CAPTAIN: Unlock door prior to 8:00AM and keep open. Client is aware that the hotel will not be responsible for any lost or stolen property.

akout room.
C

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 18 24MAY'12 12:34PM

1	Algonquin D	200.00
	Subtotal	200.00
	HST	26.00
	Amount Paid	226.00
	9052/CBC	
	Room Charge	226.00

---1101 CLOSED 24MAY 12:35PM----

ing Room)

oms

Set Up

Algonquin D **10:15 To 14:00**
BEO 1600018
1 Set up Note
Boardroom set-up for 15 persons
5 additional chairs against the wall
Water jugs and glassware to be placed directly onto boardroom table
Tray-stand to be available inside the room for guests to place their dirty dishes on
Note pads and pens to be available

1 FLC per 15

Lunch in Champlain Room
(some guests will take a working lunch and bring food back to breakout rooms)
***
13:30-15:45
Afternoon break in National Foyer
***
13:45-16:15
Sessions in plenary room (National Meeting Room)

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Banquet Event Order

1600011
+ revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:		9052	
E-mail:	helene.breau@cbc.ca		s.19(1)

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
10:15 - 14:00	Algonquin C	Breakout	Board Room	15 / 0	$200.00	**BEO 1600011**

Chef's Notes

Algonquin C **10:15 To 14:00**
BEO 1600011
1 Allergy
1 guest cannot eat dairy - ((

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Banquet Notes

Algonquin C 10:15 To 14:00
BEO 1600011
1 Banquet Note
Breaks will be served in National Foyer, Lunch will be served in Champlain Room

BANQUET CAPTAIN: Unlock door prior to 8:00AM and keep open. Client is aware that the hotel will not be responsible for any lost or stolen property.

akout room.
C

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 1 1 24MAY'12 12:31PM
---
1 Algonquin C 200.00
Subtotal 200.00
HST 26.00
Amount Paid 226.00
9052/CBC
Room Charge 226.00
---1101 CLOSED 24MAY 12:31PM----

ng Room)

ms

Set Up

Algonquin C **10:15 To 14:00**
BEO 1600011
1 Set up Note
Boardroom set-up for 15 persons
5 additional chairs against the wall
Water jugs and glassware to be placed directly onto boardroom table
Tray-stand to be available inside the room for guests to place their dirty dishes on
Note pads and pens to be available

IFLC per PS

Lunch in Champlain Room
(some guests will take a working lunch and bring food back to breakout rooms)
***
13:30-15:45
Afternoon break in National Foyer
***
13:45-16:15
Sessions in plenary room (National Meeting Room)

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Banquet Event Order

1600010
#Revised.

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:		9052	s.19(1)
E-mail:	helene.breau@cbc.ca		

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
10:15 - 14:00	Algonquin B	Breakout	Board Room	15 / 0	$200.00 ✓	**BEO 1600010**

Chef's Notes

Algonquin B **10:15 To 14:00**
BEO 1600010
1 Allergy
1 guest cannot eat dairy -

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Banquet Notes

Algonquin B **10:15 To 14:00**
BEO 1600010
1 Banquet Note
Breaks will be served in National Foyer, Lunch will be served in Champlain Room

BANQUET CAPTAIN: Unlock door prior to 8:00AM and keep open. Client is aware that the hotel will not be responsible for any lost or stolen property.

out room.

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 10 24MAY'12 12:29PM
---
1 Algonquin B 200.00 ✓
Subtotal 200.00
HST 26.00
Amount Paid 226.00
9052/CBC
Room Charge 226.00
---1101 CLOSED 24MAY 12:30PM----

g Room)

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Set Up

Algonquin B **10:15 To 14:00**
BEO 1600010
1 Set up Note
Boardroom set-up for 15 persons
5 additional chairs against the wall
Water jugs and glassware to be placed directly onto boardroom table
Tray-stand to be available inside the room for guests to place their dirty dishes on
Note pads and pens to be available

IFLC. Per RS

Lunch in Champlain Room
(some guests will take a working lunch and bring food back to breakout rooms)
***
13:30-15:45
Afternoon break in National Foyer
***
13:45-16:15
Sessions in plenary room (National Meeting Room)

The National Hotel and Suites Ottawa

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Banquet Event Order

1600009
*Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:		9052	s.19(1)
E-mail:	helene.breau@cbc.ca		

Thursday, May 24, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
10:15 - 14:00	Algonquin A	Breakout	Board Room	15 / 0	$200.00 ✓	BEO 1600009

Chef's Notes

Algonquin A **10:15 To 14:00**
BEO 1600009
1 Allergy
1 guest cannot eat dairy -

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Banquet Notes

Algonquin A **10:15 To 14:00**
BEO 1600009
1 Banquet Note
Breaks will be served in National Foyer, Lunch will be served in Champlain Room

BANQUET CAPTAIN: Unlock door prior to 8:00AM and keep open. Client is aware that the hotel will not be responsible for any lost or stolen property.

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The National Hotel and Suites
HST # #846543619
Banquets
101 Samer 2
CHK 9 24MAY'12 12:21PM

1 Algonquin A	200.00 ✓
Subtotal	200.00
HST	26.00
Amount Paid	226.00
9052/CBC	
Room Charge	226.00

---1101 CLOSED 24MAY 12:22PM----

ting Room)

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oms

Set Up

Algonquin A **10:15 To 14:00**
BEO 1600009
1 Set up Note
Boardroom set-up for 15 persons
5 additional chairs against the wall
Water jugs and glassware to be placed directly onto boardroom table
Tray-stand to be available inside the room for guests to place their dirty dishes on
Note pads and pens to be available

1F/C per PS

Lunch in Champlain Room
(some guests will take a working lunch and bring food back to breakout rooms)
***
13:30-15:45
Afternoon break in National Foyer
***
13:45-16:15
Sessions in plenary room (National Meeting Room)

s.19(1)

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The National Hotel and Suites Ottawa

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Banquet Event Order

Printed on: 16-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			
E-mail:	helene.breau@cbc.ca		

9052

s.19(1)

Wednesday, May 23, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
18:00 - 19:00	Champlain	Reception	Cocktail Reception	95 / 0		BEO 1600501

Food

Champlain
BEO 1600501
18:00 To 19:00
Reception - A La Carte
Exp 95 / Gtd / Set
Bowl of Pretzels (Serves 10)
4 @ $12.00 Per Bowl

Chef's Notes

Champlain 18:00 To 19:00
BEO 1600501
1 Allergy
1 guest cannot eat dairy -

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Banquet Notes

Champlain 18:00 To 19:00
BEO 1600501
1 Agenda
Networking reception (no music or entertainment)

****18:00****
Doors to open
Bar to be open
Catering to be set-up

****19:00****
Reception will end
Group will be going to a dinner offsite
1 Banquet Note
****BANQUET CAPTAIN: Please provide 125 beverage tickets to registration desk first thing in the morning, Ma 23rd for their reception on the evening of May 24th****

MUSAC: Please ensure Musac is turned on prior to gues arrival. No need to turn up the music if it is not heard once the room is filled
1 General
Minimal catering ordered as group will be going out for dinner after the reception.

