



# **Chart of Accounts**

**August 2011**

**Chartfield Structure**

A Chartfield Structure (formally known as Account Code) is a 15 digit code which consists of 5 main areas with each area having a specific function.

It is this code that you would use to access the PeopleSoft Accounting System. The \* 15 digits are broken into 5 divisions as follows:

Department ID	Class	Program	Account	Fund
# #	# #	# # # # #	# # # #	# #
Example: 31	20	62400	9900	10
Bay St. George Campus	Instructional	Visual Arts	Materials & Supplies	Operating

## Department Codes

<b>Number</b>	<b>Title</b>
11	Happy Valley / Goose Bay Campus
12	Labrador West Campus
13	Labrador Off Campus
21	Corner Brook Campus
22	St. Anthony Campus
23	Geospatial Research Facility
31	Bay St. George Campus
34	Port aux Basques Campus
41	Grand Falls / Windsor Campus
42	Gander Campus
43	Baie Verte Campus
51	Bonavista Campus
52	Clareville Campus
53	Burin Campus
61	Placentia Campus
62	Carbonear Campus
71	Prince Philip Drive Campus
73	Ridge Road Campus
74	Seal Cove Campus
77	Office of Distributed Learning
80	Headquarters
95	Qatar Campus

## Class Fields

Number	Long Title	Short Title
10	Administration	ADM
15	Facilities Operations	FAC OP
20	Instructional	IN
27	Instructional Funding Envelopes	IFE
28	Rotational Initiatives	RI
29	Temporary Instructional Initiatives	TII
30	Learner Services	SS
40	Information Technology	IT
50	Resale Operations	RS
60	Apprenticeship Programs	APPR
70	Continuing Education & Contract Training	CE & CT
80	International	INTL
90	Special Projects	SP

## Fund Codes

Number	Long Title	Short Title
10	Operating	
50	Regular Capital Grant	
51	White Paper Capital Grant	
52	Shop Modernization Fund	
53	Accreditation Fund	
54	Matching Fund	
60	Current Year Instructional Savings	
61	Current Year Non-Instructional Savings	
62	Current Year LMDA Slippage	
70	Prior Year Operational Surplus	
71	Prior Year CCI Surplus	
72	Prior Year LMDA Slippage	

**HEADQUARTERS**

80	10	11000	President's Office
80	10	11050	Leadership Initiatives
80	10	11060	Greening Initiatives
80	10	11100	General Counsel & Corporate Secretary
80	10	11150	Strategic Planning
80	10	11200	Policy Development
80	20	11500	Centre for Advanced Technology
95	90	11900	VP Qatar Project
80	10	12000	VP Finance and Administration
80	10	12010	ATIPPA - Access to Information and Protection of Privacy Act
80	10	12020	Risk Management
80	10	12050	Director of Finance
80	10	12070	Budget Office
80	40	12090	Financial Information Systems
80	10	12100	Comptroller's Office
80	10	12110	Accounting
80	10	12120	Payroll
80	10	12130	Purchasing
80	10	12140	Fixed Assets
80	10	12145	Auctions
80	10	12150	Student Fees and Collections
80	10	12200	Internal Audit
80	10	12500	Total Quality Management
80	40	13000	Director of Information Technology
80	40	13100	Computing Resources (Eastern)
80	40	13200	IT Infrastructure
80	40	13900	ERP Operational
80	40	13901	ERP - Review
80	40	13910	ERP Finance Upgrade
80	40	13915	ERP - FIN Travel & Expense Module
80	40	13920	ERP Student Services/HR
80	40	13930	ERP En Campus Scheduling Software
80	40	13940	Learner Services - V9 Upgrade Parked Items
80	40	13945	ERP - Recruitment
80	40	13950	Budget & Planning Module
80	40	13960	ERP - Human Resources
80	40	13961	ERP - HR Time & Attendance
80	10	14000	Executive Director of Human Resources
80	10	14010	Employment Services Update
80	10	14011	Alternate Dispute Resolution Program
80	10	14012	Staff Orientation Development & Delivery
80	10	14013	Meyers Brigg & Personality
80	10	14014	Project Management Training
80	10	14015	Recruitment and Retention Strategy
80	10	14016	Wellness & Service Award Program
80	10	14017	Provincial OHS Program
80	10	14018	Performance Management Program
80	10	14019	Pre-retirement Information Sessions
80	10	14020	Investigation Training
80	10	14030	Medical Services Consultations
80	10	14040	Coaching Initiatives
80	10	14050	Interviewing Skills
80	27	14100	Human Resources - Staffing

**HEADQUARTERS**

80	10	14103	Human Resources - Orientation
80	10	14200	Labour Relations
80	20	14300	Continuous Learning
80	20	14310	PD - Performance Improvement Workshop
80	20	14320	Essential Leadership Skills Series
80	10	14350	PD Succession Planning - Management
80	20	14400	Teaching and Learning
80	10	14500	Manager of Organizational Design
80	10	14501	ID Project
80	10	14505	Performance Management
80	10	14600	Occupational Health & Safety Manager
80	10	14900	HR - New Initiative Consultant
80	10	16000	VP - Academics and Learner Services
80	20	16010	Director of Academic Programs & Institutional Research
80	20	16100	Program Development
80	27	16100	Program Development-Funding Envelope
80	20	16300	IT Accreditation
80	20	16480	PD - Academic Council Committee
80	20	16492	PD - Program Advisory Committee
80	20	16500	Teaching and Learning Center
80	27	16600	PD - Oil and Gas
80	20	16700	Office of Applied Research
80	10	17000	Assoc. VP - Learner Services
80	30	17010	Prov Team - SDO's
80	30	17011	Prov Team - Co-Op
80	30	17012	Prov Team - Libraries
80	30	17013	Prov Team - Resource Facilitators
80	30	17014	Prov Team - Residences
80	30	17015	Prov Team - Registration Staff
80	30	17016	Prov Team - Disability Services
80	30	17017	Prov Team - Admissions
80	30	17018	Prov Team - Access for Success
80	30	17019	Prov Team - PLAR
80	30	17020	Advisory Committee - Disability Services
80	30	17021	Prov Team - Counselling
80	30	17022	Prov Team - Student Aid
80	30	17023	Prov Team - Health Services
80	30	17024	Prov Team - Team Leads Comm
80	30	17025	Prov Team - LS Admin Team
80	30	17100	Admissions/Registrar's Office
80	30	17150	Learner Services Review
80	30	17210	ABE Recruitment Process Review
80	30	17250	Provincial Awards Teams
80	30	17400	Retention
80	30	17401	Retention - Provincial Events
80	30	17402	Retention - Provincial Publications
80	30	17500	Recruitment
80	30	17600	Marketing
80	30	17700	Student Insurance Administration
80	30	17900	Learner Services Initiative
80	10	18000	Director of Development/College Advancement
80	10	18100	Communications
80	10	18300	College Advancement
80	10	19000	Board of Governors

**HEADQUARTERS**

80	20	20050	School of Development
80	20	20060	Applied Degrees Research
80	20	20100	School of Tourism & Natural Resources
80	27	20100	School of Tourism & Natural Resources (Program Developer)
80	20	20101	GIS Advanced Diploma Review
80	20	20102	Northern Natural Resources Review
80	20	20103	Adventure Tourism Review
80	20	20104	Tourism Natural Resources Review
80	20	20150	PD - School of Tourism & Natural Resources
80	20	20200	School of Business & Information Technology
80	27	20200	School of Business (Program Developer)
80	20	20201	Business Management Review
80	20	20202	Heritage Management Review
80	20	20203	Small & Medium Enterprise Review
80	20	20204	HR Program Review
80	20	20205	Marketing Review
80	20	20206	Website Admin Review
80	20	20207	Bus Accred Training Session
80	20	20250	PD - School of Business & Information Technology
80	20	20301	IT Program Resources Review
80	20	20400	School of Engineering Technology
80	27	20400	School of Engineering Technology (Program Developer)
80	20	20401	First Year Tech Review
80	20	20403	Research re 5 Tech Program Review
80	20	20405	Geomatics Program Review
80	20	20407	Survey Technician Development
80	20	20450	PD - School of Engineering Technology
80	20	20500	School of Health Sciences
80	27	20500	School of Health Sciences (Program Developer)
80	20	20501	Occupational Therapist/Physio Assistant Review
80	20	20550	PD - School of Health Sciences
80	20	20600	School of Industrial Trades
80	27	20600	School of Industrial Trades (Program Developer)
80	20	20601	Comm Transport/Trades Review
80	20	20602	Forest Resources Operator Review
80	20	20603	Women at Work/Service Learning
80	20	20650	PD - School of Trades and Technology
80	20	20701	Visual Arts Review
80	20	20702	Multi Media Review
80	20	20703	Music Industry/Recording Arts Review
80	20	20704	Journalism Review
80	20	20900	School of Academics & Applied Arts
80	27	20900	School of Academics & Applied Arts(Program Developer)
80	20	20901	ABE, Phase 1 Review
80	20	20902	CAS Review
80	20	20903	General Studies Review
80	20	20904	ESL Review
80	20	20905	Aboriginal Leader Certificate
80	20	20950	PD - School of Academics & Applied Arts
80	10	22100	General Administration
80	10	22101	Admin & Program Sick Relief
80	50	22200	Provincial Bookstore Operations
80	50	22250	MMS
80	15	22310	Physical Operation

**HEADQUARTERS**

80	15	22325	Maintenance Project
80	10	22500	Mailroom
80	15	22700	Emergency Preparedness
80	30	25100	Provincial Registrars Office (Application Fees)
80	27	25200	Student Development
80	30	25400	Library
80	27	25600	Disability Services
80	20	26150	Skills Canada
80	27	26400	Accreditation
80	15	27806	2008 Chev Van HQ CPF 988
80	15	27807	HQ 2010 Dodge Caliber HSC 592
80	15	27808	HQ Komatsu Forklift - 584165A
80	27	31050	Academic Coordination
80	27	31800	Comprehensive Arts and Science Transition (CAST)
80	29	40100	Trades Programs Coordination
80	29	44950	Women in Trades
80	60	45050	Apprenticeship Holding Budgets
80	27	61110	ECE Project - Funding Envelope
80	80	69999	International Administration

**HAPPY VALLEY-GOOSE BAY CAMPUS**

11	20	<b>20905</b>	Aboriginal Leader Certificate
11	10	<b>22100</b>	General Administration
11	10	<b>22101</b>	Admin & Program Sick Relief
11	10	<b>22110</b>	Campus Administrator
11	10	<b>22111</b>	Campus Administrator
11	50	<b>22200</b>	Bookstore Services
11	15	<b>22310</b>	Physical Operations
11	15	<b>22325</b>	Maintenance Project
11	15	<b>22700</b>	Emergency Preparedness
11	40	<b>23100</b>	Computing Services
11	30	<b>25100</b>	Registrar Services
11	30	<b>25200</b>	Student Development
11	30	<b>25300</b>	Counselling
11	30	<b>25320</b>	Aboriginal Resource Specialist
11	30	<b>25400</b>	Library
11	30	<b>25600</b>	Disability Services
11	50	<b>25620</b>	Residence
11	50	<b>25630</b>	Apartments
11	50	<b>25640</b>	Cafeteria
11	20	<b>25660</b>	Day Care
11	20	<b>26100</b>	Instructional Administration
11	20	<b>26150</b>	Skills Canada
11	15	<b>27106</b>	HV Ford Crewcab
11	20	<b>27150</b>	HV Chev Bus BPA 734
11	20	<b>27164</b>	HV Ford 16 Pass Van BPA 988
11	20	<b>27167</b>	HV 2003 D4G Dozer XAJ 651
11	20	<b>27169</b>	HV Volvo Tractor CLW 192
11	20	<b>27170</b>	HV Grader
11	20	<b>27171</b>	HV-2001 Ford Picker CLK 942
11	15	<b>27172</b>	HV 2010 Dodge Caravan CTH 152
11	20	<b>27173</b>	HV 2009 Altec Line Truck
11	20	<b>27174</b>	HV Intl Digger 4400 Line Truck
11	20	<b>27383</b>	HV Tandem Truck CLW 532
11	20	<b>31050</b>	Academic Coordination
11	20	<b>31100</b>	Adult Basic Education
11	20	<b>31109</b>	ABE - HRE
11	27	<b>31120</b>	ABE Level I
11	20	<b>31150</b>	Aboriginal Bridging
11	20	<b>31600</b>	General Studies
11	20	<b>31800</b>	Comprehensive Arts and Science Transition (CAST)
11	27	<b>31802</b>	Comprehensive Arts and Science Transition Expansion
11	20	<b>32100</b>	Business Program Coordination
11	20	<b>32300</b>	Office Administration
11	20	<b>33600</b>	Computer Support Specialist
11	20	<b>38400</b>	General Studies - Access
11	20	<b>38510</b>	College Transfer Year
11	20	<b>40100</b>	Trades Programs Coordination
11	20	<b>41110</b>	Auto Service Technician
11	20	<b>41160</b>	Heavy Equipment Service Technician
11	20	<b>41300</b>	Millwright Pre-Employment
11	20	<b>41410</b>	Welding Pre-Employment
11	20	<b>41800</b>	HEO/HDR
11	20	<b>42210</b>	Carpentry, Pre-Employment

**HAPPY VALLEY-GOOSE BAY CAMPUS**

11	20	42600	Construction/Industrial Electrical, Pre-Employment
11	60	45100	Apprenticeship Programs Coordination
11	60	46160	Heavy Duty Service Technician, Apprenticeship
11	60	46300	Millwright Apprenticeship
11	60	46400	Welding, Apprenticeship
11	60	47200	Carpentry, Apprenticeship
11	60	47610	Construction Electrical, Apprenticeship
11	20	51200	First Year Engineering Technology
11	20	61110	Early Childhood Education
11	20	63000	Community Studies
11	30	68100	CE - Administration
11	70	68210	CE - ABE
11	70	68220	CE - Academic
11	70	68230	CE - Business and Computers
11	70	68240	CE - General Interest and Crafts
11	70	68250	CE - FAC/Hunter Safety
11	70	68252	CE - Boat Operator Accredited Training
11	70	68260	CE - Trades and Technology
11	70	68274	CE - Alpha (French)
11	70	68280	CE - Health and Safety
11	70	68290	CE - Other
11	70	69999	Contract Administration

## LABRADOR WEST CAMPUS

12	10	22100	General Administration
12	10	22101	Admin & Program Sick Relief
12	10	22111	Campus Administrator
12	50	22200	Bookstore Services
12	15	22310	Physical Operation
12	15	22320	Maintenance
12	15	22325	Maintenance Project
12	15	22700	Emergency Preparedness
12	40	23100	Computing Services
12	30	25100	Registrar Services
12	30	25200	Student Development
12	30	25300	Counselling
12	30	25400	Library
12	27	25600	Special Needs
12	20	26100	Instructional Administration
12	20	26150	Skills Canada
12	15	27108	LW Ford F150 Pickup COO 149
12	20	31050	Academic Coordination
12	20	31100	Adult Basic Education
12	20	31109	ABE-HRE
12	28	31140	Aboriginal Resource Centre
12	20	31600	General Studies
12	27	31802	Comprehensive Arts and Science Transition Expansion
12	20	32300	Office Administration
12	20	38400	General Studies - Access
12	20	38510	College University Transfer
12	20	40100	Trades Coordination
12	20	41300	Millwright Pre-employment
12	20	41410	Welding
12	20	42600	Construction / Industrial Electrical, Pre-employment
12	20	44300	Crane Operator, Pre-employment
12	60	47200	Carpentry Apprenticeship
12	60	47620	Electrical Apprenticeship
12	60	49230	Boomtruck, Advanced Apprenticeship
12	60	49300	Maintenance Operator, Apprenticeship
12	20	51200	First Year Engineering Technology
12	20	56800	Mining Technician
12	30	68100	CE - Administration
12	70	68210	CE - ABE
12	20	68220	CE - Academic
12	70	68230	CE - Business and Computers
12	70	68240	CE - General Interest and Crafts
12	70	68250	CE - FAC/Hunter Safety
12	70	68252	CE - Boat Operator Accredited Training (BOAT)
12	70	68260	CE - Trades and Technology
12	70	68274	CE - Alpha (French)
12	70	68280	CE - Health and Safety
12	70	68290	CE - Other
12	70	69999	Contract Administration

**LABRADOR OFF CAMPUS**

13	15	22325	Maintenance Project
13	40	23100	Computing Services
13	20	65004	Nain Learning Centre
13	20	65005	Hopedale Learning Centre
13	20	65006	Port Hope Simpson Learning Centre
13	10	65008	North West River Learning Centre Administration
13	20	65008	North West River Learning Centre Instructional
13	20	65009	Rigolet Learning Centre
13	70	68230	CE - Business and Computers
13	70	68240	CE - General Interest and Crafts
13	70	68250	CE - FAC/Hunter Safety
13	70	68252	Boat Operator Accredited Training (BOAT)
13	70	69999	Contract Administration

**CORNER BROOK CAMPUS**

21	27	11600	Centre for Environmental Excellence
21	10	14100	Human Resources - Staffing
21	20	16800	Geospatial Research
21	10	22100	General Administration
21	10	22101	Admin & Program Sick Relief
21	10	22121	Campus Administrator
21	10	22122	Campus Administrator
21	10	22124	Campus Administrator
21	50	22200	Bookstore Services
21	15	22320	Maintenance
21	15	22325	Maintenance Project
21	20	22325	Maintenance Project
21	15	22340	Security
21	15	22700	Emergency Preparedness
21	40	23100	Computing Services
21	30	25100	Registrar Services
21	30	25200	Student Development
21	30	25250	Student Aid
21	30	25300	Counselling
21	30	25350	Co-op Education
21	30	25400	Library
21	30	25600	Disability Services
21	20	25660	Day Care
21	30	25900	Student Success Centre
21	20	26100	Instructional Administration
21	20	26150	Skills Canada
21	20	26400	Accrediation
21	20	26500	Workforce Development
21	20	27206	CB Ford Bus BPA 353
21	15	27208	CB Chev Van CPM 128
21	20	27211	CB Chev Express Van BPA 918
21	20	27212	CB Chev 15 Pass Van BPA 481
21	15	27213	CB Dodge Caravan CTL 486
21	20	27214	CB Ford 15 Pass Van BPB 181
21	20	27215	CB Ford 15 Pass Van BPB 182
21	20	27216	CB-Recreational Vehicles
21	20	27218	CB - 24 Passenger Bus BPC 222
21	15	27219	CB - Chev Silverado CTG 953
21	20	31050	Academic Coordination
21	20	31100	Adult Basic Education
21	20	31109	ABE-HRE
21	27	31120	ABE Level I
21	20	31200	English as a Second Language
21	20	31201	EFL Testing Center
21	20	31600	General Studies
21	27	31801	Comprehensive Arts and Science Transition - LMA
21	20	32100	Business Program Coordination
21	20	32200	Business Administration
21	20	32300	Office Administration
21	20	32350	E-Commerce
21	20	33100	Programmer Analyst
21	20	33600	Computer Systems & Networking
21	20	33850	Internet Application Developer

