

THE MANAGEMENT AGENCY
AMERICAN FOULBROOD NATIONAL PEST MANAGEMENT PLAN

Policy Document

Policy Number: AFB/22/0/11 - 028

Policy Title: Manager's Delegated Authority to Pay Accounts Under \$500

Legislation: Biosecurity Act 1993
Biosecurity (American Foulbrood Apiary and Beekeeper Levy) Order 2003
Privacy Act 1993

Scope: The Management Agency represented by the Management Board of the American Foulbrood National Pest Management Plan has a duty to ensure all accounts payable are paid in accordance with accepted business practice.

Policy Statement: The AFB PMP Manager has the delegated authority to approve the payment of accounts payable up to \$500 (GST Inclusive) without a counter signatory or authorising Board member..

The Manager will in matters of capital purchases such as printer or similar require a second signatory.

The Manager retains the right when considered appropriate to seek approval for any purchase from a second signatory.

Effective Date: 16 September 2016

Review Date: 16 September 2018



John Hartnell
Chairman AFB PMP Management Board

Date 18.9.16

