

Implementing the QMUL Scheme of Delegation of Financial Authority on Agresso - From 1 August 2014

Appendix 2 – Extract from the Scheme of Delegation of Financial Authority – July 2014

Non Pay and Contract Expenditure

Maximum Approval Limit	Role
£1,000,000 plus	Requires additional approval from either - Principal, Chief Operating Officer & Director of Finance.
Up to £1,000,000	Principal, Chief Operating Officer, Director of Finance
Up to £200,000	Vice Principal and Executive Deans, Chief Strategy Officer, Chief Operating Officer, Chief Operating Officer (SMD)
Up to £50,000	Institute Directors, Heads of School, Directors of Professional Services, Secretary to Council and Academic Registrar
Up to £20,000	Institute and School Managers / Administrators and Centre / Discipline Leads, Academics, Group Leaders, Assistant Managers, Centre Managers, Deputy Directors
Up to £10,000	Lab Managers, Postdocs, Project Managers
Up to £5,000	Administrators, Research Assistants, Technicians
Up to £1,000	Other purchasers – Junior admin or technical staff
Up to £100	Self-approval for Agresso orders only – per Purchase order total