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 Apporto y and President Body Coverning Body Outlalan 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.

TINSUKIA

4CCOV

Place: TINSUKIA (Assam),

Dated: 10TH DECEMBER, 2021.

UDIN: 21058149AAAADH3094

P. DEB & ASSOCIATES
-martered Accountants)
ICAI Regn. No. 323313E

PRANAB DEB Proprietor M. No. 058149

Duliajan Guis College

DULINIAN GIRLS, COLLEGE

P.O. DUBIALAN, DIST, DIDAUGARIST ASSAM)

BECUPES & PAYMENTS ACCOUNT FOR THE YEAR CHOCK TEST MARCH, TOUR

Opening Balan	HECEIPTS		AMOUNT	-	EYEAR LINDED 315T MARCH, 2018		
100	Se:		AWOUNT		PAYMENTS		AMOUNT
Cash	I Back to the state of the I	1.4.0004040000		IN	y Capital Expenditure		
Cashin	a Hand	7,272,884.03	19200000000		Computer & Assonates	252,069.01	
380	Access to the second se	2,129.00	£124,813.03		Computer Software	240,250.00	
Admission For	COM.		1544000000		Destribution	171,315.00	
American A	0.00	14.	28,800 oo		Furniture & Fistures	171,206.00	
The state of the	dice & Other Fees		3,969,520,00		Crockery Sets	48,200.00	
Vinancial Asset	aturce how Government		9,70095,970,000		Activity travely	1,840 (0)	
	Transmission Containment		6,090,620.00		Building Constructions	15,791.00	
Advance Rest	evered from Employees				ALEXANDER MEDITALISME	102,043,00	1,455,011.6
0.0-1007300000000	Testa mem Employees	Œ.	90,753.00	1.9	Salary & Other Benefits to Staff :		
Cartoon Rost					Salary	2,194,348.00	
			7,100,00		Removeration for Evair. Duty	242,085.00	
Maturity of Fe	ved Decourt	*	1409-010-01		TA/DA	156,096.00	7,792,529.0
			250,000.00				
interest 5 pm	\$ank				Fee & Fine to University: For Reginstration & Enrolment		
On Sali	ings Accounts	435,272.00			For Allitation	717,378.00	
734 160	m Decesits	229,002.00	664,274.00		For Examination	7,059.00 1,007,547.20	
			117		For Sports Board	15,910.00	1,247,924.2
					Competition Serve	33,319,102	CARTOSTA
				91	Eglebration & Balresinnest Expenses:		
					On Freshers Welcome	46,209.00	
					On College Week	150,209.00	
					Celebration Expenses	97,539.00	
					On Silver Intilee Expenses	215,360.00	
					On Reward & Recognisation	12,050.00	F210-14000000
					Other Refreshment Expenses	73,257:00	554,624.0
					Company & Wantshaw Commen		
					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	178,355.0
					SUPPLY SU		
					Examination Expenses		
					For Telgfinal Teching Practical Enam	4,050.00	
					For Practical Exam	36,305.00	
					For Exim Committee	43.000.00	83,355.00
				car.	New years are a support of the suppo		
					Academic Inspection Expenses Security Deposit for Canceen refeased		17,605.00
					Fee Refunded to BPL Student		15,000.0
					Tution Fees paid to the Director	36	16,435.00
					of Higher Education of Assam	3	323,874.00
				4	Advance to Employees		56,800.00
					WOOD CONTRACTOR STATES	(5)	30.000.00
				*	Establishment & Administrative Expenses :		
					Electrical Charges	17,850.00	
					Repairs & Maintenance	69,510.00	
					Labour Charges	7,400.00	
					Gardeving Expenses Freight Charges	11,670.00	
					Bank Charges	1,510.00	
					See to the second to the second	3,745.62	
					Postage & Courter	712.00	
					Printing & Stationery	200,735.00	
			3.8		Telephone & Internet Charges	7,035.00	
					Audit Fee	19,700.00	
					Professional Charges	5,527.00	
					Magazine & News Paper	10.058.00	
					Travelling Expenses	2,000.00	
					Videography	4,500,00	
					Interest on ITDS		
					Interest on ITDS Misc. Expenses	6,740.00	
						6,740.00 30,979.00	417 431 57
					Mist: Expenses Avertisement Expenses	6,740.00	417,671.67
					Mist. Expenses	6,740.00 30,979.00	417,671.67
				. ,	Mist: Expenses Avertisement Expenses	6,740.00 30,979.00 10,000.00	417,671,67
				- 1	Misc. Expenses Avertisement Expenses Iosing Nationce:	6,740.00 30,979.00 10,000.00	
	Total :-			. ,	Misc. Expenses Avertisement Expenses Losing Malance: Cash-at-Bank - As per Schodule	6,740.00 30,979.00 10,000.00	417,671.67 11,230,506.20

