

SARAIGHAT COLLEGE

AUDIT REPORT FOR THE PERIOD 01-04-2018 to 31-03-2019

RAHUL SAH & ASSOCIATES | CHARTERED ACCOUNTANT
1st Floor, Bhupendra Prabha Market, Opp. PNB, A.T. Road, Guwahati-01
(M): +91-8399879789 | e-mail: rahulsah93rs@gmail.com

CONTENTS OF THE REPORT

CHAPTER	PARTICULARS	PAGE NO
1.	INTRODUCTION	2
2.	AUDIT SCOPE AND COVERAGE	3
3.	MAIN REPORT	4-11

INTRODUCTION

About Saraighat College

SARAIGHAT COLLEGE is one of the premier Higher Educational Institution in greater Changsari area of Kamrup (Rural) District, Assam. Situated near the National Highway (NH-31), the college is well connected with other major parts of the region. Since its inception, the college has been working with a missionary zeal to promote higher education amongst the rural population of the area with special emphasis on the socio-economically marginalized sections of the society. In its relentless service, the institution has so far experienced various hazards and challenges but has successfully managed to overcome them.

Established on 21st July, 1981 with 116 students, 8 teachers and 2 non-teaching staff, Saraighat College is currently providing higher education to nearly 1600 students with strength of 30 permanent faculties and 10 non-teaching staff. The institution was brought under the 'deficit Grant-in-Aid' system and the 'Government Provincialized' status under the Assam State Government on 25th March 1998 and 1st January 2006 respectively. It was placed under the 2(f) Category on 28.10.2008 and 12-B Category on 13.04.2019 by the University Grants Commission (UGC). Accredited B-grade (Cycle-II) by NAAC in 2015, the College offers Higher Secondary course under the Assam Higher Secondary Education Council (AHSEC) and Bachelor of Arts courses (Honours & Regular) across 11 disciplines affiliated to Gauhati University (GU). From 2016 onwards, the College has also started a three years Vocational course in Travel and Tourism Management (B. Voc under GU).

VISION

The College was established with a vision to bring Higher Education closer to the people and make it accessible to the underprivileged sections of the society. It seeks to open new vistas of opportunities to the future generation through the spread of knowledge. The children of today are the leaders of tomorrow. Every child is a repository of immense creativity, talent, possibility and potentiality. The college therefore envisions make its students explore their innate potentialities through knowledge and become the change that they wish to see in their society. It seeks to mould its students to develop as responsible and conscious individuals abreast with rational thinking and a sense of duty towards betterment of the world.

OFFICE BEARERS

Principal : Dr. Mani Sarmah
Head Asstt. (Accounts) : Mr. Dipak Nath

INTERNAL AUDIT REPORT

To,
The Principal
Saraighat College, Changsari-781101
Kamrup (R), Assam

We have carried out the Audit of SARAIGHAT COLLEGE, Changsari-781101, Kamrup (R), Assam for the period 01.04.2018 to 31.03.2019 as per the scope of work.

Our scope of work involves opinion on preparation of Receipt and Payment of General Accounts and Subsidiary Funds of the College and undertakes verification on test check basis, statutory compliances.

We have conducted the Audit as per the scope of work and the auditing standards generally accepted in India of the attached Receipt and Payment Account thereto for the year ended on that date. Preparation of these financial statements is the responsibility of the management of the Council. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with Auditing Standards generally accepted in India. These Standards require that we plan and perform the internal audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by managements, as well as evaluating the overall financial statement presentation. We believe that our internal audit provides a reasonable basis for our opinion.

We report that:

1. We have obtained all the information and explanation, which, to the best of our knowledge and belief were necessary for the purpose of the Internal Audit.
2. In our opinion, the Council has kept proper Books of Accounts as required by the law so far, as appears from our examination of these books.
3. The Receipt & Payment Account dealt with by this report are in agreement with the books of account.

Date: 05-01-2023

UDIN No: 23315335BGVSYF8323

For M/s. Rahul Sah & Associates
Chartered Accountant
(F.R.No: 332166E)



(CA Rahul Sah)
Proprietor
M. No: 315335

SARAIGHAT COLLEGE, CHANGSARI

Internal Audit Report on the Account of Saraighat College for the period from 01.04.2018 to 31.03.2019

As per direction of the Governing Body of Saraighat College, I the undersigned have Audited the account of Saraighat College for the period of from 01.04.2018 to 31.03.2019.

