

Addressing the Findings and Recommendations of the Tri-Council Monitoring Review Report

Update #1: September 2012

Finding/Recommendation	Sub-Finding	Action	Status
Signing authorities	<i>Delegation of Signing Authority</i>	<ul style="list-style-type: none"> ◆ New form designed ◆ A mass email was sent to account holders to collect and update relevant delegated authorities. ◆ Account holders are provided with the delegation of signing authority form with the activation of each new research account. ◆ A process for maintaining and reviewing these authorities is being developed within the PeopleSoft system. This will allow various campus operations to validate these authorities before processing transactions. ◆ The validation process at ChemBio Stores has been reviewed and is being modified to meet the TriC requirements. 	<p>complete</p> <p>complete</p> <p>complete</p> <p>ongoing</p> <p>ongoing</p>
Roles and Responsibilities	<p><i>Account Holder</i></p> <p><i>Faculties and Departments</i></p> <p><i>Research Administrators</i></p> <p><i>Financial Services</i></p>	<ul style="list-style-type: none"> ◆ Account holder responsibilities are clearly communicated with the activation of each new research account. ◆ Account holder responsibilities are posted on Research Finance website. ◆ Drafted ◆ Drafted ◆ Drafted 	<p>complete</p> <p>complete</p> <p>ongoing</p> <p></p> <p></p>
Supporting documentation and information	<i>Travel and Hospitality</i>	<ul style="list-style-type: none"> ◆ Our new travel policy (effective Jan 1, 2012), as a result of the Ontario BPS directives, has provided for specific language pertaining to reimbursement of research funded travel. ◆ Monitoring of travel claims since January 2012 has shown significant improvement in the documentation and information provided. 	<p>complete</p> <p>ongoing</p>
Progress reports for student award recipients	<i>Submission and approval of reports prior to the release of subsequent installments</i>	<ul style="list-style-type: none"> ◆ SGPS has implemented a new process within the HE system 	<p>complete</p>