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

HED FOR INCHINICATION IN TERMS OF OUR ANNEXED REPORT OF EVEN DATE.

& ASSO

TINSUKIA

CD ACCOUNT

ce: TIVSUKIA (Assam).

ed 10th December, 2021

N 21058349AAAADH3094

(Chartered Accountants)
ICAI Regn: No. 323313E

PRANAB DEB Proprietor M. No. 058149

President Body

For DULIAJAN GIRLS' COLLEGE,

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



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

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

SCHEDULE - CASH-AT-BANK WITH BANK:

SI No.	Name of Fund	Bank & Branch	SB A/c. No.	Opening Balance as on 01,04,2017	Closing Balance as on 31,03.2018
1 2 3 4 5 6 7 8 9 10 11	General Fund General Fund Examination Fund Examination Fund Development Fund Union Fund Misc. Fund Liabrary Fund Games Fund IQAC Fund Building Fund NCC Fund NSS Fund	Apex Bank, Dullajan United Bank of India, Duliajan Apex Bank, Duliajan United Bank of India, Duliajan Apex Bank, Duliajan	2472 1022 1802 3390 2379 2769 2470 2771 2770 36351 2681 3716 4290	3,213,086.86 86,584.00 917,594.52 700,280.00 168,349.50 451,306.00 336,338.00 962,523.65 6,730.00 328,503.00 14,919.50 9,832.00 76,637.00	1,711,455,86 91,133,50 1,197,916,52 322,268,68 5,334,772,49 543,801,00 403,774,00 1,189,474,65 46,131,00 268,172,00 15,516,50 15,708,00 85,128,00
	Total:-				

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

Place: TINSUKIA (Assam),

Dated: 10th December, 2021

TINSUKIA

UDIN: 21058149AAAADH3094

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

> PRANAB DEB Proprietor M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

PRINCIPAL

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

President Governing Body Duliajan Giris 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)

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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

TIMSUKIA P

PRANAB DEB

E.O. DUUNIAN, DIST, DIERUGARI LASSAM)

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED JUST MARCH, 2019:

