**Annex B**

**Example**

**Individuals Delegated Non-Public Property (NPP) Financial Signing Authority**

**Table 1 - Unit/Entity Authorities CFB Example

Reference:** Chief of The Defence Staff Delegation of Authorities for Financial Administration of Non-Public Property dated 1 May 2023.

|  |  |  |  |
| --- | --- | --- | --- |
| **CDS Delegated Position** | **Name of Incumbent** | **Telephone** | **E-Mail Address** |
| Commanding Officer | Capt(N) R. Jones | (902)721-8648 | Robert.Jones@forces.gc.ca |
| **Positions Delegated by Commanding Officer (CO) IAW CDS delegation document**  |
| **CO Delegated Positions** | **Name of Incumbent** | **Telephone** | **E-Mail Address** |
| Base Administration Officer | Cdr. Marc Smith  | (902)721-8662 | Marc.Smith@forces.gc.ca |
| Senior Manager, PSP | Mr. John Joseph | (902)721-1104 | John.Joseph@forces.gc.ca |
| PMC Officers Mess | Cdr. Marc Smith  | (902)721-8662 | Marc.Smith@forces.gc.ca |
| Mess Manager Officers Mess | Mr. Henry Ford  | (902)721-8992 | Henry.Ford@forces.gc.ca |
| Base Manager, Fitness and Sports | Mr. John Ewing | (902)721-8568 | John.Ewing@forces.gc.ca |
| Golf Club Manager | Mr. John Langford | (902)721-2496 | John.Langford@forces.gc |
| Curling Club Manager | Ms. Jane Jackson | (902)721-8621 | Jane.Jackson@forces.gc.ca |
| President Halifax Archery Club | VACANT |  |  |
| Treasurer Halifax Archery Club | Ms. Joan Collins | (902) 721-8645 | Joan.Collins@forces.gc.ca |

*Signed:*

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Cdr. Marc Smith Date: dd/mm/yy

Base Administrative Officer (or Finance Officer)

CFB Example

Distribution

NPPAM (original)

Base Administration Officer (or Finance Officer)