

YUULU?IL?ATH FIRST NATION GOVERNMENT


Enacted under the Financial Administration Act section 11.1

EXPENDITURES REGULATION

YFNR 4/2011



This regulation enacted on April 1, 2011

Signed 
Charles McCarthy, President of the
Yuulu?il?ath First Nation

DEPOSITED IN THE
REGISTRY OF LAWS

ON 01 Apr 2011


Signature of Law Clerk

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PART 1 - INTRODUCTORY PROVISIONS

Short title

1.1 This regulation may be cited as the Expenditures Regulation.

Application

- 1.2 This regulation prescribes
- (a) who can authorize an emergency expenditure,
 - (b) the form for requisitions for payment, and
 - (c) who can authorize a requisition for payment.

Definitions

- 1.3 In this regulation:
- “Act” means the Financial Administration Act.

PART 2 - EMERGENCY EXPENDITURES

Emergency expenditures

- 2.1 (a) An emergency expenditure must not be made unless
- (i) for emergency expenditures greater than \$30,000, the emergency expenditure has been approved by the Executive by resolution,
 - (ii) for emergency expenditures greater than \$7,500 but less than \$30,000, the emergency expenditure has been approved by
 - (A) the Executive by resolution, or
 - (B) the director of operations and the chief financial officer, and
 - (iii) for emergency expenditures less than \$7,500, the emergency expenditure has been approved by
 - (A) the director of operations, or
 - (B) the chief financial officer.
- (b) Subsection (a) does not give the director of operations or the chief financial officer the authority to borrow for the purpose of making an emergency expenditure.

PART 3 - REQUISITIONS FOR PAYMENT


Prescribed form

- 3.1 (a) The Form numbered DF-1 in Schedule 1 is prescribed for the purposes of section 6.3 of the Act.
- (b) A requisition for payment must be in Form DF-1.
- (c) Every requisition for payment must be completed and signed in accordance with
- (i) the Act,
 - (ii) this regulation, and
 - (iii) the instructions on Form DF-1.

Prescribed individuals

- 3.2 The following individuals are prescribed for the purpose of section 6.3(b) of the Act:
- (a) for
- (i) expenditures authorized under the annual budget for the current fiscal year and greater than \$30,000, or
 - (ii) emergency expenditures greater than \$30,000,
- the director of operations or the chief financial officer and, upon the approval of the Executive by resolution, any member of the Executive,
- (b) for emergency expenditures greater than \$7,500 but less than \$30,000, the director of operations,
- (c) for
- (i) expenditures authorized under the annual budget for the current fiscal year and less than \$30,000, or
 - (ii) emergency expenditures less than \$7,500,
- the director of operations or the chief financial officer.

SCHEDULE 1 - REQUISITION FOR PAYMENT FORM

YUULU?IL?ATH FIRST NATION Financial Administration Act Department of Finance Form DF-1 REQUISITION FOR PAYMENT				Cheque Number: _____	
				Date: _____ <i>(for Department of Finance use only)</i>	
A. PAYMENT INFORMATION <i>(to be completed by the individual requesting the payment)</i>					
Requested by:				Date:	
Name of Payee:					
Address of Payee:					
Invoice Amount:		Sales Tax:		Total:	
Invoice Number:		Invoice Date:		GL Coding:	
Purpose of Expenditure:					
<i>(Note: the original invoice or other supporting documentation must be attached to the requisition)</i>					
B. AUTHORIZING SIGNATURES: <i>(to be completed by the individuals authorizing the requisition)</i>					
Signature #1			Signature #2 (if required)		
Signature:				Signature:	
Name:				Name:	
Title:				Title:	
Date:				Date:	