

Finance Committee

Composition of Finance Committee (AY: 22-23)

S.NO	Name	Designation	Department
1	Dr S Sreelatha	Chairperson	Dean, Professor of Anatomy
2	Dr V Pramod Kumar	Member Coordinator	Professor& HOD of Psychiatry
3	Dr B Raghavendra Rao	Member	Professor& HOD of DVL
4	Dr M V Vinay Kumar	Member	Associate Professor of Anatomy
5	Ms Sumalatha	Member	PA to Director
6	Mr P Srinivas	Member	Accountant



Sreelatha

PRINCIPAL/DEAN

Principal/Dean
Malla Reddy Medical College for Women

Policy & Procedure for Finance Committee

Policy:

To oversee all the budgetary requirements at the starting of the financial year

To get indents from all the departments as per their requirements

To prepare a financial statement with the dean and estimates to suffice the needs of all the departments

To have a financial check on the expenses incurred towards all works
To monitor and plan for the institution's financial position and financial control systems

Procedure:

Every month the committee conducts a meeting to analyse the budget allotted and expenses incurred

Every year before March the committee gets the auditing done by an external auditing agency and submit the audit sheet to the Dean and Chairman

Practice:

All the planned agendas will be implemented and procedures described followed

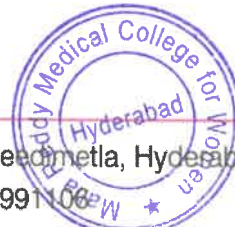
Accountability:

The committee is accountable to schedule required numbers of meetings, maintain notification, conduct meetings, record minutes, send copy for information to the concerned Deans and Chairman-IQAC

Plan and schedule activities for the financial year, submit the budget and resources needs to the concerned Deans and Chairman-IQAC

Submit annual calendar of events of the committee to the concerned Deans and Chairman-IQAC

Strictly adhere to the schedule and implement the events as planned and any reasons for non- conduction shall be explained with justifiable reasons to Deans



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Principal / Dean
Malla Reddy Medical College for Women

Guidelines

The committee plays a pivotal role in financial sustenance of the institute

The role of the Finance Committee is primarily to provide financial oversight for the institution and to discuss the finalization of the budget proposals submitted by various departments.

Finance Committee recommends the Governing Body for the sanction of Budget for every academic year.

The committee meets every month to review the financial budgets and expenditure, data sheet is prepared

Every year the audit report is prepared and submitted to the dean

Key Result Area

Role of Finance Committee is key to ensuring that the governing body discharges its financial responsibilities correctly and that the institution remains financially viable at all times.



S. L. Srinivas
PRINCIPAL/DEAN
Principal
Malla Reddy Medical College for Women