



# **PUGET SOUND FEDERAL FIRE FIGHTERS**

## **International Association of Fire Fighters Local F-282**

### **EXECUTIVE BOARD POLICY DECISION**

#### **CREDIT CARDS**

1. It shall be the policy of IAFF Local F-282 to have possession of Three (3) credit cards issued by the bank that holds the financial accounts of the Local. One of those credit cards shall be issued to the Secretary-Treasurer of IAFF Local f-282, one to the Vice-President of IAFF Local f-282, and the other to the President of IAFF Local F-282, each of whom will retain sole custody. Those Officers of IAFF Local F-282 shall be the only authorized signatories.
2. It shall be the policy of IAFF Local F-282 that debt shall be incurred on the credit cards only for the expenditures listed below.
  - A. Routine operating expenses
  - B. Pre-pay lodging expenses for IAFF Local F-282 members on travel authorized by the Executive Board.
  - C. Pre-pay fees for attending conferences or seminars for IAFF Local F-282 members authorized to attend those functions by the Executive Board.
  - D. Pay non-routine expenses as directed by a majority vote of the Executive Board.
  - E. Pay emergent benevolence funds for travel in accordance with the benevolence policy.
3. It shall be the policy of IAFF Local F-282 that the Secretary-Treasurer shall bring the current Credit Card statement to the Executive Board meetings for review by a Union Officer designated by the Executive Board. The designated Union Officer shall legibly write on the statement "reviewed by" and initial the Credit Card statement.

The motion was discussed and passed 04-21-05.  
Amendments' were made, discussed and passed on 09/27/13