

Article 1 Chongyou University of Film and Technology (hereinafter referred to as the University), in order to ensure the receipt, expenditure, storage and use of various donation incomes, has formulated the "Regulations on the Management of Income and Expenditure of Donation Income of Chongyou University of Film and Technology" (hereinafter referred to as the University) Referred to as these Measures).

Article 2 The income and expenditure management of the school's donation income shall be handled in accordance with the provisions of these regulations, unless otherwise provided by laws and regulations.

Article 3 The term "donation income" as mentioned in these Measures refers to the movable properties, real estate and all other rights with property value received by the school free of charge.

Article 4 If the donation income is in cash, it must be delivered to the school for acceptance; if it is other than cash, it must be accurately counted; if it is real estate, the ownership transfer registration must be completed.

Income from donations other than cash mentioned in the preceding paragraph shall be handled in accordance with property management procedures, and regular inventory and irregular spot checks shall be carried out by the management and user units of the school every year.

Article 5 Donations accepted by the school shall be related to the school affairs and shall not be associated with improper interests of the donor.

Article 6 The donation income received by the school and its expenditure should be based on the principle of having cash surplus or maintaining a balance of revenue and expenditure, and a special account should be set up for management.

Article 7 All receipts and expenditures of donation income should have legal certificates and be kept for a period of time in accordance with relevant laws and regulations.

Article 8 In principle, the expenditure of donation income shall be specially signed and approved by the principal before being submitted to the Donation Management Committee for review. However, if the amount is less than 100,000 yuan or in urgent special circumstances, it may be dealt with by way of subsequent ratification.

Article 9 Donations for designated purposes shall be spent according to the designated projects, but their use shall be related to the school affairs. Donation income for unspecified purposes shall be used by the school to promote and improve teaching and student affairs-related business, and shall be used for the corresponding purposes. as follows:

- (1) Expenditures on education and scholarships for disadvantaged students.
- (2) Emergency relief expenditures for faculty, staff and students of the school.
- (3) Rewards or subsidies for teachers and students of our school who have outstanding performance in external competitions and have specific achievements.
- (4) Subsidies related to seminars and lectures that enhance the energy of teachers and students.
- (5) To meet the needs of teaching and student affairs-related business promotion, the salary or working fee of temporarily hiring additional staff (including work-study students) outside the establishment.
- (6) Expenditures related to the acquisition, expansion, improvement, and repair of assets related to teaching and student affairs.

(7) Other expenses related to teaching and student affairs.

Article 10 The receipt, expenditure, custody and utilization of the school's donation income shall be reviewed by the Donation Management Committee.

Article 11 These regulations have been reviewed and approved by the Donation Management Committee and the Administrative Council, and will be implemented after being announced by the principal. The same applies to revisions.