

<b>Number:</b>	ADM-111
<b>Title:</b>	Equipment Repair and Maintenance Contracts
<b>Person responsible for enforcement:</b>	Vice-Rector, Administration
<b>Entered into force:</b>	February 28, 2018
<b>Approved:</b>	February 28, 2018 by the Board of Governors <i>This document replaces all previous regulations on this subject.</i>
<b>Exception:</b>	No exception to this regulation without prior written authorization from the Board of Governors

*In this document, the masculine form is used without prejudice and for conciseness purposes only.*

## **1. Objective**

Determine standards for equipment repair and maintenance contracts for the University.

## **2. Regulation**

- 2.1 Facilities Services is responsible for negotiating and monitoring equipment repair and maintenance contracts.
- 2.2 Computer and Distance Education Services is responsible for negotiating and monitoring computer equipment repair and maintenance contracts.
- 2.3 The cost of equipment repair and maintenance contracts is budgeted by faculties and services.