



# OFFICE OF THE PRINCIPAL RABINDRASADAN GIRLS' COLLEGE

P.O. & DIST KARIMGANJ (ASSAM) 788710

Grade – 'B' (Re-Accredited by NAAC)

Web: <http://rabindrasadangirlscollege.in>

Email: [rabindrasadancollege@gmail.com](mailto:rabindrasadancollege@gmail.com)

## 1. MONEY Software for fee collection

RSGC ERP  
File Tools Reports

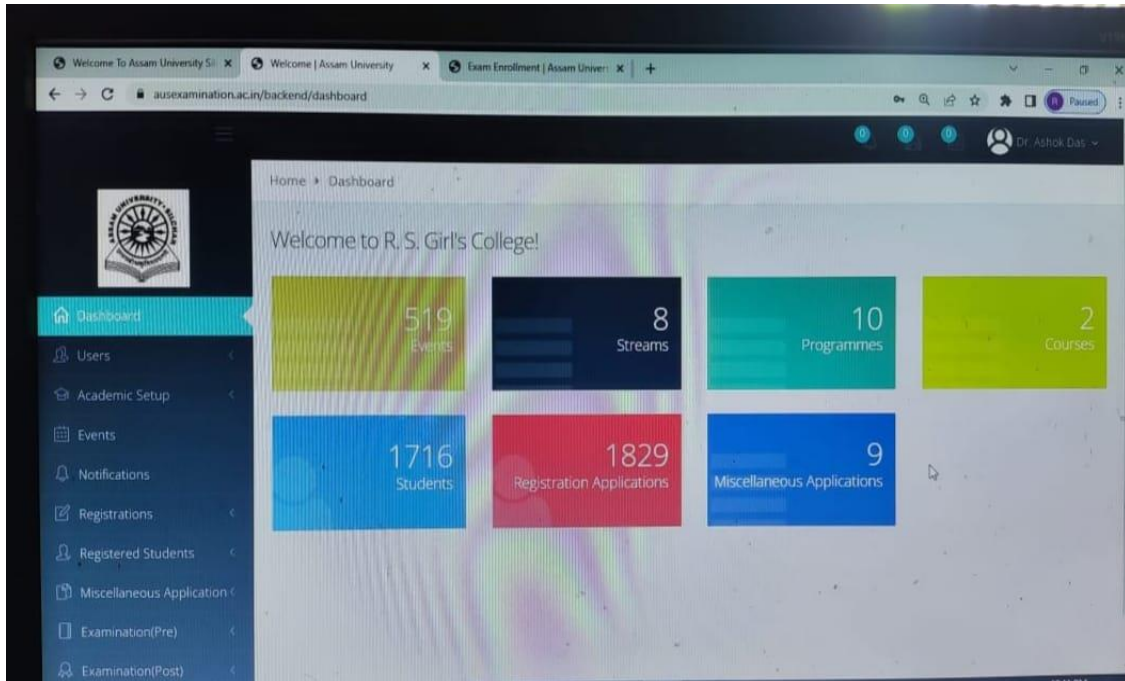
Fee Collection

Session: 2020-2021 Stream: Arts Student Name: Priyanka Das  
Class: Degree 1st Year Roll No: 501 Category: 1st sem Regular Load

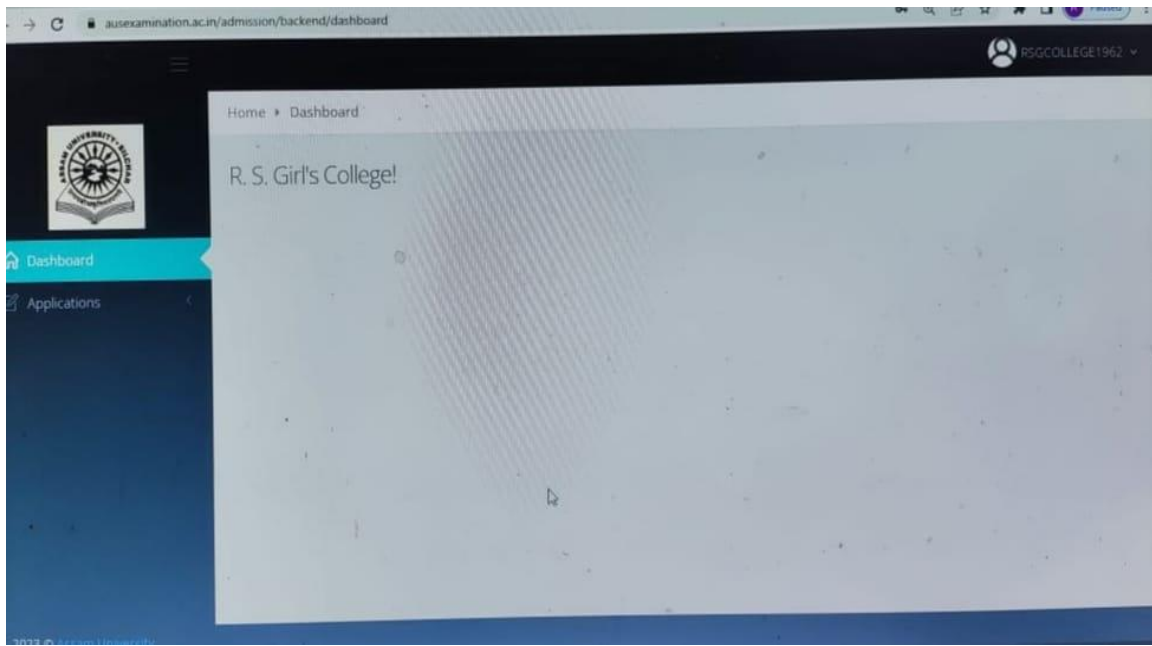
Tuition Fee (June to May)	College Examination	Council/ University Annual Fee
0.00	0.00	0.00
Admission or Transfer	Identity Card	Council/ University Examination
0.00	0.00	0.00
Fines	Union Fee	Council/ University Permission
0.00	0.00	0.00
Development Fee	College Scout	Council/ University Non Collegiate
0.00	0.00	0.00
Aid Fund	Extra Curricular	Center Fee
0.00	0.00	250.00
Fee Card	Game Fee	Total Amount
0.00	0.00	250.00
Computer	Common Room Fee	Total Amount in Word
0.00	0.00	Two Hundreds Fifty
Academic Dev. Fee	Magazine Fee	Date
0.00	0.00	7/ 8/2021
Electricity	Medical Fee	Collector
0.00	0.00	
Library	Council/ University Registration	
0.00	0.00	

Receipt No: 15263 New Save Print Load Receipt Void Receipt

## 2. University Management System



## 3. University Management System



#### 4. Public Management Financial System

**Public Financial Management System-PFMS**  
 Welcome: Nilanjan De  
 User Type: AGENCYCYDA  
 Agency: RabindraSadan Girls College  
 Agency Unique Code: ASKR00008464  
 Financial Year: 2023-2024

**E10 - Scheme wise Expenditure**

Scheme Name: [AS37] - Rashtriya Uchcharat Siksha Abhiyan  
 From Date: 01/01/2020 To Date: 08/06/2023  
 Figures In:  Actuals  Thousands  Lakhs  Crores

**Agency wise Expenditure**

Scheme Name :	[AS37] - Rashtriya Uchcharat Siksha Abhiyan
Period :	01-01-2020 / 08-06-2023
Figures In :	Actuals (in Rs.)

S No.	District	Agency Name	Expenditure	Advances
<b>Total</b>			<b>27,60,410.00</b>	<b>0.00</b>
1	KARIMGANJ	RabindraSadan Girls College	27,60,410.00	0.00

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#### 5. Fin-Assam

Ashok Kumar Das, KAR/HE/004, KAR/HE/004-Karimganj | Last Log In : Tuesday, 06 June 2023, 11:38 AM Show More

Regular Employee Salary | Provisional Salary | General Arrear Salary | Leave Salary | Subsistence Allowance | Arrear

SALARY BILLS 2022 | May

#	Salary Type	HEAD OF ACCOUNT	CPF / NPS	GROUP	SCHEME	STATUS	CATEGORY	BILL DETAILS	ACTION	STATUS
1	Salary Bill	2202 - 03 - 103 - 4556 - 000 - 01 - 01 -	GA	03	02	01	UGC	12 12 0	PB	Submitted to Treasury on 02-06-2022 Bill Passed on 02-06-2022
2	Regular Supplementary	2203 - 03 - 103 - 4556 - 000 - 01 - 01 -	GA	03	02	01	UGC	1 1 0	PB	Submitted to Treasury on 02-06-2022 Bill Passed on 02-06-2022
3	Salary Bill	2202 - 03 - 103 - 4554 - 000 - 01 - 01 -	GA	03	02	01	General	1 1 0	PB	Submitted to Treasury on 02-06-2022 Bill Passed on 02-06-2022
4	Salary Bill	2202 - 03 - 103 - 4554 - 000 - 01 - 01 -	GA	03	02	01	UGC	13 13 0	PB	Submitted to Treasury on 02-06-2022 Bill Passed on 02-06-2022
5	Salary Bill	2202 - 03 - 103 - 4554 - 000 - 01 - 01 -	GA	03	02	01	General	5 5 0	PH	Submitted to Treasury on 02-06-2022 Bill Passed on 02-06-2022

SALARY DETAILS Download

## 6. Unique ID

College Name : R S GIRLS' COLLEGE

Principal Name : DR. ASHOK KUMAR DAS

Address : KARIMGANJ , KARIMGANJ , MAIN ROAD , PO: KARIMGANJ , PS: KARIMGANJ , PIN: 788710 , District: KARIMGANJ

Contact Number : 7638818028 8133887065

Email ID : RABINDRASADANCOLLEGE@GMAIL.COM

Location : URBAN

Category : URBAN

Course(s) Offered : HS UG PG

Stream(s) Covers : Arts Commerce

Update Profile | Admission - 2023-2024 | Reports

#	Course	Year/Semester	Stream	Total
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## 7. DARPAN Portal

**Darpan Alerts**

For Institution Transfer of HS 2ND YEAR REGULAR STUDENTS - 2023, Please visit :<https://col.ahseconline.in/>

Table 1: Summary Of Details For Institution:

Stream	Applications Received	Applications verified	Applications in the selection list	Applications in the waiting list	Admission Offer Accepted By The Student	Admissions completed	Vacancy position	Total Capacity
Arts	505	NA	NA	NA	NA	NA	200	200
Commerce	15	3	NA	NA	NA	NA	120	120
Science	NA	NA	NA	NA	NA	NA	NA	NA
Vocational	NA	NA	NA	NA	NA	NA	NA	NA
<b>Total</b>	<b>520</b>	<b>3</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>320</b>	<b>320</b>

Table 2: Summary Of Admission

Admission Completed

*Ashok Kumar Das*  
 Principal  
 Rabindrasadan Girls' College  
 Karimganj



No. PJB/IA/2018-19/ 29-31

Dated Karimganj, the 19th, May 2022.