	Atterns		ANADONT		PAIMENTS		AMOUNT
	o Comina Balance				Salara Salara		
	Canh at Bank - As per tober to			0	Legital Expenditure	268,669.00	
	Cash in Hand	\$254.00	15.235,506.20		Computer & Assumptes Electrification	185,526.00	
		247440	The section and		EC TV Camera	11,677.00	
	Admission, Tution & Other Lees	2	4,402,095,00		Wiff Installation	20,000.00	
	- Tanasana and Carana		The state of the s		Ath Conditioner	18,000.00	
	Financial Aid from Controlment of Assem	10	48,805 00		Friedbore & Eistones	161,557.00	
					Porend	47,000.00	
	Financial Aut for BPL Student		THE RESIDENCE OF THE PARTY OF T		Smillary flapkin Dropout Machine	6,500.00	
	from Government of Assem	0.0	542,127.00		Cilically Breaks	10,129.00	
9.5	Emancial Aid from CVL India (10.	- 0	306,300.00		Specia there Distribute Construction	17,180.00	2,521,531.00
			535 075		A STATE OF THE STA	- Victorian and	Sizesiass on
	Canteen Sent	11.6	36,000.00		Salary & Other Benefits to Staff		
	Centre Fee		C 9050000		Salary	2,809,451.00	*******
	Serve ree	33	300.00		T.A.M.A.	351,200.00	3,030,661.00
	Interest from Bank :				Fee & Fline to University 1		
	On Savings Accounts	406.017.00			For Regimeration & Enrolment	77,840,49	
	On Term Deposits	223,079.00	629,096.00		For Affiliation	7,059.00	
	The same of the sa				For Examination	940,568.34	
83	Surplus of Receipts over Payments				For Sports Board	27,368.40	1,052,836.14
	Robush's forward from earlier year i				September 15 TENTON TO		
	Silver Jubilee Fund	16,338.00		00	Celebration & Autrestiment Expenses:		
	DSCHond	338,822.00	355,210.00		On Freshws Welcome	67,912.00	
					On College Week	175,271.00	
*	Advance recovered from G.B.				Celebration Expenses	289,752.00	
	Managing Committee	₩0	3,600.00		On Silver Jubilee Expenses	267,000:00	
5.	Barrowski amerika 2002 (2004)		000000000		Other Refreshment Expenses	29,748.00	779,683.00
	Advance recovered from Employee	20	5,000.00		Seminar & Workshop Expenses:		
	Building Contractor	411	132,007.00		Project Work & Seminar Expenses	33,135.00	
					Sports Expenses	28,700.00	
ĸŲ.	TDS Deducted on Contract		12,721.00		suniform Expenses	1,255.00	
					Excursion Expenses	100,000.00	
	ST ITDS deducted on Contract	082	3,207.00		Development Program	92,172.00	255,252.00
			10	30	12/04/2004/2016/05/20		
					Examination Expenses :		
					For Practical Exam For Exam Committee	42,460.00	0.8 200 0
					For Carti Commission	54,261.00	96,721.0
				4	Advance to Employees		200 0000 0
					Advance to Principal	- 1	76,000.0
					Advance to G.B. Managing Committee		36,000.0
					wavance to d.u. wranaging committee		5,600.0
				**	Establishment & Administrative Expenses :		
					Tender Expenses	4,365.00	
					Electrical Charges	12,600.00	
					Repairs & Maintenance	128,748.00	
					Gardening Expenses	10,532,00	
					Bank Charges	1,700.20	
					Printing & Stationery	152,841.00	
					Telephone & Internet Charges		
						69,919.00	
					Professional Charges	84,826.00	
					Magazine & News Paper	22,223.00	
					Travelling Expenses	10,729.00	
					Software Renewal Charges	47,200.00	
					Sanitation Expenses	2,060.00	
					Misc Expenses		
					Avertisement Expenses	23,844.00	20000
					Over manifests capenials	23,043.00	624,630.
				*	Closing Barance :		
					Cash-at-Bank - As per Schedule	9.770 765 65	
					Cash-in-Hand	9,229,202.86	
					STATE OF THE STATE	4,242.00	9,233,444

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.

r: TINSUKIA (Assam),

± 4TH JULY, 2022

22058149AOUGAW2408



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

> PRANAB DEB Proprietor M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

PAINCIPAL

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

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

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

SCHEDULE - CASH-AT-BANK WITH BANK:

<u>SI. No.</u>	Name of Fund General Fund	Bank & Branch Apex Bank, Dullajan	SB A/c. No.	Opening Balance as on 01.04.2018 1,711,455.86	Closing Balance as on 31.03.2019
	General Fund	Punjab National Bank, Duliajan	1022	91,133.50	94,773.50
2	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 Jublee 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

> Proprietor M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

PRINCIPAL

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

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: 22058149AOUGHH3393

TINSUKI

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

> RANAB DEB Proprietor No. 058149

E.O. DULIAIAN, DIST. DIBRUGABILLASSANT)

RECEIPTS & PAYMENTS ACCOUNT FOR THE STAR ENDED SIST MARCH, 2020 :

