

DULIAJAN GIRLS' COLLEGE
P.O. DULIAJAN,
DIST. DIBRUGARH,
(ASSAM)

AUDITED
RECEIPTS & PAYMENT ACCOUNT
FOR THE YEAR
2017-18

P. DEB & ASSOCIATES,
CHARTERED ACCOUNTANTS

G. N. B. ROAD
(OPP. PRAKASH BAZAR)
P.O. TINSUKIA (ASSAM)

PHONE: 9435037928
E-mail ; ca_pranabdeb@rediffmail.com

Approved -
Bisui
President
Governing Body
Duliajan Girls' College

AUDITORS' REPORT
TO
THE GOVERNING BODY
OF
DULIAJAN GIRLS' COLLEGE,
P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

We have audited the attached Statement of "Receipts & Payments Account" for the financial period from 1st April, 2017 to 31st March, 2018 of DULIAJAN GIRLS' COLLEGE, DULIAJAN. The attached financial statement is the responsibility of the management of said College. Our responsibility is to express an opinion on those financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on test basis, evidence supporting the amounts and disclosures in the financial statements. We believe that our audit provides a reasonable basis for our opinion.

We report that we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit. In our opinion, proper books of accounts have been kept by the College so far as appears from our examination of the books.

In our opinion and to the best of our information and according to explanations given to us, the said Statement of "Receipts & Payments Account" for the financial period from 1st April, 2017 to 31st March, 2018 dealt with by this report is in agreement with the books of account and records produced before us and give a true and fair view of the total amount of receipts and payments made during the financial year.

Place : TINSUKIA (Assam),

Dated : 10TH DECEMBER, 2021.

UDIN : 21058149AAAADH3094



P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

Approved
Prabin
President
Governing Body
Duliajan Girls' College

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH 2018

RECEIPTS		AMOUNT	PAYMENTS		AMOUNT
To Opening Balance:			By Capital Expenditure:		
Cash at Bank - As per Schedule	2,272,884.03		Computer & Accessories	252,060.01	
Cash in Hand	2,329.00	2,275,213.03	Computer Software	240,250.00	
			Electrification	121,311.00	
Admission Form	-	78,800.00	Furniture & Fixtures	171,206.00	
Admission, Tuition & Other Fees	-	3,969,520.00	Crockery Sets	48,000.00	
Financial Assistance from Government	-	6,090,820.00	Antique	1,840.00	
Advance Received from Employees	-	93,733.00	Library Books	15,731.00	
Canteen Rent	-	7,100.00	Building Construction	101,647.00	1,455,611.01
Maturity of Fixed Deposit	-	250,000.00			
Interest from Bank:			Salary & Other Benefits to Staff:		
On Savings Accounts	435,272.00		Salary	2,194,348.00	
On Term Deposits	229,002.00	664,274.00	Remuneration for Exam. Duty	242,085.00	
			T.A./D.A.	155,096.00	2,792,529.00
			Fee & Fine to University:		
			For Registration & Enrolment	237,378.00	
			For Affiliation	7,059.00	
			For Examination	1,007,547.20	
			For Sports Board	15,940.00	1,247,924.20
			Celebration & Refreshment Expenses:		
			On Freshers Welcome	46,209.00	
			On College Week	150,209.00	
			Celebration Expenses	97,539.00	
			On Silver Jubilee Expenses	215,360.00	
			On Reward & Recognition	12,050.00	
			Other Refreshment Expenses	73,257.00	554,624.00
			Seminar & Workshop Expenses:		
			Project Work & Seminar Expenses	12,805.00	
			Sports Expenses	33,850.00	
			Excursion Expenses	100,000.00	
			Development Program	31,700.00	178,355.00
			Examination Expenses:		
			For Terminal Teaching Practical Exam	4,050.00	
			For Practical Exam	36,305.00	
			For Exam Committee	43,000.00	83,355.00
			Academic Inspection Expenses		
				-	17,605.00
			Security Deposit for Canteen-released		
				-	15,000.00
			Fee Refunded to BPs Student		
				-	16,435.00
			Tuition Fees paid to the Director of Higher Education of Assam		
				-	823,874.00
			Advance to Employees		
				-	56,000.00
			Establishment & Administrative Expenses:		
			Electrical Charges	17,850.00	
			Repairs & Maintenance	69,510.00	
			Labour Charges	7,400.00	
			Gardening Expenses	11,670.00	
			Freight Charges	1,510.00	
			Bank Charges	3,745.62	
			Postage & Courier	713.00	
			Printing & Stationery	200,735.00	
			Telephone & Internet Charges	7,035.00	
			Audit Fee	19,700.00	
			Professional Charges	5,527.00	
			Magazine & News Paper	18,058.00	
			Travelling Expenses	2,000.00	
			Videography	4,300.00	
			Interest on ITDS	6,740.00	
			Misc. Expenses	30,979.00	
			Advertisement Expenses	10,000.00	417,671.62
			Closing Balance:		
			Cash at Bank - As per Schedule	11,225,252.70	
			Cash in Hand	5,254.00	11,230,506.70
Total :-		18,428,890.03	Total :-		18,428,890.03

NOTE REFERRED TO ABOVE FORM AN INTEGRAL PART OF THE RECEIPTS & PAYMENTS ACCOUNT.

NOTED FOR IDENTIFICATION IN TERMS OF OUR ANNUAL REPORT OF EVEN DATE.

cc: TINSUKIA (Assam).

dd: 10th December, 2021

N: 21058149AAAADH13074



Approved
Buln
President
inn Body

P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn: No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

Principal
Principal I/C
Duliajan Girls' College
P. O. Duliajan

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

SCHEDULES TO RECEIPTS & PAYMENTS AS AT 31ST MARCH, 2018 :

SCHEDULE - CASH-AT-BANK WITH BANK :

<u>Sl. No.</u>	<u>Name of Fund</u>	<u>Bank & Branch</u>	<u>SB A/c. No.</u>	<u>Opening Balance as on 01.04.2017</u>	<u>Closing Balance as on 31.03.2018</u>
1	General Fund	Apex Bank, Duliajan	2472	3,213,086.86	1,711,455.86
2	General Fund	United Bank of India, Duliajan	1022	86,584.00	91,133.50
3	Examination Fund	Apex Bank, Duliajan	1802	917,594.52	1,197,916.52
4	Examination Fund	Apex Bank, Duliajan	3390	700,280.00	322,268.88
5	Development Fund	Apex Bank, Duliajan	2379	168,349.50	5,334,772.49
6	Union Fund	Apex Bank, Duliajan	2769	451,306.00	543,801.00
7	Misc. Fund	Apex Bank, Duliajan	2470	336,338.00	403,774.00
8	Library Fund	United Bank of India, Duliajan	2771	962,523.65	1,189,474.65
9	Games Fund	Apex Bank, Duliajan	2770	6,730.00	46,131.00
10	IQAC Fund	Apex Bank, Duliajan	36351	328,503.00	268,172.00
11	Building Fund	Apex Bank, Duliajan	2681	14,919.50	15,516.50
12	NCC Fund	Apex Bank, Duliajan	3716	9,832.00	15,708.00
	NSS Fund	Apex Bank, Duliajan	4290	76,637.00	85,128.00
Total :-				7,272,684.03	11,225,252.20

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.

