

CHHAYGAON COLLEGE
CHHAYGAON

**AUDIT REPORT AND
STATEMENTS OF ACCOUNT**

FOR THE YEAR ENDED 31ST MARCH, 2013

M.SAQUEI & CO.
CHARTERED ACCOUNTANTS
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AUDIT REPORT ON THE ACCOUNTS OF
CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)
FOR THE PERIOD FROM 01ST APRIL, 2012 TO 31ST MARCH, 2013

1. The accounts of the College for the period from 1st April, 2012 to 31st March, 2013 was audited by us under the direction of the Governing Body of the College.

2. **INCUMBENCY:**

The office of the principal and secretary of the College was held by Dr. Raju Bordoloi during the period under audit.

3. **CLOSING BALANCE:**

The closing balance of the General Fund of the College as on 31st March, 2013 as per the cash book was ₹ 2,58,812.23 as detailed below:

<u>Particulars</u>	<u>Amount (₹)</u>
i) Cash in hand	16,505.00
ii) Cash with State Bank of India, Gumi Branch in CD A/c No.11671997021	2,42,307.23
Total	<u>2.58.812.23</u>

The closing balance as per pass books/bank statements as on 31st March, 2013 in respect of the above account has been duly reconciled with the balance as reflected in the cash book.

4. **RESERVE FUND:**

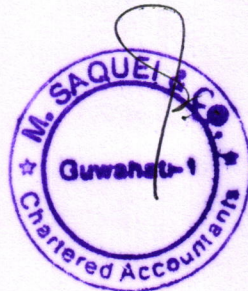
As per records placed before audit, the College maintained a Reserve Fund of ₹3,58,955.00 in fixed deposit with United Bank of India, Chhaygaon Branch.



6. SUBSIDIARY FUNDS:

In addition to the General Fund, the College maintained the following subsidiary funds in separate bank accounts during the year under report. The closing balance of the subsidiary funds as on 31.03.2013 are stated below:

(i)	Examination Fund:		
	a) Cash in hand		-
	b) Cash with State Bank of India, Gumi Branch in SB A/c No 11671998332		
	Total		<u>30,739.09</u>
			<u>30,739.09</u>
(ii)	Students' Aid Fund:		
	a) Cash in hand		-
	b) Cash with State Bank of India, Gumi Branch in SB A/c No. 11671999379		
	Total		<u>91,172.00</u>
			<u>91,172.00</u>
(iii)	Scholarship Fund:		
	a) Cash in hand		-
	b) Cash with United Bank of India, Chhaygaon Branch in SB A/c No.997		
	Total		<u>37,900.50</u>
			<u>37,900.50</u>
(iv)	Students' Union Fund:		
	a) Cash in hand		-
	b) Cash with State Bank of India, Gumi Branch in SB A/c No. 11671999391		
	Total		<u>2,11,315.84</u>
			<u>2,11,315.84</u>
(v)	Library Fund:		
	a) Cash in hand	2,827.00	
	b) Cash with State Bank of India, Gumi Branch in SB A/c No. 11671998682		
	Total		<u>59,506.94</u>
			<u>62,333.94</u>



(vi)	Building Fund:		
	a)	Cash in hand	-
	b)	Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 8983	11,403.00
		No. 4603	1,09,217.90
		Total	<u>1,20,620.90</u>
(vii)	UGC Fund:		
	a)	Cash in hand	-
	b)	Cash with State Bank of India, Gumi Branch in SB A/c No. 11672001087	83,247.57
		Hatigaon Branch in SB A/c No. 32326961173	19,842.00
		Total	<u>1,03,089.57</u>

6. RECEIPT AND EXPENDITURE ACCOUNT:

The Receipt and Expenditure Account for the period from 01.04.2012 to 31.03.2013 is stated as per Annexure 'A' and Annexure 'B' to this report.

7. CASH BOOK:

The Cash Book of the General Fund and other Subsidiary Funds for the period under audit were properly maintained in double entry system with contra entries. We have not come across any major irregularities.

8. TRANSFER OF FUNDS:

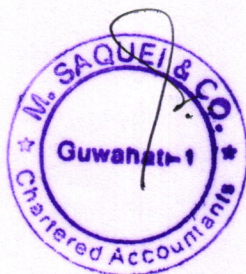
The inter-fund transfers during the period under audit were done with the approval of competent authority.

