

Sample Approval Matrix

This is the sample Approval Matrix referred to in GIACC Measure 13 “Decision-making Process” which forms part of GIACC’s “Anti-Corruption Programme for Organisations”.

Note that this is a sample only. An organisation should adapt the roles, values and approvals to suit its own requirements.

Key:

- 1: Approval of one of any of these managers required.
- 2: Approval of two of any of these managers required.
- 3: Additional approval of this manager required.
- 4: Board approval required.

	Board	Chief Executive	Finance Director	Sales Director	Compliance Manager	Project Manager
Commitment of less than \$[5,000]		1	1	1	1	1
Commitment of between \$[5,000] and \$[50,000]		2	2	2	2	2
Commitment of between \$[50,000] and \$[250,000]		2	2	2		
Commitment of more than \$[250,000]	4					
Commitment where corruption risk assessment shows medium risk (regardless of commitment value)		2	2	2	3	2
Commitment where corruption risk assessment shows high risk (regardless of commitment value)	4					