

**Williamsburg Technical College
STATEMENT OF POLICY**

SECTION B – ADMINISTRATION AND FINANCE

Title DOCUMENTATION OF FEDERAL PROGRAMS PAYROLL CHARGES	Number B-3
Division of Responsibility Administration and Finance	Date Page 9/14/20 1 of 1
Approval President _____ Commission Chair _____	Supersedes Policy No. B-3 Date 2/3/14

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It is the policy of Williamsburg Technical College to provide accountability and documentation in managing personnel activities and distributing payroll charges to appropriate accounts.