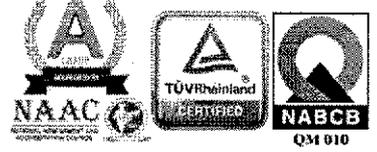




**HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
INTERNAL BUDGET COMMITTEE**



CIRCULAR

HiTECH/IBC/2024-2025/01

04/03/2024

All the Heads of various Departments and Establishments are requested to submit the proposed budget for the financial year 2024-2025 on or before 20.03.2024. All are requested to submit the proposals to the Finance officer of our institute.



[Handwritten Signature]
Principal
4.3.24

**Dr. C. Natarajan, M.A., M.Sc.,
PRINCIPAL**
Hindusthan Institute of Technology
Coimbatore - 641 032.

Copy to,

1. All the members of Finance committee
2. All the Heads
3. Controller of Examinations
4. Office
5. Trust Office



HINDUSTHAN INSTITUTE OF TECHNOLOGY

COIMBATORE-32.

INTERNAL BUDGET COMMITTEE

CIRCULAR



HiTECH/IBC/2024-2025/02

21/03/2024

All the Heads of various Departments and Establishments are requested to attend the **Internal Budget Committee Meeting** scheduled on 23.03.2024 in board room at 10.30A.M.

Agenda:

- Proposed Budget for the FY 2024-2025
- Discuss the submitted Budget proposal
- Any other matters



C.M.
Principal
21-3-24

Dr. C. Natarajan, M.E., Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.

Copy to,

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2. All the Heads
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**HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
INTERNAL BUDGET COMMITTEE**



MINUTES OF INTERNAL BUDGET COMMITTEE MEETING
MEETING HELD ON 23.03.2024 AT 10.30 AM AT BOARD ROOM

Members Attendance

Sl.No.	Name	Department	Signature
1.	Dr. C.Natarajan,	Principal	
2.	Dr. A. Jameer Basha	HoD/ CSE	
3.	Dr.S.R.Rajabalayanan	HoD/ Mech	
4.	Dr.K.P.Dhanabalakrishnan	HoD/ Aero	
5.	Dr. B.Paulchamy	HoD/ ECE	
6.	Dr.M. Duraipandian	HoD/ IT	
7.	Dr. S. Jeyabharathi	HoD/ S&H	
8.	Dr. D.M.Navarasu	HoD/ MBA	
9.	Dr.L.Vijayakumar	HoD/ Pharama	
10.	Mr.K.Kannan	Physical Director	
11.	Mrs.R.Ganthimathi	Establishment	
12.	Dr.P.M.Balasubramanian	COE	
13.	Mr.V.Shanmuga Sundaram	Librarian	

Proceedings:

1. The Internal Budget Committee started by 11.30 a.m. with the welcome address by the Principal Dr.C.Natarajan.
2. The internal budget committee members discussed the budget proposal for the financial year 2023-2024
3. Based on the discussion and deliberations the following are the consolidated department wise budget proposal includes recurring and non-recurring expenditure.

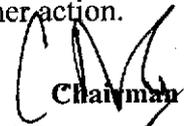
Proposed budget for the financial year 2024-2025

S.No	Department	Laboratory equipment (in ₹.)	Software (in ₹.)	SDGs (in ₹.)	R&D Activities (in ₹.)	Support for faculty development (in ₹.)	Industrial Training Industry expert, Internship (in ₹.)	Miscellaneous Expenses (in ₹.)	Total (in ₹.)
1	Aeronautical Engineering	50,000	0	50,000	3,90,000	50,000	9,81,000	1,05,000	16,26,000
2	Computer Science & Engineering	19,50,000	3,00,000	50,000	9,62,000	1,20,000	28,96,500	63,000	63,41,500
3	Electronics & Communication Engineering	9,50,000	0	60,000	7,20,000	50,000	24,11,500	1,70,000	43,61,500
4	Information Technology	8,00,000	1,50,000	45,000	4,61,000	75,000	1,15,000	25,000	16,71,000
5	Mechanical Engineering	1,10,000	0	30,000	4,10,000	20,000	10,40,000	20,000	16,30,000
6	Pharmaceutical Technology	50,000	0	38,000	1,00,000	20,000	25,000	50,000	2,83,000
7	Management Sciences	1,20,000	25,000	20,000	5,80,000	80,000	50,000	25,000	9,00,000
8	Science & Humanities	62,000	0	25,000	37,000	20,000	15,000	25,000	1,84,000
9	Library	0	0	0	0	0	0	13,95,000	13,95,000
Total		40,92,000	4,75,000	3,18,000	36,60,000	4,35,000	75,34,000	18,78,000	1,83,92,000

