



**PRAVARA RURAL EDUCATION SOCIETY'S  
PRAVARA RURAL COLLEGE  
OF PHARMACY  
LONI**

## INDEX

**Criteria No. : 6 - Governance, Leadership and Management Key**

**Key Indicator: 6.4 Financial Management and Resource Mobilization**

**Metric No. : 6.4.3 (Q1M)**

**File Name : Institutional strategies for mobilization of funds  
and the optimal utilization of resources**

**(Academic Year 2023-2024)**

Sr. No	Content
1.	Resource Mobilization Policy
2.	Financial Management
3.	Utilization of resources (BCUD)



*Principal*  
Pravara Rural College of Pharmacy  
Pravaranagar, A/p.Loni-413 736



## **RESOURCE MOBILISATION POLICY**

### **INTRODUCTION**

The resource mobilization is a process to find out, and how to acquire the resources needed to carry out work on services. It focuses on what is necessary to assess and what resources are currently available and how those resources are being used and how additional resources and resource partners can be identified and exploited. The term 'resource' is understood to mean only 'funds'. Mobilization and generation of resources is also seen as synonymous with securing new or additional resources, it is also about making better use of, or maximizing of existing resources. Mobilization is 'the process of organizations for the pursuit of collective goals. In the context of college service, it can be concluded that resource generation and mobilization means mobilizing the financial resources to strengthen college and its library as well. It is process or an activity that takes place to mobilize with a strategic planning.

### **OBJECTIVE**

- To formulate an independent budget
- To decrease dependency on others
- For sustainability of the organization and program

Pravara Rural College of Pharmacy is a self-financed institution, where the funds are generated through the fees paid by the students. Deficit is managed by taking advance from the parent trust. Additional funding is obtained from by faculty members from funding agencies like BCUD through Research proposals. These funds are utilized for the research and laboratory



development. The institute has a well-defined mechanism to monitor effective and efficient utilization of available financial resources for the development of the academic processes and infrastructure development. The Institute has a strong Financial MIS system and a strong qualified finance team headed by finance officer

- Institutional budget is prepared by Principal every year taking into consideration of recurring and non-recurring expenditures.
- Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. Along with this all coordinators of different cells viz., Academic, Exam Cell, T&P Cell, NSS Cell, etc. are instructed to submit their budget to Principal.
- All the major financial decisions are taken by the Institute's Local Managing Committee (LMC/CDC) and Governing Body (GB).

As and when urgent requirements arise it is given after sanctioned revived from society office. All the major financial transactions are analyzed and verified by the governing body under different heads like

- Research & Development
- Training & Placement
- Software & Internet charges
- Library Books / Journals
- Repair & maintenance
- Printing & stationery



- Equipment & Consumables

- Furniture & Fixtures etc

1. Institute adheres to Utilization of budget approved for academic expenses and administrative expenses by management.

2. After final approval of budget the purchasing process is initiated by purchase committee which includes all head of departments and account officer, accordingly the quotations called and after the negotiations purchase order are placed.

3. The payments is released after delivery of the respective goods it is done as per the terms and conditions mentioned in Purchase order.

4. 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.

5. Respective faculty member ensures that whether suitable equipment/machinery with correct specification is purchased.

6. The entire process of the procurement of the material is monitored by the Purchase committee and Principal at institute level then the finance department at office level.

7. Internal audit conducted every year to and Financial audit is conducted by chartered accountant every financial year to verify the compliance.



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Pavani Nagar, Ad. Loni-431 736



PRAVARA RURAL EDUCATION SOCIETY'S  
PRAVARA RURAL COLLEGE  
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Attendance

Date.17 .08.2023

Research and Development Committee 2023-24

Sr.No	Name of Member	Designation	Sign / Remark
1	Dr.S.B.Bhawar , Principal	Chairman	
2	Dr.B.M.Patil, Director	Member	
3	Dr. S.S.Siddheshwar , PG coordinator, Research Coordinator/ Convenor	Member	
4	Mrs.H.S.Bhawar,HOD, Department of Pharma chemistry	Member	
5	Dr.R.K.Godge, HOD ,Department of QAT	Member	
6	Dr.S.B.Dighe, HOD, Department of Pharmacology	Member	
7	Dr.S.R.Vikhe,HOD, Department of Pharmacognosy	Member	