Customer Initials

Beverage Service

Champlain **18:00 To 19:00**
BEO 1600501 Cash Bar

0 Beer - Domestic	$	6.50	Per Each
0 Glass of Wine - Domestic	$	7.50	Per Each
0 Soft Drinks	$	3.75	Per Each
0 Juice	$	3.75	Per Each
0 Spring Water (Non-Carbonated Mineral Water)	$	4.00	Per Each
0 Sparkling Water (Perrier)	$	4.50	Per Each

If less than $500.00 of liquor is consumed, the cost of the bartender is $20.00 per hour

The National Hotel and Suites
HST # #846543619
Banquets
1103 Dhung D. 2
CHK 501 23MAY'12 4:0GST 95

4 PRETZELS @ 12.00	48.00
32 @ 7.00	
HST DOM RED WINE	224.00
32 @ 7.00	
HST DOM WHT WINE	224.00
30 @ 5.75	
HST DOM BEER	172.50
Subtotal	668.50
Banquet 15% Grat	100.28
HST	99.94
Amount Paid	868.72
9052/CBC	
Room Charge	868.72

---1103 CLOSED 23MAY 7:52PM----

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10 To 19:00

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The National Hotel and Suites Ottawa

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1601501
*Revised

Banquet Event Order

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:		9052	s.19(1)
E-mail:	helene.breau@cbc.ca		

Wednesday, May 23, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
11:30 - 13:00	Champlain	Lunch	Rounds of 8	20 / 0	$200.00	**BEO 1601501**

Food

Champlain
BEO 1601501
11:30 To 13:00
The Express @ $28.00 Per Person
Exp 20 / Gtd / Set
Mixed Garden Greens with Cucumbers, Tomatoes, Red Onions & Sprouts with a Selection of Dressings
Organic Quinoa & Barley Black Bean Corn Salad with Lime Vinaigrette
Selection of Crisp Vegetables with Herb Dip
***
Sandwiches on a variety of Fresh Kaiser Rolls
Slow Roasted Beef with Bell Peppers, Julienne Pickles and

eta Cheese

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o 13:00

salmon)

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 1501 23MAY'12 1:2GST 20

Old Price 460.00
Override Price
20 @ 28.00
EXPRESS LNC BUF 560.00
20 @ 3.50
SOFT DRINK 3.50 70.00
Subtotal 630.00
Banquet 15% Grat 94.50
HST 94.19
Amount Paid 818.69
9052/CBC
Room Charge 818.69
---1101 CLOSED 23MAY 1:30PM----

Set Up

Champlain **11:30 To 13:00**
BEO 1601501
1 Set up Note
3 large round tables of 8
Water jugs and glassware to be placed directly onto ~~boardroom table~~

Audio visual

Champlain **11:30 To 13:00**
BEO 1601501
1 No Audio Visual Equipment Required

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 1501 23MAY'12 1:25PM
---
1 Champlain 200.00
Subtotal 200.00
HST 26.00
Amount Paid 226.00
9052/CBC
Room Charge 226.00
---1101 CLOSED 23MAY 1:26PM----

The National Hotel and Suites Ottawa

THE NATIONAL
HOTEL AND SUITES OTTAWA

361 Queen Street
Ottawa, Ontario K1R 7S9
Phone: (613) 238-6000 Fax: (613) 238-6054
www.nationalhotelottawa.com

Banquet Event Order

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			s.19(1)
E-mail:	helene.breau@cbc.ca		

9052

Wednesday, May 23, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
08:00 - 18:00	National Meeting Room	Meeting	Rounds of 10	130 / 0		BEO 1600004
08:00 - 18:00	National Foyer	Registration	Registration Desk	95 / 0		BEO 1600004
12:45 - 13:45	National Foyer	Break	Buffet	60 / 0		BEO 1600004
14:45 - 15:00	National Foyer	Break	Buffet	60 / 0		BEO 1600004

Food

National Foyer
BEO 1600004
12:45 To 13:45
Heart Smart*MODIFIED* @ $10.50 Per Person
Exp 60 / Gtd / Set
Assorted Granola Bars

The National Hotel and Suites
HST # #846543619
Banquets
1101 Samer 2

CHK 4 23MAY'12 1:0GST140

20	REGULAR COFF @ 3.95	79.00
	Old Price 570.00	
	Override Price	
60	@ 10.50	
	HEART SMART	630.00
30	@ 9.95	
	IMP/DM CHS PLATT	298.50
60	CAFF CHOC @ 12.50	750.00
	Subtotal	1757.50
	Banquet 15% Grat	263.63
	HST	262.75
	Amount Paid	2283.88
	9052/CBC	
	Room Charge	2283.88

---1101 CLOSED 23MAY 1:11PM----

Set Up

National Foyer 08:00 To 13:00
BEO 1600004
1 Set up Note
RESET, See Notes for May 22 Set-up
Water jugs and glassware to be placed onto registration table

National Meeting Room 08:00 To 18:00
BEO 1600004
1 Set up Note
NATIONAL MEETING ROOM:
RESET

NATIONAL FOYER:
RESET

Audio visual

National Meeting Room 08:00 To 18:00
BEO 1600004
1 From PSAV:
Internet
1 Outside Audio Visual Provider:
RESET

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Banquet Event Order

1600006
*heiuseel

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			s.19(1)
E-mail:	helene.breau@cbc.ca	9052	

