



3344-65-28 Purchasing card

- (A) Purchasing services and users authorized by the controller have the authority to use a university purchasing card or power card to pay vendors.
- (B) The controller shall develop rules related to purchasing cards that govern which employees are authorized to use purchasing cards and how credit limits are established.
- (C) University purchasing cards may not be used to make cash withdrawals, nor may they be used for personal purchases.
- (D) Violations of the rules related to purchasing cards may lead to discipline up to and including termination of employment.

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| Policy Name: | Purchasing card. |
| Policy Number: | 3344-65-28 |
| Board Approved: | 9/30/2016 |
| Effective: | 10/10/2016 |