



**Regulations of the Joint Graduate School of Energy and Environment
Administration of the research projects funded by external organizations
B.E. 2544 (2001)**

In order to ensure that the research projects funded by the organizations external to the Joint Graduate School of Energy and Environment (JGSEE) is operated and administrated more properly and efficiently, JGSEE, empowered under the provisions in Article 10(8) of King Mongkut's University of Technology Thonburi Regulations with respect to the establishment and operation of the Joint Graduate School of Energy and Environment B.E. 2541 and the resolution of the Joint Graduate School of Energy and Environment board of trustees meeting 2/2001 on July 12, 2001, hereby promulgates Regulations of the Joint Graduate School of Energy and Environment "Administration of the research projects funded by external organizations" as follows:

Item 1 In this announcement

"Project"	refers to	Research project, training project, or other type of the academic projects that are funded by external organizations
"External organization"	refers to	Domestic and international governmental agency, state enterprise, or private company
"Funding organization"	refers to	External organization that provide financial support
"Worker"	refers to	The worker who are agreed to work in a project
"JGSEE"	refers to	The Joint Graduate School of Energy and Environment
"Head of research project"	refers to	The person who is proposed to be the head of a project, taking responsibility to administrate the project funded by external agency following research objectives.
"Director"	refers to	Director of The Joint Graduate School of Energy and Environment

Item 2 The announcement shall be applied to the projects of which the head is JGSEE staff only.

Item 3 Head of a project shall take responsibility to present the details, plans, and budget of a project as well as to administrate, control, and supervise the operation of a project to fulfil research objectives within the period of a project.

Item 4 Head of a project shall have authority to approve the payments and debts under the budget and shall record the money received from a project as the revenue of JGSEE.

Item 5 JGSEE shall open the bank account under the name of a project. There shall be at least 3 persons, i. e. director (or trustee), head of a project, and JGSEE financial staff, that have authority to sign for disbursement and at least 2 of them shall have authority to sign in the withdrawal form of the bank (and one of the two must be the head of a project).

Item 6 Procurement, disbursement, accounting, and financial reporting shall follow the regulation of JGSEE. The payment must be in accordance with the categories specified in the financial plan and operation. The transfer of money between categories shall be the authority of the head of a project but the transfer must not be inconsistent with the regulations/rules of funding agency.

Item 7 The project shall have the expenses as indicted in the project, including the payments for the head, researchers, and workers of the project who are JGSEE lecturers and staff as well as outsourced workers. The budget must be reserved for the institution fee, which is equally divided into 3 parts for the central institution (King Mongkut' s University of Technology Thonburi), JGSEE, and the department (only academic expenses can be reimbursed). If it is not incompatible with the criteria of funding agency, the institution fee shall be defined as fifty percent of total budget of a project (excluding the cost of durable articles).

Item 8 If it is not otherwise provided, the durable articles and equipment shall belong to JGSEE after the project is done.

Item 9 Head of the project or representative shall determine the job description of the outsourced workers. The outsourced workers shall pass the recruitment process and be selected by the head of the project or representative under the consideration on the suitability of a person for workload (by taking into account both the academic background and experience). Employment approval shall be under the authority of director.

The qualification of workers shall refer to the Regulations of JGSEE Re: Criteria for the employment, placement, and appointment of the workers in JGSEE B.E. 2541 Item 3.

The rates of salary and payment as well as the period of employment shall be appropriate and corresponding to the project's plan and budget following the criteria of funding agency.

Item 10 The project's workers who are JGSEE staff shall be under the Regulations of JGSEE Re: The allocation of the income of staff earning from external organization B.E. 2543.

Item 11 Post Audit shall be carried out when the project is finished. If it is found that the spending of money is incorrect, the person responsible must compensate for the troublesome amount of money.

Item 12 This announcement shall take effect from June 1, 2001 onwards.

Item 13 Director shall have responsibility and control for the execution of this announcement.

Announced on July 13, 2001 (B.E. 2554)

Dr. Kritsanapong Keeratikorn

President

King Mongkut's University of Technology Thonburi

On behalf of the chairman of JGSEE board of trustees