**CORNER BROOK CAMPUS**

21	20	<b>33860</b>	Software Developer
21	28	<b>35935</b>	Licensed Practical Nurse
21	20	<b>38400</b>	General Studies - Access
21	20	<b>40100</b>	Trades Program Coordinator
21	20	<b>41300</b>	Millwright, Pre-employment
21	29	<b>41300</b>	Millwright, Pre-employment
21	20	<b>41410</b>	Welding, Pre-employment
21	20	<b>42600</b>	Construction / Industrial Electrical, Pre-employment
21	29	<b>42600</b>	Construction / Industrial Electrical, Pre-employment
21	20	<b>42800</b>	Power Engineering 4th Level
21	60	<b>47610</b>	Construction Electrician, Apprenticeship
21	60	<b>47620</b>	Industrial Electrical, Apprenticeship
21	20	<b>50100</b>	Technology Programs Coordination
21	20	<b>51200</b>	First Year Engineering Technology
21	20	<b>53100</b>	Electronics Engineering Technology
21	20	<b>54200</b>	Civil Engineering Technology
21	27	<b>54310</b>	Geomatics Engineering Technology
21	20	<b>55000</b>	Natural Resources Coordination
21	20	<b>55100</b>	Environmental Engineering
21	20	<b>55200</b>	Adventure Tourism
21	20	<b>56100</b>	Forest Resources Technology
21	20	<b>56120</b>	Forest Resources Camp
21	20	<b>56500</b>	Fish & Wildlife Technology
21	20	<b>56520</b>	Fish & Wildlife Camp
21	27	<b>56850</b>	GIS Applications Specialist
21	20	<b>56900</b>	Process Operations Engineering Technology
21	20	<b>60100</b>	Applied Arts Programs Coordination
21	20	<b>61110</b>	Early Childhood Education
21	30	<b>68100</b>	CE - Administration
21	20	<b>68210</b>	CE - ABE
21	70	<b>68220</b>	CE - Academic
21	70	<b>68230</b>	CE - Business and Computers
21	70	<b>68240</b>	CE - General Interest and Crafts
21	70	<b>68250</b>	CE - FAC/Hunter Safety
21	70	<b>68252</b>	CE- Boat Operator Accredited Training
21	70	<b>68260</b>	CE - Trades and Technology
21	70	<b>68280</b>	CE - Health and Safety
21	70	<b>68290</b>	CE - Other
21	70	<b>69999</b>	Contract Administration

**ST. ANTHONY CAMPUS**

22	10	14100	Human Resources - Staffing
22	10	22100	General Administration
22	10	22101	Admin & Program Sick Relief
22	10	22123	Campus Administrator
22	50	22200	Bookstore Services
22	15	22325	Maintenance Project
22	15	22700	Emergency Preparedness
22	40	23100	Computing Services
22	30	25100	Registrar Services
22	30	25200	Student Development
22	30	25250	Student Aid
22	30	25300	Counselling
22	30	25400	Library
22	30	25600	Disability Services
22	50	25640	Cafeteria
22	20	26100	Instructional Administration
22	20	26150	Skills Canada
22	15	27210	STA Dodge Ram CPW 334
22	20	27217	STA-Recreational Vehicles
22	20	31050	Academic Coordination
22	20	31100	Adult Basic Education
22	20	31109	ABE- HRE
22	27	31120	ABE Level I
22	20	31400	Employability Skills
22	20	31600	General Studies
22	20	31800	Comprehensive Arts & Science Transition (CAST)
22	27	31802	Comprehensive Arts and Science Transition Expansion
22	20	32100	Business Program Coordination
22	20	32200	Business Administration
22	20	32300	Office Administration
22	20	38400	General Studies - Access
22	28	42210	Carpentry, Pre-Employment
22	29	42600	Construction-Industrial Elec
22	29	44920	Grenfell Handicrafts
22	60	47610	Construction Electrician Apprenticeship
22	20	50100	Technology Programs Coordinator
22	20	51200	First Year Engineering Technology
22	28	56550	Hunter/Fisher Guide
22	30	68100	CE - Administration
22	20	68210	CE - ABE
22	20	68220	CE - Academic
22	70	68230	CE - Business and Computers
22	70	68240	CE - General Interest and Crafts
22	70	68250	CE - FAC/Hunter Safety
22	70	68252	CE - Boat Operator Accredited Training (BOAT)
22	70	68260	CE - Trades and Technology
22	70	68280	CE - Health and Safety
22	70	68290	CE - Other
22	70	69999	Contract Administration

**BAY ST. GEORGE CAMPUS**

31	10	14100	Human Resources - Staffing
31	10	22100	General Administration
31	10	22101	Admin & Program Sick Relief
31	10	22102	General Administration BSG Bown Bldg
31	10	22103	General Administration BSG Martin Gallant Bldg
31	10	22131	Campus Administrator - LA Bown
31	10	22132	Campus Administrator - DSB Fowlow
31	20	22134	Campus Administrator - Martin Gallant Bldg.
31	50	22200	Bookstore Services
31	15	22310	Physical Operation
31	15	22320	Maintenance
31	15	22340	Security
31	10	22400	Maintenance Garage
31	10	22500	Mailroom
31	15	22700	Emergency Preparedness
31	40	23100	Computing Services
31	30	25100	Registrar Services
31	30	25200	Student Development
31	27	25200	Student Development (Recruitment)
31	30	25250	Student Aid
31	30	25300	Counselling
31	30	25400	Library
31	30	25600	Disability Services
31	50	25620	Residence
31	50	25640	Cafeteria
31	20	26100	Instructional Administration
31	20	26150	Skills Canada
31	27	26400	Accreditation
31	15	27204	BSG GMC Van CPX 550
31	15	27310	BSG Chev Van CSV 311
31	20	27311	BSG Ford Econo Ambulance CPD 928
31	15	27312	BSG 2008 Ford Econovan BPB 190
31	20	27314	BSG - Rock Truck XAN 206
31	20	27315	BSG - 2007 JD Loader XAL 358
31	20	27339	BSG 2011 Freightliner CSS 835
31	20	27340	BSG/ CT Columbia Tractor CTE 031
31	20	27341	BSG/CT Columbia Tractor CSO 326
31	20	27342	BSG-Fisher Salt/Sand Spreader
31	20	27343	BSG-2011 J. Deere Loader 544K
31	20	27349	BSG-96 Dodge Van CHW 977
31	20	27350	BSG/Crane - Grove Rough Terrain
31	20	27351	BSG/Crane - Link Belt Crawler
31	20	27352	BSG/HEO JD Artcl Truck XAK 686
31	20	27353	BSG/HEO Sterling Boom Truck COH 475
31	20	27354	BSG/HEO D5N Tractor Dozer HAK 734
31	20	27355	BSG/HEO GMC Dump Truck COP 679
31	20	27356	BSG/HEO Terex Truck XAK 572
31	20	27357	BSG/HEO Dump Truck COP 678
31	20	27358	BSG/HEO GMC Dump Truck COP 680
31	20	27359	BSG/HEO GMC Dump Truck COP 681
31	20	27360	BSG/HEO Truck XAB 508
31	20	27361	BSG/HEO Truck XAA 574
31	20	27364	BSG/HEO Grader XAK 303

**BAY ST. GEORGE CAMPUS**

31	20	27366	BSG/HEO Excavator XAJ 655
31	20	27367	BSG/HEO Excavator XAJ 657
31	20	27368	BSG/HEO Excavator XAJ 656
31	20	27369	BSG/HEO Loader XAH 067
31	20	27370	BSG/HEO 2003 924G Wheel Loader XAJ 517
31	20	27371	BSG/HEO 2003 924G Wheel Loader XAJ 660
31	20	27373	BSG/HEO Backhoe/Loader XAH 113
31	20	27374	BSG/HEO Gymer Trailer TDR 670
31	20	27375	BSG/HEO Sterling Acterra Dump Truck CMV 620
31	20	27377	BSG / HEO Chev Silverado 1500 HD CBS 845
31	20	27378	BSG/CT 1999 Van Trailer TWX 016
31	20	27379	BSG/CT Stoughton Trailer TEM285
31	20	27380	BSG - 2011 Float Trailer
31	20	27384	BSG/CT Manac Van Trailer TGD 058
31	20	27385	BSG/CT Tandem Truck CLE 477
31	20	27386	BSG/CT Tandem Truck CGC 163
31	20	27388	BSG/CT Mack Truck CKT 255
31	20	27392	BSG/CT Chev Pickup CLB 807
31	20	27393	BSG/CT Boom Truck CFK 529
31	20	27395	BSG / CT GMC Sierra CSZ 006
31	20	27396	BSG/CT GMC Dump Truck CLW 620
31	20	27397	BSG/CT Fontaine Trailer TEP 789
31	20	27399	BSG/CT 1994 Trailer TWZ 611
31	15	27714	BSG Chev Silverado CNW 176
31	15	27720	BSG Dodge Caravan SE Vin#152371 HNV 591
31	20	31050	Academic Coordination
31	20	31100	Adult Basic Education
31	20	31109	ABE- HRE
31	20	31600	General Studies
31	20	31700	Distributed Learning
31	27	31800	Comprehensive Arts and Science Transition (CAST)
31	27	31801	Comprehensive Arts and Science Transition - LMA
31	27	31802	Comprehensive Arts and Science Transition Expansion
31	20	32100	Business Programs Coordination
31	20	32200	Business Administration
31	20	32300	Office Administration
31	20	32700	Cultural Management
31	20	33700	Multi Media
31	20	35920	Paramedicine
31	28	35935	Licensed Practical Nurse
31	20	40100	Trades Programs Coordination
31	20	41110	Automotive Service Technician
31	20	41140	Truck Transport Service Technician
31	20	41160	Heavy Equipment Service Technician
31	20	41170	Small Equipment Repair
31	28	41410	Welding Pre-employment
31	29	41410	Welding Pre-employment
31	20	41600	Heavy Equipment Operator, Pre-employment
31	29	41600	Heavy Equipment Operator, Pre-employment
31	28	42600	Construction / Industrial Electrical, Pre-employment
31	20	43100	Commercial Cooking/Baking
31	20	43300	Hairstylist
31	20	44200	Commercial Transport, Pre-employment
31	28	44300	Crane Operator, Pre-employment

**BAY ST. GEORGE CAMPUS**

31	60	46110	Automotive Service Technician, Apprenticeship
31	60	46170	Small Equipment Repair, Apprenticeship
31	60	46600	Heavy Equipment Operator, Apprenticeship
31	60	46900	HEST/TTST, Apprenticeship
31	60	48100	Commercial Cooking, Apprenticeship
31	60	48300	Hairstylist, Apprenticeship
31	60	49210	Mobile Crane Operator Advanced Apprenticeship
31	60	49230	Boomtruck, Advanced Apprenticeship
31	20	55400	Conservation Law Enforcement
31	20	55000	Natural Resources Coordination
31	20	55500	Emergency Management - (Post Diploma)
31	20	60100	Applied Arts Programs Coordination
31	20	61210	Tourism Studies
31	20	61222	Cobham's Dining Room
31	20	62130	Video Game Design
31	20	62300	Film and Video Production
31	20	62400	Visual Arts
31	20	62500	Journalism
31	20	62600	Music Industry & Performance
31	20	62900	Recording Arts
31	20	63000	Community Studies
31	20	64200	Digital Animation
31	30	68100	CE - Administration
31	20	68210	CE - ABE
31	70	68220	CE - Academic
31	70	68230	CE - Business and Computers
31	70	68240	CE - General Interest and Crafts
31	70	68250	CE - FAC/Hunter Safety
31	70	68252	CE - Boat Operator Accredited Training (BOAT)
31	70	68260	CE - Trades and Technology
31	70	68270	CE - Elderhostel
31	70	68274	CE - Alpha (French)
31	70	68280	CE - Health and Safety
31	70	68290	CE - Other
31	70	69999	Contract Administration

**PORT AUX BASQUES CAMPUS**

34	10	14100	Human Resources - Staffing
34	10	22100	General Administration
34	10	22101	Admin & Program Sick Relief
34	10	22133	Campus Administrator
34	50	22200	Bookstore Services
34	15	22325	Maintenance Project
34	15	22700	Emergency Preparedness
34	40	23100	Computing Services
34	30	25100	Registrar Services
34	30	25200	Student Development
34	30	25250	Student Aid
34	30	25300	Counselling
34	30	25400	Library
34	30	25600	Disability Services
34	20	26100	Instructional Administration
34	20	26150	Skills Canada
34	15	27309	PAB 2010 Jeep Compass
34	20	31050	Academic Coordination
34	20	31100	Adult Basic Education
34	20	31109	ABE- HRE
34	27	31120	ABE Level I
34	20	31600	General Studies
34	20	32100	Business Program Coordination
34	20	32200	Business Administration
34	20	32300	Office Administration
34	20	33100	Programmer Analyst
34	20	40100	Trades Programs Coordination
34	20	41500	Non-Destructive Testing, Pre-employment
34	20	41900	Welder/Fabricator
34	29	42250	Cabinet Making
34	60	46400	Welding, Apprenticeship
34	60	47250	Cabinet Maker (Advanced)
34	30	68100	CE - Administration
34	20	68210	CE - ABE
34	70	68220	CE - Academic
34	70	68230	CE - Business and Computers
34	70	68240	CE - General Interest and Crafts
34	70	68250	CE - FAC/Hunter Safety
34	70	68252	CE - Boat Operator Accredited Training (BOAT)
34	70	68260	CE - Trades and Technology
34	70	68280	CE - Health and Safety
34	70	68290	CE - Other
34	70	69999	Contract Administration

**GRAND FALLS-WINDSOR CAMPUS**

41	10	14100	Human Resources - Staffing
41	10	22100	General Administration
41	10	22101	Admin & Program Sick Relief
41	10	22141	Campus Administrator
41	50	22200	Bookstore Services
41	15	22325	Maintenance Project
41	15	22340	Security
41	15	22700	Emergency Preparedness
41	40	23100	Computing Services
41	30	25100	Registrar Services
41	30	25200	Student Affairs
41	30	25300	Student Counselling
41	30	25400	Library
41	30	25600	Special Needs
41	20	26100	Instructional Administration
41	15	27405	GFW Ford Winstar HEC 833
41	20	31050	Academic Support
41	20	31100	Adult Basic Education
41	27	31100	Adult Basic Education - South Coast
41	20	31109	ABE- HRE
41	20	31120	Adult Basic Education - Level I
41	20	31600	General Studies
41	20	31800	Comprehensive Arts & Science Transition (CAST)
41	27	31802	Comprehensive Arts and Science Transition Expansion
41	20	32100	Business Program Coordination
41	20	32200	Business Administration/Management
41	20	32300	Office Administration
41	20	33050	Information Technology Coordination
41	20	33500	Information Management Analyst
41	28	35935	Licensed Practical Nurse
41	20	38510	College University Transfer
41	29	41850	Rotational Trades
41	20	63000	Community Studies
41	20	66601	Medical Lab Assistant
41	70	68220	CE - Academic
41	70	68230	CE - Business and Computers
41	70	68240	CE - General Interest and Crafts
41	70	68250	CE - FAC/Hunter Safety
41	70	68252	CE - Boat Operator Accredited Training (BOAT)
41	70	68260	CE - Trades and Technology
41	70	68280	CE - Health and Safety
41	70	68290	CE - Other
41	70	69999	Contract Administration

**GANDER CAMPUS**

42	10	<b>22100</b>	General Administration
42	10	<b>22101</b>	Admin & Program Sick Relief
42	10	<b>22141</b>	Campus Administrator
42	50	<b>22200</b>	Bookstore Services
42	20	<b>22325</b>	Maintenance Project
42	15	<b>22700</b>	Emergency Preparedness
42	40	<b>23100</b>	Computing Services
42	30	<b>25100</b>	Registrar Services
42	30	<b>25200</b>	Student Affairs
42	30	<b>25300</b>	Student Counselling
42	30	<b>25400</b>	Library
42	30	<b>25600</b>	Special Needs
42	20	<b>26100</b>	Instructional Administration
42	20	<b>26150</b>	Skills Canada
42	15	<b>27409</b>	GAN Chevrolet Silverado COC 050
42	20	<b>31050</b>	Academic Coordination
42	20	<b>31100</b>	Adult Basic Education
42	20	<b>31109</b>	ABE-HRE
42	27	<b>31120</b>	ABE Level I
42	20	<b>31600</b>	General Studies
42	27	<b>31800</b>	Comprehensive Arts and Science Transition (CAST)
42	20	<b>40100</b>	Trade Programs Coordination
42	20	<b>41110</b>	Automotive Service Technician
42	20	<b>41350</b>	Instrumentation Control Technology
42	20	<b>43300</b>	Hairstylist
42	60	<b>46110</b>	Automotive Service Technician Apprenticeship
42	60	<b>48300</b>	Hairstylist, Apprenticeship
42	20	<b>50100</b>	Technology Program Coordination
42	20	<b>51200</b>	First Year Engineering Technology
42	20	<b>57100</b>	Aircraft Maintenance Engineering Technology
42	20	<b>57200</b>	Aircraft Structural Repair Tech
42	70	<b>68230</b>	CE - Business and Computers
42	70	<b>68240</b>	CE - General Interest and Crafts
42	70	<b>68250</b>	CE - FAC/Hunter Safety
42	70	<b>68252</b>	CE - Boat Operator Accredited Training (BOAT)
42	70	<b>68260</b>	CE - Trades and Technology
42	70	<b>68280</b>	CE - Health and Safety
42	70	<b>68290</b>	CE - Other
42	70	<b>69999</b>	Contract Administration

