



## POLICY AND PROCEDURE STATEMENT

<b>SUBJECT:</b> Operating and Capital Budgets	<b>CATEGORY:</b> Governance – High Risk Decisions	<b>NO.</b> 410-G
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### PREAMBLE

Each year Saskatchewan Polytechnic prepares a multi-year business plan that outlines the organization's goals and objectives. The plan describes how human, capital and financial resources will be deployed to meet those goals and objectives, including a summary of operating and capital budgets.

### POLICY

The multi-year business plan summarizes the allocation of resources to both operating and capital needs over the planning period. The plan requires the approval of senior management council (SMC), the board of directors and the Minister responsible for Saskatchewan Polytechnic.

The plan contains one-year operating and capital budgets, and may also contain projections for one or more additional future years.

### PROCEDURES

Deviations from the plan require approval as outlined in the Management Authorities Grid, policy number 504-G.

### AMENDMENT HISTORY

1. Original issue date: September 23, 1994
2. Revision dates: September 21, 2007; September 22, 2010; January 29, 2016
3. Scheduled review date: January 29, 2019

Approved by: Board of Directors	Sponsored by: Financial Services	Current Issue Date: January 29, 2016	Page 1 of 1 #410-G
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