

ព្រឹត្តិកម្មសកលវិទ្យាល័យព្រះសីហនុវិហារ

Date: 01st September 2025.....

Travel and Subsistence Policy

Purpose:

To regulate University-funded travel and ensure responsible use of institutional funds.

Policy Statement:

PSBU supports travel that contributes to academic, research, or professional development objectives while ensuring accountability and cost efficiency.

Procedures:

- Travel must be approved in advance by the relevant Dean or Director.
- Reimbursement claims require original receipts and must follow approved rates.
- International travel must be reported to the International Relations Office for record-keeping.

Review:

Reviewed annually by the Finance Office.



Ngoun Sdechpheapkdey
Vice Rector

Preah Sihamoniraja Buddhist University

Next Review Date: 20th August 2028