✓ To

The Principal,  
Rabindra Sadan Girls' College,  
Karimganj.

Sub:- Internal Audit Report on the accounts of *R-S Girls' College*, Karimganj for the period from 01/04/2018 to 31/03/2019.

Sir,

I have the hono-ur to forward herewith the Internal Audit Report on the accounts of your office for the period from 01/04/2018 to 31/03/2019. It is requested that necessary remedial steps may be taken as suggested in Internal Audit, and the Internal Audit Report may be placed before the Governing Body of the Institution for necessary discussion and approval.

Encl:- Internal Audit Report containing  
15 pages from page 1 to page 15.

Yours faithfully,

*Prosenjit Bhattacharjee*  
Prosenjit Bhattacharjee, B.Com.  
Internal Auditor, Karimganj.

Memo No.:-PJB/IA/2018-19/29-31

Dated, Karimganj, the 19<sup>th</sup> May, 2022.

Copy forwarded for information and necessary action to :-

- 1.) The President, Governing Body, Rabindra Sadan Girls' College, Karimganj.
- 2.) Office file

— *sd* —  
Prosenjit Bhattacharjee, B.Com,  
Internal Auditor, Karimganj.

**INTERNAL AUDIT REPORT ON THE ACCOUNTS OF RABINDRA SADAN GIRLS'  
COLLEGE KARIMGANJ FOR THE PERIOD FROM 01/04/2018 to 31/03/2019**

**PART – I**

**A) Introduction:-** The internal audit on the accounts of Rabindra Sadan Girls' College, Karimganj for the period from 01-04-2018 to 31-03-2019 was conducted by Shri Prosenjit Bhattacharjee, B.Com, Internal Auditor. The internal audit work was commenced on March, 2022 and completed on May, 2022.

**B) Scope of Audit:-** The internal audit has been conducted on the basis of the appointment made by Principal, Rabindra Sadan Girls' College, Karimganj, vide letter no. RSGC/IA/2022/5537, Dated the 21<sup>st</sup> February, 2022 which has the approval of the Governing Body of the college. The audit was conducted as per standard auditing practices followed in internal audit as a measure of monitoring the Internal Control Mechanism and to guide the Auditee regarding the standard accounting practices as per prescribed norms.

**C) Disclaimer Statement:-** The Internal Audit Report has been prepared on the basis of information furnished and made available by the Principal, Rabindra Sadan Girls' College, Karimganj, and the Internal Auditor disclaims any responsibility for any misinformation and or non-furnishing of information on the part of the auditee.

**D) (i) Incumbency:-** The following person held the charges of the Principal of Rabindra Sadan Girls' College, Karimganj for the period from 01/04/2018 to 31/03/2019.

Sl. No.	Name of the D.D.O.	Designation	Period
1.	Dr Nibedita Nath i/c	Principal	01/04/2018 to 31/03/2019.

**(ii) President of the Governing Body of the institution:**

Sl. No.	Name of the Person	Designation	Period
1.	Shri N.C. Das	President of Governing Body	01/04/2018 to 31/03/2019

**E) Profile of the Institution:-**

1. Name of the Institution: Rabindra Sadan Girls' College, Karimganj.
2. Location: Karimganj Town
3. Year of Establishment: 1962
4. No. of members of Governing Body: 11
5. No. of meetings held by G.B during 2018-19: 08
6. Student strength (2018-19)

Sl. No.	CLASS	Number of Students
1.	H.S 1 <sup>st</sup> Year	97
2.	H.S 2 <sup>nd</sup> Year	102
3.	BA 1 <sup>st</sup> Sem & 2 <sup>nd</sup> Sem	358
4.	BA 3 <sup>rd</sup> Sem & 4 <sup>th</sup> Sem	322
5.	BA 5 <sup>th</sup> Sem & 6 <sup>th</sup> SEM	277
<b>Total</b>		<b>1156</b>

7. Staff strength (2018-19):

Sl No.	Category	No. of incumbents
1.	Teaching staff	25
2.	Non teaching staff	07
<b>Total</b>		<b>32</b>

**F)** Government grants were not received by the institution during the period from 01/04/2018 to 31/03/2019 as per information furnished by College Authority.

**G)** Annual Receipt and Payment accounts of the General and subsidiary Funds of the College for the period from 01/04/2018 to 31/03/2019 appended in **Annexure I**

**H)** The observations in respect of maintenance of accounts noticed in course of Internal Audit with suggestions and remedial measures for improvement in maintenance of accounts of the Institution have been incorporated in Part II of the Report under the heading, 'Audit Notes'.

1.) Fund Receipt and Expenditure Statement :- The position of fund receipt and expenditure of the funds maintained by Rabindra Sadan Girls' College, Karinganj for the period from 01/04/2018 to 31/03/2019 is furnished below:-

Sl No.	Name of Fund	Year	Opening Balance on 01/04/2018	Receipt	Bank Interest	Total Receipt	Expenditure	Closing Balance as on 31/03/2019
1	General Fund	2018-19	36,26,688.84	23,69,999.00	1,17,904.00	61,14,601.84	27,26,342.48	33,88,259.36
2	Students Aid Fund	2018-19	1,07,692.00	15,801.00	5,986.00	1,89,569.00	9,001.00	1,80,568.00
3	LGC Fund	2018-19	21,36,242.66	80,094.00	72,178.00	22,88,514.66	3,25,694.00	19,62,820.66
4	Library Fund	2018-19	2,60,462.21	79,393.00	9,989.00	3,55,844.21	43,044.00	3,12,800.21
5	Hostel Seat Rent Fund	2018-19	7,18,226.58	1,70,812.00	27,831.00	9,16,869.58	46,542.00	8,70,327.58
6	Magazine Fund	2018-19	2,48,169.91	19,402.00	7,958.00	2,75,529.91	60,232.00	2,15,297.91
7	Electricity Fund	2018-19	4,66,096.61	1,84,908.00	29,509.00	6,80,513.61	2,81,969.00	3,98,544.61
8	Union Fund	2018-19	55,808.05	31,040.00	3,161.00	90,069.05	64,305.00	25,764.05
9	Development Fund	2018-19	57,67,290.31	4,91,928.00	2,02,779.00	64,61,997.31	4,25,144.00	60,36,853.31
10.	College Exam Fund	2018-19	19,71,860.21	17,22,548.00	49,025.00	37,43,433.21	13,86,590.00	23,56,843.21



Sl. No.	Name of Fund	Year	Opening Balance on 01/04/2018	Receipt	Bank Interest	Total Receipt	Expenditure	Closing Balance as on 31/03/2019
11.	HS Centre Fee Fund	2018-19	87,595.59	67,732.00	1,860.00	1,57,187.59	1,26,890.00	30,297.59
12.	BA Centre Fee Fund	2018-19	3,69,654.53	5,84,565.00	63,277.00	10,17,496.53	6,78,534.00	3,38,962.53
13.	Scholarship Fund	2018-19	59,911.00	3,284.00	2,092.00	65,287.00	3284.00	62,003.00
14.	Common Room Fund	2018-19	1,92,767.30	15,146.00	6,877.00	2,14,790.30	8,576.00	2,06,214.30
15.	Game Fund	2018-19	1,89,351.37	19,390.00	15,577.00	2,24,318.37	29497.00	1,94,821.37
16.	Miscellaneous Fund	2018-19	14,82,082.50	11,59,126.00	40,137.00	26,81,345.50	12,71,116.00	14,10,229.50

**J) Closing Balance of General Fund and Subsidiary Funds as on 31/03/2019:-**

Sl. No.	Name of the Fund	Cash in Hand	Cash at Bank	Total	Bank A/C No. with branch.
1	2	3	4	5	6
01.	General Fund	NIL	33,88,259.36	33,88,259.36	S.B A/C No. 35509344059 with SBI, Karimganj
02.	Student Aid Fund	NIL	1,80,568.00	1,80,568.00	S.B A/C No 30192803822 with SBI, Karimganj
03.	UGC Fund	NIL	19,62,820.66	19,62,820.66	S.B A/C No. 10916604760 with SBI, Karimganj.
04.	Library Fund	NIL	3,12,800.21	3,12,800.21	S.B A/C No. 10916603744 with SBI, Karimganj.
05.	Hostel Seat Rent Fund	NIL	8,70,327.58	8,70,327.58	S.B A/C No. 10916603507 with SBI, Karimganj.
06.	Magazine Fund	NIL	2,15,297.91	2,15,297.91	S.B A/C No. 10916603802 with SBI, Karimganj
07.	Electricity Fund	NIL	3,98,544.61	3,98,544.61	S.B A/C No. 10916603347 with SBI, Karimganj
08.	Union Fund	NIL	25,764.05	25,764.05	S.B A/C No. 10916604090 with SBI, Karimganj
09.	Development Fund	NIL	60,36,853.31	60,36,853.31	S.B A/C No. 10916604078 with SBI, Karimganj.
10.	College Exam Fund	NIL	23,56,843.21	23,56,843.21	S.B A/C No. 10916603982 with SBI, Karimganj.
11.	HS Centre Fee Fund	NIL	30,297.59	30,297.59	S.B A/C No. 10916603438 with SBI, Karimganj
12.	BA Centre Fee Fund	NIL	3,38,962.53	3,38,962.53	S.B A/C No. 10916603960 with SBI, Karimganj
13.	Scholarship Fund	NIL	62,003.00	62,003.00	S.B A/C No. 35509341659 with SBI, Karimganj
14.	Common Room Fund	NIL	2,06,214.30	2,06,214.30	S.B A/C No. 10916604067 with SBI, Karimganj
15.	Misc. Fund	NIL	14,10,229.50	14,10,229.50	S.B A/C No. 10916605323 with SBI, Karimganj.
16.	Game Fund	NIL	1,94,821.37	1,94,821.37	S.B A/C No. 10916604089 with SBI, Karimganj

*Prosenjit Bhattacharjee*  
 Prosenjit Bhattacharjee, B.Com.  
 Internal Auditor, Karimganj  
*Bhattacharjee*  
 B.Com.  
 Internal Auditor  
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**PART II**  
**AUDIT NOTES**

**4.) Internal Audit Observations and Suggestions**

The following steps are suggested for improvement in maintenance of accounts:-

- 1.) Travelling Allowance expenditure in General fund is found to be exorbitant which may be curtailed.
- 2.) Vouchers in certain funds are not found to be kept serially and not preserved in guard files. It is invariably required to preserve vouchers of all funds serially in separate guard files to prevent wear and tear.
- 3.) Inter fund transfer of money may be avoided as far as practicable.
- 4.) Some vouchers/ payment records against amounts transferred to University/ Council may be collected and preserved in voucher file(s).

