

Appendix (2)

Financial transactions policy

Introduction: -

Under chapter (2/financial transactions) of the financial regulations of the Organization the financial procedures have been developed for the development of the foundations and rules for dealing with all procurement and disbursement of funds for each activity to achieve clear, transparent, and fair policy and mechanism, which is granted as a reference to the Organization's financial transactions.

Funds disbursement mechanism: -

The mechanisms listed below in the disbursement of funds: -

1. Paying in cash by fundamentalist receipts.
2. Paying via certified cheques.
3. Paying via financial bonds.

Procedures for disbursement of funds: -

1. For cash disbursement: - to be disbursed in cash for amounts from (\$1 to \$500) or its equivalent in other currencies.
2. For disbursement by certified cheques: - to disburse the funds from (\$501) or its equivalent in other currencies and above.
3. for disbursement by financial bonds: - to disburse the funds from (\$501) or its equivalent in other currencies and above.

Disbursement exceptions

Not to commit to the exchange mechanisms listed in the sequences (1, 2, 3) where the cases of necessity, which illustrates that through the provision of justifications about that.