

JLP - EC 4

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JOINT LASER PROJECT EXECUTIVE COMMITTEE

Rutherford Laboratory and AERE Financial Delegations

Note by W M Lomer

R.L.

A.E.R.E.

R & D within programme agreed by respective higher authority.

<u>Non-capital</u>	Director	Unlimited	Standard stores & services - unlimited
	Deputy Director	£2K	Non-standard ditto - £25K
	Assistant Director		As for Director
	Division Head	£2K	£10K
<u>Minor capital items</u>	Director	£10K	£3.5K
	Deputy Director	£2K	£25K
	Assistant Director		£ 7.5K
	Division Head	£2K	£ 3.5K

Major capital items or schemes, after approval at appropriate level and following authorisation to Director.

Up to £100K	Director	*Unlimited within terms of approval.	**Unlimited within terms of approval.
	Deputy Director	£2K	
	Assistant Director		
	Division Head - Project Manager	£2K	**Unlimited within project definition.

\*For schemes up to £100K at R.L. a Project Manager (Division Head) is responsible to Director for execution; a project officer takes day-to-day responsibility.

\*\*At AERE a project officer is appointed for each major scheme. He will not normally be lower than a PSO for schemes under £50K. Band for the £50-100K range and a senior appointment for schemes over £100K. The project officer will have full delegation up to the limit of approval subject to conformity with the project definition. Major variations from project definition must be referred back to the authorising body but minor variations might be approved by the Director/Deputy Director.

Over £100K

Director

+Subject to management committee approval, unlimited within terms of approval. £5-10K, subject to project definition.

++Unlimited within terms of approval.

Project Manager

£2-5K

++Unlimited within terms of approval, subject to project definition.

Project Officer

Up to £2K.

+ For schemes over ~£100K, depending on duration of project and number of orders a Management Committee may be set up to advise the Director. It will approve all orders over £10K.

++ For schemes over (say) £1M, a project committee would be appointed and the project officer would exercise his delegation in excess of a specified limit (depending on the circumstances of the case) through the recommendations of the project committee.