**General Observation:-**

Overall the accounts records of the Institution produced before Internal Audit were found to be maintained in a fair, efficient and effective manner.

*Prosenjit Bhattacharjee*  
**P. Bhattacharjee**  
**B.Com.**  
Prosenjit Bhattacharjee, B.Com.  
Internal Auditor, Karimganj.

**ANNEXURE-I**

**Statement showing the Receipt and Payment Account of Funds for the Period  
01-04-2018 to 31-03-2019**

**General fund**

**2018-19**

RECEIPT			PAYMENT		
Sl. No	Particular	Amount (Rs.)	Sl. No	Particular	Amount (Rs.)
1.	Admission fees	17,75,994.00	1.	Admission fees deposit	13,49,796.00
2.	Prospectus sale	1,33,800.00	2.	Contingent salary	7,86,925.00
3.	Misc. Receipts	3,61,595.00	3.	Prospectus	50,200.00
4.	Exam Fees (Private)	62,425.00	4.	T.A Bill	98,250.00
5.	IQAC Fund	30,145.00	5.	Telephone & Internet Bill	38,941.60
6.	Aid fund	6,040.00	6.	Hardware materials	25,758.00
7.	Bank interest	1,17,904.00	7.	Printing, Xerox etc,	36,152.00
			8.	Servicing, repairs etc,	58,397.00
			9.	Aluminium door	30,800.00
			10.	Computer materials	79,276.00
			11.	Other expenditure	51,500.00
			12.	Digital infrastructure	11,239.00
			13.	Stationary	27,008.00
			14.	Contingency expenses	27,514.00
			15.	Registration/ Affiliation	10,825.00
			16.	Refreshment	17,232.00
			17.	Advertisement	3,513.00
			18.	Binding charge	4,350.00
			19.	I.T return	9,415.00
			20.	Misc. Expenses	1,561.88
			21.	Bank charge	4,867.00
			22.	Postage	2,822.00
	<b>Total</b>	<b>24,87,903.00</b>		<b>Total</b>	<b>27,26,342.48</b>
	<b>Opening Balance</b>	<b>36,26,698.84</b>		<b>Closing Balance</b>	<b>33,88,259.36</b>
	<b>Grand Total</b>	<b>61,14,601.84</b>		<b>Grand Total</b>	<b>61,14,601.84</b>



**UGC Fund  
2018-19**

RECEIPT			PAYMENT		
Sl. No	Particular	Amount (Rs.)	Sl. No	Particular	Amount (Rs.)
1.	Bank Interest	72178.00	1.	Stationary Goods	16403.00
2	Receipts	80094.00	2.	Computer Materials	84880.00
			3.	Cost of Almirah	35986.00
			4.	IQAC Expenditure	8000.00
			5.	Refreshment	8000.00
			6.	Hiring Service	61006.00
			7.	Audit Fees	1180.00
			8.	Others	80094.00
			9.	Internet Bill	30145.00
	<b>Total</b>	<b>152272.00</b>		<b>Total</b>	<b>325694.00</b>
	<b>Opening Balance</b>	<b>2136242.66</b>		<b>Closing Balance</b>	<b>1962820.66</b>
	<b>Grand Total</b>	<b>2288514.66</b>		<b>Grand Total</b>	<b>2288514.66</b>

**COLLEGE EXAMINATION FUND  
2018-19**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Exam fees	30480.00	1.	Remuneration	35605.00
2.	Bank interest	49025.00	2.	Stationary Goods	21498.00
3.	Free Admission Fees	1653830.00	3.	Repairing	1800.00
4.	Other Receipts	38238.00	4.	Electrical Goods	7901.00
			5.	Student Excursion	100000.00
			6.	Others	38238.00
			7.	Fund Transfer	1181548.00
	<b>Total</b>	<b>1771573.00</b>		<b>Total</b>	<b>1386590.00</b>
	<b>Opening Balance</b>	<b>1971860.21</b>		<b>Closing Balance</b>	<b>2356843.21</b>
	<b>Grand Total</b>	<b>3743433.21</b>		<b>Grand Total</b>	<b>3743433.21</b>

**ELECTRICITY FUND****2018-19**

RECEIPT			PAYMENT		
Sl. No	Particular	Amount (Rs.)	Sl. No	Particular	Amount (Rs.)
1.	Electric Rent	5100.00	1.	Electricity bill	157213.00
2.	Electric Fees	11500.00	2.	Cost of Fuel	11000.00
3.	Free Admission Fees	168308.00	3.	Labour Payment	5000.00
4.	Bank Interest	29509.00	4.	A/C fitting	18000.00
			5.	Electrical goods	45565.00
			6.	Repairing Fan	4200.00
			7.	Bank Charges	40991.00
	<b>Total</b>	<b>214417.00</b>		<b>Total</b>	<b>281969.00</b>
	<b>Opening Balance</b>	<b>466096.61</b>		<b>Closing Balance</b>	<b>398544.61</b>
	<b>Grand Total</b>	<b>680513.61</b>		<b>Grand Total</b>	<b>680513.61</b>

**STUDENT AID FUND****2018-19**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	5986.00	1.	Others	9001.00
2.	Fees collection	1280.00			
3.	Free Admission Fees	5610.00			
4.	Other Receipts	9001.00			
	<b>Total</b>	<b>21877.00</b>		<b>Total</b>	<b>9001.00</b>
	<b>Opening Balance</b>	<b>167692.00</b>		<b>Closing Balance</b>	<b>180568.00</b>
	<b>Grand Total</b>	<b>189569.00</b>		<b>Grand Total</b>	<b>189569.00</b>

**LIBRARY FUND****2018-19**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Library fees	6400.00	1.	Newspaper	11065.00
2.	Free admission	56100.00	2.	Journal	5674.00
3.	Bank interest	9989.00	3.	Books	3156.00
4.	Sale Proceeds	4000.00	4.	Computer Materials	4128.00
5.	Other Receipts	12893.00	5.	Cloth	2363.00
			6.	Library Label	615.00
			7.	Labour Payment	3150.00
			8.	Others	12893.00
Total		89382.00	Total		43044.00
Opening Balance		266462.21	Closing Balance		312800.21
Grand Total		355844.21	Grand Total		355844.21

**HS CENTRE FEE FUND****2018-19**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fee	65870.00	1.	Remuneration	104575.00
2.	Bank interest	1860.00	2.	Computer Materials	4000.00
3.	Dep TFR	1862.00	3.	Misc Expenses	18315.00
Total		69592.00	Total		126890.00
Opening Balance		87595.59	Closing Balance		30297.59
Grand Total		157187.59	Grand Total		157187.59

**BA CENTRE FEE FUND****2018-19**

RECEIPT			PAYMENT		
Sl.No.	Particular	Amount (Rs.)	Sl.No.	Particular	Amount (Rs.)
1.	Centre fee	584565.00	1.	Remuneration	212864.00
2.	Bank interest	63277.00	2.	Others	13972.00
			3.	Advance	50000.00
			4.	Exam Fees	401226.00
			5.	Bank Charge	472.00
	Total	647842.00		Total	678534.00
	Opening Balance	369654.53		Closing Balance	338962.53
	Grand Total	1017496.53		Grand Total	1017496.53

**HOSTEL SEAT RENT FUND****2018-19**

RECEIPT			PAYMENT		
Sl.No.	Particular	Amount (Rs.)	Sl.No.	Particular	Amount (Rs.)
1.	Fees	141000.00	1.	Fan Repairing	6500.00
2.	Bank interest	27831.00	2.	Servicing Charges	870.00
3.	Other Receipts	29812.00	3.	Electrical Goods	9360.00
			4.	Others	29812.00
	Total	198643.00		Total	46542.00
	Opening Balance	718226.58		Closing Balance	870327.58
	Grand Total	916869.58		Grand Total	916869.58



## MAGAZINE FUND

2018-19

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fees	8170.00	1.	College Magazine Expenses	49000.00
2.	Other Receipts	11232.00	2.	Others	11232.00
3.	Bank interest	7958.00			
Total		27360.00	Total		60232.00
Opening Balance		248169.91	Closing Balance		215297.91
Grand Total		275529.91	Grand Total		275529.91

## SCHOLARSHIP FUND

2018-19

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	2092.00	1.	Others	3284.00
2.	Other Receipts	3284.00			
Total		5376.00	Total		3284.00
Opening Balance		59911.00	Closing Balance		62003.00
Grand Total		65287.00	Grand Total		65287.00

## COMMON ROOM FUND

2018-19

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fee	960.00	1.	Others	8576.00
2.	Govt. Fees	5610.00			
3.	Bank interest	6877.00			
4.	Other Receipts	8576.00			
Total		22023.00	Total		8576.00
Opening Balance		192767.30	Closing Balance		206214.30
Grand Total		214790.30	Grand Total		214790.30

## UNION FUND

2018-19

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fee	2990.00	1.	Annual festival	44585.00
2.	Free Admission fees	28050.00	2.	Advance	15000.00
3.	Bank Interest	3161.00	3.	Freshers' Welcome Expenses	4720.00
Total		34201.00	Total		64305.00
Opening Balance		55868.05	Closing Balance		25764.05
Grand Total		90069.05	Grand Total		90069.05

## GAME FUND

2018-19

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	6725.00	1.	Annual Games Expenditure	12410.00
2.	Free Admission	16830.00	2.	Affiliation Fees	100.00
3.	Fees Collection	11912.00	3.	Cost of Powder	635.00
			4.	Games Materials	7500.00
			5.	Amount Debited	8852.00
Total		34967.00	Total		29497.00
Opening Balance		189351.37	Closing Balance		194821.37
Grand Total		224318.37	Grand Total		224318.37

## MISCELLANEOUS FUND

2018-19

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Non Collegiate Fees	94455.00	1.	Registration Fees	106700.00
2.	Examination Fees	656575.00	2.	Examination Fees	919790.00
3.	Misc Receipts	408096.00	3.	Enrollment Fees	39680.00
4.	Bank Interest	40137.00	4.	Identity Card	33535.00
			5.	HS exam fees	112150.00
			6.	Bank charge	59261.00
Total		1199263.00	Total		1271116.00
Opening Balance		1482082.50	Closing Balance		1410229.50
Grand Total		2681345.50	Grand Total		2681345.50

**DEVELOPMENT FUND****(2018-19)**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fees	201040.00	1.	Cost Of Wood	39100.00
2.	Bank Interest	202779.00	2.	Labour Payment	53700.00
3.	Other Receipts	290888.00	3.	Advocate Fees	20000.00
			4.	Painting Works	3100.00
			5.	Floor Mate	8481.00
			6.	Others	290888.00
			7.	Bank Charge	236.00
			8.	Hard Ware Materials	9639.00
	<b>Total</b>	<b>694707.00</b>		<b>Total</b>	<b>425144.00</b>
	Opening Balance	5767290.31		Closing Balance	6036853.31
	<b>Grand Total</b>	<b>6461997.31</b>		<b>Grand Total</b>	<b>6461997.31</b>



No. PJB/IA/2018-19/ 38-40

Dated Karimganj, the 12th, Sep 2022.

