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The Corporate Accountability Framework (CAF) outlines responsibilities, delegations and authorities for employees at the City of Edmonton. The CAF Matrix outlines standard approval thresholds for employees across the City to improve financial control, and facilitate timely procurement, contract execution, and financial transactions.

	City Manager	Deputy City Manager	Branch Manager	Director	
Various Procurement Authorities	Refer to the Delegation of Authority page on OneCity Delegation of Authority Common Authority Chart Role-Based Authority Chart Sub-Delegation of Authority Chart				
Financial Commitments and Payments (Expenditure Authority)	City Manager	Deputy City Manager	Branch Manager	Director	
				Corporate ML4 & MS4	IIS ML4
	Unlimited	Unlimited	\$10,000,000	\$1,000,000	\$2,000,000
	IIS ML3	Corporate MS3 IIS PT3 PT4 PE3 PE4	IIS PT2	Corporate ML2, ML3, PT3, PT4, PE3 & PE4	FFS ML1, PT2, PE2 & Specific Job Codes
	\$1,000,000	\$250,000	\$10,000	\$25,000	\$5,000
Up to contract value within the authority limit; amount above contract value requires amendment or change order to increase total contract value. Transactions over \$5,000,000 also require approval of the designated Accounting Officer (AO).					

IIS = Integrated Infrastructure Services Department
 FFS = Fleet & Facility Services Branch, City Operations Department
 ML4, MS4, ML3, MS3, PT3, PE3, PT4, PE4, PT2, ML2, PE2, ML1 = Position Classifications as defined by the Employee Services Department
 Corporate = City of Edmonton departments except for the departments or branches specified

Notes

- All expenditures made at the City require approved budgets.
- Sub-delegations and sub-authorizations must be documented.
- Credit card, L-Order, and Restricted and Controlled item purchases follow Self-Service Procurement and Payment of City Money procedures.
- All software-related agreements require concurrence of Branch Manager, Open City and Technology (or delegate).