Place: TINSUKIA (Assam),

Dated: 10th December, 2021

UDIN : 21058149AAAADH3094



For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 068149

For DULIAJAN GIRLS' COLLEGE,

Shubor
PRINCIPAL

Principal I/C
Duliajan Girls' College
P. O. Duliajan

Approved
Baldev
President
Governing Body
Duliajan Girls' College

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN,
DIST. DIBRUGARH,
(ASSAM)

AUDITED
RECEIPTS & PAYMENT ACCOUNT
FOR THE YEAR
2018-19

P. DEB & ASSOCIATES,
CHARTERED ACCOUNTANTS

G. N. B. ROAD
(OPP. PRAKASH BAZAR)
P.O. TINSUKIA (ASSAM)

PHONE: 9435037928 & 8474088012
E-mail ; ca_pranabdeb@rediffmail.com

AUDITORS' REPORT
TO
THE GOVERNING BODY
OF
DULIAJAN GIRLS' COLLEGE,
P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

We have audited the attached Statement of "Receipts & Payments Account" for the financial period from 1st April, 2018 to 31st March, 2019 of DULIAJAN GIRLS' COLLEGE, DULIAJAN. The attached financial statement is the responsibility of the management of said College. Our responsibility is to express an opinion on those financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on test basis, evidence supporting the amounts and disclosures in the financial statements. We believe that our audit provides a reasonable basis for our opinion.

We report that we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit. In our opinion, proper books of accounts have been kept by the College so far as appears from our examination of the books.

In our opinion and to the best of our information and according to explanations given to us, the said Statement of "Receipts & Payments Account" for the financial period from 1st April, 2018 to 31st March, 2019 dealt with by this report is in agreement with the books of account and records produced before us and give a true and fair view of the total amount of receipts and payments made during the financial year.

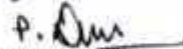
Place : TINSUKIA (Assam),

Dated : 4TH JULY, 2022.

UDIN : 22058149AOUGAW2408



For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E


PRANAB DEB
Proprietor
M. No. 058149

DULIAJAN GIRLS' COLLEGE

P.O. DULIAN, DIST. DIBRUGARH (ASSAM)

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2022

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To Opening Balance		By Capital Expenditure :	
Cash-at-Bank - As per Schedule	11,225,252.20	Computer & Accessories	268,609.00
Cash-in-Hand	8,254.00	Electrification	186,526.00
		C.C. TV Camera	11,677.00
* Admission, Tuition & Other Fees	4,407,095.00	WiFi Installation	20,000.00
* Financial Aid from Government of Assam	48,800.00	Air Conditioner	18,000.00
* Financial Aid for BPL Student from Government of Assam	542,327.00	Furniture & Fixtures	162,357.00
* Financial Aid from OIL India Ltd	306,300.00	Board	42,000.00
* Canteen Rent	38,000.00	Sanitary Napkin Dispenser Machine	6,500.00
* Centre Fee	500.00	Library Books	16,129.00
* Interest from Bank :		Sports Item	12,100.00
On Savings Accounts	406,017.00	Building Construction	1,712,913.00
On Term Deposits	223,079.00		2,521,531.00
* Surplus of Receipts over Payments brought forward from earlier year :		* Salary & Other Benefits to Staff :	
Silver Jubilee Fund	16,338.00	Salary	2,809,461.00
UGC Fund	338,872.00	T.A./D.A.	221,200.00
			3,030,661.00
* Advance recovered from G.B. Managing Committee	5,600.00	* Fee & Fine to University :	
* Advance recovered from Employee	5,000.00	For Registration & Enrolment	77,840.40
* Building Contractor	132,007.00	For Affiliation	7,059.00
* ITDS Deducted on Contract	12,721.00	For Examination	940,568.34
* GST/ITDS deducted on Contract	3,107.00	For Sports Board	27,368.40
			1,052,836.14
		* Celebration & Refreshment Expenses :	
		On Freshers Welcome	67,912.00
		On College Week	125,271.00
		Celebration Expenses	189,752.00
		On Silver Jubilee Expenses	257,000.00
		Other Refreshment Expenses	29,748.00
			779,683.00
		* Seminar & Workshop Expenses :	
		Project Work & Seminar Expenses	33,135.00
		Sports Expenses	28,700.00
		Uniform Expenses	1,355.00
		Excursion Expenses	100,000.00
		Development Program	92,172.00
			255,262.00
		* Examination Expenses :	
		For Practical Exam	42,460.00
		For Exam Committee	54,261.00
			96,721.00
		* Advance to Employees	76,000.00
		* Advance to Principal	36,000.00
		* Advance to G.B. Managing Committee	5,600.00
		* Establishment & Administrative Expenses :	
		Tender Expenses	4,365.00
		Electrical Charges	12,800.00
		Repairs & Maintenance	128,748.00
		Gardening Expenses	10,532.00
		Bank Charges	1,700.20
		Printing & Stationery	182,841.00
		Telephone & Internet Charges	68,919.00
		Professional Charges	84,826.00
		Magazine & News Paper	72,223.00
		Travelling Expenses	10,729.00
		Software Renewal Charges	47,200.00
		Sanitation Expenses	2,060.00
		Misc. Expenses	23,844.00
		Advertisement Expenses	23,043.00
			624,530.20
		* Closing Balance :	
		Cash-at-Bank - As per Schedule	9,229,202.86
		Cash-in-Hand	4,242.00
			9,233,444.86
Total :-	17,712,369.20	Total :-	17,712,369.20

EDULE REFERRED TO ABOVE FORM AN INTEGRAL PART OF THE RECEIPTS & PAYMENTS ACCOUNT.

IED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.