1. Incumbency

The following person was the Principal and Secretary of the College during the period as noted against each.

(1) Mr. Dwijen Kumar Saikia, Principal & Secretary (From 01.04.2018 to 31.03.2019)

2. Closing Balance

The Closing Balance of the college Fund (General) as per Cash Book on 31.03.2019 was Rs. 61,41,039.40 (Rupees Sixty One Lakh Forty One Thousand Thirty Nine and Forty Paise only).

1. Cash in hand with Secretary : Nil
2. Cash in Bank as per Bank

Sl. No.	Bank	A/C No.	Head	Closing as on 31-03-2019	Closing as on 31-03-2018
1	AGB Bank	7280010002790	Main	2,21,738.50	2,47,369.50
2	AGB Bank	7280010005052	Admission	9,22,197.00	5,50,919.50
3	AGB Bank	7280010005053	Tuition	15,01,481.50	10,36,732.00
4	AGB Bank	7280010005054	Development	10,84,023.50	6,92,929.00
5	AGB Bank	7280010005055	Misc.	3,75,159.50	2,23,842.50
6	AGB Bank	7280010005585	SAF	84,427.00	79,369.50
7	AGB Bank	7280010005586	NAAC	474.00	574.00
8	AGB Bank	7280010014013	Govt. Infra	12,711.00	27,864.50
9	AGB Bank	7280010032993	Digital Fixed	32,073.50	31,095.50
10	AGB Bank	7280010032984	Excursion/B. Voc	30,085.50	9,58,202.50
11	AGB Bank	7280010051925	Digital	1,92,315.00	1,82,687.00
12	AGB Bank	7280010051916	Salary	6,59,282.00	5,05,390.50
13	AGB Bank	A/C No. 7796			365.00
14	SBI	31177958063	UGC General	3,25,827.50	3,67,175.50
15	SBI	31177971720	UGC W/Hostel	1,02,808.50	99,286.50
16	SBI	31712576394	UGC Indoor Stadium	1,57,803.40	1,52,400.00
17	SBI	3572799659	RUSA	4,29,929.50	1,33,707.50
18	SBI	36934444825	Admission	8,702.50	9,351.00
Grand Total				61,41,039.40	52,99,261.50


Principal
Saraighat College
Changsari

Dipankar Deka



3. RESERVED FUND:

Union Bank Fixed Deposit A/c No. 300103030000440: Rs. 2, 37,643.00

The College Authority has maintained a RESERVE FUND of Rs.2, 37,643.00 (value of Fixed Deposit at end of the period). The amount kept with Union Bank, Guwahati, in Fixed Deposit A/c No-440.

4. GOVT FUND:

a) Recurring Grants: The drawal and utilization of Govt. Recurring Grants in receipt of the College are detailed in the "Annexure-I"

b) Non-Recurring Grants: The College has not received any grants from state Govt. as Non-Recurring Grants during the Audit Period.

c) The College has not received any UGC grants during the Audit period.

5. SUBSIDIARY FUNDS:

The closing balance of the Subsidiary Fund as on 31.03.2019 is Rs. 13,34,557.00 (Rupees Thirteen Lakh Thirty Four Thousand Five Hundred & Fifty Seven) Only as per Cash Book. The Subsidiary Funds are stated below: -

a) Library Fund: Bank: AGVB A/c No. 7280010005051

1) Cash in hand with Secretary.....	NIL
2) Cash in Bank A/c	Rs. 3, 26,634.00
(AGV Bank) Total: -	Rs. 3,26,634.00

b) Examination Fund: Bank: AGVB A/c No. 7280010005049

1) Cash in hand with Secretary.....	NIL
2) Cash in Bank A/c	Rs. 4, 57,653.00
(AGV Bank) Total: -	Rs. 4,57,653.00

c) Magazine Fund: Bank: AGVB A/c No. 7280010008093

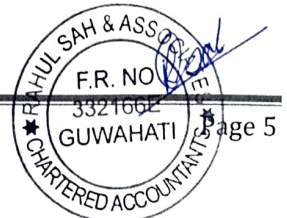
1) Cash in hand with Secretary.....	NIL
2) Cash in Bank A/c	Rs. 3, 52,830.00
(AGV Bank) Total: -	Rs. 3, 52,830.00

d) Union Fund: Bank: AGVB A/c No. 7280010005048

1) Cash in hand with Secretary.....	NIL
2) Cash in Bank A/c	Rs. 1, 50,097.50
(AGV Bank) Total: -	Rs. 1, 50,097.50


