



Office of the
Saskatchewan Information
and Privacy Commissioner

FINANCIAL POLICY

2.0 FINANCIAL **2.04 CAPITAL ASSET MANAGEMENT**

Objective

The objective is to outline the accounting and reporting requirements for capital assets.

Application

This policy applies to the office of the Saskatchewan Information and Privacy Commissioner (IPC).

Background

Capital assets are a significant economic resource managed by the IPC which includes assets purchased by the IPC. Capital assets include such items as office furniture, equipment, computer hardware and software, and leasehold improvements.

Properly accounting for and reporting on capital assets demonstrates accountability and stewardship, provides accurate costs of delivering services and presents information for making key decisions related to asset maintenance and replacement.

The IPC's capital assets are different in nature than those held by a business. The IPC's capital assets represent service capability or unexpired service potential rather than future cash inflows. Since they do not normally provide resources to pay off existing liabilities or finance future operations, they are recorded as non-financial assets along with other assets such as prepaid expenses and inventories held for consumption or use.

Policy

The IPC is to follow the accounting policy of capitalizing and amortizing IPC-owned capital recommended by the Public Sector Accounting Board (PSAB) of the Canadian Institute of Chartered Accountants (CICA).

Note: for more information please see the IPC Guidelines for Policy 2.04 Capital Asset Management.

Authority

The Freedom of Information and Protection of Privacy Act, section 43.1

Influencing Authority

Legislative Assembly Service – Capital Asset Management Policy

The Financial Administration Act, 1993

IPC Guidelines for Policy 2.04 Capital Asset Management