INSUKIA (Assam),

4TH JULY, 2022

22058149AUGAW2408



For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

Principal
PRINCIPAL

Principal I/C
Duliajan Girls' College
P. O. Duliajan

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

SCHEDULES TO RECEIPTS & PAYMENTS AS AT 31ST MARCH, 2019 :

SCHEDULE - CASH-AT-BANK WITH BANK :

<u>Sl. No.</u>	<u>Name of Fund</u>	<u>Bank & Branch</u>	<u>SB A/c. No.</u>	<u>Opening Balance as on 01.04.2018</u>	<u>Closing Balance as on 31.03.2019</u>
1	General Fund	Apex Bank, Dullajan	2472	1,711,455.86	127,609.86
2	General Fund	Punjab National Bank, Duliajan	1022	91,133.50	94,773.50
3	Examination Fund	Apex Bank, Duliajan	1802	1,197,916.52	1,505,916.12
4	General Body Fund	Apex Bank, Duliajan	3390	322,268.68	511,460.54
5	Development Fund	Apex Bank, Duliajan	2379	5,334,772.49	4,747,928.49
6	Union Fund	Apex Bank, Duliajan	2769	543,801.00	315,640.00
7	Misc. Fund	Apex Bank, Duliajan	2470	403,774.00	208,198.60
8	Library Fund	United Bank of India, Duliajan	2771	1,189,474.65	1,130,477.65
9	Games Fund	Apex Bank, Duliajan	2770	46,131.00	45,281.60
10	IQAC Fund	Apex Bank, Duliajan	36351	268,172.00	328,235.00
11	Building Fund	Apex Bank, Duliajan	2681	15,516.50	16,142.50
12	NCC Fund	Apex Bank, Duliajan	3716	15,708.00	17,722.00
13	NSS Fund	Apex Bank, Duliajan	4290	85,128.00	70,217.00
14	Silver Jubilee Fund	Apex Bank, Duliajan	4488	-	51,590.00
15	UGC Fund	SBI, Duliajan	5750	-	58,010.00
Total :-				11,225,252.20	9,229,202.86

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.



Place: TINSUKIA (Assam),

Dated: 4TH JULY, 2022

UDIN : 22058149AOUGAW2408

For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

[Signature]
PRINCIPAL
Principal I/C
Duliajan Girls' College
P. O. Duliajan

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN,
DIST. DIBRUGARH,
(ASSAM)

AUDITED
RECEIPTS & PAYMENT ACCOUNT
FOR THE YEAR
2019-20

P. DEB & ASSOCIATES,
CHARTERED ACCOUNTANTS

G. N. B. ROAD
(OPP. PRAKASH BAZAR)
P.O. TINSUKIA (ASSAM)

PHONE: 9435037928 & 8474088012
E-mail ; ca_pranabdeb@rediffmail.com

AUDITORS' REPORT
TO
THE GOVERNING BODY
OF
DULIAJAN GIRLS' COLLEGE,
P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

We have audited the attached Statement of "Receipts & Payments Account" for the financial period from 1st April, 2019 to 31st March, 2020 of DULIAJAN GIRLS' COLLEGE, DULIAJAN. The attached financial statement is the responsibility of the management of said College. Our responsibility is to express an opinion on those financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on test basis, evidence supporting the amounts and disclosures in the financial statements. We believe that our audit provides a reasonable basis for our opinion.

We report that we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit. In our opinion, proper books of accounts have been kept by the College so far as appears from our examination of the books.

In our opinion and to the best of our information and according to explanations given to us, the said Statement of "Receipts & Payments Account" for the financial period from 1st April, 2019 to 31st March, 2020 dealt with by this report is in agreement with the books of account and records produced before us and give a true and fair view of the total amount of receipts and payments made during the financial year.

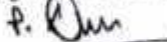
Place : TINSUKIA (Assam),

Dated : 15TH JULY, 2022.

UDIN : 22058149AOUGH3393



For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E


PRANAB DEB
Proprietor
M. No. 058149

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2022

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To Opening Balance :-		By Capital Expenditure :-	
Cash-at-Bank - As per Schedule	9,229,202.86	Computer & Accessories	109,926.00
Cash-in-Hand	4,242.00	Electrification	56,572.00
		WiFi Installation	1,028.00
* Admission, Tuition & Other Fees	1,921,600.00	Furniture & Fixtures	56,230.00
* Financial Aid from Government of Assam	391,216.00	Board	1,186.00
* Fee Waiver from Government of Assam	344,072.00	Sports Item	8,100.00
		Library Books	222,386.00
* Canteen Rent	9,950.00	Building Construction	5,715,574.00
* Auditorium Rent	2,500.00		6,176,997.00
* Centre Fee	6,000.00	* Salary & Other Benefits to Staff :-	
* Transfer Fees	6,000.00	Salary	2,705,606.00
* Interest from Bank :-		P.A.D.A.	181,956.00
On Savings Accounts	264,663.00		2,891,562.00
On Term Deposits	1,418.00	* Fee & Fine to University :-	
	266,081.00	For Registration & Enrolment	55,530.00
* Advance Recovered from Principal	36,000.00	For Affiliation	7,059.00
* Advance recovered from G.B. Managing Committee	5,100.00	For Examination	498,787.84
* Advance Recovered from Employees	75,700.00	For Sports Board	16,054.40
			487,440.24
* Building Contractors :-		* Tuition Fees paid to the Director of Higher Education of Assam	140,448.00
Indrajit Barua	473,802.00		
Dulul Construction & Sons	7,541.00	* Celebration & Refreshment Expenses :-	
	481,343.00	On Freshers Welcome	52,825.00
* Deducted from Contractors :-		On College Week	12,000.00
GST ITDS	34,362.00	Celebration Expenses	120,149.00
ITDS on Contract	4,460.00	Other Refreshment Expenses	15,802.00
Labour Cess	40,858.00		201,776.00
Forest Royalty	39,641.00	* Seminar & Workshop Expenses :-	
Security Deposit	367,719.00	Project Work & Seminar Expenses	30,546.00
	487,040.00	Sports Expenses	24,050.00
		Excursion Expenses	100,000.00
		Development Program	16,910.00
			171,506.00
		* Examination Expenses :-	
		For Practical Exam	45,014.00
		For Exam Committee	83,620.00
			128,634.00
		* Fee Refunded to BPL Student	362,730.00
		* Advance to Employees	139,129.00
		* Advance to G.B. Managing Committee	5,100.00
		* Establishment & Administrative Expenses :-	
		Electrical Charges	4,050.00
		Repairs & Maintenance	345,788.00
		Gardening Expenses	9,500.00
		Bank Charges	2,065.00
		Postage & Courier	667.00
		Printing & Stationery	184,223.00
		Telephone & Internet Charges	42,977.00
		Professional Charges	33,952.00
		Magazine & News Paper	99,700.00
		Software Renewal	70,800.00
		Sanitation Expenses	13,471.00
		Interest on GST	38.00
		Interest on ITDS	6,558.00
		GST Late Fine	800.00
		ITDS Late Fine	35,398.00
		Misc. Expenses	10,660.00
			861,647.00
		* Closing Balance :-	
		Cash-at-Bank - As per Schedule	3,694,563.62
		Cash-in-Hand	4,594.00
			3,699,157.62
Total :-	15,266,046.86	Total :-	15,266,046.86

SCHEDULE REFERRED TO ABOVE FORM AN INTEGRAL PART OF THE RECEIPTS & PAYMENTS ACCOUNT.

