

Key Resources

<u>Topic Area</u>	<u>Resource</u>	<u>Location</u>
Legal Structure	BC <i>Society Act</i> (Part 1 – Incorporation)	http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/reeside/00_96433_01
	Information for Incorporating a BC Society	www.fin.gov.bc.ca/registries/corppg/forms/reg20.pdf
	Canada <i>Not-for-profit Corporations Act</i>	http://laws.justice.gc.ca/eng/acts/C-7.75/index.html
Documents	Corporate Registry Society Page	http://www.bcregistryservices.gov.bc.ca/bcreg/corppg/societies/index.page
	Society Filings Checklist	http://www.bcregistryservices.gov.bc.ca/bcreg/corppg/societies/crccheksoc.page
Tax Status	Canada <i>Income Tax Act</i>	http://laws-lois.justice.gc.ca/eng/acts/I-3.3/
	Income Tax Bulletin: Non-Profit Organizations	http://www.cra-arc.gc.ca/E/pub/tp/it496r/it496r-e.html
	Income Tax Guide to the NPO Information Return	www.cra-arc.gc.ca/E/pub/tg/t4117/t4117-10e.pdf
Director Duties	BC <i>Society Act</i> (see section 25)	Above
	Industry Canada : Primer for Directors of Not-for-Profit Corporations (Rights, Duties and Practices)	http://www.ic.gc.ca/eic/site/cilp-pdci.nsf/eng/cl00689.html
Member Relations	BC <i>Society Act</i> (see Part 6 – Members and Meetings)	Above
Human Resources	BC <i>Employment Standards Act (ESA)</i>	http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/reeside/00_96113_01
	A Guide to the <i>ESA</i>	http://www.labour.gov.bc.ca/esb/esaguide/
	BC <i>Human Rights Code</i>	http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/reeside/00_96210_01
	HR Council for the Nonprofit Sector: Toolkit	http://hrcouncil.ca/hr-toolkit/access-point-board.cfm

Privacy	BC <i>Personal Information and Privacy Act (PIPA)</i>	http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/fr_eeside/00_03063_01
	BC Office of the Information and Privacy Commissioner: <i>PIPA</i> Guide	http://www.oipc.bc.ca/index.php?option=com_content&view=article&catid=17%3Aprivate-sector-pages&id=148%3Aresources-for-organizations&Itemid=87
	Fact sheet on the Application of Canada's <i>Personal Information Protection and Electronic Documents Act</i> to Charitable and Non-Profit Organizations	http://www.priv.gc.ca/fs-fi/02_05_d_19_e.cfm
	CSA Model Privacy Code	http://www.csa.ca/cm/ca/en/privacy-code/publications/view-privacy-code
Real Property	BC <i>Occupiers Liability Act</i>	http://www.bclaws.ca/EPLibraries/bclaws_new/document/ID/fr_eeside/00_96337_01
	Insurance Bureau of Canada Occupier's Liability Guide	http://www.ibc.ca/en/Business_Insurance/Risk_Management/Occupiers_Liability.asp
Intellectual Property	Canadian Intellectual Property Office	http://www.cipo.ic.gc.ca/eic/site/cipointernet-internetopic.nsf/eng/Home