

#### **4.01 Financial Reporting**

All employees are encouraged to be familiar with the budget status of their bureau and division in order to plan the expenses that support their service area. Managers and financial analysts will comply with the OMF procedures for financial reporting.

The purpose of the OMF financial policies is to clarify the specific application of these policies to OMF-managed funds or business groups or to establish additional standards or practices.

Business Operations staff are responsible for the production of three main types of financial reports:

- Accounting Period Reports
- Budget Monitoring Process (BMP) Reports
- Annual Reports

Reference:

[Comprehensive Financial Management Policies](#)

[FIN 2.03 Financial Planning](#)

[FIN 2.04 Budget](#)

[FIN 2.05 Financial Reporting](#)

[OMF Policies and Procedures](#)

[4.01.01 Financial Reporting Procedures](#)

OMF Business Process Owner:  
Last updated:

Business Operations  
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