

CHHAYGAON COLLEGE
CHHAYGAON, ASSAM

AUDIT REPORT
FOR THE PERIOD FROM
APRIL 2018 TO MARCH 2019

AUDITORS
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, 2018 TO 31st MARCH, 2019

1. The accounts of the College for the period from 1st April, 2018 to 31st March, 2019 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, 2019 as per the cash book was ₹ 17,09,991.64 as detailed below:

Particulars	Amount (₹)
i) Cash in hand	10,884.00
ii) Cash with Bank of Baroda, Dhekenabari Branch, SB A/c No. 56050100000291	16,99,107.64
Total	<u>17,09,991.64</u>

The closing balance as per pass books/bank statements as on 31st March, 2019 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.



5. 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 31.03.2019 are stated below:

(i)	Examination Fund:		
	a) Cash in hand		-
	b) Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000316		8,53,446.00
	Total		<u>8,53,446.00</u>
(ii)	Students' Aid Fund:		
	a) Cash in hand		-
	b) Cash with State Bank of India, Gumi Branch in SB A/c No. 01100050218		22,919.00
	Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000324		67,822.00
	Total		<u>90,741.00</u>
(iii)	Scholarship Fund:		
	a) Cash in hand		-
	b) Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000295		86,485.00
	Total		<u>86,485.00</u>
(iv)	Students' Union Fund:		
	a) Cash in hand		-
	b) Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000297		15,36,195.50
	Total		<u>15,36,195.50</u>
(v)	Library Fund:		
	a) Cash in hand		2,827.00
	b) Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000296		6,19,449.00
	Total		<u>6,22,276.00</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	12,397.90
		Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000317	17,36,210.00
		Total	<u>17,59,987.90</u>
(vii)	UGC Fund:		
	a)	Cash in hand	-
	b)	Cash with State Bank of India, Gumi Branch in SB A/c No. 11672001087	1,30,858.33
		Hatigaon Branch in SB A/c No. 32326961173	19,842.00
		Total	<u>1,50,700.33</u>
(viii)	Miscellaneous Fund:		
	a)	Cash in hand	-
	b)	Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000294	9,73,713.00
		Total	<u>9,73,713.00</u>
(ix)	Final Examination Fund:		
	a)	Cash in hand	10,689.00
	b)	Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000298	7,68,464.00
	C)	Cash with UBI	1917.00
	D)	Cash with Allahabad Bank	1696.00
		Total	<u>7,82,766.00</u>



(x) Tuition Fee Fund:		
a) Cash in hand		-
b) Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000300		1,07,188.00
Total		<u>1,07,188.00</u>

Subsidiary accounts other than those mentioned above have not been audited us.

6. RECEIPT AND EXPENDITURE ACCOUNT:

The Receipt and Expenditure Account for the period from 01.04.2018 to 31.03.2019 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.



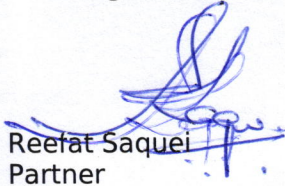
11. MISAPPROPRIATION AND EMBEZZLEMENT:

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

12. 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
(UDIN - 21058118AAAAER3131)



Guwahati; March 16, 2021

CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)
STATEMENT OF RECEIPT AND PAYMENT ACCOUNT IN RESPECT OF SUBSIDIARY FUNDS
FOR THE PERIOD FROM 01.04.2018 TO 31.03.2019
ANNEXURE 'B'

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
1. EXAMINATION FUND			
<u>Opening Balance:</u>			
Cash in hand	-		
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000316	309,346.00	309,346.00	
Bank Interest	11,920.00		
Transfer from General Fund	532,180.00		
		<u>Closing Balance:</u>	
		Cash in hand	-
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000316	853,446.00
			853,446.00
Total	<u>853,446.00</u>	Total	<u>853,446.00</u>

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
2. STUDENTS' AID FUND			
<u>Opening Balance:</u>			
Cash in hand	-		
Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050218	22,919.00		
Cash with Bank of Baroda, Chhaygaon Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000324	42,109.00	65,028.00	
Bank Interest	1,523.00		
Transfer from General Fund	24,190.00		
		<u>Closing Balance:</u>	
		Cash in hand	-
		Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050218	22,919.00
		Cash with Bank of Baroda, Chhaygaon Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000324	67,822.00
			90,741.00
Total	<u>90,741.00</u>	Total	<u>90,741.00</u>



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
3. SCHOLARSHIP FUND			
<u>Opening Balance:</u>		Contingencies expenses	1,452.00
Cash with Bank of Baroda, Chhaygaon Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000295	84,727.00		
Bank Interest	3,210.00		
		<u>Closing Balance:</u>	
		Cash with Bank of Baroda, Chhaygaon Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000295	86,485.00
Total	<u>87,937.00</u>	Total	<u>87,937.00</u>

