

Policy Manual



Title: Approval of Vouchers	Number: 6Hx2-6.10
Legal Authority: Fla. Statutes 1001.65 (5) 1010.04 (2)	Page: Page 1 of 1

GENERAL STATEMENT

The President of Broward College shall approve all individuals authorized to sign vouchers of the College. Prior to being entered upon the records and charged to the account classification, each voucher for the purchase of materials, supplies, or services other than personal services shall be approved by College staff designated by the Controller. In order to verify compliance with necessary laws and regulations regarding employment status, personal services contracts shall be routed through the Human Resources Department.

History: Reissued as Policy 6.13 on September 21, 1982; revised on December 16, 1986; revised on March 19, 1991; revised and re-numbered on June 18, 1997; revised October 23, 2012

Approved by the Board of Trustees	Date 10/23/12	President's Signature 	Date 10/23/12
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