

ORG CODE SIGNATURE DELEGATIONS AND APPROVALS

| For Fiscal Year: | | |
|--|--|---|
| authorize and/or sign for expenses ag transactions but not for contracts or vat the beginning of each new fiscal years. | gainst an org. This included and a read or agreements. A rear. If access to Banner and a rear. | Code Delegation is required for all CCCS employees who des signature authority for pay directs, invoices, or PCard new Org Code Delegation and Approval form is required and/or SSB is required (for PCard reallocations or budget a Activities form must also be completed and submitted |
| | Signature Do | elegations |
| , , , | | or ensuring adherence to the fiscal management roles and nt Rules, Federal and State laws on the transactions I |
| Printed Name: | | |
| Signature: | | |
| Initial: | S#: | (Required) |
| Org Code Number(s): *Only VC/Chancellor and/or VP/Presi | | ority. Delegates cannot delegate beyond their level. |
| Executive Committee Member/ | | No Limit |
| VC/Chancellor, VP/President | | Limit: \$200,000 |
| Associate Vice Chancellor/Associate | ciate Vice President | Limit \$50,000 |
| Director or Manager | | Limit: \$10,000 |
| Other Delegate | | Limit: \$5,000 or below |
| P-Card Holders | | Limit on a single purchase: \$3,000 or less |
| through the end of this fiscal year rel | lated to the above note and authorization of p | my behalf, is hereby delegated as of (Date) d org code number(s). I understand that this delegation ayments up to the amount listed above and will not |
| Approving Official/Superv | isor (Wet Signature) | Date |
| Division Vice Chancellor/Char | ncellar (Met Signatura) | Date |

~~ Return this form to Audrey Lucero, CCCS Fiscal Office, Bldg. 959, Phone 303-595-1603 ~~