

 YUKON ENERGY Goods & Services Guidelines GS-002	DEPARTMENT:		INQUIRIES TO:		TOPIC:	
	All		Corporate Services		Purchasing Agreements Signing Authority Guideline	
	ISSUED:		REVIEW DATE:		APPROVED BY:	
	March 2006		February 2009		_____ President & CEO	

1.00 Purpose

1.01 To clearly identify, control and provide guidance so that Purchasing Agreements are signed/approved in accordance with Yukon Energy's Signing Authority Guideline (FG-001).

2.00 Purchasing Signing Authority Matrix

2.01 All purchasing agreements for Yukon Energy are to be signed in accordance with the following signing authority matrix:

Required Approval	Category	O & M Limit	Capital Limit
Board approval - signed by 1 Board Director and 1 Officer*	•Inventory Stock •Non-stock goods & Services	Over \$500,000	Over \$1 million
President & CEO	•Inventory Stock •Non-Stock goods & Services	Up to \$500,000	Up to \$1 million
Director, Corporate Services	•Non-stock Goods & Services	Up to \$250,000	Up to \$500,000
Director, Operations	•Inventory Stock	Up to \$250,000	Up to \$500,000
Leadhand, SCC & Materials Management	•Inventory Stock	Up to \$50,000	Up to \$100,000
Buyer	•Non-stock goods & Services	Up to \$50,000	Up to \$100,000
Assistant Buyer	•Non-stock goods & Services	Up to \$50,000	Up to \$100,000
Industrial Warehouseperson	•Inventory Stock	Up to \$10,000	Up to \$10,000

***Note:** As of January 1, 2005, Yukon Energy Officers are the: Chair, Board of Directors, President & CEO, Chief Financial Officer and the Corporate Secretary.

2.02 From time to time the Board may delegate signing authority for major purchasing agreements, by resolution of the Board, to the President & CEO and/or Chief Financial Officer or Director of Corporate Services.

2.03 All leases and licenses or conditional Sale Agreements (i.e. lease to purchase – operating or capital), regardless of the amount, will require the signature of the Director Corporate Services and the Chief Financial Officer.