



SWAYAM SIDDHI COLLEGE OF MANAGEMENT & RESEARCH
Affiliated to University of Mumbai, Approved by AICTE, Recognised by DTE Govt Of Maharashtra
NAAC Accredited B+

SSCMR/CGC-1/ no.1/21-22

Date: 20th Nov.2021

To

Dr.Anil D.Matkar

Sub: Authority letter to director

Dear Sir,

This is to state that you being the director, shall be authorized to exercise the following financial rights during the tenure of directorship.

- a. Subject to the budget provisions made for the specific purpose, you shall have the power to incur expenditure upto **Rs.25,000 /-** in accordance with the procedure as may be laid down in the ordinances.
- b. You shall have the power to write off irrecoverable losses up to a limit of **ten thousand rupees** and of irrecoverable value of store items lost or rendered unserviceable due to normal wear and tear or obsolete up to a limit of **twenty five thousand rupees** subject to such stipulations as may be made by the Board from time to time.

Yours faithfully,

P. K. Mandem
Managing Trustee.



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Date: 20th Nov.2021

To

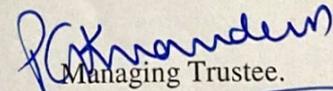
Ujwal Dokania

Sub: Authority letter to Head of Department (HOD)

Dear Sir,

This is to state that you being the HOD, shall be authorized to exercise financial rights during the tenure of HOD. Subject to the budget provisions made for the specific purpose, the you shall have the power to incur expenditure upto **Rs.10,000/-** Departmental Expenses in accordance with the procedure as may be laid down in the ordinances.

Yours faithfully,


Managing Trustee.