

## INSTRUCTIONS

- DETERMINE STATUTORY AUTHORITY
- DETERMINE POWERS AND/OR DUTIES
- COMPLETE FORM AND SIGN
- SUBMIT TO SECRETARY OF STATE
- SEND COPIES TO AFFECTED AGENCIES
- EXECUTE SEPARATE RESCINDING ORDER FOR PREVIOUS HOLDER OF THIS POSITION AND SUBMIT TO THE SECRETARY OF STATE

NAME OF DESIGNEE (INCLUDE TITLE)

*See paragraph below.*



## DELEGATION / RESCISION OF AUTHORITY

DEPARTMENT (BUREAU, AGENCY, ETC.)

Department of Employee Relations

PERSON DELEGATING/RESCINDING (INCLUDE TITLE)

Linda Barton, Commissioner

☒ I HEREBY DELEGATE THE FOLLOWING POWERS  
AND/OR DUTIES TO THE ABOVE NAMED DESIGNEE,  
EFFECTIVE: 7-28-92

Month Day Year

AUTHORITY CITED:

- ☒ PURSUANT TO: M.S. 15.06, SUBD. 6  
☐ PURSUANT TO: M.S. 16B.06, SUBD. 2  
☐ PURSUANT TO: \_\_\_\_\_

- ☐ SIGN PERSONNEL TRANSACTIONS  
☐ SIGN PAYMENT TRANSACTIONS  
☐ SIGN PAYROLL ROSTERS  
☐ EXECUTE CONTRACTS

- ☐ SIGN PAYMENT BATCH COVER SHEETS  
☐ PICK UP PAYROLL WARRANTS  
☐ SIGN PURCHASING DOCUMENTS  
☐ OTHER (EXPLAIN) \_\_\_\_\_

Please rescind signature authority for the following: Janet Nelson, Anne Morris,

Charlene Hughes, Penny Whitten, Lance Teachworth, James Schwebach, Elaine Johnson,

Ann O'Brien, Pat Anderson, Robert Burke, Robert Schram, Ann Gilles, Joanna Hartwig,

Hy Rosenstein, Stephanie Hanson, Richard Thorkee

☐ I HEREBY RESCIND ALL PRIOR DELEGATIONS OF AUTHORITY ON FILE FOR THE ABOVE NAMED  
PERSON, EFFECTIVE: \_\_\_\_\_

Month Day Year

SIGNATURES

*Linda M. Barton*

DELEGATING/RESCINDING AUTHORITY

► THE SIGNATURE OF THE COMMISSIONER OF  
ADMINISTRATION IS REQUIRED ONLY IF THE DELEGATION IS  
PURSUANT TO M.S. 16.06B, SUBD. 2 (CONTRACTS).  
SIGNATURE \_\_\_\_\_

APPROVED, COMMISSIONER OF ADMINISTRATION

Copies to:

DESIGNEE

► RESERVED FOR USE BY THE SECRETARY  
OF STATE

STATE OF MINNESOTA  
DEPARTMENT OF STATE  
FILED

AUG 27 1992

*Joan Anderson Howe*  
Secretary of State