Multnomah Education Service District

Code: **DJFA**
Adopted: 9/20/94
Amended: 11/15/05; 12/16/08
Reviewed: 9/21/10; 11/12/26

Use of Procurement Cards

At the discretion of the Superintendent, employees may, in the process of doing MESD business, use MESD procurement cards.

Only authorized expenditures associated with MESD expenses shall be purchased with the card. Securing cash is not an authorized expenditure for use of MESD procurement cards.

Business Services shall establish administrative regulations and procedures for the use of MESD procurement cards.

END OF POLICY

Legal Reference(s):

ORS 224.010 to 244. 135
ORS 294.305 to 294.565 (Local Budget Law)
ORS 334.125(7)

OAR 581-024-0260
OAR 581-024-0265

Cross Reference(s):

BBFA - Board Member Ethics and Conflict of Interest
DB - MESD Budget
DI - Fiscal Accounting and Reporting
DIE - Audits
DJ/DJC - MESD Purchasing and Bidding Requirements
GBC - Staff Member Ethics and Conflict of Interest