



OFFICE OF THE CHANCELLOR
405 HILGARD AVENUE
LOS ANGELES, CALIFORNIA 90095-1405

June 24, 2010

DA 115.04

ADMINISTRATIVE VICE CHANCELLOR SAM J. MORABITO
ASSOCIATE VICE CHANCELLOR/CONTROLLER SUSAN K. ABELES, CORPORATE
FINANCIAL SERVICES
DIRECTOR BELINDA BORDEN, TRAVEL PROGRAMS
SENIOR POLICY ANALYST CATHY CAMPBELL, TRAVEL ACCOUNTING
DIRECTOR CRAIG SQUIRE, CORPORATE ACCOUNTING

Delegation of Authority – Exceptions to Policy Governing Employee Non-Cash Awards and Other Gifts

References: (a) UC Business & Finance Bulletin G-41, Employee Non-Cash Awards and Other Gifts, April 16, 2008.

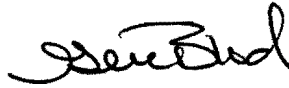
Supersedes: UCLA DA 115.03 (Exceptions to Policy Governing Employee Non-Cash Awards), to Administrative Vice Chancellor Morabito, et al., dated 10/12/2007.

Effective as of the date above, I hereby delegate to you, the Administrative Vice Chancellor and to you, the Associate Vice Chancellor/Controller, within your respective areas of responsibility, the authority to approve exceptions to the policies and procedures set forth in UC Business and Finance Bulletin G-41, Employee Non-Cash Awards and Other Gifts. This Bulletin establishes the policies and procedures related to non-cash awards and other gifts presented on behalf of the University to its academic and staff employees, provides the maximum amounts authorized for an award and taxability status, and specifies the University funds that may be used for such purposes. The provision of gifts to employees as an expression of sympathy is also covered in this Bulletin.

I further delegate to you, the Director of Travel Programs, to you, Senior Policy Analyst, Travel Accounting, and to you, the Director, Corporate Accounting, the authority to approve exceptions in accordance with G-41, in the absence of the Associate Vice Chancellor/Controller. You are advised to seek the counsel of the Administrative Vice Chancellor in the event of an unusual or extraordinary request for exception to policy.

Exceptions may be authorized by the Chancellor or his designees, who shall be restricted to a limited number of high-level individuals, and must be specifically delegated in writing. This authority may not be further redelegated. An exception request must specify the type of award, the purpose of the award, the special circumstances that require such an exception, and the name of the employee for whom the exception will be granted.

This delegation is being reissued due to an organization change; to enable interim authority in the absence of the Associate Vice Chancellor/Controller; and due to the updating of BFB Bulletin G-41.



Gene D. Block
Chancellor

cc: Executive Vice Chancellor & Provost
Executive Vice President – Business Operations
Universitywide Policy Coordinator
Manager Administrative Policies & Delegations