

Article 18. Finance

18.1 MISU shall collect an annual subscription from student capitation fees.

18.2 Financial transaction shall, in as far as is possible, be carried out by cheque.

18.3 The President, Vice-President and the MISU General Manager are responsible for the handling of all monies within the Union. (The MISU General Manager being a salaried employee of MISU).

18.4 The President/General Manager shall publish a full and accurate statement of the accounts at the end of each financial year.

18.5 The MISU accounts shall be certified at the end of each financial year.

18.6 The General Manager shall be responsible to the Union for the keeping of accounts and shall exact supervision over all Union finances.

18.7 The financial year shall be from the 1st September to the 31st August annually.

18.8 MISU Bank Accounts shall have four signatories; the President, the Vice-President, the General Manager and the Chairperson of the MISU Advisory Committee.

18.9 Cheques shall be signed by the General Manager and either of the President or Vice- President.

18.10 In the absence of a General Manager being employed by the Students' Union, cheques shall be signed by the Chairperson of the Advisory Committee and either the President or Vice-President until the position of General Manager is filled.

18.11 The General Manager shall be responsible for the operation of Petty-Cash accounts.

18.12 The Union accepts no responsibility for overdrafts or debts incurred by clubs, societies or individuals connected or associated with the Union.

18.13 The General Manager shall be responsible for the preparation of the annual accounts relating to the Students' Union activities.