

**FI0420 Appendix D: Contract Signature Authority Request Form**

**To:** David Miller, Chief Financial Officer; Allen Bolton, Interim Senior Vice Chancellor for Finance and Administration

**From:** Deborah Crawford, Vice Chancellor for Research

**Date:** February 14, 2023

**RE:** Signature authority request

**Question 1:** Name of the person who will have contract signature authority if the CFO approves this request:

Name: Dr. Mary Jourdan Sechrist

Title: Facilities Security Officer  
Interim Research Integrity Officer

**Question 2:** State the types of contracts for which the person may sign if the CFO approves this request:

1. **Research Integrity Officer (RIO)** for the University of Tennessee, Knoxville (UT), including without limitation: All decisions required of the RIO under university policy or federal regulations, and reporting obligations for compliance assurances regarding research integrity regulations.

**Note:** Contract signature authority granted by this memo (if approved) expires immediately if the UT employee named in this memo changes positions within UT, or when their employment ends, whichever is earlier.

CBO approval:



CFO approval:



CC: Tammie Cole; Blake Reagan