To

The Principal,  
Rabindra Sadan Girls' College,  
Karimganj.

Sub:- Internal Audit Report on the accounts of R S Girls' College, Karimganj for the period from 01/04/2019 to 31/03/2020

Sir,

I have the honour to forward herewith the Internal Audit Report on the accounts of your office for the period from 01/04/2019 to 31/03/2020. It is requested that necessary remedial steps may be taken as suggested in Internal Audit, and the Internal Audit Report may be placed before the Governing Body of the Institution for necessary discussion and approval.

Encl:- Internal Audit Report containing  
15 pages from page 1 to page 15.

Yours faithfully,

*Prosenjit Bhattacharjee*  
Prosenjit Bhattacharjee, B.Com.,  
Internal Auditor, Karimganj. B.Com.,  
Internal Auditor

Memo No. :-PJB/IA/2018-19/38-40

Dated, Karimganj, the 12th Sep, 2022.

Copy forwarded for information and necessary action to :-

- 1.) The President, Governing Body, Rabindra Sadan Girls' College, Karimganj.
- 2.) Office file

— Sd —

Prosenjit Bhattacharjee, B.Com.,  
Internal Auditor, Karimganj.

**INTERNAL AUDIT REPORT ON THE ACCOUNTS OF RABINDRA SADAN GIRLS'  
COLLEGE KARIMGANJ FOR THE PERIOD FROM 01/04/2019 to 31/03/2020**

**PART – I**

**A) Introduction:-** The internal audit on the accounts of Rabindra Sadan Girls' College, Karimganj for the period from 01-04-2019 to 31-03-2020 was conducted by Shri Prosenjit Bhattacharjee, B.Com, Internal Auditor. The internal audit work was commenced on June, 2022 and completed on September, 2022.

**B) Disclaimer Statement:-** The Internal Audit Report has been prepared on the basis of information furnished and made available by the Principal, Rabindra Sadan Girls' College, Karimganj, and the Internal Auditor disclaims any responsibility for any misinformation and or non-furnishing of information on the part of the auditee.

**C) Scope of Audit:-** The internal audit has been conducted on the basis of the appointment made by Principal, Rabindra Sadan Girls' College, Karimganj, vide letter no. RSGC/IA/2022/5537, Dated the 17<sup>th</sup> August, 2022 which has the approval of the Governing Body of the college. The audit was conducted as per standard auditing practices followed in internal audit as a measure of monitoring the Internal Control Mechanism and to guide the Auditee regarding the standard accounting practices as per prescribed norms.

**D) (i) Incumbency:-** The following person held the charges of the Principal of Rabindra Sadan Girls' College, Karimganj for the period from 01/04/2019 to 31/03/2020,

Sl. No.	Name of the D.D.O.	Designation	Period
1.	Dr Nibedita Nath	Principal i/c	01/04/2019 to 31/03/2020.

**(ii) President of the Governing Body of the institution :**

Sl. No.	Name of the Person	Designation	Period
1.	Shri N.C. Das	President of Governing Body	01/04/2019 to 31/03/2020

**E) Profile of the Institution:-**

1. Name of the Institution: Rabindra Sadan Girls' College, Karimganj.
2. Location: Karimganj Town
3. Year of Establishment: 1962
4. No. of members of Governing Body: 11
5. Student strength (2019-20)

Sl. No.	CLASS	Number of Students
1.	H.S 1 <sup>st</sup> Year Arts & commerce	101
2.	H.S 2 <sup>nd</sup> Year Arts	180
3.	BA 1 <sup>st</sup> year & B.Com 1 <sup>st</sup> year	348
4.	BA 2 <sup>nd</sup> year	282
5.	BA 3 <sup>rd</sup> year	248
		<b>1159</b>

6. Staff strength (2019-20):

Sl No.	Category	No. of incumbents
1.	Teaching staff	25
2.	Non teaching staff	07
	<b>Total</b>	<b>32</b>

**F)** Excursion Grant worth Rs. 1,00,000/- was received by the Institution during the financial year 2019-2020, the details of which are provided in the table below. No other Government grants were received by the institution during the period from 01/04/2019 to 31/03/2020 as per information furnished by College Authority.

Sl. No.	Sanction letter No. & date	Particulars of grant	Amount drawn (in Rs)	Date of drawal	Amount spent (in Rs.)	Amount unspent (in Rs.)	Remarks
1	Sanction letter not available	Excursion grant	1,00,000/-	03/04/19	1,00,000/-	1,00,000/-	Credited in College Examination fund & spent

**G)** Annual Receipt and Payment accounts of the General and subsidiary Funds of the College for the period from 01/04/2019 to 31/03/2020 appended in **Annexure I**

**H)** The observations in respect of maintenance of accounts noticed in course of Internal Audit with suggestions and remedial measures for improvement in maintenance of accounts of the Institution have been incorporated in Part II of the Report under the heading, 'Audit Notes'.

**L) Fund Receipt and Expenditure Statement :- The position of fund receipt and expenditure of the funds maintained by Rabindra Sadan Girls' College, Karinganj for the period from 01/04/2019 to 31/03/2020 is furnished below:-**

Sl. No.	Name of Fund	Year	Opening Balance on 01/04/2019	Receipt	Bank Interest	Total Receipt	Expenditure	Closing Balance as on 31/03/2020
1.	General Fund	2019-20	33,88,259.36	54,48,331.00	1,61,722.00	89,98,312.36	19,77,095.50	70,21,216.86
2.	Student Aid Fund	2019-20	1,80,568.00	Nil	36,260.00	2,16,828.00	Nil	2,16,828.00
3.	UGC Fund	2019-20	19,62,820.66	Nil	60,648.00	20,23,468.66	41,500.00	19,81,968.66
4.	Library Fund	2019-20	3,12,800.21	1,52,000.00	12,479.00	4,77,279.21	50,567.00	4,26,712.21
5.	Hostel Seat Rent Fund	2019-20	8,70,327.58	1,53,000.00	30,039.00	10,53,366.58	14,440.00	10,38,926.58
6.	Magazine Fund	2019-20	2,15,297.91	59,360.00	8,204.00	2,82,861.91	4,150.00	2,78,711.91
7.	Electricity Fund	2019-20	3,98,544.61	2,61,575.00	13,259.00	6,73,378.61	2,96,267.00	3,77,111.61
8.	Union Fund	2019-20	25,764.05	96,460.00	2,931.00	1,25,155.05	41,525.00	83,630.05
9.	Development Fund	2019-20	60,36,853.31	19,815.00	1,43,925.00	62,00,593.31	38,71,935.50	23,28,657.81
10.	College Exam Fund	2019-20	23,56,843.21	1,28,800.00	42,338.00	25,27,981.21	17,51,602.00	7,76,379.21

Sl No.	Name of Fund	Year	Opening Balance on 01/04/2019	Receipt	Bank Interest	Total Receipt	Expenditure	Closing Balance as on 31/03/2019
11.	HS Centre Fee Fund	2019-20	10,297.59	1,10,000.00	2,125.00	1,42,422.59	19,320.00	1,23,102.59
12.	BA Centre Fee Fund	2019-20	3,38,962.53	5,38,072.00	11,304.00	8,88,138.53	6,95,010.00	1,92,428.53
13.	Scholarship Fund	2019-20	62,003.00	Nil	2,135.00	64,138.00	Nil	64,138.00
14.	Common Room Fund	2019-20	2,06,214.30	22,260.00	6,902.00	2,35,376.30	17,600.00	2,17,776.30
15.	Game Fund	2019-20	1,94,821.37	59,360.00	7,603.00	2,61,784.37	14,105.00	2,47,679.37
16.	Miscellaneous Fund	2019-20	14,10,229.50	9,17,810.00	44,072.00	23,72,111.50	12,68,703.00	11,03,408.50



**J) Closing Balance of General Fund and Subsidiary Funds as on 31/03/2020:-**

Sl. No.	Name of the Fund	Cash in Hand	Cash at Bank	Total	Bank A/C No. with branch.
1	2	3	4	5	6
01.	General Fund	NIL	70,21,216.86	70,21,216.86	S.B A/C No. 35509344059 with SBI, Karimganj
02.	Student Aid Fund	NIL	2,16,828.00	2,16,828.00	S.B A/C No 30192803822 with SBI, Karimganj.
03.	UGC Fund	NIL	19,81,968.66	19,81,968.66	S.B A/C No. 10916604760 with SBI, Karimganj.
04.	Library Fund	NIL	4,26,712.21	4,26,712.21	S.B A/C No. 10916603744 with SBI, Karimganj.
05.	Hostel Seat Rent Fund	NIL	10,38,926.58	10,38,926.58	S.B A/C No. 10916603507 with SBI, Karimganj.
06.	Magazine Fund	NIL	2,78,711.91	2,78,711.91	S.B A/C No. 10916603802 with SBI, Karimganj.
07.	Electricity Fund	NIL	3,77,111.61	3,77,111.61	S.B A/C No. 10916603347 with SBI, Karimganj.
08.	Union Fund	NIL	83,630.05	83,630.05	S.B A/C No. 10916604090 with SBI, Karimganj.
09.	Development Fund	NIL	23,28,657.81	23,28,657.81	S.B A/C No. 10916604078 with SBI, Karimganj.
10.	College Exam Fund	NIL	7,76,379.21	7,76,379.21	S.B A/C No. 10916603982 with SBI, Karimganj.
11.	HS Centre Fee Fund	NIL	1,23,102.59	1,23,102.59	S.B A/C No. 10916603438 with SBI, Karimganj.
12.	BA Centre Fee Fund	NIL	1,92,428.53	1,92,428.53	S.B A/C No. 10916603960 with SBI, Karimganj.
13.	Scholarship Fund	NIL	64,138.00	64,138.00	S.B A/C No. 35509341659 with SBI, Karimganj.
14.	Common Room Fund	NIL	2,17,776.30	2,17,776.30	S.B A/C No. 10916604067 with SBI, Karimganj.
15.	Misc. Fund	NIL	11,03,408.50	11,03,408.50	S.B A/C No. 10916605323 with SBI, Karimganj.
16.	Game Fund	NIL	2,47,679.37	2,47,679.37	S.B A/C No. 10916604089 with SBI, Karimganj.