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.

Place: TINSUKIA (Assam),

dated: 15TH JULY, 2022

DIN : 22058249AUUGHH3899



P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE

Principal I/C
Duliajan Girls' College
P. O. Duliajan

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

SCHEDULES TO RECEIPTS & PAYMENTS AS AT 31ST MARCH, 2020 :

SCHEDULE - CASH-AT-BANK WITH BANK :

Sl. No.	Name of Fund	Bank & Branch	SB A/c. No.	Opening Balance as on 01.04.2019	Closing Balance as on 31.03.2020
1	General Fund	Apex Bank, Dullajan	2472	127,609.86	101,119.66
2	General Fund	Punjab National Bank, Dullajan	1022	94,773.50	98,141.50
3	Examination Fund	Apex Bank, Dullajan	1802	1,505,916.12	490,537.12
4	General Body Fund	Apex Bank, Dullajan	3390	511,460.54	53,468.90
5	Development Fund	Apex Bank, Dullajan	2379	4,747,928.49	598,049.89
6	Union Fund	Apex Bank, Dullajan	2769	315,640.00	450,639.00
7	Misc. Fund	Apex Bank, Dullajan	2470	208,198.60	65,427.60
8	Library Fund	United Bank of India, Dullajan	2771	1,130,477.65	1,123,924.25
9	Games Fund	Apex Bank, Dullajan	2770	45,281.60	139,262.20
10	IQAC Fund	Apex Bank, Dullajan	36351	328,235.00	347,375.00
11	Building Fund	Apex Bank, Dullajan	2681	16,142.50	16,797.50
12	NCC Fund	Apex Bank, Dullajan	3716	17,722.00	24,478.00
13	NSS Fund	Apex Bank, Dullajan	4290	70,217.00	61,758.00
14	Silver Jubilee Fund	Apex Bank, Dullajan	4488	51,590.00	53,686.00
15	UGC Fund	SBI, Dullajan	5750	58,010.00	69,899.00
Total :-				9,229,202.86	3,694,563.62

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.



Place: TINSUKIA (Assam),

Dated: 15TH JULY, 2022

UDIN : 22058149AQUUGH3393

For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

PRINCIPAL

Principal I/C
Dullajan Girls' College
P. O. Dullajan

DULIAJAN GIRLS' COLLEGE
P.O. DULIAJAN,
DIST. DIBRUGARH,
(ASSAM)

AUDITED
RECEIPTS & PAYMENT ACCOUNT
FOR THE YEAR
2020-21

P. DEB & ASSOCIATES,
CHARTERED ACCOUNTANTS

G. N. B. ROAD
(OPP. PRAKASH BAZAR)
P.O. TINSUKIA (ASSAM)

PHONE: 9435037928 & 8474088012
E-mail ; ca_pranabdeb@rediffmail.com

AUDITORS' REPORT
TO
THE GOVERNING BODY
OF
DULIAJAN GIRLS' COLLEGE,
P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

We have audited the attached Statement of "Receipts & Payments Account" for the financial period from 1st April, 2020 to 31st March, 2021 of DULIAJAN GIRLS' COLLEGE, DULIAJAN. The attached financial statement is the responsibility of the management of said College. Our responsibility is to express an opinion on those financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on test basis, evidence supporting the amounts and disclosures in the financial statements. We believe that our audit provides a reasonable basis for our opinion.

We report that we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit. In our opinion, proper books of accounts have been kept by the College so far as appears from our examination of the books.

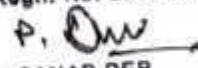
In our opinion and to the best of our information and according to explanations given to us, the said Statement of "Receipts & Payments Account" for the financial period from 1st April, 2020 to 31st March, 2021 dealt with by this report is in agreement with the books of account and records produced before us and give a true and fair view of the total amount of receipts and payments made during the financial year.

Place : TINSUKIA (Assam),

Dated : 25TH JULY, 2022.

UDIN : 22058149AOUNXT7676



For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

PRANAB DEB
Proprietor
M. No. 058149

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2021

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To Opening Balance:		By Capital Expenditure:	
Cash at Bank - As per Schedule	3,694,563.82	Computer & Accessories	30,562.00
Cash-in-Hand	4,594.00	Computer Software	53,000.00
		Mobile App	100,000.00
Admissions, Tuition & Other Fees	757,840.00	Electrification	24,445.00
Financial Aid from Government of Assam	8,011,767.00	Furniture & Fixtures	16,527.00
Fee Waiver from Government of Assam	1,445,389.00	Sanitary Napkin Dropout Machine	33,859.00
Advance Received from Employees	57,300.00	Board	20,000.00
Centre Fee	3,085.00	Water Cooler	47,560.00
Interest from Bank:		Library Books	12,230.00
On Savings Accounts	95,984.00		
On Term Deposits	20,060.00		
	166,044.00	Salary & Other Benefits to Staff:	
		Salary	7,079,364.00
		T.A./D.A.	74,105.00
			2,153,469.00
		Fee & Fine to University:	
		For Registration & Enrolment	51,848.00
		For Examination	240,700.50
		For Sports Board	15,785.00
			308,333.50
		Celebration & Refreshment Expenses:	
		On Freshers Welcome	9,660.00
		Celebration Expenses	108,800.00
		Other Refreshment Expenses	15,169.00
			133,629.00
		Seminar & Workshop Expenses:	
		Project Work & Seminar Expenses	7,010.00
		Sports Expenses	3,600.00
		Development Program	50,680.00
			61,300.00
		Examination Expenses:	
		For Practical Exam	2,250.00
		For Exam Committee	49,723.00
			51,973.00
		Advance to Employees:	
			5,300.00
		Establishment & Administrative Expenses:	
		Electrical Charges	22,060.00
		Repairs & Maintenance	47,843.00
		Labour Charges	3,355.00
		Freight Charges	5,150.00
		Bank Charges	525.10
		Postage & Courier	531.00
		Printing & Stationery	105,733.00
		Telephone & Internet Charges	40,258.00
		Professional Charges	10,915.00
		Magazine & News Paper	23,215.00
		Software Renewal Charges	75,520.00
		Sanitation Expenses	32,208.00
		GST TDS Deposited	34,362.00
		ITDS Deposited	17,181.00
		Misc. Expenses	14,918.00
			473,777.10
		Closing Balance:	
		Cash-at-Bank - As per Schedule	7,834,191.02
		Cash-in-Hand	3,937.00
			7,838,128.02
Total :-	11,161,292.62	Total :-	11,161,292.62

SCHEDULE REFERRED TO ABOVE FORM AN INTEGRAL PART OF THE RECEIPTS & PAYMENTS ACCOUNT.

