



SREENIVASA INSTITUTE OF TECHNOLOGY AND MANAGEMENT STUDIES
(AUTONOMOUS)

(Approved by AICTE, New Delhi & Affiliated to JNT University, Anantapur)
Accredited by National Board of Accreditation, AICTE, New Delhi

Proceedings of the Principal, Sreenivasa Institute of Technology and Management Studies, Chittoor.

Present. Dr. N Venkatachalapathi
Principal

Ref. No. Finance & Purchase Committee /2024

Dt.05.07.2024.

Sub: Establishment **Finance & Purchase Committee** -Orders-Issued-Reg.

Finance & Purchase Committee constituted with the following committee members under the Chairmanship of Principal.

Finance & Purchase Committee

S.No	Name	Role
1	Dr K Sudarsan	Co-ordinator
2	Mr. N Satheesh Kumar	Addl. Coordinator
3	Mr. N. Navendra Kumar	Member-CE
4	Mr Ramesh H Halakurki	Member-EEE
5	Mr.R.Satheesh	Member-ME
6	Mrs. V G Hamsaveni	Member-ECE
7	Mr E Purushothaman	Member-CSE
8	Mr V Ragubathi	Member-CSM
9	Ms. M Deepika	Member-CAI
10	Mr. A Srinivasan	Member-CDS
11	Dr U Balakrishna	Member-H&S
12	Mr. R Vinothkumar	Member-MBA
13	Mr. J Sheik Mohamed	Member-MCA

Roles and Responsibilities:

Financial Aspects:

- Preparation and get Approval of the annual budget from the Management
- Monitoring the organization's financial statements
- Overseeing financial reporting and compliance
- Ensuring proper management of cash flow
- Acting as a resource to address fiscal issues

Purchase Works:

- To analyse quotations and provide recommendation for approval by the Management.
- To ensure all documentation is accurately completed.
- Seek clarification from suppliers/service providers where necessary.
- To request technical input from relevant staff as required.

(Dr.N VENKATACHALAPATHI)
Principal