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Pravaranaagar, A.P. Loni- 413 736

**LOKNETE DR. BALASAHEB VIKHE PATIL  
(PADMA BHUSHAN AWARDEE)  
PRAVARA RURAL EDUCATION SOCIETY'S**

Pravara Rural College of Pharmacy (B.Pharmacy), Loni



**Internal audit report**

Audit period: APR TO MAR 2024

  
**Principal**  
Pravara Rural College of Pharmacy  
Pravaranagar, A/p. Loni- 413 736

To,

**The Management**  
**Pravara Rural Education Society**

Dear Sir,

We are pleased to submit the Internal Audit report for **Pravara Rural college of pharmacy (B. pharmacy), Loni** for the period from Apr 01, 2023 to March, 2024. This report is intended solely for the use of the management and the trustees.

Our procedures are based on the basis of records & explanation provided to us during audit and are, therefore, subject to the limitation that such material errors, fraud and other illegal acts having a direct and material financial impact, if they exist, may not be detected.

We thank the local unit staff for their help and co-operation throughout the audit. We shall be glad to offer any further elucidation that you may require, in relation to this report.

Thanking you.

*CA S. S. Patil*  
Yours faithfully,  
**Internal Auditor**  
**PRES LONI**  
**VAIBHAV S PARJANE**



**CA, ICWA, CS, B.Com**

*[Signature]*  
**Principal**  
Pravara Rural College of Pharmacy  
Pravara Nagar, Ap. Loni- 413 736

**Pravara Rural College of Pharmacy Loni (B. Pharm) AUDIT REPORT (April to March 2024)**

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## 1. Account Section

<b>1</b>	<b>MERCHANTS PAYABLE - :</b>				<b>4684477.50</b>
Merchant account showed closing credit balance of Rs. 4684477.50 & DEBIT BALANCE SHOW 232513.91 Age wise list provided to audit by accountant.					
Sr. No	Particular	Amount	Amount	Remarks	
1	BANGAD PARJANE & CO (CR)		12000.00 Cr		
2	Chavhan Cateres (MER)		111360.00 Cr		
3	HARI OM ELETRONICS (MER )		8820.00 Cr		
4	LAXMI FLEX WORLD (MER)		65426.00 Cr		
5	LONI BK VVKS SOCIETY (CR)		9979.00 Cr		
6	PARAMNANO (CR)	54500.00 Dr			
7	PRAVARA OFFSET LONI (MER)		4538.00 Cr		
8	Pushpak Elevators (MER)	8850.00 Dr			
9	Rhino International Agencies (MER)		4370.00 Cr		
10	Shivam Computers Loni (MER)		1171.00 Cr		
11	SHREE MULTISERICE (CR)	152000.00 Dr			
12	Trimbkeshar Pushpalaya (MER)		1250.00 Cr		
13	Vadya Sur Sangam Nx(MER)	67140.00 Dr			
14	VBTECH AUTOMATION (CR)		224100.00 Cr		
15	Vedika Enterprises (MER)		500.00 Cr		
16	Vijay Chemical Shrirampu(MER)		30950.00 Cr		
17	Akruti Flex (Mer)		900.00 Cr		
18	Hon.R.V. Patil Co-Op.Truck Society (MER)	18222.00 Dr			
19	KADAM &KADAM CO-.LIT.(MER)	6500.00 Dr			
20	SHREE IMPEX (CRS)	23468.00Dr			
21	LONI BK VVKS SOCIETY (CR)	42392.00Dr			

  
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**SALARY ADVANCE :-**

Salary advance showed closing debit balance of 4,07,177.00 per Tally advance ledger. Salary advance has issued to employees as per PRES policy. And advance repayment was regular deducted in salary. Advance list mentioned as per below.

