

**IDAHO ASSOCIATION OF HEALTH UNDERWRITERS  
POLICY & PROCEDURES**

|                        |                               |
|------------------------|-------------------------------|
| <b>POLICY TITLE:</b>   | IAHU Annual audit of accounts |
| <b>CLASSIFICATION:</b> | Finance                       |
| <b>POLICY NUMBER:</b>  | 10-05B-F                      |
| <b>MOTION:</b>         | Scott Leavitt                 |
| <b>SECONDED:</b>       | Terrie Trevino                |
| <b>DATE APPROVED:</b>  | May 2010                      |
| <b>SUNSET DATE:</b>    | 2013                          |

**PURPOSE:** Manage & audit accounts, assets and financial records of IAHU .

**POLICY:** A full physical inventory of IAHU accounts, financial records & assets will be accomplished each fiscal year by the IAHU Treasurer.

**Procedure:**

- A.** The IAHU President will direct the Treasurer to coordinate the inventory and audit of accounts.
- B.** The Treasurer will report the annual inventory and audit of assets to the IAHU State Board at the June board meeting.

**FINANCIAL IMPACT:** Costs for auditing will be budgeted by Board in the annual budget.

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Date

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Attested by Secretary