9. DIVERSION OF GOVERNMENT GRANT FOR OTHER PURPOSES:

Government grants have not been directed for purposes other than those for which the grants were sanctioned.

10. PAYMENT VOUCHERS:

While checking the payment vouchers no major irregularities have been noticed during the course of audit.



11. FINANCIAL POSITION:

The financial position of the General Fund of the College as on 31.03.2013 (on cash basis) is shown in the following proforma:

Liabilities	Amount (₹)	Assets	Amount (₹)
Excess of assets over liabilities	6,17,767.23	Cash in hand	16,505.00
		Cash at Bank	2,42,307.23
		Fixed Deposit (Reserve Fund)	3,58,955.00
Total	<u>6,17,767.23</u>	Total	<u>6,17,767.23</u>

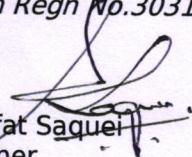
12. MISAPPROPRIATION AND EMBEZZLEMENT:

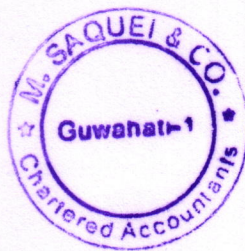
Cases of misappropriation and embezzlements have not been noticed in the accounts during the period under report.

13. GENERAL:

Subject to the observations stated in the preceding paragraphs, the accounts of the College in general have been properly maintained.

For M. Saquei & Co.,
Chartered Accountants
Firm Regn No.303126E


Reefat Saquei
Partner
Membership No.058118



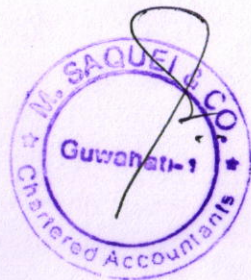
Guwahati; February 14, 2014

CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)
STATEMENT OF RECEIPT AND PAYMENT ACCOUNT IN RESPECT OF GENERAL FUND
FOR THE PERIOD FROM 01.04.2012 To 31.03.2013
ANNEXURE 'A'

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<u>Opening Balance:</u>		Pay of Staff	29,53,422.00
Cash In Hand	5,393.00	Co.op. Society (CMKSKA)	82,168.00
Cash with State Bank of India, Gumi Branch in A/c No.11671997021	5,98,219.23	Registration Fees To G.U.	1,46,000.00
	6,03,612.23	Registration and Enrolment Fees G.U.	4,35,960.00
Fund from Director of Higher Education, Assam:		Registration And Accommodation to G.U.	5,600.00
For Salary	11,84,466.00	Repairs and Maintenance	16,590.00
For Arrear Salary	43,224.00	Advertisement	4,600.00
Fees Collection	35,51,600.00	Electricity Charges	15,000.00
		Fuel for Generator	15,000.00
<u>Receipt from:</u>		News Papers	2,769.00
Indian Oil Corporation	6,00,000.00	Software Charges	15,150.00
Chhaygaon Gaon Panchyat for Bicycle Stand	66,070.00	Stationeries	12,555.00
Student as Excursion Money	1,62,000.00	<u>Programme of Education Minister:</u>	
World Blood Donation SociEty	17,500.00	Food and Refreshment	13,307.00
Gratuity of Late Kaliram Das	87,360.00	Stationeries	500.00
College Canteen Rent	3,900.00	Hire Charges	755.00
Auction of Assam Type Building Materials	51,800.00	Sarai	13,050.00
GSLI claim of Taranicharan Kalita	17,432.00	Japi	3,650.00
Tender form	1,200.00	Eri Chadar	6,500.00
Professor Dhiren Das for Purchase of Almirah	16,956.00	Gamocho	4,720.00
Aids Control Board	9,000.00	Misc.	1,318.00
Returnable money of Minister's Programme	30,362.00	Banner/ Flex	6,200.00
Photostat charges recovered from students	1,900.00		50,000.00
Auction Of The Assam Type School	71,000.00	Indian Council of Philosophical of Research	5,000.00
Sale Proceeds from Prospectus	2,54,920.00	Purchase of Books	97,675.00
	13,91,400.00	Function & Festivals	12,200.00
<u>Transfer From:</u>		Travelling Expenses (Principal)	99,280.00
UGC Fund	2,00,000.00	Electrical Expenses	4,200.00
Students Union Fund	3,00,000.00	Expenses on Blood Donation Camp	43,700.00
	5,00,000.00	Purchase of Flowers for Stage Decoration	20,000.00
<u>Loan Refund from:</u>		Wages to Labour - Sound System	2,000.00
Dr.R.Bordoloi	30,000.00	Building Construction	1,44,780.00
Pinumani Kalita	5,000.00	Water Pump Boring & New Motor Fitting	56,101.00
Pratap Boro	3,000.00	Equipment	2,800.00
Principal	1,20,000.00	Meeting Expenses	38,709.00
	1,58,000.00	Refreshment	28,892.00
		Prize	8,800.00
		Computer Accessories	20,000.00
		Electrical Goods	16,080.00
C/F	74,32,302.23	C/F	43,55,031.00



