



নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

Affiliated to Dibrugarh University

SUPPORTING DOCUMENTS FOR  
NAAC SELF STUDY REPORT (SSR)  
(3<sup>RD</sup> CYCLE)

PERIOD: 2017-2022

<b>CRITERION 4</b>	<b>KEY INDICATOR: 4.2</b>
INFRASTRUCTURE AND LEARNING RESOURCES	LIBRARY AS A LEARNING RESOURCE
<b>METRIC NUMBER:</b> 4.2.1	LIBRARY IS AUTOMATED USING INTEGRATED LIBRARY MANAGEMENT SYSTEM (ILMS), SUBSCRIPTION TO E-RESOURCES, AMOUNT SPENT ON PURCHASE OF BOOKS, JOURNALS AND PER DAY USAGE OF LIBRARY



PREPARED AND SUBMITTED BY

NANDA NATH SAIKIA COLLEGE, TITABAR



# নন্দনাথ শইকীয়া মহাবিদ্যালয়

## NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

### SOUL-ILMS Transaction Menu (Circulation) & New Member entry

The top screenshot displays the 'Circulation' menu in the SOUL-ILMS software. It includes sections for 'Book/Member Details', 'Issued - Reseamed Book Details', and 'Privileges Details'. A table lists issued books with columns for Book Name, Accession No., Issue Date, Due Date, and User Code. The bottom screenshot shows the 'New Member' entry form, which includes fields for 'Academic Information' (Category, Institute, Department, Course/Designation), 'Personal Information' (Surname, Forename, Birthdate, Year of Joining, Member Type, Member Code, Member ID), and 'Payment Information' (Deposit Amount, Membership Amount, Maximum Due Amount, Receipt No., Effective Date, Card Exp. Date). Buttons for 'Add', 'Update', 'Save', 'Cancel', 'Search', and 'Exit' are visible at the bottom of the form.





# নন্দনাথ শইকীয়া মহাবিদ্যালয়

## NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Library facilities are maintained through SOUL-ILMS

SOUL-ILMS online public access catalogue

Sr. No.	Title / Rows of Title	Title	Author	Call No.	Location	Accession No.	Status
1	A Text Book of Physical Ch	A Text Book of Physical Chemistry Vol-I	Kapoor, K. L. /	54144	Amraoh No-8	1934	Available
2	A Text Book of Physical Ch	A Text Book of Physical Chemistry Vol-II	Kapoor K.L./	54146P		1935	Available
3	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Kapoor K.L./	54146P		1935	Available
4	A Text Book of Physical Ch	A Text Book of Physical Chemistry Vol-II	Kapoor, K. L. /	54147	Amraoh No-8	1937	Available
5	A Text Book of Physical Ch	A Text Book of Physical Chemistry Vol-IV	Kapoor, K. L. /	54148	Amraoh No-8	1938	Available
6	A Text Book of Physical Ch	A Text Book of Physical Chemistry Vol-IV	Kapoor, K. L. /	54149	Amraoh No-8	1939	Available
7	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Negi A.S. /	541NEQ		1943	Available
8	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Negi, A. S. /	541S1.1	Amraoh No-8	1941	Available
9	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Negi A. S. /	541NEQ		1942	Available
10	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Sharma, K. K. /	541S2	Amraoh No-8	1943	Available
11	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Sharma, K.K. /	541S5	Amraoh No-8	1944	Available
12	Advanced Physical Chemist	Advanced Physical Chemistry	Gurfs, Dr. J. N. /	541S4	Amraoh No-8	1945	Available
13	Advanced Physical Chemist	Advanced Physical Chemistry	Gurfs / N.J. /	541GUR		1945	Available
14	Advanced Physical Chemist	Advanced Physical Chemistry	Bappa D N /	541BAJ		1947	Available
15	Advanced Physical Chemist	Advanced Physical Chemistry	Mehra Harsh C. /	541MEH		1949	Available
16	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Kundu P N /	549KUN		1976	Available
17	Advanced Practical Physical	Advanced Practical Physical Chemistry	Yadav J. B. /	549YAD		1979	Available
18	A Text Book of Physical Ch	A Text Book of Physical Chemistry	Sharma K.K. /	540SHA		1983	Available

SOUL-ILMS online public access catalogue

Record ID: 2923  
Total No. of Copies: 2923

Buttons: New, Edit, Save, Delete, First, Previous, Next, Last, Close







নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**  
Affiliated to Dibrugarh University

SOUL Server machine





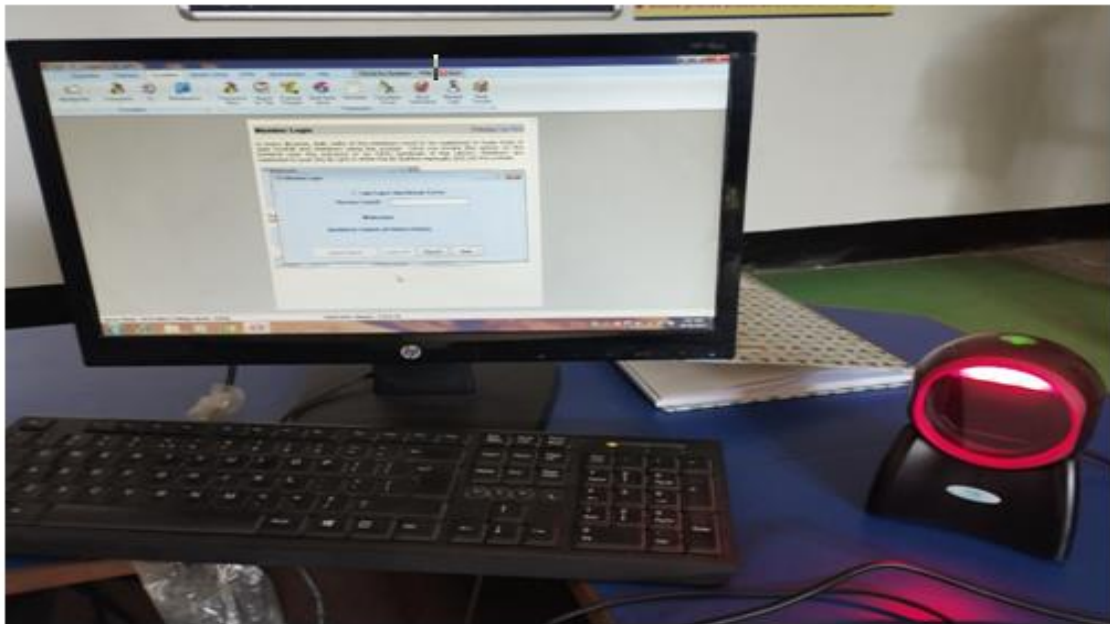


# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

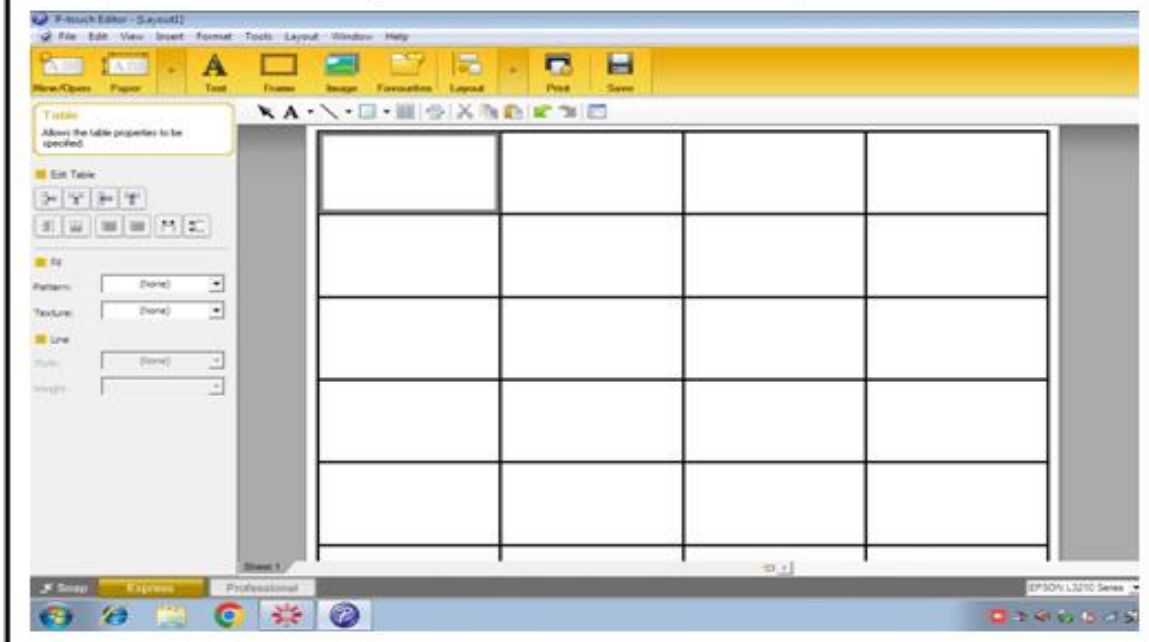
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Some of the automated library management facilities used in the library of the institution

Library Attendance System is done in the Member Login interface of the SOUL ILMS with the barcode scanner



p-touch barcode generating tool





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

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The Library is using Barcode for maintaining the circulation of books







# নন্দনাথ শইকীয়া মহাবিদ্যালয়

## NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

### N-LIST Interface of the institution

**N-LIST**  
National Library and Information Services  
Infrastructure for Scholarly Content  
extending access to e-Resources to colleges in India

College Admin Login | Licences and Fair Use | FAQs | Downloads | Awareness Programme

HOME ABOUT MEMBERS REGISTER E-RESOURCES SEARCH

### NANDA NATH SAIKIA COLLEGE

Home | Admin Dashboard

**DASHBOARD**

Nanda Nath Saikia College  
Address: Nanda Nath Saikia College, Jorhat, Assam - 785630  
Website: www.nsaikiacollege.org  
AISHE Code: C-8412  
GST No: Not Found [Add GST No.](#)

89	0
Active Users	Expired Users
18	0
Pending Users	Delete Request

**Principal Details**  
Dr. Litoil baruah  
nncollege@gmail.com

**N-LIST College Admin Details**  
Ditruha Jyoti Borgohain  
librarynscollege@gmail.com

**Technical Person Details**  
Parama Nanda Mahanta  
pmahanta11@gmail.com

**Detailed Usage Statistics**

Line graph showing 'No. of Page Views' from 8 Oct to 30 Oct. The Y-axis ranges from 0 to 4. The X-axis shows dates: 8 Oct, 10 Oct, 12 Oct, 14 Oct, 16 Oct, 18 Oct, 20 Oct, 22 Oct, 24 Oct, 26 Oct, 28 Oct, 30 Oct. The graph shows peaks of 3 views on 8 Oct, 12 Oct, 20 Oct, and 28 Oct, and a peak of 2 views on 30 Oct.

*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# नन्दनाथ शईकीया महाविद्यालय NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Sample invoices of Subscription of Online Database (N-List)



### Information and Library Network Centre

(An Autonomous Inter-University Centre of UGC)

### सूचना एवं पुस्तकालय नेटवर्क केन्द्र

(विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र)

#### National Library and Information Services Infrastructure of Scholarly Content (N-LIST)

#### Invoice

Ref No.: INF/N-LIST/2018/4404

Date: 2018-04-09  
Invoice No.: NLIST/18-19/256  
College GST No.: Not Available  
College GST State Code: AS [18]

#### Name and Address of Subscriber

To  
The Principal  
Nanda Nath Saikia College  
Titabar  
Jorhat  
Assam - 785630

SR. No.	Membership Fee	Period of Membership	Amount In Rs
1	N-LIST Annual Membership Fee	April 2018 to March 2019	5,000.00
		CGST@0.00%	0.00
		SGST@0.00%	0.00
		IGST@18.00%	900.00
		<b>Total</b>	<b>5,900.00</b>

Rupees Five Thousand Nine Hundred Only

GSTIN: 24AAAT11480J1ZS  
TDS is not applicable on annual membership fee.

Sincerely Yours

Ashok Kumar Rai  
Scientist-E(CS)

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#### N-LIST MEMBERSHIP FEE RECEIPT

Receipt Date: 2018-04-09

Receipt No: 107

Received with thanks from Nanda Nath Saikia College, Jorhat, Assam

A sum of Rupees Five Thousand Nine Hundred Only by Cheque No/DD No/RTGS No. 125476 Dated 2018-03-16 drawn on State Bank of India Payable at Gandhinagar Gujarat towards N-LIST Annual Membership Fee for the financial year 2018-19.

## Rs. 5900

Sincerely Yours

For Administrative Officer(PA & F)

This receipt is valid on realization of Cheque and DD.

Subject to Gandhinagar(Gujarat) jurisdiction only

Online Printed Date : 2022-11-11 08:31:14

INFLIBNET Ref No : INF/N-LIST/2018/4404

GSTIN. 24AAAT11480J1ZS.

Infocity, P.B. No. 4, Gandhinagar - 382007, Gujarat, INDIA

इन्फोसिटी, पो.बो. नं. ४, गांधीनगर - ३८२००७, गुजरात (भारत)

Ph.: +91-79-23268000, Fax : +91-79-23268222, <http://www.inflibnet.ac.in>

(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# नन्दनाथ शईकीया महाविद्यालय NANDANATH SAIKIA COLLEGE

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## Information and Library Network Centre

(An Autonomous Inter-University Centre of UGC)

## सूचना एवं पुस्तकालय नेटवर्क केन्द्र

(विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र)

National Library and Information Services Infrastructure of Scholarly Content (N-LIST)

### Invoice

Ref No.: INF/N-LIST/2019/4404

Date: 2019-09-03  
Invoice No.: NLIST/19-20/1492  
College GST No.: Not Available  
College GST State Code: AS [18]

#### Name and Address of Subscriber

To  
The Principal  
Nanda Nath Saikia College  
Titabar  
Jorhat  
Assam - 785630

SR. No.	Membership Fee	Period of Membership	Amount In Rs
1	N-LIST Annual Membership Fee	April 2019 to March 2020	5,000.00
		CGST@0.00%	0.00
		SGST@0.00%	0.00
		IGST@18.00%	900.00
		<b>Total</b>	<b>5,900.00</b>

Rupees Five Thousand Nine Hundred Only

GSTIN: 24AAAT1480J1ZS  
TDS is not applicable on annual membership fee.

Sincerely Yours

Ashok Kumar Rai  
Scientist-E(CS)

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### N-LIST MEMBERSHIP FEE RECEIPT

Receipt Date: 2019-09-03

Receipt No: 26736

Received with thanks from Nanda Nath Saikia College, Jorhat, Assam

A sum of Rupees Five Thousand Nine Hundred Only by Cheque No/DD No/RTGS No. 100630 Dated 2019-09-03 drawn on State Bank of India Payable at Gandhinagar Gujarat towards N-LIST Annual Membership Fee for the financial year 2019-20.

**Rs. 5900**

Sincerely Yours

For Administrative Officer(PA & F)

This receipt is valid on realization of Cheque and DD.  
Subject to Gandhinagar(Gujarat) jurisdiction only  
Online Printed Date : 2022-09-28 09:34:04  
INFLIBNET Ref No : INF/N-LIST/2019/4404  
GSTIN. 24AAAT1480J1ZS.

Infocity, P.B. No. 4, Gandhinagar - 382007, Gujarat, INDIA

इन्फोसीटी, पो.बो. नं. ४, गांधीनगर - ३८२००७, गुजरात (भारत)

Ph.: +91-79-23268000, Fax : +91-79-23268222, <http://www.inflibnet.ac.in>

(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# नन्दनाथ शईकीया महाविद्यालय NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University



## Information and Library Network Centre

(An Autonomous Inter-University Centre of UGC)

## सूचना एवं पुस्तकालय नेटवर्क केन्द्र

(विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र)

### National Library and Information Services Infrastructure of Scholarly Content (N-LIST)

#### Invoice

Ref No.: INF/N-LIST/2020/4404

Date: 2020-11-16  
Invoice No.: NLIST/20-21/1918  
College GST No.: Not Available  
College GST State Code: AS [18]

#### Name and Address of Subscriber

To  
The Principal  
Nanda Nath Saikia College  
Titabar  
Jorhat  
Assam - 785630

SR. No.	Membership Fee	Period of Membership	Amount In Rs
1	N-LIST Annual Membership Fee	April 2020 to March 2021	5,000.00
		CGST@0.00%	0.00
		SGST@0.00%	0.00
		IGST@18.00%	900.00
		<b>Total</b>	<b>5,900.00</b>

Rupees Five Thousand Nine Hundred Only

GSTIN: 24AAAT11480J1ZS  
TDS is not applicable on annual membership fee.

Sincerely Yours

Ashok Kumar Rai  
Scientist-E(CS)

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#### N-LIST MEMBERSHIP FEE RECEIPT

Receipt Date: 2020-11-16

Receipt No: 50324

Received with thanks from Nanda Nath Saikia College, Jorhat, Assam

A sum of Rupees Five Thousand Nine Hundred Only by Cheque No/DD No/RTGS No. 100640 Dated 2020-11-16 drawn on State Bank of India Payable at Gandhinagar Gujarat towards N-LIST Annual Membership Fee for the financial year 2020-21.

**Rs. 5900**

Sincerely Yours

For Administrative Officer(PA & F)

This receipt is valid on realization of Cheque and DD.  
Subject to Gandhinagar(Gujarat) jurisdiction only  
Online Printed Date : 2022-09-07 09:51:44  
INFLIBNET Ref No : INF/N-LIST/2020/4404  
GSTIN. 24AAAT11480J1ZS.

Infocity, P.B. No. 4, Gandhinagar - 382007, Gujarat, INDIA

इन्फोसीटी, पो.बो. नं. ४, गांधीनगर - ३८२००७, गुजरात (भारत)

*Scanned*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

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## Information and Library Network Centre

(An Autonomous Inter-University Centre of UGC)

### सूचना एवं पुस्तकालय नेटवर्क केन्द्र

(विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र)

#### National Library and Information Services Infrastructure of Scholarly Content (N-LIST)

#### Invoice

Ref No.: INF/N-LIST/2021/4404

Date: 2021-09-20  
Invoice No.: NLIST/21-22/1880  
College GST No.: Not Available  
College GST State Code: AS [18]

#### Name and Address of Subscriber

To  
The Principal  
Nanda Nath Saikia College  
Titabar  
Jorhat  
Assam - 785630

SR. No.	Membership Fee	Period of Membership	Amount In Rs
1	N-LIST Annual Membership Fee	April 2021 to March 2022	5,000.00
		CGST@0.00%	0.00
		SGST@0.00%	0.00
		IGST@18.00%	900.00
		<b>Total</b>	<b>5,900.00</b>

Rupees Five Thousand Nine Hundred Only

GSTIN: 24AAAT11480J1ZS  
TDS is not applicable on annual membership fee.

