



**YUKON WORKERS'
COMPENSATION
HEALTH AND
SAFETY BOARD**

SUBJECT: FINANCE

POLICY NO.: FN - 09

BOARD APPROVAL: _____

APPROVAL DATE: OCT 15/96

BOARD ORDER NO.: _____

EFFECTIVE DATE: OCT 15/96

REVOKED

MAR 08 2005

POLICY STATEMENT

SECTION
REFERENCE:

49, 93

Workers' Compensation Act

POLICY:

RESPONSE TO EXTERNAL AUDIT

GENERAL INFORMATION

The Workers Compensation Act states that the accounts and financial transactions of the compensation fund are subject to the audit of the Auditor General of Canada or such other auditor as appointed by the Commissioner in Executive Council. This policy establishes what actions the Yukon Workers' Compensation Health and Safety Board, President and staff are required to follow in responding to the external audit report to the Board.

This policy does not apply to the report of the auditor published in the Annual Report of the Yukon Workers' Compensation Health and Safety Board.

POLICY

A. DEFINITIONS

(a) EXTERNAL AUDIT REPORT TO THE BOARD

External audit report to the Board means a report prepared in accordance with Section 49 of the Workers' Compensation Act by the Auditor General of Canada or by an auditor appointed by the Commissioner in Executive Council.

B. RESPONSE TO THE EXTERNAL AUDIT REPORT

(a) Upon receiving the external audit report to the Board ("the report"), the President or Chair of the Board shall provide the Board with a copy of the "the report".

(b) The Board shall review "the report" and instruct the Finance Committee of the Board to prepare a response indicating an implementation plan for the recommendations contained in "the report", and/or rationale for not implementing any of the recommendations.

- (c) The Finance Committee of the Board shall instruct the Director of Finance to inform the Directors of the affected branches of the contents of "the report" that pertain to their branch(es). The Finance Committee shall require a written response from the Director(s) of the affected branch(es) indicating the manner in which recommendations will be implemented or rationale for not implementing the recommendations.
- (d) Directors of affected branches shall prepare a response indicating a plan for implementing recommendations of "the report". Should a Director of an affected branch not agree with a recommendation(s) contained in "the report", that Director shall provide a rationale for not implementing the recommendation(s). The response(s) of the Directors shall be forwarded, in a timely manner, to the Director of Finance.
- (e) The Director of Finance shall review the responses and forward the responses to the Finance Committee for review.
- (f) After review of the Branch responses to "the report", the Finance Committee of the Board shall prepare its response to "the report".
- (g) The Finance Committee shall present its response to "the report" to the Board for approval.
- (h) After review of the Finance Committee of the Board's response to "the report", the Board shall prepare its response to "the report".
- (i) The Board's written response regarding the recommendations of "the report" shall be forwarded to the Auditor.
- (j) The President shall ensure that all commitments made by the Board regarding "the report" are carried out.

REFERENCES

Yukon Workers' Compensation Health and Safety Board:
Budget and Organizational Control Policy Statement

HISTORY

1. **Worker's Compensation Act, Chapter 16**, in force January 1, 1993.
2. Policy, Response to External Audit Policy Statement, effective October 15, 1996.