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
B/F	74,32,302.23		B/F
		P.G.Course to G.U.	43,55,031.00
		Inspection G.U.	20,000.00
		Hire Charges	13,250.00
		NAAC Activity Expences	2,800.00
		Audit Fees	1,500.00
		Accounting Charges	16,292.00
		Excursion Expenses	550.00
		Internal Audit Expenses	2,10,000.00
		Purchase of Cloth For Sofa Cover	9,000.00
		Purchase of Land	10,680.00
		Purchase of Generator & Accessories	50,000.00
		Construction of Auditorium Gate	78,300.00
		Construction of Indoor Stadium	20,000.00
		Construction of Auditorium Hall	5,00,000.00
		Plantation	2,49,800.00
		Remuneration to Asomia Software Prkalpa	12,000.00
		Video Photography	1,500.00
		Village Adoption	1,500.00
		Permission Fees for Major Subject	4,245.00
		College Gate Inauguration	4,100.00
		Wages to Labour	14,200.00
		Contingencies	23,920.00
		Printing	4,40,188.00
		Bank Charges	1,19,400.00
		Misc. Expenses	884.00
		Loan to Bhupen Das	2,350.00
		Loan to Anup Medhi	2,000.00
		Loan to Principal	10,000.00
		Loan to Teachers Unit	1,00,000.00
			20,000.00
		<u>Transfer to:</u>	
		UGC Fund	2,80,000.00
		Building Fund	6,00,000.00
			<u>8,80,000.00</u>
		<u>Closing Balance:</u>	
		Cash In Hand	16,505.00
		Cash with State Bank of India, Gumi Branch in A/c No.01000050040	2,42,307.23
			<u>2,58,812.23</u>
Total	<u>74,32,302.23</u>	Total	<u>74,32,302.23</u>

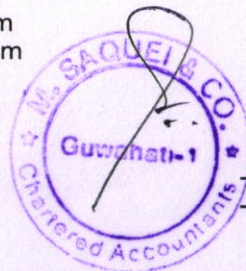


CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)
STATEMENT OF RECEIPT AND PAYMENT ACCOUNT IN RESPECT OF SUBSIDIARY FUNDS
FOR THE PERIOD FROM 01.04.2012 TO 31.03.2013
ANNEXURE 'B'

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
1. EXAMINATION FUND			
<u>Opening Balance:</u>		Examination Expenses	8,906.00
Cash in hand	-	Printing and Stationeries	38,828.00
Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050078	1,63,046.09	Registration Fee to GU	40,000.00
	<u>1,63,046.09</u>	Transfer to Building Fund	1,50,000.00
Fees Collection	97,520.00	<u>Closing Balance:</u>	
Bank Interest	7,907.00	Cash in hand	-
		Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050078	30,739.09
			<u>30,739.09</u>
Total	<u>2,68,473.09</u>	Total	<u>2,68,473.09</u>

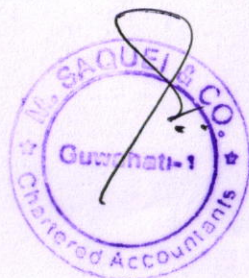
RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
2. STUDENTS' AID FUND			
<u>Opening Balance:</u>		Aid to Student	-
Cash in hand	-	<u>Closing Balance:</u>	
Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050218	63,683.00	Cash in hand	-
	<u>63,683.00</u>	Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050218	91,172.00
Fees Collection	24,380.00		<u>91,172.00</u>
Bank Interest	3,109.00		91,172.00
			<u>91,172.00</u>
Total	<u>91,172.00</u>	Total	<u>91,172.00</u>

