



### ***3.0 LIMITATIONS ON OPERATIONS***

### **3.5 ASSETS**

The Division shall not be operated in ways which fail to protect and maintain or which unnecessarily risk its assets.

**The Chief Executive Officer shall not:**

- 3.5.1 Deviate from provincial requirements.
- 3.5.2 Fail to insure against theft, casualty, and liability losses to Board members, staff or the Division itself.
- 3.5.3 Allow uninsured personnel access to material amounts of funds.
- 3.5.4 Operate without a program of regular and preventative maintenance.
- 3.5.5 Maintain a transportation system which is unsafe or inefficient.
- 3.5.6 Unnecessarily expose the Division, the Board or its staff to claims of liability.
- 3.5.7 Receive, process or disburse funds under controls which are insufficient to meet the Board-appointed auditor's standards.
- 3.5.8 Acquire, encumber or dispose of real property without Board approval.
- 3.5.9 Dispose of real property without following School Act Disposition of Property Regulation.