4. Based on the discussion and deliberations the following are the consolidated institute level budget proposal includes recurring and non-recurring expenditure for Financial year 2024-2025

S.No	Particulars	Proposed Amount in (Rs)
1	Infrastructure Built-Up	42,30,000.00
2	Library	14,10,000.00
3	Laboratory equipment	42,40,000.00
4	Teaching and non-teaching staff salary	7,91,90,000.00
5	Outreach Programs	12,40,000.00
6	R&D	36,10,000.00
7	Training, Placement and Industry linkage	15,70,000.00
8	SDGs	55,10,000.00
9	Entrepreneurship	11,60,000.00
10	Others*(Affiliation & Autonomous Expenses, Miscellaneous etc..)	1,52,50,000.00
Total		11,74,10,000.00

5. The above budget proposal is forward to the Finance committee for further action.
The above meeting came to close at 12.45 PM


Chairman

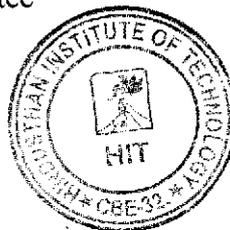
Dr. C. Natarajan, ME.Ph.D.

PRINCIPAL

Hindusthan Institute of Technology
Coimbatore - 641 032.

Copy to,

1. All the members of Finance committee
2. All the Heads
3. Controller of Examinations
4. CEO
5. Office
6. Trust Office





HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
FINANCE COMMITTEE



CIRCULAR

HiTECH/FC/2024-2025/01

29.03.2024

All the finance committee members are requested to attend the **Finance Committee Meeting** scheduled on 25.03.2024 in board room at 10.30A.M to discuss the Budget proposal prepared by internal Budget committee for the financial year 2024-2025 and review the utilization of the last financial year 2023-2024.

Agenda:

- Proposed Budget for the FY 2024-2025
- utilization of the previous Financial year 2023-2024
- Any other matters



[Signature]
Principal

29.3.24

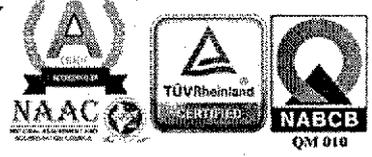
D. C. Natarajan, M.A., Ph.D.,
Principal,
Hindusthan Institute of Technology,
Coimbatore - 547 002.

Copy to,

1. All the members of Finance committee
2. All the Heads
3. Controller of Examinations
4. CEO
5. Office
6. Trust Office



HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
FINANCE COMMITTEE



25.03.2024

MINUTES OF FINANCE COMMITTEE MEETING
MEETING HELD ON 25.03.2024 AT 10.30 AM AT BOARD ROOM

Members are present in the meeting

Sl.No.	Name	Position	Signature
1.	Dr. C.Natarajan,	Chairman / Principal	
2.	Mr.C.Shivasankar	Administrative officer	
3.	Dr.M.Duraipandian	Senior Member of the Institute	
4.	Mrs.K.Gomathi	Finance Officer	

The Principal welcomed the members of the Finance committee

The Following points are discussed

- Heads of various departments and establishment are informed to submit the bills for the previous FY 2022-2023
- As recommended by the internal budget committee the following budget for the **FY 2023-2024** for various departments and establishments are approved by the Finance Committee members as follows

The budget for the financial year 2024–2025 for various departments and establishments has been approved by the Finance Committee, as detailed below.