Wednesday, May 23, 2012

Time	Room	Function	Set-up	Exp/Gtd	Rental	BEO #
08:00 - 17:00	Rideau	Breakout / Secretariat	Board Room	15 / 0	$200.00 ✓	**BEO 1600006**

Chef's Notes

Rideau **08:00 To 17:00**

BEO 1600006

1 Allergy

1 guest cannot eat dairy - (

1 guest has a shellfish allergy
Several guests are vegetarian (OK to eat salmon)

Set Up

Rideau **08:00 To 17:00**

BEO 1600006

1 Set up Note

Boardroom set-up for 12 persons (5 office chairs and 1 banquet chair on each end)
3 additional chairs inside the room against the wall
Water jugs and glassware to be placed directly onto boardroom table
Note pads and pens to be available

Banquet Notes

Rideau **08:00 To 17:00**

BEO 1600006

1 Banquet Note

Breaks will be served in National Foyer as National Ballroom is the plenary room

1 No Food And Beverage Required

We need your assistance in making your function a success. Guaranteed numbers for meal functions must be received by 12:00pm (noon), three
ted guarantee will be automatically charged if we do not receive your final guarantee three
business days prior.
in order to confirm and order all Food and Beverage arrangements.

ined Date

Alexandra Tanguay
Conference Services Manager

Signed Date

The National Hotel and Suites
HST # #846543619
Banquets

1101 Samer 2

CHK 6 23MAY'12 1:00PM

1 Rideau Room	200.00 ✓
Subtotal	200.00
HST	26.00
Amount Paid	226.00
9052/CBC	
Room Charge	226.00

---1101 CLOSED 23MAY 1:01PM----

1

12

#1

Q NAME: 9052

THE NATIONAL
HOTEL AND SUITES OTTAWA

FUNCTION AGREEMENT AND CONTRACT

CATERING DEPARTMENT
238-6000 - EXT. 131

DATE OF FUNCTION: May 23. 2012 TIME: _____

NAME OF FUNCTION: CBC Radio Conference.

TYPE OF FUNCTION: _____ TELEPHONE - BUS.: _____

SALON: _____ - RES.: _____

EXPECTED ATTENDANCE: _____ NAME: _____

GUARANTEE: (SEE SPECIAL NOTE BELOW) ADDRESS: _____

RENTAL: _____

PAYMENT DETAILS: _____

PRICE PER COVER: _____ TAX _____ GRATUITIES _____ WORK ORDER NO. _____

cancellation fee:
If Algonquin A, B, C, D or Cartier
Room have not sold on May 23rd,
Please charge $100.00 meeting
room cancellation per room plus
HST to master.

The National Hotel and Suites
HST # #846543619
Banquets

1101 Samer 2

WK 1 23MAY'12 12:57PM

1	Algonquin A	100.00
1	Algonquin B	100.00
1	Algonquin C	100.00
1	Algonquin D	100.00
1	Cartier	100.00
	Subtotal	500.00
	HST	65.00
	Amount Paid	565.00
	9052/CBC	
	Room Charge	565.00

--1101 CLOSED 23MAY 12:59PM----

IS REQUIRED, THE DELTA OTTAWA WILL ORDER THE
THE A.V. COMPANY WILL BILL YOU DIRECTLY. THE
ONSIBLE FOR ARTICLES LEFT UNATTENDED.

FUNCTION ROOMS.

FUNCTIONS ARE REQUESTED 48 HOURS
OD AND BEVERAGE THERE IS A TAX AND

ON ROOM - 2-6 WEEKS - HALF RENTAL RATE
2 WEEKS OR LESS - FULL RENTAL RATE

ORGANIZATION SIGNATURE: _____

CTORY, PLEASE SIGN ONE COPY AND RETURN

ET • OTTAWA, ONTARIO • K1R 7S9
AX (613) 238-2290

Alg "A" $100.00 ✓
Alg "B" $100.00 ✓
Alg "C" $100.00 ✓
Alg "D" $100.00 ✓
Cartier $100.00 ✓

Charge per Lyons

The National Hotel and Suites Ottawa

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Ottawa, Ontario K1R 7S9
Phone: (613) 238-8000 Fax: (613) 238-6054
www.nationalhotelottawa.com

Banquet Event Order

1600002
*Revised

Printed on: 18-MAY-12

Account Name:	CANADIAN BROADCASTING CORPORATIO	**Block ID:**	1733950
Contact Name:	Helene Breau	**Booking Name:**	R*CBC/Radio-Canada
Address:	181 Queen Street Ottawa, ON K2L2M2 CA	**Reader Board:**	
		On Site Contact:	Helene Breau-Cluney & Melanie St-Denis
Telephone:	613-288-6237	**Catering Mgr:**	
Fax:			4052
E-mail:	helene.breau@cbc.ca	s.19(1)	

Tuesday, May 22, 2012

Audio visual

National Meeting Room **15:30 To 22:00**
BEO 1600002
1 Outside Audio Visual Provider: $ 200.00
AVW TelAV will be supplying the AV equipment for this event.
-Will be bringing in Translation Booths
-2 screens, 2 projectors
TelAV will be arriving at 15:00 for set-up

CANADIAN BROADCASTING CORPORAT Signed Date
Organization Authorized

Alexandra Tanguay Signed Date
Conference Services Manager

Date Last Printed: 05-17-12

The National Hotel and Suites
HST # #846543619
Banquets

4102 Lino F.

CHK 1 22MAY'12 2:50PM

1 Outside Av Co.	200.00
Subtotal	200.00
HST	26.00
Amount Due	$226.00

Thank You for Choosing
The National Hotel and Suites

Customer Initials

THE NATIONAL

HOTEL AND SUITES OTTAWA

361 Queen Street, Ottawa, Ontario, K1R 7S9
Tel: 613-238-6000 Fax: 613-238-2290

CANADIAN BROADCASTING CORPORATION
Canadian* Broadcasting Corporation
Attention: Helen Breau
PO BOX 3220, Station C
Ottawa ON K1Y 1E4
Canada

CBC,
Group: CBC

Room:	9052
Folio:	178008
Cashier:	405
Arrival:	05-22-12
Departure:	05-30-12
Reference:	
A/R Invoice:	26677
A/R Account:	BREAU