Sincerely Yours

Ashok Kumar Rai  
Scientist-E(CS)

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#### N-LIST MEMBERSHIP FEE RECEIPT

Receipt Date: 2021-09-20

Receipt No: 53291

Received with thanks from Nanda Nath Saikia College, Jorhat, Assam

A sum of Rupees Five Thousand Nine Hundred Only by Cheque No/DD No/RTGS No. 968224 Dated 2021-09-20 drawn on STATE BANK OF INDIA Payable at Gandhinagar Gujarat towards N-LIST Annual Membership Fee for the financial year 2021-22.

## Rs. 5900

Sincerely Yours

For Administrative Officer(Finance)

This receipt is valid on realization of Cheque and DD.  
Subject to Gandhinagar(Gujarat) jurisdiction only  
Online Printed Date : 2022-09-07 09:52:01  
INFLIBNET Ref No : INF/N-LIST/2021/4404  
GSTIN. 24AAAT11480J1ZS.

Infocity, P.B. No. 4, Gandhinagar - 382007, Gujarat, INDIA

इन्फोसीटी, पो.बो. नं. ४, गांधीनगर - ३८२००७, गुजरात (भारत)

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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

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## Information and Library Network Centre (An Autonomous Inter-University Centre of UGC)

सूचना एवं पुस्तकालय नेटवर्क केन्द्र  
(विश्वविद्यालय अनुदान आयोग का स्वायत्त अंतर विश्वविद्यालय केन्द्र)

National Library and Information Services Infrastructure of Scholarly Content (N-LIST)

### Invoice

Ref No.: INF/N-LIST/2022/4404

Date: 2022-07-12  
Invoice No.: NLIST/22-23/1763  
College GST No.: Not Available  
College GST State Code: AS [18]

#### Name and Address of Subscriber

To  
The Principal  
Nanda Nath Saikia College  
Titabar  
Jorhat  
Assam - 785630

SR. No.	Membership Fee	Period of Membership	Amount In Rs
1	N-LIST Annual Membership Fee	April 2022 to March 2023	5,000.00
		CGST@0.00%	0.00
		SGST@0.00%	0.00
		IGST@18.00%	900.00
		<b>Total</b>	<b>5,900.00</b>

Rupees Five Thousand Nine Hundred Only

GSTIN: 24AAAT11480J1ZS  
TDS is not applicable on annual membership fee.

Sincerely Yours

Ashok Kumar Rai  
Scientist-E(CS)

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### N-LIST MEMBERSHIP FEE RECEIPT

Receipt Date: 2022-07-12

Receipt No: 1897

Received with thanks from Nanda Nath Saikia College, Jorhat, Assam

A sum of Rupees Five Thousand Nine Hundred Only by Cheque No/DD No/RTGS No. 0537471 Dated 2022-06-24 drawn on STATE BANK OF INDIA Payable at Gandhinagar Gujarat towards N-LIST Annual Membership Fee for the financial year 2022-23.

**Rs. 5900**

Sincerely Yours

For Administrative Officer(Finance)

This receipt is valid on realization of Cheque and DD.

Subject to Gandhinagar(Gujarat) jurisdiction only

Online Printed Date : 2022-11-11 08:50:33

INFLIBNET Ref No : INF/N-LIST/2022/4404

GSTIN. 24AAAT11480J1ZS.

Infocity, P.B. No. 4, Gandhinagar - 382007, Gujarat, INDIA

इन्फोसिटी, पो.बो. नं. ४, गांधीनगर - ३८२००७, गुजरात (भारत)

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Affiliated to Dibrugarh University

Students' attendance register (Sample Footfall count): First page of the Students' entry register of last completed academic year 2021-22

[Entry Register]

06/09/2021

1	Nayon jyoti Borca	HS 2 <sup>nd</sup> year			02
2	Ayush Ali	HS 2 <sup>nd</sup> year			24
3	Rahul Hazarika	HS 2 <sup>nd</sup> year			86
4	Monjit Borah	HS 2 <sup>nd</sup> year			79
5	Atikul Rahman	HS 2 <sup>nd</sup> year	Arts		19
6	Norain Rajar	"	Arts	72	49
7	Abhinav Dex Ghafwel	"		97	60
8	Jinto Gogoi	"		01	105
9	Khojan Gogoi	"	"	21	107
10	Gomesh anatawal	"		70	59
11	Pinko Haganika			69	44
12	Bikram Nagbomoki	"	"	36	56
13	Puja Gogoi	"			
14	Anuradha Shill	"	"		
15	Priya Sonowal	"	Science		
16	Nabanita chutia	"	Arts		
17	Trishnaki chutia	"	"		
18	Tina Payong	"	"		
19	Song Kalwar	"			
20	Toinamoni Saikia	"	"		
21	Sobita Gronju	"			
22	Kushmandu Bor Patra	"	"	89	
23	Dibyajyoti Akhatanica	"	"		03
24	Seema Dutta	"	"		33
25	Sangita Kumeri	"	"		42
26	Sangita Bhuyam	"			11
27	Muskan Begum				31
28	Nandini Borah	"	"		98
29	Bobita Gronju	"	"		65
30	Jasmoni Bhuyan	"	"		15
31	Bondita Saikia	"	"		104
32	Kousar Akhin	"	"		12
33	Sabaha Yasmin	"	"		25
34	Sahinara Begum	"	"		58
35	Barsha Das	"	"		20
36	Somali Karakari	"	"		45



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Students' attendance register (Sample Footfall count): Last page of the Students' entry register of last completed academic year 2021-22

21

## GATE REGISTER

Sl. No.	Date	Name & Address	Time		Purpose of Visit	Sign.	Comments
			Arr.	Dep.			
10137		Aakash Bhunia	11:50				
10138		Arya Gogoi	12:00				
10139		Nabajit Saikia	12:00				
10140		Bedanta Tamuly	12:00				
10141	30.6.22	Priganki Das	11:50				
10142	"	Chiranjy Hazarika	"				
10143		Suparna Kachari	B.A				
10144		pubali kachari	2nd	Edn			
10145		Biswajit Bakli	6th	Edn			
10146		Karomi Bhunia	2nd				
10147	30.6.22	Ponchi Kachari	2nd	Pol-sc			
10148		Nivedeep Phukan	1st	Edn			
10149		Rinitan Saikia	"	"			
10150		Aakash Bhunia	11:50				
10151		Arya Gogoi	"				
10152		Jayashree Dhas	"				
10153		Nirat Kal, Hazarika	"				
10154		Pratik Kumar	1-				
10155		Krishna Saikia	1st	Pol-sc			
10156		Uche Das	"	Arts			
10157		Bidisha Sabakthar	"	BSS			
117122		Pratipon Rao	"	1st			
117122		Budhraj Borthu	"	Edn			
		Rafanar Saha	"	Edn			
1-7-22		Priganki Das	2nd				
"		Chiranjy Hazarika	"				
"		Miss Pubali Gogoi	1st				
"		Miss Lakshmi Parida	1st	1st			
"		pubali kachari	"	Edn			
"		Ponchi Kachari	"	Pol-sc			





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Teachers' attendance register (Sample Footfall count): First page of the Teachers' entry register of last completed academic year 2021-22

Date	Name	Arr. Time	Dept. Time	Purpose	Sign
5.02.2021	Monika Saikia	10:10 AM	11:45 AM	Book return	[Signature]
5.2.2021	Komalika Kowar	11:05 AM	11:45 AM		[Signature]
5.2.2021	Sipali Barik	12:10	1:10 PM	Study	[Signature]
7.2.2021	Monika Saikia	12:10	1:10 PM	Study	[Signature]
9.02.2021	Kakoli Das	11:10		Study	[Signature]
10.02.2021	Biswajit Barik	12:30 A.M	1:30 PM	Study	[Signature]
11/02/2021	Saikat Bhanal	2:30 P.M			
14/2/2021	Komalika Kowar	10:20 am	11:45	Book return	[Signature]
17/02/2021	Saikat Bhanal	2:10 P.M			
15/02/2021	Jayanta Barik	11:00	11:55	Study	[Signature]
18/2/2021	Komalika Kowar	9:50 am			
21/02/21	Gayatri Das	10:00 am	12:45 pm	Study	[Signature]
20/2/21	Komalika Das				[Signature]
20/2/21	Srujan Das	11:10 am			[Signature]
	Par				
25/2/2021	Ujjwala Karmakar	11:00 AM	2:16 PM	Reading	[Signature]
25/3/2021	C.N. Sarma	9:20 AM	1:25 PM		[Signature]
25/3/2021	Monika Saikia	12:00			[Signature]
30/3/2021	U.N. Sarma	9:30 am	10:30 AM		[Signature]
30/03/2021	Snehalika Barik	11:00 AM	2:00 PM		[Signature]
30/3/21	Monika Karmakar	11:00 AM	2:00 PM		[Signature]
05/04/21	Kajalika Das	11:00 A.M		15000	[Signature]
10/4/21	Par				[Signature]
14/9/2021	Novapratim Boruah	11:20 am		Set	[Signature]
18/09/2021	Nilima Boruah	11:25 am	12:07 pm	Reading	[Signature]
20/09/21	D.K. Sarma	11:55	12:30	Book return	[Signature]
21/9/21	Komalika Kowar	10:00	10:15	Book return	[Signature]
11/9/21	Monika Saikia	2:15			[Signature]
22/9/21	Monika Saikia	11:45			[Signature]
23/11/21	Monika Saikia	9:30	11:00	Book return	[Signature]
23/9/21	Komalika Kowar	10:10	10:35	Book return	[Signature]
25/9/21	Dr. P.N. Boruah	11:45 AM	12:05 PM	Abstract	[Signature]
27/09/21	Sujata Barik	11:00 AM		Signature	[Signature]
28/9/21					[Signature]







# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Teachers' attendance register (Sample Footfall count): Last page of the Teachers' entry register of last completed academic year 2021-22

Gate Register

Date	Name	Arr. Time	Dept. Time	Purpose	Sign
14/6/22	Kaushik Dutta	9:48	10:10	Reading	[Signature]
17/6/22	Kaushik Dutta	9:00	9:55	Reading	[Signature]
18/6/22	Hrisali Kagyog	1:40	3:22	Reading/Meeting	[Signature]
26/6/22	Kaushik Dutta	9:25	10:00	Reading	[Signature]
22/6/22	Kaushik Dutta	11:35	12:00	Reading	[Signature]
24/6/22	Narasmallikha Sharma	11:05	11:11	Book issue	[Signature]
28/6/22	Hrisali Kagyog	12:20	12:50	Reading/Meeting	[Signature]
29/6/22	Kaushik Dutta	9:15	10:10	Reading	[Signature]
30/6/22	Dr. Pallabisachi	9:30	10:20	Reading	[Signature]
4/7/22	Dipali Baruah	10:00	12:00	Reading	[Signature]
9/7/22	Komaki Konm	10:15	11:30 am	"	[Signature]
18/7/22	Kukila Shyam	10:30 am	11:00 am	"	[Signature]
18/7/22	Kaushik Dutta	12:54 pm	1:47 pm	Reading	[Signature]
26/7/22	Kaushik Dutta	11:20 am	12 pm	"	[Signature]
29/7/22	Kaushik Dutta	10:26 pm		"	[Signature]
21.8.22	Narasmallikha Sharma	11:26 am		"	[Signature]
16/8/22	Dipali Baruah	1:19		Book issue	[Signature]
20/8/22	Joneli Saha	1:25 PM	1:45 PM	Book issue	[Signature]
23/08/22	Narasmallikha Sharma	11:15 am	11:25 am	Book issue	[Signature]
07/08/22	Rajib Das	10:30 am	10:45 am	"	[Signature]
07/08/22	Nefna Kachari	10:31 am	10:50 am	"	[Signature]
16/9/22	Rajib Das	2:00 pm		"	[Signature]
20/9/22	Nefna Kachari	1:2 pm	3: pm	Reading	[Signature]
26/09/2022	Narasmallikha Sharma	2:15 pm	2:35 pm	Official	[Signature]
28/09/2022	Madhub	1:00 pm	1:20 pm	official	[Signature]
28/09/2022	P. Chandra	10:45 am	12 pm	Official	[Signature]
11/10/2022	Hrisali Kagyog	1:55 PM.		Reading	[Signature]
12/10/2022	Narasmallikha Sharma	12:35 pm	1:05 pm	Reading	[Signature]





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Footfall count of students and teachers generated with SOUL member log-in interface

### Member Log Report

Total:202

Member Code	Member Name	Log-in Time	Log-out Time
021508220006	BORAH HIMADRI	01/11/2022 02:28:25 AM	02/11/2022 10:42:51 AM
102707220001	BORGOHAIN DHRUBA JYOTI	03/11/2022 03:59:33 PM	03/11/2022 03:59:42 PM
071304170003	DUSHMANTA SUT	11/11/2022 02:56:49 PM	11/11/2022 03:40:21 PM
070804170001	JOY PRAKASH OZA	11/11/2022 02:56:57 PM	11/11/2022 03:40:26 PM
071204170003	BHASKAR JYOTI SAIKIA	11/11/2022 02:57:03 PM	11/11/2022 03:40:24 PM
070404220001	BORAH BHARGOB	11/11/2022 02:57:10 PM	11/11/2022 03:40:16 PM
071304170002	UDAY NARAYAN GOGOI	11/11/2022 02:57:30 PM	11/11/2022 03:40:01 PM
030914180001	HAZARIKA LAKI	11/11/2022 02:57:51 PM	11/11/2022 03:40:12 PM
071204170002	PARTHA PROTIM SAIKIA	11/11/2022 02:58:12 PM	11/11/2022 03:39:54 PM
070804170001	JOY PRAKASH OZA	11/11/2022 03:40:30 PM	11/11/2022 03:40:33 PM
071508220001	DULLAH SAMIM	12/11/2022 10:30:17 AM	12/11/2022 11:27:18 AM
030409220001	KACHARI NETRA	12/11/2022 10:30:34 AM	12/11/2022 11:23:00 AM
071204170002	PARTHA PROTIM SAIKIA	12/11/2022 10:31:19 AM	12/11/2022 10:31:40 AM
071204170001	DHRUBAJIT BORAH	12/11/2022 10:32:08 AM	12/11/2022 11:20:55 AM
071204170002	PARTHA PROTIM SAIKIA	12/11/2022 10:32:22 AM	12/11/2022 11:20:46 AM
121210170001	LITTOOL BARUAH	12/11/2022 10:32:36 AM	12/11/2022 10:32:49 AM
121210170001	LITTOOL BARUAH	12/11/2022 10:32:59 AM	12/11/2022 11:19:25 AM
071404170002	NAZIM FORID ISLAM	12/11/2022 10:33:25 AM	12/11/2022 11:19:42 AM
132711170002	PARAMA NANDA MAHANTA	12/11/2022 10:33:48 AM	12/11/2022 11:19:53 AM
070404180001	DAS RAJIB	12/11/2022 10:34:04 AM	12/11/2022 11:19:59 AM
070304170004	BORNALI SAIKIA	12/11/2022 10:34:49 AM	12/11/2022 11:20:06 AM
070004170004	NABAMALLIKA SARMAH	12/11/2022 10:35:05 AM	12/11/2022 11:20:16 AM
070304170003	MRINALI KAGYUNG	12/11/2022 10:35:25 AM	12/11/2022 11:20:27 AM
071304170002	UDAY NARAYAN GOGOI	12/11/2022 10:36:11 AM	12/11/2022 11:20:35 AM
071204170004	BORAH JAYANTA MADHAB	12/11/2022 10:36:23 AM	12/11/2022 11:19:00 AM
030914180001	HAZARIKA LAKI	12/11/2022 10:36:31 AM	12/11/2022 11:18:15 AM
070404220001	BORAH BHARGOB	12/11/2022 10:36:41 AM	12/11/2022 11:23:50 AM
071504170002	MITALI CHETIA	12/11/2022 10:36:49 AM	12/11/2022 11:25:31 AM
071504170003	MANASHI BORTAMULI	12/11/2022 10:36:56 AM	12/11/2022 11:24:38 AM
071404220001	DIHINGIA JUTHIKA	12/11/2022 10:38:25 AM	12/11/2022 11:26:29 AM
070904170003	MONIKHA SAIKIA	12/11/2022 10:44:31 AM	12/11/2022 11:27:58 AM
070904220001	BORAH HIMAKSHI	12/11/2022 10:44:39 AM	12/11/2022 11:28:22 AM
070304170001	SNIGDHA RANI RABHA	12/11/2022 10:44:45 AM	12/11/2022 11:29:00 AM
071404170004	MAHALAKSHMI DUTTA	12/11/2022 10:45:02 AM	12/11/2022 11:29:25 AM

Printed On : 20/01/2023

Report generated by-SOUL 2.0

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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Footfall count of students and teachers generated with SOUL member log-in interface