S.No	Department	Laboratory equipment (in ₹.)	Software (in ₹.)	SDGs (in ₹.)	R&D Activities (in ₹.)	Support for faculty development (in ₹.)	Industrial Training Industry expert, Internship (in ₹.)	Miscellaneous Expenses (in ₹.)	Total (in ₹.)
1	Aeronautical Engineering	50,000	0	50,000	3,90,000	50,000	9,81,000	1,05,000	16,26,000
2	Computer Science & Engineering	19,50,000	3,00,000	50,000	9,62,000	1,20,000	28,96,500	63,000	63,41,500
3	Electronics & Communication Engineering	9,50,000	0	60,000	7,20,000	50,000	24,11,500	1,70,000	43,61,500
4	Information Technology	8,00,000	1,50,000	45,000	4,61,000	75,000	1,15,000	25,000	16,71,000
5	Mechanical Engineering	1,10,000	0	30,000	4,10,000	20,000	10,40,000	20,000	16,30,000
6	Pharmaceutical Technology	50,000	0	38,000	1,00,000	20,000	25,000	50,000	2,83,000
7	Management Sciences	1,20,000	25,000	20,000	5,80,000	80,000	50,000	25,000	9,00,000
8	Science & Humanities	62,000	0	25,000	37,000	20,000	15,000	25,000	1,84,000
9	Library	0	0	0	0	0	0	13,95,000	13,95,000
Total		40,92,000	4,75,000	3,18,000	36,60,000	4,35,000	75,34,000	18,78,000	1,83,92,000

The institute-level budget has been approved, which includes both recurring and non-recurring expenditures for the financial year 2024–2025 as follows,

S.No	Particulars	Proposed Amount in (Rs)
1	Infrastructure Built-Up	42,30,000.00
2	Library	14,10,000.00
3	Laboratory equipment	42,40,000.00
4	Teaching and non-teaching staff salary	7,91,90,000.00
5	Outreach Programs	12,40,000.00
6	R&D	36,10,000.00
7	Training, Placement and Industry linkage	15,70,000.00
8	SDGs	55,10,000.00
9	Entrepreneurship	11,60,000.00
10	Others*(Affiliation & Autonomous Expenses, Miscellaneous etc..)	1,52,50,000.00
Total		11,74,10,000.00

The Meeting came to close at 11.30 am

Copy to,

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2. All the Heads
3. Controller of Examinations
4. CEO
5. Office
6. Trust Office


Chairperson



HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
INTERNAL BUDGET COMMITTEE



CIRCULAR

HiTECH/IBC/2024-2025/03

29.03.2024

All the Heads of various Departments and Establishments are requested to submit the bills and utilization for the financial year 2023-2024 to Finance officer of the institution on or before 05.04.2024.



Principal
29.3.24

Dr. C. Natarajan, M.E., Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.

Copy to,

1. All the members of Finance committee
2. All the Heads
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HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
FINANCE COMMITTEE



CIRCULAR

HiTECH/FC/2024-2025/02

08/04/2024

A meeting of the finance officer to assess the bills and utilization for the FY2023-2024 will be held on 10.04.2024 in board room at 11.00 am. All the finance committee members are requested to attend the meeting

Agenda:

- To discuss the assess the bills and utilization for the FY 2023-2024
- The review of all the expenditure
- Any other matters



C.N.
Principal
8.4.24

Dr. C. Natarajan, M.E., Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.

Copy to,

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**HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
FINANCE COMMITTEE**



MINUTES OF FINANCE COMMITTEE MEETING

MEETING HELD ON 10.04.2024 AT 11.00 AM AT BOARD ROOM

Members are present in the meeting

Sl.No.	Name	Position	Signature
1.	Dr. C.Natarajan,	Chairman / Principal	
2.	Mr.C.Shivasankar	Administrative officer	
3.	Dr.M.Duraipandian	Senior Member of the Institute	
4.	Mrs.K.Gomathi	Finance Officer	

The Principal welcomed the members of the Finance committee

The Following points are discussed

- The finance officer presented the bills and utilization for the budget allotted for the FY 2023-2024
- The Finance committee member reviewed of all the expenditure
- The Finance committee recommend to conduct financial audit by the auditor nominated by the trust and issue the income – expenditure statement

