

ICA Vice-president Finance - DUTIES

Excerpt from the ICA Constitution – 2021

5.3. Vice-President Finance - Role and Responsibilities

5.3.1. The Vice-President Finance exercises oversight of, and is ultimately responsible for, the management of all funds belonging to ICA. In particular, the Vice-President Finance will carry out the following duties:

5.3.1.1. preparing budget proposals to submit to the Executive Board and the General Assembly;

5.3.1.2. drawing up scales of membership dues for the approval in turn of the Executive Board and the General Assembly;

5.3.1.3. reporting on the management of the accounts to the Executive Board and the General Assembly;

5.3.1.4. drawing up, or having drawn up under his/her control, the annual accounts of ICA; and,

5.3.1.5. ensuring that arrangements are in place for the effective management of ICA's accounts in accordance with professional best practice.

5.3.2. The Vice-President Finance may delegate in writing, his/her authorities and signature to the Executive Director, and may terminate, in writing, the said delegations of power at any time.