



6.4.1 Institutional strategies for mobilization of funds and optimal utilization of resources

INDEX SHEET

SLNO:	DESCRIPTION	PAGE NO:
1.	Certificate of the Head of Institution	02-03
2.	Procedures for Optimal Resource Utilization	04-06



V. K. B.
2/2/14
Prof. Dr. Vinod Kumar R B
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



AL-AZHAR DENTAL COLLEGE

Perumpillichira P. O., Thodupuzha
Idukki Dist., Kerala- 685 605
☎ +91 94977 20069 | +91 94463 91111

CERTIFICATE OF THE HEAD OF THE INSTITUTION



PROF. Dr. VINOD KUMAR R B, MDS
PRINCIPAL

TO WHOMSOEVER IT MAY CONCERN

This is to certify that our institution has strategies for mobilization of funds and optimal utilization of resources.

Details are attached below:



Vef
11/12/14
Prof. Dr. Vinod Kumar R B
Principal
Al-Azhar Dental College
Thodupuzha - 685 605



AL-AZHAR DENTAL COLLEGE

Perumpillichira P. O., Thodupuzha
Idukki Dist., Kerala- 685 605
☎ +91 94977 20069 | +91 94463 91111

PROCEDURES FOR OPTIMAL RESOURCE UTILIZATION



PROCEDURES FOR OPTIMAL UTILIZATION OF RESOURCES

The following procedures are adopted for optimal utilization of resources:

Planning: The college Finance Committee convenes a meeting to estimate the annual expenses. The committee prepares an annual estimate for the Institution and submit it to the mangermnt for final approval.

Allocation: The Finance committee in discussion with the Principal and Management carefully reviews and estimate the allocated funds based on the necessity of the proposed funds.if there are no objections, allocated funds are sanctioned, and the funds are released.

Expenses: The allocated Funds are utilized for various purposes,including purchase of equipment and dental materials ,procurement of books and National /International journals, implementation of e-goverance, staff salary and welfare, stipends ,academic activities and overall development and manintenance of institution.For academic activities such as seminars,workshops, patient camps,conferences and Inter -College competitions that require additional funds, the responsible faculty or committee prepares an estimate required for conducting that activity, supported by relevant documents. The person in charge of the activity is then required to submit a comprehensive report outlining how the funds will be utilized. The proposal is subsequently forwarded for the Principal for consideration and approval. If deemed necessary,the Principal forwards the proposal to the Management for final approval.



Prof. Dr. Vinod Kumar P
Principal

Al-Azhar Dental Coll

Thodupuzha - 685



AL-AZHAR DENTAL COLLEGE

Perumpillichira P. O., Thodupuzha
Idukki Dist., Kerala- 685 605
☎ +91 94977 20069 | +91 94463 91111

Audits: The college has an Internal audit team responsible for verifying the expenses incurred in various departmental activities. They carefully examine the supporting documents and provide their remarks for the final settlement of the accounts. Additionally, both internal and external audits are conducted at regular intervals to ensure proper utilization of funds in accordance with their allocation. These audits help to maintain transparency and accountability in the college's financial management.



V. K. D.
Prof. Dr. Vinod Kumar P
Principal
Al-Azhar Dental College
Thodupuzha - 685 605