

D – Executive Limitations

PURCHASING POLICY

Background

The goals of Northern College's purchasing policy are:

- to receive optimum value for College funds spent;
- to ensure that acquisitions align with the strategic direction of Northern College;
- to maximize the benefit to the communities served by Northern College;
- to ensure that all purchasing procedures established by Northern College are adhered to and are in accordance with Ministry policies;
- to ensure that the resources of Northern College are used responsibly and ethically.

Policy

The President will only permit the College to engage in fair and ethical purchasing practices by ensuring purchases of goods and services are in compliance with principles set out in the Ministry of Colleges and Universities' Broader Public Sector Procurement Directive.

Procedure

Detailed purchasing procedures will be maintained in the Administrative Policy and Procedure manual.

Board motions are required for:

- a) Banking, insurance, audit, legal and architectural services;
- b) Leases and service contracts that over the term have an estimated value of greater than \$100,000;
- c) Construction contracts with an estimated value of greater than \$100,000;
- d) Goods and services with a value greater than \$100,000.

Board Policy No. D-5 entitled Signing Authority is to be applied in conjunction with this policy.