

॥ श्री धन्वतरये नमः ॥



Purva Khandesh Kushtha Seva Mandal Sanchalit

Chaitanya Ayurved Mahavidyalaya

“Chaitanyavan” N.H.No.6, A/p.Sakegaon, Tal.Bhusawal, Dist.Jalgaon,
(Maharashtra) - 425201, Mb.No. 8459964934

Web :- camsakegaon.org, E-mail :- ayurvedchaitanya@yahoo.in

Hospital :- Jamner Road, Bhusawal - ☎ 02582- 240661, 240861

Ref. No.

Date : / / 20

Procedure for optimal resource utilization

- Chaitanya Ayurved College & Hospital, Sakegaon-Bhusawal adheres to Utilization of budget approved for academic expenses and administrative expenses by management.
- After final approval of budget the purchasing process is initiated by purchase committee, accordingly the quotations called and after the negotiations purchase order are placed.
- The payments are released after delivery and verification of the respective goods it is done as per the terms and conditions mentioned in Purchase order.
- All transaction has transparency through bills and vouchers. The bill payments are passed after testing & verification of items. Only authorized person operate the transaction through bank.
- Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased.
- The entire process of the procurement of the material is monitored by the Purchase committee and Principal at institute level then the finance department of the institute.
- Financial audit is conducted by chartered accountant at the end of every financial year to verify the compliance.
- The financial statement, Income and Expenditure details are available with the institute through Profit and Loss Account, Balance Sheet and Ledgers.
- Judicious budget estimates and expenditure are done keeping in view of the future growth and development of the institution in a phased manner.



PRINCIPAL
Chaitanya Ayurved Mahavidyalaya
sakegaon-Bhusawal