

2.3 LICA SIGNING AUTHORITY**INTENT:**

The conduct of LICA’s business is supported by the designation of signing authorities by the Board for contract and banking purposes.

2.3.1 DIRECTIVE:

2.3.1.1 The Officers have been designated by the Board as the bank signing authorities for LICA.

2.3.1.2 The Chair has been designated by the Board as the signatory on all official documents unless otherwise delegated.

2.3.2 IMPLEMENTATION:**2.3.2.1 Payments:**

2.3.2.1.1 All payments on behalf of LICA will be made with the approval of any two of the Officers.

2.3.2.2 Contracts:

2.3.2.2.1 LICA contracts and agreements must be signed by any two of the Officers.

2.3.2.2.2 Copies of the contracts, grants and other documents requiring decision/signature will be made available for review a minimum of one week before decision/signature is required, unless otherwise agreed.

2.3.2.3 Other:

2.3.2.3.1 The Executive Director is authorized to sign documents where no specific authority for signature has been delegated in existing Board policy, regulations, or procedural manuals.

Review Dates: August 25th, 2004; Sep 2006; May 2009, April 2010, November 1, 2016; May 17, 2017; March 6, 2019; May 10, 2022

Approval Dates: January 24th, 2002; Sep 27, 2006; May 28, 2009; April 1, 2010; April 24, 2017; June 1, 2017; March 21, 2019; May 26, 2022
