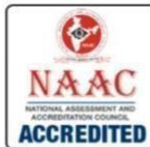




**MOHAMED SATHAK
ENGINEERING COLLEGE**
KILAKARAI, RAMANATHAPURAM DIST.
Approved by AICTE, COA NewDelhi , DGS Mumbai, Affiliated to Anna University, Chennai.
(Sponsored by Mohamed Sathak Trust, Chennai - 06.)



Lr. No. MSEC/FC-2022-23

Date:3.6.22

FINANCE COMMITTEE

FUNCTIONS

The main function of the Finance Committee is to maintain a continuing review of the financial affairs of the Institute. Using this information, it is the committee's duty to make appropriate recommendations to the Institutes Governing Body.

RESPONSIBILITIES

- To review the proposed the annual budgets from the departments.
- To compile and prepare the proposed the annual budget for the Institute.
- To review and provide the recommendation to the Governing Body for approval of the annual Institutes budget.
- To authorize acceptable accounting and disbursement procedures for all funds under the jurisdiction of the Institute.
- To regulate and monitor the expenditures incurred by Heads of the Department.
- To analyze the expenditures under various heads in a financial year and submit a report on the utilization of the budget to the Governing Body.

Name	Designation	Category
Dr.N. Mohamed Sheriff	Principal	Chairman
Mr.Mugunthan	Administrative Officer	Coordinator
Mr.Sulthan	Chief Account Officer	Member
Dr.A Abdul Brosekhan	Prof\MBA	Member

Tenure of Members: 3 years

Frequency of meeting: Periodically


IQAC Co-ordinator
Mohamed Sathak Engineering College,
Kilakarai-623 806.




PRINCIPAL
MOHAMED SATHAK ENGINEERING COLLEGE
KILAKARAI-623 806.