

April 15, 2025

Associate Vice Chancellor/Campus Controller

**Re-Delegation of Authority to Recommend Campus Representatives to Sign Checks and Engage in Other Banking Activities**

In a letter dated July 8, 2014 ([DA 2584](#)), the President conferred upon each Chancellor the authority to recommend representatives to the Office of the President who may sign checks, drafts or other orders for the payment of money, or initiate electronic transfers of funds against University checking accounts, provided all such representatives are covered by fidelity bond. This authority is derived from the [Standing Order of The Regents 100.4\(pp\)](#). Consistent with this delegation and [University of California Accounting Manual, C-173 Cash Controls, Section 111](#), I hereby re-delegate to the Associate Vice Chancellor/Campus Controller the authority to recommend to the Office of the President, campus representatives who, on behalf of UC Riverside, are authorized to:

- Sign checks, drafts, or other orders for the payment of money (including from disbursement accounts);
- Initiate electronic transfers of funds against University checking accounts
- Open new bank accounts; and
- Change existing UC Riverside bank accounts.

All such campus representatives recommended must be covered by fidelity bond.

This delegation supersedes all previous delegations on the subject. It may not be further re-delegated.

Sincerely,



Kim A. Wilcox  
Chancellor

cc: UCR Chief Compliance Office