6.4.1B

PROCEDURES FOR OPTIMAL RESOURCE UTILIZATION

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The Governing body monitors the resource mobilization and optimal utilisation of the funds for the smooth functioning of the institution.

- The institution has a strong financial advisory board for Management of accounts and all the accounts sanctioned are audited internally as well as externally. On behalf of the Management, all daily transactions are verified by the financial advisor of the college.
- Financial resources of the institution are**:-**

1) Collection of Student's Fees:-

- Tuition Fees
- College Fees
- Hostel Fees
- Transport Fees
- Repeater Fees
- Other Fees

2) Other Income:-

- Interest on Savings Bank
- OPD Collections
- Collection of Rent
- Miscellaneous Income
- Collection of Fines, dues & penalty
- Funds from Research
- Patency and commercialization

- Budget is prepared keeping in mind developmental criteria of the Institution; accordingly provisions are made in the budget, which is prepared by a team of experts under supervision of Controller of Finance of the Institution and then approved by Finance Committee before

the fund is sanctioned. It is then deployed on different Heads of Expenditures in accordance with approval. The Institution utilizes its funds in a transparent manner.

- Transparency and accountability is ensured by conducting annual audit of the statements
- The internal audit of College accounts is done by the account section staff of the institution. They verify all financial transactions and submit a detailed report of observations based on the observations given by internal auditor. The financial advisor of the college modifies the statements of accounts.
- At the end of every financial year External Auditors prepare annual financial statements and audit reports.
- The income and expenditure of the college is in accordance with the annual budget.
- Funds are provided to meet the infrastructure requirement and newer developments of the institution.
- The management provides financial supports to seminars/workshops/expert talks/Association activities/Faculty Development programmes
- Adequate funds are provided for extracurricular activities of the students which includes Sports and Cultural activities
- Scholarships and free ships to the deserving students are given regularly
- Provident fund (PF) and Employee State Insurance (ESI) benefits, group insurance are provided to the staffs.
- Income generated from Bus fee and hostel fee is used for the intended purpose
- Funds generated through consultancy offered: The institution is actively involved in multidisciplinary areas of research and promotes engagement with industries through consultancy services. The research and consultancy activities are taken up by the dynamic faculty members UG and PG students of the institution. The Institution fosters the development of research in the diverse area of Dentistry, required for meeting the future challenges.
- The Alumni members also provide financial and non-financial support for various activities in the Institution.
- Funds are also mobilized through Fee collected by conduct of FDP, conferences, workshops etc.

- The Institution also mobilizes its resources from funds generated from self-financing and certificate courses run by the Institution.
- Funds received from Tution fee and college fee are spent on payment of salary of teaching and non-teaching staff of the Institution, academic development and infrastructure growth.
- Government funds are optimally used for which it is sanctioned.
- Fund generated from interest on corpus fund are principally used for maintenance and development of the institution.
- Adequate funds are allocated for effective teaching-learning practices that include induction and orientation Programs, workshops, inter-disciplinary activities, training programs, Refresher Courses, Faculty Development Programs, Conferences, Industry Academia interactions that ensure quality education.
- Adequate funds are utilized for development and maintenance of infrastructure of the institution: The requirements of the various departments are submitted to the Central Store after getting approval from the authority. The central purchase committee examines its relevance, usefulness of the requirement and ensures the optimal utilization of funds before approval.
- Budget is utilized to meet day to day operational and administrative expenses and maintenance of fixed assets. Enhancement of library facilities needs to augment learning practices and accordingly requisite funds are utilized every year. State of Art improvement through up-gradation of lab facilities in various departments.
- Some funds are allocated for social service activities as part of social responsibilities through NSS and through Extension activity committee.
- Renovation of classrooms, Labs and faculty rooms are done need based.
- Sharing of various facilities and State of Art research resources. For optimal utilization of various equipments in the labs, the Institution promotes inter-department sharing of resources.

Main motto of resource mobilization and optimal utilization of resources is to get the institution recognized globally for excellence in Dental Health education, Scientific research and Patient care

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