

ONE Joint Investment Board Statement of Policy			
Policy:	Prudent Investment Distribution Policy	Date approved: Date of Next Review:	Person Most Responsible: Chief Compliance Officer

Purpose statement

The purpose of this policy is to establish guidelines and processes for the distribution of Net Income and Net Realized Gains for the Prudent Investment Funds. Although investors in the Funds are not taxable, the Funds are subject to tax. This policy will ensure that the Funds distribute enough Net Income and Net Capital Gains to reduce their tax liability to zero.

Scope

This policy applies to: ONE Investment, ONE Joint Investment Board, any other boards and committees whose duties involve prudent investor fund distributions, developing new financial products, or designing reporting tools and templates on behalf of ONE Investment Prudent Investment Funds, and any external firms providing distribution calculations to ONE Investment.

Definitions

- **Distribution** means the allocation of Net Income and/or Net Realized Gains from a Fund to an Investor.
- **Expenses** means any expenses paid or payable by the Fund and may include, but are not limited to, management fees.
- **Fund** means any fund, investment offering, offering, investment product or product offered under the ONE Prudent Investment Program that distribute Net Income and Net Capital Gains to investors (for clarity, this does not include the High Interest Savings Account).
- **Net Asset Value (NAV)** means the total market value of a Fund at a specific point in time, including the valuation of all securities and cash held in the Fund, income received or receivable, and Fund Expenses paid or payable. NAV per unit is the NAV divided by the total outstanding units of the Fund. After a distribution and reinvestment of net income and net realized gains, the NAV of the Fund will remain the same as will the NAV of each Investor, but the NAV per unit will decrease.

- **Net Income** means interest, dividends, and other income received or receivable by a Fund, less any Fund Expenses paid or payable.
- **Net Realized Gains** means any capital gains less any capital losses arising from the sale or maturation of a security in a Fund. where the gain or loss is calculated as the difference between the proceeds and the average cost of the security at the time of the sale.
- **Reinvestment** means the automatic purchase of Fund units by an Investor using the proceeds of a Distribution.
- **Unrealized gains and losses** means the difference between the market value and the cost of security held in a Fund (i.e. a security which has not yet been sold or matured). Unrealized gains and losses are reflected solely in the market value of the Fund and do not form part of the Fund Distribution.

Distribution Reporting

Quarterly Reports

Detailed reports for each client will be prepared and issued quarterly, for information purposes, within 45 days of the end of the quarter. These reports will include all transactions, including Net Income distributed and reinvested for the quarter.

Annual Transaction Report

Detailed reports for each client will be prepared and issued annually, within 60 days of the calendar year end. These reports will include a summary statement of all transactions, including Net Income and Net Realized Gains distributed for the year, under separate cover from the Q4 report.

Sufficient information will be provided to ensure that Investors will be able to record all required changes and transactions in their records of account, meet all reporting and measurement requirements under PS 3450, and disclose the appropriate information on their annual financial statements and the Financial Information Return, including fair value, and disclosure related to the various categories of risk.

Review

This policy shall be reviewed at least once every three years and updated as necessary, as new products are developed, new competitors enter the marketplace, or regulatory changes occur.