



**HOCKEY INDIA**  
**FINANCE AND AUDIT**  
**COMMITTEE RULES**

## **1. Finance & Audit Committee Members**

The Hockey India Finance and Audit Committee for Hockey India and Hockey India League will comprise of minimum 3 members from the Hockey India Executive Board with one of them being the Chairman.

## **2. Responsibilities of Finance & Audit Committee**

The Committee will be the final responsible authority in Hockey India and Hockey India League for budgeting, final verification and approval of all the purchases and payments and to ensure adoption of all accounting procedures and systems as laid down under law and their maintenance for Hockey India and Hockey India League.

All members are required to will ensure that all the procedures / systems are strictly followed in terms of the limitations, approval process and that all necessary quotes and paperwork as approved and sanctioned as per Indian accounting practices.

## **3. Audit Reports**

Hockey India and Hockey India League have engaged a Firm to conduct periodical internal audit.

These reports and rectification done for any discrepancies will be sent to the Treasurer HI/HIL and Chairman, Finance and Audit Committee HI/HIL for their necessary action and follow up.

## **4. Approval Limits**

The limit of Purchase / Tender / Expenses sign off approvals for Hockey India (HI) and Hockey India League (HIL) will be done by staff appointed and Executive Board Members as per below levels for sign off / approval.

- a. Levels for sign off / approval
  - i. Executive Director (HI/HIL), Joint Director (HI/HIL), Purchase & Administration Manager (HI/HIL), Accounts Officer (HI/HIL)/Finance Representative of Book Writing Firm (HI/HIL) – Upto Rs 1,00,000/-
  - ii. Member Executive Board Hockey India, Executive Director (HI/HIL), Joint Director (HI/HIL), Purchase & Administration Manager (HI/HIL) and Accounts Officer (HI/HIL)/Finance Representative of Book Writing Firm (HI/HIL) from Rs 1,00,001/- to Rs 2,00,000/-
  - iii. Secretary General Hockey India, Member Executive Board Hockey India, Executive Director (HI/HIL), Joint Director (HI/HIL), Purchase & Administration Manager (HI/HIL) and Accounts Officer (HI/HIL)/Finance Representative of Book Writing Firm (HI/HIL) from Rs 2,00,001/- to Rs 5,00,000/-
  - iv. Chairman Finance & Audit Committee, Secretary General Hockey India, Member Executive Board Hockey India, Executive Director (HI/HIL), Joint Director (HI/HIL), Purchase & Administration Manager (HI/HIL) and Accounts Officer (HI/HIL)/Finance Representative of Book Writing Firm (HI/HIL) from Rs 5,00,001/- and above

Incase a person of relevant designation is not available, then person of equivalent / similar / addition designation will be added as invitee.