

CORPORATE FINANCIAL CONTROLS HANDBOOK (2025 EDITION)

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SECTION 4: EMERGENCY COST CONTROL PROTOCOLS

**4.1. TRIGGER CONDITIONS**

These protocols are automatically triggered when:

- (a) Projected cash flow for the upcoming quarter is negative.
- (b) Any single department exceeds its quarterly budget by > 15%.

**4.2. TRAVEL RESTRICTIONS (The "Stop-Bleeding" Clause)**

In the event of a projected deficit:

- All non-client-facing travel is immediately SUSPENDED.
- All existing Business Class tickets must be downgraded to Economy.
- Manager approval is required for any travel expense over \$500.

**4.3. HIRING FREEZE**

If the projected runway drops below 6 months, all open roles are frozen immediately.