

CONTRACT ROUTING SHEET

Date Prepared:	12/8/15	Need Date:	12/10/15
PROCESSING D		CONTRACTO	
Department:	HHSA/Social Services Division		rsonnel Allocation Resolution mplate
Dept. Contact:	Kathy Lang		
Phone #:	X7147		
Department	9 0 A	Phone:	
Head Signature:	Don Ashton, M.P.A., Direct	tor	
CONTRACTING		ocial Services Division	
	ed: Template for Personnel		ont Value - NI/A
Compliance with	Human Resources requirement	Contract/Gra	int Value: <u>N/A</u> Yes x No:
	ed by: Reviewed/updated b		103 <u>X</u> 100.
	SEL: (Must approve all conti Disapproved: Disapproved:	Date: <u> 2/9/</u> /3	By() // By:
future Personnel	y Counsel review and approv Allocation adjustments.		OEC -8 ANTY GOU
	IENT: (All contracts and MC Disapproved:		
Approved:	Disapproved:		By:
	Does not Require Review	by Risk Management_	
NOTE: Any contract electronic information related, especially the Counsel. This also a	n, the acquisition of software or o	stallation, implementation, sto computer related items, or a elecommunications, must be	ring, retrieving, transfer, or sending on ny other service/item that may be I approved by IT before submission t
Approved:	Disapproved:	Date:	By:
Approved:	Disapproved:	Date:	By:
CFO Review	12/8/15 Date	Deputy Director, Adminis	stration and Contracts Date