**BAIE VERTE CAMPUS**

43	10	<b>22100</b>	General Administration
43	10	<b>22101</b>	Admin & Program Sick Relief
43	10	<b>22141</b>	Campus Administrator
43	50	<b>22200</b>	Bookstore Services
43	15	<b>22325</b>	Maintenance Project
43	15	<b>22700</b>	Emergency Preparedness
43	40	<b>23100</b>	Computing Services
43	30	<b>25100</b>	Registrar Services
43	30	<b>25200</b>	Student Affairs
43	30	<b>25400</b>	Library
43	30	<b>25600</b>	Special Needs
43	50	<b>25640</b>	Cafeteria
43	20	<b>26100</b>	Instructional Administration
43	20	<b>26150</b>	Skills Canada
43	15	<b>27408</b>	BV Dodge Grand Caravan CSA 746
43	20	<b>31050</b>	Academic Coordination
43	20	<b>31100</b>	Adult Basic Education
43	20	<b>31109</b>	ABE- HRE
43	27	<b>31120</b>	ABE Level I
43	20	<b>31600</b>	General Studies
43	20	<b>32300</b>	Office Administration
43	20	<b>41200</b>	Machinist Pre-Employment
43	20	<b>41300</b>	Millwright Pre-Employment
43	20	<b>41410</b>	Welding Pre-Employment
43	20	<b>66536</b>	Welding Machines - BV
43	70	<b>68230</b>	CE - Business and Computers
43	70	<b>68240</b>	CE - General Interest and Crafts
43	70	<b>68250</b>	CE - FAC/Hunter Safety
43	70	<b>68260</b>	CE - Trades and Technology
43	70	<b>68280</b>	CE - Health and Safety
43	70	<b>68290</b>	CE - Other
43	70	<b>69999</b>	Contract Administration

**BONAVISTA CAMPUS**

51	10	22100	General Administration
51	10	22101	Admin & Program Sick Relief
51	10	22150	Campus Administrator
51	50	22200	Bookstore Services
51	15	22325	Maintenance Project
51	15	22700	Emergency Preparedness
51	40	23100	Computing Services
51	30	25100	Registrar Services
51	30	25200	Student Development
51	30	25300	Counselling
51	30	25400	Library
51	30	25600	Disability Services
51	20	26100	Instructional Administration
51	20	26150	Skills Canada
51	10	31050	Academic Coordination
51	20	31100	Adult Basic Education
51	20	31109	ABE- HRE
51	27	31120	ABE Level I
51	20	31600	General Studies
51	27	31800	Comprehensive Arts and Science Transition (CAST)
51	27	31802	Comprehensive Arts and Science Transition Expansion
51	20	32100	Business Program Coordination
51	20	32300	Office Administration
51	20	33050	Information Technology Coordination
51	20	38400	General Studies - Access
51	20	40100	Trades Programs Coordination
51	20	41750	Insulator (Heat & Frost)
51	20	42230	Heritage Carpentry
51	20	42400	Plumbing & Heating, Pre-Employment
51	20	42600	Construction / Industrial Electrical, Pre-employment
51	60	47610	Construction Electrician, Apprenticeship
51	60	47620	Industrial Electrical, Apprenticeship
51	20	50100	Technology Programs Coordination
51	20	55300	Natural Resources Technician
51	20	56500	Fish & Wildlife Technology
51	20	61220	Food, Beverage & Lodging
51	70	68210	CE - ABE
51	70	68220	CE - Academic
51	70	68230	CE - Business and Computers
51	70	68240	CE - General Interest and Crafts
51	70	68250	CE - FAC/Hunter Safety
51	70	68252	CE - Boat Operator Accredited Training (BOAT)
51	70	68260	CE - Trades and Technology
51	70	68280	CE - Health and Safety
51	70	68290	CE - Other
51	70	69999	Contract Administration

**CLARENVILLE CAMPUS**

52	10	12130	Purchasing
52	10	14100	Staffing
52	27	20600	School of Trades
52	10	22100	General Administration
52	10	22101	Admin & Program Sick Relief
52	10	22152	Campus Administrator
52	50	22200	Bookstore Services
52	15	22320	Maintenance
52	15	22325	Maintenance Project
52	15	22700	Emergency Preparedness
52	40	23100	Computing Services
52	30	25100	Registrar Services
52	30	25200	Student Development
52	30	25300	Counselling
52	30	25400	Library
52	30	25600	Disability Services
52	20	26100	Instructional Administration
52	20	26150	Skills Canada
52	27	26400	Accreditation
52	15	27505	CLAR Toyota Corolla HRO 417
52	20	31050	Academic Coordination
52	20	31100	Adult Basic Education
52	20	31109	ABE-HRE
52	27	31120	ABE Level 1
52	20	31600	General Studies
52	20	32100	Business Program Coordination
52	20	32200	Business Administration
52	20	32300	Office Administration
52	20	33050	Information Technology Coordination
52	28	35935	Licensed Practical Nurse
52	20	38400	General Studies - Access
52	20	40100	Trades Program Coordination
52	20	42210	Carpentry, Pre-employment
52	20	42400	Plumbing & Heating, Pre-employment
52	20	42510	Steam Fitter & Pipefitting, Pre-employment
52	29	42510	Steam Fitter & Pipefitting, Pre-employment
52	60	47200	Carpentry, Apprenticeship
52	60	47400	Plumbing & Heating, Apprenticeship
52	60	47510	Steam Fitter & Pipefitting, Apprenticeship
52	20	50100	Technology Program Coordination
52	20	51200	First Year Engineering Technology
52	20	60100	Applied Arts Program Coordination
52	70	68100	CE - Administration
52	70	68230	CE - Business and Computers
52	70	68240	CE - General Interest and Crafts
52	70	68250	CE - FAC/Hunter Safety
52	70	68252	CE - Boat Operator Accredited Training
52	70	68260	CE - Trades and Technology
52	70	68280	CE - Health and Safety
52	70	68290	CE - Other
52	70	69999	Contract Administration

**BURIN CAMPUS**

53	10	22100	General Administration
53	10	22101	Admin & Program Sick Relief
53	10	22151	Campus Administrator
53	10	22153	Campus Administrator Burin - Pilot
53	20	22153	Campus Administrator Burin - Pilot
53	50	22200	Bookstore Services
53	15	22325	Maintenance Project
53	15	22340	Security
53	15	22700	Emergency Preparedness
53	40	23100	Computing Services
53	30	25100	Registrar Services
53	30	25200	Student Development
53	30	25300	Counselling
53	30	25400	Library
53	30	25600	Disability Services
53	50	25620	Residence
53	50	25640	Cafeteria
53	20	26100	Instructional Administration
53	20	26150	Skills Canada
53	20	26400	Accreditation
53	15	27504	BUR 2010 Caravan SE HTP 177
53	20	31050	Academic Coordination
53	20	31100	Adult Basic Education
53	20	31109	ABE-HRE
53	20	31600	General Studies
53	20	31800	Comprehensive Arts and Science Transition (CAST)
53	27	31802	Comprehensive Arts and Science Transition Expansion
53	20	32100	Business Program Coordination
53	20	32200	Business Administration
53	20	32300	Office Administration
53	20	33050	Information Technology Coordination
53	27	35936	Licensed Practical Nurse - LMA
53	20	38400	General Studies - Access
53	20	38510	College University Transfer
53	20	40100	Trades Program Coordination
53	20	41350	Instrumentation Control Technology
53	20	41400	Welding Trades
53	20	41410	Welding Pre-employment
53	20	41900	Welder / Fabricator
53	29	42300	Sheet Metal, Pre-employment
53	20	42520	Metal Fabricator, Pre-Employment
53	29	42600	Const Industrial Electrical
53	20	43100	Commercial Cooking/Baking
53	60	46500	Industrial Instrumentation, Apprenticeship
53	60	47300	Sheet Metal Apprenticeship
53	60	47540	Metal Fabrication, Apprenticeship
53	60	47610	Construction Electrical Apprenticeship
53	20	50100	Technology Programs Coordination
53	20	51200	First Year Engineering Technology
53	20	52230	Electrical Eng Technology, Industrial Control
53	20	52600	Welding Engineering Technician
53	30	68100	CE - Administration
53	70	68220	CE - Academic

**BURIN CAMPUS**

53	70	68230	CE - Business and Computers
53	70	68240	CE - General Interest and Crafts
53	70	68250	CE - FAC/Hunter Safety
53	70	68252	CE - Boat Operator Accredited Training (BOAT)
53	70	68260	CE - Trades and Technology
53	70	68264	CE - Welding Test Centre
53	70	68270	CE - Elderhostel
53	70	68280	CE - Health and Safety
53	70	68290	CE - Other
53	70	69999	Contract Administration

**PLACENTIA CAMPUS**

61	10	14200	Labour Relations
61	27	20600	School of Trades
61	10	22100	General Administration
61	10	22101	Admin & Program Sick Relief
61	10	22162	Campus Administrator
61	50	22200	Bookstore Services
61	15	22700	Emergency Preparedness
61	40	23100	Computing Services
61	15	22325	Maintenance Project
61	30	25100	Registrar Services
61	30	25200	Student Development
61	30	25300	Counselling
61	30	25400	Library
61	30	25600	Disability Services
61	20	26100	Instructional Administration
61	20	26150	Skills Canada
61	20	26400	Accreditation
61	15	27601	PLAC 2010 Dodge Quad 1500 Pick Up Truck
61	20	27604	PLAC 91 Intl Dump Truck CNL 339
61	20	27605	PLAC 88 Tdm Dump Truck CNB 477
61	20	27606	PLAC 2007 Cat Backhoe XAK 903
61	20	27607	PLAC 2007 JD317 Skid Steer
61	15	27608	PLAC Dodge Caravan SE HNV 587
61	20	27609	PLAC J.Deere Loader XAL 615
61	20	27610	PLAC 2008 J.Deere ExcavMD160DLC
61	20	27611	PLAC 2008J.Deere Backhoe XAL616
61	20	27612	PLAC 2007-CAT 320DL Excavator
61	20	27613	PLA-2010 Intl Dump Truck CSJ 856
61	20	27614	PLA-2010 30 Tonne Tri Axle Trailer TZN 654
61	20	27615	PLA-2010 CAT Loader XAM 494
61	20	27616	PLA-1992 Intl Dump Truck
61	20	27617	PLA - 2011 Tandem Dump Truck CSS 829
61	20	31050	Academic Coordination
61	20	31100	Adult Basic Education
61	20	31109	ABE-HRE
61	20	31600	General Studies
61	27	31800	Comprehensive Arts and Science Transition (CAST)
61	20	40100	Trades Programs Coordination
61	20	41160	Heavy Equipment Service Technician
61	20	41200	Machinist Pre-employment
61	20	41300	Millwright Pre-employment
61	29	41300	Millwright Pre-employment
61	20	41400	Welding
61	20	41420	Welding Related pre-employment
61	27	41910	Ironworker
61	27	41600	Heavy Equipment Operator
61	20	42750	Process Operator Trades
61	60	46200	Machinist Apprenticeship
61	60	46300	Millwright Apprenticeship
61	70	68100	CE - Administration
61	70	68220	CE - Academic
61	70	68230	CE - Business and Computers
61	70	68240	CE - General Interest and Crafts

**PLACENTIA CAMPUS**

61	70	68250	CE - FAC/Hunter Safety
61	70	68252	CE - Boat Operator Accredited Training (BOAT)
61	70	68260	CE - Trades and Technology
61	70	68274	CE - Alpha (French)
61	70	68280	CE - Health and Safety
61	70	68290	CE - Other
61	70	69999	Contract Administration

**CARBONEAR CAMPUS**

62	20	16900	Centre for Agrifood
62	10	22100	General Administration
62	10	22101	Admin & Program Sick Relief
62	10	22161	Campus Administrator
62	50	22200	Bookstore Services
62	15	22325	Maintenance Project
62	15	22700	Emergency Preparedness
62	40	23100	Computing Services
62	30	25100	Registrar Services
62	30	25200	Student Development
62	30	25300	Counselling
62	30	25400	Library
62	30	25600	Disability Services
62	20	26100	Instructional Administration
62	20	26150	Skills Canada
62	20	26400	Accrediation
62	15	27603	CARB 2009 Pontiac G5 HPZ 584
62	20	31050	Academic Coordination
62	20	31100	Adult Basic Education
62	20	31109	Adult Basic Education-HRE
62	20	31600	General Studies
62	20	31800	Comprehensive Arts and Science Transition (CAST)
62	27	31800	Comprehensive Arts and Science Transition (CAST)
62	20	32100	Business Program Coordination
62	20	32200	Business Administration
62	20	33050	Information Technology Coordination
62	20	31109	ABE-HRE
62	20	33600	Computer Support Specialist
62	20	38400	General Studies - Access
62	20	38510	College University Transfer
62	20	40100	Trades Programs Coordination
62	29	42100	Bricklaying, Pre-employment
62	20	42220	Heritage Carpentry
62	20	42230	Heritage Carpentry
62	29	42600	Construction / Industrial Electrical, Pre-employment
62	20	50100	Technology Programs Coordination
62	20	51200	First Year Engineering Technology
62	20	60100	Applied Arts Program Coordination
62	20	63000	Community Studies
62	70	68230	CE - Business and Computers
62	70	68240	CE - General Interest and Crafts
62	70	68250	CE - FAC/Hunter Safety
62	70	68252	CE - Boat Operator Accredited Training (BOAT)
62	70	68260	CE - Trades and Technology
62	70	68280	CE - Health and Safety
62	70	68290	CE - Other
62	70	69999	Contract Administration

**PRINCE PHILIP DRIVE CAMPUS**

71	10	14100	Human Resources - Staffing
71	10	14200	Labour Relations
71	30	17600	Marketing
71	27	20600	School of Trades
71	10	22100	General Administration
71	10	22101	Admin & Program Sick Relief
71	10	22170	Campus Administrator
71	30	22171	Manager - Learner Services/St. John's
71	10	22172	Campus Administrator
71	10	22174	Campus Administrator
71	50	22175	Manager Food Services - St. John's
71	10	22179	Campus Administrator
71	20	22180	Associate Campus Administrator
71	50	22200	Bookstore Services
71	15	22310	Physical Operation
71	15	22315	T.I. Murphy Centre
71	15	22320	Maintenance
71	15	22325	Maintenance Project
71	15	22340	Security
71	15	22350	Boiler Room
71	15	22360	Housekeeping
71	15	22370	Snow & Ground Maintenance
71	10	22600	Printing & Duplication
71	15	22700	Emergency Preparedness
71	40	23100	Computing Services
71	30	25100	Registrar Services
71	30	25200	Student Development
71	30	25300	Counselling
71	30	25350	Co-op Education
71	30	25400	Library
71	30	25500	Recreation
71	30	25600	Disability Services
71	50	25640	Cafeteria
71	50	25642	Vending
71	50	25644	Canteen
71	50	25646	Catering
71	50	25648	Dry Stores
71	20	25660	Day Care
71	30	25700	Audio Visual Services
71	30	25800	Health Services
71	20	26100	Instructional Administration
71	20	26150	Skills Canada
71	27	26400	Accrediation
71	20	26900	Instructional Help Centre
71	15	27716	PPD Dodge Grand Caravan Van 1 HPM 596
71	15	27717	PPD Dodge Grand Caravan Van 2 HPM 598
71	20	27718	PPD Ford Ambulance CPM 018
71	15	27721	PPD Chev Silverado CSW 713
71	20	31100	Adult Basic Education
71	20	31105	Penitentiary
71	20	31107	Waterford
71	20	31109	ABE-HRE
71	20	31110	ABE Program Coordination

**PRINCE PHILIP DRIVE CAMPUS**

71	27	31120	ABE Level I
71	20	31200	English as a Second Language
71	20	31201	EFL Testing Center
71	20	31600	General Studies
71	27	31801	Comprehensive Arts & Science Transition - LMA
71	27	31802	Comprehensive Arts and Science Transition Expansion
71	20	32100	Business Program Coordination
71	20	32200	Business Administration/Management
71	20	32300	Office Administration
71	20	33050	Information Technology Coordination
71	20	33300	Programmer Analyst - CO-OP
71	20	33600	Computer Support Specialist
71	20	35050	Occupational Therapy Assistant
71	20	35060	Physiotherapy Assistant
71	20	35100	Health Sciences Program Coordinator
71	20	35150	Medical Sciences Common Costs
71	20	35200	First Aid/CPR
71	20	35300	Medical Sciences I (General)
71	20	35400	Medical Laboratory Sciences
71	20	35600	Medical Radiography
71	20	35700	Diagnostic Ultrasonography
71	20	35800	Respiratory Therapy
71	20	35920	Paramedicine
71	20	40100	Trades Programs Coordination
71	20	41110	Automotive Service Technician
71	20	41120	Auto Body, Pre-employment
71	20	41410	Welding Pre-employment
71	20	41420	Welding Related pre-employment
71	20	41430	Welding Testing & Gas
71	20	43100	Commercial Cooking/Baking
71	60	46110	Automotive Service Technician, Apprenticeship
71	60	46120	Auto Body Repairer, Apprenticeship
71	60	46400	Welding, Apprenticeship
71	60	47300	Sheet Metal, Apprenticeship
71	60	48100	Commercial Cooking, Apprenticeship
71	60	49450	Automotive Services Education Program, Apprent. ASEP
71	28	52410	Automotive Technology Co-op (3 yrs)
71	20	56600	Laboratory Technician (Petrochemical)
71	20	59300	Food Service & Nutrition Management
71	20	60100	Applied Arts Program Coordination
71	20	61110	Early Childhood Education
71	20	61210	Tourism Studies
71	20	62110	Graphic Arts, Printing Technology
71	20	62115	Printing Demo
71	20	62200	Textile Studies
71	20	63500	Community Recreational Leadership
71	70	68100	Administration
71	20	68210	CE- ABE
71	70	68220	CE - Academic
71	70	68225	CE - Professional Development Course
71	70	68230	CE - Business and Computers
71	70	68231	CE - Microcomputer Workshops
71	70	68232	CE - Digital Design
71	70	68234	CE - Fundraising Management

