

Transfer of Powers Form

Name of absent employee:	Eleanor Ellick
Job Title:	Senior Permitting Team Leader
Area and Department:	Permitting Service, EPP
Period of absence:	22 October 2018 to 12 November 2018

Name of employee(s) acting as delegates:	Karen Perrow 22 to 26 October Shelley Vince 29 October to 1 November Peter Morrison 2 November Kevin Ashcroft 5 November to 9 November
Job Title(s):	Senior Permitting Officers and Permitting Officer
Area and Department:	Permitting Service, EPP
Details of any restrictions:	

Please indicate the systems to be covered:

Financial	
Non-financial	x
WPC – Procurement Card	

Approval			
Signature		Name	John Wheadon
		Job Title	Permitting Service Manager
		Date	23/10/2018

Please send the completed form to the Finance Governance Co-ordinator for MoM approval