

# Sierra College

## ADMINISTRATIVE PROCEDURE

AP 6150

### Designation of Authorized Signatures

Date Adopted:	06/12/1989
Date Revised:	05/07/2021
Date Reviewed:	05/07/2021
References:	Education Code Sections 85232, 85266.5

The Superintendent/President and Chief Business Officer are authorized to sign all documents on behalf of the District. The Superintendent/President may designate other designees specific authority to sign for specially funded contracts and claims; purchases orders; contracts for service; offer of employment; special bank accounts; state reports; agreement for use of facilities permits pursuant to Board Policy 6700; or any other documents requiring signatory approval.

The Chief Business Officer is hereby designated as the District officer authorized to sign warrants on behalf of the District in compliance with Education Code sections 85232 and 85266.5.

See Board Policy 6150.