**PRINCE PHILIP DRIVE CAMPUS**

71	70	68235	CE - Admin Writing
71	70	68236	CE - Achieve - Global Professional Development
71	70	68240	CE - General Interest and Crafts
71	70	68241	CE - Cooking Courses
71	70	68242	CE - Law Courses
71	70	68243	CE - Bartending
71	70	68245	CE - Floral Design
71	70	68246	CE - Personal Interest
71	70	68247	CE - Youth Courses
71	70	68248	CE - Senior Courses
71	70	68250	CE - FAC/Hunter Safety
71	70	68252	CE - Boat Operator Accredited Training (BOAT)
71	70	68260	CE - Trades & Technology
71	70	68261	CE - Woodworking
71	70	68263	CE - Welding
71	70	68264	CE - Welding Test Centre
71	70	68265	CE - Automotive
71	70	68266	CE - Small Engine Repair
71	70	68267	CE - Manufacturing Centre
71	70	68272	CE - Medical Terminology (Correspondence)
71	70	68274	CE - Alpha (French)
71	70	68280	CE - Health and Safety
71	70	68290	CE - Other
71	70	68291	CE - Security Services
71	70	68292	CE - Lasergrade Testing Centre
71	70	68293	CE - Real Estate & Insurance Exams
71	70	68294	CE - Life Licensing Qualification Program
71	70	68300	CE - Business Credit
71	70	68302	CE - Computer Studies Credit
71	70	69999	Contract Administration

**RIDGE ROAD CAMPUS**

73	10	22100	General Administration
73	10	22101	Admin & Program Sick Relief
73	30	22171	Manager - Learner Services/St. John's
73	10	22173	Campus Administrator
73	10	22177	Campus Administrator
73	15	22310	Physical Operation
73	15	22320	Maintenance Project
73	15	22700	Emergency Preparedness
73	40	23100	Computing Services
73	30	25100	Registrar Services
73	30	25200	Student Development
73	30	25300	Counselling
73	30	25350	Co-op Education
73	30	25400	Library
73	30	25600	Disability Services
73	50	25642	Vending
73	50	25644	Canteen
73	30	25800	Health Services
73	20	26100	Instructional Administration
73	20	26150	Skills Canada
73	20	26400	Accreditation
73	20	26900	Instructional Help Centre
73	15	27722	RR-2010 Dodge Caravan CTC 323
73	20	31600	General Studies
73	20	41700	Refrigeration and Air Conditioning, Pre-employment
73	29	41700	Refrigeration and Air Conditioning, Pre-employment
73	60	46500	Industrial Instrumentation, Apprenticeship
73	60	46700	Refrigeration and Air Conditioning, Apprenticeship
73	20	50100	Technology Programs Coordination
73	20	51200	First Year Engineering Technology
73	20	52110	Mechanical Eng Tech - Power
73	20	52130	Mechanical Eng Tech - Manufacturing
73	20	52210	Electrical Eng Technology, Co-op (3 yrs)
73	20	52300	Petroleum Engineering Technology ( 3 yrs)
73	27	52300	Petroleum Engineering Technology ( 3 yrs)
73	20	52510	Industrial Engineering Technology
73	20	52950	Manufacturing Centre
73	20	53110	Telecommunication Engineering Technology
73	20	53120	Electronics Eng Tech - Biomedical
73	20	53130	Electronics Eng Tech - Computers
73	20	53150	Electronics Eng Tech - Instrumentation
73	20	54210	Civil Engineering Technology (3 yrs)
73	20	54220	Civil Engineering Camp
73	20	54310	Geomatics Engineering Technology
73	20	54320	Geomatics Engineering Camp
73	20	54400	Architectural Engineering Technology
73	70	68246	CE - Personal Interest
73	70	68251	CE - CFC Refrigeration Handlers Certification
73	70	68268	CE - Power Engineer 4th Class
73	70	68269	CE - Power Engineer 3rd Class
73	70	68301	CE - Engineering Credit
73	70	69999	Contract Administration

**SEAL COVE CAMPUS**

74	10	<b>22100</b>	General Administration
74	10	<b>22101</b>	Admin & Program Sick Relief
74	10	<b>22176</b>	Campus Administrator
74	50	<b>22200</b>	Bookstore Services
74	15	<b>22325</b>	Maintenance Project
74	15	<b>22350</b>	Boiler Room
74	15	<b>22700</b>	Emergency Preparedness
74	40	<b>23100</b>	Computing Services
74	30	<b>25100</b>	Registrar Services
74	30	<b>25200</b>	Student Development
74	30	<b>25300</b>	Counselling
74	30	<b>25400</b>	Library
74	30	<b>25600</b>	Disability Services
74	50	<b>25642</b>	Vending
74	50	<b>25644</b>	Canteen
74	20	<b>26100</b>	Instructional Admin
74	15	<b>26150</b>	Skills Canada
74	20	<b>27709</b>	SC Intl '87 Line Truck CGP 769
74	20	<b>27710</b>	SC Intl '91 Line Truck CGD 567
74	20	<b>27711</b>	SC SS 7V4 '89 Line Truck CL0 543
74	15	<b>27715</b>	SC 2010 Dodge Caravan HRT 876
74	20	<b>27719</b>	SC Intl '07 Line Truck COP 417
74	20	<b>27723</b>	SC 2001 GMC-Digger Line Truck CLK 598
74	20	<b>31050</b>	Academic Coordination
74	20	<b>31100</b>	Adult Basic Education
74	20	<b>31109</b>	Adult Basic Education-HRE
74	20	<b>31600</b>	General Studies
74	20	<b>40100</b>	Trades Programs Coordination
74	20	<b>41150</b>	Oil Burner Mechanic, Pre-employment
74	20	<b>41350</b>	Instrumentation Control Technology
74	20	<b>42600</b>	Construction/Industrial Electrical, Pre-employment
74	29	<b>42600</b>	Construction/Industrial Electrical, Pre-employment
74	20	<b>43100</b>	Commercial Cooking/Baking
74	20	<b>44100</b>	Power line Technician, Pre-employment
74	29	<b>44100</b>	Power line Technician, Pre-employment
74	28	<b>44950</b>	Women in Trades
74	60	<b>46150</b>	Oil Burner Mechanic, Apprenticeship
74	60	<b>46500</b>	Industrial Instrumentation, Apprenticeship
74	60	<b>47600</b>	Electrical Apprenticeship
74	60	<b>47610</b>	Construction Electrician, Apprenticeship
74	60	<b>47620</b>	Industrial Electrical, Apprenticeship
74	60	<b>47640</b>	Powerline Technician, Apprenticeship
74	70	<b>68230</b>	CE - Business and Computers
74	70	<b>68240</b>	CE - General Interest and Crafts
74	70	<b>68250</b>	CE - FAC/Hunter Safety
74	70	<b>68252</b>	CE - Boat Operator Accredited Training (BOAT)
74	70	<b>68260</b>	CE - Trades and Technology
74	70	<b>68280</b>	CE - Health & Safety
74	70	<b>69999</b>	Contract Administration

**VIRTUAL CAMPUS**

77	10	22100	General Administration
77	10	22101	Admin & Program Sick Relief
77	50	22200	Bookstore
77	40	23100	Computer Services
77	30	25100	Registrar Services
77	20	26100	Instructional Administration
77	20	31600	General Studies
77	20	31700	Office of Distributed Learning
77	20	32200	Business Administration
77	20	32300	Office Administration
77	20	33800	Website Administrator
77	20	35050	Occupational Therapist Assistant
77	20	35060	Physiotherapist Assistant
77	20	35080	Rehabilitation Assistant
77	20	35100	Health Sciences Coordination

**QATAR CAMPUS**

95	10	11000	President's Office
95	10	11150	Strategic Planning
95	10	11300	Vice President's Office
95	90	11900	VP - Qatar Project
95	10	12000	VP - Finance and Administration
95	10	12100	Comptroller
95	10	12105	Financial Analyst
95	10	12110	Accounting
95	10	12130	Purchasing
95	10	12140	Fixed Assets
95	10	12400	Budget Analyst (Qatar)
95	10	12600	Quality Insurance
95	10	12601	Quality Assurance Manager (Qatar)
95	10	12602	Planning & Analysis (Qatar)
95	10	12900	Qatar Reallocated Salaries
95	40	13100	Computing Resources
95	40	13200	Computing Resources
95	40	13300	Computing Resources Manager
95	40	13400	Software Development (Qatar)
95	10	14000	Director of Human Resources
95	10	14100	Human Resources - Staffing
95	10	14106	HRIS Coordinator (Qatar)
95	10	14107	Occupational Health/Safety Nurse
95	10	14150	Newfoundland Operations
95	10	14601	Occupational Health & Safety Nurse (Qatar)
95	10	14602	Occupational Health & Safety Officer (Qatar)
95	10	15000	Director of Health Sciences
95	10	15100	Project Director of Nursing Studies (Qatar)
95	10	15500	Director of Marketing
95	10	16000	Director of Programs
95	20	16100	Program Development
95	20	16101	Accreditation - Qatar
95	20	16130	PD - Health Science
95	20	16500	Teaching and Learning Center
95	10	17000	Director of Student Services
95	30	17100	Admissions/Registrar's Office
95	10	18200	Manager of Marketing/PR
95	10	18205	Graphics Design (Qatar)
95	10	19000	Board of Governors
95	10	19100	Joint Oversight Board
95	20	20200	School of Business
95	20	20210	School of Business & ICT
95	20	20400	School of Engineering Technology
95	20	20500	School of Health Sciences
95	20	20600	School of Trades
95	20	20910	School of Academic & EFL
95	10	22100	General Administration
95	10	22101	Admin & Program Sick Relief
95	50	22200	Bookstore Services
95	15	22310	Physical Operation
95	15	22320	Maintenance
95	15	22325	Maintenance Project
95	15	22330	Qatar Housing

**QATAR CAMPUS**

95	15	22340	Security
95	15	22380	Project Engineering
95	15	22700	Emergency Preparedness
95	40	23100	Computing Services
95	40	23105	Security Systems Admin (Qatar)
95	40	23106	Staff Training (Qatar)
95	40	23115	Computer Support (Qatar)
95	40	23200	IT Software Development
95	30	25100	Registrar Services
95	30	25200	Student Development
95	30	25300	Counselling
95	30	25302	Coordinator Student Life (Qatar)
90	30	25303	Coordinator of International Education
95	30	25400	Library
95	30	25500	Recreation
95	20	26100	Instructional Administration
95	20	26150	Skills Canada
95	20	26700	Specification Review
95	20	31200	English as a Second Language
95	20	31201	EFL Testing Center
95	20	31202	IELTS Testing Qatar
95	20	31204	CAEL Assessment
95	20	31300	Academic Support
95	20	32100	Business Programs Coordination
95	20	32200	Business Administration
95	20	32300	Office Administration
95	20	32400	Banking
95	20	33050	Information Technology Coordination
95	20	33100	Programmer Analyst
95	20	33400	Computer Science
95	20	33600	Computer Support Specialist
95	20	33850	Internet Application Developer
95	20	33900	Applied Business Information Technology
95	20	35100	Health Science Program Coordination
95	20	35150	Medical Sciences Common Costs
95	20	35600	Medical Radiography
95	20	35800	Respiratory Therapy
95	20	35900	Emergency Medical Services
95	20	35920	Paramedicine
95	20	35930	Nursing (Qatar)
95	20	35940	Pre Health Sciences
95	20	35950	Environmental Health Technology
95	20	35960	Dental Assistant
95	20	35970	Pharmacy Technology
95	20	38400	General Studies - Access
95	20	44700	Technician Preparatory Program
95	20	44800	Security Training
95	20	50100	Technology Programs Coordination
95	20	51200	First Year Engineering Technology
95	20	51202	Chemical Processing Technology
95	20	51204	Instrumentation Engineering
95	20	51206	Telecommunications Engineering
95	20	52110	Mechanical Eng Tech - Power
95	20	52210	Electrical Eng Tech, Co-op

**QATAR CAMPUS**

95	20	52220	Electrical Eng Tech, Non Co-op
95	20	52530	Industrial Instrumentation Technician
95	20	52700	Mechanical Technician
95	20	53100	Electronic Engineering Technology Programs
95	20	53110	Telecommunication Engineering Technology
95	20	56600	Laboratory Technician (Petrochemical)
95	20	56700	Process/Chemical Technology
95	70	68210	ABE
95	70	68225	Professional Development Course
95	70	68233	Secretarial
95	70	68234	Fundraising Management
95	70	68235	CE - Admin Writing
95	70	68236	Achieve Global Professional Development
95	70	68300	Business Credit
95	70	68301	Engineering Credit
95	70	69998	Bus. Development Specialist (Qatar)
95	70	69999	Contract Administration

## Account Codes

**CURRENT ASSETS*****Cash***

1109	Cafeteria Cash on Hand
1110	Bookstore Cash on Hand
1111	Petty Cash Floats
1112	Change Floats
1113	Bank Account - Operating
1114	Bank Account - Payroll
1115	Bank Account - US Funds
1116	US Exchange

***Accounts Receivable***

1210	A/R - Student Financials
1211	A/R - Corporate
1212	A/R - Refunds
1213	A/R - Travel Advance
1215	A/R - Prepayments
1222	A/R - HST Rebates - 67%
1224	A/R - HST Rebates - 100%
1230	A/R - Clearing - Student Payment Plans
1232	A/R - Clearing - Collections
1235	A/R - Clearing - 3rd Party Billings
1236	A/R - Clearing - Maintenance
1237	A/R - Clearing - Match Control
1238	A/R - Transfer Control
1240	A/R - Student Vouchers (Dept of Ed)
1241	A/R - Misc. Vouchers
1245	A/R - TPC Adjustments (3rd Party Contracts)
1246	A/R - TPC Sponsorships
1247	A/R - MMS Invoice Clearing
1250	A/R - Other
1256	A/R - Career Awards
1257	A/R - Accrued Revenue
1259	A/R - Effective Date Accruals
1260	A/R - Payroll Advances
1265	A/R - Payroll Benefits
1275	AR - Doubtful Accounts
1280	Allowance for Doubtful-Students
1281	Allowance for Doubtful-Corp.
1285	Allowance for Doubtful Subsidy

***Trust Accounts***

1301	Student Council Scholarship - D3
1302	Olive Young Memorial - D3
1303	Humanitarian Scholarship - D3
1304	William Coady Scholarship - D3
1305	Don Wright Scholarship - D3
1306	Fisher Scholarship - D2
1307	NF Foresters' Scholarship - D2
1308	W. J. Howell Scholarship - D2
1309	Business Studies Scholarship - D3
1310	Environmental Scholarship - D2

**Account Codes**

1311	Royal Bank Scholarship - Provincial
1312	Dorothy Halleran - D7
1313	Robert John Prince - D7
1314	John Reynolds - D7
1315	Seaborn - D7
1316	David Squires - D7
1317	Jack McGrath - D7
1318	D. Mews/J. Lester Taylor - D7
1319	Walter Hefferton Mem - D7
1321	Exxon Mobile/Hibernia - D7
1322	Friends of India- D7
1323	Refreshments Canada - D2
1324	Council Trusts - Provincial
1325	Kathy Murray Memorial - D1
1326	Elizabeth Power-Anderson Memorial - D7
1327	Air FranceScholarship - D4
1328	Tormont-Cat Scholarship - D3
1329	Clareville Scholarships - D5
1330	Grand Falls/Windsor Scholarships - D4
1331	George Baker Scholarship - D3
1332	Shirley E. Crewe Memorial - D1
1333	Sam Dealhoy Memorial - D7
1334	NL Gov't Trust - Provincial
1335	Alumni Trust - Provincial
1336	Burin Student Council Scholarship - D5
1337	Reginald Taylor Trust - D7
1338	Jane Hryniw Trust - D7
1339	Avalon East Safe Comm Trust - D7
1340	Beaula Babstock Memorial Scholarship - D4
1341	Howard Lee Memorial - District 3
1342	Princess Auto Foundation - D7
1343	Fry Foundation - Provincial
1344	Autumn Wheeler Memorial - D2
1345	Ina Hedderson Memorial - D1
1346	Frank Menne Memorial - D3
1347	Cdn Professional Sales Association - D7
1348	Newco/CNA Welding Scholarship - D7
1349	Shane Gallant Memorial
1350	Avian Group of Scholarships - Provincial
1351	Cathy Byrne Memorial - D4
1352	Rockwell Collins Scholarship - D4
1353	Juno Legacy Awards - Provincial
1354	Hebron Diversity Fund - Provincial
1355	Gerry Crewe Memorial - Provincial

***Prepaid Expenses***

See Appendix

1410	Prepaid Expenses - WCC
1420	Prepaid Expenses - Insurance
1430	Prepaid Expenses - Software Contracts
1440	Prepaid Expenses - Subscriptions
1480	Prepaid Expenses - Postage
1490	Prepaid Expenses - Other

## Account Codes

***Inventory***

1510	Textbook & Other Resale Inventory	Bookstore Use Only
1512	Return of Goods - Bookstore Resale	Bookstore Use Only
1515	Allowance for Returned Textbooks	Bookstore Use Only
1520	Food Supply Inventory	
1540	RR- AE Student Laptops	
1560	Heavy Equipment Supplies	
1565	Heavy Equipment Fuel	

***Capital***

		Headquarters Use Only/See Appendix
1610	Capital - A/V Resources Equipment	
1615	Capital - Instructional Equipment	
1620	Capital - Computer Equipments	
1625	Capital - Other Electronic Equipment	
1630	Capital - Furniture and Fixtures	
1640	Capital - Industrial Equipment	
1650	Capital - Office Equipment	
1660	Capital - Vehicles	
1670	Capital - Art Work	
1675	Capital - Software ERP	
1680	Capital - Software	
1685	Capital - Under Development	
1690	Capital - Other Assets	

***Accumulated Depreciation***

1795	Acc Dep - Undistributed	Headquarters Use Only
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***Other Capital***

