

HEALTH PROFESSIONS COUNCIL

BANK MANDATE ARRANGEMENTS (Revision 6)

The List is to operate with effect from 29th July 2005

LIST A

Marc Seale

LIST B

Niamh O’Sullivan
Roy Dunn
Chris Middleton
Kelly Johnson

LIST C

Norma Brook

Cheques to be signed as follows:

Up to £25,000.00 Any 2 signatures from Lists A & B

Over £25,000.00 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 and B but individual items of payments greater than £25,000.00 should be initialled by a person from List C.

Transfer between Accounts

Other than automatic transfers, transfers between Natwest Accounts (Including Money Market & Corporate Bond Transactions) may be confirmed on the Authority of List A or the Finance TBA/Financial Accountant (Manj Cheema).

Other Instructions

The Financial Accountant (Manj Cheema) has authority to deal with all HPC accounts on a daily procedural basis; making funds transfers between HPC accounts & Investment deposits.

Signature of Chairperson:.....Name Print.....

Signature of Chief Executive:.....Name Print.....