



<b>TYPE</b>	<b>Administrative</b>
<b>NAME</b>	<b>Surplus Retention Policy</b>
<b>DATE APPROVED BY COUNCIL</b>	<b>October 3, 2014</b>

## OBJECTIVES

- (1) To enable CDO to withstand negative unexpected financial events
- (2) To maintain stability in the financial structure

## SURPLUS GUIDELINES

- (1) Accumulated surplus should not exceed approximately six months of the annual budgeted expenses, and
- (2) Accumulated surplus should not be below three months of annual budgeted expenses

## MANAGEMENT RESPONSIBILITY

The Executive Committee will review and recommend to the Council, the surplus target for the year and any other recommended surplus retention requirements, other than for the operating expenses to run the College, as part of the yearly budget process.

## REVISION CONTROL

<b>Date</b>	<b>Revision</b>	<b>Effective</b>