

Ref. No. \_\_\_\_\_

Date :- 07-12-2009**AUDITOR'S REPORT**

We have examined the Balance sheet of Siliguri B. Ed. College, Near North Bengal University, P.O. Kadamtala, Dist :- Darjeeling, Pin :- 734011 as at 31<sup>st</sup> March 2009 and Income & Expenditure Account for the year ended on date which are in agreement with the books of account by the said college. The audit was conducted from 05-12-2009 to 07-12-2009

**Our comments on the Audit of the Books of Accounts mentioned above are as under.**

**1) LAND (LEASE HOLD)**

Land admeasuring about 1.77 acres was leased by the Govt. Of West Bengal ( Land & Land Reformed Department ) at a consideration amount of Rs. 1/- (one ) and deed of lease was registered in the name of Siliguri B. Ed. College, a Govt. registered educational institutional situated at Baramohan Sing Jote, P.O. Kadamtala, Dist :- Darjeeling, Pin :- 734011 represented by its Principal Dr. Pranab Krishna Chanda on 16.12.2004 at Bagdogra Registry Office . Siliguri B. Ed. College premises, Women's hostel and play ground are situated on this land . This transaction was not recorded in the books of account of the college hence not appearing in the Balance Sheet. We have got the entry recorded in the Books of Account on 07.12.2009.

2) **ASSETS REGISTER** Of the college is not maintained in proper order. All the information's in regard to date of purchase, cost price, new addition, date of disposal & deprecation charged & closing Balance at the end of the year are not mentioned their in.

**3) PROVIDEND FUND INVESTMENT ACCOUNT**

Employees contribution to PF deducted from the salary of the employees is remitted to the local treasury. The college is maintaining detailed ledger account employees wise and interest there on are calculated at end of the year and credited to individual PF account . The Closing Balance as on 31.03.2009 in the Books of College was Rs. 19,37,925.00 which has been confirmed by the Treasury.

**4) INVESTMENT ACCOUNT**

The college has purchased Kishan Vikash Patra for Rs. 1,05,000=00 represented under 11 instruments of denomination of Rs. 5,000/- & 10,000/- on 25.01.2002 with maturity date 25.04.2009. The amount of above investment is still lying unrealised . The College represented the above K.V.P's instruments to the local post office for encashment. The post office refused to encash the KVP's instruments on the ground that the KVP's was wrongly issued to the College as institution and organization are not entitled for purchase of KVP's in their name. The College was advised to take up the matter with Supt. Of Post Office Darjeeling. The matter should be taken up at earliest to realise the investment account of KVP's with interest.

**5) GRANT RECEIVED**

A) Govt. Grant Recd.. from Govt. of West Bengal on account of Salary And Allowance for the year under report was Rs. 33,32,890=00 and the same was disbursed during the year. Refer statement of Govt. Grants for 2008-2009 enclosed

B) Deputation Allowance Recd. from Govt. of West Bengal	Rs. 27,22,480=00
Disbursed during the year	<u>Rs. 19,14,730=00</u>
Un utilized Balance	<u>Rs. 8,07,750=00</u>
Refer statement enclosed	

**C) UGC Grants**

i) Recd. during the year for Books, Equipment & Furniture's	Rs. 95,000=00
utilized during the year	<u>Rs. 49,500=00</u>
Un utilized Balance	<u>Rs. 45,500=00</u>



ii) Recd. for seminar purpose	Rs. 75,000=00
Utilized	Rs. 75,000=00
Un utilized	Rs. N I L

**6) BANK BALANCE'S**

The college maintain 18 Saving & Current Bank Account with Nationalized Bank and One Saving Account with Local post Office. The P. O. Saving Account was closed during the year under Audit. The Total Balance will all the banks was 36,53,744=58 as on 31.03.2009. Balance with some Bank are quite high . The Bank Balance should be reviewed periodically and idle money should not be allowed to remain with Banks and should be invested in fixed deposit to fetch higher return.

**Subject to are above comments, we report that in our opinion and to the best of our information and according to the explanation given to us , the said account gives a true and fair view.**

- 1) In the Case of Balance Sheet of the state of affairs of the above named College as at 31<sup>st</sup> March 2009 and
- 2) In the case of the Income and Expenditure Account, the excess of Income over expenditure for the year ended on that date.
- 3) In the case of Receipts & Payment Account, of the actual receipts and payments for the year ended on the date.