Date	Description	Additional Information	Charges	Credits

Total	16,215.50	0.00
Balance Due	16,215.50 CDN	

HST Summary	
Registration No.:	846543619
Room	1,865.50
F&B	0.00
Other	0.00
Total	1,865.50

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THE NATIONAL

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Attention: Helen Breau
PO BOX 3220, Station C
Ottawa ON K1Y 1E4
Canada

CBC,
Group: CBC

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Folio:	178008
Cashier:	405
Arrival:	05-22-12
Departure:	05-30-12
Reference:	
A/R Invoice:	26677
A/R Account:	BREAU

Date	Description	Additional Information	Charges	Credits
05-23-12	Room - HST 13%		16.90	
05-23-12	Room Charge		130.00	
05-23-12	Room - HST 13%		16.90	
05-23-12	Room Charge		130.00	
05-23-12	Room - HST 13%		16.90	
05-24-12	Room No Show		150.00	
05-24-12	Room - HST 13%		19.50	
05-24-12	Room No Show		150.00	
05-24-12	Room - HST 13%		19.50	
05-24-12	Room No Show		150.00	
05-24-12	Room - HST 13%		19.50	
05-24-12	Room Charge		150.00	
05-24-12	Room - HST 13%		19.50	
05-24-12	Room Charge		150.00	
05-24-12	Room - HST 13%		19.50	
05-24-12	Room Charge		150.00	
05-24-12	Room - HST 13%		19.50	
06-06-12	Rebate No Show		-130.00	
06-06-12	Room - HST 13%		-16.90	

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05-23-12	Room Charge		150.00	
05-23-12	Room - HST 13%		19.50	
05-23-12	Room Charge		130.00	
05-23-12	Room - HST 13%		16.90	
05-23-12	Room Charge		130.00	

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05-23-12	Room - HST 13%		16.90	
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05-23-12	Room Charge		130.00	
05-23-12	Room - HST 13%		16.90	
05-23-12	Room Charge		150.00	

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CANADIAN BROADCASTING CORPORATION
Canadian* Broadcasting Corporation
Attention: Helen Breau
PO BOX 3220, Station C
Ottawa ON K1Y 1E4
Canada

CBC,
Group: CBC

Room:	9052
Folio:	178008
Cashier:	405
Arrival:	05-22-12
Departure:	05-30-12
Reference:	
A/R Invoice:	26677
A/R Account:	BREAU

Date	Description	Additional Information	Charges	Credits
05-22-12	Room - HST 13%		19.50	
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05-22-12	Room - HST 13%		16.90	
05-22-12	Room Charge		130.00	
05-22-12	Room - HST 13%		16.90	
05-23-12	Room No Show		150.00	
05-23-12	Room - HST 13%		19.50	
05-23-12	Room No Show		130.00	
05-23-12	Room - HST 13%		16.90	
05-23-12	Room Charge		150.00	
05-23-12	Room - HST 13%		19.50	
05-23-12	Room Charge		150.00	
05-23-12	Room - HST 13%		19.50	
05-23-12	Room Charge		150.00	
05-23-12	Room - HST 13%		19.50	
05-23-12	Room Charge		130.00	
05-23-12	Room - HST 13%		16.90	
05-23-12	Room Charge		150.00	

s.19(1)

THE NATIONAL

HOTEL AND SUITES OTTAWA

361 Queen Street, Ottawa, Ontario, K1R 7S9
Tel: 613-238-6000 Fax: 613-238-2290

CANADIAN BROADCASTING CORPORATION
Canadian* Broadcasting Corporation
Attention: Helen Breau
PO BOX 3220, Station C
Ottawa ON K1Y 1E4
Canada

CBC,
Group: CBC

Room:	9052
Folio:	178008
Cashier:	405
Arrival:	05-22-12
Departure:	05-30-12
Reference:	
A/R Invoice:	26677
A/R Account:	BREAU

Date	Description	Additional Information	Charges	Credits
05-22-12	Room Charge		150.00	
05-22-12	Room - HST 13%		19.50	
05-22-12	Room Charge		150.00	
05-22-12	Room - HST 13%		19.50	
05-22-12	Room Charge		130.00	
05-22-12	Room - HST 13%		16.90	
05-22-12	Room Charge		150.00	
05-22-12	Room - HST 13%		19.50	
05-22-12	Room Charge		150.00	
05-22-12	Room - HST 13%		19.50	
05-22-12	Room Charge		150.00	
05-22-12	Room - HST 13%		19.50	
05-22-12	Room Charge		150.00	
05-22-12	Room - HST 13%		19.50	
05-22-12	Room Charge		150.00	
05-22-12	Room - HST 13%		19.50	
05-22-12	Room Charge		150.00	

THE NATIONAL

HOTEL AND SUITES OTTAWA

361 Queen Street, Ottawa, Ontario, K1R 7S9
Tel: 613-238-6000 Fax: 613-238-2290

CANADIAN BROADCASTING CORPORATION
Canadian* Broadcasting Corporation
Attention: Helen Breau
PO BOX 3220, Station C
Ottawa ON K1Y 1E4
Canada

CBC,
Group: CBC

Room:	9052
Folio:	
Cashier:	405
Arrival:	05-22-12
Departure:	06-01-12
Reference:	
A/R Account:	BREAU

Date	Description	Additional Information	Charges	Credits
05-22-12	Banquets Other	CHECK# 1	226.00	
05-23-12	Banquet - Public Room Rental	CHECK# 1	565.00	
05-23-12	Banquet - Public Room Rental	CHECK# 6	226.00	
05-23-12	Banquet Break - Food	CHECK# 4	2,283.88	
05-23-12	Banquet - Public Room Rental	CHECK# 1501	226.00	
05-23-12	Banquets Lunch Food	CHECK# 1501	818.69	
05-23-12	Banquet Break - Food	CHECK# 501	868.72	
05-24-12	Banquet - Public Room Rental	CHECK# 9	226.00	
05-24-12	Banquet - Public Room Rental	CHECK# 10	226.00	
05-24-12	Banquet - Public Room Rental	CHECK# 11	226.00	
05-24-12	Banquet - Public Room Rental	CHECK# 18	226.00	
05-24-12	Banquet - Public Room Rental	CHECK# 13	226.00	
05-24-12	Banquet - Public Room Rental	CHECK# 19	226.00	
05-24-12	Banquet Break - Food	CHECK# 14	1,579.73	
05-24-12	Banquet - Public Room Rental	CHECK# 1001	226.00	
05-24-12	Banquets Breakfast Food	CHECK# 1001	2,988.85	
05-24-12	Banquets Lunch Food	CHECK# 751	4,856.89	
05-24-12	Banquet Break - Food	CHECK# 14	1,025.96	
05-25-12	Banquet Break - Food	CHECK# 4	3.90	
05-29-12	Banquets Audio Visual	PSAV #420717	2,026.77	

HST Summary
Registration No: 846543619
Room 0.00

Total	19,278.39	0.00
Balance Due	19,278.39 CDN	

Guest Signature:_____

I agree that my liability for this bill is not waived and I agree to be held personally liable in the event that the indicated person, company, or association fails to pay for any part of or the full amount of these charges.

