

From,

Cheniram Baidya, M.Com  
Internal Auditor  
Khagarijan College, Nagaon

16-6-2020  
Date - 31.03.2022

To

The Principal, Khagarijan College, Nagaon, Assam

Subject- Audit report on the Accounts of the Khagarijan College from 1.04.2018 to 31<sup>st</sup> March/ 2019

Ref No- Yours letter no KC/IX/84761(B)/2021-2022 Dated: 13.08.2021

Sir,

With reference to your letter number and dt. cited above, I have the honour to state that I have audited the Khagarijan College accounts with effect from 1<sup>st</sup> April 2018 to 31<sup>st</sup> March 2019 and have submitted my report as follows.

**2. Incumbency:** The following persons were the Principal's and Secretaries for the period mentioned against each.

- (i) Principal: - i) Dr. Sagar Boruah, M.A., Ph.D  
From 01/04/2018 to 30/11/2018  
ii) Mrs. Selima Sultana Khandakar, M.A.  
From 01/12/2018 to 31/03/2019
- (ii) Secretary: - i) Dr. Sagar Boruah, M.A., Ph.D  
From 01/04/2018 to 30/11/2018  
ii) Mrs. Selima Sultana Khandakar, M.A.  
From 01/12/2018 to 31/03/2019

**3. Closing Balance of College General Fund :** The Closing Balance of the College General fund was Rs. 25, 75,383.28 details of which is given below:

Cash in hand with the Secretary	-	NIL
Cash at Bank (in SB A/C No. 10965243090 of SBI Nagaon)	-	24, 11,675.28
Fixed Deposit ( With Central Bank Of India, Nagaon)	-	1,63,708.00
		25, 75,383.28

(Rupees Twenty Five Lakh Seventy Five Thousand Three Hundred Eighty Three and paisa twenty eight only)

**4. Reserve Fund :** The College authority has maintained a Reserve Fund of Rs 1,63,708.00 details of which are given below.

SI No	FDR No.	Date of Opening	Date of Maturity	Amount
1	1481966240	08/10/2014	10/10/2017	1,14,468.00
2	1481966239	08/10/2014	08/10/2017	49,240.00
Total				1,63,708.00

Interest of Rs 39,272.00 allowed on renewal of Fixed Deposit is not taken into account. This interest should be credited to the College General Fund.

**5. Government Grant :** the drawal and utilization of Government non- recurring grants received by the College are shown in the statement 'A' attached herewith

**6. Subsidiary Funds :** The Closing Balance as per Cash Book of the subsidiary funds maintained by the College on 31/03/2019 are given below.

SI No	Fund	Amount
1	UGC Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank ( in SB A/C No. 3021556916 of CBI)	991032.00
	Total	991032.00
2	Education Extension Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1482014096 of CBI)	15994.00
	Total	15994.00
3	Examination Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481915003 of CBI)	66952.95
	Total	66952.95
4	Common Room Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481915025 of CBI)	36883.00
	Total	36883.00
5	Cultural Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 3048808002 of CBI)	71231.00
	Total	71231.00
6	AID Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 0031013172414 of UBI)	2264.00
	Total	2264.00
7	Hostel Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No.2059010035060, UBI)	46722.50
	Total	46722.50
8	PG Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 2059010028769 of UBI)	389662.00
	Total	389662.00
9	XEROX Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 3176891696of CBI)	6761.80
	Total	6761.80
10	Magazine Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481914984of CBI)	103541.40
	Total	103541.40
11	Library Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481915014 of CBI)	2553.25
	Total	2553.25

12	Poor Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481914951of CBI)	41565.80
	Total	41565.80
13	Social Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 14818914962 of CBI)	68962.00
	Total	68962.00
14	Union Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481915036 of CBI)	21551.70
	Total	21551.70
15	Registration Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481914973 of CBI)	14023.20
	Total	14023.20
16	Building Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481917850 of CBI)	87778.56
	Total	87778.56
17	Games Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 1481914995 of CBI)	5224.20
	Total	5224.20
18	COC Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 31013099245 of UBI)	146924.75
	Total	146924.75
19	N.S.S Fund	
	Cash in Hand with the Secretary	NIL
	Cash at Bank(in SB A/C No. 2059010042616 of UBI)	32351.50
	Total	32351.50

**7. Scholarship:** No Scholarship money was received by the College and paid to the Student's during the period of Audit. The particulars of the scholarship fund are stated below

1.	Opening Balance on 1.04.2018	2,18,013.86
2.	Interest earned	7740.00
3.	Bank Charge	121.00
4.	Cloosing Balance on 31.03.2019	2,25,632.86

