

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.

FINANCIAL STATEMENTS

DECEMBER 31, 2025

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PARKER PRINS LEBANO
Chartered Professional Accountants
Professional Corporation

INDEPENDENT AUDITORS' REPORT

To the members of the:

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.

Opinion

We have audited the accompanying financial statements of the Canadian Institute For Procurement And Materiel Management Inc., which comprise the Statement Of Financial Position as at December 31, 2025, and the Statements Of Changes In Net Assets, Operations, and Cash Flows for the year then ended, and Notes To The Financial Statements, including a summary of significant accounting policies (the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Canadian Institute For Procurement And Materiel Management Inc. as at December 31, 2025, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Canadian Institute For Procurement And Materiel Management Inc. in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Canadian Institute For Procurement And Materiel Management Inc.'s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Canadian Institute For Procurement And Materiel Management Inc. or to cease operations, or has no realistic alternative but to do so. Those charged with governance are responsible for overseeing the Canadian Institute For Procurement And Materiel Management Inc.'s financial reporting process.

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an

audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Canadian Institute For Procurement And Materiel Management Inc.'s internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Canadian Institute For Procurement And Materiel Management Inc.'s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Canadian Institute For Procurement And Materiel Management Inc. to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Parker Prins Lebrano Chartered Professional Accountants Professional Corporation
Authorized to practice public accounting by the Chartered Professional Accountants of Ontario

Ottawa, Ontario
May 20, 2026

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.
STATEMENT OF FINANCIAL POSITION
AS AT DECEMBER 31, 2025

	<u>2025</u>	<u>2024</u>
ASSETS		
CURRENT		
Cash	\$ 113,418	\$ 187,882
Guaranteed Investment Certificate (note 2)	110,559	106,844
Accounts receivable (note 4)	31,246	23,738
HST receivable	4,721	7,634
Prepaid expenses	<u>37,853</u>	<u>42,608</u>
	<u>\$ 297,797</u>	<u>\$ 368,706</u>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities (note 4)	\$ 17,752	\$ 18,425
Deferred revenue - Mentorship program	9,600	-
Deferred revenue - Annual national workshop	<u>-</u>	<u>20,000</u>
	<u>27,352</u>	<u>38,425</u>
NET ASSETS		
Restricted	60,000	60,000
Unrestricted	<u>210,445</u>	<u>270,281</u>
	<u>270,445</u>	<u>330,281</u>
	<u>\$ 297,797</u>	<u>\$ 368,706</u>

APPROVED BY THE BOARD:

_____ Director

_____ Director

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.
STATEMENT OF CHANGES IN NET ASSETS
FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>2025</u>	<u>2024</u>
RESTRICTED NET ASSETS	<u>\$ 60,000</u>	<u>\$ 60,000</u>
UNRESTRICTED NET ASSETS		
Balance, beginning of year	\$ 270,281	\$ 347,234
Deficiency of revenue over expenses for the year	<u>(59,836)</u>	<u>(76,953)</u>
Balance, end of year	<u><u>\$ 210,445</u></u>	<u><u>\$ 270,281</u></u>

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.
STATEMENT OF OPERATIONS
FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>2025</u>	<u>2024</u>
REVENUE		
Annual national workshop	\$ 941,190	\$ 861,789
Regional workshop	-	28,845
Fleet workshop	51,010	62,455
Mentorship program	22,954	43,922
Emerging trends symposium	-	20,150
TBS events	8,100	10,700
Other revenue	<u>2,531</u>	<u>4,048</u>
	<u>1,025,785</u>	<u>1,031,909</u>
EXPENSES		
Annual national workshop	802,046	721,439
Regional workshop	17,220	49,055
Fleet workshop	57,215	55,370
Mentorship program	19,465	38,207
Emerging trends symposium	5,812	26,531
Regional chapter support	-	1,422
Administration	101,782	94,117
Website	16,605	19,137
Awards	4,462	10,778
Outreach	32,426	31,655
Community celebration	-	13,704
Attendance to events	21,864	40,382
TBS events	<u>6,724</u>	<u>7,065</u>
	<u>1,085,621</u>	<u>1,108,862</u>
DEFICIENCY OF REVENUE OVER EXPENSES		
FOR THE YEAR	<u><u>\$ (59,836)</u></u>	<u><u>\$ (76,953)</u></u>

