

Çanakkale Onsekiz Mart University Revolving Fund Management Directorate Internal Control Standards Action Plan Workflow Charts

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| Document | |
| | : Computer |
| out of date | operator |
| Responsible Personnel | operator |

| Billing Workflow Steps | | Relating to law and documents |
|---|------------------------------|-------------------------------|
| Bank statements of all units of the previous day are taken every morning Invoice to the relevant person/institutions based on the money deposited in the bank statements is cut. Data entries are made to the computer for tracking invoices. | Related Unit Business Staff | |
| CONFIRM Chief of Business V. Business Manager | | |