### Member Log Report

Member Code	Member Name	Log-in Time	Log-out Time
071404210001	BHATTACHARYYA P N	12/11/2022 10:45:31 AM	12/11/2022 11:29:56 AM
070704170002	KANNAKI KONWAR	12/11/2022 10:45:42 AM	12/11/2022 11:32:34 AM
070004170003	JONALI SAIKIA BORKAKOTI	12/11/2022 10:45:49 AM	12/11/2022 11:31:56 AM
070804220001	BORA PRITI	12/11/2022 10:46:04 AM	12/11/2022 11:31:26 AM
070004220001	HAZARIKA MOONLIMA	12/11/2022 10:46:16 AM	12/11/2022 11:30:20 AM
010002220046	CHETIA GAYATREE	12/11/2022 10:47:09 AM	12/11/2022 11:46:49 AM
011002220027	LIMBU SITA	12/11/2022 10:47:16 AM	12/11/2022 11:42:20 AM
010002220032	RAHMAN ATIKUL	12/11/2022 10:47:23 AM	12/11/2022 11:47:09 AM
011002220029	KHATUN ANWARI	12/11/2022 10:47:33 AM	12/11/2022 11:43:30 AM
010802220046	HAZARIKA INDRANI	12/11/2022 10:47:44 AM	12/11/2022 11:45:10 AM
010302220067	CHETIA SUMITRA	12/11/2022 10:47:54 AM	12/11/2022 11:49:01 AM
010702220021	DUTTA MONALISHA	12/11/2022 10:48:03 AM	12/11/2022 11:40:47 AM
010302220036	BEGUM RUKIYA	12/11/2022 10:48:11 AM	12/11/2022 11:48:26 AM
010802220043	PANDOV PRIYANKA	12/11/2022 10:48:59 AM	12/11/2022 11:45:20 AM
010302220084	BURAGOHAIN SANGITA	12/11/2022 10:49:09 AM	12/11/2022 11:49:21 AM
010402220004	SAIKIA RIJUMONI	12/11/2022 10:55:03 AM	12/11/2022 12:04:45 PM
010402220009	SAIKIA DIBYASHREE	12/11/2022 10:55:28 AM	12/11/2022 12:04:58 PM
010402220003	SAIKIA NIKUMONI	12/11/2022 10:55:40 AM	12/11/2022 12:04:15 PM
010302220009	DHANDIA KRISHA RANI	12/11/2022 10:57:17 AM	12/11/2022 11:58:18 AM
010302220010	KACHARI SWASTIKA	12/11/2022 10:57:24 AM	12/11/2022 11:59:03 AM
010302220005	HAZARIKA DOLI	12/11/2022 10:57:31 AM	12/11/2022 11:59:31 AM
010302220001	PHUKAN BISHNU PRIYA	12/11/2022 10:57:58 AM	12/11/2022 11:58:38 AM
010302220004	BORAH TORALI	12/11/2022 10:58:08 AM	12/11/2022 11:58:00 AM
010002220020	HUSSAIN SAMIM	12/11/2022 11:00:06 AM	12/11/2022 11:56:34 AM
010002220029	GOGOI SIMA	12/11/2022 11:00:37 AM	12/11/2022 11:56:03 AM
010002220001	SAIKIA JYOTISHMAN	12/11/2022 11:00:48 AM	12/11/2022 11:57:08 AM
010002220015	DUTTA HIMANGSHU RANJAN	12/11/2022 11:01:46 AM	12/11/2022 11:55:27 AM
010002220013	KACHARI KRISHNA	12/11/2022 11:01:57 AM	12/11/2022 11:55:08 AM
010002220012	KACHARI BISWAJIT	12/11/2022 11:02:07 AM	12/11/2022 11:54:28 AM
010002220008	BORA CHAYANIKA	12/11/2022 11:02:24 AM	12/11/2022 11:54:06 AM
011002220013	ROY SITOL	12/11/2022 11:03:59 AM	12/11/2022 12:02:33 PM
011002220008	SAIKIA BISHNU PRIYA	12/11/2022 11:04:10 AM	12/11/2022 12:07:48 PM
011002220001	Pachani Jagriti	12/11/2022 11:04:22 AM	12/11/2022 12:06:57 PM
011002220003	AHMED ARMIN	12/11/2022 11:04:39 AM	12/11/2022 12:06:37 PM
011002220004	THENGAL SOYNIKA	12/11/2022 11:05:01 AM	12/11/2022 12:06:00 PM

Printed On : 20/01/2023

Report generated by-SOUL 2.0

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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Entrance and interior of the library of the institution



*Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Some of the bookshelves of the library



*Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Periodicals display stand & News papers archive of the library



Latitude: 26.58893  
Longitude: 94.176874  
Elevation: 88.08±6 m  
Accuracy: 4.6 m  
Time: 24-12-2022 12:01  
Note: Library

Powered by NoteCam



Latitude: 26.588591  
Longitude: 94.177501  
Elevation: 92.58±12 m  
Accuracy: 21.2 m  
Time: 24-12-2022 12:01  
Note: Library

Powered by NoteCam

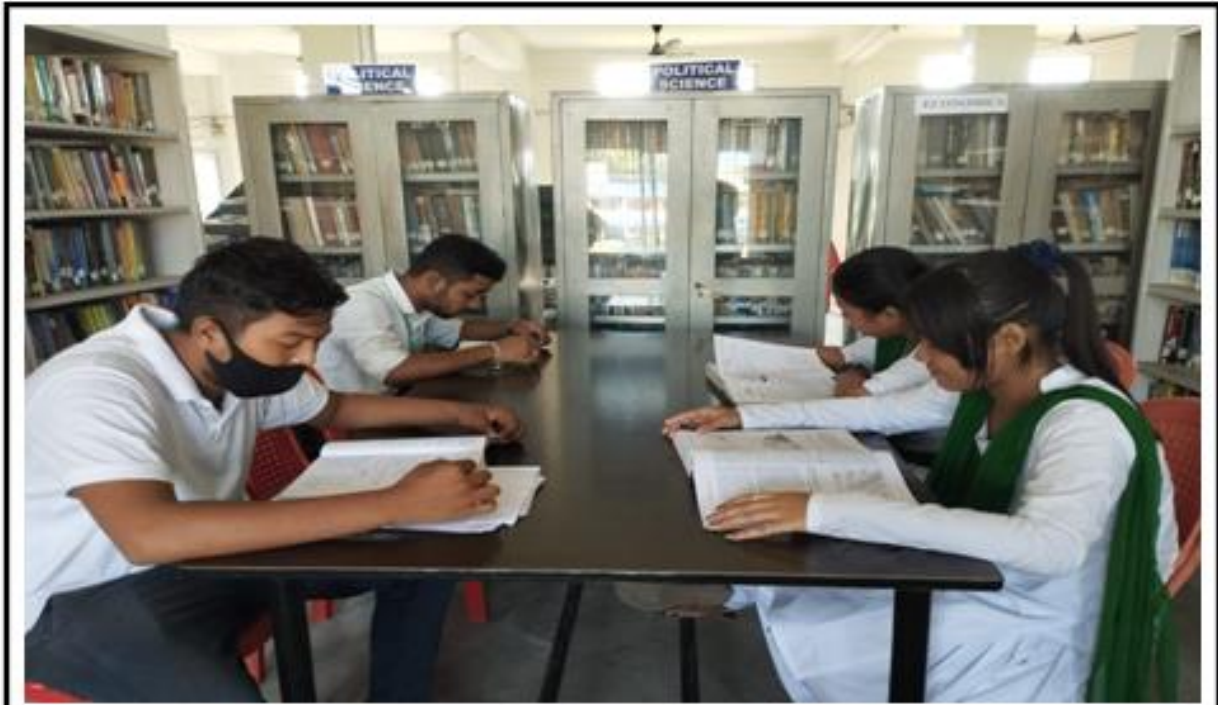




# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Students in the reading tables of the library





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Digital Library & Internet Section



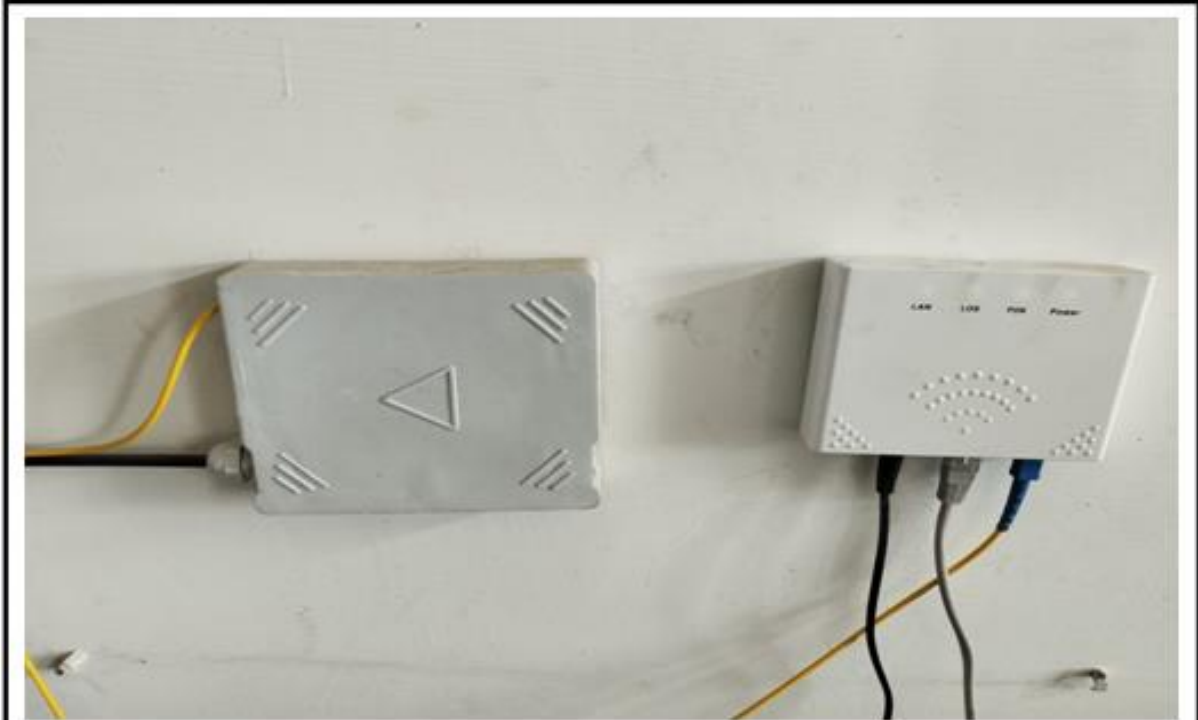




# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Infrastructure for internet facility in the library







নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

Affiliated to Dibrugarh University

Facility of CCTV surveillance for the security and monitoring





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Reprographic Service provided in the library



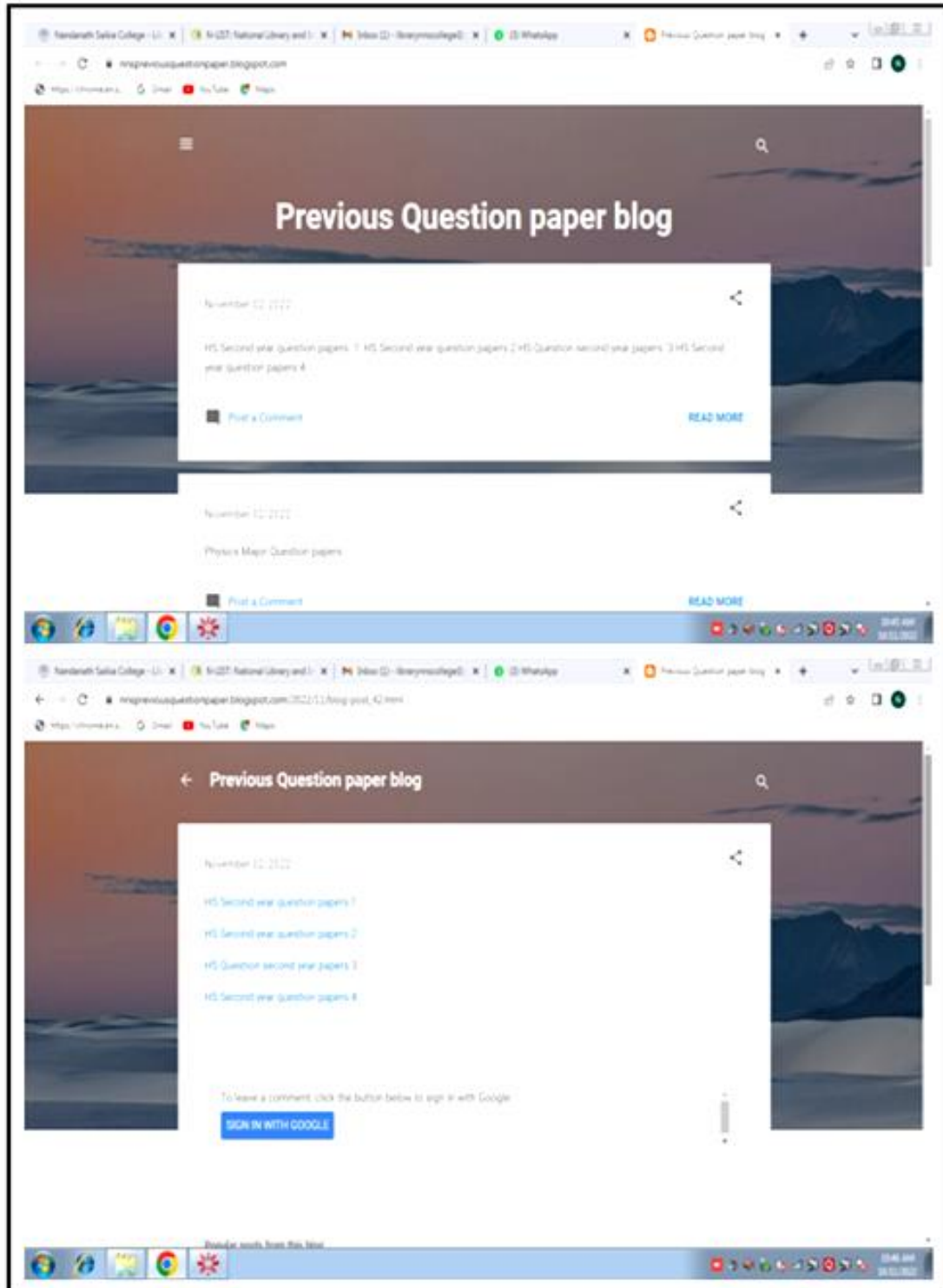




# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Blog providing facility to access previous years question papers



*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



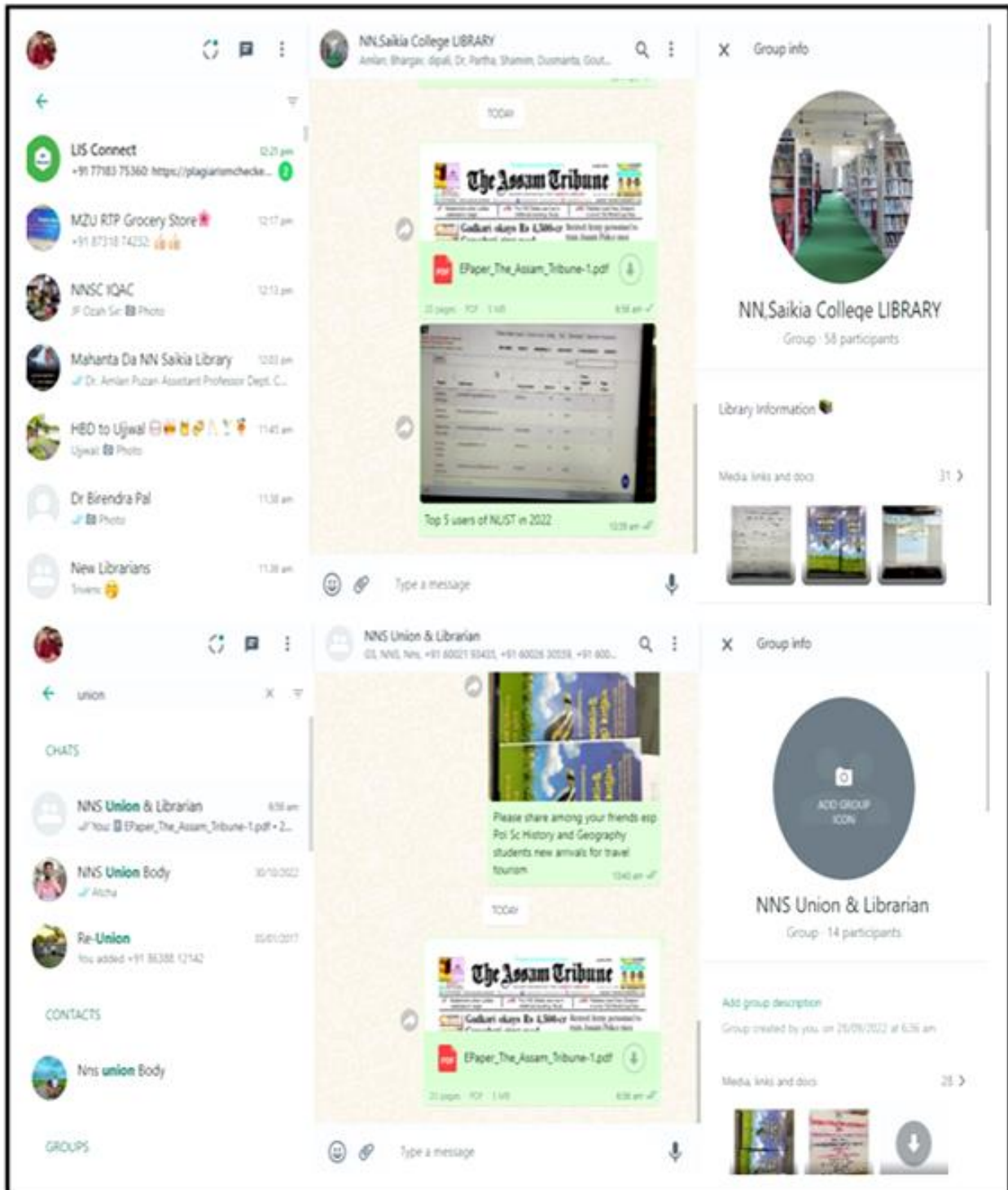
*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

WhatsApp Groups with teachers and students to share information & documents



*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Periodical Register

1	Frontier	Vol XLI No 2 31-15 NOV, 22
2	Gomiyachi	Vol XXX No 1 NOV 22
3	Cutlock	
4	India Today	
5	Competition Success	
6	Junior Science Rev	
7	Monthly Current Affair	
8	Circle 360	
9	Dream 2047	
10	Competition Again	
11	EDUCIC (North-E)	
12	Doksini	
13	Satish	Vol 18 No 4 NOV 22



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## News paper checklist

Sl. No.	Name of Newspaper	Year	Volume	No.	Subscription per annum	From	To	Vendor	Date	Sl. No.	Date
58	অসম কণ্ঠ	2018	22							59	
60	প্ৰমীয়া প্ৰতিভা									62	
61	অসম কণ্ঠ										







# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Last page of Accession Register

ACCESSION					REGISTER					96	
Date	Accession Number	Author	Title	Edition/Year	Place & Publishers	Page	Vol	Source/Bill No./Date	Cost Rs P	Call No	Withdrawal No. Date & Remarks
09/11/22	29245	Nath, B.	পৰ্যটনৰ মৌলিক উপাদান সমূহ : Fundamentals of Tourism		Bidya Vawan	140p.		NEBA/NNS/901	180 00	910 NAT	
	29246	Nath, B.	পৰ্যটনৰ মৌলিক উপাদান সমূহ : Fundamentals of Tourism		Bidya Vawan	140p.		NEBA/NNS/901	180 00	910 NAT	
	29247	Nath, B.	পৰ্যটনৰ মৌলিক উপাদান সমূহ : Fundamentals of Tourism		Bidya Vawan	140p.		NEBA/NNS/901	180 00	910 NAT	
	29248	Nath, B.	পৰ্যটনৰ মৌলিক উপাদান সমূহ : Fundamentals of Tourism		Bidya Vawan	140p.		NEBA/NNS/901	180 00	910 NAT	
	29249	Nath, B.	পৰ্যটনৰ মৌলিক উপাদান সমূহ : Fundamentals of Tourism		Bidya Vawan	140p.		NEBA/NNS/901	180 00	910 NAT	
	29250	Nath, B.	পৰ্যটনৰ মৌলিক উপাদান সমূহ : Fundamentals of Tourism		Bidya Vawan	140p.		NEBA/NNS/901	180 00	910 NAT	
14/11/22	29251	Bordoloi, R(ed.)	Subhas Chandra Bose and North East India		Mittal Publications	252p.		- NA -	950 00	120 BOR	



নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

Affiliated to Dibrugarh University

**Internal Audit Reports showing the amount  
spent on purchase of books and journals  
from 2017-18 to 2021-22**

*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

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## Internal Audit Report, 2016-2018

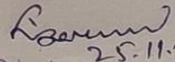
### AUDIT REPORT (INTERNAL) ON THE ACCOUNTS OF N.N. SAIKIA COLLEGE, TITABAR OF JORHAT DISTRICT FOR THE PERIOD FROM 01-04-2016 TO 31-03-2018


1. **INTRODUCTION** : The Accounts of N.N. Saikia College, Titabar of Jorhat District have been audited by the undersigned on the basis of following Accounts, Records produced during the course of verification for the period from 01-04-2016 to 31-03-2018.