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED DECEMBER 31, 2025

	<u>2025</u>	<u>2024</u>
CASH FLOWS (USED FOR) FROM OPERATING ACTIVITIES		
Deficiency of revenue over expenses	\$ (59,836)	\$ (76,953)
Net changes in non-cash items related to operations:		
Accounts receivable	(7,508)	57,257
HST receivable	2,913	(5,861)
Prepaid expenses	4,755	2,506
Accounts payable and accrued liabilities	(673)	(11,834)
Deferred revenue - Mentorship program	9,600	(13,982)
Deferred revenue - Annual national workshop	<u>(20,000)</u>	<u>(1,679)</u>
DECREASE IN CASH	(70,749)	(50,546)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>294,726</u>	<u>345,272</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>\$ 223,977</u></u>	<u><u>\$ 294,726</u></u>
CASH AND CASH EQUIVALENTS		
Cash	\$ 113,418	\$ 187,882
Guaranteed Investment Certificate	<u>110,559</u>	<u>106,844</u>
	<u><u>\$ 223,977</u></u>	<u><u>\$ 294,726</u></u>

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2025

1. PURPOSE OF THE ORGANIZATION

The Canadian Institute For Procurement And Materiel Management Inc. is a not-for-profit organization whose primary purpose is to develop a high professional standard of materiel management with the Public Service of Canada, and to provide a forum for information exchange and continuous improvement.

INCORPORATION

The organization was incorporated under the Canada Corporations Act on May 16, 1997.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations and reflect the following policies:

REVENUE RECOGNITION

The organization follows the deferral method of accounting for revenue. Workshop and other revenues are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated, collection is reasonably assured and all restrictions, if applicable, are satisfied. Unrestricted investment income is recognized when earned.

IN-KIND SPONSORSHIPS

In-kind sponsorships are recorded at fair market value, at the date of receipt, when fair market value can be reasonably estimated.

BASIS OF PRESENTATION

These financial statements have been prepared on the basis that the organization will generate an excess of revenue over expenses in the future and maintain adequate financing of operations.

GUARANTEED INVESTMENT CERTIFICATE

The certificate is recorded at the lower of cost and net realizable value and is held with the Bank of Montreal. The organization reinvested \$110,559 of funds in a Guaranteed Investment Certificate on February 28, 2025, expiring February 27, 2026, at a variable interest rate of prime less 2.7%.

ACCOUNTING ESTIMATES

The preparation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the amounts recorded in the financial statements. These estimates are based on management's best knowledge of current events and actions that the organization may undertake in the future. Actual results may differ from these estimates.

CANADIAN INSTITUTE FOR PROCUREMENT AND MATERIEL MANAGEMENT INC.
NOTES TO THE FINANCIAL STATEMENTS (continued)
DECEMBER 31, 2025

3. FINANCIAL INSTRUMENTS

The organization's financial instruments consist of cash, Guaranteed Investment Certificate, accounts receivable, and accounts payable and accrued liabilities. The book values of the accounts receivable and payable and liabilities charges approximate fair values due to their short-term nature.

4. DUE TO/FROM RELATED PARTY

The Willow Group provides management, administrative, accounting, secretarial and support services to the organization. The Willow Group also processes Visa and Mastercard receipts through their books. This has resulted in an amount payable to them at year end. These amounts are subsequently added to or subtracted from Willow Group invoices.

Included in accounts payable is approximately \$5,764 (2024 - \$9,265) of funds owing to the Willow Group. Included in accounts receivable is approximately \$6,431 (2024 - \$5,462) of funds owing from the Willow Group.

5. COMMITMENTS

The organization has entered into several contracts for services and the reservation of venues for future events to be held in years 2026 and 2027. The potential amount of future liability in relation to cancellation fees of these services and venues amounts to \$452,684.