*Prosenjit Bhattacharjee*  
 Prosenjit Bhattacharjee, B.Com.  
 Internal Auditor, Karimganj

*Bhattacharjee*  
 B.Com.  
 Internal Auditor  
 Page 5 of 15

**PART II**  
**AUDIT NOTES**

**4.) Internal Audit Observations and Suggestions**

The following steps are suggested for improvement in maintenance of accounts:-

- 1.) Travelling Allowance expenditure in General fund is found to be exorbitant which may be curtailed.
- 2.) Vouchers in certain funds are not found to be kept serially and not preserved in guard files. It is invariably required to preserve vouchers of all funds serially in separate guard files to prevent wear and tear.
- 3.) Inter fund transfer of money may be avoided as far as practicable.
- 4.) Some vouchers/ payment receipts/ acknowledgement against amounts transferred to University/ Council may be collected and preserved in voucher file(s).

**General Observation:-**

In general terms, the accounts records of the Institution produced before Internal Audit were found to be maintained in a fair, efficient and effective manner.

*Prosenjit Bhattacharjee*  
Prosenjit Bhattacharjee, B.Com,  
Internal Auditor, Karimganj  
**P. Bhattacharjee**  
**B.Com.**  
**Internal Auditor**

**ANNEXURE-I**

**Statement showing the Receipt and Payment Account of Funds for the Period  
01-04-2019 to 31-03-2020**

**General fund**

**2019-20**

<b>RECEIPT</b>			<b>PAYMENT</b>		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Admission & Trf. Fees	851835.00	1.	Salary of Cont. staff	1012722.00
2.	Tuition Fees	2611005.00	2.	T.A. Bill	113355.00
3.	Other Receipt	1783106.00	3.	Labour Payment	5575.00
4.	Interview Fees	102000.00	4.	Tuition Fees	475776.00
5.	Misc	100385.00	5.	Electrical Goods	6357.00
6.	Bank Interest	161722.00	6.	Postage	1987.00
			7.	Telephone Bill	31767.00
			8.	Computer Materials	47050.00
			9.	Hard Ware Materials	12874.00
			10.	Hiring Charges	24410.00
			11.	Internet Bill	13348.00
			12.	Printing Works	18310.00
			13.	Portal Bill	42000.00
			14.	Payment of Prospectus	48700.00
			15.	Xerox	3555.00
			16.	Income Tax Return	11840.00
			17.	Insurance	222.00
			18.	Office Stationary	20325.00
			19.	Miscellaneous Expenses	3207.00
			20.	Refreshment	8325.00
			21.	Advertisement	12570.00
			22.	Repairing Works	3220.00
			23.	TDS Return	650.00
			24.	Affiliation Fees	9050.00
			25.	Servicing Charges	1450.00
			26.	Renewal Charges	5600.00
			27.	Interview Expenses	35682.00
			28.	Bank Charges	7168.50
	<b>Total</b>	<b>5610053.00</b>		<b>Total</b>	<b>1977095.50</b>
	<b>Opening Balance</b>	<b>3388259.36</b>		<b>Closing Balance</b>	<b>7021216.86</b>
	<b>Grand Total</b>	<b>8998312.36</b>		<b>Grand Total</b>	<b>8998312.36</b>

**UGC Fund  
2019-20**

<b>RECEIPT</b>			<b>PAYMENT</b>		
Sl. No	Particular	Amount (Rs.)	Sl. No	Particular	Amount (Rs.)
1. 2	Bank Interest	60648.00	1.	Computer Materials	41500.00
<b>Total</b>		<b>60648.00</b>	<b>Total</b>		<b>41500.00</b>
Opening Balance		1962820.66	Closing Balance		1981968.66
<b>Grand Total</b>		<b>2023468.66</b>	<b>Grand Total</b>		<b>2023468.66</b>

**COLLEGE EXAMINATION FUND  
2019-20**

<b>RECEIPT</b>			<b>PAYMENT</b>		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Exam fees	28800.00	1.	Remuneration	25825.00
2.	Bank interest	42338.00	2.	Stationary Goods	34293.00
3.	Students Excursion	100000.00	3.	Centre Fees Of Commerce	2600.00
			4.	Examination Expenses	1680.00
			5.	Student Excursion Expenses	100000.00
			6.	Refreshment	154.00
			7.	Fund Transfer	1587050.00
<b>Total</b>		<b>171138.00</b>	<b>Total</b>		<b>1751602.00</b>
Opening Balance		2356843.21	Closing Balance		776379.21
<b>Grand Total</b>		<b>2527981.21</b>	<b>Grand Total</b>		<b>2527981.21</b>

**ELECTRICITY FUND**

2019-20

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Refund (over drawal)	1375.00	1.	Electricity bill	142350.00
2.	Electric Fees	500.00	2.	Cost of Fuel	21770.00
3.	Free Admission Fees	259700.00	3.	Servicing Charges	4000.00
4.	Bank Interest	13259.00	4.	Misc	4475.00
			5.	Electrical goods	83782.00
			6.	Carrying Charges	230.00
			7.	Electrical Works	39660.00
	Total	274834.00		Total	296267.00
	Opening Balance	398544.61		Closing Balance	377111.61
	Grand Total	673378.61		Grand Total	673378.61

**STUDENT AID FUND**

2019-20

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	36260.00		Nil	
	Total	36260.00		Total	
	Opening Balance	180568.00		Closing Balance	216828.00
	Grand Total	216828.00		Grand Total	216828.00



**LIBRARY FUND****2019-20**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Free Admission fees	148400.00	1.	Newspapers	10505.00
2.	Library Fees	3600.00	2.	Journals	4673.00
3.	Bank interest	12479.00	3.	Books	21734.00
			4.	Computer Materials	3000.00
			5.	Servicing Charges	1290.00
			6.	Misc	5165.00
			7.	Labour Payment	4200.00
Total		164479.00	Total		50567.00
Opening Balance		312800.21	Closing Balance		426712.21
Grand Total		477279.21	Grand Total		477279.21

**H.S CENTRE FEE FUND****2019-20**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fee	110000.00	1.	Fees Transfer BPL Students	4800.00
2.	Bank interest	2125.00	2.	Remuneration of Treasury Staff	1800.00
			3.	Remuneration of College Staff	2720.00
			4.	Advance	10000.00
Total		112125.00	Total		19320.00
Opening Balance		30297.59	Closing Balance		123102.59
Grand Total		142422.59	Grand Total		142422.59

**BA CENTRE FEE FUND****2019-20**

<b>RECEIPT</b>			<b>PAYMENT</b>		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Centre fee	538072.00	1.	Remuneration	522690.00
2.	Bank interest	11304.00	2.	Odd Semester Expenses	19129.00
			3.	Advance	80000.00
			4.	Exam Fees	72750.00
			5.	Bank Charge	708.00
			6.	Misc	633.00
<b>Total</b>		<b>549376.00</b>	<b>Total</b>		<b>695910.00</b>
Opening Balance		338962.53	Closing Balance		192428.53
<b>Grand Total</b>		<b>888338.53</b>	<b>Grand Total</b>		<b>888338.53</b>

**HOSTEL SEAT RENT FUND****2019-20**

<b>RECEIPT</b>			<b>PAYMENT</b>		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fees	153000.00	1.	Labour Payment	7040.00
2.	Bank interest	30039.00	2.	Misc	7400.00
<b>Total</b>		<b>183039.00</b>	<b>Total</b>		<b>14440.00</b>
Opening Balance		870327.58	Closing Balance		1038926.58
<b>Grand Total</b>		<b>1053366.58</b>	<b>Grand Total</b>		<b>1053366.58</b>

## MAGAZINE FUND

2019-20

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Free Admission Fees	59360.00	1.	College Magazine Expenses	4150.00
2.	Bank Interest	8204.00			
Total		67564.00	Total		4150.00
Opening Balance		215297.91	Closing Balance		278711.91
Grand Total		282861.91	Grand Total		282861.91

## SCHOLARSHIP FUND

2019-20

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	2135.00			Nil
Total		2135.00	Total		Nil
Opening Balance		62003.00	Closing Balance		64138.00
Grand Total		64138.00	Grand Total		64138.00

## COMMON ROOM FUND

2019-20

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	6902.00	1.	Freshers' Expenses	17600.00
2.	Free Admission Fees	22260.00			
Total		29162.00	Total		17600.00
Opening Balance		206214.30	Closing Balance		217776.30
Grand Total		235376.30	Grand Total		235376.30

## UNION FUND

2019-20

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fee	96460.00	1.	Annual festival	21525.00
2.	Bank Interest	2931.00	2.	Festival Expenses	20000.00
Total		99391.00	Total		41525.00
Opening Balance		25764.05	Closing Balance		83630.05
Grand Total		125155.05	Grand Total		125155.05

## GAME FUND

2019-20

RECEIPT			PAYMENT		
	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
	Bank interest	7603.00	1.	Annual Games Expenditure	14105.00
	Free Admission	59360.00			
Total		66963.00	Total		14105.00
Opening Balance		194821.37	Closing Balance		247679.37
Grand Total		261784.37	Grand Total		261784.37

## MISCELLANEOUS FUND

2019-20

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Free Admission Fees	250210.00	1.	Examination Fees	818750.00
2.	Examination Fees	667600.00	2.	Registration Fees	16900.00
3.	Bank Interest	44072.00	3.	Enrollment Fees	17640.00
			4.	Remuneration	12000.00
			5.	Council exam fees	2600.00
			6.	Pilling Of Soil	400000.00
			7.	Bank Charges	413.00
			8.	Misc	400.00
Total		961882.00	Total		1268703.00
Opening Balance		1410229.50	Closing Balance		1103408.50
Grand Total		2372111.50	Grand Total		2372111.50



**DEVELOPMENT FUND****2019-20**

<b>RECEIPT</b>			<b>PAYMENT</b>		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fees	19815.00	1.	Painting Works	68332.00
2.	Bank Interest	143925.00	2.	Labour Payment	3512272.00
			3.	Advocate Fees	57000.00
			4.	Computer Materials	45200.00
			5.	Labour Cess	28380.00
			6.	TDS Return	40380.00
			7.	Payment Of Soil	25000.00
			8.	Hard Ware Materials	7344.00
			9.	Cost Of Cement	7478.00
			10.	Painting Materials	9381.00
			11.	Aluminium Window	10485.00
			12.	College Draft	60300.00
			13.	Bank Charges	383.50
	<b>Total</b>	<b>163740.00</b>		<b>Total</b>	<b>3871935.50</b>
	<b>Opening Balance</b>	<b>6036853.31</b>		<b>Closing Balance</b>	<b>2328657.81</b>
	<b>Grand Total</b>	<b>6200593.31</b>		<b>Grand Total</b>	<b>6200593.31</b>

No. PJB/IA/2018-19/ 47-49

Dated Karimganj, the 10<sup>th</sup> April, 2023.

To

The Principal,  
Rabindra Sadan Girls' College,  
Karimganj.

Sub:- Internal Audit Report on the accounts of R S Girls' College, Karimganj for the period from 01/04/2020 to 31/03/2021

Sir,

I have the honour to forward herewith the Internal Audit Report on the accounts of your office for the period from 01/04/2020 to 31/03/2021. It is requested that necessary remedial steps may be taken as suggested in Internal Audit, and the Internal Audit Report may be placed before the Governing Body of the Institution for necessary discussion and approval.

