

# SISTER NIVEDITA HALL OF RESIDENCE

INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR

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Hall Management Centre  
IIT Kharagpur

## STATEMENT OF ACCOUNTS 2019-20



**SISTER NIVEDITA HALL OF RESIDENCE**  
**INDIAN INSTITUTE OF TECHNOLOGY KHARAGPUR**

**BASIC INFORMATION**

**2019-2020**

1. Date of Inauguration of the Hall : 1<sup>st</sup> July, 2014
- 2.
3. Name of Warden :
- 4.
5. Name of the Assistant Warden : Dr. Manjira Sinha  
Dr. Gouri A Gadgate
6. Name of the Hall President : Ms Atryee Majumdar
- 7.
8. Name of the Hall Manager : Mr. Saktipada Sardar
- 9.
10. Name of the Hall Supervisor : Mr. Madhab Chowdhury
- 11.
12. Name of the Part-Time Account-Cum-Clerk : Mr. Jayanta Kumar Dey  
Mr. Bikram K Behera
13. Total Number of Room : 504-Single 38-Double  
: 44-Triple 4-Quadruple
14. Total Number of Students : 780
15. Total Number of Regular Employees : 14
16. Accounting Year : 2019-2020  
(1.7.2019 to 30.6.2020)

*Gadgate*

**SISTER NIVEDITA HALL OF RESIDENCE  
IIT KHARAGPUR**

**Statement of Accounts 2019-20**

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# SISTER NIVEDITA HALL OF RESIDENCE I.I.T. KHARAGPUR

BALANCE SHEET AS ON 30.06.2020

	LIABILITIES / ASSETS	Sechedule No.	Current Year	Previous Year
			(2019-2020)	(2018-2019)
	<b><u>SOURCE OF FUND</u></b>			
I	CORPUS/CAPITAL FUND	1	16,41,059.21	28,017.00
ii	EARMARKED/ENDOWMENT FUND	2	24,79,181.30	18,47,656.09
III	CURRENT LIABILITIES & PROVISION	3	13,07,400.00	15,97,057.03
	<b>TOTAL</b>		<b>54,27,640.51</b>	<b>34,72,730.12</b>
	<b><u>APPLICATION OF FUND</u></b>			
IV	FIXED ASSETS	4	17,81,252.00	13,63,686.00
V	INVESTMENTS	5	2,30,000.00	2,30,000.00
VI	CURRENT ASSETS, LOAN, ADVANCE	6	34,16,388.51	18,79,044.12
	<b>TOTAL</b>		<b>54,27,640.51</b>	<b>34,72,730.12</b>

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Part Time Accountant

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Assisntant Warden


Warden

## SISTER NIVEDITA HALL OF RESIDENCE I.I.T. KHARAGPUR

**INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 30.06.2020**

Particulars		Sechedule No.	Current Year (2019-2020)	Previous Year (2018-2019)
<b>A. INCOME :</b>				
I	STUDENTS' COLLECTION	7	9,99,100.00	1,93,43,008.19
II	OTHER RECEIPTS	8	34,014.16	2,94,131.85
<b>TOTAL</b>			<b>10,33,114.16</b>	<b>1,96,37,140.04</b>
<b>B. EXPENDITURE :</b>				
III	PAYMENTS AGT STUDENTS' COLLECTION	9	3,97,874.00	1,92,14,401.00
IV	OTHER PAYMENTS	10	3,714.95	3,73,665.00
<b>TOTAL</b>			<b>4,01,588.95</b>	<b>1,95,88,066.00</b>
SURPLUS (Transferred to Hall Development Fund)			6,31,525.21	49,074.04
<b>TOTAL</b>			<b>10,33,114.16</b>	<b>1,96,37,140.04</b>

