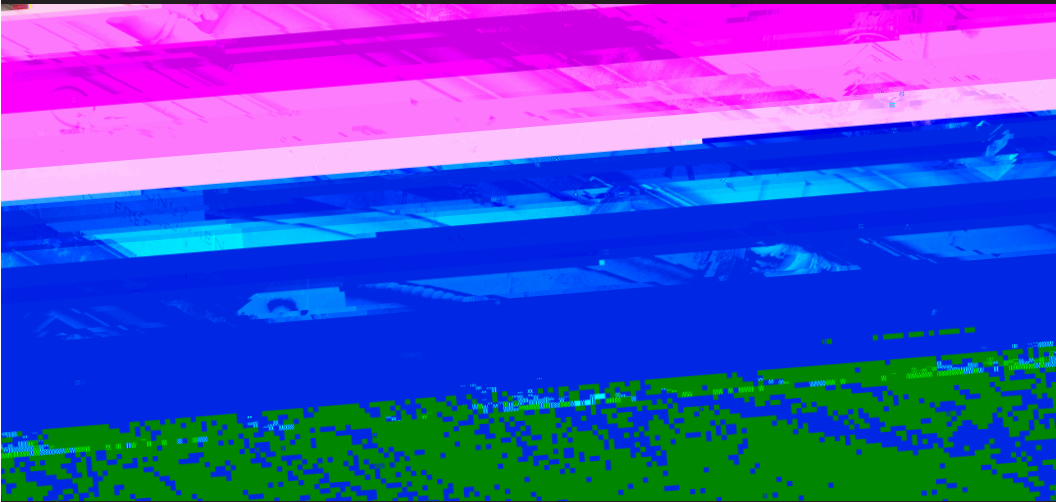




TEXAS TECH UNIVERSITY SYSTEM

THE

Office of Audit Services







## SEPARATION OF DUTIES

>

How to segregate the purchasing function in your department:

### FINANCIAL MANAGER

- Approves purchase requisitions in TechBuy
- Reviews FOP reconciliations monthly

### SHOPPER

- Submits purchase requisitions in TechBuy
- Reconciles FOPs monthly





## ADDITIONAL RESOURCES

- >
- >
- >
- >

To report fraud, waste, or abuse,  
contact EthicsPoint:

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