



**CRITERION 6**

6.1.2.

**Practices of decentralization**



17  
PRINCIPAL  
Agnihotri College of Pharmacy  
WARDHA



### 6.1.2 Practices of decentralization

**Principal:** The principal has the financial powers to spend Rs 10,000/- per day at a time keeping in view of the urgency and needs. These powers are to authorize the purchase of and other things needed over and above the general procedure of annual purchases.

- Consumables for laboratories,
- Books for library
- To permit the reimbursement of travelling (conferences and workshops) and other expenses for official purposes.
- To take care of guests, parents, alumni and stakeholders.
- To sponsor faculty/staff for any academic activities as per norms.
- To authorize any other expenses, he may deem essential.
- Over and above the general procedure of annual purchases.

**Head of the Department:** The Head of the Department have the financial powers to spend Rs 5,000/- at a time, keeping in view of the urgency and needs (chemicals, recurring expenses), repair of equipment.

**Staff member:** Each staff member handling laboratory work has the financial powers to spend Rs 2,000/- at a time, keeping in view of the laboratory needs for conducting experiments (medicines, oils, commodities of domestic market). The pharmacology department takes care the needs of the feed, animals and other required.

All such financial decisions are exercised in consultation with the principal, administrative officer and secretary. These officers are available in the campus every day.



17  
PRINCIPAL  
Agnihotri College of Pharmacy  
WARDHA