  
Part Time Accountant

  
Assistant Warden

Warden

# SISTER NIVEDITA HALL OF RESIDENCE I.I.T. KHARAGPUR

## STATEMENT OF RECEIPTS AND PAYMENTS FOR THE YEAR ENDED 30.06.2020

Particulars		Sechd No.	Current Year	Previous Year
			(2019-2020)	(2018-2019)
<b>RECEIPTS:</b>				
I	OPENING BALANCE	11	16,40,599.12	8,77,626.27
II	ENCASHMENT OF INVESTMENT	12	-	-
III	STUDENTS' COLLECTION	13	2,51,39,669.18	2,04,84,846.00
IV	RECOVERY OF LOAN/ADVANCES	14	-	-
V	OTHER RECEIPTS	15	4,66,112.16	3,39,411.85
<b>TOTAL</b>			<b>2,72,46,330.46</b>	<b>2,17,01,884.12</b>
<b>PAYMENTS:</b>				
VI	INVESTMENT	16	-	-
VII	PAYMENT AGT STUDENTS' COLLECT.	17	2,36,42,809.00	1,96,64,178.00
VIII	LOAN/ADVANCES	18	-	-
IX	OTHR PAYMENTS	19	4,39,714.95	3,97,107.00
X	CLOSING BALANCE	20	31,63,856.51	16,40,599.12
<b>TOTAL</b>			<b>2,72,46,330.46</b>	<b>2,17,01,884.12</b>

*By*  
Part Time Accountant

*G. G. G.*  
Assistant Warden

Warden



**SISTER NIVEDITA HALL OF RESIDENCE**  
**I.I.T. KHARAGPUR**

**SCHEDULE FORMING PART OF BALANCE SHEET AS ON 30.06.2020**

**SCHEDULE-1 : CORPUS/CAPITAL FUND**

Particulars	Current Year		Previous Year Amount
	Amount	Amount	
Opening Balance (As per last year)	28,017.00		28,017.00
Add : Assets purchased from HCB fund	1,70,291.00		
Less : Adjustment of earlier dues of Sweeping Cost from HMC	1,73,165.00		
Add : W/Off earlier years mess adjustments	16,15,916.21		
		16,41,059.21	
<b>TOTAL</b>		<b>16,41,059.21</b>	<b>28,017.00</b>

**SCHEDULE-2 : EARMARKED/ENDOWMENT FUND**

Particulars	Current Year		Previous Year Amount
	Amount	Amount	
i) Hall Development Fund	16,23,497.09		16,23,497.09
Add : Adj of all earlier Funds	2,24,159.00		
Add : Excess of Income over Expenditure	6,31,525.21	24,79,181.30	
ii) Mess Fine Fund	44,600.00		44,600.00
iii) Maintenance Fine Fund	51,500.00		51,500.00
iv) Utensils Fund	26,087.00		26,087.00
v) HOH Fund	1,01,972.00		1,01,972.00
	2,24,159.00		
Less : Adjusted with Hall Development Fund	2,24,159.00	Nil	
<b>TOTAL</b>		<b>24,79,181.30</b>	<b>18,47,656.09</b>

*Jey*  
**Part Time Accountant**

*Gopud*  
**Assistant Warden**

**Warden**

**SISTER NIVEDITA HALL OF RESIDENCE  
I.I.T. KHARAGPUR  
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 30.06.2020**

**SCHEDULE-3 : CURRENT LIABILITIES & PROVISIONS**

Particulars	- Current Year		Previous Year Amount
	Amount	Amount	
<b><i>Mess Account</i></b>			
Mess Advance and Dues Received	2,34,23,443.18		
Less : Mess refund during the year		2,34,23,443.18	
Less : Mess Expenses	2,22,31,548.00		
Less : Food Charges received from HMC	21,600.00		
Add : LY Closing Stock of Materials	65,280.00		
		2,22,76,228.00	
Add : Mess Balance payable to students (last year)		11,70,349.03	11,70,349.03
Add : Adj of Debit Bal (Receivable from Students)		2,24,125.00	
Less : Last Year Receivable from Students		-	
Less : Adjustment of earlier balance		16,15,916.21	
		<b>9,26,773.00</b>	
<b><i>Hall Council Activities</i></b>			
Hall Council Activities (Op. Balance)	4,26,708.00		4,26,708.00
Add : Current Year Collection	7,17,128.00		
Less : Utilized in this year	7,63,207.00	3,80,627.00	
<b><i>Others</i></b>			
A) Students Brotherhood Fund	43,646.00		
Less : Paid to Student	43,646.00	Nil	
<b>TOTAL</b>		<b>13,07,400.00</b>	<b>15,97,057.03</b>

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**Part Time Accountant**

*S. S. S.*

**Assistant Warden**

**Warden**



**SISTER NIVEDITA HALL OF RESIDENCE  
I.I.T. KHARAGPUR  
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 30.06.2020**

**SCHEDULE- 4 : STATEMENT OF FIXED ASSETS**

(Amount in Rs)

