



Finance and Administration Policies & Procedures

2.0 BUDGET

2.3 Report to the Ministry

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1. The Executive Director and the Director of Finance will ensure Ministry In Year Results and the Year To Date Reports are prepared and submitted to the Ministry within the time lines described by the Ministry
2. The Executive Director will ensure the In Year Results and Year to Date reports are distributed to the Treasurer and Board for review and approval.
3. Financial reports, as required by other Agencies, will be prepared and forwarded to those Agencies within prescribed time lines.
4. Payukotayno will meet the requirements set out in the Broader Public Sector Expenses Directive as issued by the Ontario Management Board of Cabinet for establishing expense rules where expenses are reimbursed from public funds. The following is the link explaining the rules and regulation regarding this act.

http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&Intranet=&BillID=2420

The directives outlined by the Ministry ensure 4 main principles: a) Accountability
b) Transparency c) Fairness d) Value for Money.

5. Under the new Broader Public Sector Accountability Act (2010) the Agency will meet the requirements as outlined in the Procurement Directive which states: "In this Directive, "Goods and services" means any goods, construction, and services, including but not limited to IT and consulting services; "Members of an Organization" means all trustees, members of the board of directors, senior executives, and employees of the Organization, or their equivalent; "Organization" means every organization that is in scope for the purposes of this Directive; "Supply Chain Activities" means all activities directly or indirectly related to the Organization's planning, sourcing, procurement, moving, and payment processes."

The following Link will give more detail and explanation of the ministry's requirements:

http://www.fin.gov.on.ca/en/bpssupplychain/documents/bps_procurement_directive.html#sec1

APPROVED:	REVIEWED:	REVISED:
August 22, 2012		