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
4. STUDENTS' UNION FUND			
<u>Opening Balance:</u>		Printing expenses	206,340.00
Cash in hand	-	Fresher's Social	270,000.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000297	<u>787,113.50</u>	College Week	214,041.00
	787,113.50	Function and Festivals	51,000.00
Bank Interest	21,581.00	Youth Festivals	50,000.00
Transfer from General Fund	1,609,500.00	Games and Sports	41,500.00
		Blazer	28,800.00
		Wall Magazine	8,000.00
		Travelling expenses	3,460.00
		Fare well Meeting expenses	2,500.00
		Debate competition expenses	2,400.00
		Refreshment	1,750.00
		Social Service	1,500.00
		Bank charges	708.00
		<u>Closing Balance:</u>	
		Cash in hand	-
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000297	<u>1,536,195.50</u>
Total	<u>2,418,194.50</u>	Total	<u>2,418,194.50</u>



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
5. LIBRARY FUND			
<u>Opening Balance:</u>			
Cash in hand	2,827.00	Purchase of Books	82,653.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000296	214,608.00	Newspapers	2,610.00
	<u>217,435.00</u>		
Bank Interest	6,304.00		
Transfer from General Fund	483,800.00	<u>Closing Balance:</u>	
		Cash in hand	2,827.00
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000296	<u>619,449.00</u>
			622,276.00
Total	<u>707,539.00</u>	Total	<u>707,539.00</u>

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
6. BUILDING FUND			
<u>Opening Balance:</u>			
Cash in hand	-	Construction of Civil Works	4,124,905.00
Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 8983	11,403.00	Earth feeling	19,600.00
Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 4603	12,397.90	Architecture Fees	5,000.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000317	<u>542,210.00</u>	Travelling expenses	2,760.00
	566,010.90	Bank charges	1,746.00
Received from Director Higher Education	8,670,527.00	Transfer to General Fund	8,670,527.00
Bank Interest	11,488.00	<u>Closing Balance:</u>	
Sale proceeds from Auction (Assam Type Building)	158,000.00	Cash in hand	-
Transfer from General Fund	3,628,500.00	Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 8983	11,403.00
Transfer from Miscellaneous Fund	900,000.00	Cash with United Bank of India, Chhaygaon Branch in SB A/c No. 4603	12,397.90
Transfer from Zone Fund	650,000.00	Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000317	<u>1,736,187.00</u>
			1,759,987.90
Total	<u>14,584,525.90</u>	Total	<u>14,584,525.90</u>



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
7. UGC FUND			
<u>Opening Balance:</u>			
Cash with State Bank Bank of India, Gumi Branch in SB A/c No.11672001087	110,012.57	Purchase of Books	26,792.00
Cash with State Bank of India, Hatigaon Branch, S.B. A/c No. 32326961173	<u>19,842.00</u>	Bank charges	<u>1,084.24</u>
	129,854.57	<u>Closing Balance:</u>	
Received from Gauhati University for N.S.S Bank Interest	44,500.00 4,222.00	Cash with State Bank Bank of India, Gumi Branch in SB A/c No.11672001087	130,858.33
		Cash with State Bank of India, Hatigaon Branch, S.B. A/c No. 32326961173	<u>19,842.00</u>
			150,700.33
Total	<u>178,576.57</u>	Total	<u>178,576.57</u>

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
8. MISCELLANEOUS FUND			
<u>Opening Balance:</u>			
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000294	1,283,437.00	Construction of Civil Works	423,500.00
Receipt from P.G. Examination Fees	96,920.00	Remuneration	195,317.00
Receipt from PGDCA Admission Fees	1,300,516.00	Excursion expenses	100,000.00
Bank Interest	60,165.00	PG Examination Fees to G.U.	84,707.00
Sale Proceeds	16,030.00	Centre Fees	41,190.00
		Registration Fees to G.U.	16,890.00
		PG Permission Fees to G.U.	7,000.00
		Bank charges	12,301.00
		Refreshment	2,450.00
		Transfer to Building Fund	900,000.00
		<u>Closing Balance:</u>	
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000294	973,713.00
Total	<u>2,757,068.00</u>	Total	<u>2,757,068.00</u>