		Headquarters Use Only
1820	Capital Improvements	
1850	Capital Leases	

**Account Codes**  
**CURRENT LIABILITIES**

***Accounts Payable Current***

<b>2110</b>	A/P - General
<b>2115</b>	A/P - Travel
<b>2120</b>	A/P - Receiving Accrual
<b>2150</b>	A/P - Bus Passes
<b>2180</b>	A/P - HST Payable Sales
<b>2185</b>	A/P - HST Payable Purchases
<b>2190</b>	A/P - Other

***Employee Deductions Payable***

<b>2212</b>	Pay Ded. - Income Taxes
<b>2214</b>	Pay Ded. - CPP
<b>2216</b>	Pay Ded. - EI
<b>2217</b>	Pay Ded. - Receiver General O/P
<b>2222</b>	Pay Ded. - Prov. Pension Regular
<b>2224</b>	Pay Ded. - GMPP
<b>2230</b>	Pay Ded. - CSB
<b>2240</b>	Pay Ded. - NAPE Dues
<b>2242</b>	Pay Ded. - Nurses Union
<b>2244</b>	Pay Ded. - Nape Dues (Instr)

***Employee Insurance Plans***

<b>2251</b>	Pay Ded. - Group Life
<b>2252</b>	Pay Ded. - Vol. Term Life
<b>2254</b>	Pay Ded. - AD&D
<b>2255</b>	Pay Ded. - Vol. AD & D
<b>2256</b>	Pay Ded. - Health Employee (Single)
<b>2257</b>	Pay Ded. - Health Dependand (Family)
<b>2258</b>	Pay Ded. - LTD
<b>2259</b>	Pay Ded. - Dental
<b>2261</b>	Pay Ded. - Voluntary Lifelink
<b>2263</b>	Pay Ded. - Great West Life

***Credit Union Payable***

<b>2272</b>	Pay Ded. - PSCU
<b>2274</b>	Pay Ded. - BSGCU
<b>2276</b>	Pay Ded. - CCU

***Other Deductions Payable***

<b>2282</b>	Pay Ded. - Municipal Taxes
<b>2284</b>	Pay Ded. - Garnishee Payable
<b>2286</b>	Pay Ded. - GMA
<b>2287</b>	Pay Ded. - Pension Overpayment
<b>2288</b>	Pay Ded. - Other
<b>2290</b>	Pay Ded. - Johnson Insurance
<b>2292</b>	Pay Ded. - Deferred Salary

***Employee Deductions - Other***

<b>2302</b>	Pay Ded. - Computer Club
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**Account Codes**

2304	Pay Ded. - Social Club
2306	Pay Ded. - Staff Funds
2308	Pay Ded. - Gym Club
2328	Pay Ded. - Other
2354	Pay Ded. - Health & Education Tax (Payroll Tax)
2380	Pay Ded. - Ovrpmt/Recovery
2382	Pay Ded. - Qatar Recovery

***Accrued Liabilities***

2410	Accrued Wages and Benefits
2412	Accrued Operating Expenses
2414	Committed Expenses

***Deferred Revenue***

2432	Deferred Contract Revenue
2434	Deferred Tuition Revenue
2436	Deferred Subsidy Revenue
2438	Deferred Revenue - Other
2440	Deferred Revenue - Qatar

***Provincial Capital Grants***

2450	Provincial Deferred Grant
2452	Prior Capital Grants
2453	Provincial Deferred Project Grant
2454	Current Capital Grant
2455	Deferred Grants - Qatar
2456	Deferred Grants - ERP

***Student Liabilities***

2501	Student Health Insurance Payable - Single
2502	Student Health Insurance Payable - Family
2503	Student Health/Dental Clearing
2504	Student Dental Insurance Payable - Single
2505	Student Dental Insurance Payable - Family
2506	Registration Fees
2507	CFS Payable
2508	CSE Payable (Expense)
2509	NLFS Payable
2510	Student Insurance Payable
2511	Student Council Payable
2512	Student Commissions Payable
2513	Student Yearbook Payable
2514	Student Lock Deposit Payable
2515	Student Photocopier Card Payable
2516	Student Tokens Payable
2517	Student Fees Payable - Other
2518	S.W.A.S.P. Payable
2519	International Student Payable
2520	Travel Counsellors Deposit
2521	Residence Damage Deposit
2522	Humber Valley Ind. Living
2523	Prior Year Council Fees
2524	Recreation (Councils)
2550	Marine Institute Fees Payable

**Account Codes**

2552	Advanced Training Services
	<b><i>Other Liabilities</i></b>
2610	Canada Council
2611	Atlantic Accord
2612	ACMDI
2620	Tender Deposits
2630	Headquarters Fundraising
2640	Fundraising - General
2642	Burin Student Activities
2643	BSG Residence
2644	BSG Hairstylist
2650	Escheatment Liability (Staledates)
2651	Due to/from Fund Accounting
2660	Building Repairs & Maintenance Holdbacks
2661	Building Repairs & Maintenance Holdbacks - VAT Rebate
2670	Prepaid Receivables
2680	Lease Payables
2690	Misc Payables
2695	CNA - Qatar Advance - US
2696	State of Qatar Payable
2697	Interest on Qatar Advance
2698	CNA - Qatar Advance Cdn.

**Account Codes**  
**LONG TERM LIABILITIES**

	<b><i>Accrued Annual Leave Liability</i></b>	Headquarters Use Only
2710	Accrued A/L Liability - HAY Benefits	
2711	Accrued A/L Liability - HAY	
2712	Accrued A/L Liability - NUNM	
2713	Accrued A/L Liability - Faculty	
2715	Accrued A/L Liability - Support	
2719	Accrued A/L Liability - Undivided	
	<b><i>Accrued Severance Pay Liability</i></b>	Headquarters Use Only
2736	Accrued Sev Pay - Undivided	
	<b><i>End of Service Compensation Qatar</i></b>	
2740	ESC - State	
2742	ESC - College	
	<b><i>Trust Accounts</i></b>	
2800	Trust Accounts	
	<b><i>Misc Scholarships &amp; Awards</i></b>	
2801	Awards disbursed - Clearing account	
2810	Scholarships	
2815	Provincial Awards	
2820	Industrial Training Career Awards	
2860	Alumni & Advancement Donations	
2870	Scholarship Fundraiser	
	<b><i>Equity</i></b>	Headquarters Use Only
2930	Equity - Capital Assets	
2996	Deficit / Surplus - Prior Years	
2997	Deficit / Surplus	

## Account Codes

### REVENUES

	<b>Grants</b>	Headquarters Use Only
3110	Grant-in-Aid	
3150	Capital Grant	
3190	Other Grants	
	<b>Apprenticeship</b>	
3200	Apprent Revenue - Block	Allocate to regular apprenticeship programs
3210	Apprent Revenue - Other	Allocate to Non Grant-in-Aid Post Journeyman / Apprenticeship
3220	Apprent Revenue - Student Assmts	Student Fees for apprenticeship programs
	<b>Tuition Revenue</b>	
3310	Tuition Fees - Regular Programs	Allocate to programs
3312	Senior Discounted Tuition	Allocate to Senior Tuition
3350	Tuition Fees - International	Allocate to International Student Tuition
3360	Tuition Fees - Contract & Cont Ed	Allocate to Contract & CE programs
3370	Equipment / Materials	Allocate to programs
3375	Equipment / Materials Fee - CE	Allocate to Continuing Ed programs
3380	Technology Fee - DLS	
	<b>Contract Training / Special Project Revenue</b>	
3410	Contract / Project Revenue - Other	Non Grant-in-Aid programs only
3411	Deferred Revenue (Year End)	Headquarters use only
3480	Qatar - Wage Recovery	
3482	Qatar - Benefits Recovery	
3484	Qatar - Per Diem Wage Recovery	
3486	Qatar - Non-salary Recovery	
3490	Qatar - Management Fee	
3499	Revenue Clearing	Headquarters Use Only
	<b>Special Seat Revenue</b>	
3510	Sale of Seats Revenue - Other	Allocate to programs
	<b>Other Instructional Revenue</b>	
3610	Cooking Program Sales	Use for instructional programs, not admin or resale
3620	HRM Program Bar Sales	
3630	HRM Program Food Sales	
3640	Hairstylist Program Sales	
3650	Student Camps	
3660	Daycare Centre	Use by Daycare only (class 20 only)
3690	Miscellaneous Instructional	eg. First Aid / CPR Revenue
	<b>Resale Revenues</b>	
3712	Bookstore Sales	Use by Bookstore only
3715	Lock Sales	Campus-50-22200
3717	Locker Rentals	
3720	Printing Revenue	PPD Print Shop
3741	Meal Plan Sales	Food Services / Residences only
3742	Cafeteria Sales	Food Services only
3761	Residence Application Fees	Residence use only
3762	Residence Room Fees	Residence use only

**Account Codes**

<b>3763</b>	Residence Confirmation Fees	Residence use only
<b>3764</b>	Residence Fines	Residence use only
<b>3769</b>	Residence Other Revenue	Residence use only
<b>3799</b>	Misc Resale Revenue	
	<b><i>Student Related Revenue</i></b>	
<b>3812</b>	Application Fees	Campus-30-25100
<b>3814</b>	Registration Fees	Campus-30-25100
<b>3817</b>	Student Insurance Admin Fees	
<b>3820</b>	TOEFL Exam Fees	Test of English as a Foreign Language (Qatar)
<b>3840</b>	Supp/Reread Fees/ID's/Challenge	Campus-30-25100
<b>3860</b>	Photocopying Revenue	Use this for Photocopy revenue and not 3990
<b>3870</b>	Overdue Library Books	Campus-30-25400
<b>3890</b>	Misc. Student Related Revenue	
	<b><i>Other Revenue</i></b>	
<b>3905</b>	Interest Revenue	Headquarters use only
<b>3906</b>	Discount Earned/Lost	Headquarters use only
<b>3910</b>	Applied Research Revenues	
<b>3930</b>	Workorder Revenue	
<b>3935</b>	Advertising Revenue	
<b>3940</b>	Sale of Obsolete Assets	Headquarters use only
<b>3945</b>	Non-Refundable Tender Deposits	
<b>3950</b>	Parking Revenue	
<b>3960</b>	Classroom / Equipment Rental	
<b>3965</b>	Service Agreements	
<b>3970</b>	Commissions Revenue	
<b>3980</b>	Donations	
<b>3985</b>	Recovered Accounts	Headquarters use only
<b>3990</b>	Miscellaneous Revenue	
<b>3999</b>	Surplus Funds	Headquarters use only

**Account Codes**  
**PAYROLL RELATED EXPENSES**

	<b><i>Wage Recovery</i></b>	
4100	Wage Recovery	
	<b><i>Permanent Salary</i></b>	Used for approved Grant-in-Aid permanent positions.
4112	HAY	Permanent applies to the position and NOT to the staff person
4113	NUNM	
4114	Faculty	
4116	Support	
	<b><i>Temporary Salary</i></b>	Used for extra assistance, part-time, temporary positions
4122	HAY	Contract Training, Continuing Education, and all other
4123	NUNM	non-permanent positions.
4124	Faculty	
4126	Support	
	<b><i>Differential</i></b>	Additional pay earned when temp assigned to a higher position
4142	HAY	
4143	NUNM	
4144	Faculty	
4146	Support	
	<b><i>Advance Pay</i></b>	
4150	Advance Pay	
	<b><i>Contact Pay</i></b>	Additional pay earned when working in a 'restricted' environment
4154	Faculty	
	<b><i>Co-ordinators Bonus</i></b>	Additional pay for program co-ordination
4164	Faculty	
4166	Support	
	<b><i>Co-ordinators Salary</i></b>	
4174	Faculty	
	<b><i>Student Wages /Allowances</i></b>	
4180	Student Salaries - full time hours	Co-op, challenge, etc students (probably cost recovered)
4185	Student Training Allowance	
4190	Student Dep Care Allow	
	<b><i>Other Worked Salary</i></b>	Used for miscellaneous earnings not covered by any other code
4192	HAY	
4194	Faculty	
4196	Support	
	<b><i>EI Rebate</i></b>	
4199	EI Rebate	
	<b><i>Vacation Pay</i></b>	
4202	HAY	

## Account Codes

4203	NUNM	
4204	Faculty	
4206	Support	
	<b><i>Sick Leave Replacement Salary</i></b>	Use only with Instr Admin-26100 or Gen Admin-22100
4232	HAY	
4233	NUNM	
4234	Faculty	
4236	Support	
	<b><i>Other Leave Replacement Salary</i></b>	Use only with Instr Admin-26100 or Gen Admin-22100
4242	HAY	
4243	NUNM	
4244	Faculty	
4246	Support	
	<b><i>Education Leave Replacement Salary</i></b>	
4252	HAY	
4253	NUNM	
4254	Faculty	
4256	Support	
	<b><i>Retroactive Pay</i></b>	Use only for new collective agreement signings, position reclassifications; not to be used for missed pay periods or step increments
4412	HAY	
4413	NUNM	
4414	Faculty	
4416	Support	
	<b><i>Overtime Pay</i></b>	
4422	HAY	
4423	NUNM	
4424	Faculty	
4426	Support	
	<b><i>Severance / Redundancy Pay</i></b>	
4442	HAY	
4443	NUNM	
4444	Faculty	
4446	Support	
	<b><i>Labrador Allowance/Labrador Travel Allowance</i></b>	
4452	HAY	
4453	NUNM	
4454	Faculty	
4456	Support	
	<b><i>Shift Differential Pay</i></b>	Includes both weekend and night shift premiums
4513	NUNM	
4516	Support	
	<b><i>Standby Pay</i></b>	
4552	HAY	
4553	NUNM	
4554	Faculty	

## Account Codes

4556	Support
	<b><i>Grievance Settlements</i></b>
4572	HAY
4573	NUNM
4574	Faculty
4576	Support
	<b><i>Other Student Salary</i></b>
4611	Student Tutors
4612	Student Markers
4613	Student Library Assistants
4615	Student Lab Monitors
4619	Student - Other
	<b><i>Qatar Overseas Premium</i></b>
4702	HAY
4703	NUNM
4704	Faculty
4706	Support
	<b><i>Qatar Travel Allowance</i></b>
4712	HAY
4713	NUNM
4714	Faculty
4716	Support
4720	Qatar Housing Allowance
4730	Qatar Tuition Allowance
	<b><i>Qatar Special Allowance</i></b>
4742	HAY
4743	NUNM
4744	Faculty
4746	Support
4750	Qatar Per Diem Allowance
4754	Qatar Clinical Instructor Premium
4760	Qatar Local Hirings
4770	Qatar End of Service Compensation
	<b><i>Qatar Cost of Living Allowance (COLA)</i></b>
4782	HAY
4783	NUNM
4784	Faculty
4786	Support
	<b><i>Qatar Additional Worked</i></b>
4792	HAY
4794	Faculty
4796	Support

**Account Codes**

<b>4799</b>	Default Earnings	Headquarters use only
	<b><i>Benefit Costs</i></b>	
<b>4810</b>	Payroll Benefits	
<b>4811</b>	Qatar Benefits	
<b>4900</b>	Severance Accrual	Headquarters use only
<b>4910</b>	Vacation Accrual	Headquarters use only
<b>4920</b>	Pier Report Adjustment	Headquarters use only
<b>4930</b>	Salary Savings	Budget Only

**Account Codes**  
**SUPPLIES AND SERVICES**

**GENERAL EXPENSES**

<b><i>Professional Development</i></b>		
5100	Professional Development	See Appendix
5110	PD - Operational Training (Qatar)	
<b><i>Employee Recognition &amp; Wellness</i></b>		
5125	Employee Recognition & Awards	
5150	Employee Wellness	
<b><i>Professional Fees</i></b>		
5210	International Agency Service Fees	See Appendix
5220	Legal Fees	
5225	Tax Advice Fees	
5230	Engineering Fees	
5231	Engineering Fees to Balance Sheet	
5240	Audit Fees	
5250	Brokerage Fees	
5280	Accreditation Fees	
5290	Other Professional Fees	
<b><i>Travel</i></b>		
5420	Staff Travel	See Appendix
5425	Staff Travel Business Insurance	For Employee Business Insurance reimbursements
5440	Non-Staff Travel	See Appendix
<b><i>Recruitment and Relocation</i></b>		
5450	Interviewing - Staff Recruitment	Includes travel costs of the individual being interviewed
5460	Relocation - Staff Recruitment	
<b><i>Insurance</i></b>		
5500	Insurance	Not for Employee Business Insurance reimbursements
<b><i>Bank Fees and charges</i></b>		
5620	Bank Charges	Headquarters only
5640	Credit Card Fees	Headquarters only
5650	Exchange Loss - Qatar	Qatar Campus only
5670	Exchange Gain/Loss	Headquarters only
5690	Other Bank Charges	Headquarters only
<b><i>Photocopying and Printing</i></b>		
5712	Recovery - Photocopying / Printing	Recovery of photocopying / printing from internal sources
5724	Photocopy Lease/Meter/Maintenance/ Supplies/Printing Cost	All costs associated with photocopiers
5742	Internal Printing	In-house printing & copying charged out to other departments.
5744	External Printing	Done by external print shops
<b><i>Office Related Supplies</i></b>		
5820	Office Supplies	See Appendix

**Account Codes**

5830	Paper Stocks	Used for Paper stocks for Printers and Photocopiers
5840	Postage	
<b>Membership Fees</b>		
5900	Membership / Association Fees	
<b>General Advertising</b>		
6010	Tender Advertising	
6020	Courses/Recruitment Adv	
6030	Staff Recruitment Advertising	
6040	Promotional Activity/Materials	Promo (career fairs/school visits/advert/not travel)
6090	General Advertising - Other	
6091	Marketing - TV Advertising	
6092	Marketing - Radio Advertising	
6093	Marketing - Magazine Advertising	
6094	Marketing - Newspaper Advertising	
6095	Marketing - Sponsorship Advertising	
6096	Marketing - Other Advertising	
<b>Doubtful Receivables</b>		
6510	Collection Agency Fees	Headquarters use only
6520	Doubtful Receivables	Headquarters use only
6530	Write Offs	
<b>Freight and Customs</b>		
6600	Freight and Customs	See Appendix
<b>Cash Over / Short</b>		
6900	Cash Over / Short	
<b>Phone</b>		
7100	Telephone	
7150	Cell Phone	
<b>Utilities</b>		
7210	Fuel Oil & Boiler Oil	
7240	Propane	
7260	Electricity	
7270	Water Fees	
7280	Cable Services	
<b>Repairs and Maintenance</b>		
7310	Snow Clearing & Grounds Maintenance	
7315	Waste / Garbage Removal	
7320	Hazardous Waste Removal	
7332	Building Cleaning - Contracts	
7334	Building Cleaning - General	
7342	Bldg Repairs & Maintenance - General	See Appendix
7344	Bldg Repairs & Maintenance - Projects	See Appendix
7345	Capital Improvements to Balance Sheet	Headquarters use only
7350	Equipment Maintenance	See Appendix
7360	Equipment Inspections	See Appendix
7500	Heavy Equip Maint & Operations	See Appendix
7512	HEO/CT Recovery	