THE NATIONAL
HOTEL AND SUITES OTTAWA
361 Queen Street, Ottawa, Ontario, K1R 7S9
Tel: 613-238-6000 Fax: 613-238-2290

Canadian* Broadcasting Corporation
Attention: Helen Breau
PO BOX 3220, Station C
Ottawa ON K1Y 1E4
Canada

Date : 06-01-12

A/R # /
No. de compte: BREAU

STATEMENT / RELEVÉ DE COMPTE

Date	Invoice / Facture	Description	Charges / Frais	Credits / Crédits	Balance / Solde
05-30-12	26676	CBC	19,278.39		19,278.39
05-30-12	26677	CBC	16,362.40		16,362.40 (*)
05-30-12	26678	CBC	640.94		640.94

Total Page 36,281.73 CDN

Balance Due / Solde 36,281.73 CDN

Aging Summary / Sommaire:				
Up to 30	31 - 60	61 - 90	91 - 120	121 and Over
36,281.73	0.00	0.00	0.00	0.00

All accounts due and payable upon receipt. Past due accounts are subject to an interest charge of 1.5% per month (annual rate of 18.0%). For information regarding this statement, please contact our Accounts Receivable team.
Toutes les factures sont payables sur réception. Les comptes en souffrance sont sujets à des frais d'intérêts mensuels de 1,5% (taux annuel de 18%). Pour tout renseignment concernant cet état de compte, veuillez contacter notre équipe des Comptes recevables.

#26677
(*) see revised statement
16,215.50 not
16 326.40

#26677
* see note re: Peter St-Onge

InterpretCan
Conference Organization
Interpretation & Translation
Fax: (613) 820-4483
830 Riddell Avenue North
Ottawa, Ontario
K2A 2V9
Tel: (613) 731-1900

Ottawa, le 4 juin 12012

Madame Mélanie St-Denis
Communications institutionnelles
CBC/Radio-Canada
P.O. Box 3320, Station C
Ottawa, ON K1Y 1E4

FACTURE No 11740

Pour l'organisation de services d'interprétation simultanée lors du **Forum des Leaders**, qui a eu lieu les 23 et 24 mai 2012, dans vos locaux d'Ottawa.

Honoraires des interprètes:		
685,00 $ par interprète par jour x 2 interprètes x 2 jours		2 740,00 $
Frais administratifs:		200,00 $
	Sous-total	2 940,00 $
(Notre No de T.P.S.: R104648951)	T.V.H. - 13%	382,20 $
	TOTAL	3 322,20 $

Payable à InterpretCan dès réception.[1]

[1]Le paiement est dû dès réception. Un intérêt de 2% par mois (24% par année) sera calculé sur tout montant en souffrance.

1-888-634-6299
e-mail: info@interpretcan.net
Web site: www.interpretcan.net

256 Main Street
PO Box 517
Wellington Ontario
K0K 3L0

31 Halkin Crescent
Toronto, Ontario
M4A 1M8

kingstone-brigid@rogers.com
416.786.8376

Kingstone Brigid Consulting
Fearless Conversation, Visionary Results

PROPOSAL

Canadian Broadcasting Corporation
Leaders' Forum

Submitted by:

Elizabeth Lancaster
Kingstone Brigid Consulting

May 2012

1. OUR UNDERSTANDING OF YOUR REQUIREMENTS

CBC/Radio-Canada is hosting its annual Leaders Forum in Ottawa in May 2012. This year the Forum is intended to reflect the conversations that leaders themselves want to host. To that end the format of the Forum is based on a World Café format. Additionally, CBC would like to use elements of a design approach using disruptive hypotheses to challenge leaders to ask new questions they can then workshop and answer together.

CBC/Radio-Canada has asked Kingstone Brigid Consulting (KBC) to supply facilitation services to support its goals for the 1.5 day Leaders Forum

2. APPROACH AND METHODOLOGY

KBC will provide a single facilitator to facilitate the meeting in both French and English.

Facilitation operates on multiple levels: to achieve the objectives of the meeting; to support and develop engagement of the participants; to support and develop leadership; to enable sustainability and organizational health.

To do this the facilitator will:

- Meet with the organizing committee to understand and where useful refine the conference structure
- Conduct research and provide supporting materials on design questons
- Ensure that the structure of conversation reflects and works with the cultures of CBC/Radio-Canada in real time
- Ensure that the CBC/Radio-Canada is able to implement a process to distribute created questions with a single evening turnaround.
- Ensure that the overall structure and flow lead to concrete deliverables in support of the conference goals
- Follow an approach to support CBC/Radio-Canada in creating engagement with its leaders
- Respond to and work with actual events and conversations in real time
- Maintain an ongoing dialogues with event organizers and the President to adjust and refine the agenda if and as required

Time for this work: 2.5 days

Kingstone Brigid Consulting

kingstone-brigid@rogers.com

3. COST

l Rate of /day
Please note this is a 'day discount from regular corporate rate

2.5 days	$4,500.00

Required travel, meals and accommodation expenses not supplied directly by the client will be charged at cost.

Materials for the event will be supplied by the client.

Thank you for considering this proposal.

Kingstone Brigid Consulting

kingstone-brigid@rogers.com

4. Elizabeth Lancaster Bio

Elizabeth Lancaster is an accomplished coach, facilitator, organizational development consultant and teacher. She supports others in achieving their goals by engaging them in innovative thinking through conversations that are characterized by safety, trust and strength. Clients recognize her as particularly gifted at enabling clarity and new perspectives to emerge, with an ultimate focus on execution.

