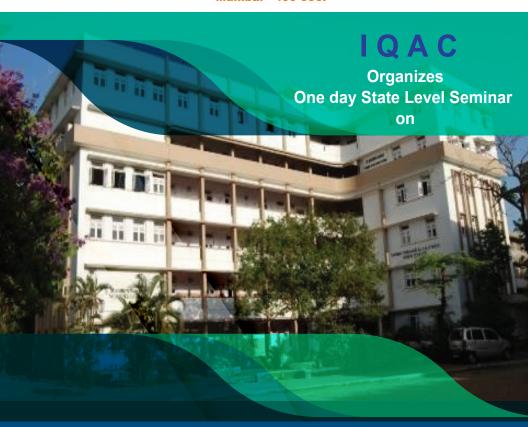


MANIBEN NANAVATI WOMEN'S COLLEGE

Re-accredited with 'A' by NAAC (Affiliated to SNDT Women's University)

Vallabhbhai Road, Vile Parle (West),

Mumbai - 400 056.



"Effective Mechanism for Quality Assessment, Auditing & Accounting"

(Time : 9.00 am to 5.00 pm) Saturday, July 15, 2017

Venue: Seminar Hall, 4th Floor

Aims and Objectives:

- 1. The primary objective of the Seminar is to strengthen the accounting system and to improve and modernise the work flow by creating a central location for financial information and examine every aspect of institutes income and expenditure at a glance.
- To inform the participants about the functioning system of the College Audit Work. Auditing at college is conducted to ascertain whether all rules, regulations, policies, procedures and principles have been adhered to by the colleges.
- 3. Allocating resources in conformity with both policies and fiscal targets. This is the main objective of the core processes of budget preparation. The seminar aims to discuss and demonstrate various aspects of Budgeting in Colleges.

Target Participants:

- IQAC Co-ordinators
- College Development Committee Members
- Registrars
- Office Superintendents
- Head Clerks
- Sr./Jr. Clerk & Accountants
- And other interested staff

Registration:

- The brochure and registration forms are also available on college website: www.mnwc-sndt.com
- The last date of registration will be on 10th July 2017, Monday.
- Registration Fee: Rs. 500/- per delegate
- On the spot registration from 8.00 to 9.00 am on 15th July 2017, Registration fees: Rs. 600/- per delegate.
- Participants may send the registration fees by demand draft in favour of "Principal, Maniben Nanavati Women's College" payable at Mumbai.

Programme Schedule

| Time | Topic | Resource Person |
|------------------------|----------------------------------|--|
| 9:00 to 10:00 a.m. | Registration & Refreshments | |
| 10:00 to 11:00 a.m. | Inauguration Function | Dr. Sanjay N. Bharambe Registrar, SNDT Women's University, Mumbai |
| 11:00 to 12:00 p.m. | Budget | Prof. Venkataramani K. Former Registrar, University of Mumbai |
| 12:00 to 1:00 p.m. | Accounting practice | Ms. Aarati Mahadik Head Clerk Maniben Nanavati Women's College Vile Parle |
| 1:00 to 2:00 p.m. | Lunch Break | |
| 2:00 to 3:00 p.m. | Assessment Rules and Regulations | Shri Haribhau Shinde Senior Administrative Officer, Office of the Director of Higher Education, Pune |
| 3:00 to 3:30 p.m. | Tea Break | |
| 3:30 to 4:30 p.m. | Audit Rules and Regulations | Mr. Parag Patil Senior Auditor Higher Education, Mumbai Region, Mumbai |
| 4:30 to 5:00 p.m. | Stress Management Techniques | Dr. Harish Shetty Social Psychiatrist |

Organizing Committee

Chairperson

Dr. (Ms.) Harshada Rathod Principal

Maniben Nanavati Women's College Vallabhbhai Road, Vile Parle (West), Mumbai - 400056

Convener

Dr. Rajshree Trivedi IQAC Co-ordinator

Maniben Nanavati Women's College Vallabhbhai Road, Vile Parle (West), Mumbai - 400056

Co-Convener

Mrs. Keyaa A. Mukherjee Office Superintendent

Maniben Nanavati Women's College Vallabhbhai Road, Vile Parle (West), Mumbai - 400056

Contact

Mrs. Keyaa A. Mukherjee (Office Superintendent) 9890753753 Mrs. Ujwala C. Padhye (Sr. Clerk) 9869243050 Mr. Naresh B. Lad (Sr. Clerk) 8850284112

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