## Account Codes

	<b><i>Vehicle Operations</i></b>	See Appendix
7610	Vehicle Lease	
7612	Vehicle Fuel Recovery	
7615	Vehicle Rental	Short term vehicle rentals, not travel, usually program
7620	Vehicle Registration	
7630	Vehicle Fuel	
7640	Vehicle Repairs and Maintenance	
7650	Vehicle Insurance	
	<b><i>Equipment Rentals</i></b>	
7700	Equipment Rentals and Leases	Not for copiers or vehicles
	<b><i>Facilities Rentals</i></b>	
7800	Facilities Rentals	Cost to rent outside facilities
7810	Parking Rentals	Cost to rent outside parking areas
	<b><i>Protective Clothing</i></b>	
7850	Protective Clothing	
	<b><i>Depreciation</i></b>	
7900	Depreciation	Headquarters use only
	<b><i>Assets - Gain/Loss</i></b>	
7910	Loss of Assets	Headquarters use only
7920	Gain / Loss on Disposal of Assets	Headquarters use only
	<b><i>Food Services Expenses</i></b>	
8110	Food Cost	Use by Food Services / Café & Cooking Programs
8112	Food Recovery	Use by Food Services / Café & Cooking Programs
8113	MMS Food Transfer - Clearing	Use by Food Services / Café & Cooking Programs
8114	MMS Resale Food Recovery	Use by Food Services / Café & Cooking Programs
8120	Liquor Costs	Use by Food Services / Café & Cooking Programs
8130	Paper Products	Use by Food Services / Café & Cooking Programs
8140	Dishware and Small Tools	Use by Food Services / Café & Cooking Programs
8150	General Dining Hall Supplies	Use by Food Services / Café & Cooking Programs
8160	Food Service Licence Fees	Use by Food Services / Café & Cooking Programs
8170	Free Meal Issues	Use by Food Services / Café & Cooking Programs
8180	Concessions Expense	Use by Food Services / Café & Cooking Programs
	<b><i>Laundry &amp; Dry-cleaning</i></b>	
8200	Laundry & Dry-cleaning	
	<b><i>Textbooks and Supplies</i></b>	
8310	Cost of Textbooks & Other Resale	Bookstore use only
8312	Resale Textbook Recovery	Bookstore use only
8313	Special Stock Transfers Clearing	Bookstore use only
8315	Inventory Shrinkage/Overage	Bookstore use only
8320	Obsolete Texts	Bookstore use only
8325	Textbook Restocking Fees	Bookstore use only
	<b><i>Computer Supplies</i></b>	
8610	Computer Software	See Appendix
8615	Computer Hardware	See Appendix

**Account Codes**

8620	Computer Maintenance	See Appendix
8630	Internet Access	See Appendix
8640	Distance Education Fees	
	<b>Contracted Services</b>	See Appendix
8720	Contracted Instructional Services	
8730	Contracted Security Services	
8740	Contracted Cafeteria Services	
8750	Contracted Program Development	
8790	Other Contracted Services	
	<b>Assets</b>	
8800	Capital Purchases	See Appendix
8801	Capital to Balance Sheet	Headquarters use only
8802	Non-College Assets	Headquarters use only
	<b>Educational Materials</b>	
9110	Library Books	Libraries use only
9120	Instructional Textbooks	Texts used by instructors for program delivery
9130	Subscriptions	
9140	Audio Visual Aids	
9150	Student Testing Aids	
9160	Curriculum	
	<b>Day Care Operations</b>	
9220	Day Care - Operating supplies	Day Care Centre use only
9230	Day Care - Food Supplies	Day Care Centre use only
9290	Day Care - Other	Day Care Centre use only
	<b>Student Related</b>	
9400	Textbook Chargeoff	Books given to Per Diem Sponsored & Contract Students
9500	Student Related Expenses	
9520	Student Activity Grants	Usually paid to student committees / councils
9560	Student Field Trips	
9570	Graduation	
9580	Work Terms/Placements	
9590	International Student Expenses	
	<b>Minor Equipment and Tools</b>	See Appendix
9600	Minor Equipment and Tools	Small tools and equipment - not capital/See Appendix
	<b>Minor Computer Equipment</b>	See Appendix
9610	Minor Computer Equipment	Computer Equipment - not capital/See Appendix
	<b>Contingency</b>	
9860	Contingency	Headquarters use only
	<b>Materials &amp; Supplies</b>	
9900	Materials & Supplies	General supplies
9910	Group Meetings	
9920	Donations / Sponsorships	Contributions to outside agencies and groups
9930	Other Savings	Budget Only

**Account Codes**

9940 Misc. Interest Charges

***College Contribution***

9990 College Contribution - Projects

***Miscellaneous***

9998 Surplus

Headquarters use only

9999 Suspend

Headquarters use only

## Program Codes

**Executive Office**

<b>11000</b>	President's Office
<b>11050</b>	Leadership Initiatives
<b>11060</b>	Greening Initiatives
<b>11100</b>	General Counsel and Corporate Secretary
<b>11150</b>	Strategic Planning
<b>11200</b>	Policy Development
<b>11300</b>	Vice President (Qatar)
<b>11400</b>	TeleLearning Center
<b>11500</b>	Centre for Advanced Technology
<b>11600</b>	Centre for Environmental Excellence
<b>11900</b>	VP - Qatar Project

**Finance**

<b>12000</b>	VP - Finance and Administration
<b>12010</b>	ATIPPA - Access to Information and Protection of Privacy Act
<b>12020</b>	Risk Management
<b>12050</b>	Director of Finance
<b>12070</b>	Budget Office
<b>12090</b>	Financial Info Systems
<b>12100</b>	Comptroller's Office
<b>12105</b>	Financial Analyst (Qatar)
<b>12110</b>	Accounting
<b>12120</b>	Payroll
<b>12130</b>	Purchasing
<b>12140</b>	Fixed Assets
<b>12145</b>	Auctions
<b>12150</b>	Student Fees and Collections
<b>12200</b>	Internal Audit
<b>12300</b>	Maintenance
<b>12400</b>	Budget Analyst (Qatar)
<b>12500</b>	Total Quality Management
<b>12600</b>	Quality Assurance (Qatar)
<b>12601</b>	Quality Assurance Manager (Qatar)
<b>12602</b>	Planning & Analysis (Qatar)
<b>12900</b>	Qatar Reallocated Salaries

**Information Technology**

<b>13000</b>	Director of Information Technology
<b>13100</b>	Computing Resources (Eastern)
<b>13200</b>	IT Infrastructure
<b>13300</b>	Computing Resources (Qatar)
<b>13400</b>	Software Development (Qatar)
<b>13900</b>	ERP Operational
<b>13901</b>	ERP - Review
<b>13910</b>	ERP Finance Upgrade
<b>13915</b>	ERP - FIN Travel and Expense Module
<b>13920</b>	ERP Learner Services/HR
<b>13930</b>	ERP-En Campus Scheduling Software
<b>13940</b>	Learner Services - V9 Upgrade Parked Items
<b>13945</b>	ERP - Recruitment
<b>13950</b>	Budget & Planning Module
<b>13960</b>	ERP - Human Resources

**Program Codes**

13961 ERP - HR Time and Attendance

**Human Resources**

14000 Executive Director of Human Resources  
 14010 Employment Services Update  
 14011 Alternative Dispute Resolution Program  
 14012 Staff Orientation Development & Delivery  
 14013 Meyers Briggs & Personality  
 14014 Project Management Training  
 14015 Recruitment & Retention Strategy  
 14016 Wellness & Service Award Program  
 14017 Provincial OHS Program  
 14018 Performance Management Program  
 14019 Pre-retirement Information Sessions  
 14020 Investigation Training  
 14030 Medical Services Consultations  
 14040 Coaching Initiatives  
 14050 Interviewing Skills  
 14100 Human Resources - Staffing  
 14103 Human Resources - Orientation  
 14106 HRIS Coordinator (Qatar)  
 14107 Occupational Health/Safety Nurse (Qatar)  
 14150 Newfoundland Operations (Qatar)  
 14200 Labour Relations  
 14300 Continuous Learning  
 14310 PD - Performance Improvement Workshop  
 14320 Essential Leadership Skills Series  
 14350 PD Succession Planning - Management  
 14400 Teaching and Learning  
 14500 Manager of Organizational Design  
 14501 ID Project  
 14505 Performance Management  
 14600 Occupational Health & Safety Manager  
 14601 Occupational Health & Safety Nurse (Qatar)  
 14602 Occupational Health & Safety Officer (Qatar)  
 14900 HR - New Initiative Consultant

**Health Sciences**

15000 Director of Health Sciences  
 15100 Project Director of Nursing Studies (Qatar)  
 15500 Director of Marketing (Qatar)

**Academic/Learner Services**

16000 Vice President (VP) Academic Learner Services  
 16010 Director of Academic Programs & Institutional Research  
 16100 Program Development  
 16101 Accreditation - Qatar  
 16111 College Certification: Instructional Skill Development  
 16112 Process Education  
 16113 Leadership Development  
 16114 Team Performance Framework  
 16115 College Mentorship Model  
 16116 Communications Program Developer

## Program Codes

16117	Business Mgmt Program Review
16118	Professional Development - General Purpose
16119	ECE Training Needs Assessment
16120	Review - Electronics Engineering
16121	Review - Computer Support Specialist
16122	Review - Common First Year
16123	ESL Development
16124	IT Enhancement
16125	Heritage Management
16126	Review - Office Administration
16130	PD - Health Sciences (Qatar)
16200	Curriculum Development
16300	IT Accreditation
16400	Program Development Committees
16480	Academic Council
16481	Atlantic Curriculum Review
16482	Trades Accreditation
16483	Hospitality NF & Lab
16491	Community/Corporate Forum
16492	Program Advisory Committee
16495	Experiential Learning
16496	College Credentials Task Group
16497	PD - Internet Programmer - Business
16499	Special Projects (Forums)
16500	Teaching & Learning Center
16600	Oil and Gas Program Development
16700	Office of Applied Research
16800	Geospatial Research
16900	Centre for Agrifood
17000	Associate Vice President (AVP) Learner Services
17010	Prov Team - SDO's
17011	Prov Team - Co-Op
17012	Prov Team - Libraries
17013	Prov Team - Resource Facilitators
17014	Prov Team - Residences
17015	Prov Team - Registration Staff
17016	Prov Team - Disability Services
17017	Prov Team - Admissions
17018	Prov Team - Access for Success
17019	Prov Team - PLAR
17020	Advisory Committee - Disability Services
17021	Prov Team - Counselling
17022	Prov Team - Student Aid
17023	Prov Team - Health Services
17024	Prov Team - Team Leads Comm
17025	Prov Team - LS Admin Team
17100	Admissions / Registrar's Office
17150	Learner Services Review
17200	Recruitment
17210	ABE Recruitment Process Review
17250	Provincial Awards Team
17400	Retention
17401	Retention - Provincial Events

**Program Codes**

<b>17402</b>	Retention - Provincial Publications
<b>17500</b>	Recruitment
<b>17600</b>	Marketing
<b>17700</b>	Student Insurance Administration
<b>17800</b>	Office of Institutional Research & Analysis (OIRA)
<b>17900</b>	Learner Services Initiative

**College Development/Advancement**

<b>18000</b>	Director of Development / College Advancement
<b>18100</b>	Communications
<b>18200</b>	Manager of Marketing & PR
<b>18205</b>	Graphics Design (Qatar)
<b>18300</b>	College Advancement

**Board of Governors**

<b>19000</b>	Board of Governors
<b>19100</b>	Qatar Joint Oversight Board

**Schools**

<b>20050</b>	School of Development
<b>20060</b>	Applied Degrees Research
<b>20100</b>	School of Tourism & Natural Resources
<b>20101</b>	GIS Advanced Diploma Review
<b>20102</b>	Northern Natural Resources Review
<b>20103</b>	Adventure Tourism Review
<b>20104</b>	Tourism Natural Resources Review
<b>20150</b>	PD - School of Tourism & Natural Resources
<b>20200</b>	School of Business & Information Technology
<b>20201</b>	Business Management Review
<b>20202</b>	Heritage Management Review
<b>20203</b>	Small & Medium Enterprise Review
<b>20204</b>	HR Program Review
<b>20205</b>	Marketing Review
<b>20206</b>	Website Admin Review
<b>20207</b>	Bus Accred Training Session
<b>20210</b>	School of Business & ICT
<b>20250</b>	PD - School of Business & Information Technology
<b>20301</b>	IT Program Resources Review
<b>20400</b>	School of Engineering Technology
<b>20401</b>	First Year Technology Review
<b>20403</b>	Research re 5 Technology Program Review
<b>20405</b>	Geomatics Program Development
<b>20407</b>	Survey Technician Development
<b>20450</b>	PD - School of Engineering Technology
<b>20500</b>	School of Health Sciences
<b>20501</b>	Occupational Therapist/Physio Review
<b>20550</b>	PD - School of Health Sciences
<b>20600</b>	School of Industrial Trades
<b>20601</b>	Commercial Transport/Trades Review
<b>20602</b>	Forest Resources Operator Review
<b>20603</b>	Women at Work/Service Learning
<b>20650</b>	PD - School of Industrial Trades
<b>20701</b>	Visual Arts Review

**Program Codes**

<b>20702</b>	Multimedia Review
<b>20703</b>	Music Industry/Recording Arts Review
<b>20704</b>	Journalism Review
<b>20800</b>	School of Access
<b>20900</b>	School of Academics & Applied Arts
<b>20901</b>	ABE, Phase I Review
<b>20902</b>	CAS Review
<b>20903</b>	General Studies Review
<b>20904</b>	ESL Review
<b>20905</b>	Aboriginal Leadership Certificate
<b>20910</b>	School of Academic & EFL
<b>20950</b>	PD - School of Academics & Applied Arts

**Campus Administration**

<b>22100</b>	General Administration
<b>22101</b>	Admin & Program Sick Relief
<b>22102</b>	General Administration - BSG Bown Bldg
<b>22103</b>	General Administration - BSG Martin Gallant Bldg
<b>22110</b>	Campus Administrator - Labrador
<b>22111</b>	Campus Administrator
<b>22120</b>	Campus Administrator - Corner Brook / STA
<b>22121</b>	Campus Administrator - Trades & Technology
<b>22122</b>	Campus Administrator - Business & Applied Arts
<b>22123</b>	Campus Administrator - St. Anthony
<b>22124</b>	Campus Administrator - Natural Resources
<b>22130</b>	Campus Administrator - Bay St. George / PAB
<b>22131</b>	Campus Administrator - Business Technology
<b>22132</b>	Campus Administrator - Applied Arts
<b>22133</b>	Campus Administrator - Port aux Basques
<b>22134</b>	Campus Administrator - Intern - Martin Gallant Bldg
<b>22140</b>	Campus Administrator - Central
<b>22141</b>	Campus Administrator
<b>22150</b>	Campus Administrator - Eastern & Avalon
<b>22151</b>	Campus Administrator - Burin
<b>22152</b>	Campus Administrator - Clarendville
<b>22153</b>	Campus Administrator Burin - Pilot
<b>22161</b>	Campus Administrator - Carbonear
<b>22162</b>	Campus Administrator - Placentia
<b>22170</b>	Campus Administrator - St. John's
<b>22171</b>	Manager - Learner Services / St. John's
<b>22172</b>	Campus Administrator-PPD Business St. John's
<b>22173</b>	Campus Administrator-Ridge Road - Tech / Trades A
<b>22174</b>	Campus Administrator-Medical Sciences - St. John's
<b>22175</b>	Manager Food Services - St. John's
<b>22176</b>	Campus Administrator - Seal Cove
<b>22177</b>	Campus Administrator - Ridge Road - Tech / Trades B
<b>22178</b>	Engineering Office at PPD
<b>22179</b>	Campus Administrator-PPD Applied Arts St. John's

**Program Codes**

22180 Campus Administrator-PPD Intern

**Bookstore**

22200 Bookstore Services

22250 MMS - Master Merchant Services

**Maintenance and Security**

22310 Physical Operation

22315 T.I. Murphy Centre

22320 Maintenance

22325 Maintenance Project (For Projects initiated by Facilities Manager)

22330 Qatar Housing

22340 Security

22350 Boiler Room

22360 Housekeeping

22370 Snow & Ground Maintenance

22380 Project Engineering (Qatar)

22400 Maintenance Garage

22500 Mailroom

22600 Printing & Duplication

22700 Emergency Preparedness

**Information Technology**

23100 Computing Services

23105 Security Systems Admin (Qatar)

23106 Staff Training (Qatar)

23115 Computer Support (Qatar)

23200 IT Software Development

**Learner Services**

25100 Registrar Services

25200 Student Development

25250 Student Aid

25300 Counseling

25302 Coordinator Student Life (Qatar)

25303 Coordinator International Education

25320 Aboriginal Resources

25350 Co-op Education

25400 Library

25500 Recreation

25600 Disability Services

**Student Housing and Services**

25620 Residence

25625 Laundry

25630 Apartments

25640 Cafeteria

25642 Vending

25644 Canteen

25646 Catering

25648 Dry Stores

25660 Day Care

25700 Audio Visual Services

## Program Codes

25800 Health Services  
 25900 Student Success Centre

## Instructional Services

26100 Instructional Administration  
 26150 Skills Canada  
 26300 Distance Education  
 26400 Accreditation  
 26500 Workforce Development  
 26600 Proposed Programs  
 26700 Specification Review (Qatar)  
 26800 Classroom Improvements  
 26900 Instructional Help Centre

