



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

BOARD OF INTERNAL ECONOMY
BUREAU DE RÉGIE INTERNE

Media Advisory

Board of Internal Economy Disclosure: Posting of Key Documents

Ottawa – December 5, 2013 – The Board of Internal Economy has posted the following documents on parl.gc.ca:

- the *Members' Allowances and Services Manual*;
- the Public Registry of Designated Travellers;
- the audited Financial Statements for 2012–2013; and
- the [minutes](#) of the Board meetings of October 3, October 21 and November 4, 2013.

The [Members' Allowances and Services Manual](#) is a comprehensive guide to the Board's policies on budgets, allowances and entitlements for Members and House Officers. Written for use by Members and their staff, the manual is based on the *Members By-Law*, which is established by the Board under the authority of the *Parliament of Canada Act*. The *Members' Allowances and Services Manual* is initially being published on the public site in PDF format. Enhancements will be made to its navigation and format in the future.

The [Public Registry of Designated Travellers](#) is a list that discloses each Member's designated traveller. A Member may designate one person, other than the Member's employee or another Member who is not the Member's spouse, as their designated traveller.

The Board has also posted the audited [Financial Statements of the House of Commons for 2012–2013](#). The Board is pleased to report that the audit of the 2012–2013 financial statements once again resulted in an unqualified audit opinion. There were no errors or significant matters identified that would have a material effect on the financial statements, nor were there any uncorrected audit differences, significant unusual transactions, material changes in selection or application of accounting policies, or material weaknesses in the design, implementation or operating effectiveness of internal controls over financial reporting, including anti-fraud controls. Furthermore, no observations were raised for remediation by management.

The Board of Internal Economy is the governing body of the House of Commons. The Board is created by the *Parliament of Canada Act* and has equal representation from the governing party and the officially recognized parties (i.e. those holding at least 12 seats in the House). It is chaired by the Speaker of the House. The Board is responsible for establishing [by-laws](#), policies and guidelines relating to expenditures and resources provided to Members in order to carry out their parliamentary functions. This authority is given to the Board by the *Parliament of Canada Act*. In keeping with the Board's commitment to public disclosure, the minutes of Board meetings are tabled in the House and posted on parl.gc.ca, along with other key documents.

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