Encl:- Internal Audit Report containing  
13 pages from page 1 to page 13.

Yours faithfully,

— Sd —

Prosenjit Bhattacharjee, B.Com,  
Internal Auditor, Karimganj.

Memo No. PJB/IA/2018-19/ 47-49

Dated Karimganj, the 10<sup>th</sup> April, 2023.

Copy forwarded for information and necessary action to :-

- ✓ 1.) The President, Governing Body, Rabindra Sadan Girls' College, Karimganj.
- 2.) Office file.

*Prosenjit Bhattacharjee*

Prosenjit Bhattacharjee, B.Com,  
Internal Auditor, Karimganj.

P. Bhattacharjee  
B.Com.  
Internal Auditor

**INTERNAL AUDIT REPORT ON THE ACCOUNTS OF RABINDRA SADAN GIRLS'  
COLLEGE KARIMGANJ FOR THE PERIOD FROM 01/04/2020 to 31/03/2021**

**PART - I**

**A) Introduction:-** The internal audit on the accounts of Rabindra Sadan Girls' College, Karimganj for the period from 01-04-2020 to 31-03-2021 was conducted by Shri Prosenjit Bhattacharjee, B.Com, Internal Auditor. The internal audit work was commenced in the month of February, 2023 and completed in the month of April, 2023.

**B) Scope of Audit:-** The internal audit has been conducted on the basis of the appointment made by Principal, Rabindra Sadan Girls' College, Karimganj, vide letter no. RSC/IA/2023/6082, Dated the 23<sup>rd</sup> March 2023 which has the approval of the Governing Body of the college. The audit was conducted as per standard auditing practices followed in internal audit as a measure of monitoring the Internal Control Mechanism and to guide the Auditee regarding the standard accounting practices as per prescribed norms.

**C) Disclaimer Statement:-** The Internal Audit Report has been prepared on the basis of information furnished and made available by the Principal, Rabindra Sadan Girls' College, Karimganj, and the Internal Auditor disclaims any responsibility for any misinformation and or non-furnishing of information on the part of the auditee.

**D) (i) Incumbency:-** The following persons held the charges of the Principal of Rabindra Sadan Girls' College, Karimganj for the period from 01/04/2020 to 31/03/2021

Sl. No.	Name of the D.D.O.	Designation	Period
1.	Dr. Nibedita Nath	Principal i/c	01/04/2019 to 31/03/2020.
2.	Smti. Asmat Sultana	Principal i/c	01/01/2021 to 24/03/2021
3.	Dr. A.K. Das	Principal	25/03/2021 to 31/03/2021

**(ii) President of the Governing Body of the institution:**

Sl. No.	Name of the Person	Designation	Period
1.	Shri N.C. Das	President of Governing Body	01/04/2020 to 31/03/2021



**E) Profile of the Institution:-**

1. Name of the Institution: Rabindra Sadan Girls' College, Karimganj.
2. Location: Karimganj Town
3. Year of Establishment: 1962
4. No. of members of Governing Body: 11
5. No. of meetings held by G.B during 2020-21: 07
6. Student strength (2020-21)

Sl. No.	CLASS	Number of Students
1.	H.S 1 <sup>st</sup> Year	105
2.	H.S 2 <sup>nd</sup> Year	77
3.	BA 1 <sup>st</sup> Sem	402
4.	BA 3 <sup>rd</sup> Sem	300
5.	BA 5 <sup>th</sup> Sem	242
<b>Total</b>		<b>1126</b>

**7. Staff strength (2020-21):**

Sl No.	Category	No. of incumbents
1.	Teaching staff	31
2.	Non teaching staff	18
<b>Total</b>		<b>49</b>

F) Government grants were not received by the Institution during the period from 01/04/2020 to 31/03/2021 as per information furnished by College Authority.

G) Annual Receipt and Payment accounts of the General and subsidiary Funds of the College for the period from 01/04/2020 to 31/03/2021 appended in Annexure I.

H) The observations in respect of maintenance of accounts noticed in course of Internal Audit with suggestions and remedial measures thereof for improvement in maintenance of accounts of the Institution have been incorporated in Part II of the Report under the heading, 'Audit Notes'.

Sl. No.	Name of Fund	Year	Opening Balance on 01/04/2020	Receipt	Bank Interest	Total Receipt	Expenditure	Closing Balance as on 31/03/2020
1.	General Fund	2020-21	70,21,216.86	66,82,200.00	1,89,342.00	1,38,92,758.86	46,02,386.02	92,90,372.84
2.	Student Aid Fund	2020-21	2,16,828.00	57,950.00	6,113.00	2,80,891.00	Nil	2,80,891.00
3.	UGC Fund	2020-21	19,81,968.66	Nil	42,410.00	20,24,378.66	18,71,978.00	1,52,400.66
4.	Library Fund	2020-21	4,26,712.21	2,56,230.00	12,152.00	7,25,494.21	21,549.50	7,03,944.71
5.	Hostel Seat Rent Fund	2020-21	10,30,926.58	59,125.00	28,809.00	11,26,860.58	88.50	11,26,772.08
6.	Magazine Fund	2020-21	1,78,711.91	1,73,850.00	813.00	4,60,694.91	Nil	4,60,694.91
7.	Electricity Fund	2020-21	3,77,111.61	7,58,023.00	11,288.00	11,46,422.61	1,59,062.50	9,87,360.11
8.	Union Fund	2020-21	83,630.05	1,15,900.00	2,615.00	2,02,145.05	Nil	2,02,145.05
9.	Development Fund	2020-21	23,28,657.81	19,49,605.00	71,296.00	43,49,558.81	3,66,280.50	19,83,278.31
10.	College Exam Fund	2020-21	7,76,379.21	2,69,100.00	21,519.00	10,66,998.21	49,848.50	10,17,149.71

f.) Fund Receipt and Expenditure Statement : The position of fund receipt and expenditure of the funds maintained by Rabintra Sadan Girls' College, Karimganj for the period from 01/04/2020 to 31/03/2021 are furnished below:-



Sl. No.	Name of Fund	Year	Opening Balance on 01/04/2020	Receipt	Bank Interest	Total Receipt	Expenditure	Closing Balance as on 31/03/2021
11.	HS Centre Fee Fund	2020-21	1,23,102.59	17,400.00	2,196.00	1,42,698.59	71,965.00	70,733.59
12.	BA Centre Fee Fund	2020-21	1,92,428.51	5,88,967.00	7,610.00	7,88,105.53	1,27,531.00	6,60,574.53
13.	Scholarship Fund	2020-21	64,138.00	Nil	1,763.00	65,901.00	Nil	65,901.00
14.	Common Room Fund	2020-21	2,17,776.30	34,770.00	6,060.00	2,58,606.30	5,740.00	2,52,866.30
15.	Game Fund	2020-21	2,47,679.37	1,15,900.00	7,083.00	3,70,662.37	7,428.00	3,63,234.37
16.	Miscellaneous Fund	2020-21	11,03,408.50	10,67,110.00	26,143.00	21,96,661.50	6,58,679.00	15,37,982.50

J) Closing Balance of General Fund and Subsidiary Funds as on 31/03/2021:-

Sl. No.	Name of the Fund	Cash in Hand	Cash at Bank	Total	Bank A/C No. with branch.
1	2	3	4	5	6
01.	General Fund	NIL	92,90,372.84	92,90,372.84	S.B A/C No. 35509344059 with SBI, Karimganj
02.	Student Aid Fund	NIL	2,80,891.00	2,80,891.00	S.B A/C No 30192803822 with SBI, Karimganj.
03.	UGC Fund	NIL	1,52,400.66	1,52,400.66	S.B A/C No. 10916604760 with SBI, Karimganj.
04.	Library Fund	NIL	7,03,944.71	7,03,944.71	S.B A/C No. 10916603744 with SBI, Karimganj.
05.	Hostel Seat Rent Fund	NIL	11,26,772.08	11,26,772.08	S.B A/C No. 10916603507 with SBI, Karimganj.
06.	Magazine Fund	NIL	4,60,694.91	4,60,694.91	S.B A/C No. 10916603802 with SBI, Karimganj
07.	Electricity Fund	NIL	9,87,360.11	9,87,360.11	S.B A/C No. 10916603347 with SBI, Karimganj.
08.	Union Fund	NIL	2,02,145.05	2,02,145.05	S.B A/C No. 10916604090 with SBI, Karimganj.
09.	Development Fund	NIL	39,83,278.31	39,83,278.31	S.B A/C No. 10916604078 with SBI, Karimganj.
10.	College Exam Fund	NIL	10,17,149.71	10,17,149.71	S.B A/C No. 10916603982 with SBI, Karimganj.
11.	HS Centre Fee Fund	NIL	70,733.59	70,733.59	S.B A/C No. 10916603438 with SBI, Karimganj
12.	BA Centre Fee Fund	NIL	6,60,574.53	6,60,574.53	S.B A/C No. 10916603960 with SBI, Karimganj
13.	Scholarship Fund	NIL	65,901.00	65,901.00	S.B A/C No. 35509341659 with SBI, Karimganj.
14.	Common Room Fund	NIL	2,52,866.30	2,52,866.30	S.B A/C No. 10916604067 with SBI, Karimganj.
15.	Misc. Fund	NIL	15,37,982.50	15,37,982.50	S.B A/C No. 10916605323 with SBI, Karimganj.
16.	Game Fund	NIL	3,63,234.37	3,63,234.37	S.B A/C No. 10916604089 with SBI, Karimganj

*Prosenjit Bhattacharjee*

Prosenjit Bhattacharjee, B.Com,  
Internal Auditor, Karimganj

P. Bhattacharjee  
B.Com.

Internal Auditor  
Page 5 of 13

**PART II**  
**AUDIT NOTES**

**Internal Audit Observations and Suggestions**

The following steps are suggested for improvement in maintenance of accounts:-

- 1.) Travelling Allowance expenditure in General fund is found to be exorbitant which may be curtailed and tour diaries may be kept with TA bills.
- 2.) Stock Register may be maintained for purchase of all goods - both consumable and non consumable and appropriate entries may be made in register. Log book may be maintained with regard to purchase and consumption of diesel & other such materials.
- 3.) Inter fund transfer of money may be avoided as far as practicable.
- 4.) Some vouchers/ payment records against amounts transferred to University/ Council may be collected and preserved in voucher file(s).

**General Observation:-**

Overall the accounts records of the Institution produced before Internal Audit were found to be maintained in a fair, efficient and effective manner.