Principal
Saraighat College
Changsari

2/10/2019



e) Games and Sports Fund: Bank: AGVB A/c No. 7280010005050

1) Cash in hand with Secretary.....	NIL
2) Cash in Bank A/C	Rs. 47,342.50
(AGV Bank) Total: -	Rs. 47,342.50

The Subsidiary Account of the College have been shown in the "Annexure-II"

6) SCHOLARSHIP:

Opening Balance

(1) Bank: AGVB A/c No. 7280010004708:	Rs. 14,225.00
(2) Bank: SBI A/c No. 34027595461	Rs. 1,11,096.00
Less: Fund Received for Excursion/ B. Voc	Rs. 1,00,000.00
Balance as per Bank Statement	Rs. 11,096.00
Total Opening Balance	Rs. 25,321.00
Scholarship Received during 2018-19	Nil
Bank Interest during the period	Rs. 2,706.00
Total	Rs. 28,027.00
Amount Deducted by Bank as Charges	Rs. 120.00
Balance as per Cash Book	Rs. 27,907.00

Closing Balance

(1) Bank: AGVB A/c No. 7280010004708:	Rs. 14,607.00
(2) Bank: SBI A/c No. 34027595461	Rs. 20,13,300.00
Less: Fund Received for Excursion/ B. Voc	Rs. 20,00,000.00
Total Closing Balance	Rs. 27,907.00

The amount of Rs. 27,907.00 (Rupees Twenty-Seven Thousand Nine Hundred and Seven) only has been kept in AGV Bank, Changsari Branch, A/c No- 7280010004708 and SBI, Changsari A/c- 34027595461.

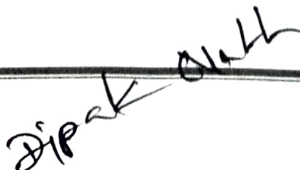
7) RECEIPT AND EXPENDITURE STATEMENTS:

The Receipt and Expenditure statement for the period of Audit are given in the "Annexure-I".

8) CASH BOOK:

- 1) The cash books are maintained in proper way.
- 2) Bank transactions are exhibited in the cash books.


Principal
Saraighat College
Changsari


Dipak Deka



9) PAYMENT VOUCHERS:

Any Discrepancies or Irregularities are not notified in the Accounts of the College.

10) FINANCIAL POSITION AS ON 31.03.2019

<u>Assets</u>		<u>Liabilities</u>	
1) Cash in hand		1) Pay and Allowance due	
General Fund	Rs. NIL	but not paid.	Rs. NIL
Subsidiary Fund	Rs. NIL	2) Bill Payable	Rs. NIL
2) Cash in Bank	Rs. 61,37,740.90	3) Taxes are payable	Rs. NIL
(In General)			
3) Cash in Bank	Rs. 13,34,557.00		
(In subsidiary Fund)			
4) Reserve Fund	Rs. 2,37,643.00		

GENERAL REMARKS:

On the maintenance of the College Accounts are found good. Discrepancies and irregularities have not been found. I wish the rapid progress of the College.

For M/s. Rahul Sah & Associates
Chartered Accountant
(F.R.No: 332166E)

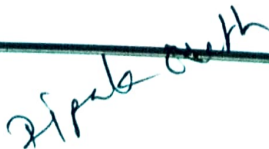
Date: 05-01-2023

UDIN No: 23315335BGVSYF8323



(CA Rahul Sah)
Proprietor
M. No: 315335


Principal
Saraighat College
Changsari



Annexure-I

Receipts & Payments Account, Saraighat College
For the Period 01.04.2018 to 31.03.2019

