

SIGNING AUTHORITY POLICY

That the designation of signing officers and signing authority is to be executed as follows:

1. Two signatures shall appear on all cheques or other financial instruments of ONE Investment, drawn for the purpose of:
 - a) Payroll;
 - b) Payroll taxes and employee benefits;
 - c) Lease and rental payments in accordance with contracts entered into by ONE;
 - d) Cheques/transfers payable to chartered banks or brokerages firms for the purchase of short-term investments; and
 - e) Monthly expenses, in accordance with the ONE's approved budget.
2. For all cheques two (2) signatures are required from any of the officers listed below:
 - a) Director of Finance and Operations, AMO and LAS
 - b) Director of the Enterprise Centre, AMO and LAS
 - c) Executive Director, MFOA
 - d) Manager of Accounting & Corporate Services, MFOA
3. These individuals with signing authority also have the authority to bind ONE Investment as it relates to contracts e.g. hotels, conference venues, consultants, etc., entered into by ONE Investment.