



**DR. G.D. POL FOUNDATION**  
**YMT AYURVEDIC MEDICAL COLLEGE & HOSPITAL**  
**NAVI MUMBAI**

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Institutional Area, Sector-4, Kharghar, Navi Mumbai 410210

**Policy Document for Institutional strategies for mobilization of funds and the optimal utilization of resources Response:**

**FINANCE MOBILIZATION:**

- Tuition fees are the main source of income.
- Funds are received from MUHS/CCRAS for conduction of Reorientation Training Programmes/Seminars/Workshops.
- Research grants from MUHS, Pharma industries, various Government and non Government agencies are add on resources.

**Financial mobilization policy:**

**Budget & Planning:**

- Account department drafts the budget for upcoming financial year.
- All the administrative and academic heads along with coordinators of different cells are asked to submit the budget requirements for the coming academic year.
- The account department prepares an annual budget estimate, duly considering the proposals received and also reviewing the last Academic years head wise consumption.
- Under Bombay Public Trust act 1950 this budget is submitted to Charity Commissioner, Mumbai usually in month of February every year.
- Provision is also made for emergency expenditure if any.

**Allocation:**

- Department wise requirements are raised through Indent Book duly signed by the HOD for regular requirement and through application for special needs which is Sanctioned by Dean, Office superintendent.
- After approval store in-charge prepare the purchase order/ Work order to supplier/ Distributor.
- Bill is accounted after positive remark from purchase committee/ scrutinizing committee, payment is released through voucher system.

**Expenses:**

- The sanctioned funds are utilized for the development of infrastructure to augment academic needs.
- Staff salaries are provided through funds received.
- Funds are also used for Departmental maintenance and up gradations etc.

**V.D. SANJEEV YADAV**  
**PRINCIPAL**

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**Audit:**

Statutory Auditors certify the financial statements in every financial year. The institute has a mechanism for internal and external audit where internal audit is an ongoing continuous process in addition to the external auditors to verify and certify the entire Income and Expenditure and the Capital Expenditure of the Institute each year.

**Optimal utilization of resources**

- The college aims at promoting student centric Learning activities, research& development projects, involving the faculty at various levels.
- Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified faculties, technicians in respective department.
- The optimal utilization is ensured through encouraging innovative teaching-learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours to conduct co-curricular activities/extra-curricular activities by private Organization like Auyrved Vyaspeeth/MASSD, Parma companies.

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