

May 11, 2000

**EXECUTIVE MEMORANDUM NO. 00-4**

TO: Senior Vice President and Executive Vice Chancellor  
Senior Vice Presidents and Chancellors  
Senior Vice Presidents  
Vice Presidents  
System Directors  
Secretary of the Board of Regents  
State Director for Vocational Education

FROM: Kenneth P. Mortimer  
President, University of Hawai`i and  
Chancellor, University of Hawai`i at Manoa

SUBJECT: **Executive Policy E8.102 - Delegation of Authority**

The revised Executive Policy E8.102, Delegation of Authority is now available on the worldwide Web. The policy has been revised by designating the Senior Vice President and Chancellor for Hilo as the authorized University official to sign and execute all extramural contracts and grants, agreements and contract assignments and releases under \$1,000,000 for the UH Hilo campus.

I hereby promulgate this revised policy and assign responsibilities as described therein.

Prepared by Office of the  
Senior Vice President for Research  
and Dean of the Graduate Division  
This replaces Executive Policy E8.102 dated April 1997

UNIVERSITY OF HAWAII`I

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EXECUTIVE POLICY - DELEGATION OF AUTHORITY

May 2000

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E8.102 Authority to Sign and Execute Extramural Research and Training Contracts/Grants, Agreements and Contract Assignments and Releases.

Source of Delegation:

Board of Regents Bylaws and Policies, Section 8-1a

Authority Delegated to:

Senior Vice President for Research and Dean of the Graduate Division and authorized designee(s).

Senior Vice President and Chancellor for the University of Hawaii at Hilo or authorized designee(s).

Effective Date of Delegation:

April 26, 2000

DELEGATION

Delegates authority to the Senior Vice President for Research to sign and execute all systemwide extramural contract and grants (research and training), agreements and contract assignments and releases under \$1,000,000 except for awards to the University of Hawaii at Hilo. Finalized contract/grant documents, contract assignments and releases shall be reviewed by the Office of Research Services as provided in applicable University policies and instructions.

Delegates authority to the Senior Vice President and Chancellor for UH Hilo to sign and execute all UH Hilo extramural contract/grants (research and training), agreements and contract assignments and releases under \$1,000,000. Authority is applicable only to UH Hilo awards.