Place : Camp Siliguri

Date : 07-12-2009



**BAIG & MALICK**  
CHARTERED ACCOUNTANTS  
~~For BAIG & MALICK~~  
~~Chartered Accountants~~  
*AR/4/4*  
~~A. R. Malick~~ **A. R. MALICK** 7380  
~~Partner~~ (Partner)  
Membership No. 07380



INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2009

PARTICULARS	RS	RS	PARTICULARS	RS	RS
To Salary paid with Bonus & Part-Time allowance		3,312,107.00	By Collection from Students	1,142,995.00	
To Part time Allowances ( College Fund)			By Bank Interest	111,635.90	
<u>SUNDRY EXPENCE ACCOUNT</u>		261,652.00	By Misc. Receipts	48,530.00	
Containgency	31,164.00				1,303,160.90
Stationary	15,851.00				
Advertisement	70,320.00				
Audit Exp.	7,624.00				
Magazine	13,250.00				170,000.00
Postage	983.00				
Examination	1,425.00				
Travelling Allowance	22,660.00				
Electricity	25,831.00				
Telephone charges	16,429.00				
Land Registration	6,195.00				
Repairing & Maintenance	4,200.00				
Co-Curricular	19,865.00				
Practice Teaching	14,816.00				
Bank Charges	1,014.00				
N.B.U. Examination Fees	40,699.50				
Scrutiny Exp.	325.50				
Affiliation fees of NBU	6,600.00				
Centre Fees	15,128.00				
Games & Sports	245.00				
Misc. Exp.	1,300.00				
Printing & Stationary	30,000.00				
General Exp.	53,502.00				
Internt Exp.	13,796.00				
Audit fees Provision	3,500.00				
NCTE	41,000.00				
Internal Audit Fees	1,000.00				
Depreciation	230,328.79				
		689,051.79			
To <u>UGC GRANT EXP.</u>					
Seminar	75,000.00				
MRP & HAT	7,515.00				
To NCTE					
To EXCESS OF INCOME OVER EXPENDITURE		463,825.11			
<b>TOTAL RS.</b>		<b>4,809,150.90</b>	<b>TOTAL RS.</b>		<b>4,809,150.90</b>

DATE :-

PLACE :-



*P. Chandra*  
PRINCIPAL 21/2/09  
SILIGURI B. ED. COLLEGE

*7/11/09*  
*AKR*  
SILIGURI B. ED. COLLEGE

RECEIPTS AND PAYMENT ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2009

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT	AMOUNT
To <u>Opening Balance B/D</u>		BY <u>ESTABLISHMENT EXP.</u>		
Cash in hand	637.30	Salary Pay to Staff (Annual Plan)	3,298,107.00	
Cash at Draft	18,000.00	Bonus	14,000.00	
Cash at Bank & Post Office (Details Enclosed)	3,171,113.68	Part time Allowances	261,652.00	
		Deputation Allowance	1,914,730.00	5,488,489.00
TO <u>COLLECTION FROM STUDENTS</u>		BY <u>SUNDURY EXPENSES A/C</u>		
NAAC/NCTE	324,000.00	Containgency	31,164.00	
Tuition Fees	130,800.00	Stationary	15,851.00	
Admission Fees	54,000.00	Advertisement	70,320.00	
Development Fees	163,500.00	Audit Exp.	7,624.00	
Institutional Activities Fees (Student Fund)	43,350.00	Magazine	13,250.00	
Library Fees	54,000.00	Postage	983.00	
Periodical & Test Examination Fees	21,800.00	Examination	1,425.00	
Building Fees (College)	108,000.00	Travelling Allowance	22,660.00	
Electric charges	38,880.00	Electricity	25,831.00	
Practice Teaching Fees	30,240.00	Telephone charges	16,429.00	
Lab. Charges	23,700.00	Land Registration	6,195.00	
Repair & Maintenance Fees	75,600.00	Repairing & Maintenance	4,200.00	
		Co-Curricular	19,865.00	
		Practice Teaching	14,816.00	
		Bank Charges	1,014.00	
TO <u>EXAMINATION FUND</u>				
N.B.U. Exam. Fee	23,250.00	N.B.U. Examination Fees	40,699.50	
Mark Sheet Fee	4,650.00	Scrutiny Exp.	325.50	
N.B.U. Lab. Fee	6,150.00	Affiliation fees of NBU	6,600.00	
Centre Fee	18,800.00	Centre Fees	15,128.00	
N.B.U. Service Charge	6,975.00	Games & Sports	245.00	
		Misc. Exp.	1,300.00	
		Printing & Stationary	30,000.00	
		General Exp.	53,502.00	
		Internal Audit Fees	13,796.00	
		Audit Fees	1,000.00	
TO <u>GOVT. GRANT RECEIVED FROM D.P.I.</u>				
Salary & Allowance (Annual Plan)	3,332,890.00			
Deputation Allowance	2,722,480.00			
		By Earnest Money Refund		417,723.00
				16,000.00
<b>BALANCE BROUGHT FORWARD</b>	<b>10,372,815.98</b>	<b>BALANCE BROUGHT FORWARD</b>	<b>5,922,212.00</b>	



