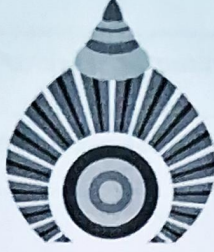


ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

Shobhavana Campus, Mijar – 574225, Moodbidri.

Dakshina Kannada Karnataka, India.



ALVA'S
Education Foundation®

Proceedings of Finance and Purchase **Committee**

Date: 21/06/2022

(Academic year: 2022 – 23)

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6.	Mr. Shanisham Hanath Finance Officer, Alva's Education Foundation	Member
7.	Mr. Nikhil Alva Administrative officer, AET, Mijar	Member
8.	Dr. Manjunath Kotari HOD, CSE, AET, Mijar	Member
9.	Prof. Sudhir Shetty HOD, JSE, AET, Mijar	Member
10.	Dr. Manjunatha B V HOD, ECE, AET, Mijar	Member
11.	Dr. Anith Hebbar HOD, Civil Engg	Member
12.	Dr. Satyanarayan HOD, Mech. Engg, AET, Mijar	Member
13.	Prof. Maruth Kumar HOD, AITL, AET, Mijar	Member
14.	Dr. Ravikiran C HOD, Chemistry, AET, Mijar	Member
15.	Dr. Ramaprasad A T HOD, Physics, AET, Mijar	Member
16.	Dr. Francisco Kolake HOD, Mathematics, AET, Mijar	Member
17.	Mrs. Priya Suresh HOD, Dept. of MBA, AET, Mijar	Member
18.	Mr. Pankaj Shetty Chief Librarian, AET, Mijar	Member



ALVA'S INSTITUTE OF ENGINEERING AND TECHNOLOGY

A Unit of Alva's Education Foundation (R)

(Affiliated to Visvesvaraya Technological University, Belagavi

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Shobhavana Campus, Mijar, Moodbidri - 574 225, Mangalore, D.K., Karnataka State.

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Email : principalalet08@gmail.com, Web:www.alet.org.in

Finance and Purchase committee Members

Sl. No.	Name and Address	Position Held
1.	Dr. M Mohan Alva Chairman Alva's Education Foundation ®, Moodbidri.	Chairman
2.	Mr. Vivek Alva Managing Trustee Alva's Education Foundation ®, Moodbidri.	Managing Trustee
3.	Dr. Peter Fernandes Principal, AIET, Mijar.	Member-Secretary
4.	Mr. Mohan N B Purchase Officer, Alva's Education Foundation®	Member
5.	Mr. Shantharam Kamath Finance Officer, Alva's Education Foundation®	Member
6.	Mr. Nikhil Alva Administrative officer, AIET, Mijar	Member
7.	Dr. Manjunath Kotari HOD, CSE, AIET, Mijar.	Member
8.	Prof. Sudhir Shetty HOD, ISE, AIET, Mijar.	Member
9.	Dr. Manjunatha D V HOD, ECE, AIET, Mijar.	Member
10.	Dr. Ajith Hebbar HOD, Civil Engg	Member
11.	Dr. Satyanarayan HOD, Mech. Engg, AIET, Mijar.	Member
12.	Prof. Harish Kunder HOD, AIML, AIET, Mijar	Member
13.	Dr. Ravikumar C HOD, Chemistry, AIET, Mijar.	Member
14.	Dr. Ramaprasad A T HOD, Physics, AIET, Mijar.	Member
15.	Dr. Prameela Kolake HOD, Mathematics, AIET, Mijar.	Member
16.	Mrs. Priya Sequeira HOD, Dept. of MBA, AIET, Mijar.	Member
17.	Mr. Preetham Shetty Chief Librarian, AIET, Mijar.	Member


PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar. MOODBIDRI - 574 225, D.K



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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/FP/2022 – 23

Date:17/06/2022

Invitation

As per the direction of **Dr. M. Mohan Alva**, Chairman, AEF, the finance and purchase committee meeting is convened on **21st June, 2022** at AIET campus. On behalf of the management, I request you to attend the finance and purchase committee meeting, being a member of the committee.

