

	Policy No.:  <p style="text-align: center;">1</p>	Approval Date: March 11, 2015  Created: February 16, 2015  Last Reviewed:
<p><b>Title:</b></p> <p style="text-align: center;"><b>Investment Policy</b></p>		
<p><b>Background &amp; Purposes:</b></p> <p>Source of Investment Funds</p> <p>From time to time, surpluses occur in the Association’s operating accounts. These funds may be used for term investments, subject to formal approval of the APSA Board.</p> <p>This policy governs APSA’s investment practices regarding surpluses so as to ensure the proper allocation of funds to support the Reserve Funds.</p>		

**Investment Policy**

APSA has established the practice that funds surplus to operations will be invested in securities of the following types:

- a) Interest bearing accounts of Canadian chartered banks or of approved credit unions;
- b) Government of Canada treasury bills; and
- c) Other securities which are specifically authorized by the Executive Board of the Association.

**Mandate**

The overriding mandate is that APSA’s funds are not to be placed at risk of loss in the class or type of investment selected.

**Acceptable Risk Level**

There shall be minimum risk of loss of APSA’s original investment. The APSA Board is the trustee of all investment income.

**Investment Recommendations**

1. Rate of Return – All funds should be placed in interest bearing accounts, but maximizing rate of return shall at all times be secondary to minimizing risk exposure.
2. Investment Management – APSA may arrange placement of investment funds directly with its banker on authority of the Board. Other investment houses may be nominated and/or authorized by the Board for purposes of arranging investments. The APSA Board may authorize the appointment of a professional investment counsellor.
3. Currency Determination – Investments will be placed in Canadian funds. Other foreign currency transactions must have prior approval from the Board.
4. Independent Documentation – All investment and securities transactions must be supported by a confirmation of transaction, generated independently by the bank or investment house. The Treasurer has the responsibility of confirming to the APSA Board that documentation is current and complete in every respect.
5. Reporting on a Current Basis – The current investment portfolio will be reported as needed to the APSA Board.
6. Term and Liquidity – All investments shall be of a form such that redemption is allowed, at a minimum, at least once per year.