

POLICY: 6Hx28:6-03.2



Responsible Official: Vice President,
Business Operations and Finance

Specific Authority: 1001.64, F.S.
Law Implemented: 1001.64, F.S.

Effective Date: 11-18-1992

Signatures on Checks and Human Resource Contracts

Policy Statement:

All checks and all human resource contracts require the signatures of the president and the chairman of the District Board of Trustees. A facsimile signature may be used on these documents. The signature stamps and other facsimile signatures shall be in the custody of and controlled by the vice president of business operations and finance.

Procedures:

None

Related Documents/Policies:

None

Policy History:

Adopted 12-11-74; Amended 12-15-82; Formerly 6Hx28:6-12; Amended 11-18-92; Formerly 6Hx28:06-01