Sl. No.	Receipts	Amount (in Rs)	Sl. No.	Payments	Amount (in Rs)
1	Opening Balance	52,99,261.50	1	Salary (Sanctioned) (Annex-III)	4,38,48,634.00
2	Govt. Grants for Salary	4,38,48,634.00	2	Arrear of Sanctioned Staff (Annex-III)	1,17,67,544.00
3	Govt. Grants for Arrear	1,17,67,544.00	3	Salary of Non-sanctioned staff	7,73,170.00
4	Admission Fees	2,26,985.00	4	University/Council Regd / Enrl / Perm / Affil. Fees	4,41,300.00
5	Tuition Fees	1,72,680.00	5	Students Aid	10,000.00
6	Development Fees	1,00,400.00	6	Advertisement	7,270.00
7	Admission Form	1,73,600.00	7	Electricity / Generator	2,09,587.00
8	Sale of damaged GI sheet	61,500.00	8	Construction / Renovation	1,71,213.00
9	MISC (Electricity / Contingency/Co-curriculum)	95,836.00	9	On-Adm / Advt / Prospectus / I-Cards / Printing etc.	1,87,696.00
10	SAF	2,510.00	10	Furniture	22,775.00
11	Salary (NT)	1,37,500.00	11	Maintenance of Campus/ Cleaning	22,812.00
12	Fees (BPL Students) reimbursement from Govt.	26,79,693.00	12	Stationery	35,065.00
	Tuition	2,52,648.00	13	Meeting/ Function	92,410.00
	Admission	7,67,745.00	14	Excursion	1,21,000.00
	Salary (NT)	7,81,000.00	15	Salary & Equipments of B. Voc	9,51,037.00
	Dev	4,88,000.00	16	TA	26,636.00
	SAF	42,333.00	17	MISC (Inspection / Audit / CA / GST / Tax payment)	94,498.00
	MISC	3,47,967.00	18	Maintenance of Equipment / ICT	1,13,902.00
	Total	26,79,693.00	19	RUSA Scheme	99,66,036.00
13	Govt. Grant Excursion	1,00,000.00	20	Bank Charges	2,253.60
14	RUSA (2 nd Installment)	1,00,00,000.00			
15	Bank Int. (College)	1,41,699.50			
16	Bank Int. (UGC)	21,777.00			
17	Bank Int. (RUSA)	1,76,258.00			
	Total	7,50,05,878.00		Total	6,88,64,838.60

Total Receipt: Rs. 7, 50, 05,878.00

Total Expenditure: Rs. 6, 88, 64,838.60

Total Balance: Rs. 61, 41,039.40

(Signature)
Principal
Saraighat College
Changsari

(Signature)
Dipak Nath



Annexure-II


Statement showing the Receipts and Payments of Subsidiary Fund for the period
01.04.2018 to 31.03.2019

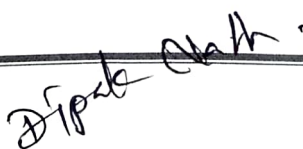
(Amount in Rs.)

Sl. No.	Fund	Opening Balance	Fees Receipt	Fees reimbursement from Govt.	Bank Int. Received	Grand Total	Total Expenditure	Total Balance
1	Examination A/C No. 7280010005049	3,04,687.00	35140.00	1,98,800.00	9,230.00	5,47,857.00	90,204.00	4,57,653.00
2	Library A/C No. 7280010005051	2,17,069.00	37650.00	2,13,000.00	5,376.00	4,73,095.00	1,46,461.00	3,26,634.00
3	Union A/C No. 7280010005048	1,04,296.50	104200.00	1,18,220.00	2,689.00	3,29,405.50	1,79,308.00	1,50,097.50
4	Magazine A/C No. 7280010008093	3,61,831.00	83360.00	30,000.00	12,642.00	4,87,833.00	1,35,003.00	3,52,830.00
5	Games & Sports A/C No. 7280010005050	67,101.00	83360.00	20,000.00	2,633.00	1,73,094.00	1,25,750.50	47,342.50
	Total	10,54,984.50	343710.00	5,80,020.00	32,570.00	20,11,284.50	6,76,726.50	13,34,558.00



Internal Auditor


Principal
Saraighat College
Changsari



OFFICE OF THE PRINCIPAL, SARAIGHAT COLLEGE, CHANGSARI, DIST:- KAMRUP (R)

Annexure-III

Statement showing the disbursement of Salary to the Approved Staff of Saraighat College for the Financial Year 2018-19

