

Section:	Administration (AD)
Subject:	Institute and Non-Institute Services
Legislation:	<i>Electronic Transactions Act (SA 2001 c.E-5.5)</i>
Effective:	November 25, 2020
Revision:	

**APPROVED:** \_\_\_\_\_**Chair, on Behalf of SAIT's Board of Governors**

## **POLICY**

The policy of the Board of Governors is to use electronic signatures to promote administrative efficiencies, improve customer service and support SAIT's information management practices.

### **POLICY/PROCEDURE REFERENCE**

AD.2.16.1 Electronic Signature procedure

*The official controlled version of this document is held in the Board of Governors Office.*