



# WOODS HOLE OCEANOGRAPHIC INSTITUTION

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## A Resolution Concerning Authority to Execute Contractual Agreements

Whereas the Woods Hole Oceanographic Institution has a long-established practice for management oversight of contractual authority that requires periodic updating according to changes in senior administrative positions,

Now, therefore, be it

*Resolved:*

1. That the holders of the following positions are hereby empowered to execute contractual or other agreements (including MOUs, real estate and deed transfers) on behalf of the Institution:

- President and Director
- Executive Vice President and Director of Research
- Vice President for Academic Programs and Dean
- Vice President for Operations and Chief Financial Officer
- Vice President for Marine Facilities and Operations
- Vice President for Legal Affairs and General Counsel
- Chief Development Officer
- Controller (not to exceed \$500,000)
- Director and/or Manager, Grant and Contract Services (or designated Grants Administrator):
  - (1) not to exceed \$500,000 when committing Institutional funds; or,
  - (2) up to \$3,000,000 when approving government proposals; or,
  - (3) up to \$1,000,000 for approving non-government proposals; or,
  - (4) up to \$1,000,000 when accepting grants, awards, or subawards.
- Procurement Manager (not to exceed \$500,000)
- Director of Facilities (not to exceed \$500,000)
- Director of Ship Operations (not to exceed \$500,000 in value)
- Director of Human Resources (not to exceed \$500,000 in value)

Commitment of Institution funds from \$500,000 to \$1,000,000 requires approval from the President and Director or a Vice President. Commitments exceeding \$1,000,000 require approval from the Vice President for Operations and Chief Financial Officer and either the President and Director or the Executive Vice President and Director of Research. Accepting academic, research, or government grants or awards exceeding \$1,000,000 require approval from the Vice President for Operations and Chief Financial Officer or Vice President for Legal Affairs *and* either the President and Director or the Executive Vice President and Director of Research.<sup>1</sup>

2. That the holders of the following positions are hereby authorized to sell, assign, or transfer shares of any corporation owned by Woods Hole Oceanographic Institution, as trustee:

- Vice President for Operations and Chief Financial Officer
- Controller

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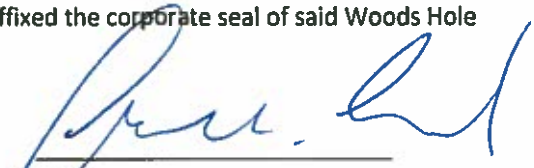
<sup>1</sup> All proposals will otherwise continue to be managed by the Director of Research, Director and/or Manager, Grant and Contract Services, and the procedures they have established (i.e. "green sheets").

Mover:     J. Clark    

Seconders:     J. Hughes, Jr.    

Entered into the minutes of the Meeting of the Board this 28<sup>th</sup> day of July, 2016.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Woods Hole Oceanographic Institution this 28<sup>th</sup> day of July, 2016.

  
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Christopher C. Land  
Secretary of the Corporation

(Corporate Seal)

