

**AUTHORIZATIONS**  
**November 2014**

**Policy:**

Only the Principal Investigator (PI) and appropriately designated personnel have authority over expenditures, lab infrastructure and management of funds (Grants, Contracts, Research and Development [R&D] Accounts, Other) held by the RiiDL Somaiya.

**Purpose:**

The number of persons allowed access to funds, lab infrastructure is limited in order to safeguard the funds and lab infrastructure to satisfy audit requirements ( Access will be given with prior approval of the person in charge and the Provost ).

**Procedures:**

Complete and submit an authorization form designating signature authority:

For projects : [http://riidl.org/innovation\\_form.php](http://riidl.org/innovation_form.php)

For Technology Business Incubation: [http://riidl.org/incubation\\_form.html](http://riidl.org/incubation_form.html)

**Responsible Parties:**

The Principal Investigator named on the project proposal form is ultimately responsible for assuring all expenditures against the grant are in compliance with sponsor and RiiDL Somaiya policies and procedures.

**Contacts:**

Innovation Catalyst: 773-808-2996

Provost Office: 022-67283000

**History:**

Original Issue Date: 24/11/2014

Current Issue Date: 24/11/2014

Somaiya Management Approved: -/-/2014

Effective Date: -/-/2014