

**MEMORANDUM OF DELEGATION
CONTRACT AUTHORITY**

TO: Robert Tott
Manager, Postal and Parcel Services

Pamela Elliott Cain, Senior Vice President for Operations and Finance, delegated to me as Assistant Vice President for Specialty Business Services & Cultural Arts the authority to sign certain contracts on behalf of Iowa State University. She has also authorized me to further delegate that authority to others.

I authorize you to sign the following contracts on behalf of ISU with individuals and entities external to ISU:

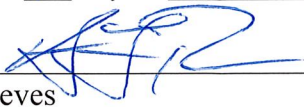
Sanctions Warranty and Indemnity Letter required by DHL to deliver packages to sanctioned countries

Your authority is limited as follows:

1. You may sign the Sanctions Warranty and Indemnity Letter only after (i) inspecting the contents of the package to ensure it matches the description given by the individual or department sending the package and (ii) obtaining approval from ISU's Office of Research Integrity.
2. If DHL modifies the terms of the Sanctions Warranty and Indemnity Letter, you will submit the modified Sanctions Warranty and Indemnity Letter to the Office of University Counsel for review and approval before signing.
3. You may not sign the Sanctions Warranty and Indemnity Letter if you have been instructed not to sign.
4. You may not re-delegate your authority.

This delegation supersedes the delegation issued to you on March 8, 2013 and shall remain in effect so long as you remain in your position as Manager of Postal and Parcel Services, unless revoked sooner by the President of Iowa State University, the Senior Vice President for Operations and Finance, by me, or by my successor.

Signed this 11 day of MARCH, 2022



Duane Reeves
Assistant Vice President for Specialty Business Services &
Cultural Arts

Send copy of completed delegation to the Office of University Counsel