VOUCHER CERTIFICATION AND APPROVAL

Expenditures will be made on Puget Sound Educational Service District voucher forms. Before vouchers are submitted to the Board for payment, they will be audited and certified by the PSESD's appointed auditing officer for accuracy and proof that the goods or services have been received and are satisfactory and that previous payment has not been made. The certification must be signed and dated by the auditing officer or his/her delegate. Vouchers will be approved by a recorded affirmative vote of a majority of the Board.

Adopted: November 2013

Legal References: 42.24.080 Municipal corporations and political subdivisions —

Claims against for contractual purposes —

Auditing and payment — Forms— Authentication and certification

Relevant PSESD Board Governance Policy: EL 8, Financial Management