		RECEIPTS		AMOUNT		PAYMENTS		
	9	To Coming Balance:			_	FAIRCAS		MOUNT
		Cash at Bank - As per schedule	AND AND ADDRESS.		0,	Courtel Expenditure :		
		Cash-in-Hand	9,229,202,86 4,242,00	9.233.344.86		Contractor & Association	109,926.00	
			- 4.44.00	Service But		Electrification	56,577.00	
		Admission, Tution & Other Fees	.*!	1,921,600.00		Wiff Installation	5.028.00	
			-	Vast records		foreither & fishers	54,230.00	
		* Financial Aid from Government of Assem	70	391,216.00		Sports them	3,186.00	
	8			10.1124.0.103		Library Books	#100.00 #100.00	
		· Fee Weaver from Government of Assam	20	344,072.00		Building Construction	5,715,574.97	6.176.997.0
	ż	Centeen Kent	400	9,930.00	0.00	Salary & Other Develop to Staff :		
		- Auditorium Rent				Salary	£ 165,606.00	
		The waster state	1	2,500.00		1.4./D.A.	185,955 00	2,891,552.0
	2	Centre fee	53	0,000.00	*	Lee & Fine to University 1		
		Tender Fees		marcader		For Reginstration & Enrolment	55,519.00	
		(14.332)(334)		6,000.00		For Affiliation	7,059:00	
		interest from Back				For Examination	408,787.84	
		On Savings Accounts	******			For Sports Board	15,054.49	487,440.2
		On Term Deposits	264,663.00	Washington Co.				
			1,418.00	266,081.00		Tulion Fees paid to the Director		
Ì	*	Advance Recovered from Principal		William II		of Higher Education of Assam	25	149,443
		The necessition along Francisco	85	16,000.00				
		Advance recovered from G.B.				Celebration & Hefreshment Expenses:		
		Managing Committee	14	1505983		On Freshers Welcome	52,825.00	
		mentaging committee	:14	5,100.00		On Callege Week	13,000.00	
	6	Advance Recovered from Employees	114	35 300 00		Celebration Expenses	170,149.00	
		The state of the s	135	75,700.00		Other Refreshment Expenses	15,802.00	201,776
	5	Building Contractors:			200			
		Indrajit Barua	473,802.00			Seminar & Workshop Expenses : Project Work & Seminar Expenses	*****	
		Duldul Construction & Sons	7,541.00	481,543.00		Sports Expenses	30,546.00	
			104400	4647343700			24,050.00	
١		Deducted from Contractors:				Excursion Expenses	100,000.00	
		GST ITDS	24 252 00			Development Frogram	16.910.00	171,506
		ITDS on Contract	34,362.00		2000	11020VIV.236CUUV+C8164A-044VS 11		
		Labour Cess	4,450.00			Examination Expenses :		
		Forest Royelty	40,858.00			For Practical Exam	45,024.00	
		Section 1994 and 1994	39,641.00			For Exam Committee	81,620.00	128,644
		Security Deposit	367,719.00	487,040.00				
						Fee Refunded to BPI, Student		362,730
					*0	Advance to Employees		139,129
					10	Advance to G.B. Managing Committee	-	5,100
					41	Establishment & Administrative Expenses		
						Electrical Charges	4,050.00	
						Repairs & Maintenance	345,788.00	
						Gardening Expenses	9,500.00	
						Bank Charges	2,065.00	
		W				Postage & Courier	667.00	
						Printing & Stationery		
			Y				184,223.00	
			V.			Telephone & Internet Charges	42,977.00	
						Professional Charges	33,952.00	
						Magazine & News Paper	99,700.00	
						Software Renewal	79,800.00	
						Sanitation Expenses	13,471,00	
						Interest on GST	a la colo	
							38.00	
						interest on ITDS	6,558.00	
						GST Late Fine	800.00	
						(TDS Late Fine	35,398.00	
						Misc. Expenses	10,660.00	861,64
					000	Closing Halance		
						Cash-at-Bank - As per Schedule	3 (0) (0)	
						Cash-in-Hand	3.694,563.62 4,594.00	3,699,15
						2012 PM 110 PM	1031.00	4,999,40
		Total :-	_	5,766,046.86				

