




PIMPRI CHINCHWAD EDUCATION TRUST
Pimpri Chinchwad College of Engineering & Research.
Plot No. B, Sector No.110 (P), Laxminagar Ravet, Pune.

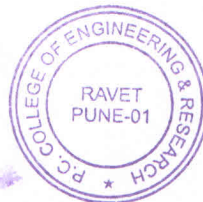
Policy for 'Financial Authority'


PCCOER/Fin.Policy/2017/

Date : 12/06/2017

1. Principal is authorized to do the expenditure as per sanctioned budget for the financial year (sanctioned by CDC). Pre approval in advance is expected to obtain from the Trust before initiating the expenditure or procurement process as per sanctioned budget head.
2. However in case of urgency and in case of regular expenses or scheduled expenditure (as decided and recommended by Principal). Principal is authorized to sanction and do the expenses as per requirement. The principal should forward the details of expenditure sanction for approval later with sufficient and necessary justification for the same.
3. Principal is authorized to sanction or do expenditure up to **Rs.20,000/-** as a single expenditure as per requirements without prior permission.
4. The HODs are authorized to sanction or do expenditure up to **Rs.5,000/-** as a single expenditure without prior permission as per requirement.
5. The event coordinator/Portfolio coordinators/Activity coordinator or Authority appointed by the Principal for academic/co-curricular/extracurricular activity or other such activities happening in the Institute are authorized to do the expenditure as per pre sanctioned budget with details of estimated expenditure (for the event/activity).
6. The head of the departments (HODs) and the student association coordinator are jointly authorized to do the expenditure as per requirements for various co-curricular and extracurricular student development activities (Standard and required necessary process must be followed for the expenditure and or procurement under departmental student development activities). An audit from competent authority should be done yearly.


Prof. Dr. Harish Tiwari
Principal
PCCOE&R




Prof. Dr. Girish Desai
Executive Director
PCET