*P. Chanda*  
PRINCIPAL 7/12/09  
Principal  
Siliguri B. Ed. College

SILIGURI B. ED. COLLEGE  
(NEAR NORTH BENGAL UNIVERSITY)  
BARAMOHAN SINGH JOYE, P. O. KADAMTALA, DIST. - DARJEELING, PIN - 734011

RECEIPTS AND PAYMENT ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2009

RECEIPTS		PAYMENTS		AMOUNT	AMOUNT
TO	AMOUNT	BY	AMOUNT	AMOUNT	AMOUNT
<b>BALANCE BROUGHT DOWN</b>		<b>BALANCE BROUGHT DOWN</b>			
<b>MISCE. RECEIPTS</b>		<b>DEBITS &amp; DEPOSITS</b>			
Misc. Receipts	6,030.00	Advance Puja Adv./Other Advance	108,000.00		
Diploma Fee	15,300.00	Other Advance	47,500.00		
Sales Proceed of Forms & Prospectus	42,500.00	Union Bank Sig. HBL N. Shett	36,550.00		
Draft Fefund NCTE	41,000.00	Union Bank Sig. HBL A. Banerjee	48,000.00		
		UGKGB Payment of Loan	198,891.00		
<b>INTEREST RECD.</b>		Loan Paid to Uday Kumar Talukdar	20,000.00		
From Bank	92,724.00	L.I.C.I.	80,212.00		
From Kadamtala Post Office	18,911.90	Provident Fund	303,586.00		
		P. Tax	23,165.00		
<b>DEBITS &amp; DEPOSITS</b>		Income tax	67,821.00		
Advance Recover (Other & Puja )	111,600.00	Sales Tax	18,095.00		
Advance Recover (Other's )	31,000.00	S.B.I. (NBU) Payment of Loan	34,260.00		
Union Bank Sig. HBL N. Shett	36,550.00		986,080.00		986,080.00
Union Bank Sig. HBL A. Banerjee	48,000.00				
U.B.K.G.B. Recovery of Loan	198,891.00	<b>EXPENSES FOR ASSETS PURCHASE</b>			
Recovery of Loan from R.Besra	2,000.00	Building	890,221.00		
Recovery of Loan from Uday Talukdar	1,000.00	Books & Journal	47,200.00		
L.I.C.I.	80,212.00	Lab Charges	180.00		
Provident Fund	303,586.00	Appliance	2,200.00		939,801.00
P. Tax.	23,075.00	UGC GRANT EXP.			
Income Tax	67,821.00	Seminar	75,000.00		
Sales Tax Building	18,095.00	Appliances	49,500.00		
SBI(NBU For A/C B.R.Modak)	34,260.00	MRP & HAT	7,515.00		132,015.00
To U.G.C.GRANT RECD.		BY NCTE Expenses			82,000.00
To Recd. Seminar Purpose		By Closing Balance			
		Cash in hand	2,619.30		
		Cash at Bank			
		(Details Enclosed)			
			3,653,744.58		3,656,363.88
<b>TOTAL RS.</b>		<b>TOTAL RS.</b>			<b>11,718,471.88</b>

DATE :-

PLACE :-



for BAIG & MALICK  
Chartered Accountants

A.A. Talukdar  
7350  
- 09

P. Chandra  
PRINCIPAL

SILIGURI B. ED. COLLEGE