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

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

lace: TINSURIA (Assam), sted: 15TH JULY, 2022

DIN: 22058149ADUGHH3393



(Chartered Accountants)
ICAI Regn. No. 323313E
P. Ow

PRANAB DEB Proprietor M. No. 058149 For DUDAIAN GIRLS' COLLES

OVA THINC

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

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

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

SCHEDULE - CASH-AT-BANK WITH BANK:

ne	dame of	f Fund	Bank & Branch	SB A/c, No.	Opening Balance as on 01,04,2019	Closing Balance as on 31.03.2020
al prour Fun number	eral Fur eral Fur mination eral Boo elopmer in Fund Fund Fund Fund Fund Fund Fund Tublee Fund	nd n Fund dy Fund nt Fund d d	Apex Bank, Dullajan Punjab National Bank, Dullajan Apex Bank, Dullajan United Bank of India, Dullajan Apex Bank, Dullajan	2472 1022 1802 3390 2379 2769 2470 2771 2770 36351 2681 3716 4290 4488 5750	127,609.86 94,773.50 1,505,916.12 511,460.54 4,747,928.49 315,640.00 208,198.60 1,130,477.65 45,281.60 328,235.00 16,142.50 17,722.00 70,217.00 51,590.00 58,010.00	101,119.66 98,141.50 490,537.12 53,488.90 598,049.89 450,639.00 65,427.60 1,123,924.25 139,262.20 347,375.00 16,797.50 24,478.00 61,758.00 69,899.00
			SBI, Dullajan	5	750 - -	

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



Place: TINSUKIA (Assam),

Dated: 15TH JULY, 2022

UDIN: 22058149AOUGHH3393

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

> PRANAB DEB Proprietor M. No. 058149

For DULIAJAN GIRLS' COLLEGE,

PRINCIPA

Principal I/C
Dullajan Cirls* Collage
P. O. Dullajan

DUILIAJAN GIRLS' COLLEGE P.O. DUILIAJAN, 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

Proprietor

A. No. 058149

F.O. DUDINIAN, DIST, DIDRUGARIES ASSAMS

RECEIPTS & PAYMENTS ACCOUNT FOR THE YEAR ENDED SIST MARCH, 2021 :