407177.00

Sr. No	Particular	Amount	Amount	Remarks
1	Bhane Mangal B.(Div.Adv.)	2.00 Dr		
2	Bhane S.R.(Div.Adv.)	1000.00 Dr		
3	Brahmne Uttam D.(SAL)	3000.00 Dr		
4	Chitte Nilesh D.(Sal.Adv.)	16000.00 Dr		
5	KALEKAR GORAKSHANATH D.(S.ADV)	12000.00 Dr		
6	PARWAT J.M(DIW.ADV)	2965.00 Dr		
7	Sabale Nitin V.(SAL)	151100.00 Dr		
8	Sabale Sanjay S.(SAL)	221110.00 Dr		
	<b>TOTAL</b>	<b>407177.00Dr</b>		

**Office advance**

Office advance showed closing debit balance of Rs3,05,500.00credit balance 41,973.00as per attached list Age wise list provided to the audit by accountant.

Sr. No	Particular	Amount	Amount	Remarks
1	Bhavar H.S.(Off)		17470.00 Cr	
2	Bhavar S.B.(Off.Adv.)	226137.00 Dr		
3	Bhosale Mayur S(Off Adv.)		440.00 Cr	
4	BRAMHANE R.M(OFF.ADV)	965.00 Dr		
5	CHITTE NILESH (OFF ADV)	1430.00 Dr		

  
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6	Dighe Amol S. (Off)		13498.00 Cr
7	Dighe Santosh B. (OFF)		2524.00 Cr
8	Ghogare Rajashree D. (Off)		3500.00 Cr
9	Hase J.B. (Off)	67656.00 Dr	
10	KADASKAR B.L (OFF ADV)	1430.00 Dr	
11	Kakad S.B. (Off)		38.00 Cr
12	MAGAR RAVINDRA M (OFF. ADV)		345.00 Cr
13	Magar Sagar D. (Off)		2070.00 Cr
14	MANKAR S.D. (OFF)		670.00 Cr
15	Pagare S.R. (Off)	480.00 Dr	
16	Priya Rao (Off)	506.00 Cr	
17	Sabale Nitin V. (Off)		365.00 Cr
18	Sabale Shashikant S. (OFF)		459.00 Cr
19	Shinde Ganesh S (Off)		35.00 Cr
20	Siddheshwar S.S. (Off)		201.00 Cr
21	Tambe Rajendra S. (OFF)	5466.00 Dr	
22	TUPE ARUN (OFF ADV)	1430.00 Dr	
23	VIKHE D.M (OFF ADV)		358.00 Cr
	<b>TOTAL</b>	<b>305500 Dr</b>	<b>41973.00 Cr</b>

  
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<p><b>SCHOLARSHIP PAYABLE</b></p> <p>Scholarship payable showed closing credit balance of Rs.21,07,222.05 in the Student wise, year wise/Ageing breakup has available by concern person.</p>		
<p><b>DEPOSIT-FROM STUDENTS</b></p> <p>DEPOSIT -FROM STUDENTS payable showed closing credit balance of Rs 9,26,035.00 In the Student wise, year wise/Ageing breakup has available by concern person.</p>	926035.00	
<p><b>ANAMAT PAYABLE</b></p> <p>ANAMAT PAYABLE payable showed closing credit balance of Rs. 4,30,0608.50 In the Student wise, year wise/Ageing breakup has available by concern person.</p>	4300608.50	
<p><b>DUES PAYBLE</b></p> <p>Dues payable showed closing credit balance of Rs. 54,85,582.00 In the salary wise, year wise/Ageing breakup has available by concern person.</p>	5,485,582.00	<p style="text-align: center;">Principal</p> <p style="text-align: center;">Pravara Rural College of Pharmacy Pravaranagar, Alp. Loni- 413 736</p>

## 2. STUDENT SECTION:-

Sr. No	Audit Observations	Value	Management Remarks	Open / Close
1.	Student fee reconciliation statement as on 31 <sup>th</sup> MARCH 2024 prepared properly.	NA		
2.	Fees as per bank were matched with account. Observations in case of fees as below: 1. Fees Register maintained in Excel sheet & Software. 2. Personnel Ledger is also in Excel sheet & Software. 3. Fees as per Bank matched with account.			

