



**Sri Venkateshwaraa Dental College**

(Recognized by Dental Council of India ; Affiliated to Pondicherry University)

(A Unit of Ramachandra Educational Trust)

Ariyur, Puducherry - 605 102



Ref: No:SVDC/IFC/2024/01

13.05.2024

## CIRCULAR

To: Internal Financial Committee Members

The Internal Financial Committee Meeting is scheduled on 16.05.2024 at 2pm to 4pm.

Kindly make your presence convenient at meeting hall.

Copy to  
Committee Members

  
PRINCIPAL

13/5/24  
PRINCIPAL

Sri Venkateshwaraa Dental College,  
Ariyur, Puducherry - 605 102.



**MEETING – 15.05.2024**

## MINUTES OF MEETING

<b>COMMITTEE MEMBERS</b>		
<b>Internal Audit Committee</b>	<b>Name of the member</b>	<b>Designation</b>
Chairperson	Dr. Senthilnathan	Principal, Sri Venkateshwaraa Dental College, Ariyur, Puducherry
	Dr. Yuvaraj	Vice Principal (Clinics) Sri Venkateshwaraa Dental College, Ariyur, Puducherry
	Dr. Sudhakar	Vice Principal (Academics) Sri Venkateshwaraa Dental College, Ariyur, Puducherry
Administrative Officers	Mrs. Magasvari	AO, Sri Venkateshwaraa Dental College, Ariyur, Puducherry
	Mr. Ramasamy	Accounts Manager Sri Venkateshwaraa Group of Institutions, Ariyur, Puducherry



## OBJECTIVES OF MEETING:

- Discussion of previous audit report
- Expenses on maintenance of physical planning
- Expenses on maintenance of academic support planning
- Expenses on maintenance of books, journals
- Budget allocation for next year.

The meeting started with warm greetings by the Principal Dr. S. Senthilnathan. The objectives of the present meeting were started. The meeting started at 2pm with all the members of the committee.

### 1. AUDITED REPORT

The first agenda is on discussion of the audited report. The audited report for the financial year was read out by the accountant. He detailed elaborately on the income & expenses and the balance sheet was projected. The members were sensitized on the overall functioning financially during the year. (Audit report attached).

### 2. EXPENSES

The account discussed the second point expenses towards the major facilities. In that the first accountant entailed on the expenses for physical and academic facilities and it is mentioned below.

### 3. BUDGET ALLOCATION

The next agenda was discussed by the head of the institution

The budget was proposed for the forthcoming year and is attached below. It was decided and presented to the members. The members accepted the same and accountant accepted on the verification and implementation of the same.

The meeting ended with warm gratitude by the principal.

**IQAC – COORDINATOR**

CO-ORDINATOR  
IQAC

**PRINCIPAL  
SVDC  
PRINCIPAL**

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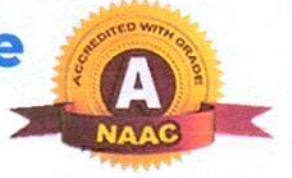


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## Internal and External Financial Audit


Internal Auditor – Mr. Ramasamy-Accounts Manager – SVGI

External Auditor – Mr. Chandrasekar – Chartered Accountant – RET.

- Internal Financial Audit is conducted first week of every month by Mr. Ramasamy.
- External Audit is conducted in the month of March each year by Mr. Chandrasekar.

  
IOAC CO-ORDINATOR

CO-ORDINATOR  
IQAC

  
PRINCIPAL  
PRINCIPAL  
Sri Venkateshwaraa Dental College,  
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