Elizabeth ran the leadership development program for a major Canadian retailer and was an internal executive coach at two organizations after switching from a successful 15-year career in broadcasting as an Executive Producer and Director. Elizabeth has experience in software implementation and other major projects including national, provincial and local restructuring; installation of Canada's first permanently equipped news helicopter; national and provincial organizational development projects such as redesign, team building and integration; strategic plan development and execution; and facilitation of a wide variety of events. She has created and facilitated national and provincial leaders' forums, and major community change projects; she has experience leading internal communications, training and organization development and is an accomplished oral and written communicator. Elizabeth is a highly experienced, certified coach and works with individuals and teams through major personal and organizational change. Elizabeth brings passion, enthusiasm and a safe space for others to everything she does; not to mention a good dose of humour!

Elizabeth graduated from Queen's University with an honours Bachelor of Arts degree in Political Science and continuing studies in World Religions. She studied Industrial Relations and Adult Education at Sheridan and George Brown Colleges. She has advanced training in team, relationship and systems coaching, Human Systems Development, Social Styles, Theory U and Appreciative Inquiry. Elizabeth completed studies in Contemplative End of Life Care and has pursued additional education in compassionate presence and bereavement . She is a former faculty member at Adler International Learning and teaches at the School of Continuing Studies at McMaster University. She delivers training in both English and French in Canada and Europe.

Elizabeth is committed to community involvement and has volunteered at a variety of organizations including Covenant House in Toronto, the Canadian Tire Foundation for Families, Evergreen Canada, the Heart and Stroke Foundation of Ontario and the Canadian Cancer Society. She spent two years as a volunteer coach and facilitator with students in the Indigenous Studies Program at Trent University, was a volunteer coach with Ovarian Cancer Canada and has acted as a mentor for young women graduates. In 2012 Elizabeth was involved in a groundbreaking pilot project with Hospice Toronto around end of life care. She is a former internationally top-ranked debater in English and nationally-ranked debater in French. Elizabeth has studied several languages including Russian, German, Spanish and Italian.

For Elizabeth it is a privilege to partner with her clients to enable them to design their unique way of identifying and achieving the life and results they want.

Kingstone Brigid Consulting
Fearless Conversations. Powerful Results.

s.18(b)

Kingstone Brigid Consulting
256 Main Street
PO Box 517
Wellington, Ontario
K0K 3L0
416-786-8376
kingstone-brigid@rogers.com

Re: Canadian Broadcasting Corporation
Leaders Forum – May 23-24, 2012

Contact: Kevin Payan

Invoice # 11-1018

Prep and Facilitation 2.5 days	4,500.00
HST: 828280362RT0001	$ 585.00
Total fee	**$5,085.00**

Submitted with thanks,

Elizabeth

Terms: payable upon receipt

I.S.T.S.

Les spécialistes de l'interprétation simultanée (Division de AVW-TELAV)
2295, boul. St. Laurent
Ottawa, Ontario K1G 4H6
Tél: (613) 526-3121 *Télc: (613) 526-0850*
info@avwtelav.com *www.avwtelav.com*

BUREAUX D'UN OCÉAN À L'AUTRE

Facture

CBC RADIO CANADA

Numéro du document 90586416
Date du document 05/30/2012

Informations de la facture

Quantité	Description	Terme	Prix	Montant
50	RECEPTEUR IR 32 CANAUX MIN-50	2.00 JRS	2.00	200.00
50	ECOUTEUR STEREO POUR DELEGUE	2.00 JRS		0.00
6	MICROPHONE SANS FIL UHF SHURE	2.00 JRS		1,680.00
6	MIC. SANS FIL A LA MAIN SHURE UHF			
6	MIC.SANS FIL LAVALIER SHURE UHF			
6	RECEPTEUR SHURE UHF			
12	PILE 9 VOLT	CH		0.00
1	MICROPHONE SHURE SM-58	2.00 JRS	25.00	50.00
1	ATTACHE FLEXIBLE POUR MICRO LUTRIN	2.00 JRS		0.00
1	MELANGEUR MACKIE CR1642	2.00 JRS	75.00	150.00
1	DIRECT BOX STEREO PCDI (PC AUDIO)	2.00 JRS	20.00	40.00
1	ENREGISTREMENT NUMERIQUE (FLOOR)	2.00 JRS		250.00
1	ENREGISTREUSE MARANTZ CD - CDR420			
10	CDR-74 ENREGIS CD ROM - 650MB	CH		0.00
	ENREGISTREMENT DE SAUVEGARDE			
1	MAGNETOSCOPE VHS LECTURE REPRISE	1.00 JRS		0.00
4	CASSETTE VIDEO VHS T-120	CH		0.00
4	10' RCA A 1/4"	1.00 JRS		0.00
1	SYSTEME DE SONORISATION DE BASE	2.00 JRS		320.00
1	AMPLIFICATEUR BOGEN 100 WATT			
2	HAUT-PARLEUR MACKIE / TANNOY			
2	TREPIED DE HAUT-PARLEUR			
2	100' CABLE HAUT-PARLEUR SPEAKON			
1	EGALISATEUR GRAPHIQUE			
2	FORFAIT PROJECTION-SALLE DE REUNION	2.00 JRS		300.00
2	EPSON PROJECTEUR XGA LCD 2500 LUM			
2	ECRAN TREPIED 96 X 96			
2	JUPE POUR ECRAN TREPIED 96 X 96			
2	CHARIOT VIDEO 42"			
2	JUPE 42"			
2	CABLE 15-15 PIN HAUTE DENSITE 50'			
2	50' CABLE EXTENSION AC QUADRUPLE			
2	ORD PORT C2D 2.5G WXP OFFICE2K7	2.00 JRS	175.00	700.00
1	SYSTEME DSAN PERFECT CONFERENCIER	2.00 JRS	100.00	200.00

I.S.T.S.

