

## APPENDIX I

### DELEGATION OF FINANCIAL POWERS By THE SYNDICATE TO OFFICERS OF GC UNIVERSITY, LAHORE

Sr. No.	<u>Name of Powers</u>	<u>To whom Delegated</u>	<u>Extent</u>
1	To sanction expenditure within Budget	Vice Chancellor	Full Powers
2	To sanction House Building Advance / Loan within the Budget.	Vice Chancellor	Full Powers
3	To sanction any amount for new item not provided for in the Budget	Vice Chancellor	Rs. 200,000/-
4	Fixation of prices of University Publications.	Vice Chancellor	Full Powers
5	To sanction expenditure on entertainment in respect of function meeting of the Syndicate and Committees and other meetings	Vice Chancellor	Full Powers
6	To sanction annuities and stipends to dependents of deceased employees.	Vice Chancellor	Full Powers
7	To maintain permanent advance	Vice Chancellor	Rs. 500,000/-
8	To write off articles	Vice Chancellor	Full Powers
9	To write off irrecoverable dues other than those arising due to negligence or fraud	Vice Chancellor	Rs. 100,000/-
10	To sanction re-imburement of medical charges in respect of all employees	Vice Chancellor	Full Powers
11	To sanction remuneration to the staff for additional work.	Vice Chancellor	Full Powers
12	To sanction expenditure on maintenance and repair works of GC University, Lahore	Vice Chancellor	Full Powers
13	To fix the rate of remuneration/ lecture fee of Visiting, Teaching and other Staff appointed on contract basis.	Vice Chancellor	Full Powers
14	To dispose of unserviceable furniture and store	Vice Chancellor	Full Powers
15	To sanction expenditure for Law charges	Vice Chancellor	Full Powers
16	To sanction expenditure on each item within approved Budget	Treasurer	Up to Rs 10,000
17	To sign cheques	Treasurer	Sign cheques by two signatories (no limit).
		Deputy Treasurer	(i) Sign cheques by two Signatories up to Rs. 10,000/- (ii) in case the Treasurer is not available and the amount exceeds Rs.10,000/- but less than Rs. 50,000/- there shall be two signatories i.e. one Deputy Treasurer and other Assistant Treasurer.