## College Vehicles

27106 HV Ford Crewcab Truck  
 27108 LW Ford F150 Pickup COO 149  
 27150 HV Chev Bus BPA 734  
 27164 HV Ford 16 Pass Van BPA 988  
 27167 HV 2003 D4G Dozer XAJ 651  
 27169 HV Volvo Tractor CLW 192  
 27170 HV Grader  
 27171 HV-2001 Ford Picker CLK 942  
 27172 HV 2010 Dodge Caravan CTH 152  
 27173 HV 2009 Altec Line Truck  
 27174 HV Intl Digger 4400 Line Truck  
 27204 BSG Chev Van CPX 550  
 27206 CB Ford Bus BPA 353  
 27208 CB Chev Van CPM 128  
 27210 STA Dodge Ram CPW 334  
 27211 CB Chev Express Van BPA 918  
 27212 CB Chev 15 Pass Van BPA 481  
 27213 CB Dodge Caravan CTL 486  
 27214 CB 2008 Ford 15 Pass Van BPB 181  
 27215 CB 2008 Ford 15 Pass Van BPB 182  
 27216 CB-Recreational Vehicles  
 27217 STA-Recreational Vehicles  
 27218 CB - 24 Pasenger Bus BPC 222  
 27219 CB - Chev Silverado CTG 953  
 27309 PAB 2010 Jeep Compass  
 27310 BSG Chev Van CSV 311  
 27311 BSG Ford Econo Ambulance CPD 928  
 27312 BSG Ford Econoline BPB 190  
 27314 BSG - Rock Truck XAN 206  
 27315 BSG - 2007 JD Loader XAL 358  
 27339 BSG 2011 Freightliner CSS 835  
 27340 BSG/CT Columbia Tractor CTE 031  
 27341 BSG/CT Columbia Tractor CSO 326  
 27342 BSG-Fisher Salt/Sand Spreader  
 27343 BSG-2011 J. Deere Loader 544K  
 27349 BSG-96 Dodge Van CHW 977  
 27350 BSG/Crane - Grove Rough Terrain  
 27351 BSG/Crane - Link Belt Crawler

## Program Codes

27352	BSG/HEO JD Artcl Truck XAK 686
27353	BSG/HEO Sterling Boom Truck COH 475
27354	BSG/HEO D5N Tractor Dozer HAK 734
27355	BSG/HEO GMC Dump Truck COP 679
27356	BSG/HEO Terex Truck XAK 572
27357	BSG/HEO Dump Truck COP 678
27358	BSG/HEO GMC Dump Truck COP 680
27359	BSG/HEO GMC Dump Truck COP 681
27360	BSG / HEO Truck XAB 508
27361	BSG / HEO Truck XAA 574
27364	BSG / HEO Grader XAK 303
27366	BSG / HEO Excavator XAJ 655
27367	BSG / HEO Excavator XAJ 657
27368	BSG / HEO Excavator XAJ 656
27369	BSG / HEO Loader XAH 067
27370	BSG / HEO 2003 924G Wheel Loader XAJ 517
27371	BSG / HEO 2003 924G Wheel Loader XAJ 660
27373	BSG / HEO Backhoe / Loader XAH 113
27374	BSG / HEO Gymer Trailer TDR 670
27375	BSG / HEO Sterling Acterra Dump Truck CMV 620
27377	BSG / HEO Chev Silverado 1500 HD CBS 845
27378	BSG / CT 1999 Van Trailer TWX 016
27379	BSG/CT Stoughton Trailer TEM285
27380	BSG - 2011 Float Trailer
27383	HV Tandem Truck CLW 532
27384	BSG / CT Manac Van TGD 058
27385	BSG / CT Tandem Truck CLE 477
27386	BSG / CT Tandem Truck CGC 163
27388	BSG / CT Mack Truck CKT 255
27392	BSG / CT Chev Pickup CLB 807
27393	BSG / CT Boom Truck CFK 529
27395	BSG / CT GMC Sierra CSZ 006
27396	BSG / CT GMC Dump Truck CLW 620
27397	BSG / CT Fontaine Flatbed Trailer TEP 789
27399	BSG / CT 1994 Trailer TWZ 611
27405	GFW Ford Windstar HEC 833
27408	BV Dodge Grand Caravan CSA 746
27409	GAN Chevy Silverado COC 050
27504	BUR 2010 Caravan SE HTP 177
27505	CLAR Toyota Corolla HRO 417
27601	PLAC 2010 Dodge Quad 1500 Pick up Truck
27603	CARB 2009 Pontiac G5 HPZ 584
27604	PLAC 91 Intl Dump Truck CNL 339
27605	PLAC 88 Tdm Dump Truck CNB 477
27606	PLAC 2007 Cat Backhoe XAK 903
27607	PLAC 2007 JD317 Skid Steer
27608	PLA Doge Caravan SE HNV 587
27609	PLA-2009 J.Deere Loader XAL615
27610	PLA-2008 J.Deere ExcavMD160DLC
27611	PLA-2008J.Deere Backhoe XAL616
27612	PLA2007-CAT 320DL Excavator
27613	PLA-2010 Intl Dump Truck CSJ 856
27614	PLA-2010 30 Tonne Tri Axle Trailer TZN 654
27615	PLA-2010 CAT Loader XAM 494

**Program Codes**

<b>27616</b>	PLA-1992 Intl Dump Truck
<b>27617</b>	PLA - 2001 Tandem Dump Truck CSS 829
<b>27709</b>	SC Intl `87 Line Truck CGP 769
<b>27710</b>	SC Intl `91 Line Truck CGD 567
<b>27711</b>	SC SS 7V4 `89 Line Truck CLO 543
<b>27714</b>	BSG Chev Silverado CNW 176
<b>27715</b>	SC 2010 Dodge Caravan HRT 876
<b>27716</b>	PPD Dodge Gr Caravan HPM 596
<b>27717</b>	PPD Dodge Gr Caravan HPM 598
<b>27718</b>	PPD Ford Ambulance CPM 018
<b>27719</b>	SC Intl '07 Line Truck COP 417
<b>27720</b>	BSG Dodge Caravan SE HNV 591
<b>27721</b>	PPD Chev Silverado CSW 713
<b>27722</b>	RR-2010 Dodge Caravan CTC 323
<b>27723</b>	SC 2001 GMC-Digger Line Truck CLK 598
<b>27806</b>	2008 Chev Van HQ CPF 988
<b>27807</b>	HQ 2010 Dodge Caliber HSC 592
<b>27808</b>	HQ Komatsu Forklift - 584165A

**Capital Initiatives**

<b>29100</b>	Capital Grant
<b>29200</b>	White Paper
<b>29300</b>	Matching Funds
<b>29500</b>	CCI Surplus
<b>29600</b>	Salary Savings

**Academic Programs**

<b>31050</b>	Academic Coordination
<b>31100</b>	Adult Basic Education Program
<b>31105</b>	ABE - Penitentiary
<b>31107</b>	ABE - Waterford
<b>31109</b>	ABE - HRE
<b>31110</b>	ABE Program Coordination
<b>31120</b>	ABE Level I
<b>31130</b>	ABE Level II & III
<b>31140</b>	Aboriginal Resource Centre
<b>31150</b>	Aboriginal Bridging
<b>31200</b>	English as a Second Language
<b>31201</b>	EFL Testing Center
<b>31202</b>	IELTS Testing Qatar
<b>31204</b>	CAEL Assessment
<b>31205</b>	Entrance Testing Qatar
<b>31300</b>	Academic Support
<b>31302</b>	Academic Support - BSG Bown Bldg
<b>31303</b>	Academic Support - BSG Martin Gallant Bldg
<b>31304</b>	Academic Support - PPD
<b>31400</b>	Employability Skills
<b>31600</b>	General Studies
<b>31700</b>	Office of Distributed Learning
<b>31800</b>	Comprehensive Arts and Science Transition (CAST)
<b>31801</b>	Comprehensive Arts and Science Transition - LMA

**Program Codes**

31802 Comprehensive Arts and Science Transition Expansion

**Business Programs**

32100 Business Program Coordination  
32200 Business Administration  
32210 Business Administration - International Business (Burin)  
32250 Continuous Quality Improvement Specialist  
32300 Office Administration  
32350 E Commerce  
32400 Banking (Qatar)  
32600 Computer Studies / MIS  
32700 Cultural Management  
32900 TeleService Agent

**Information Technology Programs**

33050 Information Technology Coordination  
33100 Programmer Analyst  
33200 Prog Analyst - Graduate Enhancement Program  
33300 Prog Analyst - CO-OP  
33450 Prog Analyst - Database Development  
33500 Information Management Analyst Program  
33600 Computer Systems & Networking  
33700 Multi Media  
33800 Website Administrator  
33850 Internet Application Developer  
33860 Software Developer  
33900 Applied Business Information Technology

**Health Sciences Programs**

35050 Occupational Therapy Assistant  
35060 Physiotherapy Assistant  
35080 Rehabilitation Assistant  
35100 Health Sciences Program Coordinator  
35150 Medical Sciences Common Costs  
35200 First Aid / CPR  
35300 Medical Sciences I (General)  
35400 Medical Laboratory Sciences  
35410 Medical Laboratory Assistant  
35600 Medical Radiography  
35700 Diagnostic Ultrasonography  
35800 Respiratory Therapy  
35900 Emergency Medical Services  
35920 Paramedicine  
35930 Nursing  
35935 Licensed Practical Nurse  
35936 Licensed Practical Nurse - LMA  
35940 Pre Health Sciences  
35950 Environmental Health Tech  
35960 Dental Assistant  
35970 Pharmacy Technology

**University Programs**

38400 General Studies - Access

## Program Codes

*Transfers*

38510 College University Transfer Program

**Trades Programs**

40100 Trades Programs Coordination

*Trades Programs - Mechanical*

41100 Repair Related Trades  
 41110 Automotive Service Technician  
 41120 Auto Body Repair, Pre-employment  
 41140 Truck Transport Service Technician  
 41150 Oil Burner Mechanic, Pre-employment  
 41160 Heavy Equipment Service Technician  
 41170 Small Equipment Repair  
 41200 Machinist Pre-employment  
 41300 Millwright Pre-employment  
 41350 Instrumentation Control Technology  
 41400 Welding Trades  
 41410 Welding Pre-employment  
 41420 Welding Related Pre-employment  
 41430 Welding Testing & Gas  
 41440 Welding Arc / Gas High Pressure  
 41500 Non-destructive testing, pre-employment  
 41600 Heavy Equipment Operator, Pre-employment  
 41700 Refrigerator and Air Conditioning, Pre-Employment  
 41750 Insulator (Heat & Frost)  
 41800 HEO / HDR  
 41850 Rotational Trades  
 41900 Welder / Fabricator  
 41910 Iron Worker

*Trades Programs - Civil*

42100 Bricklaying, Pre-employment  
 42200 Carpentry/Heritage  
 42210 Carpentry , Pre-employment  
 42230 Heritage Carpentry  
 42250 Cabinet Making  
 42300 Sheet Metal, Pre-employment  
 42400 Plumbing & Heating, Pre-employment  
 42450 Industrial Tech  
 42500 Fitter Trades  
 42510 Steam Fitter & Pipefitting, Pre-employment  
 42520 Metal Fabricator, Pre-employment  
 42600 Construction / Industrial Electrical, Pre-employment  
 42650 Residential Electrician  
 42700 Trades Helper Assistant  
 42750 Process Operator Trades  
 42800 Power Engineering 4th Level  
 42900 Stone Masonry  
 42920 Concrete Finisher

*Trades Programs - Service Sector*

43100 Commercial Cooking / Baking

**Program Codes**

43200 Commercial Baking  
 43300 Hairstylist  
 43400 Painter/Plaster

***Trades Programs - Other***

44100 Power line Technician, Pre-employment  
 44200 Commercial Transport, Pre-employment  
 44300 Crane Operator, Pre-employment  
 44450 Automotive Services Education Program  
 44600 Motive Parts Clerk  
 44700 Technician Preparatory Program  
 44702 Instructional Certification  
 44800 Security Training  
 44900 Aboriginal Trades Access  
 44910 Essential Skills Program  
 44920 Grenfell Handicrafts  
 44950 Women in Trades

**Apprenticeship Programs**

45050 Apprenticeship Holding Budgets  
 45100 Apprenticeship Programs Coordination

***Apprenticeship Programs - Mechanical***

46100 Repair Related Apprenticeship  
 46110 Automotive Service Technician, Apprenticeship  
 46120 Auto Body Repairer, Apprenticeship  
 46140 Truck Transport Service Technician, Apprenticeship  
 46150 Oil Burner Mechanic, Apprenticeship  
 46160 Heavy Duty Service Technician, Apprenticeship  
 46170 Small Equipment Repair, Apprenticeship  
 46200 Machinist Apprenticeship  
 46300 Millwright Apprenticeship  
 46400 Welding Apprenticeship  
 46410 Flux Core Welding  
 46500 Industrial Instrumentation, Apprenticeship  
 46600 Heavy Equipment Operator, Apprenticeship  
 46700 Refrigeration and Air Conditioning, Apprenticeship  
 46900 HEST / TTST, Apprenticeship

***Apprenticeship Programs - Civil***

47100 Bricklaying Apprenticeship  
 47200 Carpentry Apprenticeship  
 47250 Cabinet Maker (Advanced)  
 47300 Sheet Metal Apprenticeship  
 47400 Plumbing & Heating, Apprenticeship  
 47500 Fitter Apprenticeship  
 47510 Steam Fitter & Pipefitting, Apprenticeship  
 47520 Structural Plate Fitter, Apprenticeship  
 47530 Sprinkler Fitter, Apprenticeship  
 47540 Metal Fabrication, Apprenticeship  
 47600 Electrical Apprenticeship  
 47610 Construction Electrician, Apprenticeship  
 47620 Industrial Electrical, Apprenticeship  
 47630 Construction Lineman, Apprenticeship

**Program Codes**

47640	Power line Technician, Apprenticeship
47700	Driller / Blaster, Apprenticeship
<b><i>Apprenticeship Programs - Service Sector</i></b>	
48100	Commercial Cooking, Apprenticeship
48300	Hairstylist, Apprenticeship
48400	Painter and Decorator, Apprenticeship
<b><i>Apprenticeship Programs - Other</i></b>	
49100	Stonemason, Apprenticeship
49200	Mobile Crane Operator, Apprenticeship
49210	Mobile Crane Operator, Advanced Apprenticeship
49230	Boomtruck, Advanced Apprenticeship
49300	Maintenance Operator, Apprenticeship
49450	Automotive Services Education Program, Apprenticeship (ASEP)

**Technology Programs**

50100	Technology Programs Coordinator
<b><i>Technology Programs - Common</i></b>	
51100	Technology Academics
51200	First Year Engineering Technology
51202	Chemical Processing Tech
51204	Instrumentation Engineering
51206	Telecommunications Engineering
<b><i>Technology Programs - Mechanical &amp; Electrical</i></b>	
52100	Mechanical Engineering Technology Programs
52110	Mechanical Eng Tech - Power
52120	Mechanical Eng Tech - HVAC
52130	Mechanical Eng Tech - Manufacturing
52200	Electrical Engineering Technology Programs
52210	Electrical Eng Technology, Co-op (3 Yrs)
52220	Electrical Eng Tech, Non Co-op
52230	Electrical Eng Tech, Industrial Control
52300	Petroleum Engineering Technology (3 Yrs)
52400	Automotive Technology Programs
52410	Automotive Technology, Co-op (3 Yrs)
52420	Automotive Technology - 2 Years
52500	Industrial Engineering Technology Programs
52510	Industrial Engineering Technology
52520	Industrial Engineering Technician
52530	Industrial Instrumentation Technician
52600	Welding Engineering Technician
52700	Mechanical Technician
52800	Chemical Process (CPET)
52900	Industrial Maintenance Technician
52910	Industrial Maintenance & Fabrication
52950	Manufacturing Centre
<b><i>Technology Programs - Electronics &amp; Computing</i></b>	
53100	Electronics Engineering Technology Programs
53110	Telecommunication Engineering Technology
53120	Electronics Eng Tech - Biomedical

**Program Codes**

53130 Electronics Eng Tech - Computers  
 53140 Electronics Eng Tech - Integrated Info Systems  
 53150 Electronics Eng Tech - Instrumentation  
 53910 Multi Skilled Industrial Trades

***Technology Programs - Civil and Architectural***

54200 Civil Engineering Technology Programs  
 54210 Civil Engineering Technology (3 Yrs)  
 54220 Civil Engineering Camp  
 54240 Civil Engineering (CAD) Technician  
 54300 Geomatics Engineering Technology Programs  
 54310 Geomatics Engineering Technology  
 54320 Geomatics Engineering Camp  
 54400 Architectural Engineering Technology

***Technology Programs - Environmental Sector***

55000 Natural Resources Coordination  
 55100 Environmental Technology - Co-op  
 55200 Adventure Tourism  
 55300 Natural Resources Technician  
 55400 Conservation Law Enforcement  
 55500 Emergency Management - (Post Diploma)

***Technology Programs - Resource Sector***

56100 Forest Resources Technology  
 56120 Forest Resources Camp  
 56300 Pulp and Paper Technology  
 56400 Mining and Engineering Technology  
 56500 Fish and Wildlife Technology  
 56520 Fish and Wildlife Camp  
 56550 Hunter/Fisher Guide  
 56600 Laboratory Technician (Petrochemical)  
 56700 Process / Chemical Technology  
 56750 Chemical Processing - Project  
 56800 Mining Technician  
 56850 GIS Applications Specialist  
 56900 Process Operations Engineering Technology

***Technology Programs - Aeronautics Sector***

57100 Aircraft Maintenance Engineering Technology  
 57200 Aircraft Structural Repair Tech

***Technology Programs - Other***

59300 Food Service & Nutrition Management

**Applied Arts Programs**

60100 Applied Art Programs Coordination

***Applied Arts - Services Sector***

61100 Early Childhood Programs  
 61110 Early Childhood Education  
 61120 Early Childhood Education by Distance  
 61200 Tourism Programs  
 61210 Tourism Studies