- (1) Fees Receipt Records
- (2) Govt. Grant Register
- (3) Cash Books General/Subsidiary/UGC funds
- (4) Bank Pass Books of respective funds
- (5) Sanctioning letters if any
- (6) Any other Records related to audit purpose
- (7) Payment vouchers of respective funds


2. **INCUMBENCY** : The office of the Principal & Secretary of the Institution was held by Dr. Litool Baruah who is also act as Drawing & Disbursing Officer as a administrative head of the College.

3. **DISCLAIMER STATEMENT** : The Audit Report (Internal) has been prepared on the basis of Accounts Records submitted by the Accounting authority of the college. The Internal Audit disclaims any responsibility for any mis-information or non-furnishing of information on the part of auditee.

  
25.11.22  
Principal  
N.N. Saikia College  
Titabar

  
(Dr. L. Baruah)  
Principal  
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4. **GOVT GRANT (UGC/STATE):** On verification the Cash Book of General & UGC fund it has noticed that the following Amount were received by the College authority in the shape of Govt Fund/Grant etc (UGC & State Govt.). The detailed of Grants & other information was given below

Sl No.	Sanctioning letter No. Date	Particulars	Amount Sanctioned	Date of Credit	Amount Spent	Unspent Balance if any	Remarks
1	Amount Received by Transfer deposit	FAST TRACK PROJECT	100000.00	27/12/2016	100000.00	Nil	
2	As above	Excursion Grant	100000.00	9/5/2017	100000.00	Nil	
3	As above	Excursion Grant	50000.00	21/8/2017	50000.00	Nil	
4	No.PC/HE/SOPD/3/2 017 Dtd. 77/4/2018	Tools /Chemicals/Equip-ment	150000.00	29/3/2018	Nil	150000	
5	Amount Received by Transfer deposit	MRP (Dr. M.K.Baruah) Final Installment	30000.00	30/9/2016	30000.00	Nil	
6	As above	MRP (Dr. N.F.Islam) 2 <sup>nd</sup> I Installment	86000.00	30/9/2016	86000.00	Nil	
7	As above	MRP (Mrs. R.D.Mahanta)	40000.00	30/9/2016	40000.00	Nil	
8	As above	MRP (Dr. N.Ch.Borah) Final Installment	16000.00	30/9/2016	16000.00	Nil	
9	As above	MRP (Dr.D.Hazarika)	16800.00	4/10/2016	16800.00	Nil	
10	As above	MRP (Dr.G.R.Nath)	16800.00	4/10/2016	16800.00	Nil	
11	As above	MRP (Sri Joy Prakash Oza)	19000.00	4/10/2016	19000.00	Nil	
12	As above	MRP (Sri N.J.Konwar)	16000.00	4/10/2016	16000.00	Nil	
13	As above	MRP (Sri Rabindra Bordoloi)	14000.00	26/10/2016	14000.00	Nil	
14	As above	MRP (Dr. Malakshmi Dutta)	24500.00	17/12/2016	24500.00	Nil	
15	As above	Salary Grant (Mrs. Nibedita Saikia)	150204.00	17/12/2016	150204.00	Nil	
16	As above	MRP (Dr. N.C.Borah)	4000.00	27/12/2016	4000.00	Nil	
17	As above	Contingency Grant (Mrs. M.Kagyung)	9500.00	23/3/2017	9500.00	Nil	
18	As above	MRP (Dr. Manashi Bortamuly)	84000.00	7/7/2017	84000.00	Nil	
19	As above	General Dev. Assistant (Final Installment)	78400.00	11/7/2017	78400.00	Nil	
20	As above	General Dev. Assistant (Final Installment)	744800.00	11/7/2017	744800.00	Nil	
21	As above	General Dev. Assistant	156800.00	11/7/2017	156800.00	Nil	
22	As above	MRP (Mrs. R.D.Mahanta)	10000.00	12/7/2017	10000.00	Nil	
23	As above	MRP (Dr.N.F.Islam)	18824.00	14/8/2017	18824.00	Nil	
24	As above	MRP (Sri Hemendra Thengal)	40000.00	18/3/2018	40000.00	Nil	

*[Signature]*  
25.11.22  
Principal  
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*[Signature]*  
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*[Signature]*  
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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

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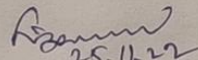
5. (a) CLOSING BALANCE OF GENERAL /SUBSIDIARY & UGC FUND ETC AS ON 31/03/2018 :

The Closing Balance of General & Subsidiary funds as per Cash Book & Bank Pass Book on 31-03-2018 was given below :-

Sl No.	Name of the Fund	Cash in Hand	Cash at Bank	Name of Bank & A/C No.	Remarks
1	GENERAL FUND	50.00	1577351.82	UBI A/C No. 0029010446617	
2	DEVELOPMENT FUND	Nil	1051455.15	UBI A/C No. 0029010103313	
3	LABORATORY FUND	14440.00	806557.68	UBI A/C No. 0029010103314	
4	CAUTION MONEY FUND	1350.00	469710.10	UBI A/C No. 0029010103312	
5	SCOUT & GUIDE FUND	Nil	30687.00	UBI A/C No. 0029010120411	
6	STUDENT UNION FUND	3190.00	131346.53	SBI A/C No. 11506395287	
7	EXAM.FUND	11590.00	533761.03	SBI A/C No. 11506395301	
8	LIBRARY FUND	1800.00	245063.67	SBI A/C No. 11506395298	
9	STUDENT AID FUND	150.00	110187.27	SBI A/C No. 11506395312	
10	UGC FUND	Nil	348850.58	SBI A/C No. 11506395323	
11	GIRLS HOSTAL FUND	61.00	301214.41	UBI A/C No. 0029010108822	

5. (b) RESERVE FUND: In addition to the above the following amount was kept by the College Authority in the shape of Reserve Fund as elaborated below:-

Sl No.	Certificate No.	Account No.	Name of Bank	Date of Purchase/Re-Investment	Amount Invested/Re-Invested	Date of Maturity	Remarks
1	CSP/1/0187679	0029100417068	UBI	6/12/2017	141500.00	6/12/2020	

  
Principal  
N.N. Saikia College  
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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

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**6. FUND RECEIPT & EXPENDITURE STATEMENT :-** The position of Grant /Fund Receipt and Expenditure of the N.N.Saikia College, Titabar for the period from 01-04-2016 to 31-03-2018 as furnished to audit by the Principal/Secretary were as follows:-

NAME OF FUND & A/C No.	YEAR	OPENING BALANCE	RECEIPTS	BANK INTREST	TOTAL RECEIPTS	EXPENDITURES	CLOSING BALANCE	
							CASH	BANK
GENERAL FUND	2016-17	201983.14	4215078.00	47639.00	4464700.14	3567595.00	Nil	897105.14
DO	2017-18	897105.14	5712538.00	45494.00	6264176.14	4686774.32	50.00	1577351.82
DEVELOPMENT FUND	2016-17	155077.65	1325950.00	21226.00	1502253.65	933479.00	NIL	568774.65
DO	2017-18	568774.65	1536350.00	13891.00	2119015.65	1067560.50	NIL	1051455.15
LABORATORY FUND	2016-17	256461.93	555793.00	18473.00	830727.93	249224.00	21490.00	560013.93
DO	2017-18	581503.93	431095.00	20255.00	1032853.93	211856.25	14440.00	806557.68
SCOUT & GUIDE FUND	2016-17	30392.00	11630.00	1726.00	43748.00	14990.00	55.00	28703.00
DO	2017-18	28758.00	10122.00	987.00	39867.00	9180.00	Nil	30687
CAUTION MONEY FUND	2016-17	59116.10	198892.00	8417.00	266425.10	NIL	1350.00	265075.10
DO	2017-18	266425.10	230453.00	11082.00	507960.10	NIL	1350.00	469710.10
GIRLS HOSTEL FUND	2016-17	113305.41	259600.00	4861.00	377766.41	203267.50	81.00	174417.91
DO	2017-18	174498.91	333200.00	8426.00	516124.91	214849.50	61.00	301214.41
STUDENT UNION FUND	2016-17	6513.53	457453.00	7615.00	471581.53	315590.00	3190.00	152801.53
DO	2017-18	155991.53	482968.00	4512.00	643471.53	508935.00	3190.00	128156.53
LIBRARY FUND	2016-17	153169.67	265190.00	12634.00	430993.67	78195.00	1800.00	350998.67
DO	2017-18	352798.67	260140.00	10479.00	623417.63	376554.00	1800.00	245063.67
COLLEGE EXAM FUND	2016-17	52454.03	432685.00	11374.00	496513.03	52885.00	11590.00	432038.03
DO	2017-18	443628.03	429170.00	17000.00	889798.03	344447.00	11590.00	533761.03
STUDENT AID FUND	2016-17	37829.27	66297.00	3817.00	107943.27	64400.00	450.00	43093.27
DO	2017-18	43543.27	64517.00	2277.00	110337.27	Nil	150.00	110187.27
UGC FUND	2016-17	2799498.97	444504.00	104931.00	3348933.97	2888342.10	NIL	460591.87
DO	2017-18	460591.87	1324504.00	34503.00	1819598.87	1470748.29	NIL	348850.58

*[Signature]*  
25.11.22  
Principal  
N.N.Saikia College  
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*[Signature]*  
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*[Signature]*  
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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

7. RECEIPT & PAYMENT ACCOUNT :- Year-wise Receipt & Payment Account as prepared from the entries made into the General Fund Cash Book as elaborated manner was given below for the period from 1-4-2016 to 31-3-2018

ANNEXURE-IV  
2016-2017

RECEIPT			PAYMENTS		
SL. NO	PARTICULAR	AMOUNT Rs.	SL. NO	PARTICULAR	AMOUNT Rs.
1	Admission & Other Fees	1071355.00	1	Adhoc Payment	408165.00
2	Tuition Fees	607260.00	2	Muster Roll Pay	134270.00
3	Certificate Fees	490.00	3	Contractual	240094.00
4	Prospectus Fee	254970.00	4	Newspaper	27838.00
5	Application Fees	2000.00	5	APDCL	204713.00
6	Rent (College Canteen)	8000.00	6	Telephone Bill	5614.00
7	DHE (Admission)(Union, Lib,Exam., S.Aid, Cautionmoney, Dev, Lab, S.& Guide and General Fund etc.)	2019003.00	7	Computer/Internet	298636.00
8	Adv. Recovery (Mrs.Nibedita Saikia (Substitute teachers)	108000.00	8	CCTV	24930.00
9	Adv. Recovery (Dr. Hemen Sarmah)	44000.00	9	Advertisement	13090.00
10	Fund Receipt (Fast Track Project)	100000.00	10	Labour Charge	6750.00
11	Bank Interest	47639.00	11	Enrollment Fees(DU)	13440.00
			12	Affiliation Fees (DU)	14000.00
			13	Sports Fees (DU)	40500.00
			14	Registration Fees	129509.00
			15	Interview Exp.	53835.00
			16	Printing	148600.00
			17	Construction (Material/Labour)	199996.00
			18	Contingency	24480.00
			19	Additional Section(DU)	5000.00
			20	GIS Premium	16721.00
			21	Transferred to Student Union	177313.00
			22	Transferred to Library Fund	102790.00
			23	Transferred to Exam. Fund	157985.00
			24	Transferred to Student Aid	25697.00
			25	Transferred to Caution Money Fund	77092
			26	Transferred to Development Fund	513950
			27	Transferred to Laboratory Fund	140410
			28	Transferred to Scout & Guide Fund	2570
			29	Transfer Advance Loan (Bhaskar Jyoti Saikia)	40000.00
			30	Transfer Advance Loan (Jayanta Madhab Borah)	40000.00
			31	College Seminar (Exp.)	95900.00
			32	Loan To Nivedita Saikia	60000.00
			33	Loan to Navamallika Sarmah	40000.00
			34	Loan to Sangeeta Saikia	40000.00
			35	Refershment Exp.	41935.00
			36	Bank Charge	1772.00
	<b>Total Rs.</b>	<b>4262717.00</b>		<b>Total Rs.</b>	<b>3567595.00</b>
	<b>Opening Balance Rs.</b>	<b>201983.14</b>		<b>Closing Balance Rs.</b>	<b>897105.14</b>
	<b>Grand Total Rs.</b>	<b>4464700.14</b>		<b>Grand Total Rs.</b>	<b>4464700.14</b>

*(Signature)*  
25.11.22  
Principal  
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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE


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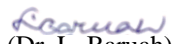
## Annexure 1

### Receipt & Payment Account (General Fund) FOR THE PERIOD FROM 01/04/2017 TO 31/03/2018


2017-2018					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	897105.14	1	Remuneration (M/S)	610004.00
1	Bank Interest	45494.00	2	Adhoc Payment	250000.00
2	Receipts	5321577.00	3	Infrastructure Augmentation	
				(a) Equipments	68570.00
				(b) Physical Infrastructure	290882.00
			4	Maintenance of Infrastructure	
				(a) Physical	103991.00
				(b) Academic Support	446483.00
				(c) Library (News Paper)	10714.00
			5	Research Grant to Faculty members	6000.00
			6	Transferred to library fund	222670.00
			7	GB Meeting	37850.00
			8	Draft	10050.00
			9	Refreshment	9280.00
			10	Contingency	34347.00
			11	Advertisement	55323.00
			12	GIS Premium	29808.00
			13	T.A.	8500.00
			14	Disbursement to different head of A/C	1420151.00
			15	Addl. Sanction, Enrolment, Affiliation, Sports (DU)	253270.00
			16	New Bank account	10000.00
			17	RUSA meeting	22760.00
			18	Plan & Estimate	23600.00
			19	Exam fund expenditure	357170.00
			20	GIS Amount (Hemanta Das)	20000.00
			21	Transfer to student's union fund	337033.00
			22	Transfer to student's aid fund	47067.00
			23	Bank Charge	1251.32
				Total	4686774.32
				Closing Balance	1577401.82
	Grand Total (Rs.)	6264176.14		Grand Total (Rs.)	6264176.14

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Assll. Director of Audit  
(L.F.) Assam

  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



  
(Mr. J.P. Oza)  
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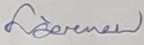
# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

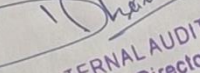
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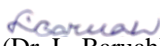
Annexure 2

## Receipt & Payment Account (UGC Fund) FOR THE PERIOD FROM 01/04/2017 TO 31/03/2018


2017-2018					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	460591.87	1	IQAC Hiring Services	16200.00
2	Receipts	1324504.00	2	Teacher Fellowship Contingency Grants	9500.00
3	Bank Interest	34503.00	3	MRP Grants	117827.55
				Infrastructure Augmentation	
				(a) Equipment	353980.90
				(b) Physical Infrastructure	453926.06
			4	Maintenance of Infrastructure	
				(a) Physical	50650.82
				(b) Academic Support	119920.06
				(c) Library	157062.90
			5	Salary for substitute teacher	191680.00
				Total	1470748.29
				Closing Balance	348850.58
	Grand Total (Rs.)	1819598.87		Grand Total (Rs.)	1819598.87

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asst. Director of Audit  
(L.F.) Assam

  
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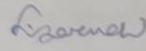
# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

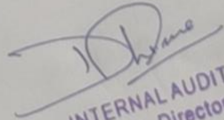
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Annexure 3

## Receipt & Payment Account (Library Fund) FOR THE PERIOD FROM 01/04/2017 TO 31/03/2018


2017-2018					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	352798.67	1	News paper bill	19887.00
2	Receipts	260140.00	2	Journal	1430.00
3	Bank Interest	10479.00	3	Books	201000.00
			4	Infrastructure Augmentation	112302.00
			5	Maintenance	35985.00
			6	N-List	5900.00
			7	Bank charge	50.00
				Total	376554.00
				Closing Balance	246863.67
	Grand Total(Rs.)	623417.67		Grand Total(Rs.)	623417.67

  
Principal  
N.N. Saikia College  
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(L.F.) Assam

  
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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Annexure 4

### Receipt & Payment Account (Laboratory Fund) FOR THE PERIOD FROM 01/04/2017 TO 31/03/2018

2017-2018					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	581503.93	1	Chemical	135203.00
2	Receipts	431095.00	2	Gas	1200.00
3	Bank Interest	20255.00	3	Practical Item	950.00
			4	Bank Charge	3.25
			5	Bank Deposit	74500.00
				Total	211856.25
				Closing Balance	820997.68
	Grand Total (Rs.)	1032853.93		Grand Total (Rs.)	1032853.93

*[Signature]*

Principal  
N.N. Saikia College  
Titabar

*[Signature]*  
INTERNAL AUDITOR  
(Retd) Asslt. Director of Audit  
(L.F.) Assam



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

8. **TUITION FEES** : On verification the Records revealed that the Institution was in receipt of **Rs.9,68,340.00** In the shape of Tuition fees during the period covered by this audit. The year wise breakup was given below:-

Sl No.	Year	Amount
1	2016-17	Rs. 6,07,260.00
2	2017-18	Rs. 3,61,080.00

9. **STOCK BOOK AND ASSESTS REGISTER** : Stock Book is a part and parcel Record of Accounts. Hence it is suggested to maintain the same alongwith the necessary entries as suggested during the course of audit. Further, an Assests Register should be brought in to use for recording the permanent Assests of the Institution

9. **MAINTENANCE OF CASH BOOK & OBSERVATION THEREOF**: Procedures followed relating to the maintenance of Cash Books were found up to the mark. Double-column Cash Books were found to have been maintained showing the detailed of Receipt & Disbursement thereof. The Closing Balance were properly worked out at the close of a particular month. No any remarkable irregularities have been noticed during the course of audit.

