

Policy Name	Accounting Business System
Policy Type	Finance
Policy Number	FIN01
Version	2
Approval Date	January 2019
Renewal Date	January 2022



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POLICY STATEMENT

West Daly Regional Council utilises a Computer based accounting system TechnologyOne Enterprise Suite as its primary financial management system.

The TechnologyOne product is managed and maintained on behalf of Council by CouncilBiz located at 14 Shepherd Street, Darwin NT 0800.

Manuals and user guides can be downloaded (accessed) from the home page of Council's records management system InfoXpert under the heading "Instruction Sheets (How To's)" and "Training Manuals".

The following table details existing computer-based Accounting Procedures Manuals and the responsible Council officer.

Manual	Responsible Officer
Authority Manuals	Senior Finance Manager CouncilBIZ
Rates	Senior Finance Manager CouncilBIZ
Accounts Payable	Senior Finance Manager CouncilBIZ
Accounts Receivable	Senior Finance Manager CouncilBIZ
Payroll	Payroll Officer, CouncilBIZ and Human Resource Advisor

Darwin Office

Unit 1/70 Cavenagh Street, Darwin NT 0800 | GPO Box 3775, Darwin NT 0801 | Ph: 08 7922 6403

Email info@westdaly.nt.gov.au | www.westdaly.nt.gov.au | ABN: 25 966 579 574

<i>Financial Reporting</i>	<i>Senior Finance Manager CouncilBIZ</i>
<i>General Ledger</i>	<i>Senior Finance Manager CouncilBIZ</i>

TERMINOLOGY AND REFERENCES

REFERENCES

Local Government Act

Local Government (Accounting) Regulations

FURTHER INFORMATION:

Chief Executive Officer

Darwin Office

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