

Preamble The financial well-being and credibility of the Royal Ontario Museum (ROM) is of great importance in order to ensure that the ROM fulfills its mandate today and in the future.

Policy The financial practices of the ROM will adhere to the standards of the Canadian Institute for Chartered Accountants in all matters relating to financial control. Limitations to authorities outlined in the **Governance policies** will further govern financial activities.

All financial transactions will be recorded and monitored. Accurate financial statements that provide relevant and meaningful financial information, including an analysis of material budget variances, will be produced in a timely manner and will be distributed to all appropriate parties.

The ROM's external audit firm will not be engaged for other contracts at the ROM.

The Finance division will establish and monitor appropriate procedures for financial planning, variance analysis, purchasing, accounts payable, receipting of donations, cash handling, receivables, and payroll. Financial planning practices will include appropriate mechanisms for the management of financial risk.

Date April 19, 2001
Approved

Amended August 29, 2002. Revisions appear in bold and underlined font. Removal of language shown as ().
Committee reviewed April 20, 2004 – no changes

MONITORING

Adherence to Policy

Board: The Finance/Audit Committee will **periodically review** () Management's adherence to the policy.

Management: The () **Director** & CEO, the Chief Operating Officer, and the Executive Director Finance will ensure that the Finance/Audit Committee has all the relevant information for determining adherence.

Policy Review

<i>Method</i>	Internal Report, and External Audit Report
<i>Responsibility</i>	Finance/Audit Committee
<i>Frequency</i>	Every three years
