

Section Finance Procedures	Administrative Procedure Number RCJTC AP.06.01
Administrative Procedure Title Budget Procedure	
Date June 2, 2014	Revised

The RCJTC’s annual budget will be prepared in compliance with applicable legislation and in accordance with Canadian generally accepted accounting principles for local governments, established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

The General Manager or designate will present annually a preliminary budget for the upcoming fiscal year to the RCJTC Administrative Committee, in advance of presentation of a final budget. The preliminary budget will be reviewed for completeness and reasonableness and revisions will be made where necessary prior to presentation of a final budget to the Board of Directors.

The General Manager or designate will present to the Board of Directors, a final budget for the RCJTC.

Related RCJTC Policy

P.06 *Finance Policy*

Related RCJTC Procedures

AP.06.02 *Budget Planning Flow Chart*

Related RCJTC Forms

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