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.

Place: TINSUKIA (Assam),

Dated: 25TH JULY, 2022

UDIN : 22058149AQUNKT7676



For **P. DEB & ASSOCIATES**
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

Principal
PRINCIPAL

Principal I/C
Duliajan Girls' College
P. O. Duliajan

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

SCHEDULES TO RECEIPTS & PAYMENTS AS AT 31ST MARCH, 2021

SCHEDULE - CASH AT BANK WITH BANK

Sl. No.	Name of Fund	Bank & Branch	SB A/c. No.	Opening Balance as on 01.04.2020	Closing Balance as on 31.03.2021
1	General Fund	Apex Bank, Duliajan	2472	101,119.66	43,945.66
2	General Fund	Punjab National Bank, Duliajan	1022	98,141.50	101,217.40
3	Examination Fund	Apex Bank, Duliajan	1802	490,537.12	209,165.12
4	General Body Fund	Apex Bank, Duliajan	3390	53,468.90	284,176.40
5	Development Fund	Apex Bank, Duliajan	2379	598,049.89	5,553,253.89
6	Union Fund	Apex Bank, Duliajan	2769	450,639.00	244,391.00
7	Misc. Fund	Apex Bank, Duliajan	2470	65,427.60	80,664.60
8	Library Fund	United Bank of India, Duliajan	2771	1,123,924.25	269,100.25
9	Games Fund	Apex Bank, Duliajan	2770	139,262.20	207,877.20
10	IQAC Fund	Apex Bank, Duliajan	36351	347,375.00	396,805.00
11	Building Fund	Apex Bank, Duliajan	2681	16,797.50	17,339.50
12	NCC Fund	Apex Bank, Duliajan	3716	24,478.00	30,967.00
13	NSS Fund	Apex Bank, Duliajan	4290	61,758.00	68,073.00
14	Silver Jubilee Fund	Apex Bank, Duliajan	4488	53,686.00	55,420.00
15	UGC Fund	SBI, Duliajan	5750	69,899.00	71,794.00
Total :-				3,694,563.62	7,634,191.02

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.



Place: TINSUKIA (Assam),

Dated: 25th JULY, 2022

UDIN : 22058149AOUHXT7676

For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P.
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE

PRINCIPAL
Principal /G
Duliajan Girls' College
P. O. Duliajan

4
DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN,
DIST. DIBRUGARH,
(ASSAM)

AUDITED
RECEIPTS & PAYMENT ACCOUNT
FOR THE YEAR
2021-22

P. DEB & ASSOCIATES,
CHARTERED ACCOUNTANTS

G. N. B. ROAD
(OPP. PRAKASH BAZAR)
P.O. TINSUKIA (ASSAM)

PHONE: 9435037928 & 8474088012
E-mail : ca_pranabdeb@rediffmail.com

AUDITORS' REPORT
TO
THE GOVERNING BODY
OF
DULIAJAN GIRLS' COLLEGE,
P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

We have audited the attached Statement of "Receipts & Payments Account" for the financial period from 1st April, 2021 to 31st March, 2022 of DULIAJAN GIRLS' COLLEGE, DULIAJAN. The attached financial statement is the responsibility of the management of said College. Our responsibility is to express an opinion on those financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in India. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on test basis, evidence supporting the amounts and disclosures in the financial statements. We believe that our audit provides a reasonable basis for our opinion.

We report that we have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit. In our opinion, proper books of accounts have been kept by the College so far as appears from our examination of the books.

In our opinion and to the best of our information and according to explanations given to us, the said Statement of "Receipts & Payments Account" for the financial period from 1st April, 2021 to 31st March, 2022 dealt with by this report is in agreement with the books of account and records produced before us and give a true and fair view of the total amount of receipts and payments made during the financial year.

Place : TINSUKIA (Assam),

Dated : 5TH AUGUST, 2022.

UDIN : 22058149AOUOFT3207



FOR P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E

P. Deb
PRANAB DEB
Proprietor
M. No. 058149

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED 31ST MARCH, 2022

RECEIPTS	AMOUNT	PAYMENTS	AMOUNT
To Opening Balance:		By Capital Expenditure:	
Cash-at-Bank - As per Schedule	7,634,191.02	Computer & Accessories	106,590.00
Cash-in-Hand	1,937.00	WiFi Installation	27,916.00
		Mobile App	86,000.00
Admission, Tuition & Other Fees	2,463,975.00	Electrification	47,810.00
Financial Aid from Government of Assam	98,000.00	Furniture & Fixtures	53,800.00
Fee Waiver from Government of Assam	17,000.00	Sports Item	15,000.00
Donation Received	50,001.00	Library Books	15,018.00
Centre Fee	12,900.00	Women's Hostel	4,220.00
Canteen Rent	4,650.00	Building Construction	784,410.00
Maturity of Fixed Deposit	323,185.00		1,140,724.00
Interest from Bank:		By Salary & Other Benefits to Staff:	
On Savings Accounts	216,621.00	Salary	1,748,684.00
On Term Deposits	535,068.00	T.A./D.A.	59,770.00
			1,808,454.00
		By Fee & Fine to University:	
		For Registration & Enrolment	145,260.00
		For Examination	426,375.00
		For Sports Board	19,500.00
			591,135.00
		By Celebration & Refreshment Expenses:	
		On Freshers Welcome	29,740.00
		Celebration Expenses	43,410.00
		Other Refreshment Expenses	9,456.00
			82,606.00
		By Seminar & Workshop Expenses:	
		Project Work & Seminar Expenses	7,697.00
		Sports Expenses	27,580.00
		Development Program	169,229.00
			203,906.00
		By Examination Expenses:	
		For Practical Exam	22,820.00
		For Exam Committee	39,000.00
			61,820.00
		By Establishment & Administrative Expenses:	
		Electrical Charges	22,735.00
		Repairs & Maintenance	61,230.00
		Gardening Expenses	4,700.00
		Freight Charges	3,000.00
		Bank Charges	717.44
		Postage & Courier	213.00
		Printing & Stationery	181,628.00
		Telephone & Internet Charges	20,573.00
		Professional Charges	8,365.00
		Magazine & News Paper	19,067.00
		Software Renewal Charges	94,400.00
		Sanitation Expenses	3,613.00
		Misc. Expenses	9,921.00
			430,162.44
		By Closing Balance:	
		Cash-at-Bank - As per Schedule	7,035,104.58
		Cash-in-Hand	1,616.00
			7,040,720.58
Total :-	11,359,528.02	Total :-	11,359,528.02

SCHEDULE REFERRED TO ABOVE FORM AN INTEGRAL PART OF THE RECEIPTS & PAYMENTS ACCOUNT.

