

AIA Policies and Procedures Manual

Fiscal Operations and Policies & Procedures

The *AIA Operations & Policies Manual* provides the standards and guidelines for all operations incorporating generally accepted accounting principles, and improving governance and transparency. The AIA Operations & Policies Manual applies to all AIA operations, including but not limited to, conference advisory committees, region advisory committees and all parties who request payment from the AIA. Failure to submit accurate information could endanger the AIA tax-exempt status. All financial information must be in compliance with IRS regulations governing tax-exempt 501(c) 3 organizations, generally accepted accounting principles, AIA audit standards and AIA Bylaws.