



25 October 2023

Authority to sign on behalf of the University of Helsinki

Decision of the Board of the University of Helsinki on 25 October 2023

This decision determines the individuals whose role authorises them to sign, that is, conclude agreements and make commitments, on behalf of the University.

Any ancillary agreements to a principal agreement (e.g., non-disclosure agreements required for drafting a principal agreement, or agreements on the amendment of a principal agreement) are to be signed by the signatory of the principal agreement, unless otherwise agreed.

This decision does not limit the rector's authority under the Universities Act to delegate their decision-making powers without the Board's authorisation. Subsidiaries of the University of Helsinki Group may decide on the authority to sign on their behalf.

Persons other than those described herein may also have the authority to sign on behalf of the University, as separately provided for in a rector's decision applying, in particular, to the authority of directors of financially accountable units.

Agreements worth at least €10 million

Agreements worth at least €10 million are always decided by the University of Helsinki **Board**.

Agreements worth under €10 million

The **rector** has sole authority to sign agreements worth under €10 million.

Agreements worth under €1 million

The **vice-rectors, director of administration and sector directors** have sole authority to sign agreements worth under €1 million.

The rector's deputy and the named deputies of other directors have, when deputising for the rector or other relevant director, the authority to sign equivalent to that of the rector or director in question.



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If a decision or commitment applying to a specific financially accountable unit is made at the University level (e.g., by rector's decision), the unit must be informed of the matter. In line with the principles of good administration, the matter should be discussed with the unit director before the decision or commitment is made.

The chair of the Board or a person designated by them approves the chancellor's and rector's travel expense reports and entertainment expenses.

The activation limit for procurement associated with fixed assets is €10,000.

This decision will take effect on 1 November 2023, replacing the previous decision on the approval of agreements on procurement, investment and research at the University of Helsinki.