

T.R.U.E. Research Foundation

FINANCIAL REPORTS TO THE MILITARY

POLICY # 5

PURPOSE OF POLICY

The purpose of Policy # 5 is to establish a uniform method for T.R.U.E. financial reporting and distribution of TRUE account reports to Military sites and Authorized Access personnel.

TERMS OF POLICY

T.R.U.E. Research Foundation Board of Directors, in the interest of maintaining an amicable business relationship between T.R.U.E. Research Foundation and Military sites, has established the following financial reporting and distribution system:

- A quarterly itemized financial report will be provided to each Department and/or funding site where there are active protocols or active contracts. Active protocols or contracts are defined as per the terms of the protocol or contract.
- Quarterly reports will automatically be sent to the Authorized Access of a Research Study. The report will be sent, March, June, September and December.
- TRUE will only send quarterly reports to the Primary Authorized Access of "M" account when the Primary Access has completed the request for Quarterly Report form and sent to TRUE.
- All reports will be sent via e-mail
- All inquiries regarding the financial activities of a T.R.U.E. account will be directed to the Accounting Department.
- Primary and Secondary Authorized Access must be Military personnel.
- Changes to the designated "Department Authorized Access" must be in writing on the proper T.R.U.E. form with a copy to the appropriate DCI/CID/Resource Management as applicable.

Approved: Board of Director's October 22, 1999
Updated: Board of Director's September 21, 2001
Updated: Board of Director's January 28, 2005
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