#### Sample Council Delegation of Duty/Function Agreement

I have read and understood the nature and limits of the duty/function delegated to me, as documented in the Policy and Procedures \_\_\_\_\_\_\_\_\_ ([version and date]) and agree to comply with the performance standards established.

Agreed to on the \_\_\_day of \_\_\_\_\_\_\_\_\_\_ 20\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_

Name:   
Title: