

Purchasing and Business Services Manual (PUR)

PUR 107: Contract Authority

Effective: 1/1/1985

Revised: 12/3/2020

Purpose

Define the authority for signing procurement contracts

Source

[*Arizona Board of Regents Policy Manual - 3-103*](#)

Policy

The president of the University and the CPO may delegate his/her authority to execute contracts and other written instruments to appropriate university officials, in accordance with [*Arizona Board of Regents Policy Manual-3-103*](#) and [*Arizona Board of Regents Policy Manual – 3-802.A.6.*](#)

Any contract or written instrument which provides for the grant of exclusive rights on the part of the University must be approved in advance by the president.

The Office of General Counsel (OGC) maintains the list of those officers to whom the president has delegated signature authority and the scope of the authority delegated. Persons holding an interim position have the signature authority of that position. Persons in an acting position have the signature authority of that position only if the delegation has specified such authority. The authorizations listed apply to any successor positions as a result of any title changes.

To access the list of Signature Authority Delegations, visit the [OGC website](#).