			AMOUNT		PARMITTE		444444
to	Orening Balance :			-	- W - W -		AMOUNT
	Cash at Bank - As per Schedule	3,693,563.02		Dy	Capital Expenditure:		
	Carlo an braing	4,594.00	1000 1000		Computer & Association	30,567.00	
		100000	1,099,157.62		Computer Software	50,000 60	
	Admission, Totion & Other Fees	52	52057457655		Mobile App	169,000.00	
		- 4	757,810 00		Electrification	24,445.00	
٠	Financial Aid from Government of Assault		N. State Control of the Control of t		Function & Fistures	19,327,00	
		2.5	5.011,767,00		Sonitary Napkin Dropout Machine	33,853.00	
•	fee Weaver from Government of Assam	- 5	ADDOLESSESSES		Board	20,000.00	
	SIGNAL SESSEE AND SERVICE SERVICE SERVICE.		1,445,389.00		Water Cooler	47,560.60	
•	Advance Revoluted from Employees				Distracy Books	17,230.00	*****
		(*)	57,500.00			33550,43	115,183 0
٠	Contre fee				Salary & Other Denefits to Staff		
	10100 A 1881	3.5	3,095.00		Salary	7,072,364 00	
	District from Bank :				T.A /O.A.		
					SYMESIA	74,105.00	2,153,469 O
	On Savings Accounts	95,984 00			Lee & Fine to University:		
	On Term Deposits	70,060,00	166,044.00		For Reginstration & Enrolment	72376007	
					For Examination	51,848.00	
					For Sports Board	240,700.50	
					Far aparts board	15,785.00	308,333.5
				*	4.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1	A. C.	
				- 75	Celebration & Refreshment Expenses:		
					On Freshers Welcome	9,660 00	
					Celebration Expenses	108,860.00	
					Other Refreshment Expenses	15,169.00	133,629.0
							100,0400
					Seminar & Workshop Expenses:		
					Project Work & Seminar Expenses	7,010.00	
					Sports Expenses	3,600.00	
					Development Program		92850000
					THE CHEST SOUTH CHEST	50,680.00	61,300 or
				le:	Examination Expenses:		
					For Practical Exam	0000000	
					For Exam Committee	2,250,00	
					Co sour samment	49,723.00	51,973.00
				h.	Advance to Employees		
					A. A. Or on Confinedness		5,300 0
				100	Establishment & Administrative Escenses		
					Electrical Charges		
					Repairs & Maintenance	27,060.03	
					Labour Everges	47,843.00	
					Freight Charges	3,355,00	
						5,150.00	
					Bank Charges	525.10	
					Postage & Courier	533.00	
					Printing & Stationery	105,733.00	
					Telephone & Internet Charges		
			35		Professional Charges	40,258.00	
				61	Manager & Manager	10,915.00	
					Magazine & News Paper	23,215.00	
					Software Renewal Charges	75,520.00	
					Sanitation Expenses	32,208.00	
					GST YDS Deposited	100000000000000000000000000000000000000	
					ITOS Deposited	34,362.00	
					Mrs. Expenses	17,181.00	
					wite expenses	14,918.00	473,777.1
				1111	A MARINE W. C.	The state of the s	
					Liosing Halance :		
					Cash-at-Bank - As per Schedule	7474 101 111	
			22		Cash-in-Hand	7.634,191.02	
			***		Same and the same of	3,917.00	7,639,118.0
	Total >	-	11,161,292.62		Total >-		

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

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

Place: TINSUKIA (Assum),

1.0

Dated: 25th JULY, 2022

UDIN: 22058149AOUNKT7676

TINSUKIA

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

> PRANAB DEB Proprietor M. No. 058149

For DULINAN GIRLS' COLLEGE,

Principal I/C

Duliajan Girls' College P. O. Duliajan

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

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

SCHEDULE · CASH AT BANK WITH BANK

SI_No	Name of Fund	Bank & Branch	SB A/c. No.	Opening Balance as on 01.04.2020	Glosing Balance as on 31,03,2021
		200	27/1825		70000 (ac. 42
2	General Fund	Apex Bank, Duliajan	2472	101,119.66	43,946 56
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, Dullajan	3390	53,468 90	284,175.40
5 6	Development Fund	Apex Bank, Dulinjan	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 50
5 9 10	Library Fund	United Bank of India, Duliajan	2771	1,123,924.25	269,100 25
8	Games Fund	Apex Bank, Dullajan	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 Jublee 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.

Tansaura Casson

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 For DULIAJAN GIRLS' COLLEGE

PRINCIPAL

Principal I/G Duliajan hirts' College

P. O. Duliaian

DUILIAJAN GIRLS' COLLEGE P.O. DUILIAJAN, 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

TC

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

TINSUKIA PACCOUNTE

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

> PRANAB DEB Proprietor M. No. 058149

P.O. DUUAIAN, DIST, DIRRUGARIST ASSAM.)

