

POLICY 2.23 – Contracting of Brokers and Consultants

Policy Category: Financial

Effective Date: May 25, 1995

Supersedes: (NEW)

POLICY

- 1.00 This is the policy of the Human Resources Division with respect to the contracting of services referenced as exclusions under Administrative Policy and Procedure 2.8, section 2.00 (c)(d) and (e).

Specifically, the current services excluded under [Policy 2.8](#) from the responsibility of Procurement Services are; a) consulting and broker services (benefits, wage and salary administration, general insurance and occupational health and safety), b) investment services (Academic and Administrative Staff Pension Boards). These services are within the mandate of the Associate Vice-President (Human Resources) who may delegate direct responsibility to the appropriate individual department within the Human Resources portfolio and/or to the Academic and Administrative Staff Pension Boards.

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- 2.00 Personnel and Insurance Services
- 2.01 Within each of these specialty areas, consultants/brokers may be retained to provide advice to the University and, where appropriate, assist in the marketing and selection of third party suppliers or service providers (insurance carriers, etc.).
- 2.02 It is the responsibility of the designated unit head to ensure that the interests of the University and/or esction

