



Issue Date: August 2007	Effective Date: August 29, 2007	Responsible Agency: Office of the Comptroller General	Directive No: 806
Chapter: Control of Expenditures			
Directive Title: REVOLVING FUNDS			

1. Policy

A revolving fund is used to finance a continuous cycle of operations for specific purposes within specified limits and is provided with continuous and non-lapsing authority to retain revenues and to make disbursements from the Consolidated Revenue Fund. A revolving fund may include money, accounts receivable, inventories, liabilities, or any combination thereof.

2. Directive

All revolving funds, which must be established by an Act in accordance with *Section 59* of the *Financial Administration Act (FAA)*, shall be administered according to the *FAA* and this directive.

3. Provisions

- 3.1 The Comptroller General shall maintain a separate account for each revolving fund to which shall be charged such assets on hand at the time the revolving fund was established and disbursements from the Consolidated Revenue Fund.
- 3.2 All money received from the operations of the revolving fund shall be shown as credits to the revolving fund.
- 3.3 The balance of a revolving fund shall not exceed the amount of the revolving fund established by Act.
- 3.4 At the end of each fiscal year the Deputy Head whose department administers a revolving fund shall ensure departmental compliance with *Sections 60* and *61* of the *FAA*.
- 3.5 The Minister of Finance may establish Boards of Survey to make inquiries into revolving funds, and at least once every four (4) years such inquiries must be made for each revolving fund as per *Sections 62* and *63* of the *FAA*.



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- 3.6 Recommended deletions from the inventory of a revolving fund may be made by a Board of Survey or a public officer and shall be dealt with according to *Sections 64 and 65* of the *FAA*.
- 3.7 All disposals of public property must be handled as indicated in Directives 704 through 704-4.