



Investment Monitoring

Background

KTCEA will monitor the performance of its investments to ensure sufficient income and growth to meet operational and/or strategic objectives.

#	Procedure	Roles & Responsibilities
1.	<p>Monitoring of Investments</p> <p>1.1 The investment accounts will be reconciled to the general ledger and investment statements on a monthly basis.</p> <p>1.2 Investment management fees charged will be verified to make sure they are consistent with the underlying agreements.</p> <p>1.3 A monthly monitoring report will be prepared and provided to the Board. The report will include:</p> <p>1.3.1 The performance of the investments under management to relevant benchmarks.</p> <p>1.3.2 The weighting of the investment portfolio and comparison to the target portfolio asset allocation.</p> <p>1.3.3 Any relevant media or news articles about the investment manager.</p> <p>1.3.4 Any ownership or staffing changes within the investment manager organization.</p>	Finance Director

Definitions:

N/A

References:

Policy 16-E: Investments

Procedure Amendments and Updates

The responsibility for updating and amending this procedure rests with the Associate Superintendent Corporate Services.