



Amala
COLLEGE OF NURSING
ACCREDITED BY NAAC WITH A GRADE

AMALA COLLEGE OF NURSING AQAR (2023-2024)



CRITERION 6—Governance, Leadership and Management

Key Indicator 6.4—Financial Management and Resource Mobilization

Metric No. 6.4.1 Institutional strategies for mobilization of funds and
the optimal utilization of resources

SUBMITTED TO



National Assessment and Accreditation Council

FINANCE DEPARTMENT MANUAL

2023 – 2024



**FINANCE
DEPARTMENT MANUAL**

Doc. No. **AIMS / DM / FIN - 28**

Version No. **02**

Rev No. **04**

Rev Date. **10/04/2023**

Page No.

4.0. COMPETENCY MATRIX:

Sl. No.	Name of the staff	Designation	Educational Qualification	Experience in Amala	External Experience
1.	Franco Joseph	Chief Financial Officer	B.Com, C.A.	8 years, 8 months	18 years, 1 month
2.	Asha Thomas	Tax Consultant	M.Com, C.A.	4 year, 3 months	4 years, 4 months
3.	Vincy P.V.	Assistant Accounts Manager (General Hospital)	B.Com C.A. Inter	5 years, 2 months	3 year, 3 months
4.	Viswanathan C.G.	Accounts Executive (Cardiac & Scanning)	B.Com	11 years, 11 months	5 years, 3 months
5.	Suji V.J.	Cashier – Accounts	B.Com	19 years, 7 months	2 years, 1 month
6.	Libi C.P.	Accounts Assistant	B.Com	10 years, 1 month	-
7.	Aneesh P.R.	Accounts Assistant	B.Com	10 years	-
8.	Jini C.A.	Accounts Assistant	M.Com	8 years, 10 months	-
9.	Sabitha V.K.	Accounts Assistant	B.Com	10 years, 1 month	-
10.	Raneesh P.R.	Accounts Assistant	M.Com	7 years, 8 months	1 year, 11 months
11.	Aiswarya K.	Accounts Assistant	B.Com	7 years	-

Prepared By	Approved By	Issued By
Mr. Franco Joseph Chief Financial Officer	Fr. Deljo Puthoor CMI Accreditation Co-ordinator	Fr. Julious Arakkal CMI Director
	AMALA COLLEGE OF NURSING AMALA NAGAR P.O., TIRISSUR-680 555	



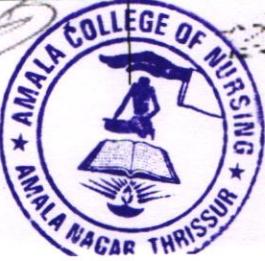


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Version No.	02
Rev No.	04
Rev Date.	10/04/2023
Page No.	

12.	Viji Jose	Accounts Assistant Trainee	M.Com	6 months	3 years
13.	Aji Varghese P.	Assistant Internal Auditor	M.Com	6 years, 3 months	2 year, 9 months
14.	Pleneesh P.P.	Internal Audit Executive	M.Com	8 years, 3 months	3 years, 3 months
15.	Siny M.J.	Internal Audit Executive	B.Com, MBA	8 years 1 month	2 years, 7 months
16.	Amala Paul K.	Internal Audit Assistant	B.Com, MBA	6 years, 5 months	-
17.	Manvi K. Pavitrani	Sr. Internal Audit Executive	B.Com, C.A. Inter	1 year	3 years, 10 months
18.	Nithya S.	Statutory Compliance Assistant Trainee	B.Com	1 month	2 years, 1 month

