

**CHHAYGAON COLLEGE**  
CHHAYGAON, ASSAM

**AUDIT REPORT  
FOR THE PERIOD FROM  
APRIL 2019 TO MARCH 2020**

AUDITORS

M. SAQUEI & CO.,  
CHARTERED ACCOUNTANTS

M. SAQUEI HOUSE, 48, DIGHALIPUKHURI EAST, GUWAHATI - 781 001

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*Approved:*  
*A. B. Saha*  
*18/3/2021*

**AUDIT REPORT ON THE ACCOUNTS OF**  
**CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)**  
**FOR THE PERIOD FROM 01<sup>st</sup> APRIL, 2019 TO 31<sup>st</sup> MARCH, 2020**

1. The accounts of the College for the period from 1<sup>st</sup> April, 2019 to 31<sup>st</sup> March, 2020 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 31<sup>st</sup> March, 2020 as per the cash book was ₹ 39,81,356.64 as detailed below:

<u>Particulars</u>	<u>Amount (₹)</u>
i) Cash in hand	15,029.00
ii) Cash with Bank of Baroda, Dhekenabari Branch, SB A/c No. 56050100000291	39,66,327.64
Total	<u>39,81,356.64</u>

The closing balance as per pass books/bank statements as on 31<sup>st</sup> March, 2020 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 31.03.2020 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		2,87,677.00
	Total		<u>2,87,677.00</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		1,87,728.00
	Total		<u>2,10,647.00</u>
(iii)	Scholarship Fund:		
	a) Cash in hand		-
	b) Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000295		89,432.00
	Total		<u>89,432.00</u>
(iv)	Students' Union Fund:		
	a) Cash in hand		-
	b) Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000297		19,97,074.50
	Total		<u>19,97,074.50</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		3,74,732.00
	Total		<u>3,77,559.00</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	13,61,516.00
		Total	<u>13,85,316.90</u>
(vii)	UGC Fund:		
	a)	Cash in hand	-
	b)	Cash with State Bank of India, Gumi Branch in SB A/c No. 11672001087	1,35,263.33
		Hatigaon Branch in SB A/c No. 32326961173	19,842.00
		Total	<u>1,55,105.33</u>
(viii)	Miscellaneous Fund:		
	a)	Cash in hand	-
	b)	Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000294	13,02,021.00
		Total	<u>13,02,021.00</u>
(ix)	Final Examination Fund:		
	a)	Cash in hand	7,934.00
	b)	Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000298	2,56,621.00
	C)	Cash with UBI	1917.00
	D)	Cash with Allahabad Bank	1696.00
		Total	<u>2,68,168.00</u>





(x) Tuition Fee Fund:		
a) Cash in hand		-
b) Cash with Bank of Borada, Chhaygaon Dhekenabari Branch in SB A/c No 56050100000300		
Total		1,10,841.00
		1,10,841.00

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 01.04.2019 to 31.03.2020 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.



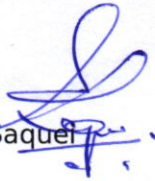
**11. MISAPPROPRIATION AND EMBEZZLEMENT:**

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 - 21058118AAAAES5762)



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 01.04.2019 TO 31.03.2020**  
**ANNEXURE 'B'**

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>1. EXAMINATION FUND</b>			
<u>Opening Balance:</u>			
Cash in hand	-	Transfer to General Fund	800,000.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000316	853,446.00		
	<u>853,446.00</u>		
Bank Interest	10,911.00	<u>Closing Balance:</u>	
Transfer from General Fund	223,320.00	Cash in hand	-
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000316	287,677.00
			<u>287,677.00</u>
			287,677.00
<b>Total</b>	<u>1,087,677.00</u>	<b>Total</b>	<u>1,087,677.00</u>
<b>2. STUDENTS' AID FUND</b>			
<u>Opening Balance:</u>			
Cash in hand	-	Aid to Tapan Kalita	10,000.00
Cash with State Bank Bank of India, Gumi Branch in SB A/c No.01100050218	22,919.00	Aid to Indrajit Das	12,000.00
Cash with Bank of Baroda, Chhaygaon Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000324	67,822.00		
	<u>67,822.00</u>	<u>Closing Balance:</u>	
Bank Interest	1,806.00	Cash in hand	-
Transfer from General Fund	140,100.00	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	187,728.00
			<u>187,728.00</u>
			210,647.00
<b>Total</b>	<u>232,647.00</u>	<b>Total</b>	<u>232,647.00</u>



RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>3. SCHOLARSHIP FUND</b>			
<u>Opening Balance:</u>			
Cash with Bank of Baroda, Chhaygaon Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000295	86,485.00		
Bank Interest	2,947.00		
		<u>Closing Balance:</u>	
		Cash with Bank of Baroda, Chhaygaon Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000295	89,432.00
Total	89,432.00	Total	89,432.00

