

1.17 External Advisors

Policy:

It is the policy of Licking/Knox Goodwill Industries, Inc. to follow certain procedures in the procurement of outside advisors and consulting services.

Procedure:

Consulting or advisory service needs that cannot be supplied through current staff shall be submitted to the CEO/President for approval. A completed Purchase Order which includes all expenses associated with said service shall accompany the request.

The CEO/President shall base his/her approval on actual need, the credentials and reputation of the requested consultant/advisor and the possibility of providing a similar service through inside staff.

The Board of Trustees is responsible for selection of an independent accounting firm for preparation of the organization's annual financial audit (see Policy & Procedure 11.24, *Annual Audit*.)