

FINANCE COMMITTEE

This is a Statutory Committee of WAS

PURPOSE: To develop and manage WAS financial policies and procedures.

COMPOSITION: **Chair:** The Secretary General/Treasurer

Three current, elected AC members and one past member

Wherever possible all committees should have fair representation from the WAS regions and a gender balance.

TERM OF OFFICE: Four years (from election to end of term of office).

ROLE OF THE CHAIR

In addition to his or her normal duties as Secretary General/Treasurer, he/she is responsible for the overall coordination of specific activities related to financial policies and procedures.

The Chair will select his/her committee members within one month of the General Assembly at which he/she was appointed.

The Chair is responsible for maintaining appropriate records (Minutes) of all meetings.

TERMS OF REFERENCE

1. Develop and/or revise policies and procedures with respect to:

Income management

Setting budget limits

Expenses and reimbursements for all WAS representatives

Monitoring expenditure

These responsibilities include matters related to the biennial WAS Congress.

1. Implement and monitor approved procedures for the management of expense reimbursements.
2. Propose fund raising projects
3. Review and comment on fund raising proposals
4. Make recommendations to the Executive Officers on fund raising, policies and fiscal management.
5. Prepare and submit an annual report to the Advisory Committee

Effective: June 2011

World Association for Sexual Health