

Asset Protection and Financial Control

Policy Type: Executive Responsibility

Policy Number: # 208

Date Approved: 10/16/97

Date Amended: 19 Oct 00

Monitoring Responsibility: Audit and Finance

Frequency: Ongoing

The CEO shall protect assets by adequately insuring and maintaining them and avoiding unnecessary risk.

The CEO shall:

- a. establish and maintain a current system of internal financial controls;
- b. protect the organization, its Board and its staff from claims of liability;
- c. protect intellectual property, information and files from loss or significant damage; and
- d. only invest or hold operating capital in investments approved by the Board.