

Title:	Instrument of Delegation - Sample	130.04
Applicable FAM Policies:	130 – Approval Authorities	Effective Date: April 1, 2016
Applicability:	GNWT Departments and Public Agencies*	

INTERPRETATION

SAMPLE “Instrument of *Delegation*”

I, Insert Name, Position, Department, Government of the Northwest Territories, delegate hereby with my signature the following powers and duties to Insert Name, Position, Department, Government of the Northwest Territories in standing acting capacity as the Position, Department in the Government of the Northwest.

FAA Section	Description	Conditions/Limitations
19 (3)	Delegate authority for payment of all government staff salaries and wages	
FAM	Description	Conditions/Limitations
1801	Authorize payment of all government staff salaries and wages	Expenditure Authorization Required

The above powers and duties must be exercised in accordance with governing legislation, policies and procedures of the Government of the Northwest Territories, whether already in effect or brought into effect during the term of this *delegation*.

Additional Conditions

The Delegate shall, as and when directed, report to the Comptroller General on any action taken under authority of the above delegations.

*Public Agency would need to amend for their respective entity