

Section 38 Annual Compliance Statement 2017 – Principal Updates compared to Section 38 Annual Compliance Statement 2016

Annual Compliance Statement 2017	Annual Compliance Statement 2016
Annual Compliance Statement – Implementation (Page 3)	
<ul style="list-style-type: none"> ▪ The Statement needs to be approved by the Board of the Provider, signed by the Chairperson and one other Director on behalf of the Board, and be submitted to the Executive before the end of May each year, together with a copy of the Provider's audited Annual Financial Statements (in respect of the previous financial year). 	<ul style="list-style-type: none"> ▪ The Statement needs to be approved by the Board of the Provider, signed by the Chairperson and one other Director on behalf of the Board, and be submitted to the Executive before the end of May each year, together with a copy of the Provider's audited Annual Financial Statements (in respect of the previous financial year).
Part 1 Annual Compliance Statement Template: Section A : Board Compliance Statement	
<p>4. Remuneration</p> <p>4.1 All remuneration (including perquisites) paid to employees is in accordance with public health sector pay policy including Circular 11/2013 <i>Compliance with Health Sector Pay Policy</i>, Circular 11/2015 <i>Salary rates for future CEO appointments to Section 38 agencies</i> and the Department of Health Consolidated Payscales and pension arrangements. <i>[Note: Please provide details of any variation to public health sector pay policy in Section C (i).]</i></p> <p>4.2 All salaries are paid through the organisation's payroll.</p> <p>4.3 Other sources of funding are not being used to supplement employee remuneration (including perquisites) that exceed Department of Health Consolidated Payscales and pension arrangements.</p> <p>4.4 The information provided in the Annual Return to HSE Superannuation Section is correct and the Board is satisfied that any discrepancies between the prior year closing balance of the numbers of pensioners and the current (ACS) year opening balance of numbers of pensioners have been fully reconciled and notified to HSE Superannuation Section.</p> <p>4.5 Private pension schemes do not exist for any employees.</p> <p>4.6 Compensation payments have not been made to any employees.</p>	<p>4. Remuneration</p> <p>4.1 All remuneration (including perquisites) paid to employees is in accordance with public health sector pay policy including Circular 11/2013 <i>Compliance with Health Sector Pay Policy</i>, Circular 11/2015 <i>Salary rates for future CEO appointments to Section 38 agencies</i> and the Department of Health Consolidated Payscales and pension arrangements. <i>[Note: Please provide details of any variation to public health sector pay policy in Section C (i).]</i></p> <p>4.2 All salaries are paid through the organisation's payroll.</p> <p>4.3 Other sources of funding are not being used to supplement employee remuneration (including perquisites) that exceed Department of Health Consolidated Payscales and pension arrangements.</p>
<p>5. Finance</p> <p>5.1 The Annual Financial Statements of the Provider for the period covered by this Compliance Statement have been audited and have, along with the external auditor's certificate, the external auditor's management letter and any Management Response and/or Representations letter issued to the external auditors, been supplied to the HSE Named Contact, as per the Service Arrangement, for examination by them.</p> <p>5.2 The Provider has submitted its Annual Financial Monitoring Return to the HSE Named Contact, as per the Service Arrangement.</p> <p>5.3 The Provider has complied with the Department of Public Expenditure and Reform Circular 13/2014.</p> <p>5.4 The Provider's Auditors have been made aware of the requirements of the Executive under the Service Arrangement and in particular the requirement to comply with public pay policy.</p> <p>5.5 An adequate financial control system is in place which includes written financial procedures.</p> <p>5.6 The number and type of bank accounts and credit card facilities are known to the Board and there is a formal Board</p>	<p>5. Finance</p> <p>5.1 The Annual Financial Statements of the Provider for the period covered by this Compliance Statement have been audited and have, along with the external auditor's certificate, the external auditor's management letter and any Management Response and/or Representations letter issued to the external auditors, been supplied to the HSE Named Contact, as per the Service Arrangement, for examination by them.</p> <p>5.2 The Provider has complied with the Department of Public Expenditure and Reform Circular 13/2014.</p> <p>5.3 The Provider's Auditors have been made aware of the requirements of the Executive under the Service Arrangement and in particular the requirement to comply with public pay policy.</p> <p>5.4 An adequate financial control system is in place which includes written financial procedures.</p> <p>5.5 The number and type of bank accounts and credit card facilities are known to the Board and there is a formal Board process in</p>

<p>process in place for the opening and closure of all bank accounts and credit card facilities. The Board are aware of all signatures to the organisation's bank accounts and credit cards and are satisfied that bank accounts and credit card accounts are being used appropriately.</p> <p>5.7 The Provider has brought to the attention of the Executive all relevant matters <i>equivalent</i> to those referred to as additional reporting requirements under section 1.9 of the <i>Code of Practice for the Governance of State Bodies – Business and Financial Reporting Requirements</i>.</p>	<p>place for the opening and closure of all bank accounts and credit card facilities. The Board are aware of all signatures to the organisation's bank accounts and credit cards and are satisfied that bank accounts and credit card accounts are being used appropriately.</p> <p>5.6 The Provider has brought to the attention of the Executive all relevant matters <i>equivalent</i> to those referred to as additional reporting requirements under section 1.9 of the <i>Code of Practice for the Governance of State Bodies – Business and Financial Reporting Requirements</i>.</p>
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Section B: Board Declaration of Compliance / Compliance with Exceptions

<p>Strong due diligence procedures were exercised by the Board to satisfy itself in relation to the completeness and accuracy of this Compliance Statement. In this regard, having made enquiries of, and sought and considered formal written assurances from, the [insert title of post holder], this Compliance Statement (comprising Part 1 and Part 2 - submitted herewith) was approved by the Board and signed by the Chairperson and one Director of [insert Name of Section 38 Provider] at its meeting dated [Insert date].</p>	<p>Having made enquiries of, and sought and considered formal written assurances from, the [insert title of post holder], this Compliance Statement (comprising Part 1 and Part 2 - submitted herewith) was approved by the Board and signed by the Chairperson and one Director of [insert Name of Section 38 Provider] at its meeting dated [Insert date].</p>
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