

Approval Matrix

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1. Summary

This document summarizes who can approve which categories of spend and access.

2. Spend

- Team Lead: up to 500€
- Director: up to 5,000€
- VP/Finance: above 5,000€

3. Access

Administrative access requires Security approval regardless of spend.

4. Notes

This document is confidential and intended for internal use only. If you have questions, contact the Policy Owner listed in the Responsibilities section.