

BANK MANDATE

The Committee is asked to endorse the removal of Dr Peter Burley from the list of signatories, to be replaced by Ms Niamh O'Sullivan.

The revised mandate schedule is attached.

HEALTH PROFESSIONS COUNCIL
BANK MANDATE ARRANGEMENTS (Revision 4)

The list is to operate with effect from 12th February 2004.

LIST A

Marc Seale

LIST B

Paul Baker
Anne Barnes
Niamh O'Sullivan

LIST C

Norma Brook
Colin Lea
Michael Barham

Cheques to be signed as follows:

Up to £25,000:

Any 2 signatures from Lists A & B

Over £25,000

Any 1 signature from Lists A & B and 1 from List C

BACS transfers:

The payment of some invoices and payroll is made by BACS.

The total list of payments must, before transmission, be signed by any 2 from list A or B but individual items of payments greater than £25,000 should be initialled by a person from List C.

Transfers between accounts:

Other than automatic transfers, transfers between NatWest Accounts (including Money Market Transactions) may be confirmed on the authority of List A or Paul Baker.

No person may sign a cheque made payable to himself.