

Schedule of financial and contractual authorisation levels: Approved by Council: 19 November 2025			Governance	UMC	UMC Members		Academic function					Support function			Specialised support		Other Requirements / Determinants																				
			Council	Tender Committee	UMC Decision	VC	CFO	Relevant UMC Member	Executive Dean	Deputy Dean	Senior Director Business School	School / RE Director	Deputy School Director	SG Leaders, Acad Mng'r	Executive Directors	Chief Directors	Support Directors	Senior Accountant	Dept Manager / Head	Admin. Assistant	Director: Purch & Paym	Director: BED	Director: UCE	Directors: Finance	Chief Director: TTIS	Note: (Fin Guidelines should always be consulted) All amounts include VAT, are per transaction and project value is determined for its entire duration; including options to extend. The provisions of all other NWU policies apply.											
1	Governance Approval																																				
	Annual budget including student fees			x																							Via appropriate sub committee of Council										
	Infrastructure Delivery Plan			x																							Via appropriate sub committee of Council. Built environment plans include fixed IT infrastructure where required										
2	Financial Expenditure																																				
2.1	Authorisation levels for the acquisition of assets, operational expenses, payment of sponsorships and grants (excluding donations) or other expenses (including framework agreements)																																				
	up to R5 000																				x							Telephonic quotations									
	up to R250 000													x	x					x	x							Three written quotations									
	up to R750 000												x						x					x				Three written quotations (was closed tenders)									
	up to R1 500 000										x	x							x									Request Three Closed Tenders									
	up to R3 000 000									x						x							x	x		x	x	Request Three Closed Tenders (was open tenders)									
	up to R5 000 000																											Request Open Tenders									
	up to R15 000 000																											Request Open Tenders									
	up to R20 000 000																											Request Open Tenders									
	up to R50 000 000					x																						Request Open Tenders									
	more than R50 000 000			x																								Request Open Tenders. To be recommended by Tender Committee									
2.2	Payment of statutory expenses																																				
	Unlimited							x																				Regardless of the amount.									
2.3	Acquisition of Professional Services other than for Infrastructure and Maintenance delivery																																				
	up to R5 000													x	x				x	x								To read together with 2.1 - authorisation is one level higher than in 2.1 . Contract management policy/guidelines apply. Need to specify the individual requirements/deliverables Once the appropriate structure approved a transaction, the CFO signs the agreement/document									
	up to R250 000											x						x							x												
	up to R750 000										x	x											x	x		x	x										
	up to R1 500 000										x																										
	up to R3 000 000								x																												
	up to R10 000 000																																				
	up to R15 000 000																																				
	up to R20 000 000																																				
	up to R50 000 000					x																															
	more than R50 000 000			x																																	
2.4	Donations given to external parties and any transaction (income or expense) contravening any policy																																				
	up to R5 000							x	x																			Details must accompany the payment request explaining the reasons for the donation, and the possible benefit thereof for the NWU. Grants, Sponsorships, Community Engagement activities and the distribution of fundraising initiatives are excluded. (Refer to the General Financial Guidelines for detail on Community Engagement activities).									
	up to R50 000							x																													
	up to R500 000																																				
	more than R500 000			x																																	
2.5	Signing of Approved Procurement Tender or other Expense Contracts																																				
	up to R250 000													x	x				x	x								Rental agreements for any facilities should be signed as per point 4 below									
	up to R750 000												x					x							x												
	up to R1 500 000											x	x										x	x		x	x										
	up to R3 000 000																																				
	up to R5 000 000																																				
	more than R5 000 000													</																							

[illegible]

6	Academic																										
	Contracts with a financial value subjected to section 2 above																										
	All Teaching and Learning Agreements, including Formal Programmes and Short Learning Courses																										Signed off by Senior DVC: Teaching & Learning
	Research contracts with business or public entities on national level																										Dir Research Support Office co-signs where necessary in terms of the funder's requirements
	Joint Degrees and Supervision contracts between NWU, foreign universities, student																										
	International Contracts relating to Academic co-operation (Teaching/Learning, Research, Innovation, Practical Training, Memoranda of Understanding)																										EU Contracts require institution's appointed Legal Entity Authorised Representative (LEAR) to sign off: Dir: Research Support
	Acceptance of externally funded Research Platforms (e.g. Competency Centres, Centres of Excellence)																										
	NRF contracts wrt Chairs (SA Research Chairs initiative)																										
	Research contracts with business entities on international level																										
7	Other commercialisation contracts - income related																										
	up to R750 000																										
	more than R750 000																										
8	Authorisations with legal impact, but no financial impact																										
	Applications for Interdicts / Review / Self-Review / Interlocutory Relief / Defamation / Reputational Issues and the like in the name of the NWU																										
	Powers of attorney - infrastructure/land																										General Counselor to be consulted
	Appointment letters (where the financial approval is finalised at the correct level)																										Or delegate
9	Authorisations after approval by Council, Council Committees, UMC																										
	Approval finalised at correct committee																										General Counselor to be consulted