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BANK SIGNATORIES

Section	Finance		
Approval Date	07.10.2008	Approved by	NMIT Board
Next Review	16.06.2025	Responsibility	Executive Director – Finance and Operations
Last Reviewed	16.06.2022	Key Evaluation Question	6

All electronic payments or investments, cheques, or other negotiable instruments drawn on Nelson Marlborough Institute of Technology Ltd's bank accounts with either Te Pūkenga or approved third party financial institutions require two signatures.

The payment set-up and initial approval can be by either person in List A; the final approval by any person in List B.

LIST A: AUTHORISED SIGNATORIES FOR INITIAL APPROVAL

- 1 Senior Finance Administrator (also approved to initiate system access)
- 2 Finance Administrator

LIST B: AUTHORISED SIGNATORIES FOR FINAL APPROVAL

- 1 Chief Executive
- 2 Executive Director - Finance and Operations
- 3 Executive Director – Ōritetanga, Teaching and Learners
- 4 Finance Manager

DEFINITION

Approved financial institutions are defined in the Investment policy.

REFERENCES

INTERNAL

[Investment policy](#)