



Sahyadri Shikshan Sanstha

GOVINDRAO NIKAM COLLEGE OF PHARMACY, SAWARDE

(Approved By Pharmacy Council of India, New Delhi, A.I.C.T.E. New Delhi, Govt. of Maharashtra & Affiliated to Mumbai University)

Tal. Chiplun, Dist. Ratnagiri, Pin - 415 606

Telefax 02355 - 264163 / 264663 H.O. : 02355 - 264215 / 264315,
email-sssdgpharmacy1@gmail.com, web: www.sawardepharmacy.com

RESOURCE MOBILISATION POLICY

- Expansion and diversification of resource bases are implemented on timely basis of support and enhance the achievement of the strategic plans, goals to flourish the overall development of the institute.
- Identify and evaluate various sources to plan proper budgeting and its allotment.
- To recognise various donors and philanthropist for support and pursue them.
- To generate more internal revenue with the help of stakeholders and trust.

Sources

- The major financial source of the institute is fees collected from D. Pharm, Pharm and M. Pharm students.
- The college also permitted to utilise approximately 30-40% part of student fees as per the rule or meeting routine non salary expenses.
- In order to cope with increasing requirements for scientific and technological developments college try to get various grants from various fund agencies.
- The college also plan and organise various other resource generation programs, courses and pharma allied business.

Utilization of funds

- As per the annual requirement, considering previous actual expenditure and future plans, proposed budget is prepared by the Principal and sanstha representative. Proposed budgets are finalized in meetings with management.
- The institute follows a proper budgeting system, with adequate resources for recurring expenses (e.g., salary, maintenance etc.), learning resources (e.g. books, journals, Industrial visits, Seminar and workshops), and developmental purposes (e.g., addition of new equipment, computers, consumables, furniture etc.).
- Before the commencement of academic year, the principal conducts meeting with all the teaching staff and instruct them to prepare the requirement for the year. Teaching staff based on their subjects and syllabus prepare the list of requirement. The Principal also conducts meeting with Store in-charge, College Examination coordinator, Library in charge and Office superintendent and instructs them to prepare requirement at institutional level.



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PRINCIPAL

Govindrao Nikam College of Pharmacy
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- The budget required for administrative and academic heads is discussed in regular meetings with Principal, various committees and finance department and accordingly budget is decided
- The institutional budget is prepared by Principal taking into consideration of recurring and non-recurring expenditures.
- As per the requirement and previous year expenditure proposed budget is prepared and is finalised in governing body meet and accordingly principal decides the expenditures
- The major financial decisions are taken by the Principal and Governing Body
- Whenever urgent requirements will arise it is given after sanctioned revived from management.
- Majority (60-70%) of funds are utilized on salary head.
- The remaining approx. 30-40 % is utilized for non-salary academic, development and administrative expenses such as library Books / Journals, Training & Placement, Software & Internet charges, Repair & maintenance, Printing & stationery, Equipment & Consumables, Furniture & Fixtures and research
- The purchasing process is initiated by purchase committee/store department and accordingly the quotations are requested as per the approved budget. After negotiations, best deal is selected and purchasing order is placed.
- The release of the payments is sanctioned after delivery of the respective goods or as per the terms and conditions
- The transparency is maintained by preparing bills and voucher of respective items after their proper testing & verification.
- The procurement of the material is ensured and monitored by the purchase committee/store department under the guidance of the principal
- Internal and external financial audit is conducted by chartered accountant annually to verify the compliance.




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