Venue : **Board Room**

Date and Time: **21.06.2022, 11.30 AM**

Agenda:

1. Review of the purchase details for 2021 – 22.
2. Approval of the purchase and budget for 2022 – 23.

To,

Sri.....

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Principal & Member Secretary
PRINCIPAL
Alva's Institute of Engg. & Technology,
Mijar. MOODBIDRI - 574 225, D.K



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Email : principalaiet08@gmail.com, Web:www.aiet.org.in

Ref: AIET/FP/2022-23

Date: 21/06/2022

Minutes of the Finance and Purchase Committee Meeting held on 21st June, 2022

In the absence of Dr. M. Mohan Alva, Chairman, Mr. Vivek Alva, Managing trustee, Alva's Education Foundation, chaired the meeting and thanked all the members for attending the meeting.

Sl. No	Name	Designation	Address	Signature
1.	Dr. M Mohan Alva	Chairman	Alva's Education Foundation @, Moodbidri	
2.	Mr. Vivek Alva	Managing Trustee	Alva's Education Foundation @, Moodbidri	
3.	Dr. Peter Fernandes	Member Secretary	Principal, AIET, Mijar	
4.	Mr. Mohan N B	Member	Purchase Officer	
5.	Mr. Shantharam Kamath	Member	Finance Officer	
6.	Mr. Nikhil Alva	Member	Administrative officer AIET, Mijar	
7.	Dr. Manjunath Kotari	Member	HOD, Dept. of CSE	
8.	Prof. Sudhir Shetty	Member	HOD, Dept. of ISE	
9.	Dr. Manjunatha D V	Member	HOD, Dept. of ECE	
10.	Dr. Ajith Hebbar	Member	HOD, Dept. of Civil Engg	
11.	Dr. Satyanarayan	Member	HOD, Dept. of Mech. Engg	
12.	Prof. Harish Kunder	Member	HOD, Dept. of AIML	
13.	Dr. Ravikumar C	Member	HOD, Dept. of Engg. Chemistry	
14.	Dr. Ramaprasad A T	Member	HOD, Dept. of Engg. Physics	
15.	Dr. Prameela Kolake	Member	HOD, Dept. of Mathematics	
16.	Mrs. Priya Sequeira	Member	HOD, Dept. of MBA	
17.	Mr. Preetham Shetty	Member	Chief Librarian	

Dr. Peter Fernandes, Principal & Member Secretary, welcomed all members to the finance and purchase committee meeting.

In the beginning, principal with the help of Mr. Shantharam Kamath, Finance officer, presented the expenditure details incurred for the year 2021 - 22.

As per the IQAC circular dated 09 May, 2022 (Ref No: AIET/IQAC/2021 - 22/23) the budget requirement for the year 2022 - 23 is collected from various departments. Along with the department budgets, Principal presented the budget requirement related to infrastructure built-up, library, laboratory equipment, Research and development, placement activities, teaching and non-teaching salary and other consumable items, for the year 2022 - 23 in front of the committee for the approval.

After going through the request submitted by Principal and after detailed discussion with the Principal, committee approved the budget for the academic year 2022 - 23 to procure the various requirements for all the departments, library etc. Also, committee suggested including any expenditure which is necessary for the overall growth of the institute, in the next budget.

Also, it was decided in the meeting that, if the requirement exceeds upto 10% of the total sanctioned budget amount, then no further approval is required. If the requirement exceeds 10% of the total sanctioned budget, then approval is required from the Governing Council.

Meeting was concluded by the member secretary thanking all the members.


Principal & Member Secretary

PRINCIPAL
AIET, Institute of Engineering & Technology
Upper Moopsilam - 574 225, D.K.
19/5/2022