## 4. STUDENT FEES :-

Student department Fees has matched with Accounts dept. as per below. as on 1..4.2023 to 31.03.2024

Particulars	Balance As per Tally	As per Fee Dept.	Diff
FEES - ARREARS/DUES INCOME	4,12,52,023.17	4,12,52,023.17	0.00
FEES -DEV	38,96,256.00	38,96,256.00	0.00
FEES - ELIGIBILITY	153340.00	153340.00	0.00

  
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FEES - HOSTEL INCOME	132875.00	132875.00	0.00
FEES - MESS. INCOME	123875.00	123875.00	0.00
FEES - OTHER INCOME	5,09,932.00	5,09,932.00	0.00
FEES - TUTION INCOME	1,49,75,096.75	1,49,75,096.75	0.00

## .- Bank Transactions & Reconciliation:

Bank Reconciliation Status as on 31<sup>st</sup>March 2024 is as follows: College of Pharmacy

Particulars	Name of Unit	Bal as per ledger	Bal as per bank	Difference	Reco Status
<i>Maha.Current A/c No.60173603276 (Earn&amp;Learn)</i>	Pharmacy Loni	115353.88	115353.88	-	Bank RC Prepared
<i>PSB Current A/c 63 (M)</i>	Pharmacy Loni	2065.50	2065.50		Bank RC Prepared
<i>PSB Current A/c No.64 (Gen)</i>	Pharmacy Loni	1001013.00	1001013.00		Bank RC Prepared
<i>PSB Current A/c No.65 (Exam Fee)</i>	Pharmacy Loni	201555.00	201555.00		Bank RC Prepared
<i>PSB Current A/cNo.66 (B)</i>	Pharmacy Loni	2031.31	2031.31		Bank RC Prepared
<i>Maha.Saving A/c No.60054039299 (Exam)</i>	Pharmacy Loni	382979.66	382979.66		Bank RC Prepared
<i>SBI Saving A/C No.11374447350 (B)</i>	Pharmacy Loni	618535.21	618535.21		Bank RC Prepared
<i>SBI Saving A/c No.11374448058 (M)</i>	Pharmacy Loni	7972.27	7972.27		Bank RC Prepared

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Loni, A.P. Loni- 413 736

#### 4. Taxation & Statutory payments:

##### Provident Fund deduction and payment status

Mentioned below are the details of P.F. paid:

Sr. No	Month	Due Date	Date of Payment	Delay in Day's	PF Amount	PF Amount	Short/ Excess
1	Apr-23	15/05/2023	12/05/2023	Nil	190032	190032	
2	May-23	15/06/2023	10/06/2023	Nil	190727	190727	
3	Jun-23	15/07/2023	13/07/2023	Nil	223589	223589	
4	Jul-23	15/08/2023	12/08/2023	Nil	223325	223325	
5	Aug-23	15/09/2023	12/09/2023	Nil	220908	220908	
6	Sep-23	15/10/2023	12/10/2023	Nil	216138	216138	
7	Oct-23	15/11/2023	08/11/2023	Nil	220199	220199	
8	NOV.23	15/12/2023	12/12/2023	Nil	219065	219065	

  
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9	DEC.23	15/01/2024	12/01/2024	Nil	223232	223232	
10	Jan.24	15/02/2024	12/02/2024	Nil	216798	216798	
11	Feb.24	15/03/2024	09/03/2024	Nil	222441	222441	
				<b>Total</b>	<b>2366454</b>	<b>2366454</b>	-

### Profession Tax:

Mentioned below are the details of Profession Tax paid:

