



# UNNAMALAI INSTITUTE OF TECHNOLOGY

SubaNagar,Kovilpatti-628502

Approved by AICTE, New Delhi & Affiliated to Anna University, Chennai

An ISO 9001:2015 Certified Institution

## RESOURCE MOBILIZATION POLICY

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## RESOURCE MOBILIZATION POLICY

### Applicability:

This Resource Mobilization Policy is specifically designed for **UNNAMALAI INSTITUTE OF TECHNOLOGY**

### Purpose:

The primary purpose of this policy is to systematically identify resources available for various programs, ensuring efficient fund management, and expanding the resource base to achieve set institutional goals.

### 1. General Policy:

#### 1.1 Cash Inflow and Budget Outlay

The primary source of cash inflow is student admissions and the resulting fees. To maximize seat occupancy against the approved intake, the following mobilization plan is implemented:

Quality Education Beyond Curriculum Training

Placement and Training

Top Infrastructure and Facility Advertisements & Publicity

Counseling and Guidance for Students

#### 1.2 Governance and Financial Oversight

The Governing Body will monitor the optimal utilization of funds for the smooth functioning of the institution. The Finance Committee, in collaboration with the Governing Body, will ensure transparency in fund utilization.

#### 1.3 Budgetary Compliance

The revenue and expenditure of the institute will align with the annual budget. Financial support will be provided for seminars, workshops, expert talks, and faculty development programs. Scholarships for economically backward students will be facilitated, and revenue will be generated from extracurricular activities.

#### 1.4 External Funding

The institute may receive funds from AICTE, UGC, DST, etc. Equipment and material resource requirements will be determined by respective departments and finalized at the institutional level by the Academic Council.

### 2. Infrastructure Maintenance and Upgradation:

#### 2.1 Regular Monitoring

Building maintenance and infrastructure upgrading will be achieved through regular monitoring by the Infrastructure Building Committee, which will propose suitable implementation plans.

#### 2.2 Budget Allocation

Adequate budget allocation for the annual maintenance of college infrastructure will be prepared by the Finance Committee.

#### 2.3 Support Staff

Sufficient support staff will be maintained for infrastructure upkeep, including toilets. Regular servicing of water purifiers will be ensured.

#### 2.4 Maintenance Activities

Painting, roof maintenance, plumbing, and repairs, including sewer systems, will be conducted as required.

Provisions for classroom maintenance, including furniture, doors, and windows.

General and emergency repairs will be funded by the management or department.

Maintenance and utilization of library resources will adhere to library rules.

## 2.5 Equipment and ICT Infrastructure

The System Administrator will be responsible for maintaining major equipment, ICT instruments, and UPS.

Calibration and refurbishing of laboratory equipment will be carried out regularly.

Mechanical/Electrical and lab equipment will be repaired and maintained by lab assistants, with complicated repairs funded from allocated departmental funds.

## 3. Conclusion:

Mobilization Policy ensures a systematic approach to identifying, utilizing, and enhancing resources for the institution's sustained growth and development. This policy reflects the commitment to financial transparency, infrastructure upkeep, and overall excellence in educational delivery.