

Prepared by Office of the Vice President for Budget & Finance
This replaces Executive Policy E8.104 dated July 2000

UNIVERSITY OF HAWAII

EXECUTIVE POLICY - DELEGATION OF AUTHORITY April 2011

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E8.104 Approval of Out-of-State Travel

Source of Delegation:

Board of Regents Bylaws and Policies, Section 8-7

Authority Delegated to:

Executive Vice President
Chancellors
Vice Presidents
Associate Vice Presidents
Vice Chancellors
UH Manoa Deans
UH Hilo Deans
Directors

Effective Date of Delegation:

April 26, 1986
January 5, 1999
April 1, 2011

Delegation:

Delegates authority to Executive Vice President, Chancellors, Vice Presidents, Associate Vice Presidents, Vice Chancellors, UH Manoa Deans, UH Hilo Deans, and Directors to approve out-of-state travel. Executive Vice President, Chancellors, and Vice Presidents may further delegate authority to approve out-of-state travel on non-general funds to other officials.