*Prosenjit Bhattacharjee*

Prosenjit Bhattacharjee, B.Com,  
Internal Auditor, Karimganj

P. Bhattacharjee  
B.Com.  
Internal Auditor



**ANNEXURE-I**

**Statement showing the Receipt and Payment Account of Funds for the Period  
01-04-2020 to 31-03-2021**

**General fund  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (in Rs.)	Sl. No.	Particular	Amount (in Rs.)
1.	Adm . & Trf. Fees	396890.00	1.	Contingency Salary	1188542.00
2.	Tuition Fees	33550.00	2.	T.A. Bill	127360.00
3.	Other Receipt	1477388.00	3.	Fund Transfer	2798310.00
4.	Free Admission	4763851.00	4.	Audit Fees	15720.00
5.	Misc	10301.00	5.	Telephone Bill	26008.00
6.	Bank Interest	189342.00	6.	Office Stationary	48073.00
7.	Aid Fund	220.00	7.	Printing Charges	46500.00
			8.	Interview Expenses	15000.00
			9.	Identity Card	34000.00
			10.	Refreshment	11637.00
			11.	Computer Materials	13490.00
			12.	I.T. Return	15475.00
			13.	Refund	15670.00
			14.	Common Room Expenses	100000.00
			15.	Admission Portal	57500.00
			16.	Remuneration	28500.00
			17.	Misc	5182.00
			18.	Labour Payment	5150.00
			19.	Corona Materials	9540.00
			20.	Utilisation Certificate	2950.00
			21.	Electrical Goods	1500.00
			22.	Fitting Charges	4000.00
			23.	Other Expenses	15166.00
			24.	Bank Charges	6769.02
			25.	CCTV	3500.00
			26.	Postage	2308.00
			27.	Advertisement	3280.00
			28.	GST	1256.00
	<b>Total</b>	<b>6871542.00</b>		<b>Total</b>	<b>4602386.02</b>
	<b>Opening Balance</b>	<b>7021216.86</b>		<b>Closing Balance</b>	<b>9290372.84</b>
	<b>Grand Total</b>	<b>13892758.86</b>		<b>Grand Total</b>	<b>13892758.86</b>

**UGC Fund  
2020-21**

RECEIPT			PAYMENT		
Sl. No	Particular	Amount (Rs.)	Sl. No	Particular	Amount (Rs.)
1.	Bank Interest	42410.00	1.	Transfer	1871978.00
Total		42410.00	Total		1871978.00
Opening Balance		1981968.66	Closing Balance		152400.66
Grand Total		2024378.66	Grand Total		2024378.66

**COLLEGE EXAMINATION FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Exam fees	37300.00	1.	Refund	22700.00
2.	Bank interest	21519.00	2.	Stationary Goods	16260.00
3.	Free Admission	231800.00	3.	Centre fees paid	4800.00
			4.	Printing	6000.00
			5.	Bank Charges	88.50
			6.		
			7.		
Total		290619.00	Total		49848.50
Opening Balance		776379.21	Closing Balance		1017149.71
Grand Total		1066998.21	Grand Total		1066998.21

**ELECTRICITY FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No	Particular	Amount (Rs.)	Sl. No	Particular	Amount (Rs.)
1.	Other Receipts	178523.00	1.	Electricity bill	102369.00
2.	Free Admission Fees	579500.00	2.	Cost of Fuel	3000.00
3.	Bank Interest	11288.00	3.	Electrical Goods	51605.00
			4.	Labour Payment	2000.00
			5.	Bank Charges	88.50
Total		769311.00	Total		159062.50
Opening Balance		377111.61	Closing Balance		987360.11
Grand Total		1146422.61	Grand Total		1146422.61



**STUDENT AID FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	6113.00		Nil	
2.	Free Admission Fees	57950.00			
Total		64063.00	Total		NIL
Opening Balance		216828.00	Closing Balance		280891.00
Grand Total		280891.00	Grand Total		280891.00

**LIBRARY FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Admission fees	231800.00	1.	Newspapers	8867.00
2.	UGC Fund Transfer	54430.00	2.	Books	6213.00
3.	Bank interest	12552.00	3.	Labour payment	4950.00
			4.	Competition Affairs	1275.00
			5.	Bank Charges	244.50
Total		298782.00	Total		21549.50
Opening Balance		426712.21	Closing Balance		703944.71
Grand Total		725494.21	Grand Total		725494.21

**H.S FEES FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Centre Fees	17400.00	1.	Remuneration	64765.00
2.	Bank interest	2196.00	2.	Centre Fees Paid	3900.00
			3.	CCTV& Charges	3300.00
Total		19596.00	Total		71965.00
Opening Balance		123102.59	Closing Balance		70733.59
Grand Total		142698.59	Grand Total		142698.59

**BA CENTRE FEE FUND  
2020-21**

RECEIPT			PAYMENT		
Sl.No.	Particular	Amount (Rs.)	Sl.No.	Particular	Amount (Rs.)
1.	Centre fee	588067.00	1.	Remuneration	127000.00
2.	Bank interest	7610.00	2.	Bank Charges	531.00
Total		595677.00	Total		127531.00
Opening Balance		192428.53	Closing Balance		660574.53
Grand Total		788105.53	Grand Total		788105.53

**HOSTEL SEAT RENT FUND  
2020-21**

RECEIPT			PAYMENT		
Sl.No.	Particular	Amount (Rs.)	Sl.No.	Particular	Amount (Rs.)
1.	Fees	59125.00	1.	Bank Charges	88.50
2.	Bank interest	28809.00			
Total		87934.00	Total		88.50
Opening Balance		1038926.58	Closing Balance		1126772.08
Grand Total		1126860.58	Grand Total		1126860.58

**MAGAZINE FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Admission Fees	173850.00			NIL
2.	Bank Interest	8133.00			
Total		181983.00	Total		NIL
Opening Balance		278711.91	Closing Balance		460694.91
Grand Total		460694.91	Grand Total		460694.91

**SCHOLARSHIP FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	1763.00			NIL
Total		1763.00	Total		NIL
Opening Balance		64138.00	Closing Balance		65901.00
Grand Total		65901.00	Grand Total		65901.00

**COMMON ROOM FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Bank interest	6060.00	1.	Utilization Certificate	1180.00
2.	Free Admission Fees	34770.00	2.	Women's Day Celebration	4560.00
Total		40830.00	Total		5740.00
Opening Balance		217776.30	Closing Balance		252866.30
Grand Total		258606.30	Grand Total		258606.30

**UNION FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Fee	115900.00			NIL
2.	Bank Interest	2615.00			
Total		118515.00	Total		NIL
Opening Balance		83630.05	Closing Balance		202145.05
Grand Total		202145.05	Grand Total		202145.05



**GAME FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Free Admission Fees	115900.00	1.	Sports Items	4928.00
2.	Bank Interest	7083.00	2.	Affiliation Fees	1500.00
			3.	Games Registration Fees	1000.00
Total		122983.00	Total		7428.00
Opening Balance		247679.37	Closing Balance		363234.37
Grand Total		370662.37	Grand Total		370662.37

**MISCELLANEOUS FUND  
2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	Free Admission Fees	596210.00	1.	Construction Works	260000.00
2.	Examination Fees	396100.00	2.	Examination Fees	279425.00
3.	Bank Interest	26143.00	3.	Registration Fees	27900.00
4.	Other Receipts	10000.00	4.	Commerce Exam Fees	11700.00
5.	Migration Fees	3900.00	5.	Identity Cards	26000.00
6.	H.S Final Exam Fees	60900.00	6.	Refund	53300.00
			7.	Bank Charges	354.00
Total		1093253.00	Total		658679.00
Opening Balance		1103408.50	Closing Balance		1537982.50
Grand Total		2196661.50	Grand Total		2196661.50

**DEVELOPMENT FUND**  
**2020-21**

RECEIPT			PAYMENT		
Sl. No.	Particular	Amount (Rs.)	Sl. No.	Particular	Amount (Rs.)
1.	UGC Fund Adjusted	1233295.00	1.	Labour Payment	81000.00
2.	Bank Interest	71296.00	2.	Advocate Fees	20000.00
3.	Free Admission Fees	579500.00	3.	Repairing Works	124600.00
4.	Development Fees	11810.00	4.	Auditorium Expenses	69580.00
5.	Other Receipts	125000.00	5.	Hardware Materials	14862.00
			6.	Supply of Wood	11600.00
			7.	Estimate Plan Expenses	17000.00
			8.	Other Expenses	25000.00
			9.	TDS Return	1420.00
			10.	Cost of Bamboo	340.00
			11.	Carrying Charges	200.00
			12.	Bank Charges	678.50
	<b>Total</b>	<b>2020901.00</b>		<b>Total</b>	<b>366280.50</b>
	<b>Opening Balance</b>	<b>2328657.81</b>		<b>Closing Balance</b>	<b>3983278.31</b>
	<b>Grand Total</b>	<b>4349558.81</b>		<b>Grand Total</b>	<b>4349558.81</b>



Rabindrasadan Girls College, Karimganj, Assam, 788710  
Receipt & Payment Account for the year ended on 31st March 2022

Particular	Amount	Particular	Amount
Opening Balance	25808423.08	Expenditure	8528395.32
Receipt	3592790.00	Inter Transfer	153000.00
Bank Transfer	0.00	Closing Balance	21418950.76
Inter Transfer	699133.00		

Summary Glance of Rabindrasadan Girls' College  
2021-2022

SI NO	Particulars	Opening Balance	Receipt		Bank Interest	Total	Expenditure		Closing Balance	Remarks
			Receipt	Inter A/C TRF			Expenditure	Inter A/C TRF		
1	Magazine Fund	460694.91	0.00	0.00	12566.00	12566.00	0.00	0.00	473260.91	
2	Library Fund	703944.71	0.00	0.00	18852.00	18852.00	36746.00	0.00	686050.71	
3	Games Fund	363234.37	0.00	0.00	9902.00	9902.00	700.00	0.00	372436.37	
4	Hostel Seat Rent Fund	1126772.08	33125.00	0.00	30882.00	64007.00	0.00	0.00	1190779.08	
5	Union Fund	202145.05	0.00	0.00	5513.00	5513.00	0.00	0.00	207658.05	
6	UGC Fund	152400.66	0.00	0.00	4156.00	4156.00	0.00	0.00	156556.66	
7	Scholarship Fund	65901.00	0.00	0.00	1798.00	1798.00	0.00	0.00	67699.00	
8	College Exam Fund	1017149.71	0.00	0.00	27497.00	27497.00	36644.00	0.00	1088002.71	
9	Development Fund	3983278.31	0.00	0.00	107895.00	107895.00	163402.00	0.00	3987771.31	
10	Electrical Fund	987360.11	0.00	0.00	25533.00	25533.00	120427.00	0.00	892466.11	
11	Centre Fund (BA)	660574.53	612631.00	0.00	14341.00	626972.00	777010.00	0.00	510536.53	
12	General Fund	9290372.84	2755484.00	0.00	241372.00	2996856.00	2344524.32	153000.00	9789704.52	
13	RUSA Fund	4722855.00	50000.00	0.00	142652.00	192652.00	4915507.00	0.00	0.00	Transferred to RUSA SNA Fund Assam
14	Common Room Fund	252866.30	0.00	0.00	6897.00	6897.00	0.00	0.00	259763.30	
15	Student Aid Fund	280891.00	0.00	0.00	7667.00	7667.00	0.00	0.00	288558.00	
16	Miscellaneous Fund	1537982.50	141550.00	0.00	41610.00	183160.00	193435.00	0.00	1527707.50	
	<b>Total</b>	<b>25808423.08</b>	<b>3592790.00</b>	<b>0.00</b>	<b>699133.00</b>	<b>4291923.00</b>	<b>8528395.32</b>	<b>153000.00</b>	<b>21418950.76</b>	

