

UNIVERSITY OF CALIFORNIA

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SANTA BARBARA • SANTA CRUZ

OFFICE OF THE EXECUTIVE VICE PRESIDENT—
ASSOCIATE VICE PRESIDENT, SYSTEMWIDE CONTROLLER

OFFICE OF THE PRESIDENT
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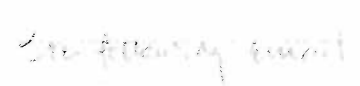
May 1, 2014

**PRESIDENT NAPOLITANO
PROVOST DORR
SENIOR VICE PRESIDENT DOOLEY
SENIOR VICE PRESIDENT STOBO
SENIOR VICE PRESIDENT AND CHIEF COMPLIANCE OFFICER VACCA
INTERIM SECRETARY AND CHIEF OF STAFF SHAW
GENERAL COUNSEL AND VICE PRESIDENT ROBINSON
CHIEF INVESTMENT OFFICER AND VICE PRESIDENT BACHHER
VICE PRESIDENT ALLEN-DIAZ
VICE PRESIDENT MARA
CHIEF OF STAFF GROSSMAN**

Subject: Approval of Travel and Entertainment Expenses

Business and Finance Bulletin G-28, *Policy and Regulations Governing Travel*, requires that any person who is authorized to approve travel expenses not approve his or her own travel expenses or those of a near relative. Similarly, the University requires that persons do not approve their own entertainment expenses (Business and Finance Bulletin BUS-79, *Expenditures for Business Meetings, Entertainment, and Other Occasions*).

For ease of administration, for the following positions the approving authority for travel and entertainment expenses will be as follows:

Position	Approving Authority
President	Senior Vice President—Chief Compliance & Audit Officer 
Provost	
Chief of Staff to the President	
Secretary and Chief of Staff to The Regents	
General Counsel and Vice President for Legal Affairs	
Chief Investment Officer and Vice President for Investments	

Position	Approving Authority
Executive Vice Presidents Senior Vice Presidents	Provost
The Regents Senior Vice President—Chief Compliance & Audit Officer Vice Presidents (direct reports to the President)	Executive Vice President—Business Operations

Expense reimbursement for other positions such as Vice President—who does not report directly to the President—or Associate Vice President should be approved by the individual's supervisor.

The General Counsel and Vice President for Legal Affairs may serve as the approving authority in the absence of the designated primary approval authority.

This replaces the approval authority matrix issued by my office on May 11, 2010.



Nathan Brostrom
Executive Vice President

Cc: Vice President Andriola
Vice President Beckwith
Vice President Brown
Vice President Duckett
Vice President Lenz
Vice President Sakaki
Chief of Staff Nelson