

7.1

## **FINANCIAL REPORTING**

**Policy Number: 042A/06/04**

**Scope: The policy contains guidelines regarding the compilation of financial statements.**

**Policy:**

The financial statement of the institutes and bureaus within the University environment are compiled at the beginning of each year by the relevant officials at Financial Services at the beginning of each year.

For the compilation of any other financial statements during the year, the relevant official at Financial Services should be contacted. The official will make the necessary arrangements with the University's auditors if audited statements are required. See Policy Number 022A/06/04 regarding audit fees for the defrayal of the audit.

**Contact Division:**

Financial Services