

**MINUTES OF THE  
FOURTH (4<sup>th</sup>) MEETING OF THE FINANCE COMMITTEE  
HELD ON THURSDAY, 27<sup>TH</sup> SEPTEMBER 2007**

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The Fourth meeting of the Finance Committee of the Institute was held on Thursday, 27.09.2007 at 3.00 pm at COEP and the following members were present.

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| 1. | Mr. Prataprao Pawar      | Chairman         |
| 2. | Prof. A. D. Sahasrabudhe | Member-Secretary |
| 3. | Mr. Madhav Pol           | Invitee          |
| 4. | Mrs. Arundhati Rahane    | Invitee          |
| 5. | Mr. D.P. Jagtap          | Invitee          |
| 6. | Prof. B. B. Ahuja        | Invitee          |

Chairman welcomed the members.

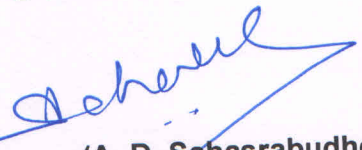
Prof. Sahasrabudhe informed the members that the task of writing books of accounts in double entry book keeping system for the financial years 2003-04, 2004-05, 2005-06, & 2006-07 has been completed by Mrs. Rohini Kondvikar of Accountancy Academy and requested her to make her presentation.

**Item 1: Presentation by Mrs. Rohini Kondvikar**

Mrs. Rohini Kondvikar presented the books of account created in tally and sought various clarifications on scholarship disbursement procedures and merging of boat club and gymkhana in the books of account for the institute.

Mr. Madhav Pol gave guidelines for the same. He also enquired about other accounts in the institute. Prof. Ahuja informed about bank accounts of projects and also those held by departments. It was decided that information about all these accounts may also be obtained from project coordinators and HoDs.

The meeting ended with a vote of thanks to the Chair.



**(A. D. Sahasrabudhe)  
Member-Secretary  
Finance Committee, COEP**