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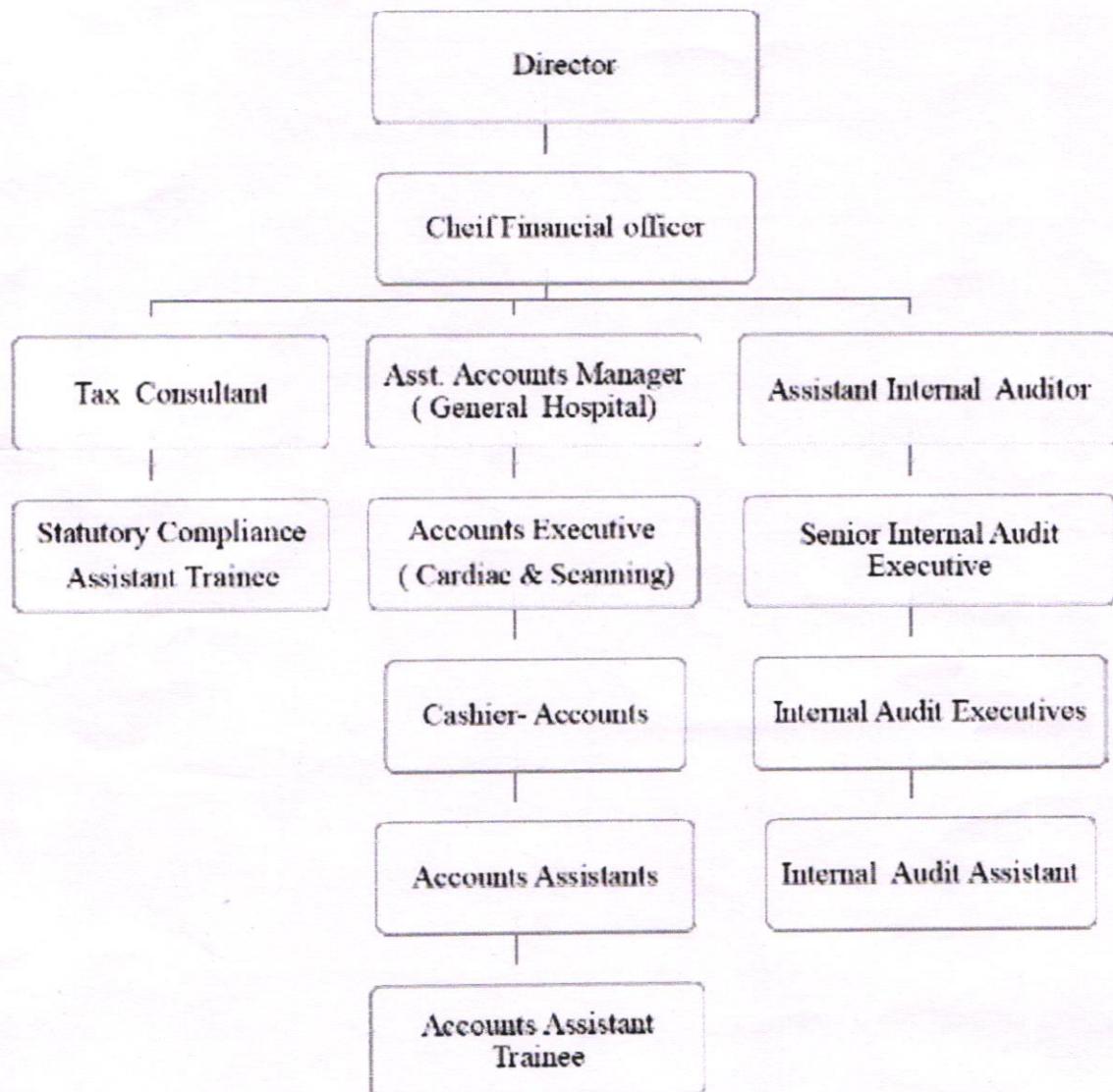


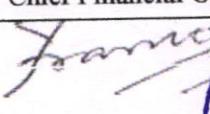
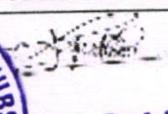
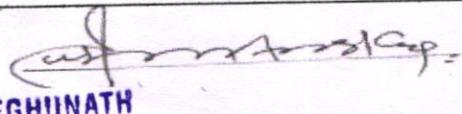
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Doc. No.	AIMS / DM / FIN - 28
Version No.	02
Rev No.	04
Rev Date.	10/04/2023
Page No.	

3.0. DEPARTMENTAL HIERARCHY



Prepared By	Approved By	Issued By
Mr. Franco Joseph Chief Financial Officer	Fr. Deljo Puthoor CMI Accreditation Co-ordinator	Fr. Julius Arakkal CMI Director
		



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