Particulars	Current year			Total upto to year end	Previous Yr
	As the beginning of the year	Addition during the year	Deduction during the year		
<b>A. Furniture &amp; Fixture</b>					
Office Almira (Steel)	78,700			78,700	78,700
Office Table	47,800			47,800	47,800
Computer Table	3,800			3,800	3,800
Computer Chair	2,600			2,600	2,600
Centre Table	3,000			3,000	3,000
Sofa Set	23,000			23,000	23,000
Visitors Chairs	20,800			20,800	20,800
Executive Chairs	18,400			18,400	18,400
Reception -cum-Security desk	28,000			28,000	28,000
Newspaper reading Table	4,000			4,000	4,000
Mirror with Frame	6,800			6,800	6,800
Wooden Mixself	14,450			14,450	14,450
Notice Board	22,950	17,200		40,150	22,950
Insect Fletcher	1,24,900			1,24,900	1,24,900
Concrete Bench	8,000			8,000	8,000
<b>Total : (A)</b>	<b>4,07,200</b>	<b>17,200</b>		<b>4,24,400</b>	<b>4,07,200</b>
<b>B. Utensil &amp; Kitchen Apparatus</b>					
Refrigerator	24,250			24,250	24,250
Tea containers	8,575			8,575	8,575
Induction Oven	9,530			9,530	9,530
Idly maker	9,362			9,362	9,362
Water Heater	17,342			17,342	17,342
Mixer Grinder	8,080			8,080	8,080
Wet Grinder	23,700			23,700	23,700
Slice Toster	3,987	38,640		42,627	3,987
Utensils	-	21,835		21,835	-
<b>Total : (B)</b>	<b>1,04,826</b>	<b>60,475</b>		<b>1,65,301</b>	<b>1,04,826</b>
<b>C. Other Assets</b>					
Fire Extinguisher	28,967			28,967	28,967
Bedsheet, Pillow cover bathtowel	6,330			6,330	6,330
Blankets	9,900			9,900	9,900
Water Geyser	81,344	24,780		1,06,124	81,344
Acquaguard	73,520			73,520	73,520
Washing Machine	1,65,099			1,65,099	1,65,099
Computer-1, Printer-1	27,670			27,670	27,670
Biometric & Accessories	27,520	3,500		31,020	27,520
Scanner	3,900			3,900	3,900
Lap Top	47,780			47,780	47,780
Wireless Receiver	2,330			2,330	2,330
Window Net	74,991			74,991	74,991
Fan	12,880	41,400		54,280	12,880
Emergency Light	1,518			1,518	1,518
Water Cooler-1	1,24,000	49,499		1,73,499	1,24,000
Misc. Assets	1,06,100	1,10,860		2,16,960	1,06,100
Sorts Equipment	50,611	1,09,852		1,60,463	50,611
Plastic Drums	7,200			7,200	7,200
<b>Total : (C)</b>	<b>8,51,660</b>	<b>3,39,891</b>		<b>11,91,551</b>	<b>8,51,660</b>
<b>TOTAL : ( A to C )</b>	<b>13,63,686</b>	<b>4,17,566</b>		<b>17,81,252</b>	<b>13,63,686</b>

*Jay*  
**Part Time Accountant**

*G. Singh*  
**Assistant Warden**

**Warden**

**SISTER NIVEDITA HALL OF RESIDENCE  
I.I.T. KHARAGPUR  
SCHEDULE FORMING PART OF BALANCE SHEET AS ON 30.06.2020**


**SCHEDULE-5 : INVESTMENT**

Particulars	Current Year			Previous Year
	As the beginning of the year	New Investment / Interest during the	Matured	
State Bank of India, IIT Kgp				-
Punjab National Bank, IIT Kgp	-			-
Syndicate Bank, IIT Kharagpur	2,30,000			2,30,000
	<b>2,30,000</b>		-	<b>2,30,000</b>

**SCHEDULE- 6 : CURRENT ASSETS & LOANS,ADVANCE**

Particulars	Current Year		Previous Year
	Amount	Amount	
A) Mess dues receivable from Students	-		
Less : Mess dues received during the year	-		
Add : Current Year Mess dues	2,24,125.00	2,24,125.00	
Closing Stock of Materials		-	65,280.00
B) Claim of Sweeping materials	1,73,165.00		1,73,165.00
Add : Sweeping Materials purchased	3,95,259.00		
Less : Reimbursement from HMC	3,66,852.00		
Less : Earlier dues W/Off	1,73,165.00	28,407.00	
C) <u>Closing Balance :</u>			
State Bank of India - Mess		26,54,402.74	10,11,303.00
Punjab National Bank -		-	1,05,617.06
Syndicate Bank - HCB		3,00,878.74	3,40,157.72
Syndicate Bank - Guest		2,03,575.03	1,83,521.34
<b>TOTAL</b>		<b>34,18,388.51</b>	<b>18,79,044.12</b>

