# Six Financial Committees/Commissions in All Entities of East-Central Africa Division

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1. Statement Review Committee: This committee reviews and comments on own and sub-entities' financial statements and financial trend analysis. It is an in-house committee that meets once a month. See Working Policy T 15 15.

### **Before Audit**

## 2. Compensation Review Committee

Working Policy S 20 05

This committee reviews all compensation and allowances/ benefits per employee actually paid the previous year, compared with decisions taken by compensation committee and the budget committee before the financial year began. It shall meet each year before the audit. The remuneration report (without individual details, see S 20 05 1c) will be presented to the controlling board and signed and filed with the executive committee minutes before the audit takes place.

This committee is chosen by the controlling committee. Composition:

- Minimum three members.
- All have to be members of the controlling committee.
- The majority shall not be employees of the organization

### After Audit 3. Financial Audit **Review Committee WP SA 15**

This committee studies the auditor's reports, the audit communication letter, and management's response to the auditor and submits

recommendations to the governing committee. It shall meet each year after the audit and before the above mentioned material is presented to the controlling committee.

This committee is chosen by the controlling committee. Composition:

- Minimum three members with appropriate financial expertise.
- All have to be members of the controlling committee.
- They shall not be employees of the entity being audited.
- If possible, a majority shall be persons not

#### **During Year End Meeting** 4. Compensatio n Committee WPY 05 10

This committee reviews the proposed wage scale for all salaried workers, excluding contract and hourly workers. The information reviewed includes as minimum name. position/title, minimum and maximum salary percentage, actual years of SDA and non-SDA service, present and proposed category, this year's salary percentage and proposed new percentage. It meets before the budget committee. Members are chosen from the controlling board, with concentration on members not employed by the entity being audited.

### **During YEM** 5. Budget Committee WP S 05 20

This committee reviews budget assumptions, salary and allowance structure, and budget proposal. The composition of the committee is not specified by policy.

being reviewed.

- It shall include any representatives present from the higher organization.
- The chairperson shall be a representative from the higher organization or a member of the controlling committee who is not an employee of the organization to be reviewed.

denominationally employed. The auditor is invited to attend.

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6. Financial Survey Commission: This commission conducts periodic on-site review of subsidiary organizations, especially those that are experiencing serious financial difficulties and makes recommendations to the controlling committees. The composition of the commission depends on the type of organization being reviewed. See Working Policy S 10 10

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