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
3. SCHOLARSHIP FUND			
<u>Opening Balance:</u>		Scholarships Disbursed	-
Cash with United Bank Bank of India, Chhaygaon Branch in SB A/c No.997	2,53,813.50	Bank charges	195.00
	<u>2,53,813.50</u>	Transfer to Building Fund	2,50,000.00
Received from Government of Assam of the Directorate of Char Dev. Assam for Minority Scholarship	26,000.00	Cash with United Bank Bank of India, Chhaygaon Branch in SB A/c No.997	37,900.50
Bank Interest	8,282.00		<u>37,900.50</u>
	<u>8,282.00</u>		<u>37,900.50</u>
Total	<u>2,88,095.50</u>	Total	<u>2,88,095.50</u>



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
4. STUDENTS' UNION FUND			
<u>Opening Balance:</u>		College Magazine	1,11,520.00
Cash in hand	-	Freshers Social Expenses	1,38,490.00
Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050220	<u>6,43,055.84</u>	Youth Festival	81,500.00
	6,43,055.84	College Week	1,21,490.00
Fund received from Government for Excursion	4,00,000.00	Games and Sports	85,960.00
Fees Collection	8,18,596.00	Excursion	2,38,000.00
		Purchase of Land	3,00,000.00
		Educational Tour	1,52,215.00
		Function and Festivals	75,000.00
		Work Shop on MIME	15,645.00
		Talk on 'Human Development'	3,800.00
		Election Expenses	13,740.00
		Repairs and Maintenance	3,300.00
		Printing	1,400.00
		Social Service	1,446.00
		Wages to Labour (Cleaning)	1,600.00
		Bank Charges	95.00
		Meeting Expenses	4,535.00
		Miscellaneous Expenses	600.00
		Transfer To General Fund	3,00,000.00
		<u>Closing Balance:</u>	
		Cash in hand	-
		Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050220	<u>2,11,315.84</u>
			2,11,315.84
Total	<u>18,61,651.84</u>	Total	<u>18,61,651.84</u>

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
5. LIBRARY FUND			
<u>Opening Balance:</u>		Library Books	1,48,296.00
Cash in hand	2,827.00	Newspaper and Periodicals	7,090.00
Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050123	<u>52,397.94</u>	Remuneration for Software Data entry	4,500.00
	55,224.94	Library Expenses	3,350.00
Fees Collection	1,70,660.00	Subscription to Folklore Society of Assam	2,600.00
Bank Interest	2,685.00	Printing and Stationery	400.00
		<u>Closing Balance:</u>	
		Cash in hand	2,827.00
		Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050123	<u>59,506.94</u>
			62,333.94
Total	<u>2,28,569.94</u>	Total	<u>2,28,569.94</u>



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)	
5. BUILDING FUND				
<u>Opening Balance:</u>		Construction of Civil Works	25,33,050.00	
Cash in hand		Audit fees	3,860.00	
Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 8983	11,403.00	Travelling Expenses	2,300.00	
Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 4603	<u>2,40,936.90</u>	Furniture	1,51,000.00	
		Advance for Indoor Games Stadium	3,50,000.00	
		Bank charges	167.00	
Fees Collection		1,21,175.00	<u>Closing Balance:</u>	
Receipt from Auction of AT House Materials		3,72,000.00	Cash in hand	-
Receipt from Auditorium rent		39,000.00	Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 8983	11,403.00
Receipt from Chhaygaon Gaon Panchayat		2,56,744.00	Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 4603	<u>1,09,217.90</u>
Bank Interest		19,739.00		1,20,620.90
Transfer from:				
General Fund	6,00,000.00			
Examination Fund	1,50,000.00			
Scholarship Fund	2,50,000.00			
Final Examination Fund	1,00,000.00			
Tuition Fee Fund	<u>10,00,000.00</u>	21,00,000.00		
Total	<u>31,60,997.90</u>	Total		<u>31,60,997.90</u>