10. **GENERAL**: Maintenance standard of Accounts Records was found in fair order. However, further improvement is desired as suggested during the course of verification process.

Date : .....

**Internal Auditor**  
(Retd.) Asstt. Director of Audit  
(L.F.) Assam

Principal  
N.N. Saikia College  
Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

**युनाइटेड बैंक ऑफ इंडिया**  
**United Bank of India**

प्रधान कार्यालय - 11, हेमन्त बसु (संस्थी), कोलकाता-700 001  
Head Office - 11, Hemanta Basu Sarani, Kolkata - 700 001

**सीयादी जमा रसीद**  
**TERM DEPOSIT RECEIPT**

योजना / SCHEME: **RP6NS**  
शाखा / Branch: **Titabar**  
सावधि जमा खाते से श्री श्रीमती कुमारी  
Received From: **Smt. Smt. Km. N.N. Saikia College Reserve fund.**  
पता / Address: **Titabar - 785630**  
रुपये / Rupees: **Rs. 1,10,840/11 (Ru. One lakh ten thousand eight hundred forty + Paise eleven only)**  
उपयुक्त विवरण के अनुसार प्राप्त किया / in Fixed Deposit Account as per above details.  
The Amount is due for payment on or after: **06/12/2014**  
को या बाद से राशि भुगतान हेतु देय।

रसीद सं. / Receipt No: **CSP/1 0187679**  
खाता सं. / Account No: **0029100417068**  
मूल्य सं. / Amount: **Rs. 84,000/-**  
जारी होने की तारीख / Date of Issue: **06/12/2011**  
महीने हेतु / For Months: **36**  
ब्याज दर / Interest Rate: **9.35%**

मात्र / Only

कृते युनाइटेड बैंक ऑफ इंडिया  
For UNITED BANK OF INDIA

परिचालन अनुदेश / Operational Instruction: **LIEN**  
नामित का नाम / Name of Nominee: **UNITED BANK OF INDIA**  
पंजीकरण संख्या / Registration No: **UNITED BANK OF INDIA**

सहायिकार की तारीख / Date of Lien: **06/12/2011**  
सहायिकार खाता प्रकार / Lien A/c Type: **LIEN**  
सहायिकार खाता सं. / Lien A/c No: **0029100417068**  
सहायिकार समाप्ति तिथि / Lien Waiver Date: **06/12/2014**

उपरोक्त बरतने के लिये  
FOR RAISED SIGNATURES  
UNITED BANK OF INDIA

*Baruah*  
**(Dr. L. Baruah)**  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
**(Mr. J.P. Oza)**  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Statement showing details of Admission for the year 2016-2017 of N.N. Saikia College, Titabar. (Paid Admn.)

No.	Class		Total No. of Students	No. of Boys/ Maj. Student/ Gen.		Rate of Fees	Total fees collected	Remarks	
1	H.S. 1st yr.	Arts	150	Boys-	3	@50	1800	1800	
		Sc.	25	Boys-	1	@60	720	720	
		Com.	Nil	Boys-	Nil	Nil	Nil	Nil	
2	H.S. 2nd yr.	Arts	128	Boys-	61	@50	36600	36600	
		Sc.	30	Boys-	22	@60	15840	15840	
		Com.	Nil	Boys-	Nil	Nil	Nil	Nil	
3	TDC 1st yr.	Arts	299	Maj-	28	@70	23520	30000	
				Gen-	9	@60	6480		
		Sc.	149	Maj-	37	@85	37740	37740	
				Gen-	0	@70	0		
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	
4	TDC 2nd yr.	Arts	224	Maj-	154	@70	129360	179760	
				Gen-	70	@60	50400		
		Sc.	71	Maj-	66	@85	67320	71520	
				Gen-	5	@70	4200		
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	
5	TDC 3rd yr.	Arts	188	Maj-	123	@70	103320	150120	
				Gen-	65	@60	46800		
		Sc.	84	Maj-	70	@85	71400	83160	
				Gen-	14	@70	11760		
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	
Grand Total Rs.=							607260	607260	

*(Signature)*  
Principal  
N.N. Saikia College  
Titabar

*(Signature)*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*(Signature)*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Statement showing details of Admission for the year 2016-2017 of N.N. Saikia College, Titabar. (Free Adonu) deducted at source.

No.	Class		Total No. of Students	No. of Boys/ Maj. Student/ Gen.		Rate of Fees	Total fees collected	Remarks	
				Boys-	Maj. Gen.				
1	H.S. 1st yr.	Arts		80		@50	48000	48000	
		Sc.		21		@60	15120	15120	
		Com.	Nil	Nil	Nil	Nil	Nil	Nil	
2	H.S. 2nd yr.	Arts				@50		0	
		Sc.				@60		0	
		Com.	Nil	Nil	Nil	Nil	Nil	Nil	
3	TDC 1st yr.	Arts		Maj-	186	@70	156240	210960	
				Gen-	76	@60	54720		
		Sc.		Maj-	112	@85	114240	114240	
				Gen-	0	@70			
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	Nil
4	TDC 2nd yr.	Arts		Maj-		@70		0	
				Gen-		@60			
		Sc.		Maj-		@85		0	
				Gen-		@70			
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	Nil
5	TDC 3rd yr.	Arts		Maj-		@70		0	
				Gen-		@60			
		Sc.		Maj-		@85		0	
				Gen-		@70			
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	Nil
Grand Total Rs.=							388320	388320	

*L. Baruah*  
Principal  
N.N. Saikia College  
Titabar

*L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

ent showing details of Admission for the year 2017-2018 of N.N. Saikia College, Titabar. (paid Admn.)

Sl. No.	Class		Total No. of Students	No. of Boys/ Maj. Student/ Gen.		Rate of Fees	Total fees collected	Remarks	
				Boys-	Gen.				
1	H.S. 1st yr.	Arts	130	5		@50	3000	3000	
		Sc.	9	1		@60	720	720	
		Com.	Nil	Nil		Nil	Nil	Nil	
2	H.S. 2nd yr.	Arts	134	4		@50	2400	2400	
		Sc.	31	6		@60	4320	4320	
		Com.	Nil	Nil		Nil	Nil	Nil	
3	TDC 1st yr.	Arts	299	Maj-	30	@70	25200	38880	
				Gen-	19	@60	13680		
		Sc.	160	Maj-	44	@85	44880	49920	
				Gen-	6	@70	5040		
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	Nil
4	TDC 2nd yr.	Arts	225	Maj-	21	@70	17640	21960	
				Gen-	6	@60	4320		
		Sc.	96	Maj-	23	@85	23460	23460	
				Gen-	0	@70	0		
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	Nil
5	TDC 3rd yr.	Arts	188	Maj-	139	@70	116760	152040	
				Gen-	49	@60	35280		
		Sc.	64	Maj-	59	@85	60180	64380	
				Gen-	5	@70	4200		
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	Nil	Nil
Grand Total Rs.=							361080	361080	

*Signature*  
Principal  
N.N. Saikia College  
Titabar

*Signature*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Signature*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

Statement showing details of Admission for the year 2017-2018 of N.N. Saikia College, Titabar.

(Free Admission)  
Deducted at source

Sl. No.	Class		Total No. of Students	No. of Boys/ Maj. Student/ Gen.		Rate of Fees	Total fees collected	Remarks
1	H.S. 1st yr.	Arts	124	Boys-	62	@50	37200	37200
		Sc.	8	Boys-	4	@60	2880	2880
		Com.	Nil	Boys-	Nil	Nil	Nil	Nil
2	H.S. 2nd yr.	Arts	125	Boys-	67	@50	40200	40200
		Sc.	25	Boys-	22	@60	15840	15840
		Com.	Nil	Boys-	Nil	Nil	Nil	Nil
3	TDC 1st yr.	Arts	250	Maj-	155	@70	130200	198600
				Gen-	95	@60	68400	
		Sc.	110	Maj-	94	@85	95880	109320
				Gen-	16	@70	13440	
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	
4	TDC 2nd yr.	Arts	198	Maj-	148	@70	124320	160320
				Gen-	50	@60	36000	
		Sc.	73	Maj-	73	@85	74460	74460
				Gen-	0	@70	0	
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	
5	TDC 3rd yr.	Arts		Maj-		@70		0
				Gen-		@60		
		Sc.		Maj-		@85		0
				Gen-		@70		
		Com.	Nil	Maj-	Nil	Nil	Nil	Nil
				Gen-	Nil	Nil	Nil	
GRAND TOTAL=							638820	638820

*L. Baruah*  
Principal  
N.N. Saikia College  
Titabar

*L. Baruah*  
(Dr. L. Baruah)  
Principal  
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## RUSA Utilization Certificate, 2017-2018

**M.K. Bardoloi & Co.**

CHARTERED ACCOUNTANTS  
JORHAT

M.K. Bardoloi, M.Com, F.C.A, DISA (ICAI), CISA

Ritesh Agarwalla, M.Com, F.C.A.

Narendra Jakfiar, B.Com, A.C.A.



Phone : (0376) 2372220 (O)

2371838 (R)

Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan

Jorhat - 785001, Assam.

e-mail : mkbardoloi@gmail.com

FORM  
GRF 12-C

(See Rule 239)

### FORM OF UTILISATION CERTIFICATE

(For State Governments)

(Where expenditure incurred by Government bodies only)

Sl. No.	Letter No. and date	Amount	Certified that out of Rs. 1,00,00,000.00 (Rupees One Core) of Grants-in-aid sanctioned during the year 2016-17, in favour of the Principal, Nanda Nath Saikia College, Titabar - 785630, (Assam) under this Ministry /Department vide letter No. given in the margin and brought forward amount of Rs. Nil on account of un-spent balances of the previous year, a sum of Rs. 1,00,00,000.00 (Rupees One Core) only has been utilized for the purpose for which it was sanctioned and that the balance of Rs. Nil only remaining un-utilized at the end of the year has been surrendered to the Government (vide letter no. NIL, dtd. NIL) will be adjusted to-wards the Grants - in - aid payable during the next year 2017-18.
1.	AHSEC(RUSA)/47/2016/262-268, dated 28.12.2016	69,17,000.00	
2.	AHSEC(RUSA)/47/2016/366, dated 20.07.2016	30,83,000.00	
		Rs. 1,00,00,000.00	

2. Certified that I have satisfied myself that the conditions, on which the grants-in-aids was sanctioned, have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised.

1. Cash Book
2. Bill Register
3. Stock Book
4. Vouchers
5. Measurement Book, etc.



Branch Office :- House No.:124, (Above Phoenix Laboratory), Rajgarh Road, Ulubari, Guwahati- 781007

Ph : (0361) 2464254, Telefax : (0361) 2464253, Mobile No.: 9864064253

e-mail : ritesh.mkbghy@yahoo.com

*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
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**M.K. Bardoloi & Co.**

CHARTERED ACCOUNTANTS  
JORHAT

M.K. Bardoloi, M.Com, F.C.A, DISA (ICAI), CISA

Ritesh Agarwalla, M.Com, F.C.A.

Narendra Jakhur, B.Com, A.C.A.



Phone : (0376) 2372220 (O)  
2371838 (R)  
Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan  
Jorhat - 785001, Assam.  
e-mail : mkbardoloi@gmail.com

For M.K.BARDOLOI & CO.,  
Chartered Accountants  
Firm Regn. No. :- 315123E

*M.K. Bardoloi*

(M.K.BARDOLOI)

Sr. Partner

Membership No. :- 300-052300



Place :- Jorhat.  
Date :- 09.03.2018.

Signature.....  
(Co-ordinator) Co-ordinator  
Project Monitoring Unit RUSA  
N.N.Saikia College, Titabar

Signature.....  
(Principal) Principal  
Seal N.N.Saikia College  
Titabar

\*\*\*\*\*

Branch Office :- House No.:124, (Above Phoenix Laboratory), Rajgarh Road, Ulubari, Guwahati- 781007  
Ph : (0361) 2464254, Telefax : (0361) 2464253, Mobile No.: 9864064253  
e-mail : ritesh.mkbgghy@yahoo.com

*L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



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Affiliated to Dibrugarh University

**M.K. Bardoloi & Co.**

CHARTERED ACCOUNTANTS  
JORHAT

M.K. Bardoloi, M.Com, F.C.A, DISA (ICAI), CISA

Ritesh Agarwalla, M.Com, F.C.A.

Narendra Jakhnar, B.Com, A.C.A. NANDA NATH SAIKIA COLLEGE  
TITABAR, JORHAT - 785630 (ASSAM)



Phone : (0376) 2372220 (O)  
2371838 (R)  
Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan  
Jorhat - 785001, Assam.  
e-mail : mkbardoloi@gmail.com

STATEMENT OF UTILISATION OF GRANTS MADE BY RASTRIYA UCHCHATAR SHIKSHA ABHIYAN (RUSA), KAHILIPARA, GUWAHATI – 781019, MADE TO THE PRINCIPAL, NANDA NATH SAIKIA COLLEGE, TITABAR, 785 630, UNDER THE SCHEME OF “INFRASTRUCTURE GRANTS TO COLLEGES”.

## STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD FROM 02.01.2017 to 07.02.2018

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To Grants-in-Aid :		By Expenses :	
Grants received from RUSA, Guwahati, vide sanctioning letter no. AHSEC(RUSA)/47/2016/262-268, dated 28.02.2016		New Construction :	
Central Share	62,25,000.00	Construction of Class Room (ICT), Recreation Room & Toilet block	67,99,475.00
State Share	6,92,000.00	New Equipment / Facilities:	
AHSEC(RUSA)/47/2016/366, dated 20.07.2017		Gymnasium Equipments	4,00,000.00
Central Share	27,75,000.00	Laboratory Equipments	14,94,870.00
State Share	3,08,000.00	Books & Journals	6,00,000.00
		Consultancy Charges	29,411.00
		Construction of Volleyball and Badminton Court	6,76,244.00
<b>TOTAL – Rs.</b>	<b>1,00,00,000.00</b>	<b>TOTAL – Rs.</b>	<b>1,00,00,000.00</b>

### AUDIT CERTIFICATE

We have examined the above statement of Receipts & Payments of Nanda Nath Saikia College, Titabar, Jorhat - 785630, for the period from 02.01.2017 to 07.02.2018, in respect of Grants-in-Aids sanctioned under the scheme of “Infrastructure grants to colleges”, for an amount of **Rs. 1,00,00,000.00 (Rupees One Core)** only, sanctioned by Rastriya Uchchatar Shiksha Abhiyan (RUSA), Kahilipara, Guwahati – 781019.

It is certified that the entire total grants of **Rs. 1,00,00,000.00 (Rupees One core)** only, sanctioned by the Rastriya Uchchatar Shiksha Abhiyan (RUSA), Kahilipara, Guwahati – 781019, vide letter no. ASHEC(RUSA)/47/2016/262-268, dated 28.12.2016 & ASHEC(RUSA)/47/2016/366, dated 20.07.2017, was released by the Rastriya Uchchatar Shiksha Abhiyan (RUSA) which was fully utilized for the purpose for which it was sanctioned in accordance with the terms & conditions laid down in this behalf.

We certify that we have obtained all the information & explanations that we have required and we further certify as a result of our audit that, in our opinion the accounts & utilization certificate related to the Rastriya Uchchatar Shiksha Abhiyan (RUSA) are properly drawn up and the amount spent on this



Branch Office :- House No.:124, (Above Phoenix Laboratory), Rajgarh Road, Ulubari, Guwahati- 781007  
Ph : (0361) 2464254, Telefax : (0361) 2464253, Mobile No.: 9864064253  
e-mail : ritesh\_mkgbghy@yahoo.com

*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

**M.K. Bardoloi & Co.**

**CHARTERED ACCOUNTANTS  
JORHAT**

*M.K. Bardoloi*, M.Com, F.C.A, DISA (ICAI), CISA

*Ritesh Agarwalla*, M.Com, F.C.A.

*Narendra Jakhari*, B.Com, A.C.A.

programme are according to the conditions laid out by RUSA so as to exhibit a true and fair view of the state of affairs of the scheme, according to the best of our information & explanations given to us and the amount of the grant sanctioned by RUSA vide letter no mentioned above have been utilized for which it was sanctioned.



Phone : (0376) 2372220 (O)

2371838 (R)

Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan

Jorhat - 785001, Assam.

e-mail : mkbardoloi@gmail.com

For M. K. BARDOLOI & CO.,

Chartered Accountants

Firm Regn. No. :- 315123E



*M.K. Bardoloi*

(M. K. BARDOLOI)

*Sr. Partner*

Membership No. :- 300-052300

Place :- Jorhat

Date :- 09.02.2018.

Signature.....

(Co-ordinator)

*M.K. Bardoloi*

Co-ordinator

Project Monitoring Unit RUSA  
N.N.Saikia College, Titabar

Signature.....

(Principal)

*L. Baruah*

Principal

N.N.Saikia College  
Titabar

Seal

\*\*\*\*\*

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*L. Baruah*  
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# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Internal Audit Report, 2018-2019

### AUDIT REPORT (INTERNAL) ON THE ACCOUNTS OF N.N. SAIKIA COLLEGE, TITABAR OF JORHAT DISTRICT FOR THE PERIOD FROM 01-04-2018 TO 31-03-2019

1. **INTRODUCTION** : The Accounts of N.N. Saikia College, Titabar of Jorhat District for the period from 01-04-2018 to 31-03-2019 have been checked & audited by the undersigned on the basis of following Accounts, Records produced during the course of audit.

- (1) Fees Collection Records
- (2) Cash Books (General/UGC/ Other funds)
- (3) Bank Pass Books of respective funds
- (4) Govt. Grant Register
- (5) Assessts Register
- (6) Supported Bill/Vouchers etc.
- (7) Any other Records related to audit purpose

2. **INCUMBENCY** : The office of the Principal & Secretary of the Institution was held by Dr. Litoool Baruah who is also act as Drawing & Disbursing Officer as an Administrative Head of the College.

3. **DISCLAIMER STATEMENT** : The Audit Report (Internal) has been prepared on the basis of Accounts Record submitted by the Accounting authority on behalf of the Principal of N.N.Saikia College, Titabar. The Internal Auditor disclaims any responsibility for any mis-information or non-furnishing of information on the part of auditee.

4. **GOVT GRANT /FUND ETC.:** During the period covered by the audit the institution was in receipt of Rs. 1,65,000.00 (1,60,000.00+5,000.00) as ascertained from the available Records produced during the course of audit.