S.No	Department	Allotted / Utilized	Laboratory equipment (in ₹.)	Software (in ₹.)	SDGs (in ₹.)	R&D Activities (in ₹.)	Support for faculty development (in ₹.)	Industrial Training, Industry expert, Internship (in ₹.)	Miscellaneous Expenses (in ₹.)	Total (in ₹.)
1	Aeronautical Engineering	Allotted	100000	0	30000	50000	0	835000	100000	1115000
		Utilized	92580	0	30000	30000	0	830000	84000	1066580
2	Computer Science & Engineering	Allotted	4000000	300000	30000	600000	75000	2350000	50000	7405000
		Utilized	3648000	250000	30000	550000	70000	2345000	45000	6938000
3	Electronics & Communication Engineering	Allotted	1600000	0	50000	360000	50000	2130000	150000	4340000
		Utilized	1560824	0	50000	358458	50000	2122000	145000	4286282
4	Information Technology	Allotted	900000	0	30000	150000	50000	775000	20000	1925000
		Utilized	812000	0	30000	140000	50000	705000	20000	1757000
5	Mechanical Engineering	Allotted	820500	0	30000	60000	20000	1115000	20000	2065500
		Utilized	814998	0	30000	60000	20000	1115000	20000	2059998
6	Pharmaceutical Technology	Allotted	300000	0	30000	150000	25000	30000	100000	635000
		Utilized	296000	0	27000	136000	24000	30000	95500	608500
7	Management Sciences	Allotted	400000	100000	20000	430000	100000	600000	20000	1670000
		Utilized	400000	75000	15000	405000	100000	550076	10000	1555076
8	Science & Humanities	Allotted	30000	0	40000	130000	0	20000	50000	270000
		Utilized	25000	0	37000	110000	0	15000	50000	237000
9	Library	Allotted	0	0	0	0	0	0	1785000	1785000
		Utilized	0	0	0	0	0	0	1780000	1780000
Total	Total	Allotted	81,50,500	4,00,000	2,60,000	19,30,000	3,20,000	78,55,000	22,95,000	2,12,10,500
		Utilized	75,56,822	3,55,000	2,19,000	17,89,458	3,14,000	77,12,076	21,65,500	2,01,11,856

The utilization of institute-level expenditure for the financial year 2023–2024 is as follows

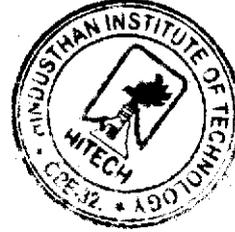
S.No	Particulars	Allocated Amount in (Rs)	Actual Expenses in (Rs)	Percentage of Utilization
1	Infrastructure Built-Up	15670000	14923752.43	95.24%
2	Library	1785000	1780000.00	99.72%
3	Laboratory equipment	8150500	7656822.00	93.94%
4	Teaching and non-teaching staff salary	69360000	64217611.00	92.59%
5	Outreach Programs	740000	672590.50	90.89%
6	R&D	1950000	1789458.00	91.77%
7	Training, Placement and Industry linkage	7855000	7712076.00	98.18%
8	SDGs	12062000	11487502.17	95.24%
9	Entrepreneurship	2113000	2012071.30	95.22%
10	Others* (Affiliation & Autonomous Expenses, Miscellaneous etc..)	5196100	5028046.58	96.77%
Total		124881600.00	117279930.98	93.91%

The Meeting came to close at 12.30 am


Principal

Copy to,

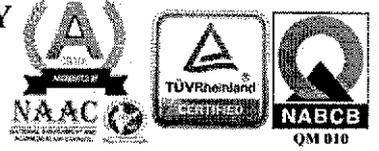
1. All the members of Finance committee
2. All the Heads
3. Controller of Examinations
4. CEO
5. Office
6. Trust Office



Dr. C. Natarajan, M.E., Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.



**HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
INTERNAL BUDGET COMMITTEE**



CIRCULAR

HiTECH/IBC/2024-2025/04

25/10/2024

All the Heads of various Departments and Establishments are requested to attend the Interim Budget Meeting for the financial year 2024-2025 scheduled on 28.10.2024 in board room at 11.00A.M.

Agenda:

- Ongoing Budget utilization
- Requirement of any Additional Budget
- Any other matters



C.M.
Principal
25-10-24

Dr. C. Natarajan, M.E., Ph.D.
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032

