

March 31, 2003

KIRK LEW
Assistant Vice Chancellor
Financial Affairs

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Administrative Records Office

Dear Kirk:

Re: Delegation of Authority

Because of your dual reporting relationship to the Vice Chancellor – Business and Administrative Services and to the Vice President for Financial Management, Office of the President, I hereby delegate to you the authority to approve expenditures of university funds by the Chancellor for non-exceptional and exceptional entertainment purposes. This delegation includes approval for all meals and light refreshments that fall within University Entertainment Policy. This authority may not be further redelegated.

Sincerely,



M. R. C. Greenwood
Chancellor

cc: Campus Provost/EVC John Simpson
Vice Chancellor Thomas Vani
Assistant Chancellor Leslie Sunell
Director of Internal Audit Geraldine Gail
Special Assistant-Coordination and Review Jeanne Gardner, UCOP