*[Signature]*  
26.11.19  
Principal  
N.N. Saikia College  
Titabar

*[Signature]*  
INTERNAL AUDITOR  
(Retd) Asslt. Director of Audit  
(L.F.) Assam

Contd. P.-2





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## AUDIT REPORT (INTERNAL) ON THE ACCOUNTS OF N.N. SAIKIA COLLEGE, TITABAR OF JORHAT DISTRICT FOR THE PERIOD FROM 01-04-2018 TO 31-03-2019

1. **INTRODUCTION** : The Accounts of N.N. Saikia College, Titabar of Jorhat District for the period from 01-04-2018 to 31-03-2019 have been checked & audited by the undersigned on the basis of following Accounts, Records produced during the course of audit.

- (1) Fees Collection Records
- (2) Cash Books (General/UGC/ Other funds)
- (3) Bank Pass Books of respective funds
- (4) Govt. Grant Register
- (5) Assessts Register
- (6) Supported Bill/Vouchers etc.
- (7) Any other Records related to audit purpose

2. **INCUMBENCY** : The office of the Principal & Secretary of the Institution was held by Dr. Litol Baruah who is also act as Drawing & Disbursing Officer as an Administrative Head of the College.

3. **DISCLAIMER STATEMENT** : The Audit Report (Internal) has been prepared on the basis of Accounts Record submitted by the Accounting authority on behalf of the Principal of N.N.Saikia College, Titabar. The Internal Auditor disclaims any responsibility for any mis-information or non-furnishing of information on the part of auditee.

4. **GOVT GRANT /FUND ETC.:** During the period covered by the audit the institution was in receipt of Rs. 1,65,000.00 (1,60,000.00+5,000.00) as ascertained from the available Records produced during the course of audit.

*Litol Baruah*  
25.11.22  
Principal  
N.N. Saikia College  
Titabar

*J.P. Oza*  
11  
INTERNAL AUDITOR  
(Retd) Asslt. Director of Audit  
(L.F.) Assam

Contd. P.-2



নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**  
 Affiliated to Dibrugarh University

5. **FUND POSITION :-** The position of fund alongwith the Receipt & Payment Account in respect of General/UGC & other subsidiary funds for the period from 01-04-2018 to 31-03-2019 was shown below as consolidated manner.

Sl. No	NAME OF FUND	PERIOD	OPPENING BALANCE	RECEIPTS	BANK INTT.	TOTAL RECEIPT	EXPENDIT URE	CLOSING BALANCE
1	GENERAL FUND	2018-19	1587821.74	5683475.00	32266.00	7303562.74	6086867.50	1216695.24
2	EXAM. FUND	2018-19	545351.03	429700.00	4131.00	979182.03	576310.00	402872.03
3	UGC FUND	2018-19	348850.58	544580.00	10776.00	904206.58	602679.32	301527.26
4	STUDENT UNION FUND	2018-19	131346.53	236670.00	2975.00	370991.53	363500.00	7491.53
5	LABORATORY FUND	2018-19	820997.68	386900.00	19877.00	1227774.68	672998.00	554776.68
6	LIBRARY FUND	2018-19	247863.67	254000.00	3440.00	505303.67	279456.00	225847.67
7	STUDENT AID FUND	2018-19	110337.27	63500.00	2089.00	175926.27	59350.00	116576.27
8	DEVELOPMENT FUND	2018-19	1051455.15	1360000.00	27864.00	2439319.15	1356137.50	1083181.65
9	CAUTION MONEY	2018-19	471060.10	190500.00	16657.00	678217.10	1350.00	676867.10
10	SCOUT & GUIDE FUND	2018-19	30687.00	6350.00	1085.00	38122.00	Nil	38122.00
11	GIRLS' HOSTEL FUND	2018-19	301275.41	358400.00	9883.00	669558.41	536607.50	132950.91

6. **CLOSING BALANCE :** The Closing Balance of the General/UGC and other Subsidiary Funds as per respective Cash Book & Bank Pass Book on on 31/03/2019 was as follows:

Sl. No.	NAME OF FUND	CASH IN HAND	CASH AT BANK	NAME OF BANK	ACCOUNT NO.
1	GENERAL FUND	Nil	1216695.24	Punjab National Bank	0029010446617
2	EXAM. FUND	Nil	402872.03	State Bank of India	11506395301
3	UGC FUND	Nil	301527.26	State Bank of India	11506395323
4	STUDENT UNION FUND	Nil	7491.53	State Bank of India	11506395287
5	LABORATORY FUND	Nil	554776.68	Punjab National Bank	0029010103314
6	LIBRARY FUND	Nil	225847.67	State Bank of India	11506395298
7	STUDENT AID FUND	Nil	116576.27	State Bank of India	11506395312
8	CAUTION MONEY	Nil	676867.10	Punjab National Bank	0029010103312
9	DEVELOPMENT FUND	Nil	1083181.65	Punjab National Bank	0029010103313
10	SCOUT & GUIDE FUND	Nil	38122.00	Punjab National Bank	0029010120411
11	GIRLS' HOSTEL FUND	Nil	132950.91	Punjab National Bank	0029010108822

[2]

*L. Baruah*  
 25.11.22  
 Principal  
 N.N. Saikia College  
 Titabar

*J.P. Oza*  
 INTERNAL AUDITOR  
 (Retd) Asstt. Director of Audit  
 (L.F.) Assam  
 Contd. P.-3





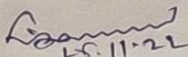
# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

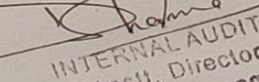
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7. **REMITTANCDE OF TUITION FEES (GOVT.):** During the period covered by the audit, a total amount of Rs. 6,77,838.00 was remitted to the Govt (70%) as tuition fee as detailed below.

SI No.	Year	Amount	Remarks
1	2016-17	Rs. 425082.00	19/04/2018
2	2017-18	Rs. 252756.00	19/04/2018

8. **RECEIPT & PAYMENT ACCOUNT:** Receipt & Payment Account as prepared from the entries made into the General Fund Cash Book as elaborated manner was given as **Annexure -1**
9. **PREPARATION OF BUDGET :** Though the Budget was not prepared the expenditure was incurred within the limit of Receipts for the purposes.
10. **FEES COLLECTION REGISTER :** Fee Collection Register was maintained properly for verification.
11. **CASH BOOK :** Maintenance procedures followed so for relating to the preparation of Cash Books was found upto the mark. Cash Books were found to have been maintained under double column system. The Closing Balances were worked out properly at the close of a particular month with reference to the transaction of Bank Pass Books of respective funds.
12. **STOCK/ASSESTS REGISTER :** Further improvement relating to the maintenance standard of Stock & Assests Register is necessary to some extent. This is a part & parcel Record of Accounts.
13. **DIVERSION OF FUND :** Nil
14. **PAYMENT VOUCHERS :** On verification it was noticed that no any remarkable irregularities have been noticed relating to the Payment Vouchers of the General & Subsidiary funds. However the word "PAID & CANCELLED" should be inserted on the face of the vouchers to avoid the risk of double payment in future.

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asslt. Director of Audit  
(L.F.) Assam



নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

Affiliated to Dibrugarh University

15. **GENERAL OBSERVATION** : Maintenance standard of Accounts Records was found in fair. However further improvement is desired in all respect.

Date : 01/07/2022

(D.P. Sharma)  
INTERNAL AUDITOR  
(Retd.) Asstt. Director  
Of Audit (L.F.), Assam  
N.N. Saikia College  
Titabar  
INTERNAL AUDITOR  
(Retd.) Asstt. Director of Audit  
(L.F.) Assam

Principal  
N.N. Saikia College  
Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Annexure 1

### Receipt & Payment Account (General Fund) FOR THE PERIOD FROM 01/04/2018 TO 31/03/2019

2018-2019					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	1587821.74	1	Remuneration (M/S)	1174343.00
2	Fees Receipt	5683475.00	2	Infrastructure Augmentation	
3	Bank Interest	32266.00		(a) Equipment	222470.00
4				(b) Physical Infrastructure	301241.00
5			3	Maintenance of Infrastructure	
				(a) Physical	101760.00
				(b) Academic Support	272700.00
				(c) Library	10669.00
			4	Transfer to Library Fund	50000.00
			5	Research Grant for Faculty Members	3600.00
			6	GB Meeting	11550.00
			7	Insurance Premium	28888.00
			8	Tuition Fee (DHE)	677838.00
			9	Contingency	24455.00
			10	Advertisement	19190.00
			11	T.A.	700.00
			12	Registration etc. (DU/AHSEC)	261315.00 84479.00
			13	Transfer to subsidiary Funds	2639420.00
			14	Transfer to student's union fund	200000.00
			15	Bank Charge	2248.50
				Total	6086867.50
				Closing Balance	1216695.24
	Total (Rs.)	7303562.74		Total (Rs.)	7303562.74

*L. Baruah*

Principal  
N.N. Saikia College  
Titabar

*J.P. Oza*  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam

*L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Annexure 2

### Receipt & Payment Account (UGC Fund) FOR THE PERIOD FROM 01/04/2018 TO 31/03/2019

2018-2019					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	348850.58	1	Paid to UGC	10059.36
2	Salary	544580.00	2	Salary for substitute teacher	466851.26
3	Bank Interest	10774.00	3	MRP Grants	40000.00
			4	Physical Infrastructure maintenance	85768.70
				Total	602679.32
				Closing Balance	301527.26
	Grand Total (Rs.)	904206.58		Grand Total (Rs.)	904206.58

*L. Baruah*

Principal  
N.N. Saikia College  
Titabar

*J.P. Oza*  
INTERNAL AUDITOR  
(Retd) Asslt. Director of Audit  
Assam

*L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

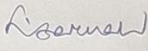
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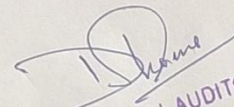
Annexure 3

Receipt & Payment Account (Library Fund)

FOR THE PERIOD FROM 01/04/2018 TO 31/03/2019

2018-2019					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	247863.67	1	News Paper	21910.00
2	Receipts	254000.00	2	Journal	660.00
3	Bank Interest	3440.00	3	Books	194866.00
			4	Infrastructure augmentation	58020.00
			5	Maintenance	2200.00
			6	Cash in Hand	1800.00
				Total	279456.00
				Closing Balance	225847.67
	Grand Total (Rs.)	505303.67		Grand Total (Rs.)	505303.67

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Assst. Director of Audit  
(L.F.) Assam



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

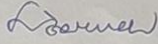
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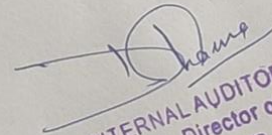
## Annexure 4

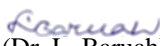
### Receipt & Payment Account (Laboratory Fund)

FOR THE PERIOD FROM 01/04/2018 TO 31/03/2019


2018-2019					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	820997.68	1	Laboratory Material	554181.00
2	Receipts	386900.00	2	Ink, Cartridge etc.	26220.00
3	Bank Interest	19877.00	3	Laboratory Items	59800.00
			4	Electrical Work	5400.00
			5	Electrical Items	4133.00
			6	Tracing Table	22950.00
			7	Bank Charge	314.00
				Total	672998.00
				Closing Balance	554776.68
	Grand Total (Rs.)	1227774.68		Grand Total (Rs.)	1227774.68

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam

  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

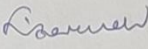
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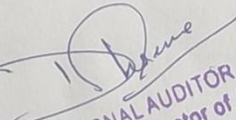
## Annexure 5

### Receipt & Payment Account (Development Fund)

FOR THE PERIOD FROM 01/04/2018 TO 31/03/2019

2018-2019					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	1051455.15	1	Construction Material	1037347.00
2	Receipts	1360000.00	2	Labour Payments	155260.00
3	Bank Interest	27864.00	3	Furnisher	58670.00
			4	Electrical Article	88056.00
			5	Electrical Work	8700.00
			6	GST Payments	8099.00
			7	Bank Charge	5.50
				Total	1356137.50
				Closing Balance	1083181.65
	Grand Total (Rs.)	2439319.15		Grand Total (Rs.)	2439319.15

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Assit. Director of Audit  
(L.F.) Assam



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## RUSA Utilization Certificate, 2018-2019

**M.K. Bardoloi & Co.**

CHARTERED ACCOUNTANTS  
JORHAT

M.K. Bardoloi, M.Com, F.C.A, DISA (ICAI), CISA  
Ritesh Agarwalla, M.Com, F.C.A.  
Narendra Jakfiar, B.Com (Hons), A.C.A.



Phone : (0376) 2372220 (O)  
2371838 (R)  
Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan  
Jorhat - 785001, Assam.  
e-mail : mkbardoloi@gmail.com

FORM  
GRF 12-C

(See Rule 239)

### FORM OF UTILISATION CERTIFICATE (For State Governments)

(Where expenditure incurred by Government bodies only)

Sl. No.	Letter No. and date	Amount	Certified that out of <b>Rs. 50,00,000.00 (Rupees Fifty lakh)</b> only of Grants-in-aid sanctioned during the year 2018-19, in favor of the Principal, Nanda Nath Saikia College, Titabar - 785630, (Assam) under this Ministry /Department vide letter No. given in the margin and brought forward amount of <b>Rs. Nil</b> on account of unspent balances of the previous year, a sum of <b>Rs. 50,00,000.00 (Rupees fifty lakhs)</b> only has been utilized for the purpose for which it was sanctioned and that the balance of <b>Rs. Nil (Rupees Nil)</b> only remaining unutilized at the end of the year has been surrendered to the Government (vide letter no. NIL, dtd. NIL) will be adjusted to-wards the Grants-in-aids payable during the next year 2018-19.
1.	AHSEC(RUSA)/Release of fund/47/2016/915, dated 19.04.2018.	50,00,000.00	
		Rs. <b>50,00,000.00</b>	

2. Certified that I have satisfied myself that the conditions, on which the grants-in-aids was sanctioned, have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that money was actually utilised for the purpose for which it was sanctioned.

Kinds of checks exercised.

1. Cash Book
2. Bill Register
3. Stock Book
4. Vouchers
5. Measurement Book, etc.



Branch Office :- House No.:124, (Above SBI ATM), Rajgarh Road, Ulubari, Guwahati- 781007  
Ph : (0361) 2464254, Telefax : (0361) 2464253, Mobile No.: 9864064253  
e-mail : ritesh.mkbghy@yahoo.com

*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

*M.K. Bardoloi & Co.*

CHARTERED ACCOUNTANTS  
JORHAT

*M.K. Bardoloi*, M.Com, F.C.A, DISA (ICAI), CISA

*Ritesh Agarwalla*, M.Com, F.C.A.

*Narendra Jakhar*, B.Com (Hons), A.C.A.



Phone : (0376) 2372220 (O)  
2371838 (R)  
Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan  
Jorhat - 785001, Assam.  
e-mail : mkbardoloi@gmail.com

For M.K.BARDOLOI & CO.,  
Chartered Accountants  
Firm Regn. No. :- 315123E



*M.K. Bardoloi*  
(M.K.BARDOLOI)

Sr. Partner

Membership No. :- 300-052300

Place :- Jorhat.

Date :- 08.11.2018.

Signature.....  
(Co-ordinator)

Signature.....  
(Principal)  
Seal

Principal  
N.N. Saikia College  
Titabar

\*\*\*\*\*

Branch Office :- House No.:124, (Above SBI ATM), Rajgarh Road, Ulubari, Guwahati- 781007

Ph : (0361) 2464254, Telefax : (0361) 2464253, Mobile No.: 9864064253

e-mail : ritesh.mkbghy@yahoo.com

*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

**M.K. Bardoloi & Co.**

CHARTERED ACCOUNTANTS  
JORHAT

M.K. Bardoloi, M.Com, F.C.A, DISA (ICAI), CISA

Ritesh Agarwalla, M.Com, F.C.A.

Narendra Jakhar, B.Com (Hons), A.C.A.

NANDA NATH SAIKIA COLLEGE  
TITABAR, JORHAT - 785630 (ASSAM)



Phone : (0376) 2372220 (O)

2371838 (R)

Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan

Jorhat - 785001, Assam.

e-mail : mkbardoloi@gmail.com

STATEMENT OF UTILISATION OF GRANTS MADE BY RASTRIYA UCHCHATAR SHIKSHA ABHIYAN (RUSA), KAHILIPARA, GUWAHATI – 781019, MADE TO THE PRINCIPAL, NANDA NATH SAIKIA COLLEGE, TITABAR - 785 630, UNDER THE SCHEME OF “INFRASTRUCTURE GRANTS TO COLLEGES”.

STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD  
FROM 04.08.2018 to 05.11.2018

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To <u>Grants-in-Aid</u> :		By <u>Expenses</u> :	
Grants received from RUSA, Guwahati, vide sanctioning letter no. AHSEC(RUSA)/ Release of fund/47/2016/915, dated 19.04.2018.		Renovation Expenses: Renovation of Class Room, Campus development (foot path & drainage & beautification of campus)	46,60,000.00
Central Share	45,00,000.00	“ New Equipment/Facility	3,40,000.00
State Share	5,00,000.00		
<b>Total – Rs.</b>	<b>50,00,000.00</b>	<b>Total – Rs.</b>	<b>50,00,000.00</b>

**AUDIT CERTIFICATE**

We have examined the above statement of Receipts & Payments of Nanda Nath Saikia College, Titabar, Jorhat - 785630, for the period from 04.08.2018 to 05.11.2018, in respect of Grants-in-Aids sanctioned under the scheme of “Infrastructure grants to Colleges”, for an amount of **Rs. 50,00,000.00 (Rupees Fifty lakh)** only, sanctioned by Rastriya Uchcharat Shiksha Abhiyan (RUSA), Kahilipara, Guwahati – 781019.

It is certified that out of the total grants of **Rs. 50,00,000.00 (Rupees Fifty lakh)** only, sanctioned by the Rastriya Uchcharat Shiksha Abhiyan (RUSA), Kahilipara, Guwahati – 781019, vide letter no. ASHEC(RUSA)/Release of fund/47/2016/915, dated 19.04.2018, which was fully utilized for the purpose for which it was sanctioned in accordance with the terms & conditions laid down in this behalf.

We certify that we have obtained all the information & explanations that we have required and we further certify as a result of our audit that, in our opinion the accounts & utilization certificate related to the Rastriya Uchcharat Shiksha Abhiyan (RUSA) are properly drawn up and the amount spent on this programme are according to the conditions laid out by RUSA so as to exhibit a true and fair view of the state of affairs of the scheme, according to the best of our information & explanations given to us and the amount of the grant sanctioned by RUSA vide letter no mentioned above have been utilized for which it was sanctioned.



Branch Office :- House No.:124, (Above SBI ATM), Rajgarh Road, Ulubari, Guwahati- 781007

Ph : (0361) 2464254, Telefax : (0361) 2464253, Mobile No.: 9864064253

e-mail : ritesh.mkbghy@yahoo.com

*Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

**M.K. Bardoloi & Co.**

CHARTERED ACCOUNTANTS  
JORHAT

M.K. Bardoloi, M.Com, F.C.A, DISA (ICAI), CISA

Ritesh Agarwalla, M.Com, F.C.A.

