

Sample Implementation Notes

First Nations that intend to adopt and implement FMB's Financial Administration Law Standards (Core Document A2) must address these requirements:

Section 8.1 Responsibility – a Financial Administration Law of the First Nation makes the Council responsible for the financial administration whether or not any part of that function is assigned or delegated.

Section 8.2 Delegation – A Financial Administration Law may permit the Council to delegate functions except for limited functions such as approval of budgets, Policies & Procedures, financial statements, and appointment of the Finance and Audit Committee.

First Nations intending on having their Financial Management System certified by the FMB must address the following requirements:

Section 8.1 of the Financial Management System Standards established by FMB requires the establishment and implementation of documented policies and procedures for the permitted delegation of any function or duties of Council respecting their financial management system.

Section 8.2 of the Financial Management System Standards established by FMB requires the establishment and implementation of documented procedures for assignment duties and responsibilities.

The Authorization and Delegation Table included in **Appendix – A** is for illustrative purposes. It includes a common list of Council functions that are necessary for the effective operation of the financial administration of a First Nation.

The primary responsibilities and accountabilities with respect to delegation of authority will typically rest with;

- the Council (includes Committees of Council)

- the Senior Manager

- the Senior Financial Officer

- Key staff with delegations

Any function/activity delegated, that is, where responsibility has transferred, the person receiving the delegation must agree in writing (Appendix B). This process should be updated annually and approved by Council.