

FINANCIAL POLICY

- 1.All money received must be receipted and banked.
- 2.No money is used unless it has been properly requisitioned and authorised.
- 3.All payments must be by cheques.
- 4.No petty Cash is allowed.
- 5.All money advanced to an Officer must be accounted for before new money is given.
- 6.No personal money should be used for Diocesan work without authority by the Bishop.
- 7.Allowances to The Bishop, Diocesan Secretary, Diocesan Treasurer are entitled to Shs.10,000/= each for Air Time and Shs.10,000/= for Travel each a week if money is available.
- 8.The Board of Finance and Planning should recommend an Internal Auditor to audit our Books of Accounts.
- 9.The Budget should be strictly followed and the Cashier should be responsible to write Books of Accounts daily.
- 10.The Cashier is responsible for all Sales, receipts and Banking.
- 11.The Diocesan Treasurer is responsible to look for funds for the treasury in terms of Percentage from the Parishes and Revenue from the Diocesan Projects like Mityana Pennsylvania House, Lwankuba Farm, to seek new avenues for funds and advise the Bishop accordingly.

Signed:

THE REV.DAVID KALEEBU BAMULANZEEKI.

(DIOCESAN SECRETARY,MITYANA DIOCESE.-+256772363839)