



Aboriginal Financial Officers Association of BC First Nations Financial Code Toolbox Order Form

The AFOABC has developed the First Nations Financial Code Toolbox. The Financial Code Toolbox provides key elements to consider for developing financial management systems and controls in First Nations governance implementations. They include:

- 1. First Nations Governance Concepts** – Two key areas covered are:
 - 1) Information that relates to the importance of having a constitution that provides a solid foundation for First Nation codes, by-laws and policies development.
 - 2) Information about First Nation government organizational structure that supports the development of various laws, policies, procedures, administration and guidelines necessary for good government.
- 2. Financial Management Bylaw** – Information that provides the ability for First Nations to develop laws and how to enforce them. Samples provided are: Council Responsibilities, Conflict of Interest Guidelines, Financial Information Disclosure, and Dispute Resolution.
- 3. Policy and Procedures Manual** - Information on financial and human resources policies and procedures and its role in helping First Nations in achieving their desired administrative goals.
 - 1) Sample Human Resource Manual: To help ensure that behaviours in the workplace conform to the expectations of the organization and to legal requirements.
 - 2) Sample Financial Policies: To help ensure accountability and an appropriate approval process for First Nations financial management.
- 4. Strategic Planning Process** - Will inform those in First Nations' leadership positions about strategic management and accountability activities. It highlights some practices that will assist in improving the quality of First Nations' activities in planning and accountability.
- 5. Capacity Building** - Designed specifically to assist financial managers and staff in assessing their financial capacity and building their core competencies. It includes a workbook assessment of the core competencies of a Certified Aboriginal Financial Manager designation (CAFM).

First Nations Financial Code Toolbox - Order Form (please fill in this chart)	# of Reports Requested	Cost Per Report	Total
First Nations Financial Code Toolbox (AFOABC Member Price)		Special Price: \$300.00	
First Nations Financial Code Toolbox (Non-Member Price)		Special Price: \$400.00	
Please make cheque payable to:			
Aboriginal Financial Officers Association of BC Suite1010-100 Park Royal, West Vancouver, BC V7T 1A2		Sub Total	
		Shipping & Handling Add	\$15.00
M/C or VISA #	Expiry Date:	Total Cost	
SEND ORDER TO:			
Contact Name:		Title:	
Organization:			
Address:			
City:		Postal Code:	
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Not yet a member of AFOABC? Call us at (604) 925-6370 for information and rates. Fax: (604) 925-6390 We look forward supporting you and your financial team this year! Promoting Accountability & Sharing Knowledge			