

Policy Number:	1.1.2	Purchasing and Tendering
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Relevant Statutory / Regulatory Linkages:

- Ontario Broader Public Service Procurement Directive
- Funder Agreements
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Policy Statement (Intent and Scope)

Huron-Perth Children’s Aid Society (H-PCAS) procurement and purchasing shall be performed in an open, legal, fair and transparent manner, where goods and services are secured in a competitive environment, and where all transactions yield the optimal benefit to the organization and are in conformity and compliance with the Ontario Broader Public Sector Procurement Directive and the Ontario Broader Public Sector Supply Chain Code of Ethics.

1. Authorizations
 - 1.1. The Executive Director/Designate is authorized to pursue purchases within the Board approved current year budget.
 - 1.2. The Executive Director/Designate can approve any annual expenditures up to \$100,000 which will not materially impact the Board approved current year budget while ensuring conformity and compliance with established procedure, the Ontario Broader Public Sector Procurement Directive and any other relevant legislation or directive.
 - 1.3. Any individual purchases not included in a Board approved current year budget over \$100,000 requires Board approval before the expense is incurred while ensuring conformity and compliance with established procedure, the Ontario Broader Public Sector Procurement Directive and any other relevant legislation or directive.

Monitoring Report Requirements (Frequency, Content, etc.)

The Board may request review of payment registers as deemed necessary.

Policy Development History

Original Approval Date:		<u>12 / 02 /14</u>
Revisions Approval Dates	#	mm/dd/yr
	1	11 / 03 /15
	2	04 / 02 /19
	3	03 /01/22