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.

Place: TINSUKIA (Assam),

Dated: 5TH AUGUST, 2022

UNIT : ACCOUNTS/CLERK/11/2022

For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313EP. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE.

PRINCIPAL

Principal VC
Duliajan Girls' College
P. O. Duliajan

DULIAJAN GIRLS' COLLEGE

P.O. DULIAJAN, DIST. DIBRUGARH (ASSAM)

SCHEDULES TO RECEIPTS & PAYMENTS AS AT 31ST MARCH, 2022 :

SCHEDULE - CASH-AT-BANK WITH BANK :

Sl. No.	Name of Fund	Bank & Branch	SB A/c. No.	Opening	Closing
				Balance as on 01.04.2021	Balance as on 31.03.2022
1	General Fund	Apex Bank, Duliajan	2472	43,948.66	2,684.66
2	General Fund	Punjab National Bank, Duliajan	1022	101,217.40	104,189.70
3	Examination Fund	Apex Bank, Duliajan	1802	209,165.12	31,884.12
4	General Body Fund	Apex Bank, Duliajan	3390	284,176.40	174,271.40
5	Development Fund	Apex Bank, Duliajan	2379	5,553,253.89	5,525,040.39
6	Union Fund	Apex Bank, Duliajan	2769	244,391.00	50,783.00
7	Misc. Fund	Apex Bank, Duliajan	2470	80,664.60	9,332.80
8	Library Fund	United Bank of India, Duliajan	2771	269,100.25	121,547.25
9	Games Fund	Apex Bank, Duliajan	2770	207,877.20	190,478.76
10	IQAC Fund	Apex Bank, Duliajan	36351	396,805.00	492,593.00
11	Building Fund	Apex Bank, Duliajan	2681	17,339.50	17,863.50
12	NCC Fund	Apex Bank, Duliajan	3716	30,967.00	34,135.00
13	NSS Fund	Apex Bank, Duliajan	4290	68,073.00	149,536.00
14	Silver Jubilee Fund	Apex Bank, Duliajan	4488	55,420.00	57,095.00
15	UGC Fund	SBI, Duliajan	5750	71,794.00	73,690.00
Total :-				7,634,191.02	7,035,104.58

SIGNED FOR IDENTIFICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.



Place: TINSUKIA (Assam),

Dated: 5TH AUGUST, 2022

UDIN : 22058149AOUOFT3207

For P. DEB & ASSOCIATES
(Chartered Accountants)
ICAI Regn. No. 323313E






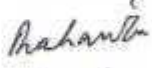





P. Deb
PRANAB DEB
Proprietor
M. No. 058149

For DULIAJAN GIRLS' COLLEGE.

[Signature]
PRINCIPAL
Principal I/C
Duliajan Girls' College
P. O. Duliajan

Proceedings of Library Advisory Committee Meeting held on 3rd Aug, 2017.

Members attended in the meeting were:

1. Dr. Lakhimi Phukan, Principal (Chairperson) 
2. Mrs. Sujata Borkataky, Vice Principal (Member) 
3. Mrs. Jayashree Bøishya, HOD English and IQAC Coordinator (Member) 
4. Mrs. Raju Rani Saikia, Librarian and Coordinator/Member Secretary of LAC. 
5. Dr. M.D. Barman, HOD Assamese (Member) 
6. Mr. P.K. Mahanta, HOD Pol. Sc. (Member) 
7. Mrs. Anumoni Gogoi, HOD, H.Sc (Member) 
8. Dr. Deepika Dutta Saikia, HOD Economics (Member) 
9. Mr. Rameswar Boruah, HOD Education (Member) 
10. Mr. Amrit Ch. Kalita, HOD Hindi (Member) 
11. Mr. H.C. Mandal, HOD Bengali (Member) 

A meeting of the Library Advisory Committee was held at Duliagan Girls College Library on Thursday, August 3, 2017. In the presence of all the members of the Committee the meeting was conducted by the President Dr. Lakhim Phukan. The minutes of the last meeting was read out first by the Convener and Secretary of the Committee, Librarian Rajurani Saikia. After it was accepted in the meeting, the discussions started as per today's agenda.

The first topic of discussion was the preparation of the library budget for the year 2017-18. Here the librarian mentioned different heads of library expenditure for budget allocation. In this regard, the Principal suggested the librarian to prepare a library budget and she agreed to accept the proposal.

Since the teaching of the new semesters has started, the librarian urged all heads of departments to prepare the list of books as per required. The respected teachers agreed to submit their required book list as soon as possible.

Every year Librarian has organized orientation for the new students. The Principal suggested to enhance this orientation class for 2-3 nos. in the beginning of the session for all to bring an awareness about rules and regulations of the college library.



The meeting also discussed about the upcoming library event "Librarians' Day" celebration. The Speaker suggested to be held this programme in the library hall with minimum celebration.

Another upcoming library event is "Digital Library Inauguration", which is to be held in the programme of Freshets' Social on 11th August as it is discussed in the meeting.

In this meeting the above decisions are taken and accepted by all. Further the librarian asked all the HODs' to insist the students to use the library every day and increase the interest of reading of News papers, Journals, Reference Books beside the text books.



LIBRARIAN
DULIAJAN GIRLS' COLLEGE




Principal / IC
Duliajan Girls' College
P. O. Duliajan

Proceedings of Library Advisory Committee Meeting held on 4th Aug, 2018.

Members attended in the meeting were:

1. Dr. Lakhimi Phukan, Principal (Chairperson) 
2. Mrs. Sujata Borkataky, Vice Principal (Member) 
3. Mrs. Jayashree Baisya, HOD English and IQAC Coordinator (Member) 
4. Mrs. Raju Rani Saikia, Librarian and Coordinator/Member Secretary of LAC. 
5. Dr. M.D. Barman, HOD Assamese (Member) 
6. Mr. P.K. Mahanta, HOD Pol. Sc. (Member) 
7. Mrs. Anumoni Gogoi, HOD, H.Sc. (Member) 
8. Dr. Deepika Dutta Saikia, HOD Economics (Member) 
9. Mr. Rameswar Boruah, HOD Education (Member) 
10. Mr. Amrit Ch. Kalita, HOD Hindi (Member) 
11. Mr. H.C. Mandal, HOD Bengali (Member) 

A meeting of the Library Advisory Committee was held at the Principal's room of Duliajan Girls College on 4th Aug, 2018. The meeting was chaired by the Principal of the College, Dr. Lakhimi Phukan. At first, the minutes of the last meeting was read out by the Convener and Secretary of the Committee, Librarian Rajurani Saikia. It was accepted and preceded to further discussion.