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

ALCEPTS		ARMINIST		PAYMENTS		AMOUNT
7637.0				2000		
te Opening Balance:	Property Bally March		0.0	Computer & Associates	106,500.00	
Cash at Bank - As per 5	chedule 7,634,191.02	7,638,128.02		WIFE Installation	27,916.00	
Cash in Hand	1,937.00	1,030,140.04		Mobile App	86,000.00	
		2.463.000.00		Electrification	47,810.00	
- Admission, Tutton & Other Fe-	es S	2,463,935 00		Furniture & Flatures	53,800.00	
		98,000 00		Sports item	15,050.00	
 financial Aid from Government 	e of Assem	98,000 00		Lightary Books	15,018.00	
		17,000 00		Women's Hostel	4,220.00	* 140 TH 00
* Tee Weaver from Governmen	of Assam	17,000,00		Bulliding Construction	784,410:00	1,149,734.00
5.5 - 025787R	10	50,001.00				
* Constion Received		and and		Salary & Other Benefits to Stell		
	¥7	12,900 00		Salary	1,748,684 00	1,858,454.00
* Centre Fee	7.2	*********		T.A./D.A.	59,770.00	4000000000
OTTERUOVERACED	+:-	4,650.00				
* Canteen Rent	*	10000000000		Fee & Fine to University	145,260.00	
		323,185.00		For Reginstration & Enrolment	426,375.00	
Maturity of Fixed Deposit				For Examination	19,500.00	591,135.00
- Interest from Bank 1				For Sports Board	19,300,00	
On Savings Accounts	216,621.00			Letebration & Hetreshment Expenses		
On Term Deposits	535,068.00	751,689.00	- 513		29,740.00	
On telling exposure				On Freshers Welcome	43,410 00	
				Celebration Expenses	9,456.00	82,606.00
				Other Refreshment Expenses	2,430.49	SHILL SE
			93	Seminar & Workshop Expenses	25012529	
				Project Work & Seminar Expenses	7,097.00	
				Sports Expenses	27,580.00	203,506.00
				Development Program	169,229.00	203,306.00
			4	Examination Expenses:		
				For Practical Exam	22,820,00	71545-0004-000
				For Exam Committee	39,000.00	61,820.00
				Establishment & Administrative Eugenses	22,735.00	
				Electrical Charges	61,230.00	
				Repairs & Maintenance	4,700.00	
				Gurdening Expenses	3,000.00	
				Freight Charges	717.44	
				Bank Charges		
				Postage & Courier	213.00	
1.2				Printing & Stationery	181,628.00	
				Telephone & Internet Charges	20,573.00	
				Professional Charges	6,365.00	
					19,067.00	
				Magazine & News Paper	94,400.00	
100				Software Renewal Charges		
				Sanitation Expenses	3,613.00	470 427 4
				Misc. Expenses	9,921.00	430,162.44
			18	Closing Balance:		
				Cash-at-Bank - As per Schedule	7,035,104.58	
				Cash-in-Hand	5,616.00	7,040,720.5
				Carrie of the Ca		
335	0	11,359,528.02		Total >		11,359,528 0
Tot	of re					

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

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

Mace: TINSUKIA (Assam),
Dated: STH AUGUST, 2022
UDIN: 2/(08249ACUUST 1/U)



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

> PRANAB DEB Proprietor M. No. 058149

FOR DULIALAN GIRLS' COLLEGE,

Principal VC
Duliajan Girls' Colleg
P. O. Duliajan

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

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

SCHEDULE - CASH-AT-BANK WITH BANK :

SI. No.	Name of Fund	Bank & Branch	SB A/c, No.	Opening Balance as on 01.04.2021	Closing Balance as on 31.03,2022
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	General Fund General Fund Examination Fund General Body Fund Development Fund Union Fund Misc. Fund Library Fund Games Fund IQAC Fund Building Fund NCC Fund NSS Fund Silver Jublee Fund UGC Fund	Apex Bank, Dullajan Punjab National Bank, Dullajan Apex Bank, Dullajan United Bank of India, Dullajan Apex Bank, Dullajan SBI, Duliajan	2472 1022 1802 3390 2379 2769 2470 2771 2770 36351 2681 3716 4290 4488 5750	43,946.66 101,217.40 209,165.12 284,176.40 5,553,253.89 244,391.00 80,664.60 269,100.25 207,877.20 396,805.00 17,339.50 30,967.00 68,073.00 55,420.00 71,794.00	2,684.66 104,189.70 31,884.12 174,271.40 5,525,040.39 50,763.00 9,332.80 121,547.25 190,478.76 492,593.00 17,863.50 34,135.00 149,536.00 57,095.00 73,690.00
	Total :-			7,50 1,10 1,46	-

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

TINSUKIA ST

Place: TINSUKIA (Assam),

Dated: 5TH AUGUST, 2022

UDIN: 22058149AOUOFT3207

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

> PRANAB DEB Proprietor M. No. 058149

For DULIAJAN GIRLS' COLLEGE.

