



## Purchasing Policy

### SEC PURCHASING AUTHORITY

It is intention of SEC to support First Nation businesses when they are competitive and offer quality services or goods. This is specific to SERDC owned or operated businesses or businesses operated by SERDC members.

SEC also recognizes the need to establish security it wishes to establish a policy of staying with businesses that provide quality service and not switching due to lower competitor pricing without negotiating with the current vendor.

SEC Board authorizes Managers of their departments to purchase goods or services within their budgetary parameters. Managers are bound by a purchasing cap of \$1000.00 and must seek approval for additional expenditures from the Finance and Operations Manager. The Finance & Operations Manager shall sign off on purchase order in this circumstance.

The Kitchen Coordinator is exempted from this purchasing cap for purchasing of food orders which will exceed this level. All other purchases must adhere to the purchasing cap.

The parameters for purchasing must be adhered to in the following procedure.

Adoption Date: August 21/12	Revision Date:
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