Les spécialistes de l'interprétation simultanée (Division de AVW-TELAV)
2295, boul. St. Laurent
Ottawa, Ontario K1G 4H6
Tél: (613) 526-3121 *Télc: (613) 526-0850*
info@avwtelav.com *www.avwtelav.com*

BUREAUX D'UN OCÉAN À L'AUTRE

Facture

Adresse de facturation

Ms. Melanie St-Denis
CBC RADIO CANADA
181 Queen Street
3rd Floor
Ottawa ON K1Y 1E4

Adresse d'exécution

NATIONAL HOTEL & SUITES
NATIONAL ROOM
361 QUEEN STREET
Ottawa, Ontario

Informations

Numéro de document	90586416
Date du document	05/30/2012
Ordre d'exécution	ON03217860
Numéro de client	53012
	ON03-C10341
Chargé de comptes	BG
Contact	Ms. Melanie St-Denis
Date de début	05/23/2012
Date de fin	05/24/2012
Modalités de paiement	Payable immédiatement
Date de facturation	05/30/2012
Devise	CAD
No d'exemption de taxe	N/A

Informations de la facture

Quantité	Description	Terme	Prix	Montant
2	REP. SERV. TECH.-MONTAGE	4.00 HRE	60.00	480.00
2	REP. SERV. TECH.-REPETITION 23RD	4.00 HRE	60.00	480.00
2	REP. SERV. TECH.-OPERATION 23RD	6.00 HRE	60.00	720.00
2	REP. SERV. TECH.-OPERATION 24TH	8.00 HRE	60.00	960.00
2	REP. SERV. TECH.-DEMONTAGE	3.30 HRE	60.00	420.00
	INTERPRETRES FOURNI PAR LE CLIENT **********			
1	SYSTEME D'INTER BILINGUES INCLUANT:	2.00 JRS		600.00
4	TREPIED D'INTERPRETE DOL 7/2 15-S			
4	CABLE BNC A BNC POUR RADIATEUR			
1	CABINE D'INTERPRETATION OSI			
2	VENTILATEUR CABINE RIGIDE ISTS/2			
4	CASQUE A ECOUTEURS			
2	LAMPE			
1	ENSEIGNE INTREPRETATION SIMULTANE			
1	ENSEIGNE E/F/O" 16X26			
1	TREPIED POUR RECEPTEUR			
2	CONSOLE D'INTERPRETE MULTI DOL7/2			
1	TRANSMETTEUR INFRAROUGE MSI8			
2	RADIATEUR INFRAROUGE HLN-82)			
2	TREPIED POUR RADIATEUR MANFROTTO			
4	MICROPHONE DIGIMIC TM55/5			
1	CAISSE A NETTOYAGE			

VEUILLEZ ENVOYER PAIEMENT AU: 1930, Onésime-Gagnon, Lachine, Québec H8T 3M6

I.S.T.S.

Les spécialistes de l'interprétation simultanée (Division de AVW-TELAV)
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Ottawa, Ontario K1G 4H6
Tél: (613) 526-3121 *Télc: (613) 526-0850*
info@avwtelav.com *www.avwtelav.com*

BUREAUX D'UN OCÉAN À L'AUTRE

Facture

CBC RADIO CANADA

Numéro du document 90586416
Date du document 05/30/2012

Informations de la facture

Quantité	Description	Terme	Prix	Montant
1	SELECT EXTRON MATRIX ISM482 8X2 RGB (SAME IMAGE TO BOTH SCREENS)	2.00 JRS	300.00	600.00
1	AMPLI DE DISTRIBUTION VGA 8 SORTIES (SEND PPT TO IN-HOUSE MONITORS)	2.00 JRS	60.00	120.00
1	CUEIL. & LIVRAISON LOCALE	CH	150.00	150.00
	Sous-total équipement			5,210.00
	Sous-total main-d'oeuvre			3,060.00
	Sous-total dépenses			0.00
	Sous-total vente			0.00
	Sous-total cueillette/livraison			150.00
	TVH			1,094.60
	Total			**$ 9,514.60**

TVH : R105164933

LEADERS' FORUM | FORUM DES LEADERS
PEOPLE PROGRAMS PUSHING FORWARD | PERSONNES PROGRAMMATION PLANIFICATION STRATÉGIQUE

BUDGET - Leaders Forum - May 23-24, 2012, Ottawa

		ESTIMATE	ACTUAL COST
ACCOMODATIONS			
100 nights (participants // 100 nights on May 23)		**15,000.00 $**	
Ottawa participants will not stay overnight			- $
MEETING ROOMS			
1 plenary (National Ballroom)	500.00 $		
May 24th - 10 Breakouts 1 day credit ($ 500)if resold due to late release.	1,000.00 $		
May 23 - release of breakouts (50% penalty - credit if meeting rooms are sold to other	500.00 $		
Other			
		2,000.00 $	
			- $
AUDIOVISUAL RENTAL & EQUIPEMENT (+ tax)			
AVW- TELAV		**12,000.00 $**	9,514.60 $
INTERPRETES			
InterpretCan			
2 interpretes pour 2 jours	2,740.00		
frais administratifs	200.00		
Enregistrement - surcharge	685.00		
		3,625.00 $	
Flip charts	2100	**2,100.00 $**	
Staging			
Other material and labour	500	**500.00 $**	
		18,225.00 $	**9,514.60 $**
CATERING			
May 23, 2012			
Dry-run participants light meal (15 people - $44 pp + taxes)	660		
Health break (60 people - $11 pp + taxes)	660		
Health break (100 people - $15 pp + taxes) - *add from previous break*	1500		
Evening cocktail ($8 per drink + taxes)	800		
Snacks ($6/person*5) - *for half the people - take out cheese and put in p.m. break*	300		
Dine around ($75 p.p. including wine + taxes) (estimate)	7500		3,298.41 $
Taxis (about 15 each way) *Not necessary, all restaurants are within walking distance*	0		
May 24, 2012			
Buffet Breakfast (100 people - $27 pp + taxes)	2700		
Health break (100 people - $15 pp + taxes)	1500		
Buffet Lunch (100 people - $44 pp + taxes)	4400		
Health break (100 people - $15 pp + taxes)	1500		
		21,520.00 $	**3,298.41 $**
MISCELLANEOUS CHARGES			
Participants Identification			
Name tags, Press Kits, Labels, etc	200.00		316.79 $
Photocopies (bios, what to do, etc)	100.00		1,497.61 $
Other	500.00		
		800.00 $	**1,814.40 $**
GUEST SPEAKERS AND OTHER GUESTS			
Mr. Koss (	500.00 $		742.01
Right to play - donation			5000
Facilitator - Elizabeth Lancaster	5,000.00 $		
Gift for guest speaker and facilitator	50.00 $		23.98 $
Other - 8 internal speakers			260.04 $
Travel 8 internal speakers	5000	**10,550.00 $**	**6,026.03 $**
TOTAL			
Project # M710004-41000		**80,095.00 $**	**20,653.44 $**
Total budget $200,000			

s.19(1)