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)
- Mrs. Jayashree Boishya, 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) hadanle

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 Duliajan 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 OULLAJAN GIRLS' COLLEGE

Affiliated State 1992 STATE OF THE STATE OF

Principal IIC Ohege

<u>Proceedings of Library Advisory Committee Meeting held on 4th Aug, 2018.</u>

Members attended in the meeting were:

- 1. Dr.Lakhimi Phukan, Principal (Chairperson)
- 2. Mrs. Sujata Borkataky, Vice Principal (Member)
- 3. Mrs. Jayashree Boishya, 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)

mber Secretary of LAC.

Mahner 1



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 conversion 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.





Structure Deliais College

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

Members attended in the meeting were:

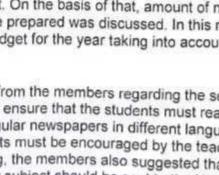
- 1. Dr.Lakhimi Phukan, Principal (Chairperson)
- 2. Mrs. Sujata Borkataky, Vice Principal (Member)
- Mrs.Jayashree Baishya, HOD English and IQAC Coordinator (Member)
- 4. Mrs.Raju Rani Saikia, Librarian and Coordinator/Member Secretary of LAC
- 5. Dr.M.D.Barman, HOD Assamese (Member)
- Mr.P.K.Mahanta, 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)
- Mr.H.C.Mandal, HOD Bengali (Member)

discussion.

A meeting of the Library Advisory Committee was held at the Library premises of Duliajan 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

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 eresources 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 LIBRARIAN GIRLS' COLLEGE

Affiliated Estd. 1592

Principal IIC Pr

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 Boishya, 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)

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Curling of

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.

LIBRARIAN COLLEGE

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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)

Mrs.Raju Rani Saikia, Librarian and Coordinator/Member Secretary of LAC.

Mr.P.K.Mahanta, HOD Pol.Sc. (Member)

Rehali

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 was 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.

LIBRARIAN DULIAJAN GIRLS' COLLEGE



Principal IIC Principal IIC

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



দুলীয়াজান ছোৱালী মহাবিদ্যালয় পুথিভঁড়াল DULIAJAN GIRLS' COLLEGE LIBRARY

(gifes : 5552 | Estd. : 1992)

Registered No.: RS/DIB/255/40 of 1998-99
P. O. DULIAJAN - 786 602, DIST. DIBRUGARH (ASSAM)

College Status in Nlist Programme

(Attached Document 4.2.1)





Prairie

LIBRARIAN DULIAJAN GIRLS' COLLEGE

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



मुलीग्राजान ছোৱালী মহাবিদ্যালয় পৃথিভঁড়াল DULIAJAN GIRLS' COLLEGE LIBRARY

(21195: 5554 Estd.: 1992)

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Renewal receipt of Nlist,2021-22

(Attached Document-4.2.1)



Information and Library Network Centre

(An Autonomous Inter University Centre of UGC)

सूचना एवं पुस्तकालय नेटवर्क केन्द्र (दिल्लीस्टालक अनुसन आचीन कर क्यागात और विज्लीस्टालक कीन्)

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

invoice

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Date 2021-08-18 Invoce No. 16,151121-2211595 College GST No. Not Available stope GST State Code AS (18)

Name and Address of Subscriber

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N-LIST MEMBERSHIP FEE RECEIPT

Recent Date 2021-08-19

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Estd. : 1992

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

Library users' record, 1st Sem student

(Attached Document-4.2.1)

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

Library users record (Teachers)

(Attached Document-4.2.1)

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