



Expenditure Authority and Limitation

1. POLICY OBJECTIVE

The objective of this policy is to establish management authority and limitations for incurring Genome Canada expenditures.

2. DEFINITIONS

Operating Expenditures are defined as all expenditures charged to the Operating Budget of Genome Canada for activities related to general administration, communications and public outreach, external committees, workshops and symposia, and operational activities associated with GE³LS.

Research Funding Expenditures are defined as all payments made to eligible recipients for approved projects, platforms, and Centre operations through the established quarterly draw process with Genome Centres, and all other expenditures not classified as operating expenditures.

3. POLICY STATEMENT

All expenditures initiated by Management shall:

- Clearly contribute to Genome Canada's overall objectives and strategic directions
- Be incurred in accordance with Board approved operational plans, budgets, and activities

4. POLICY REQUIREMENTS

4.1 Operating Expenditures

For all operating expenditures, Management must seek the approval of the Executive Committee or the Board of Directors prior to:

1. Incurring any expenditure that would result in exceeding the total operating budget approved by the Board of Directors for the fiscal year.
2. Engaging in any operational activity or initiative that:
 - i) has not been approved through the annual operating budget exercise, **and**
 - ii) would result in expenditures greater than \$50,000 for the cost of the activity.
3. Entering into any discrete contract or procurement arrangement greater in value than \$50,000, unless specifically approved through the annual operating budget exercise.

4.2 Research Funding Expenditures

Management must seek the approval of the Board of Directors or other Board Committee so authorized, for all Research Funding Expenditures as defined above

5. ROLES AND RESPONSIBILITIES

The President and CEO of Genome Canada shall ensure overall compliance with the terms and spirit of this policy.