

The Finance and Accounting Unit is responsible for day-to-day transactional accounting and ensuring timely payments of accounts by the Mazovian Office.

The Unit carries out a preliminary verification of economic and financial operations in terms of compliance with account plans. Documents are also verified in terms of completeness, trustworthiness and validity of documents before they are submitted for approval to the Office Director.

The Unit's employees prepare numerous monthly, quarterly and annual reports regarding the Office budget, as well as reports on projects co-financed from EU funds.