

## 1. INTRODUCTION

This manual identifies the accounting policies applicable to Correctional Service Canada.

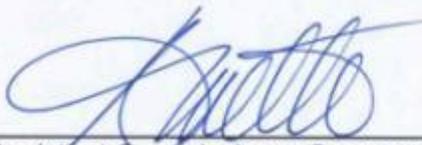
The manual is organized to correspond to the typical account classifications found in the financial statements, i.e. by Assets, Liabilities and Net Taxpayer Investment, Revenues, and Expenses. Where a revenue or expense item is related to an asset or liability, (e.g., accounts receivable - bad debt expense), it is covered in the same subject heading as the asset or liability.

In addition to specific accounting policies, the manual describes General Accepted Accounting Principles (GAAP) and other areas such as roles and responsibilities, materiality, period-end procedures, and transitional measures.

The manual incorporates basic policy provisions drawn from Treasury Board Accounting Standards, the Treasury Board Financial Information Strategy Accounting Manual, the Canadian Institute of Chartered Accountants (CICA) Handbook and the Public Sector Accounting Handbook published by the CICA.

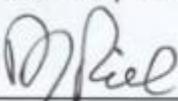
This policy applies to all CSC Managers, Finance staff and any other staff involved in the approval and processing of financial transactions.

Approved:

  
Assistant Commissioner Corporate Services

le 30 mars 2001  
Date

Approved:

  
Comptroller

30/3/1  
Date

Recommended:

  
Director Operations

01/03/29  
Date