The main agenda of today's meeting was to finalize the library budget for 2018-19. The Librarian placed the various expenditure heads of the library and seek suggestions from the members to develop the infrastructure of the library. The members suggested to the librarian to organize an essay competition among the students in connection with the upcoming library event "Librarians' Day". The Principal suggested the librarian to prepare a budget for the year with estimated expenditure under different heads.

The Librarian informed about the Library Orientation classes that were already taken by her for H.S. 1st Yr. and T.D.C. 1st Yr. students. The Librarian further requested the Principal to provide the facilities for e-learning for better teaching. The Librarian also requested to access the e-resources from the nlist. programme which is available in the college library.

The Librarian raised the demand for a skilled assistant staff to be appointed to help in issuing the books and in other library related works.

The meeting was concluded with thanks and gratitude from the Chairperson.


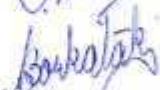
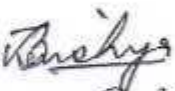

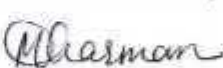
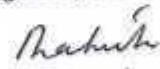






LIBRARIAN
DULIAJAN GIRLS' COLLEGE




Principal / C
Duliajan Girls' College
P. O. Duliajan

Proceedings of Library Advisory Committee Meeting held on 5th Aug, 2019.

Members attended in the meeting were:

1. Dr. Lakhimi Phukan, Principal (Chairperson) 
2. Mrs. Sujata Borkataky, Vice Principal (Member) 
3. Mrs. Jayashree Baisya, HOD English and IQAC Coordinator (Member) 
4. Mrs. Raju Rani Saikia, Librarian and Coordinator/Member Secretary of LAC. 
5. Dr. M.D. Barman, HOD Assamese (Member) 
6. Mr. P.K. Mahanta, HOD Pol. Sc. (Member) 
7. Mrs. Anumoni Gogoi, HOD, H. Sc. (Member) 
8. Dr. Deepika Dutta Saikia, HOD Economics (Member) 
9. Mr. Rameswar Boruah, HOD Education (Member) 
10. Mr. Amrit Ch. Kalita, HOD Hindi (Member) 
11. Mr. H.C. Mandal, HOD Bengali (Member) 

A meeting of the Library Advisory Committee was held at the Library premises of Duliayan Girls College on 5th Aug, 2019. The meeting was conducted by the Principal of the College, Dr. Lakhimi Phukan from the President's chair. The meeting began with the adoption of the minutes of the last meeting read out by the Convener Rajurani Saikia, then proceeded to further discussion.

The meeting included several issues of the library for discussion. Among them, the issue of preparation of the library budget for the year 2019-20 was given more importance. At the beginning of the discussion, the librarian briefed the committee on the expenditure of various categories of the previous year's budget. On the basis of that, amount of money to be allocated in various categories of the budget to be prepared was discussed. In this regard, the Principal authorized the Librarian to prepare a budget for the year taking into account all the possible expenses of the Library.

The librarian sought some suggestions from the members regarding the services of the library. The members suggested the librarian to ensure that the students must read the newspapers. In this regard the librarian said that five regular newspapers in different languages are procured and displayed in the library desk. Students must be encouraged by the teachers to visit regularly and read in the library. In today's meeting, the members also suggested that the statistics of library use of students with having major subject should be sent to the Head of each department at the end of the semester. The librarian agreed it and promised to take action soon.



The meeting also discussed about the upcoming library event Librarians' Day Celebration. The Chairperson suggested that the library should organize an awareness program on use of e-resources to celebrate the day. The librarian agreed to take action in this regard.

Finally, the Convener Rajurani Saikia thanked the Chairperson and all the members of the Committee for their presence and advice.


LIBRARIAN
DULIAJAN GIRLS' COLLEGE




Principal /C
Duliajan Girls' College
P. O. Duliajan

Proceedings of Library Advisory Committee Meeting held on 6th Aug, 2020.

Members attended in the meeting were:

1. Dr. Lakhimi Phukan, Principal (Chairperson) 
2. Mrs. Sujata Borkataky, Vice Principal (Member)
3. Mrs. Jayashree Bqishya, HOD English and IQAC Coordinator (Member) 
4. Mrs. Raju Rani Saikia, Librarian and Coordinator/Member Secretary of LAC. 
5. Dr. M. D. Barman, HOD Assamese (Member) 
6. Mr. P. K. Mahanta, HOD Pol. Sc. (Member) 
7. Mrs. Anumoni Gogoi, HOD H. Sc. (Member) 
8. Dr. Deepika Dutta Saikia, HOD Economics (Member) 
9. Mr. Rameswar Boruah, HOD Education (Member) 
10. Mr. Amrit Ch. Kalita, HOD Hindi (Member) 
11. Mr. H. C. Mandal, HOD Bengali (Member)

A meeting of the Library Advisory Committee was held at IQAC room, Duliajan Girls College on 6th August, 2020. The meeting was chaired by the Principal of the college, Dr. Lakhimi Phukan. At first, the Convener and Librarian of the College Rajurani Saikia explained the objectives of the meeting. Then, with the permission of the Principal, she read out the minutes of the last meeting. The meeting unanimously passed the minutes. Then the discussion on the main issues of today's meeting began under the chairmanship of the Chairperson.

The discussion in the meeting was about several important issues of the library. Among them, the preparation of the library budget for the year 2020-21 was considered as one of the main issues. The librarian first read out the budget of the previous year and the expenditure incurred during this session. The Principal asked if there were any extra expenses of the library for this year. She directed the librarian to prepare a budget for this year. The librarian informed about the need of a photo copier machine along with purchase of some books and journals.

The librarian informed that some final yr students who borrowed books from the library without returning them they had left the institution. Several books of the library has been lost in this way. In this regard, the meeting decided that the office should strictly adhere to issuing the Admit Cards of the examination. They must submit the clearance certificate at least one week before the examination. Similarly the teachers should submit all the library books at the end of each semester. Principal suggested to the Librarian to serve the notice in this regard before a week.



The next topic of discussion was journal subscription. The meeting discussed that; each department should have at least 2 journals in the library. Therefore, the Principal and the librarian requested the teachers to submit the list of their required journals as soon as possible. Moreover it was also requested to all Heads of the department to purchase books as per required but maintain the budget within the limit.

Insufficient manpower leads to difficult in execution of work in time. In today's meeting the librarian reiterated the difficulties faced by the library due to lack of skilled assistant person. In this regard the librarian requested to the Principal Madam to provide a technical assistant, so that automation work of the library will be done soon.

