



# COLLEGE OF THE NORTH ATLANTIC

## OPERATIONAL POLICY

### TOPIC: CAPITAL ALLOCATION AND SPENDING

<b>Policy No.</b>	CS-304	<b>Division</b>	Corporate Services
<b>Related Procedure</b>	CS-304-PR	<b>Board Policy Ref.</b>	GP-F-404 & GP-RR-904
<b>Related Policy</b>	CS-301 & CS-305	<b>Effective Date:</b>	November 4, 2016 (R1)

### 1. PURPOSE AND SCOPE

The purpose of this policy is to define how capital assets will be acquired.

### 2. POLICY

It is the policy of the College that all purchases of fixed assets will be conducted:

- A. In accordance with the Public Tendering Act, its regulations and any other related Acts and regulations as may be proclaimed by Government and the Board of Governors;
- B. In congruence with the College's strategic directions and plans;
- C. In accordance with the approval limitations as defined by the Vice President Corporate Services and Chief Operating Officer in consultation with the President.

### 3. PROCEDURE

The Vice President Corporate Services and Chief Operating Officer shall ensure that procedures are developed and implemented in accordance with this policy.

Approval History	
Approved by President	March 6, 1998
Revision 1	November 4, 2016