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>4. STUDENTS' UNION FUND</b>			
<u>Opening Balance:</u>			
Cash in hand		Printing expenses	220,780.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000297	1,536,195.50	Fresher's Social	267,000.00
		College Week	208,695.00
Bank Interest	37,532.00	Function and Festivals	166,250.00
Transfer from General Fund	1,395,750.00	Youth Festivals	60,000.00
		Medical expenses	23,900.00
		Inter College expenses	6,400.00
		Refreshment	5,275.00
		Wall Magazine	4,200.00
		Name Plate	2,900.00
		Bank charges	3,363.00
		Badge	2,640.00
		Remuneration	1,000.00
		<u>Closing Balance:</u>	
		Cash in hand	
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000297	1,997,074.50
Total	2,969,477.50	Total	2,969,477.50







RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>7. UGC FUND</b>			
<u>Opening Balance:</u>			
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	19,842.00		
		150,700.33	
Bank Interest		4,405.00	
			<u>Closing Balance:</u>
			Cash with State Bank Bank of India, Gumi Branch in SB A/c No.11672001087
			135,263.33
			Cash with State Bank of India, Hatigaon Branch, S.B. A/c No. 32326961173
			19,842.00
			155,105.33
Total	155,105.33	Total	155,105.33

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>8. MISCELLANEOUS FUND</b>			
<u>Opening Balance:</u>			
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000294	973,713.00	Construction of Civil Works	107,000.00
		Remuneration	231,650.00
		Refreshment	53,000.00
		PG Examination Fees to G.U.	30,255.00
Receipt from PGDCA Admission Fees	709,500.00	Centre Fees	37,820.00
Receipt from P.G. Examination Fees	77,330.00	Function and Festivals	3,000.00
Bank Interest	38,682.00	Bank charges	4,779.00
Sale Proceeds	300.00	Architect Fees	30,000.00
			<u>Closing Balance:</u>
			Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000294
			1,302,021.00
Total	1,799,525.00	Total	1,799,525.00





RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>9. FINAL EXAMINATION FUND</b>			
<u>Opening Balance:</u>		Remuneration	1,540,410.00
Cash in hand	10,689.00	Examination Fees to GU	1,014,180.00
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000294	768,464.00	Stationeries	162,481.00
Cash with UBI	1,917.00	Affiliation Fees to GU	141,868.00
Cash with Allahabad Bank	1,696.00	Food and Refreshment	130,010.00
		Postage	59,597.00
		Repairs and Maintenance	32,550.00
		Blazer	30,000.00
Receipt from Examination Fees	2,782,865.00	Advertisement expenses	22,120.00
Receipt from Irrigation Interview Examination	277,000.00	Internet Bill expenses	16,070.00
Bank Interest	15,173.00	Fuel	10,780.00
		Wages to Labour	10,300.00
		Purchase of books	10,000.00
		Travelling expenses	9,322.00
		Registration Fees to GU	3,500.00
		Bank charges	1,448.00
		Transfer to:	
		Building Fund	95,000.00
		Zone Fund	300,000.00
			395,000.00
		<u>Closing Balance:</u>	
		Cash in hand	7,934.00
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000298	256,621.00
		Cash with UBI	1,917.00
		Cash with Allahabad Bank	1,696.00
			268,168.00
Total	3,857,804.00	Total	3,857,804.00

RECEIPTS	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>10. TUITION FEES FUND</b>			
<u>Opening Balance:</u>			
Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000300	107,188.00		
Bank Interest	3,653.00		
		<u>Closing Balance:</u>	
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000300	110,841.00
Total	110,841.00	Total	110,841.00







CHHAYGAON COLLEGE, P.O: CHHAYGAON, DIST.: KAMRUP (ASSAM)  
 STATEMENT OF RECEIPT AND PAYMENT ACCOUNT IN RESPECT OF GENERAL FUND  
 FOR THE PERIOD FROM 01.04.2019 To 31.03.2020  
 ANNEXURE 'A'

	AMOUNT (₹)	PAYMENTS	AMOUNT (₹)
<b>RECEIPTS</b>			
B/F	15,149,658.64	B/F	6,710,532.00
		<u>Transfer to:</u>	
		Building Fund	2,047,100.00
		Student Union Fund	1,395,750.00
		Examination Fund	223,320.00
		Library Fund	442,200.00
		Zone Fund	209,300.00
		Student Aid Fund	<u>140,100.00</u>
			4,457,770.00
		<u>Closing Balance:</u>	
		Cash In hand	15,029.00
		Cash with Bank of Baroda, Chhaygaon Dhekenabari Branch, SB A/c No. 56050100000291	<u>3,966,327.64</u>
			3,981,356.64
<b>Total</b>	<u>15,149,658.64</u>	<b>Total</b>	<u>15,149,658.64</u>

