**CHANCELLOR’S PROCEDURES FOR POLICY**

**309.01: Purchasing**

1. Alabama Community College System Purchasing Manual is located on the ACCS website within the Fiscal Services section of the Staff Resource Library.
2. The approved joint purchase agreements and authorization letter are located on the ACCS website within the Fiscal Services section of the Staff Resource Library.
3. Personal property acquisitions estimated to exceed $500,000 must have Board of Trustees approval prior to acquisition. Care must be taken in planning for such expenditures in order to schedule items on Board agendas.