

Source Document Approval



IS-XXXX Document Title

Signature Packet Contents:

Document Approval sheet
IS – XXXX Administrative Directive document
Forms (List Form(s) Names

Review and approval

The (Document Title) documents were reviewed and approved by the taskforce team which included: (list names)

Implementation Issues

The document will be noted as a new release in the What's New menu option of the online system.

(Note any other implementation issues here: forms distribution, training, etc.)

Approval and Official Release



Michael J. Glennon, President

Date _____