

Business Procedures

1. Contract Review Overview - COLT Legal Affairs, Risk and Compliance
2. General budgeting
 - a. Accounting Services
 - i. Accounting Forms
 - ii. Accounting Information Questions
 - b. Budget
 - i. Strategic Resource Management (SRM)
 - ii. Training
3. Investments and Endowments Management
4. Payroll and Disbursements
5. Procurement Card (Procard) - Payroll and Disbursements
6. Purchasing Department - Logistical Services
7. Travel