The Convener Rajurani Saikia thanked the Chairperson and all the members of the Committee for their presence and helps to take some important decisions in today's meeting.

Rajurani Saikia
LIBRARIAN
DULIAJAN GIRLS' COLLEGE



Shubra
Principal VC
Duliajan Girls' College
P. O. Duliajan

Proceedings of Library Advisory Committee Meeting held on 3rd Aug, 2021.

Members attended in the meeting were:

1. Dr. Lakhimi Phukan, Principal (Chairperson)
2. Mrs. Sujata Borkataky, Vice Principal (Member)
3. Mrs. Jayashree Baishya, HOD English and IQAC Coordinator (Member)
4. Mrs. Raju Rani Saikia, Librarian and Coordinator/Member Secretary of LAC.
5. Mr. P.K. Mahanta, HOD Pol. Sc. (Member)

Phukan
Borkataky
Baishya
Saikia
Mahanta

A meeting of the Library Advisory Committee was held at the library of Duliajan Girls' College today on 3rd August, 2021. All the members of the committee were present in the meeting. It was conducted by respected Principal of the college Dr. Lakhimi Phukan from the President's Chair. At first the Convener and Librarian of the College Rajurani Saikia explained the objectives of the meeting. Then, with the permission of the Principal, the Librarian read out the minutes of the last meeting. The meeting unanimously passed the minutes and accepted.

Library Budget preparation for the session 2021-22 was the prime issue for discussion in the meeting today. So with the permission of chairperson the librarian first read out the budget of the previous year with its expenditure incurred during the year according to that budget. The Principal asked to know about any additional plan that needs to uplift the library structure. In this regard librarian sought suggestions from the committee. Committee members suggested librarian to organize a workshop on "Open Access E-resources". The librarian informed the committee that a decision would be taken in this regard soon. Principal authorized the Librarian to prepare a budget for the year taking into account all the possible expenses of the Library.

Secondly, the librarian informed that in the digital library needs all the publications, research articles, PhD, M.Phil thesis etc. of all teachers for uploading in the institutional repository. The librarian also urged all teachers to register themselves in the digital library of the college.

Then librarian seeks suggestions from the committee for smooth functioning of library managerial work. The members of the Committee made several recommendations in this regard.

Committee suggested that previous years question papers must be kept in the library as hard copy, Subject wise.

3 to 5 sets of each paper of Major and General Courses per semester must be stocked in library.

The committee advised the librarian to keep record of all library users while enter into the library gate. Each must write their names and all in detail as per proforma.



In the meeting today librarian again requested the Principal Madam to provide a LCD Projector and a Photo copier machine to the library.

With these positive discussion the meeting was ended. At last the Convener Rajurani Saikia thanked the Chairperson and all the members of the Committee for their presence and valuable suggestions.

R. Saikia
LIBRARIAN
DULIAJAN GIRLS' COLLEGE



[Signature]
Principal VC
Duliajan Girls' College
P. O. Duliajan



দুলীয়াজান ছোবালী মহাবিদ্যালয় পুথিভঁড়াল

DULIAJAN GIRLS' COLLEGE LIBRARY

(স্থাপিত : ১৯৯২ | Estd. : 1992)

Registered No. : RS/DIB/255/40 of 1998-99

P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)

Ph. : (0374) 2801459 (O)
9954125180 (M)

College Status in Nlist Programme

(Attached Document 4.2.1)

The screenshot displays the N-LIST College Admin Portal for Duliajan Girls College. The interface includes a top navigation bar with links for College Admin Login, Licenses and Fee Due, NCO, Downloads, and Awareness Programme. Below this, a sidebar on the left lists various dashboard functions such as Dashboard, Users Details, Upload Bulk Users, Activate Bulk Users, Member Details List, Usage Statistics, Invoice / Receipt, Activity Log, Change Password, and Logout. The main content area, titled 'DASHBOARD', provides details for Duliajan girls College, including its address, website, AISEE Code, and GST No. It also features sections for Principal Details, N-LIST College Admin Details, and Technical Person Details. A summary table on the right shows 20 Active Users, 2 Expired Users, 1 Pending User, and 0 Admin Request. The bottom section contains Useful Links, Other Links, Contact Us information, and an Email Us section for payment and access issues.



Barkia

LIBRARIAN
DULIAJAN GIRLS' COLLEGE



দুলীয়াজান ছোবালী মহাবিদ্যালয় পুথিভঁড়াল
DULIAJAN GIRLS' COLLEGE LIBRARY

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Registered No. : RS/DIB/255/40 of 1998-99

P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)

Renewal receipt of Nlist, 2021-22

(Attached Document-4.2.1)



Information and Library Network Centre

(An Autonomous Inter University Centre of UGC)

সূচনা এবং পুস্তকালয় নেটওয়ার্ক কেন্দ্র

(সংগঠিত এবং পরিচালিত হয় ভারতীয় উচ্চশিক্ষা বোর্ডের অধীনস্থ একটি স্বায়ত্বশাসিত কেন্দ্র)

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

Invoice

Ref No. : INF/N-LIST/2021/2665

Date: 2021-08-19
Invoice No. : NLIST/21-22/1592
College GST No. : Not Available
College GST State Code: AS (18)

Name and Address of Subscriber

To
The Principal
Dulajan girls College
Dulajan
Dibrugarh
Assam - 786602

S.R. No.	Membership Fee	Period of Membership	Amount in Rs
1	N-LIST Annual Membership Fee	April 2021 to March 2022	5,900.00
		CGST@9.00%	531.00
		SGST@9.00%	531.00
		IGST@18.00%	1062.00
		Total	5,900.00

Rupees Five Thousand Nine Hundred Only

GSTIN: 24AAAT1480J1Z5

TDS is not applicable on annual membership fee.

Sincerely Yours

(1)

Ashok Kumar Rai
Scientist-E (CS)

Cut Here

N-LIST MEMBERSHIP FEE RECEIPT

Receipt Date: 2021-08-19

Receipt No. 53128

Received with thanks from Dulajan girls College, Dibrugarh, Assam

A sum of Rupees Five Thousand Nine Hundred Only by Cheque No/DO No/RTGS No. N031211506428013
Dated 2021-08-19 drawn on HDFC BANK, Payable at Gandhinagar Gujarat towards N-LIST Annual
Membership Fee for the financial year 2021-22.

Rs. 5900

Sincerely Yours

(Signature)

For Administrative Officer (Finance)

This receipt is valid on realization of Cheque and DO.

Subject to Gandhinagar (Gujarat) jurisdiction only

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DULIAJAN GIRLS' COLLEGE LIBRARY