LEADERS' FORUM | FORUM DES LEADERS
PEOPLE PROGRAMS PUSHING FORWARD | PROGRAMMATION PLANIFICATION STRATÉGIQUE

BUDGET - Leaders Forum - May 23-24, 2012, Ottawa

		ESTIMATE	ACTUAL COST
ACCOMODATIONS			
100 nights (participants // 100 nights on May 23)		**15,000.00 $**	16,023.40 $
Ottawa participants will not stay overnight			**16,023.40 $**
MEETING ROOMS			
1 plenary (National Ballroom)	500.00 $		
May 23 - release of breakouts (50% penalty - credit if meeting rooms are sold to other	500.00 $		565.00 $
May 23-24 - Executive Boardroom (secretariat)			- $
May 23 and May 24 - Rideau Room (meeting space for speaker and breakout)			452.00 $
May 23 and May 24 -Champlain Room - meals + cocktail			452.00 $
May 24th - 9 Breakouts (one is complimentary)	1,000.00 $		1,582.00 $
Other			
		2,000.00 $	**3,051.00 $**
AUDIOVISUAL RENTAL & EQUIPEMENT (+ tax)			
AVW- TELAV		**12,000.00 $**	9,514.60 $
Fee for using other AV company and not in-house company (PSAV)			226.00 $
Media Q - transcripts			237.30 $
INTERPRETES			
InterpretCan			
2 interpretes pour 2 jours	2740.00		
frais administratifs	200.00		
Enregistrement - surcharge	685.00		
		3,625.00 $	3,322.20 $
Flip charts/Internet access throughtout meeting rooms (PSAV)	2100.00	**2,100.00 $**	2,026.77 $
Staging			
Other material and labour	500.00	**500.00 $**	
		18,225.00 $	**15,326.87 $**
CATERING			
May 23, 2012			
Dry-run participants light meal (20 people - $28 pp + taxes) + drinks	660.00		819 $
Health break (60 people - $11 pp + taxes)	660.00		0 $
Health break (100 people - $15 pp + taxes) - *add from previous break*	1500.00		2,288 $
Evening cocktail (4 pretzels @ $12 + $8 per drink + taxes)	800.00		869 $
Snacks ($6/person*5) - *for half the people - take out cheese and put in p.m. break*	300.00		- $
Dine around ($75 p.p. including wine + taxes) (estimate)	7500.00		3,649.35 $
Taxis (about 15 each way) *Not necessary, all restaurants are within walking distance*	0.00		- $
May 24, 2012			
Buffet Breakfast (100 people - $23 pp + taxes)	2700.00		2,988.85 $
Health break (100 people - $15 pp + taxes)	1500.00		1,768.67 $
Buffet Lunch (100 people - $34 pp + taxes + drinks)	4400.00		4,856.89 $
Health break (100 people - $15 pp + taxes)	1500.00		1,025.96 $
		21,520.00 $	**18,264.91 $**
MISCELLANEOUS CHARGES			
Participants Identification			
Name tags, Press Kits, Labels, etc	200.00		316.79 $
Photocopies (bios, what to do, etc)	100.00		1,497.61 $
Other	500.00		
		800.00 $	**1,814.40 $**
GUEST SPEAKERS AND OTHER GUESTS			
Mr. Koss	500.00 $		742.01 $
Right to play - donation			5,000.00 $
Facilitator - Elizabeth Lancaster	5,000.00 $		$5,085.00
Gift for guest speaker and facilitator	50.00 $		23.98 $
Other - 8 internal speakers			461.62 $
Travel 8 internal speakers	5000.00		1,028.16 $
		10,550.00 $	**12,340.77 $**
Project # M710004-41000	**GRAND TOTAL**	**80,095.00 $**	**66,821.35 $**
Total budget $200,000			

s.19(1)

000136

PersonnelNo		COLETTE FRANCOEUR
Comp.Code/Pers.Area	CBC - Radio-Canada	PEOPLE AND CULTURE
Cost Center	9584207/2000	French Services IR
TripNo./Reason s.19(1)	333338675	Retraite EDPC (Equipe direc
Gen. Data	21.08.2012 09:00 **To**	23.08.2012 22:00
Loc/Ctry	Montréal	CA QC

Doc.	ExpTy	Name of Expense Type	Date	Cty	Region	Amount	Crcy	Exch. Rate	AcCur	Tx	Sub.Doc.
001	D010	Vehicle rental	21.08.2012	CA	QC	372.81	CAD	1.00000	CAD	JM	
002	C040	Per diem-Dinner	21.08.2012	CA	QC	32.00	CAD	1.00000	CAD	KM	
003	C030	Per diem-Lunch	21.08.2012	CA	QC	15.00	CAD	1.00000	CAD	KM	
004	A010	Do Not Use-Airfare paid by CBC	21.08.2012	CA	ON	605.23	CAD	1.00000	CAD	J0	

PersonnelNo			MONIQUE MARCOTTE
Comp.Code/Pers.Area		CBC - Radio-Canada	PEOPLE AND CULTURE
Cost Center		9762001/2000	Regional HR - Corpor
TripNo./Reason		333338574	réunion EDPC
Gen. Data	s.19(1)	21.08.2012 05:30 To	23.08.2012 21:00
Loc/Ctry		Montreal	CA QC

Doc.	ExpTy	Name of Expense Type	Date	Cty	Region	Amount	Crcy	Exch. Rate	AcCur	Tx	Sub.Doc.
001	D030	Taxi/Shuttle	21.08.2012	CA	QC	50.00	CAD	1.00000	CAD	QF	
002	A020	Do not use-Rail paid by CBC	21.08.2012	CA	ON	128.14	CAD	1.00000	CAD	J0	