Sr. No	Month	Due Date	Date of Payment	Delay in Day's	PT Amount	PT Payment Amount	Short/ Excess
1	Apr-23	21/05/2023	19/05/2023	Nil	13950	13950	-
2	May-23	21/06/2023	20/06/2023	Nil	13950	13950	-
3	Jun-23	21/07/2023	20/07/2023	Nil	13550	13550	-
4	Jul-23	21/08/2023	21/08/2023	Nil	12950	12950	-
5	Aug-23	21/09/2023	20/09/2023	Nil	12750	12750	-
6	Sep-23	21/10/2023	18/10/2023	Nil	13375	13375	-
7	Oct-23	21/11/2023	20/11/2023	Nil	12975	12975	-
8	NOV.23	21/12/2023	20/12/2023	Nil	12775	12775	-
9	DEC.23	21/01/2024	18/01/2024	Nil	13175	13175	-
10	JAN.24	21/02/2024	21/02/2024	Nil	12950	12950	-

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11	FEB.24	21/03/2024	21/03/2024	Nil	21175	21175	
				<b>Total</b>	<b>153575</b>	<b>153575</b>	

(a) There is no delay in payment of Profession Tax in during audit period as per above report.

#### 4. Taxation & Statutory payments:

##### Tax Deduction at Source:

Mentioned below are the details of payment of TDS:

Month	Due Date	Date of Payment	Delay in Day's	Nature of Payment	TDS Amount	Payment Amount	Short/ Excess	Payment Mode
APRIL.23	07.05.23	04.05.23	NIL	NIL	162000	162000	NIL	Pres Net Banking
MAY.23	07.06.23	06.06.23	NIL	NIL	162000	162000	NIL	Pres Net Banking
JUNE.23	07.07.23	05.07.23	NIL	NIL	162000	162000	NIL	Pres Net Banking
JULY.23	07.08.23	04.08.23	NIL	NIL	161800	161800	NIL	Pres Net Banking
AUG.23	07.09.23	06.09.23	NIL	NIL	161800	161800	NIL	Pres Net Banking
SEPT.23	07.10.23	07.10.23	NIL	NIL	-	-	NIL	Pres Net Banking
OCT.23	07.11.23	01.11.23	NIL	NIL	323600	323600	NIL	Pres Net Banking
NOV.23	07.12.23	04.12.23	NIL	NIL	161800	161800	NIL	Pres Net Banking

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DEC.23	07.01.24	04.01.24	NIL	NIL	161800	161800	NIL	Pres Net Banking
JAN.24	07.02.4	05.02.24	NIL	NIL	401800	401800	NIL	Pres Net Banking
FEB.24	07.03.24	07.03.24	NIL	NIL	-	-	NIL	Pres Net Banking
March.24	07.04.24	06.04.24	NIL	NIL	4000	4000	NIL	Pres Net Banking
<b>Total</b>					<b>1862600</b>	<b>1862600</b>		

(a) Delay will attract penal interest @ 1.25% per month.


**PRAVARA RURAL COLLEGE OF PHARMACY,LONI**

STATEMENT SHEOING THE DETAILS OF F.D.R. as on 31.03.2022

State Bank of India ,Loni Fixed Deposit Receipt Detail

State Bank of India ,Loni Fixed Deposit Receipt Detail

Sr.No	FDR No.	Principal Amount	Rate of Int. %	Period	Period	Accured Instrest Receivable (1.4.21 To 31.03.2022)	Accured Interest received on Bnak Account (1.4.21 to 31.12.21)	TDS Deduct	Remarks
1	32586731912	300000	6.5%	06/10/2022	06/10/2032	33697	33697		For DTE,Mumbai (M.Pharm)
2	11374536045	500000	6.5 %	29/06/2023	29/06/2028	4311	0	4311	For DTE,Mumbai (B.Pharm.)
3	147322	300000	6%	02/12/2022	02/12/2032				
4	147420	150000	6%	02/12/2022	02/12/2032				
5	147425	300000	6%	02/12/2022	02/12/2032				Pharam D
6	147426	450000	6%	02/12/2022	02/12/2032				

  
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7	147427	300000	6%	02/12/2022	02/12/2032				
8	137330	500000	5.8%	17/05/2022	17/05/2027				
9	137329	500000	5.8%	17/05/2022	17/05/2027				
10	137320	500000	5.8%	17/05/2022	17/05/2027				cology
11	137321	300000	5.8%	13/05/2022	13/05/2027				ceutics
12	40980057893	500000	6.5%	29/05/2023	29/05/2028				Pharam D
13	32586731912	300000	6.5%	06/10/2022	06/10/2032				Intake Increase
14	41403084842	500000	8.5%	30/11/2022	30/11/2032				Infrastructure
15	147322	300000	6%	02/12/2022	02/12/2032				MSBTE RO Aurangabad

Below are the registers and other documents were maintained properly, Found at the Audit.