Months	Basic Pay	AGP	Total Basic	DA	HRA	MA	Spl. Allow	Gross Salary	Ded-I P. Tax	Ded-II GIS	Ded-III I. Tax	Ded-IV GPF	Ded-V NPS	Net Salary
1	2	3	4 = (2+3)	5	6	7	8	9 = (4+5+6+7+8)	10	11	12	13	14	15 = (9-10-11-12-13-14)
Mar	1280000	272300	1552300	1611015	109468	21600	2000	3296383	7488	12600	347800	140500	47207	2740788
April	1280000	272300	1552300	1611015	109468	21600	2000	3296383	7488	12600	347800	166500	47207	2714788
May	1324210	274100	1598310	1617583	109468	21600	2000	3348961	7848	12600	347800	166500	47207	2767006
June	1331410	274100	1605510	1617583	109468	21600	2000	3356161	7488	12600	348160	166500	47207	2774206
July	1370540	274100	1644640	1666272	118728	21600	2000	3453240	7848	12600	347800	166500	48627	2869865
Aug	1327340	274100	1601440	1666272	118728	21600	2000	3410040	7488	12600	347800	166500	48627	2827025
Sept	1327340	274100	1601440	1666272	118728	21600	2000	3410040	7488	12600	347800	166500	48627	2827025
Oct	1327340	274100	1601440	1672894	118728	21600	2000	3416662	7488	12600	347800	166500	48627	2833647
Nov	3552570	57100	3609670	323430	251558	21600	2000	4208258	7488	12600	347800	166500	59896	3613974
Dec	3595770	57100	3652870	323430	251558	21600	2000	4251458	7848	12600	347800	164500	59896	3658814
Jan	3595770	57100	3652870	323430	251558	21600	2000	4251458	7848	12600	347800	164500	59896	3658814
Feb	3496470	69100	3565570	315573	245447	21000	2000	4149590	7640	12200	1419217	164500	59896	2486137
Total	24808760	2429600	27238360	14414769	1912905	258600	24000	43848634	91448	150800	5245377	1966000	622920	35772089

(Signature)
Principal
Saraighat College
Changsari

(Signature)



Annexure-III

Statement Showing Drawal & Utilization of Arrear received during the Financial Year 2018-19

Sl. No.	Period & Bill Details	Amount Sanctioned	Amount Drawn	Amount Disbursed	Balance Amount
1	01/01/18 to 30/04/18 D.A Arrear	25,488.00	25,488.00	25,488.00	0.00
2	01/03/18 to 30/04/18 D.A Arrear	6,012.00	6,012.00	6,012.00	0.00
3	01/07/18 to 30/09/18 D.A Arrear	19,866.00	19,866.00	19,866.00	0.00
4	01/10/18 to 31/10/18 Revised Arrear	661,505.00	661,505.00	661,505.00	0.00
5	01/10/18 to 31/10/18 Revised Arrear	130,091.00	130,091.00	130,091.00	0.00
6	01/08/18 to 30/11/18 Fixed Pay Arrear	172,800.00	172,800.00	172,800.00	0.00
7	01/03/18 to 30/09/18 Revised Arrear	2,167,413.00	2,167,413.00	2,167,413.00	0.00
8	01/03/18 to 30/09/18 Revised Arrear	434,759.00	434,759.00	434,759.00	0.00
9	01/04/16 to 28/02/18 Revised Arrear UGC	5,637,630.00	5,637,630.00	5,637,630.00	0.00
10	01/04/16 to 28/02/18 Revised Arrear UGC	933,166.00	933,166.00	933,166.00	0.00
11	01/01/16 to 30/06/17 Revised Arrear UGC	1,471,572.00	1,471,572.00	1,471,572.00	0.00
12	01/10/18 to 28/02/19 Revised Arrear	28,420.00	28,420.00	28,420.00	0.00
13	01/03/18 to 30/09/18 Revised Arrear	19,470.00	19,470.00	19,470.00	0.00
14	01/01/06 to 30/06/07 UGC	59,352.00	59,352.00	59,352.00	0.00
	Total	11,767,544.00	11,767,544.00	11,767,544.00	0.00


Principal
Saraighat College
Changsari

Dipak Chakraborty