**8. Inter - transfer of Fund :** The following inter transfer of Fund noticed during the course of Audit.

Sl No	Date	From	To	Amount	Date of Refund	Remarks
1	10.04.2018	Magazine Fund	Gen. Fund	1,50,000.00		
2	10.04.2018	Exam Fund	Gen. Fund	2,00,000.00		
3	10.04.2018	Poor Fund	Gen. Fund	50,000.00		
4	24.09.2018	Exam Fund	Registration Fund	50,000.00		
5	24.09.2018	Poor Fund	Registration Fund	50,000.00		
6	24.09.2018	Magazine Fund	Registration Fund	90,000.00		
7	9.10.2018	P.G Fund	Gen Fund	2,00,000.00		
8	20.11.2018	Edu. Ext Fund	Gen. Fund	70,000.00		

**9. Misappropriation/Embezzlement noticed :**

No Misappropriation of Cash and embezzlement of goods are noticed during the period of Audit.

**10. Diversion of Govt Grants :** No diversion of Govt Grants noticed during the period of Audit.

**11. Payment Vouchers :** Payment Vouchers are properly maintained

**12. Financial Position as on 31/03/2019**

The accounts are maintained under Single Entry System. Hence the Financial Position of the College as on 31/03/2019 could not be ascertained.

**13. Receipts and Payments Account :** The Receipts and Payments Account for the year ended 31<sup>st</sup> March , 2019 is enclosed herewith.

**14. Maintenance of Accounts :** The maintenance of the College accounts is fairly good.

Yours Faithfully

*Baidya*  
16.6.2020

(Cheni Ram Baidya)

Internal Auditor

Khagarijan College, Nagaon

Internal Auditor  
Khagarijan College  
Nagaon (Assam)

**RECEIPTS AND PAYMENT ACCOUNT OF KHAGARIJAN COLLEGE  
FROM 1<sup>st</sup> APRIL/2018 TO 31<sup>st</sup> March /2019**

Receipts		Amount	Payment		Amount
To, Opening Balance			By, Salaries to Non Sanctioned Staff		1663452.00
Cash in hand	NIL		By, Travelling Allowance		33835.00
Cash at Bank	1,50,109.28		By, Electricity Charge		240422.00
Reserve Fund	1,63,708.00		By, Telephone		56612.00
		3,13,817.28	By, Office Contingencies		42324.00
To, Fees Received :			By, Repairs		4,200.00
Tuition	2,09,520.00		By, Furniture		16,048.00
Admission	1,06,400.00		By, Equipments		1,24,550.00
Session	15,200.00		By, Printing & Stationery		66,150.00
Environment studies/NAAC	35,200.00		By, Bank Charge		472.00
			By, Fees Paid to G.U		86,555.00
Development	2,43,200.00		By, Miscellaneous Exps		24,440.00
Identity Card	9,120.00		By, Earth filling		1,24,250.00
Hot Weather	87,600.00		By, Excursion		1,00,000.00
Certificate	12,160.00		By, Environmental Studies		14,800.00
			By, Advertisement		36895.00
Miscellaneous fees	45250.00		By, Closing Balance c/d		
		763650.00	Cash in Hand	NIL	
To, Sale of Forms		200700.00	Cash at Bank	2411675.28	
To, Sale of Materials		29550.00	Reserve Fund	1,63,708.00	
To, Loan taken		1220000.00			
To, Amount received from Govt.		2671182.00			25,75,383.28
To, Interest on Bank Deposits		11489.00			
		52,10,388.28			52,10,388.28

*Cheni Ram Baidya*  
16.6.2020

(Cheni Ram Baidya)  
Internal Auditor  
Khagarijan College, Nagaon  
**Internal Auditor**  
**Khagarijan College**  
**Nagaon (Assam)**

## Statement 'A'

### Statement showing the drawal and utilisation of Non recurring

### Grants received from Government and other agencies during the year ended 31/03/2019

Sl No	Sanctioning Letter No & Date	Purpose	Amount Rs	Date of Credit in Cashbook	Whether Utilised	Remain Unutilised
1	F-32(2014-15)Sports/NERO/67 At 30.11.2018	UGC grant for Sports Infrastructures & equipment	30,00,000.00	30.11.2018	Fully Utilized	
2	GUNSS/Reg-SPL Fund/2016-17/367- 389 dt. 01.08.2018	Amount received from G.U for NSS Fund	44,500.00	28.06.2018	Fully Utilized	
3	GUNSS/Reg-SPL Fund/2017-18/390- 535 dt. 12.07.2018	Amount received from G.U for NSS Fund	44,500.00	13.09.2018	Fully Utilized	
4	NIL	Fees Received from Government of Assam against Admission	26,71,182.00	11.03.2019	Fully Utilized	
Total			57,60,182.00			

*Reported by*  
16.10.2020

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