Narendra Jakhnar, B.Com (Hons), A.C.A.



Phone : (0376) 2372220 (O)  
2371838 (R)  
Telefax : 2372221 (O)

H.O.: A.T. Road, Tarajan  
Jorhat - 785001, Assam.  
e-mail : mkbardoloi@gmail.com

For M. K. BARDOLOI & CO.,  
Chartered Accountants

Firm Regn. No. :- 315123E



*M.K. Bardoloi*  
(M. K. BARDOLOI)

Sr. Partner

Membership No. :- 300-052300

Place :- Jorhat

Date :- 08.11.2018.

Signature.....  
(Co-ordinator)

Signature.....  
(Principal)  
Seal

Principal  
N.N. Saikia College  
Titabar

\*\*\*\*\*

Branch Office :- House No.:124, (Above SBI ATM), Rajgarh Road, Ulubari, Guwahati- 781007  
Ph : (0361) 2464254, Telefax : (0361) 2464253, Mobile No.: 9864064253  
e-mail : ritesh\_mkbghy@yahoo.com

*Dr. L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*Mr. J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Internal Audit Report, 2019-2020

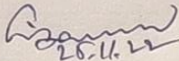
### AUDIT REPORT (INTERNAL) ON THE ACCOUNTS OF N.N. SAIKIA COLLEGE, TITABAR OF JORHAT DISTRICT FOR THE PERIOD FROM 01-04-2019 TO 31-03-2020

1. **INTRODUCTION** : The Accounts of N.N. Saikia College, Titabar of Jorhat District for the period from 01-04-2019 to 31-03-2020 have been checked & audited by the undersigned on the basis of following Accounts, Records produced during the course of audit.

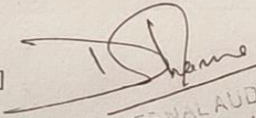
- (1) Fees Collection Records
- (2) Cash Books (General/UGC/ Other funds)
- (3) Bank Pass Books of respective funds
- (4) Govt. Grant Register
- (5) Assests Register
- (6) Supported Bill/Vouchers etc.
- (7) Any other Records related to audit purpose

2. **INCUMBENCY** : The office of the Principal & Secretary of the Institution was held by Dr. Litol Baruah who is also act as Drawing & Disbursing Officer as an Administrative Head of the College.

3. **DISCLAIMER STATEMENT** : The Audit Report (Internal) has been prepared on the basis of Accounts Record submitted by the Accounting authority on behalf of the Principal of N.N.Saikia College, Titabar. The Internal Auditor disclaims any responsibility for any mis-information or non-furnishing of information on the part of auditee.

  
Principal  
N.N. Saikia College  
Titabar

[1]

  
INTERNAL AUDITOR Contd. P.-2  
(Retd) Assit. Director of Audit  
(L.F.) Assam





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

4. **GOVT GRANT /FUND ETC.:** During the period covered by the audit the institution was in receipt of few Govt. Grant/Fund etc as ascertained from the available Records produced during the course of audit. The detailed of Govt/Fund etc. was shown below:-

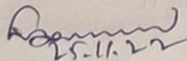
Sl No.	Sanction No. & Date	Purpose	Amount	Date of Receipt	Remarks
1	2	3	4	5	6
1	By Bank Transfer	Excursion	1,00,000.00	03/04/2019	
2	-As above-	Govt. Fund	1,93,609.00	03/04/2019	
3	-As above-	RMSA (Toilet)	23,068.00	18/07/2019	
4	-As above-	Other receipt	1200.00	22/07/2019	
5	-As above-	Girls' Common Room	1,00,000.00	16/10/2019	
6	-As above-	Science Grant	2,40,000.00	31/03/2020	

5. **TUITION FEES (GOVT.):** During the period covered by this audit the Institution was remitted Rs. 3,92,280.00 as tuition fees (70%) to the Govt. as detailed below: on 30/10/2019.

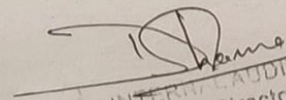
Sl No.	Year	Amount	Remarks
1	2018-19	Rs. 141036.00	
2	2019-20	Rs. 251244.00	
	Grand Total	Rs. 392280.00	

6. **FUND POSITION :-** The position of fund alongwith the Receipt & Payment Account in respect of General/UGC & other subsidiary funds for the period from 01-04-2019 to 31-03-2020 was shown below as consolidated manner.

Sl. No	NAME OF FUND	PERIOD	OPPENING BALANCE	RECEIPTS	BANK INTT.	TOTAL RECEIPT	EXPENDIT URE	CLOSING BALANCE
1	GENERAL FUND	2019-20	1216495.24	7027967.00	75290.00	8319752.24	4011061.50	4308690.74
2	EXAM. FUND	2019-20	402872.03	Nil	5690.00	408562.03	399497.00	9065.03
3	UGC FUND	2019-20	301527.26	21000.00	6717.00	329244.26	232454.72	96789.54
4	STUDENT UNION FUND	2019-20	7491.53	514750.00	2421.00	524662.53	466170.00	58492.53
5	LABORATORY FUND	2019-20	554776.68	Nil	15910.00	570686.68	328499.50	242187.18
6	LIBRARY FUND	2019-20	225847.67	96000.00	5675.00	327522.67	206994.00	120528.67
7	STUDENT AID FUND	2019-20	116576.27	Nil	3717.00	120293.27	12265.50	108027.77
8	DEVELOPMENT FUND	2019-20	1083181.65	Nil	28415.00	1111596.65	765516.00	346080.65
9	CAUTION MONEY	2019-20	676867.10	Nil	15296.00	692163.10	618989.00	73174.10
10	SCOUT & GUIDE FUND	2019-20	38122.00	Nil	1173.00	39295.00	14221.00	25074.00
11	GIRLS' HOSTEL FUND	2019-20	132950.91	288400.00	3699.00	425049.91	372517.50	52532.41

  
Principal  
N.N. Saikia College  
Titabar

[2]

  
INTERIM AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam

Contd. P.-3



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

7. **CLOSING BALANCE:** The Closing Balance of the General/UGC and other Subsidiary Funds as per respective Cash Book & Bank Pass Book on on 31/03/2020 was as follows:

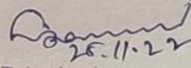
Sl. No.	NAME OF FUND	CASH IN HAND	CASH AT BANK	NAME OF BANK	ACCOUNT NO.
1	GENERAL FUND	Nil	4308690.74	Punjab National Bank	0029010446617
2	EXAM. FUND	Nil	9065.03	State Bank of India	11506395301
3	UGC FUND	Nil	96789.54	State Bank of India	11506395323
4	STUDENT UNION FUND	Nil	58492.53	State Bank of India	11506395287
5	LABORATORY FUND	Nil	242187.18	Punjab National Bank	0029010103314
6	LIBRARY FUND	Nil	120528.67	State Bank of India	11506395298
7	STUDENT AID FUND	Nil	108027.77	State Bank of India	11506395312
8	CAUTION MONEY	Nil	73174.10	Punjab National Bank	0029010103312
9	DEVELOPMENT FUND	Nil	346080.65	Punjab National Bank	0029010103313
10	SCOUT & GUIDE FUND	Nil	25074.00	Punjab National Bank	0029010120411
11	GIRLS' HOSTEL FUND	Nil	52532.41	Punjab National Bank	0029010108822

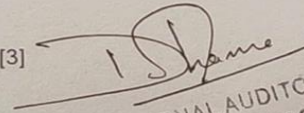
8. **RECEIPT & PAYMENT ACCOUNT:** Receipt & Payment Account as prepared from the entries made into the General Fund Cash Book as elaborated manner was given as **Annexure -1**

9. **PREPARATION OF BUDGET:** Though the Budget was not prepared, the expenditure was incurred within the limit of Receipts for the purposes.

10. **FEES COLLECTION REGISTER:** Fee Collection Register was maintained properly for verification.

11. **CASH BOOK:** Maintenance procedures followed so for relating to the preparation of Cash Books was found upto the mark. Cash Books were found to have been maintained under double column system. The Closing Balances were worked out properly at the close of a particular month with reference to the transaction of Bank Pass Books of respective funds.

  
Principal  
N.N. Saikia College  
Titabar

[3]   
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam  
Contd. P.-4



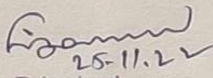


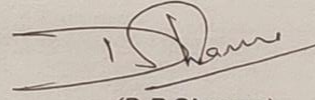
# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

12. **STOCK/ASSESTS REGISTER** : Further improvement relating to the maintenance standard of Stock & Assests Register is necessary to some extent. This is a part & parcel Record of Accounts.
13. **DIVERSION OF FUND** : Nil
14. **PAYMENT VOUCHERS** : On verification it was noticed that no any remarkable irregularities have been noticed relating to the Payment Vouchers of the General & Subsidiary funds. However the word "PAID & CANCELLED" should be inserted on the face of the vouchers to avoid the risk of double payment in future.
15. **GENERAL OBSERVATION** : Maintenance standard of Accounts Records was found in fair. However further improvement is desired in all respect.

Date : 01/07/2022

  
25.11.22  
Principal  
N.N. Saikia College  
Titabar



(D.P. Sharma)  
INTERNAL AUDITOR  
(Retd.) Asstt. Director  
Of Audit (L.F.), Assam  
N.N.Saikia College,  
Titabar

INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Annexure 1

### Receipt & Payment Account (General Fund) FOR THE PERIOD FROM 01/04/2019 TO 31/03/2020

2019-2020					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	1216495.24	1	Remuneration (M/S)	1274671.00
2	Fees Receipt	3138570.00	2	Infrastructure Augmentation	
3	Govt Fund	434809.00		(a) Equipment	273879.00
4	Reimbursement Admission Fess DHE	3230320.00		(b) Physical Infrastructure	467563.00
5	Girls' Common Room	100000.00	3	Maintenance of Infrastructure	
6	Excursion Grant	100000.00		(a) Physical	355508.00
7	RMSA (Toilet)	24268.00		(b) Academic Support	213876.00
8	Bank Interest	75290.00		(c) Library (News Paper)	10614.00
			4	Research Grant for Faculty Members	2600.00
			5	GB Meeting	20950.00
			6	Insurance Premium	25369.00
			8	Contingency	61531.00
			9	Advertisement	14553.00
				Remitted of Tuition Fee to DHE	392280.00
			11	Registration (DU)	75284.00
			12	Transfer to centre Fund	307390.00
			13	Transfer to student's union fund	514750.00
			14	Bank Charge	243.50
				Total	4011061.50
				Closing Balance	4308690.74
	Total (Rs.)	8319752.24		Total (Rs.)	8319752.24

*Baruah*

Principal  
N.N. Saikia College  
Titabar

*J.P. Oza*  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam

*Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar





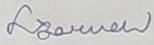
নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

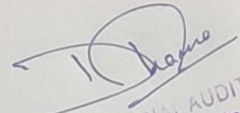
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Annexure 2

Receipt & Payment Account (UGC Fund)  
FOR THE PERIOD FROM 01/04/2019 TO 31/03/2020

2019-2020					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	301527.26	1	Auditor (C.A.)	106694.72
2	Receipts	21000.00	2	Amount remitted to UGC	104760.00
3	Bank Interest	6717.00	3	MRP Grants	21000.00
				Total	232454.72
				Closing Balance	96789.54
	Grand Total (Rs.)	329244.26		Grand Total (Rs.)	329244.26

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asslt. Director of Audit  
(L.F.) Assam



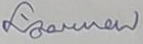
নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

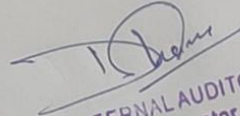
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Annexure 3

Receipt & Payment Account (Library Fund)  
FOR THE PERIOD FROM 01/04/2019 TO 31/03/2020

2019-2020					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	225847.67	1	News Paper	22940.00
2	Receipts	96000.00	2	Magazine	1200.00
3	Bank Interest	5675.00	3	Books	159954.00
			4	Maintenance	17000.0
			5	N-List	5900.00
				Total	206994.00
				Closing Balance	120528.67
	Grand Total (Rs.)	327522.67		Grand Total (Rs.)	327522.67

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asst. Director of Audit  
(L.F.) Assam





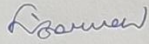
নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

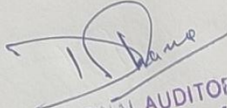
Affiliated to Dibrugarh University

Annexure 4

Receipt & Payment Account (Laboratory Fund)  
FOR THE PERIOD FROM 01/04/2019 TO 31/03/2020

2019-2020					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	554776.68	1	Laboratory Material	135905.00
2	Receipts	Nil	2	Laboratory Item	14790.00
3	Bank Interest	15910.00	3	Equipment	162800.00
			4	Furnisher	15000.00
			5	Bank Charge	4.50
				Total	328499.50
				Closing Balance	242187.18
	Grand Total (Rs.)	570686.68		Grand Total (Rs.)	570686.68

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam



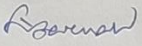
নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

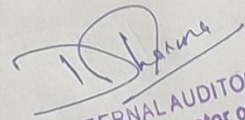
Affiliated to Dibrugarh University

Annexure 5

Receipt & Payment Account (Development Fund)  
FOR THE PERIOD FROM 01/04/2019 TO 31/03/2020

2019-2020					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	1083181.65	1	Construction Material	672000.00
2	Receipts	Nil	2	Labour Payment	74350.00
3	Bank Interest	28415.00	3	Generator Maintenance	19160.00
			4	Bank Charge	6.00
				Total	765516.00
				Closing Balance	346080.65
	Grand Total (Rs.)	1111596.65		Grand Total (Rs.)	1111596.65

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## RUSA Utilization Certificate, 2019-2020

FORM  
GRF 12-C

[See Rule 239]

Form of Utilization Certificate  
(For State Government)  
(Where expenditure incurred by Government bodies only)

Sl. No.	Letter no. and date	Amount Rs.	Certified that out of Rs. <b>50,00,000.00</b> of Grants-in-aid sanctioned during the year <b>2019-20</b> in favour of <b>the Principal, Nanda Nath Saikia College, Titabar-785630</b> under this Ministry/Department vide Letter No. given in the margin and brought forward amount of <b>Rs. Nil</b> on account of unspent balances of the previous year, a sum of <b>Rs 50,00,000.00 (Rupees Fifty Lakhs)</b> only has been utilized for the purpose for which it was sanctioned and that the balance of <b>Rs. Nil</b> remaining un-utilized at the end of the year has been surrendered to Government (vide letter no. Nil, dated Nil) will be adjusted to-wards the Grants-in-aid payable during the next year 2019-20.
1	ARUSA/PIM/234/2019/1637 dtd. 11/06/2019	45,00,000.00	
2	ARUSA/PIM/234/2019/110/ 3070 dtd. 05/02/2020	5,00,000.00	
		<b>50,00,000.00</b>	

2. Certified that I have satisfied myself that the conditions, on which the grants-in-aids was sanctioned, have been duly fulfilled/are being fulfilled and that in have exercise the following checks to see that money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:

1. Cash Book
2. Bill Register
3. Stock Book

*L. Baruah*  
7.12.2020  
(Dr. L. Baruah)  
Principal,  
N.N. Saikia College,  
Titabar  
Principal  
N.N. Saikia College  
Titabar

*L. Baruah*  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



*J.P. Oza*  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Internal Audit Report, 2020-2021

### **AUDIT REPORT (INTERNAL) ON THE ACCOUNTS OF N.N. SAIKIA COLLEGE, TITABAR OF JORHAT DISTRICT FOR THE PERIOD FROM 01-04-2020 TO 31-03-2021**

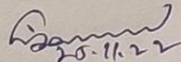
1. **INTRODUCTION** : The Accounts of N.N. Saikia College, Titabar of Jorhat District have been audited by the undersigned on the basis of following Accounts, Records produced during the course of verification for the period from 01-04-2020 to 31-03-2021.

- (1) Fees Collection Records
- (2) Cash Books (General/UGC/ Other funds)
- (3) Bank Pass Books of respective funds
- (4) Govt. Grant Register
- (5) Assests Register
- (6) Supported Bill/Vouchers etc.
- (7) Any other Records related to audit purpose

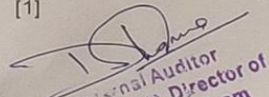
2. **INCUMBENCY** : The office of the Principal & Secretary of the Institution was held by Dr. Litoal Baruah who is also act as Drawing & Disbursing Officer as a administrative head of the College.

3. **DISCLAIMER STATEMENT** : The Audit Report (Internal) has been prepared on the basis of Accounts Records submitted by the Accounting authority of the college. The Internal Audit disclaims any responsibility for any mis-information or non-furnishing of information on the part of auditee.

4. **GOVT GRANT /FUND ETC.:** During the period covered by the audit the institution was not in receipt of any Govt. Grant/Fund etc as ascertained from the available Records produced during the course of audit.