Sr No	Particulars	Remark
1	Student Issuing Registered	yes
2	Daily Visitor Register	yes
3	Staff Issuing Registered	yes
4	News paper Register	YES
5	Popular Magazines weekly inward Registered	yes
6	Scrap Books Register	YES
7	Fire Extinguishment System	YES
8	Action Taken For Fire Extinguishment	YES
9	List of Asset Available	YES
10	Fine for late submission of books	YES
11	Origination Chart	YES
12	Rule & Regulation Chart on wall	YES
13	CC TV CAMERA	YES

↓ Monthly status update report –

Work done Status report has cross checked with physically. Same reports are correct found.

  
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± **Meetings Details:**

Meeting register has provided to audit by accounts.

± **Tally Backup -:**

During the audit period Accountant are maintaining backup on the email.

  
**Principal**

Pravara Rural College of Pharmacy  
Pravaranagar, A/p. Loni- 413 736



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SAVITRIBAI PHULE PUNE UNIVERSITY  
(Formerly University of Pune)

FINANCE & ACCOUNTS DEPARTMENT

Ph. : 25699535, 25621244/45  
Fax : (020) 25690334  
E-mail : fao@unipune.ac.in

New Administrative Building, Savitribai Phule Pune University, Ganeshkhind, Pune - 411007

Ref. No.: Fin./BillUnit/2023-24/02

Date : 08.04.2023

To,  
The Principal / Director,  
Affiliated Colleges & Recognized Institutes  
of Savitribai Phule Pune University, Pune

Sub. : Release of 3<sup>rd</sup> & Final Installment amount sanctioned for BCUD Research Proposals for the year 2016 - 2018.

Dear Sir / Madam,

We are pleased to release the 3<sup>rd</sup> & Final installment of the grant sanctioned for BCUD Research Proposals for the year 2016 - 2018. The amount due Rs. 54,251/- (Statement enclosed) is remitted to your provided Research Grant Bank account in the month of March 2023. (On or After 25<sup>th</sup> March 2023)

You are requested to inform the concerned Principal Investigator & A.R.C.

Thanking you.

Yours Sincerely,

  
10-04-2023  
Asst. Finance Officer

Encl. : - As above.

To  
Dr. Siddheshwar/Acch  
Phy

Amst REC in SBI at 31/4/2023  
UTR No. MAHBH 2309329/429

SAVITRIBAI PHULE PUNE UNIVERSITY  
UNIVERSITY RESEARCH GRANT FOR THE YEAR 2016 - 18 - AUDIT CAMP FILE - 3rd & Final INSTALLMENT COLLEGE LIST - 4th Lot Dt. 08.03.2023

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Sr. No.	College Name	Ctg Code	Teacher Name	Budget Revised	1st Install.	Exp. Against 1st Install.	Release of 2nd Install. After Deduction of 1st Install Bal.	Exp. Against 2nd Install.	Total Exp.	Total Paid	3rd & Final Install.	3rd & Final Install.	PUN Code
314	Parvata Gramin Pharmacy College,		Ravindra Bhirraj Laware	75000	37500	37500	26250	37466	74966	63750	11216		
315	Pravara Nagar, AI Post-Loni Ta Rahla Dist Ahmednagar - 413713	128	Vijay Dnyandeo Tambe	190000	95000	76130	47630	89375	165505	142630	22875	54231	CPH/A016310
316			Ravindra Sabadu Jadhav	180000	90000	90000	63000	83160	173160	153000	20160		