



TYPE	Administrative
NAME	Surplus Retention Policy
DATE APPROVED BY COUNCIL	October 3, 2014
DATE REVISED BY COUNCIL	June 17, 2022

INTENT

1. To enable the CDO to withstand negative unexpected financial events
2. To maintain stability in its financial structure

THE POLICY

Surplus Guidelines

1. Accumulated net-unrestricted surpluses should not exceed approximately twelve months of the annual budgeted expenses, and
2. Accumulated net-unrestricted surpluses should not be below six 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.

RELATED LEGISLATION AND DOCUMENTS

N/A

REVISION CONTROL

Date	Revision	Effective
June 17, 2022	Amended to reflect a minimum of six months to a maximum of twelve months of budgeted yearly expenses. Previously minimum of three months and maximum of six months.	June 17, 2022