Transfer of Powers Form

Name of absent employee:	Emily Roe
Job Title:	Permitting Team Leader – Water Quality
Area and Department:	Permitting Service – Regulation and Permitting
Period of absence:	Tue 18 Sept – Wed 3 Oct 2018

Name of employee(s) acting as delegates:	18/9/2018 -20/9/2018 – Terry Gulliford, Senior Permitting Officer 21/9/2018 – Katrin Raynor-Evans, Permitting Officer 24/9/2018 – 28/9/2018 – Terry Gulliford, Senior Permitting Officer 1/10/2018 – 3/10/2018 – Kirsty Thomas, Senior Permitting Officer
Job Title(s):	As above
Area and Department:	Permitting Service – Regulation and Permitting
Details of any restrictions:	N/A

Please indicate the systems to be covered:

Financial	
Non-financial	✓
WPC – Procurement Card	

Approval			
Signature		**Name**	Emily Roe
		Job Title	Permitting Team Leader - WQ
		Date	17/9/2018

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