



## **UC San Diego Foundation**

### **UC SAN DIEGO FOUNDATION IMPLEMENTATION PROCEDURE FOR SECURE-WIRE**

1. Upon execution of Funds Transfer Service Agreement, Wire Transfer Reolution, Repetition and Non Repetition Transaction Authorization, and Corporate Resolution, Bruce B. Darling will receive by registered mail, under separate cover, the confidential passwords and test codes for the Foundation designees.
2. Bruce will tell each of the Board Officers and the Assistant Director their confidential passwords and the test code for the UC San Diego Foundation.
3. When a wire transfer needs to be made, the designated caller will follow the Secur-Wire instruction card exactly (sample attached). Each of the Board Officers and the Assistant Director will receive a sample instruction card filled out for a hypothetical transfer.
4. Upon completion of the Secur-Wire call, Security Pacific will authenticate the request by confirmation callback.