

# Travel and Subsistence Allowance - Approvals Regulation

## 7120-20 | Travel and Subsistence Allowance - Approvals Regulation

Date Approved: September 11 2012

Date Amended: July 31 2019

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Authorization for travel and expense account claims approval is follows:

| Approval for:            | Provided by:          |
|--------------------------|-----------------------|
| Board Chair              | Secretary - Treasurer |
| Trustees; Superintendent | Board Chair           |
| Secretary - Treasurer    | Superintendent        |
| All other employees      | Immediate Supervisor  |