

 <p>Rainy River District Social Services Administration Board</p>	SECTION: Finance
	POLICY TITLE: Responsibilities
ORIGINAL DATE: April, 1999	POLICY AREA: Introduction
REVISION DATE: September, 2016	POLICY NO: F-1.1
NEXT REVIEW DATE: September, 2020	APPROVED BY: <i>Board Resolution #64/16</i>

1. Purpose

1.1. The Chief Administrative Officer (CAO) is responsible for management of day to day operations of the finance functions, under the authority of the Board of Directors for the Rainy River District Social Services Administration Board (RRDSSAB).

2. Policy

2.1. The CAO delegates responsibility to the Director of Finance & Asset Management or designate for:

- 2.1.1. recommending policies and establishing standards and procedures applicable to RRDSSAB accounting and reporting functions & activities;
- 2.1.2. conducting periodic, systematic reviews of financial accounting and reporting systems to evaluate the degree to which additional efficiency and economy may be obtained in organization-wide financial accounting & reporting systems; and
- 2.1.3. providing assurance that necessary actions are taken to obtain the approval of an external auditor by making information available for review by the auditor on an annual basis.