

Contract Policy

Intent

The purpose of this policy is to define who is authorized to sign contracts or enter into long-term commitments on behalf of UUCC.

Boundaries

The Board officers and Minister may sign contracts or enter into long-term commitments on behalf of UUCC. The Board may also designate additional parties with contract-signing authority.

No officer or member of the UUCC community may sign or otherwise execute a contract that binds UUCC unless they have been delegated signature authority in accordance with the Contract Signing Authority Policy.

Relevant Mandates

Contracts and/or long-term commitments must comply with the UUCC Conflict of Interest and Records Retention Policies.

Requirements

Staff, board members, and committee chairs shall review and acknowledge this policy on an annual basis.

Responsibilities

The Board will develop procedures to carry out the Policy.

Review of Policies

Policies shall be reviewed by the Board within 3 years of adoption or revision.

Action Record:

Policy adopted by UUCC Board of Trustees on 24 Oct 2023.