

## Texas A&M Veterinary Medical Diagnostic Laboratory Procedures

25.07.01.V0.01 | Delegation of Authority and Contract Administration

Approved: February 20, 2012

Revised: May 20, 2015

Next Scheduled Review: May 20, 2020



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### PROCEDURE STATEMENT

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The Texas A&M University System (A&M System) Policy 25.07, *Contract Administration*, and A&M System Regulation 25.07.01, *Contract Administration, Delegations, and Reporting*, outline requirements for contract administration procedures to include specific delegations of authority for contracts and agreements. These delegations also encompass employment contracts, contracts and grants for research, and educational and service activities “consistent with a component’s mission,” along with others. A&M System Policy 51.04, *Delegations of Authority on Construction Projects*, contains delegations of authority for construction contracts.

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### REASON FOR PROCEDURE

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This procedure establishes the delegation of authority and contract administration procedures for Texas A&M Veterinary Medical Diagnostic Laboratory (TVMDL), in accordance with A&M System Policy 25.07 and A&M System Regulation 25.07.01.

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### PROCEDURES AND RESPONSIBILITIES

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The TVMDL delegation of authority is specified in the [TVMDL Delegation of Authority for Contract Administration](#), which identifies the individuals authorized to approve documents relating to contracts and agreements.

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### RELATED STATUTES, POLICIES, OR REQUIREMENTS

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[System Policy 25.07](#), *Contract Administration*

[System Policy 51.04](#), *Delegations of Authority on Construction Projects*

[System Regulation 25.07.01](#), *Contract Administration, Delegations, and Reporting*

[System Regulation 51.04.01](#), *Chancellor’s Delegation of Authority on Construction Projects*

[TVMDL Delegation of Authority for Contract Administration](#)

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### CONTACT OFFICE

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For questions concerning this delegation of authority, contact the Texas A&M AgriLife Director of Management Information at 979-845-4759, or the TVMDL Assistant Agency Director for Finance at 979-458-3254.