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INTERNAL BUDGET COMMITTEE

MINUTES OF INTERIM BUDGET MEETING

MEETING HELD ON 28.10.2024 AT 11.00 AM AT BOARD ROOM

Members are present in the meeting

Sl.No.	Name	Department	Signature
1.	Dr. C.Natarajan,	Principal	C.N.
2.	Dr. A. Jameer Basha	HoD/ CSE	A. Jameer Basha
3.	Dr.S.R.Rajabalayanan	HoD/ Mech	S.R.Rajabalayanan
4.	Dr.K.P.Dhanabalakrishnan	HoD/ Aero	K.P.Dhanabalakrishnan
5.	Dr. B.Paulchamy	HoD/ ECE	B. Paulchamy
6.	Dr.P.T.Saravanakumar	HoD/ Auto	P.T.Saravanakumar
6.	Dr.M. Duraipandian	HoD/ IT	M. Duraipandian
7.	Dr. S. Jeyabharathi	HoD/ S&H	S. Jeyabharathi
8.	Dr. D.M.Navarasu	HoD/ MBA	D.M.Navarasu
9.	Dr.L.Vijayakumar	HoD/ Pharama	L. Vijayakumar
10.	Dr.K.Kannan	Physical Director	K. Kannan
11.	Mrs.R.Ganthimathi	Establishment	R. Ganthimathi
12.	Dr.V.Sureshbabu	COE	V. Sureshbabu
13.	Mr.V.Shanmuga Sundaram	Librarian	V. Shanmuga Sundaram

Proceedings:

1. The interim budget meeting started by 11.00 a.m. with the welcome address by the Principal Dr.C.Natarajan.
2. Principal asked all Heads to brief their department expenditure incurred from the April 2024- September 2024
3. All heads briefed their department's expenditure incurred during the above-mentioned period, and the bills and documents were verified by the Principal
4. The committee decided to forward the minutes of this meeting to the Finance Committee for their kind perusal
5. The Internal Budget Committee found that no additional budget was required for any department.

Copy to,

1. All the members of Finance committee
2. All the Heads
3. Controller of Examinations
4. Office
5. Trust Office



Principal
28/10/24

Dr. C. Natarajan, M.E., Ph.D.
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.



HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
INTERNAL BUDGET COMMITTEE



CIRCULAR

HITECH/IBC/2023-2024/04

25/10/2023

All the Heads of various Departments and Establishments are requested to attend the Interim Budget Meeting for the financial year 2022-2023 scheduled on 27.10.2023 in board room at 10.30A.M.

Agenda:

- Ongoing Budget utilization
- Requirement of any Additional Budget
- Any other matters



[Handwritten Signature]
Principal
25.10.23

Dr. C. Natarajan, M.E., Ph.D.
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.

Copy to,

1. All the members of Finance committee
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HINDUSTHAN INSTITUTE OF TECHNOLOGY
COIMBATORE-32.
INTERNAL BUDGET COMMITTEE
MINUTES OF INTERIM BUDGET MEETING

MEETING HELD ON 27.10.2023 AT 10.30 AM AT BOARD ROOM

Members are present in the meeting

Sl.No.	Name	Department	Signature
1.	Dr. C.Natarajan,	Principal	
2.	Dr. A. Jameer Basha	HoD/ CSE	
3.	Dr.S.R.Rajabalayanan	HoD/ Mech	
4.	Dr.K.P.Dhanabalakrishnan	HoD/ Aero	
5.	Dr. B.Paulchamy	HoD/ ECE	
6.	Dr.P.T.Saravanakumar	HoD/ Auto	
6.	Dr.M. Duraipandian	HoD/ IT	
7.	Dr. S. Jeyabharathi	HoD/ S&H	
8.	Dr. D.M.Navarasu	HoD/ MBA	
9.	Dr.L.Vijayakumar	HoD/ Pharama	
10.	Dr.K.Kannan	Physical Director	
11.	Mrs.R.Ganthimathi	Establishment	
12.	Dr.V.Sureshbabu	COE	
13.	Mr.V.Shanmuga Sundaram	Librarian	

Proceedings:

1. The interim budget meeting started by 10.30 a.m. with the welcome address by the Principal Dr.C.Natarajan.
2. Principal asked all Heads to brief their department expenditure incurred from the April 2023- September 2023
3. All heads briefed their department's expenditure incurred during the above-mentioned period, and the bills and documents were verified by the Principal
4. The committee decided to forward the minutes of this meeting to the Finance Committee for their kind perusal
5. The Internal Budget Committee found that no additional budget was required for any department.

Copy to,

1. All the members of Finance committee
2. All the Heads
3. Controller of Examinations
4. Office
5. Trust Office



Principal
27-10-23

Dr. C. Natarajan, M.E., Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032-