  
 Principal  
 Rabindrasadan Girls' College  
 Karimganj

Prosenjit Bhattacharjee  
 13/05/2023


P. Bhattacharjee  
 B.Com.  
 Internal Auditor

**Budget and Expenditure of Rabindrasadan Girls' College Year 2021-22**

**Total Budget = Rs. 10805495.00**

**Total Expenditure = Rs. 8681395.32**

Sl No	Particulars	Budget (in Rs)	Expenditure (in Rs)	Remarks
1	Magazine Fund	5000.00	0.00	
2	Library Fund	40000.00	36746.00	
3	Games Fund	10000.00	700.00	
4	Hostel Seat Rent Fund	5000.00	0.00	
5	Union Fund	5000.00	0.00	
6	UGC Fund	100000.00	0.00	
7	Scholarship Fund	5000.00	0.00	
8	College Exam Fund	50000.00	36644.00	
9	Development Fund	2000000.00	103402.00	
10	Electrical Fund	200000.00	120427.00	
11	Centre Fund (BA)	1000000.00	777010.00	
12	General Fund	3000000.00	2497524.32	
13	RUSA Fund	3970495.00	4915507.00	Expenditure include total interest of Rs. 945012/- and the total amount was transferred to RUSA SNA Account (A/C 110013246400) as per Govt. order No. <u>ARUSA/FAA/289/2021/181/1753</u> dated <u>11/03/2022</u>
14	Common Room Fund	10000.00	0.00	
15	Student Aid Fund	5000.00	0.00	
16	Miscellaneous Fund	400000.00	193435.00	
	<b>Total</b>	<b>Rs. 10805495</b>	<b>Rs 8681395.32</b>	

  
Principal  
Rabindrasadan Girls' College  
Karimganj

*prosenjit Bhattacharjee*  
13/05/2023  
P. Bhattacharjee  
B.Com.  
Internal Auditor

**RABINDRASADAN GIRLS' COLLEGE, KARIMGANJ-788710**  
Expenditure Statement under all Funds for FY 2021 to 2022

SL.NO.	Particulars	Augmentation of Infrastructure	Maintenance of Infrastructure		Book & Journals			Contingency & others	Total
			Physical	Academic	Book	Journals	E-Journals		
1	Magazine Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2	Library Fund	0.00	18700.00	0.00	1925.00	1555.00	5950.00	8616.00	36746.00
3	Games Fund	0.00	0.00	0.00	0.00	0.00	0.00	700.00	700.00
4	Hostel Seat Rent Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	Union Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6	UGC Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	Scholarship Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	College Exam Fund	0.00	0.00	0.00	0.00	0.00	0.00	36644.00	36644.00
9	Development Fund	19000.00	14162.00	0.00	0.00	0.00	0.00	70240.00	103402.00
10	Electrical Fund	0.00	0.00	0.00	0.00	0.00	0.00	120427.00	120427.00
11	Centre Fund (BA)	0.00	0.00	0.00	0.00	0.00	0.00	777010.00	777010.00
12	General Fund	17000.00	66816.82	12280.00	0.00	0.00	0.00	2401427.50	2497524.32
13	RUSA Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4915507.00
14	Common Room Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
15	Student Aid Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
16	Miscellaneous Fund	0.00	0.00	0.00	0.00	0.00	0.00	193435.00	193435.00
<b>Total</b>		<b>36000.00</b>	<b>99678.82</b>	<b>12280.00</b>	<b>1925.00</b>	<b>1555.00</b>	<b>5950.00</b>	<b>3602477.50</b>	<b>8681395.32</b>

Principal  
Rabindrasadan Girls' College  
Karimganj

Prosenjit Bhattacharjee  
13/05/2023  
P. Bhattacharjee  
B.Com.  
Internal Auditor



**Rabindrasadan Girls College, Karimganj, Assam, 788710**  
**Receipt & Payment Account for the year ended on 31st March 2023**

Particular	Amount	Particular	Amount
Opening Balance	<b>21418950.76</b>	Expenditure	2503176.00
Receipt	10297905.00	Inter Transfer	2560900.00
Bank Transfer	2676600.00	Closing Balance	<b>30004965.76</b>
Inter Transfer	675586.00		

**Summery Glance of Rabindrasadan Girls' College**  
**2022-2023**

Sl NO	Particulars	Opening Balance	Receipt		Bank Interest	Total	Expenditure		Closing Balance
			Receipt	Inter A/C TRF			Expenditure	Inter A/C TRF	
1	Magazine Fund	473260.91	199500.00	0.00	14445.00	213945.00	0.00	0.00	687205.91
2	Library Fund	686050.71	9480.00	266000.00	20386.00	295866.00	49847.00	0.00	932069.71
3	Games Fund	372436.37	0.00	133000.00	11404.00	144404.00	0.00	0.00	516840.37
4	Hostel Seat Rent Fund	1190779.08	137839.00	0.00	33854.00	171693.00	66330.00	0.00	1296142.08
5	Union Fund	207658.05	0.00	133000.00	6605.00	139605.00	21490.00	0.00	325773.05
6	UGC Fund	156556.66	0.00	0.00	4270.00	4270.00	0.00	0.00	160826.66
7	Scholarship Fund	67699.00	12750.00	0.00	1867.00	14617.00	0.00	0.00	82316.00
8	College Exam Fund	1008002.71	62700.00	309200.00	30290.00	402190.00	67880.00	0.00	1342312.71
9	Development Fund	3987771.31	0.00	665000.00	114320.00	779320.00	51119.00	0.00	4715972.31
10	Electrical Fund	892466.11	0.00	665000.00	28560.00	693560.00	146466.00	0.00	1439560.11
11	Centre Fund (BA)	510536.53	675750.00	0.00	11611.00	687361.00	638693.00	0.00	559204.53
12	General Fund	9789704.52	9002286.00	0.00	337797.00	9340083.00	1232026.00	2560900.00	15336861.52
13	RUSA Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	Common Room Fund	259763.30	0.00	133000.00	8103.00	141103.00	900.00	0.00	399966.30
15	Student Aid Fund	288558.00	0.00	0.00	7788.00	7788.00	5500.00	0.00	290846.00
16	Miscellaneous Fund	1527707.50	197600.00	372400.00	44286.00	614286.00	222925.00	0.00	1919068.50
		<b>21418950.76</b>	<b>10297905.00</b>	<b>2676600.00</b>	<b>675586.00</b>	<b>13650091.00</b>	<b>2503176.00</b>	<b>2560900.00</b>	<b>30004965.76</b>

*Ashok M. Das*  
 Signature of Principal  
 Rabindrasadan Girls' College  
 Karimganj

*Prasanta Chatterjee*  
 B.Com.  
 Internal Auditor  
 28/09/2023

**Budget and Expenditure of RABINDRASADAN GIRLS' COLLEGE, Karimganj Year 2022-23**

**Total Budget**

**Total Expenditure: 5064076.00**

SL NO.	Particulars	Budget	Maintenance of Infrastructure		Book & Journals			Contingency & others	Total
			Physical	Academic	Book	Journals	E-Journals		
1	Magazine Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2	Library Fund	0.00	14118.00	0.00	19953.00	1375.00	5950.00	8451.00	49847.00
3	Games Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
4	Hostel Seat Rent Fund	0.00	66330.00	0.00	0.00	0.00	0.00	0.00	66330.00
5	Union Fund	0.00	0.00	0.00	0.00	0.00	0.00	21490.00	21490.00
6	UGC Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7	Scholarship Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
8	College Exam Fund	0.00	0.00	0.00	0.00	0.00	0.00	67880.00	67880.00
9	Development Fund	0.00	51119.00	0.00	0.00	0.00	0.00	0.00	51119.00
10	Electrical Fund	0.00	5460.00	0.00	0.00	0.00	0.00	141008.00	146468.00
11	Centre Fund (BA)	0.00	0.00	0.00	0.00	0.00	0.00	638693.00	638693.00
12	General Fund	0.00	3700.00	24191.00	0.00	0.00	0.00	3765035.00	3792926.00
13	RUSA Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14	Common Room Fund	0.00	0.00	0.00	0.00	0.00	0.00	900.00	900.00
15	Student Aid Fund	0.00	0.00	0.00	0.00	0.00	0.00	5500.00	5500.00
16	Miscellaneous Fund	0.00	0.00	0.00	0.00	0.00	0.00	222925.00	222925.00
		0.00	140727.00	24191.00	19953.00	1375.00	5950.00	4871680.00	5064076.00

*Ashish Kumar Das*

Signature of Principal  
Principal  
Rabindrasadan Girls' College  
Karimganj

*prosunjit Bhattacharjee*  
*P. Bhattacharjee 20/09/23*  
B.Com.  
Internal Auditor



**Budget and Expenditure of RABINDRASADAN GIRLS' COLLEGE, Karimganj Year 2022-23**

**Total Budget : 54,30,000.00**

**Total Expenditure : 5064076.00**

SL.NO.	Particulars	Budget	Total
1	Magazine Fund	5000.00	0.00
2	Library Fund	50000.00	49847.00
3	Games Fund	5000.00	0.00
4	Hostel Seat Rent Fund	75000.00	66330.00
5	Union Fund	25000.00	21490.00
6	UGC Fund	10000.00	0.00
7	Scholarship Fund	5000.00	0.00
8	College Exam Fund	70000.00	67880.00
9	Development Fund	65000.00	51119.00
10	Electrical Fund	150000.00	146466.00
11	Centre Fund (BA)	700000.00	638693.00
12	General Fund	4000000.00	3792926.00
13	RUSA Fund	0.00	0.00
14	Common Room Fund	10000.00	900.00
15	Student Aid Fund	10000.00	5500.00
16	Miscellaneous Fund	250000.00	222925.00
		<b>54,30,000.00</b>	<b>50,64,076.00</b>

*Adul K. Das*  
Signature of Principal  
Principal  
Rabindrasadan Girls' College  
Karimganj

*prosenjit Bhattacharye -*  
P. Bhattacharye  
B.Com.  
Internal Auditor  
20/09/23