

PURPOSE

This policy ensures that Life International Training use efficient financial management practices and systems including Auditing and provision of information for Compliance with the *Standards for Registered Training Organisations (RTOs) 2015*.

SCOPE

This policy applies to training, assessment and recognition services.

PROCEDURE

RESPONSIBILITY AND AUTHORITY

The Managing Director has the responsibility and authority to:

- Ensure compliance with financial management policies, procedures and systems
- Monitor and report on compliance with these financial management policies and procedures
- Undertake reviews of the effectiveness of the policies, procedures and systems annually and to use the results of such reviews to drive further improvements
- When requested, provide ASQA with a formal assurance that Life International Training has sound financial management standards for matters relating to the Scope of Registration and scale of operations.

CERTIFICATION OF ACCOUNTS AND ACCESS TO CERTIFIED ACCOUNTS

Accounts will be prepared annually by a qualified accountant to the Australian Accounting Standards and an audit report will be made available to ASQA if requested.

If requested by ASQA, we will provide a full audit report from a qualified independent accountant.

INSURANCES

We will maintain the following insurances:

- *Public Liability*
- *Professional Indemnity*
- *WorkCover*