



Specimen Signature Card

Issue Date: April 01, 2020

Expiry Date _____ or ☐ (check) Activated by Memo

Date Cancelled: _____

Reason Cancelled: _____

FORM B

All values are in \$000's

DELEGATE:

PUBLIC OFFICER NAME: Tamara Jager

DEPARTMENT: Highways & Public Works

PROGRAM/BRANCH: Corporate Services - Finance

POSITION TITLE: Financial Officer

AREA OF AUTHORITY - General Ledger Coding
* per "Examples" - use GL codes and/or Descriptions

Own Unit - 55X-1030XX

55X (O&M, Capital, Assets & Liabilities)

449 (Risk Management Revolving Fund)

65X (Fleet Vehicle)

998-12XXXX (SOA)

SPENDING AUTHORITY

PROCUREMENT

S.24 COMMITMENT

OWN PROCUREMENT

GOODS

SERVICES

REQUEST FOR GOODS
OR SERVICES

ASSIGNMENT
AUTHORITY

S.23 SIGNING CONTRACT

GOODS

SERVICES

TRANSFER PAYMENTS

S.24
COMMITMENT

S.23
SIGNING CONTRACT

OTHER: S.24 COMMITMENT & S.23 SIGNING CONTRACT

S.24 TRAVEL
AUTHORIZATION

OTHER CONTRACTS &
EXPENDITURES **

LOANS & GUARANTEES

DEPARTMENTAL USE

CERTIFICATE OF
PERFORMANCE

S.29

PAYMENT
AUTHORITY
S.30

REQUISITION
FOR PAYMENT

* Examples: 12X-01 (O&M and Capital, Treasury)

121-0101 (O&M, Administration)

128/129-020501 (Accrued Receivable/Liabilities)

For dollars: "NL" = No Limit (usually for senior Public Officers only)

** "Other Contracts & Expenditures" includes: reimbursements and other obligations.

This is to certify that I am aware of and accept the responsibilities related to these delegated authorities.

2020/04/03

Date

Delegate's Signature

Supervisor's Name: Maureen Thompson

This is to certify that the delegate's signature is that of the person appointed to the above position.

Supervisor's Title: Manager, Financial Planning &
Reporting

Date

Supervisor's Signature