

Access of Information to Constituting Documents, By-Laws & Legal Authority

Purpose *As ASC operates as a non-profit charitable society, it is accountable to the public, and therefore, must have the documentation in place to verify its legal status and operating procedures.*

Policy Statement *As the governing body, elected from the general membership, the Board of Directors of ASC will ensure that constituting documents, by-laws and legal authorization, are made current and available to inquiring parties.*

Binder(s)	Board					Page:	1 of 1
Section(s):	Board of Directors	A	93-12-15	R	94-06-15	R	97-10-01
Program Area(s):		R	01-03-22	R	Feb 24/05	R	Jan 31/08
		R	Mar 8/11	R/R	Aug 30/18		

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1. The administration employees will ensure current copies of ASC constituting documents, by-laws, and proof of current submissions of the Charities Return and Corporate Registry Return are kept in the ASC office.
2. This information may be accessed by request to the Administrative employees and shall not be removed from the ASC office area. Copies may be made.

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