



Northlands College Policy Delegation of Authority

Appendix B –Corporate Credit Card Limits (Policy #210)

		Credit Card Limit	Single Transaction Limit
General Purchasing			
Director of IT, Innovation & Marketing	\$	30,000	\$ 5,000
Administrative Assistant to the VP Finance, Administration and Sustainability	\$	60,000	\$ 5,000
Human Resources Director	\$	5,000	\$ 5,000
Facilities Coordinator	\$	10,000	\$ 5,000
Executive Coordinator, President & CEO Office	\$	40,000	\$ 5,000
Accounting Technician	\$	99,000	\$ 5,000
University			
Program Assistant	Central	\$ 10,000	\$ 5,000
Student Advisor	Western	\$ 5,000	\$ 5,000
University Instructor	Eastern	\$ 5,000	\$ 5,000