  
**Part Time Accountant**

  
**Assistant Warden**

**Warden**



**SISTER NIVEDITA HALL OF RESIDENCE**

**I.I.T. KHARAGPUR**

**SCHEDULE FORMING PART OF INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDING 30.06.2020**

**SCHEDULE- 7 : STUDENTS' COLLECTION**

Particulars	Current Year		Previous Year Amount
	Amount	Amount	
Mess		-	1,82,05,814.19
Hostel Overhead		9,99,100.00	7,57,140.00
Hall Council Activities		-	3,80,054.00
Cash Collection for Donation			
<b>TOTAL</b>		<b>9,99,100.00</b>	<b>1,93,43,008.19</b>

**SCHEDULE- 8 : OTHER RECEIPTS**

Particulars	Current Year		Previous Year Amount
	Amount	Amount	
Guest Room Accommodation			85,484.26
Utensil Fund received from HMC			16,000.00
FD Interest received		34,014.16	42,842.59
Sweeping Materials costs received from HMC			1,49,805.00
Accrued Interest on FD (Syndicate Bank)			
<b>TOTAL</b>		<b>34,014.16</b>	<b>2,94,131.85</b>

**SCHEDULE- 9 : PAYMENT AGAINST STUDENTS' COLLECTION**

Particulars	Current Year		Previous Year Amount
	Amount	Amount	
Mess Expenditure		-	1,81,55,287.99
Hall Council Activities		-	4,43,920.00
<b>Hostel Overhead :</b>			
HOH_Expenditure	76,101.00		6,15,193.01
HOH_Repairs & Maintenance	3,15,873.00		
HOH_Wages paid	5,900.00		
HOH_Utensils		3,97,874.00	
<b>TOTAL</b>		<b>3,97,874.00</b>	<b>1,92,14,401.00</b>

**SCHEDULE- 10 : OTHER PAYMENT**

Particulars	Current Year		Previous Year Amount
	Amount	Amount	
Bank Charges		809.95	9,659.00
Sweeping Materials Costs			3,22,970.00
Expenditure against Guest Fund		2,905.00	41,036.00
<b>TOTAL</b>		<b>3,714.95</b>	<b>3,73,665.00</b>

*Jay*  
Part Time Accountant

*Grass*  
Assistant Warden

Warden



**SISTER NIVEDITA HALL OF RESIDENCE  
I.I.T. KHARAGPUR**

**SCHEDULE FORMING PART OF RECEIPTS & PAYMENTS ACCOUNTS FOR THE YEAR ENDED 30.06.2020**

**SCHEDULE - 11 : OPENING BALANCE**

Particulars	Current Year	Previous Year
State Bank of India - Mess	10,11,303.00	5,26,585.00
Punjab National Bank -	1,05,617.06	46,453.80
Syndicate Bank - HCB	3,40,157.72	1,33,304.54
Syndicate Bank - Guest	1,83,521.34	1,71,282.93
<b>TOTAL</b>	<b>16,40,599.12</b>	<b>8,77,626.27</b>

**SCHEDULE - 12 : ENCASHMENT OF INVESTMENT**

Particulars	Current Year	Previous Year
State Bank of India, Kharagpur		
Punjab National Bank, IIT Kharagpur		
Syndicate Bank - Interest		
<b>TOTAL</b>	-	-

**SCHEDULE- 13 : STUDENTS' COLLECTION**

PARTICULARS	Current Year	Previous Year
Mess Advance	1,98,94,128.00	1,89,44,776.00
Hall Council Activities	7,17,126.00	7,25,330.00
Hostel Overhead	9,99,100.00	8,14,740.00
Reimb of Mess (GST)		
Mess Dues	35,29,315.18	
<b>TOTAL</b>	<b>2,51,39,569.18</b>	<b>2,04,84,846.00</b>

**SCHEDULE- 14 : REFUND OF ADVANCE/LOAN/DEPOSIT**

Particulars	Current Year	Previous Year
General Advance		
Festival Advance		
<b>TOTAL</b>		

