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<b>Name:</b>	<b>Procurement – Exceptions to Policy</b>
Policy Number:	4-1022
Origin:	Financial Services
Approved:	1 October 2007
Issuing Authority:	Director, Financial Services
Responsibility:	Manager, Procurement Services
Effective Date	1 October 2007
Revision Date(s):	n/a

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Exceptions to these procurement policies must be defensible in the event of audit by the Provincial Auditor General and Granting Agencies and therefore will be reviewed on an individual basis with the appropriate department head (director level or above). All exceptions must be documented. Depending on circumstances, exceptions may require additional approvals.

Where, in the opinion of Procurement Services, the department head has provided a valid rationale for non compliance, Procurement Services will make reasonable effort to defend the decision in the event of challenge or audit. The department may be required to provide technical information to support Procurement Services.

In instances where the exception cannot be supported by Procurement Services, the department head will be responsible to defend the decision in the event of challenge or audit. Also and depending on the circumstances, Procurement Services may refer the exception to the appropriate Vice President for their action or approval.