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
9. FINAL EXAMINATION FUND			
<u>Opening Balance:</u>		Examination Fees to GU	1,985,826.00
Cash in hand	6,346.00	Remuneration	1,176,920.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000294	728,567.00	Food and Refreshment	178,300.00
Cash with UBI	1,917.00	Printing expenses	144,277.00
Cash with Allahabad Bank	1,696.00	Affiliation Fees to GU	141,868.00
		Stationeries	138,358.00
		Repairs and Maintenance	133,300.00
		Purchase of books	44,580.00
		Financial Assistance to Student	25,000.00
Receipt from Examination Fees	4,751,340.00	Travelling expenses	18,820.00
Received from Gauhati University Zone	162,504.00	Fuel	10,560.00
Bank Interest	33,500.00	Rent	1,800.00
Transfer from General Fund	100,000.00	Bank charges	6,277.00
		Miscellaneous expenses	12,218.00
		Transfer to:	
		Building Fund	650,000.00
		Zone Fund	335,000.00
			985,000.00
		<u>Closing Balance:</u>	
		Cash in hand	10,689.00
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000298	768,464.00
		Cash with UBI	1,917.00
		Cash with Allahabad Bank	1,696.00
			782,766.00
Total	<u>5,785,870.00</u>	Total	<u>5,785,870.00</u>

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
10. TUITION FEES FUND			
<u>Opening Balance:</u>			
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000300	103,211.00		
Bank Interest	3,977.00		
		<u>Closing Balance:</u>	
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000300	107,188.00
Total	<u>107,188.00</u>	Total	<u>107,188.00</u>



CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)
STATEMENT OF RECEIPT AND PAYMENT ACCOUNT IN RESPECT OF GENERAL FUND
FOR THE PERIOD FROM 01.04.2018 To 31.03.2019
ANNEXURE 'A'

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<u>Opening Balance:</u>		Pay of Staff	2,969,645.00
Cash In hand	6,425.00	Registration Fees to GU	435,940.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000291	1,092,848.64	Furniture	342,200.00
	1,099,273.64	Repairs and Maintenance	321,915.00
		Electric Bill	288,265.00
		Printing expenses	212,300.00
<u>Receipt from:</u>		Registration Fees to Council	162,480.00
Admission Fees	3,381,908.00	Contingencies	115,541.00
Certificate	73,190.00	Wall Magazine	100,000.00
Registration and Enrollment Fees	11,400.00	Stationeries	56,630.00
Major Fees	480.00	Food and Refreshment	56,025.00
	3,466,978.00	Purchase of Library Books and Journals	26,990.00
		Travelling expenses	47,870.00
		Audit Fees	48,970.00
<u>Sale Proceeds From:</u>		TDS	40,000.00
Prospectus	75,950.00	Sanitation	25,452.00
Generator	175,000.00	Telephone Bill	22,819.00
	250,950.00	Fresher's Social	19,000.00
		Bonus for Durga Puja	18,500.00
Receipt from Auditorium Rent	12,000.00	Banner	14,200.00
Receipt from Canteen Rent	4,000.00	Bank charges	12,003.00
Receipt from Sarudhan Ali	4,250.00	Wages to Labour	11,800.00
Transfer from Building Fund	8,670,527.00	Newspapers	8,967.00
Loan Refund from Prafulla Kalita	20,000.00	Furnishing	8,890.00
Bank Interest	45,355.00	RUSA Activities	8,200.00
		Purchase of Electric Meter	4,950.00
		Wages to Sweeper	5,000.00
		<u>Transfer to:</u>	
		Building Fund	3,628,500.00
		Student Union Fund	1,609,500.00
		Examination Fund	532,180.00
		Library Fund	483,800.00
		Final Examination Fund	100,000.00
		Student Aid Fund	24,190.00
			6,378,170.00

C/F

13,573,333.64 C/F



11,762,722.00

CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)
STATEMENT OF RECEIPT AND PAYMENT ACCOUNT IN RESPECT OF GENERAL FUND
FOR THE PERIOD FROM 01.04.2018 To 31.03.2019
ANNEXURE 'A'

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
B/F	13,573,333.64	B/F	11,762,722.00
		Stationeries	10,445.00
		Designing Website	10,000.00
		Honorarium	10,000.00
		Hire charges of Tent	10,000.00
		Funeral expenses	10,000.00
		Interest for Loan (CMKSKA)	4,000.00
		Zoom App expenses	3,780.00
		Election expenses	3,600.00
		Purchase of flowers Pot	3,095.00
		Allowance to Night Staff	3,000.00
		Youth Festival	3,000.00
		MA Course	2,200.00
		Computer Accessories	1,000.00
		Postage	1,500.00
		<u>Loan to:</u>	
		Niranjan Das	15,000.00
		Upen Deka	10,000.00
			25,000.00
		<u>Closing Balance:</u>	
		Cash In hand	10,884.00
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000291	1,699,107.64
			1,709,991.64
Total	13,573,333.64	Total	13,573,333.64

