

EXAMPLE MATRIX OF AUTHORITY

Action/Event	Required Review
Amending Corporate By-Laws	Executive Team , Board Governance Committee, Legal
Capital Spending Over \$1,500,000	Division CEO , Division CFO , Consult Legal if needed
Real Estate Transactions Over \$1,000,000	CEO , CFO , Consult Legal if needed
Supplier Agreements Over \$1,500,000	Division CEO , Division CFO , Legal
Agreements When Non-Standard Agreement Used	Division CEO , Division CFO , Legal
Agreements to sell/transfer/share Intellectual Property	Division CEO , Division Chief Engineer, IP Counsel
Consulting Agreements Over \$50,000	CEO , CFO , Legal , Board if CEO, CFO or Legal determine necessary
Mergers, Acquisitions, Joint Ventures of Any Size	Executive Team , Board
Financial Fraud, Financial Statement Manipulation	Legal , Audit Committee; Legal determines others who need to know
Press Releases	Chief Communications Officer or their designee. Communications determines whether others should be informed
Any indication of a government investigations or litigation such as: <ul style="list-style-type: none"> • receipt of a subpoena • execution of a search warrant • civil investigative demands • requests to interview employees • request for an audit or review • request to produce documents 	Legal . Legal must determine the scope of the matter, who is implicated, and then determine others who need to know.
Disclosures to any government or to any business partner including but not limited to: <ul style="list-style-type: none"> • export/import violations • cyber security or privacy breaches • concerns in handling classified information • instances of a government overpayment; potential non-compliant conduct 	Legal . Legal must determine the scope of the matter, who is implicated, and then determine others who need to know.



CASSIDY LAW^{PLLC}

www.cassidylawpllc.com

202-266-9928

info@cassidylawpllc.com