

**STATE OF MISSISSIPPI
DEPARTMENT OF FINANCE AND ADMINISTRATION**

TOPIC	PURCHASING	SUB-SECTION 08.10.30
SECTION	OVERVIEW	ISSUANCE DATE JULY 1,1998
SUB-SECTION	ATTORNEY GENERAL - CONTRACTS FOR PRIVATE LEGAL COUNSEL	REVISED - 2018

ATTORNEY GENERAL - CONTRACTS FOR PRIVATE LEGAL COUNSEL

The Attorney General is required to approve all contracts between state agencies and private legal counsel by the authority vested in him as the State's chief legal officer and advisor delineated in Section 7-5-1, Miss. Code Ann. (1972), and confirmed by action of the courts.

Generally, contracts for outside legal counsel are initiated by the Attorney General's Office when requests for legal services cannot be handled in a timely manner by that office. However, there are times when a state agency determines its own need for outside legal counsel. Prior to the agency entering into a contract for legal services, the agency must follow the procedures outlined in MSPB Policy and Procedures Manual, Section 6.5: <http://www.mspb.ms.gov/mspb-policies.aspx>. Outside counsels with whom agencies intend to contract should not be allowed to begin performance until the actual contractual agreements have been submitted and approved by both the Attorney General and SPB.

In instances where a formal written contractual agreement is entered into, the requesting state agency will be given an original contract for its records once it has been executed. A PO is required for this expenditure and must be charged to general ledger code 61670000.

BFC will not process any payment documents for outside legal counsel without first determining that the services and contract were approved by the Attorney General and SPB.