

	ERCIYES UNIVERSITY FACULTY OF VETERINARY MEDICINE JOB DESCRIPTIONS		DOCUMENT NUMBER:	Vet_Fr.03-28
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Unit:		Dean's Office of the Faculty of Veterinary Medicine		
Position Title:		Internal Control Monitoring and Steering Commission		
Supervisor:		Dean		
Associated Unit:		Dean's Office of the Faculty of Veterinary Medicine		
BRIEF DESCRIPTION OF THE ROLE:				
DUTIES AND RESPONSIBILITIES: <ul style="list-style-type: none"> - The Internal Control Monitoring and Steering Board and its members are appointed by the Dean and operate upon the approval of the Faculty Administrative Board. - The Board carries out duties and regulations in accordance with Public Internal Control Standards. - It monitors the effective, economical, and efficient management of the faculty's revenues, expenditures, assets, and liabilities. - It takes measures to prevent irregularities and corruption in all financial decisions and transactions. - It ensures the prevention of misuse and waste of assets, and their protection against losses. - It audits whether tasks and operations within the faculty are carried out in accordance with job descriptions and workflow procedures, and submits its report to the Dean's Office. - Board members shall continue in their roles until a new appointment is made. - In case a member leaves the board for any reason, a new member is appointed by the Dean. - Unless officially excused, members are required to attend all meetings without exception. - The Dean's Office evaluates the situation of members who fail to attend meetings without submitting valid justification. 				
PREPARED BY: QUALITY UNIT		CHECKED BY: VICE DEAN Prof.Dr. Murat KANBUR		APPROVED BY: DEAN Prof.Dr. Abdullah İNCİ