**Program Codes**

61220	Food, Beverage, and Lodging
61222	Cobham's Dining Room
<b><i>Applied Arts - Creative Sector</i></b>	
62100	Graphic Arts Programs
62110	Graphic Arts, Printing Technology
62115	Printing Demo
62120	Graphic Arts, Graphic Design
62130	Video Game Design
62200	Textile Studies
62300	Film and Video Production
62400	Visual Arts
62500	Journalism
62600	Music Industry and Performance
62700	Classical Animation
62800	Technical Writer
62900	Recording Arts
63000	Community Studies
63500	Community Recreational Leadership
<b><i>Applied Arts - Other</i></b>	
64100	Multimedia Programs
64110	Multimedia Productions
64120	Multimedia Internet Development
64200	Digital Animation

**Off Campus Learning Centres**

65002	Postville Learning Centre Nain Learning Center
65004	Nain Learning Centre
65005	Hopedale Learning Centre
65006	Port Hope Simpson Learning Centre
65007	West St. Modeste Learning Centre
65008	North West River Learning Centre
65009	Rigolet Learning Centre
65010	Makkovik Learning Centre
65011	Cartwright Learning Centre

**RNI Process**

66001	IRP - Survey Software
66002	INDTrad - Shop Safety Plan
66003	BON - Plumbing Shop Modernization
66004	BusIT - Outcome Assessment Plan
66005	GAN - Aircraft Tech Library
66006	LW - Computer Lab Upgrade
66007	CAR - Phone System Upgrade
66008	RR - Boiler Mgmt Control System
66009	BSG - HEST Equipment
66010	Millwright Shop
66011	Modular Design Classroom
66012	Welding Machines
66013	Surface Grinder for Millwright
66014	Ramp in Automotive Shop
66015	Vibration Analysis Machine

## Program Codes

66016	Course Development & Accr Sup
66017	Two Automated Analyzers
66018	Tire Changer
66019	Course Evaluation Software
66020	Microbiology Procedures
66101	BV - Machinist Shop Upgrade
66102	SC - Powerline Tech Shop/Equip Upgrade
66103	GFW - Trades Capacity Reinstatement
66104	PPD - MVR Shop Electrical Upgrade
66105	Shop Mod
66106	Essential Shop Safety
66107	Shop Safety - BON Plumbing
66108	Shop Safety - BON Electrical
66109	Shop Safety - CAR Carpentry
66110	Shop Safety - CAR Electrical
66111	Shop Safety - CLA Carpentry
66112	Shop Safety - CLA Steam
66113	Shop Safety - PPD Welding
66114	Shop Safety - PPD Art
66115	Shop Safety - PPD AST Adv
66116	Shop Safety - PPD AST Ent
66117	Shop Safety - SC Oil
66118	Shop Safety - SC Electrical
66119	Shop Safety - SC Powerline
66201	PLA - HEO Equipment
66202	CLA/DL Renovations
66203	IT - Student Wireless Network
66204	PPD - Medical Radiology Equipment
66205	Upgrade Physics Lab
66206	Plan of Training in entry and advanced programs
66207	Simulation manikins
66208	Cutter machine - Graphics Program
66209	CAD System for Textiles Program
66210	ELMO visual presenter
66211	DL Office Redesign
66301	AAA - ABE II/III Provincial Conference
66302	BUR - Lobby Renovations
66303	Aboriginal Resource Centre
66402	Grenfell Handicrafts
66403	Radio System for field site
66404	CT Entry Level
66405	Welder entry level
66406	Labvolt equipment for electrical program
66407	Threading Machine - Plumber Program
66408	Installation of fire escapes
66409	Add Funds Welding, metal fab, and WET
66410	4 Lab volt work stations
66411	Commercial storage racks
66412	Front End Loader
66413	Equipment Instrumentation shop
66414	Industrial Trades Faculty Workshop
66415	4 Miller Welding Machines
66416	Gas supply pilot lights-Gas manifold system
66417	Equipment for Carpentry Program

## Program Codes

66418	Upgrading of Electrical Shop
66501	Design Revision Media Arts Centre website
66502	Program co-ordinator Bona Inst Jan-March
66503	Accounting program review
66504	Business Development PD and Program Dev
66506	Replacement of carpet-library PPD
66507	Engineering study - Kitchens PPD
66508	Operation of 3 flat screen monitors
66509	Equipment for Community Rec. Leadership Program
66510	LCD Projector - gym at PPD
66511	Programmer Analyst & Computer Systems Smart Classroom
66512	Help Centre - PPD
66513	Instructional Skills Workshop
66514	Digital Signage System
66515	Cleaning & Maintenance issues at campus
66516	Help Centre - Ridge Road
66517	Renovations Offices
66518	Renovations to create office space
66519	Emergency Management Post Diploma Program
66520	Graduation Vstoles
66521	SDO Recruiter (PT)
66522	Replacement of Display Units
66523	Sponsorship of Canadian Apprenticeship Forum
66524	Reciprocating Compressor Demonstrator with video - LW
66525	Boiler Tube Trainer - LW
66526	Single Cab Pickup Truck - HEO - PLA
66527	5 TIG Miller Welding Machines - PLA
66528	Subarc Machine for Welding Program - PAB
66529	Fresh Air Supply System - PPD Complete Installation
66530	Replace Broken Easels and Drawing Boards - Textile Program - PPD
66531	Horizontal Band Saw for Welding Program - PPD
66532	Digital & Visual Related Equipment - Graphic Design Program
66533	Replace Broken Equipment Histology Lab for MLS program - PPD
66534	Storage Shelving - STA
66535	Promotions Funding
66536	Welding Machines - BV
66537	Faculty Offices - BSG
66538	Video Conferencing Equipment - BSG
66539	Plumbing Equipment - BON
66540	Residence Rooms - BUR
66541	Shop Safety Audit
66542	Shop Safety Audit Hoists - CAR
66543	Computer Labs - CLA
66544	CT Program Development
66545	Office Upgrade - CB
66546	Business Admin Program - DL
66547	Industry Day
66548	Fuel Storage Tank
66549	Blind Installation - GAN
66550	Virtual Classroom - GFW
66551	LCD Projectors
66552	Curriculum Teams
66553	Cisco Security Appliance
66554	Storage Area Network

## Program Codes

66555	Hydraulic Bench Trainer
66556	WAIS Kits
66557	Exhaust & Makeup Air
66558	Heavy Equipment Repair
66559	CSS Kee Wall Repairs
66560	Gas Chromatography
66561	Stereomicroscope
66562	Graphic Printing Equipment
66563	Power System Analysis Equipment
66564	Electric Labs
66565	Robotic & Vision System
66566	Electrical Shop Upgrade
66567	Workstation Replacement - SC
66568	Storage Shed - PAB
66569	Digital Roller Machine
66570	Water Line Replacement
66571	Magnetic Particle Machine
66572	Business Case Competitions
66573	OA Faculty Workshop
66574	Upgrade Media Arts Program
66575	Upgrade Music Industry Program
66576	Studio Equipment
66577	Videoconferencing Unit (CLA)
66578	Lab Volt Equipment (CB)
66579	HS Program Development
66580	Learner Recruitment Promotions
66581	Applied Research Projects
66582	Electrical Lab Equipment
66583	Student Desks
66584	Hospitality Tourism Mgmt (DL)
66585	Domain Controllers
66586	Kitchen Boiler Plate
66587	Kitchen Grill
66588	HR External Consultant
66589	Marketing Initiative
66590	Computer Refresh
66591	IT Server
66592	Food Technologist Agri-food Centre
66601	Med Lab Assistant - New Offering Jan 2010
66602	Replace A/C unit - IT group
66603	Obsolescence of student computer lab units
66604	Extend temp SDO 1 year
66605	Renovations of Bistro
66606	Technology to support learning disabilities ABE
66607	Desk Replacement A322 Computer Lab
66608	Training for operation of new loom for new program
66609	Renovate existing siemens lab
66610	Business Faculty Prof Development Workshop Accred
66611	Enhanced Program Promotional Activity
66612	Program Promotional Items
66613	Increase French Instr FTE from .5 to 1 - Burin
66614	Replace Equipment - Accred. - Carbonear
66615	Additional Recruitment Efforts - C.Brook
66616	Sponsorship of Annual Meeting of Nat. Council of Deans

**Program Codes**

66617	Steam Cooker in the commercial cooking lab - Gander
66618	Language Lab Renovations - Grand Falls
66619	Furniture for Residence - HVGB - Residence Upgrade
66620	Equipment for Electrical lab - HVGB
66621	Zoll Monitor defibrillators for Primary Care Par Program - PPD
66622	Welding Program Equip - HVGB
66623	Upgrade equipment for manufacturing Tech Centre - RR
66624	High Voltage Direct Current (HVDC) lab equip - RR
66625	Mobile Computer Lab - STA
66626	Upgrade Telephone System - Seal Cove
66627	Work Station Class Computers
66628	PLA - Welding Shop Ventilation

**Continuing Education**

68100 Administration

***Continuing Education Evening Programs***

68210	ABE
68220	Academic
68221	EFL Fall (Qatar)
68222	EFL Winter (Qatar)
68223	EFL Spring (Qatar)
68224	EFL Summer (Qatar)
68225	Professional Development Course
68230	Business and Computers
68231	Microcomputer Workshops
68232	Digital Design
68233	Secretarial
68234	Fundraising Management
68235	Admin Writing
68236	Achieve Global Professional Development
68237	Tourism
68240	General Interest and Crafts
68241	Cooking and Courses
68242	Law Courses
68243	Bartending
68245	Floral Design
68246	Personal Interest
68247	Youth Courses
68248	Senior Courses
68250	FAC / Hunter Safety
68251	CFC Refrigeration Handlers Certification
68252	Boat Operator Accredited Training (BOAT)
68260	Trades and Technology
68261	Woodworking
68263	Welding
68264	Welding Test Centre
68265	Automotive
68266	Small Engine Repair
68267	Manufacturing Centre
68268	Power Engineering 4th Class
68269	Power Engineering 3rd Class
68270	Elderhostel
68272	Medical Terminology (corres)

**Program Codes**

<b>68274</b>	Alpha (French)
<b>68275</b>	Prospectors and Developers Training
<b>68280</b>	Health and Safety
<b>68290</b>	Other
<b>68291</b>	Security Services
<b>68292</b>	Lasergrade Testing Centre
<b>68293</b>	Real Estate and Insurance Exams
<b>68294</b>	Life Licensing Qualification Program
<b>68295</b>	Maintenance Management Profess
<b>68296</b>	Supply Management Training
<b>68297</b>	Intermediate Accounting II
<b>68298</b>	Elements of Bookkeeping
<b>68300</b>	Business Credit
<b>68301</b>	Engineering Credit
<b>68302</b>	Computer Studies Credit
<b>69000</b>	Contract Surplus Capital Purchases
<b>69998</b>	Bus. Development Specialist (Qatar)
<b>69999</b>	Contract Administration

**Contracts & Special Projects**

<b>70000</b>	Labrador Contracts / Special Projects - start
<b>72999</b>	Labrador Contracts / Special Projects - end
<b>73000</b>	CB/St. Anthony Contracts - start
<b>74999</b>	CB/St. Anthony Contracts - end
<b>75000</b>	BSG / PAB Contracts - start
<b>76999</b>	BSG / PAB Special Projects - end
<b>77000</b>	Central Contracts / Special Projects - start
<b>79999</b>	Central Contracts / Special Projects - end
<b>80000</b>	Eastern Contracts / Special Projects - start
<b>82999</b>	Eastern Contracts / Special Projects - end
<b>83000</b>	Avalon Contracts / Special Projects - start
<b>84999</b>	Avalon Contracts / Special Projects - end
<b>85000</b>	St. John's Contracts / Special Projects - start
<b>89000</b>	St. John's Contracts / Special Projects - end
<b>90000</b>	Headquarters Contracts / Special Contracts - start
<b>91999</b>	Headquarters Contracts / Special Contracts - end
<b>92000</b>	International and Marketing - start
<b>93999</b>	International and Marketing - end
<b>95000</b>	Qatar Contracts / Special Projects - start
<b>96000</b>	Qatar Contracts / Special Projects - end
<b>99999</b>	Prior Year Contracts

## Appendix

### **5100 Professional Development**

All PD costs related to the employee receiving PD. This includes course fees, conference fees, travel, etc.

### **52xx Professional Fees**

These are expert services that are not normally available within the College. They are very specific to a particular function. They are normally obtained from agencies and firms having professional credentials, are secured through the purchasing division and paid upon submission of invoices.

Consulting Fees do not have an account per say. Instead, we charge the topic or the purpose of the consulting to an established account code. e.g. Any consulting fees for capital works would be "Engineering Fees".

The distinction is made based on the service received.

5210 International Agency Service Fees

5220 Legal Fees

5225 Tax Advice Fees

5230 Engineering Fees

5240 Audit Fees

5250 Brokerage Fees

5280 Accreditation Fees

5290 Other Professional Fees

### **5420 Staff Travel**

Amounts for employee's travel costs including Accommodations, Airfare, Mileage, Meal per Diems, Incidentals, Vehicle Rentals, Taxis, Phone, etc.

### **5440 Non-Staff Travel**

Amounts for students and non-employee's travel costs including Accommodations, Airfare, Mileage, Meal per Diems, Incidentals, Vehicle Rentals, Taxis, Phone, etc.

### **5820 Office Supplies**

For non-instructional accounts, in addition to items currently being charged, now include printer cartridges, toners, audio tapes, and ribbons. For instructional related activity, we will continue to use 9900.

### **6600 Freight and Customs**

Regardless of the item purchased, i.e. capital, non-capital equipment, tools, materials & supplies, computers, etc. if freight charges are included on the requisition and or invoice from the supplier, then those freight charges are to be coded the same as the items being purchased. If a separate invoice is received and clearly indicates the freight charges belong to a specific purchase order, then the freight charges are coded the same as the original purchase order. In some instances you will be asked to approve a second requisition that covers the freight. In other cases, a cheque requisition may be issued for the freight. If the item purchased is capital in nature, then make every effort to match the freight with the capital item. For all courier charges, the correct code is 6600.

### **7342 Bldg Repairs & Maintenance - General**

Use for General everyday Repairs and Maintenance to buildings. Equipment costs should not be included in this code. The appropriate code for Minor Equipment or Capital Purchases should be used as described below.

### **7344 Bldg Repairs & Maintenance - Projects**

Use for special Building Repairs and Maintenance projects. These projects are usually coordinated through the Facilities' Manager. The appropriate code for Minor Equipment or Capital Purchases should be used as described below.

### **7350 Equipment Maintenance**

Equipment Maintenance costs Including service contracts; Vehicles, Copiers, Computers, Printers, Postage Machines. Not for Heavy Equipment maintenance costs.

## Appendix

**7360 Equipment Inspections**

Cost associated with inspections for Elevators, boilers, safety equipment (not for vehicles)

**8610 Computer Software**

Used for the purchase of software related costs (e.g. software maintenance agreements, licenses, etc.) that does not meet Capital threshold requirements.

**8615 Computer Hardware**

Component parts only (use capital for complete system). Use for the purchase of:

1. Internal component parts that do not, in combination, create a full system
2. External component parts attached to a CPU (e.g. monitors, printers, scanners, digital cameras, etc. with a value less than \$228 before taxes)
3. Other parts for computers including such things as cables and wires
4. Parts related to computer/printer maintenance repairs

Basically this is a catch all account to be **used for purchases less than \$228** that do not qualify for tagging and completion for the Capital Asset/Minor Equipment Acquisition (CAMEA) form. Any items with extended warranty would require tagging regardless of dollar value (e.g. monitors).

**Items with a value exceeding \$228 before taxes should be coded to 9610.**

**Items with a value exceeding \$2280 before taxes should be coded to 8800.**

**THE EXCEPTION:** Internal component parts for a computer are tagged only if they are capital. For example, internal component parts costing between \$228 and \$2280 would be coded to 8615 and completion of a CAMEA form and tagging are not required. However, if the individual components are used to build a complete system, the system must be valued at the sum of its parts and coded and tagged appropriately to its total value.

**8620 Computer Maintenance**

Use **ONLY** for the purchase of maintenance **service agreements** on hardware.

**8630 Internet Access**

Use for all Internet charges

**87xx Contracted Services**

They include services used in the day-to-day operation of the College. They are independent contractors and are secured through the purchasing division. They are paid upon submission of invoices and would include all costs associated with the delivery of services, i.e. curriculum, travel, accommodations, meals, etc. Consulting Fees do not have an account per say. Instead, we charge the topic or the purpose of the consulting to an established account code. e.g. Any consulting fees for programs offerings would be "Contracted Program Development".

- 8720 Contracted Instructional Services
- 8730 Contracted Security Services
- 8740 Contracted Cafeteria Services
- 8750 Contracted Program Development
- 8790 Other Contracted Services

**8800 Capital Purchases**

Object code 8800 should be used for all Capital purchases. These items are equipment and tools that are not consumables and have a threshold limit of \$2500 or greater. For Software, the threshold limit is determined for each license/user. For most items, the purchase price would be \$2280 before taxes. **Note:** The Tax Rebate needs to be factored in when determining cost.

Tagging and completion of Capital Asset/Minor Equipment Acquisition (CAMEA) form would be required.

**Appendix****9600      *Minor Equipment and Tools***

Used for the purchases of equipment (not computer equipment) and tools that have a cost of \$250 or greater but less than \$2500. These items are not consumables and for most items the purchase price is from \$228 to \$2280 before taxes. **Note:** The Tax Rebate needs to be factored in when determining cost.

Tagging and completion of Capital Asset/Minor Equipment Acquisition (CAMEA) form would be required.

**9610      *Minor Computer Equipment***

Used for the purchases of all computer equipment that have a cost of \$250 or greater but less than \$2500. These items are not consumables and for most items the purchase price is from \$228 to \$2280 before taxes.

**Note:** The Tax Rebate needs to be factored in when determining cost.

Tagging and completion of Capital Asset/Minor Equipment Acquisition (CAMEA) form would be required.

**9910      *Group Meetings***

Group catering, luncheons, etc, meeting room charges; Entertainment Expenses