  
Principal  
N.N. Saikia College  
Titabar

[1]

  
Internal Auditor  
(Field) Assst. Director of  
Audit (L.E.) Assam

Contd. P.-2





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

5. **FUND POSITION** :- The position of funds alongwith the Receipt & Payment Account in respect of General/UGC/Subsidiary funds etc. for the period from 01-04-2020 to 31-03-2021 was given below :-

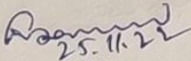
Sl. No	NAME OF FUND	PERIOD	OPPENING BALANCE	RECEIPTS	BANK INTT.	TOTAL RECEIPT	EXPENDI TURE	CLOSING BALANCE
1	GENERAL FUND	2020-21	4308690.74	5985226.64	88187.00	10382104.38	6984264.18	3397840.20
2	EXAM. FUND	2020-21	9065.03	781697.00	7325.00	798087.03	293780.00	504306.53
3	UGC FUND	2020-21	96789.54	Nil	2635.00	99424.54	82639.00	16785.54
4	STUDENT UNION FUND	2020-21	58492.53	374550.00	2548.00	435590.53	44017.00	391573.53
5	LABORATORY FUND	2020-21	242187.18	770650.00	16830.00	1029667.18	274229.60	755437.58
6	LIBRARY FUND	2020-21	120528.67	387161.00	5316.00	513005.67	257737.50	255268.17
7	STUDENT AID FUND	2020-21	108027.77	Nil	2968.00	110995.77	Nil	110995.77
8	CAUTION MONEY	2020-21	73174.10	Nil	2334.00	75508.10	136.20	75371.90
9	DEVELOPMENT FUND	2020-21	346080.65	2415800.00	34147.00	2796027.65	875738.70	1920288.95
10	SCOUT & GUIDE FUND	2020-21	25074.00	23136.00	1311.00	49521.00	Nil	49521.00
11	GIRLS' HOSTEL FUND	2020-21	52532.41	199900.00	908.00	253340.41	193524.42	57815.99

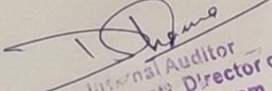
6. **CLOSING BALANCE** : The Closing Balance of the General/UGC and Subsidiary Funds as per respective Cash Book & Bank Pass Book on on 31/03/2021 was as follows:

Sl. No.	NAME OF FUND	CASH IN HAND	CASH AT BANK	NAME OF BANK	ACCOUNT NO.
1	GENERAL FUND	Nil	3397840.20	UBI (Punjab National Bank)	0029010446617
2	EXAM. FUND	Nil	504306.53	State Bank of India	11506395301
3	UGC FUND	Nil	16785.54	State Bank of India	11506395323
4	STUDENT UNION FUND	Nil	391573.53	State Bank of India	11506395287
5	LABORATORY FUND	Nil	755437.58	UBI (PNB)	0029010103314
6	LIBRARY FUND	Nil	255268.17	State Bank of India	11506395298
7	STUDENT AID FUND	Nil	110995.77	State Bank of India	11506395312
8	CAUTION MONEY	Nil	75371.90	UBI (PNB)	0029010103312
9	DEVELOPMENT FUND	Nil	1920288.95	UBI (PNB)	0029010103313
10	SCOUT & GUIDE FUND	Nil	49521.00	UBI (PNB)	0029010120411
11	GIRLS' HOSTEL FUND	Nil	57815.99	UBI (PNB)	0029010108822

[2]

Contd. P.-3

  
Principal  
N.N. Saikia College  
Titabar

  
Internal Auditor  
(Retd) Asstt. Director of  
Audit (L.F.) Assam



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

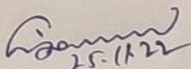
7. **RECEIPT & PAYMENT ACCOUNT:** Receipt & Payment Account as prepared from the entries made into the General Fund Cash Book as elaborated manner was given as Annexure -1

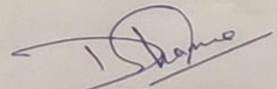
8. **STATUS OF MAINTENANCE OF ACCOUNTS: OBSERVATION THEREOF:**

- (i) **PREPARATION OF BUDGET :** Though the Budget was prepared but the same should be prepared more elaborately in future.
- (ii) **FEES COLLECTION REGISTER :** Necessary fees Collection Register was found to have been maintained for verification.
- (iii) **CASH BOOK :** Cash Books relating to General & other subsidiary funds were found to have been maintained with neat & clean manner under double column system. The Closing Balances were properly worked out with referred to the respective Bank Pass Books.
- (iv) **STOCK/ASSESTS REGISTER :** Needful effort should be taken to maintain the Stock & Assests Register with necessary entries thereof.
- (v) **DIVERSION OF FUND :** Nil
- (vi) **PAYMENT VOUCHERS :** No any remarkable irregularities have been noticed relating to the payment vouchers in respect of General & Subsidiary funds.
- (vii) **GENERAL OBSERVATION :** For the enhancement of Students enroll and Govt Grants, the volume of accounts of the Institution have been expanding for which additional man power is required for smooth functioning of official affairs etc.

However, the procedures followed so far relating to the maintenance of Account Record was found in fair order.

Date : 23/12/2021

  
Principal  
N.N. Saikia College  
Titabar

  
(D.P. Sharma)  
INTERNAL AUDITOR  
Retd. Asstt. Director  
Of Audit (L.F.), Assam

Internal Auditor  
(২০১৩) Asstt Director of  
Audit (L.F.) Assam





# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Annexure 1

### Receipt & Payment Account ( General Fund) FOR THE PERIOD FROM 01/04/2020 TO 31/03/2021

2020-2021					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	4308690.74	1	Staff Payment (M/S)	1154954.00
2	Application Fees	628000.00	2	Infrastructure Augmentation	
3	RMSA Fund	22606.64		(a) Equipments	94782.00
4	Reimbursement Admission Fess DHE	5307120.00		(b) Physical Infrastructure	142192.00
5	Canteen Rent	5500.00	3	Maintenance of Infrastructure	
6	Misc. Receipt	22000.00		(a) Physical	262626.00
7	Bank Interest	88187.00		(b) Academic	154935.00
				(c) Library (News Paper)	2577.00
			4	Contingency	26709.00
			5	Advertisement	63945.00
			6	Interview Expenditure	276974.00
			7	Registration (Online DU)	42325.00
			8	Transfer to subsidiary Funds	4752994.00
			9	Application fees (refunded)	8000.00
			10	Bank Charge	1251.18
				Total	6984264.18
				Closing Balance	3397840.20
	<b>Total (Rs.)</b>	<b>10382104.38</b>		<b>Total (Rs.)</b>	<b>10382104.38</b>

*[Signature]*

Principal  
N.N. Saikia College  
Titabar

*[Signature]*  
INTERNAL AUDITOR  
(Retd) Asslt. Director of Audit  
(L.F.) Assam





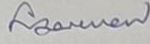
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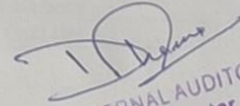
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## Annexure 2

### Receipt & Payment Account (UGC Fund) FOR THE PERIOD FROM 01/04/2020 TO 31/03/2021

2020-2021					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	96789.54	1	Amount remitted to UGC	82639.00
2	Bank Interest	2635.00		Total:	82639.00
				Closing Balance	16785.54
	Grand Total (Rs.)	99424.54		Grand Total (Rs.)	99424.54

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Assit. Director of Audit  
(L.F.) Assam





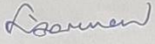
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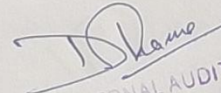
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## Annexure 3

### Receipt & Payment Account (Library Fund) FOR THE PERIOD FROM 01/04/2020 TO 31/03/2021


2020-2021					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	120528.67	1	News Paper	10737.00
2	Receipts	387161.00	2	Journal	7710.00
3	Bank Interest	5316.00	3	Books	177302.00
			4	Infrastructure	56000.00
			5	N-List	5900.00
			6	Bank Charge	88.50
				Total:	257737.50
				Closing Balance	255268.17
	Grand Total (Rs.)	513005.67		Grand Total (Rs.)	513005.67

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam

  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



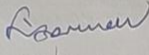
নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

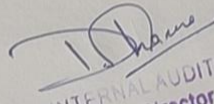
Affiliated to Dibrugarh University

Annexure 4

Receipt & Payment Account (Laboratory Fund)  
FOR THE PERIOD FROM 01/04/2020 TO 31/03/2021

2020-2021					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	242187.18	1	Laboratory Material	272731.00
2	Receipts	770650.00	2	Withdrawn by self	1480.00
3	Bank Interest	16830.00	3	Bank Charge	18.20
				Total:	274229.60
				Closing Balance	755437.58
	Grand Total (Rs.)	1029667.18		Grand Total (Rs.)	1029667.18

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam





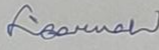
নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

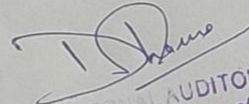
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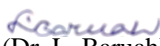
Annexure 5

Receipt & Payment Account (Development Fund)  
FOR THE PERIOD FROM 01/04/2020 TO 31/03/2021


2020-2021					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	346080.65	1	Construction Material	673589.00
2	Receipts	2415800.00	2	Infrastructure Maintenance	8700.00
3	Bank Interest	34147.00	3	Labour Charge	167610.00
			4	Electric Fan	25818.00
			5	Bank Charge	21.70
				Total:	875738.70
				Closing Balance	1920288.95
	Grand Total (Rs.)	2796027.65		Grand Total (Rs.)	2796027.65

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Assil. Director of Audit  
(L.F.) Assam

  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

Affiliated to Dibrugarh University

## Internal Audit Report, 2021-2022

### **AUDIT REPORT (INTERNAL) ON THE ACCOUNTS OF N.N. SAIKIA COLLEGE, TITABAR OF JORHAT DISTRICT FOR THE PERIOD FROM 01-04-2021 TO 31-03-2022**

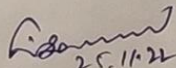
1. **INTRODUCTION** : The Accounts of N.N. Saikia College, Titabar of Jorhat District have been audited by the undersigned on the basis of following Accounts, Records produced during the course of verification for the period from 01-04-2021 to 31-03-2022.

- (1) Fees Collection Records
- (2) Cash Books (General/UGC/ Other funds)
- (3) Bank Pass Books of respective funds
- (4) Govt. Grant Register
- (5) Assests Register
- (6) Supported Bill/Vouchers etc.
- (7) Any other Records related to audit purpose

2. **INCUMBENCY** : The office of the Principal & Secretary of the Institution was held by Dr. Litoool Baruah who is also act as Drawing & Disbursing Officer as a administrative head of the College.

3. **DISCLAIMER STATEMENT** : The Audit Report (Internal) has been prepared on the basis of Accounts Records submitted by the Accounting authority of the college. The Internal Audit disclaims any responsibility for any mis-information or non-furnishing of information on the part of auditee.

4. **GOVT GRANT /FUND ETC.:** During the period covered by the audit the institution was not in receipt of any Govt. Grant/Fund etc as ascertained from the available Records produced during the course of audit.

  
Principal  
N.N. Saikia College  
Titabar

[1]

Contd. P.-2





নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**  
Affiliated to Dibrugarh University

5. **FUND POSITION :-** The position of funds alongwith the Receipt & Payment Account in respect of General/UGC/Subsidiary funds etc. for the period from 01-04-2021 to 31-03-2022 was given below :-

SI. No	NAME OF FUND	PERIOD	OPPENING BALANCE	RECEIPTS	BANK INTT.	TOTAL RECEIPT	EXPENDI TURE	CLOSING BALANCE
1	GENERAL FUND	2021-22	3397840.20	2343300.00	87592.00	5828732.20	4507822.00	1320910.20
2	EXAM. FUND	2021-22	504306.53	Nil	9641.00	513947.53	306487.00	207460.53
3	UGC FUND	2021-22	16785.54	1.00	431.00	17217.54	15000.00	2217.54
4	STUDENT UNION FUND	2021-22	391573.53	444150.00	8388.00	844111.53	639223.50	204888.03
5	LABORATORY FUND	2021-22	755437.58	Nil	22233.00	777670.58	73886.00	703784.58
6	LIBRARY FUND	2021-22	255628.17	Nil	5413.00	261041.17	210687.00	50354.17
7	STUDENT AID FUND	2021-22	110995.77	Nil	3027.00	114022.77	Nil	114022.77
8	CAUTION MONEY	2021-22	75371.90	Nil	2226.00	77597.90	Nil	77597.90
9	DEVELOPMENT FUND	2021-22	1920288.95	800000.00	36855.00	2757173.95	2580178.00	176995.95
10	SCOUT & GUIDE FUND	2021-22	49521.00	Nil	1462.00	50983.00	Nil	50983.00
11	GIRLS' HOSTEL FUND	2021-22	57815.99	136500.00	715.00	195030.99	146067.72	48963.27

6. **CLOSING BALANCE :** The Closing Balance of the General/UGC and Subsidiary Funds as per respective Cash Book & Bank Pass Book on on 31/03/2022 was as follows:

SI. No.	NAME OF FUND	CASH IN HAND	CASH AT BANK	NAME OF BANK	ACCOUNT NO.
1	GENERAL FUND	Nil	1320910.20	UBI (Punjab National Bank)	0029010446617
2	EXAM. FUND	Nil	207460.53	State Bank of India	11506395301
3	UGC FUND	Nil	2217.54	State Bank of India	11506395323
4	STUDENT UNION FUND	Nil	204888.03	State Bank of India	11506395287
5	LABORATORY FUND	Nil	703784.58	UBI (PNB)	0029010103314
6	LIBRARY FUND	Nil	50354.17	State Bank of India	11506395298
7	STUDENT AID FUND	Nil	114022.77	State Bank of India	11506395312
8	CAUTION MONEY	Nil	77597.90	UBI (PNB)	0029010103312
9	DEVELOPMENT FUND	Nil	176995.95	UBI (PNB)	0029010103313
10	SCOUT & GUIDE FUND	Nil	50983.00	UBI (PNB)	0029010120411
11	GIRLS' HOSTEL FUND	Nil	48963.27	UBI (PNB)	0029010108822

[2]

*[Signature]*  
Principal  
N.N. Saikia College  
Titabar

Contd. P.-3



# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

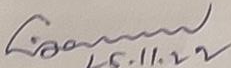
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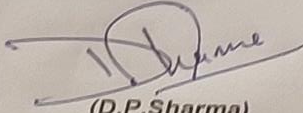
7. **RECEIPT & PAYMENT ACCOUNT:** Receipt & Payment Account as prepared from the entries made into the General Fund Cash Book as elaborated manner was given as Annexure -1

8. **STATUS OF MAINTENANCE OF ACCOUNTS: OBSERVATION THEREOF:**

- (i) **PREPARATION OF BUDGET :** Though the Budget was prepared but the same should be prepared more elaborately in future.
- (ii) **FEES COLLECTION REGISTER :** Necessary fees Collection Register was found to have been maintained for verification.
- (iii) **CASH BOOK :** Cash Books relating to General & other subsidiary funds were found to have been maintained with neat & clean manner under double column system. The Closing Balances were properly worked out with referred to the respective Bank Pass Books.
- (iv) **STOCK/ASSESTS REGISTER :** Needful effort should be taken to maintain the Stock & Assests Register with necessary entries thereof.
- (v) **DIVERSION OF FUND :** Nil
- (vi) **PAYMENT VOUCHERS :** No any remarkable irregularities have been noticed relating to the payment vouchers in respect of General & Subsidiary funds.
- (vii) **GENERAL OBSERVATION :** For the enhancement of Students enroll and Govt Grants, the volume of accounts of the Institution have been expanding for which additional man power is required for smooth functioning of official affairs etc.  
However, the procedures followed so far relating to the maintenance of Account Record was found in fair order.

Date :

  
Principal  
N.N. Saikia College  
Titabar

  
(D.P.Sharma)  
INTERNAL AUDITOR  
Retd. Asstt. Director  
Of Audit (L.F.), Assam  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam





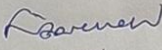
# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

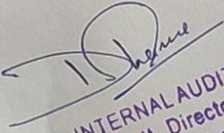
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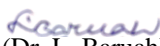
## Annexure 1

### Receipt & Payment Account FOR THE PERIOD FROM 01/04/2021 TO 31/03/2022


2021-2022					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	3397840.20	1	Staff Payment (M/S)	941585.00
2	Application Fees	446000.00	2	Infrastructure Augmentation	
3	Admission Fee	1880300.00		(a) Equipment	160170.00
4	Govt Grant DHE (sensitization)	17000.00		(b) Physical Infrastructure	1522343.00
5	Bank Interest	87592.00	3	Maintenance of Infrastructure	
				(a) Physical	269036.00
				(b) Academic	366933.00
				(c) Library (News Paper)	6074.00
			4	Funding for seminar/conference participation for faculty members	2800.00
			5	GB Meeting	9400.00
			6	Contingency	17695.00
			7	Advertisement	35795.00
			8	Registration/Affiliation etc. (DU)	222635.00
			9	Transfer to Development Funds	500000.00
			10	Transfer to Student Union Fund	444150.00
			11	GST Paid	8026.00
			12	Bank Charge	1180.00
				Total	4507822.0
				Closing Balance	1320910.20
	<b>Total (Rs.)</b>	<b>5828732.20</b>		<b>Total (Rs.)</b>	<b>5828732.20</b>

  
Principal  
N.N. Saikia College  
Titabar

  
INTERNAL AUDITOR  
(Retd) Asstt. Director of Audit  
(L.F.) Assam

  
(Dr. L. Baruah)  
Principal  
N.N. Saikia College  
Titabar



  
(Mr. J.P. Oza)  
Coordinator, IQAC  
N.N. Saikia College, Titabar



নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

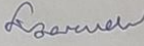
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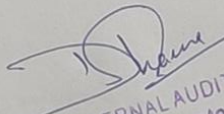
Annexure 2

Receipt & Payment Account (UGC Fund)

FOR THE PERIOD FROM 01/04/2021 TO 31/03/2022

2021-2022					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	16785.54	1	Amount paid to C.A.	15000.00
2	Bank Interest	431.00		Total:	15000.00
3	Misc. receipt	1.00		Closing Balance	2217.54
	Grand Total (Rs.)	17217.54		Grand Total (Rs.)	17217.54

  
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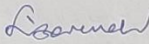
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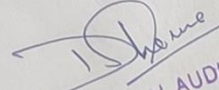
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Annexure 3

Receipt & Payment Account (Library Fund)  
FOR THE PERIOD FROM 01/04/2021 TO 31/03/2022


2021-2022					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	255628.17	1	News Paper	4909.00
2	Bank Interest	5413.00	2	Journal	430.00
3	Receipts	Nil	3	Books	199448.00
			4	N-List	5900.00
				Total:	210687.00
				Closing Balance	50354.17
	Grand Total (Rs.)	261041.17		Grand Total (Rs.)	261041.17

  
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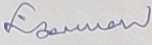
# নন্দনাথ শইকীয়া মহাবিদ্যালয় NANDANATH SAIKIA COLLEGE

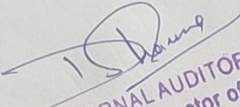
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## Annexure 4

### Receipt & Payment Account (Laboratory fund) FOR THE PERIOD FROM 01/04/2021 TO 31/03/2022

2021-2022					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	755437.58	1	Laboratory Material	73886.00
2	Bank Interest	22233.00		Total:	73886.00
3	Receipts	Nil		Closing Balance	703784.58
	Grand Total (Rs.)	777670.58		Grand Total (Rs.)	777670.58

  
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N.N. Saikia College  
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(L.F.) Assam





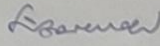
নন্দনাথ শইকীয়া মহাবিদ্যালয়  
**NANDANATH SAIKIA COLLEGE**

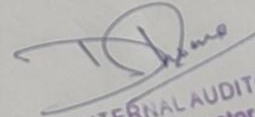
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Annexure 5

Receipt & Payment Account (Development Fund)  
FOR THE PERIOD FROM 01/04/2021 TO 31/03/2022


2021-2022					
Receipt			Payments		
Sl. No.	PARTICULARS	AMOUNT (Rs.)	Sl. No.	PARTICULARS	AMOUNT (Rs.)
1	Opening Balance	1920288.95	1	Construction Material	2053596.00
2	Bank Interest	36855.00	2	Labour Charge	516218.00
3	Receipts	800000.00	3	GST Payment	10364.00
				Total:	2580178.00
				Closing Balance	176995.95
	Grand Total (Rs.)	2757173.95		Grand Total (Rs.)	2757173.95

  
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