Board/ED Delegated Authorities

Key

- **a** Decision making authority (approver)
- i Input / Recommendation
- n Notified

Function/Activity	ED	Board	Comments
Board of Directors			
Committee structure	i	**a**	
Delegated authorities	i	**a**	This document
Travel		**a**	Board approves events to which the board can travel. All bookings must be within policy. Treasurer approves payments.
Strategic Plan and Budget			
Approval of annual strategic plan	i	**a**	
Approval of annual budget	i	**a**	
Professional Advisors			
Appointment of external auditor		i	ISOC decision
Appointment of legal counsel	i	**a**	
Appointment of CPA firm	i	**a**	
Appointment of insurance broker	i	**a**	
Capital Structure			
Company taking out a loan	i	**a**	
Company making a distribution	i	**a**	
Insurances			
Insurance coverage	i	**a**	
Scope of D&O insurance	i	**a**	

Function/Activity	ED	Board	Comments
Banking Arrangements			
Opening or closing bank accounts	i	**a**	
Authorising signatories	i	**a**	
Cash management policy	i	**a**	
Investment policy	i	**a**	
Transfer between checking/savings/money market accounts	**a**		
Transfer in/out of investments	i	**a**	
Legal Action			
Initiating legal action (except for debt)	i	**a**	
Initiating legal action to recover debt	**a**		
Responding to subpoenas civil suit criminal or investigative	 **a** i	 **a**	
Responding to legal action	i	**a**	
Media and Communications			
Communicating with press or media any staff talking to media major stories unrelated to ED/Board major stories relating to ED/Board	 **a** **a** i	 i **a**	Where the story relates to the ED/Board, then the Chair represents the board
Publication of company material minutes (inc resolutions) financials Board plenary presentation ED plenary presentation press releases contracts awards and details consultations	 i i i i i **a** **a**	 **a** **a** **a** **a** **a**	
Purchasing, Payments and Contracts			
Approval of accounting policies	i	**a**	
Renewal of IANA contract	**a**	n	

Function/Activity	ED	Board	Comments
Purchasing, Payments and Contracts (continued)			
Execution/Renewal of contracts			Maximum six years, either as 2+2+2 years or 3+3
< $250k pa, max 2+2+2 or 3+3	**a**	n	
> $250k pa or > 2+2+2 or 3+3	i	**a**	
Approval of orders and payments			
< $250k, budgeted	**a**		
< $25k, unbudgeted	**a**		
< $100k, > $25k, unbudgeted	**a**	n	
> $250k, budgeted	i	**a**	
> $100k, unbudgeted	i	**a**	
Asset disposals and write-offs			
< $25k	**a**		
< $100k, > $25k	**a**	**a**i	
> $100k	i	**a**	
Personnel			
Approval of personnel policies			
staff	i	**a**	
conflict of interest	i	**a**	
benefits	i	**a**	
severance	i	**a**	
Executive Director			- Expenses managed by the treasurer on behalf of the board. - Leave managed by the Chair on behalf of the board. - All travel must be within policy.
appointment		**a**	
compensation		**a**	
expenses approval		**a**	
goals/targets	i	**a**	
leave	i	**a**	
review		**a**	
termination		**a**	
travel - IETF meetings	**a**	n	
travel - other	**a**	i	
Other staff			- Termination limit to be replaced with reference to policy when policy is developed. - All travel must be within policy.
appointment	**a**	i	
compensation	**a**	n	
expenses approval	**a**		
goals/targets	**a**		
leave	**a**		
review	**a**		
termination, up to 6 mths payment	**a**	i	
travel - IETF meetings	**a**		

travel - other	**a**		
Function/Activity	**ED**	**Board**	**Comments**
IETF Meetings and Sponsorship			
Appointment of Global Hosts	i	**a**	
Sponsorship/fundraising targets	i	**a**	
Meeting fees	i	**a**	
Venue selection selection of cities to evaluate approval of city contract(s) within agreed limits above agreed limits	 **a** i **a** i	 i **a** i **a**	- City approval based on recommendation in confidential site report - Limits for contracts are confidential and so not recorded here.