



Use of the Common Seal

Outcome requested:	Council is asked to note the use of the Common Seal of Queen Mary since the last report to Council.
Executive Summary:	N/A
QMUL Strategy:	Effective governance supports the achievement of all strategic aims.
Internal/external regulatory/statutory reference points:	Ordinance A9
Strategic risks:	N/A
Equality Impact Assessment:	Not required.
Subject to prior and onward consideration by:	By Council only
Confidential paper:	No
Timing:	Every use of the Common Seal is reported to the next meeting of Council.
Author:	Nadine Lewycky, Head of Secretariat
Date:	19 March 2024
Senior Management/External Sponsor:	Lord Clement-Jones, Chair of Council



USE OF THE COLLEGE SEAL

This table is a record of the use of the College Seal under Ordinance A9 since the last report to Council

Reference Number	Nature of Transaction Requiring Affixment of Seal	Originator	Date Approved by Chair of Council	Witnesses to Affixment of Seal	Date of Affixment of Seal
987	Department W – Phase 2 warranties 1. Contractor (Corley and Woolley Ltd) 2. Professional Services / Employers Agent (Quartz Project Services Ltd) 3. Principal Designer (Brian Bulfin Associates Ltd) 4. M + E Engineer (Charles D Smith & Associates Ltd)	Paul Wood, Assistant Director, Strategic Property Management, Estates and Facilities	24/01/2024	Jonathan Morgan Natalie McCloskey	24/01/2024