*Buy*  
**Part Time Accountant**

*[Signature]*  
**Assistant Warden**

**Warden**

**SISTER NIVEDITA HALL OF RESIDENCE  
I.I.T. KHARAGPUR**

**SCHEDULE FORMING PART OF RECEIPTS & PAYMENTS ACCOUNTS FOR THE YEAR ENDED 30.06.2020**

**SCHEDULE- 15 : OTHER RECEIPTS**

Particulars	Current Year	Previous Year
Coll. From Guest Room Accommodation		85,484.26
Interest on Investment & Bank Interest	34,014.16	42,842.59
Rent from Hall Canteen & Others		
Received from HMC		16,000.00
Fine/Miscellaneous Received		
Cost of Sweeping Materials reimbursed from HMC	3,66,852.00	1,95,085.00
Food Charges from HMC	21,600.00	
Reimbursement of Mess GST		
L/Y Mess Adjusted		
Misc. Received(W/Off Exp.)		
Donation received		
Student Brotherhood Fund	43,646.00	
<b>TOTAL</b>	<b>4,66,112.16</b>	<b>3,39,411.85</b>

**SCHEDULE- 16 : INVESTMENT**

Particulars	Current Year	Previous Year
State Bank of India, Kharagpur		
Punjab National Bank, IIT Kgp		
Syndicate Bank - Interest		
<b>TOTAL</b>	-	-

*Buy*  
**Part Time Accountant**

*Gyay*  
**Assistant Warden**

**Warden**



**SISTER NIVEDITA HALL OF RESIDENCE  
I.I.T. KHARAGPUR**

**SCHEDULE FORMING PART OF RECEIPTS & PAYMENTS ACCOUNTS FOR THE YEAR ENDED 30.06.2020**

**SCHEDULE- 17 : PAYMENT AGAINST STUDENTS' COLLECTION**

Particulars	Current Year	Previous Year
Mess Expense	2,22,31,548.00	1,81,37,981.99
Refund of Security Deposit (Last Yr)		
Refund of Mess Deposit		2,62,942.00
Hall Council Activity (recurring )	5,92,916.00	4,43,920.00
Hall Council Activity (Equipment)	1,70,291.00	64,320.00
Refund of HCB		
Expenditure for Guest Room	2,905.00	
Donation to Keral / C M Ref Fund		
Hostel Overhead (recurring) :		
HOH Contingency Exp.		
HOH Expenditure	76,101.00	6,15,193.01
HOH Office Contingency		
HOH Repairs & Maintenance	3,15,873.00	
HOH Wages paid	5,900.00	
HOH Utensils		
Hostel Overhead (Equipment)	2,47,275.00	1,39,821.00
<b>TOTAL</b>	<b>2,36,42,809.00</b>	<b>1,96,64,178.00</b>

**SCHEDULE- 18 : ADVANCE/LOAN**

Particulars	Current Year	Previous Year
General Advance		
HCB Advance		
Festival Advance		
<b>TOTAL</b>	<b>-</b>	<b>-</b>

*Jay*  
**Part Time Accountant**

*G...*  
**Assistant Warden**

**Warden**



**SISTER NIVEDITA HALL OF RESIDENCE  
I.I.T. KHARAGPUR**

**SCHEDULE FORMING PART OF RECEIPTS & PAYMENTS ACCOUNTS FOR THE YEAR ENDED 30.06.2020**

**SCHEDULE- 19 : OTHER PAYMENTS**

Particulars	Current Year	Previous Year
Expenditure from Hall Fund		
Bank Charges	809.95	9,659.00
Cost of Sweeping materials	3,95,259.00	3,22,970.00
Assets created from Utensils fund (HMC)		23,442.00
Refund of Security Deposit		
Student Brotherhood Fund	43,646.00	
Exp agt Guest Room Collection		41,036.00
Gift to Staff		
<b>TOTAL</b>	<b>4,39,714.95</b>	<b>3,97,107.00</b>

**SCHEDULE- 20 : CLOSING BALANCE**

Particulars	Current Year	Previous Year
State Bank of India - Mess	26,54,402.74	10,11,303.00
Punjab National Bank -	-	1,05,617.06
Syndicate Bank - HCB	3,00,878.74	3,40,157.72
Syndicate Bank - Guest	2,08,575.03	1,83,521.34
<b>TOTAL</b>	<b>31,63,856.51</b>	<b>16,40,599.12</b>

*Juy*

**Part Time Accountant**

*Leopold*

**Assistant Warden**

**Warden**