**Policy Review and Approval Routing Form**

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| --- | --- |
| Division |       |
| Responsible Executive |       |
| Responsible Office |       |

|  |  |
| --- | --- |
| Policy Name |       |

|  |  |  |  |
| --- | --- | --- | --- |
| New |       |  |  |
| Revision |       | Policy # |       |

|  |  |
| --- | --- |
| Date submitted to President for review |       |

|  |  |  |  |
| --- | --- | --- | --- |
| President reviewed and approved policy | Ron Berry |  |  |
|  |  | Signature | Date |

**or**

|  |  |  |  |
| --- | --- | --- | --- |
| President reviewed and directs Responsible Executive to send policy to the Executive Council. | Ron Berry |  |  |
|  |  | Signature | Date |

|  |  |
| --- | --- |
| Date policy returned to Responsible Executive |  |

 Must resubmit policy to President for approval.

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| **then**After Executive Council review, date policy resubmitted to President for review. \_\_\_\_President reviewed and approved policy. | Ron Berry |  |  |
|  |  | Signature | Date |