

CONFIDENTIAL

SCHOOL OF PLANNING AND ARCHITECTURE : VIJAYAWADA

Camp Office : Acharya Nagarjuna University, Nagarjuna Nagar, District Guntur (Andhra Pradesh)

Delhi Office: C/o School of Planning and Architecture, 4-Block-B, I.P. Estate,
New Delhi - 110002 (Phone: 23724383) E-mail: shovanksaha2005@yahoo.co.in

Ref.No.F.110/FC/2009/SPA(V)

27th November, 2009

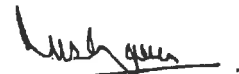
**TO ALL MEMBERS OF THE FINANCE COMMITTEE OF THE
SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA**

Dear Sir,

I am directed to forward herewith the Minutes of the First Meeting of the Finance Committee held on Monday, 16th November, 2009 at 3.30 p.m. in the New Committee Room of the School of Planning and Architecture, New Delhi -110002.

You are requested kindly to forward your comments, if any, within two weeks time.

Yours faithfully,



(N.K. Sharma)
Dy. Registrar

Encl.: As stated above.

1. Prof. S.K. Khanna,
Chairman, Finance Committee, SPA Vijayawada,
C/o Jaypee Institute of Information Technology University,
A-10, Sector-62,
Noida – 201 307 (U.P.)
2. Dr. Dev Swarup,
Joint Secretary,
University Grants Commission,
Bahadurshah Zafar Marg,
New Delhi – 110 002
3. Ar. Vinay Parelkar,
President,
Indian Institute of Architects,
Prospect Chambers Annexe,
5th Floor, Dr. D.N. Road, Fort,
Mumbai – 400 001
4. Representative of Technical Bureau,
Ministry of Human Resource Development,
Department of Higher Education,
Shastri Bhawan,
New Delhi – 110 115
5. Representative of Internal Finance,
Ministry of Human Resource Development,
Department of Higher Education,
Shastri Bhawan,
New Delhi – 110 115
6. Prof. Dr. Shovan K. Saha,
Director,
School of Planning and Architecture, Vijayawada
Acharya Nagarjuna University,
Nagarjuna Nagar, Guntur – 522 510 (A.P.)

SCHOOL OF PLANNING AND ARCHITECTURE: VIJAJAYWADA

MINUTES OF THE FIRST MEETING OF THE FINANCE COMMITTEE OF THE SCHOOL HELD ON MONDAY, 16TH NOVEMBER, 2009 AT 3.30 P.M. IN THE NEW COMMITTEE ROOM OF THE SCHOOL OF PLANNING AND ARCHITECTURE, NEW DELHI.

Present:-

1. Prof. S.K.Khanna, Chairman
2. Dr. Dev Swarup, Member
3. Shri Harvinder Singh, Member
4. Dr. Shovan K.Saha, Director
5. Shri N.K. Sharma, Deputy Registrar (Special Invitee)
6. Shri R.K. Thakur, Section Officer (Special Invitee)

The representative of Internal Finance, MHRD and Ar. Vinay Parelkar could not attend the meeting due to pre-occupation.

The Chairman welcomed the Members on the First meeting of the Finance Committee. Thereafter, the meeting was called to session.

ITEM NO.1: TO RECEIVE THE ANNUAL ACCOUNTS OF SPA, VIJAYAWADA FOR THE FINANCIAL YEAR 2008-09.

The Committee considered the Annual Accounts of the School for the year 2008-09 and recommended for approval by Board of Governors as per enclosed Annexure-I.

ITEM NO.2: TO CONSIDER REVISED ESTIMATES FOR 2009-10 AND BUDGET ESTIMATES FOR 2010-11 OF SPA, VIJAYAWADA.

The Committee considered the Revised Estimates for 2009-10 and Budget Estimates for 2010-11. During discussion it was pointed out that since the School budget is under plan grant there is no need of creating corpus fund at this stage. It was also suggested that the account for New Pension Scheme (NPS) may be opened .

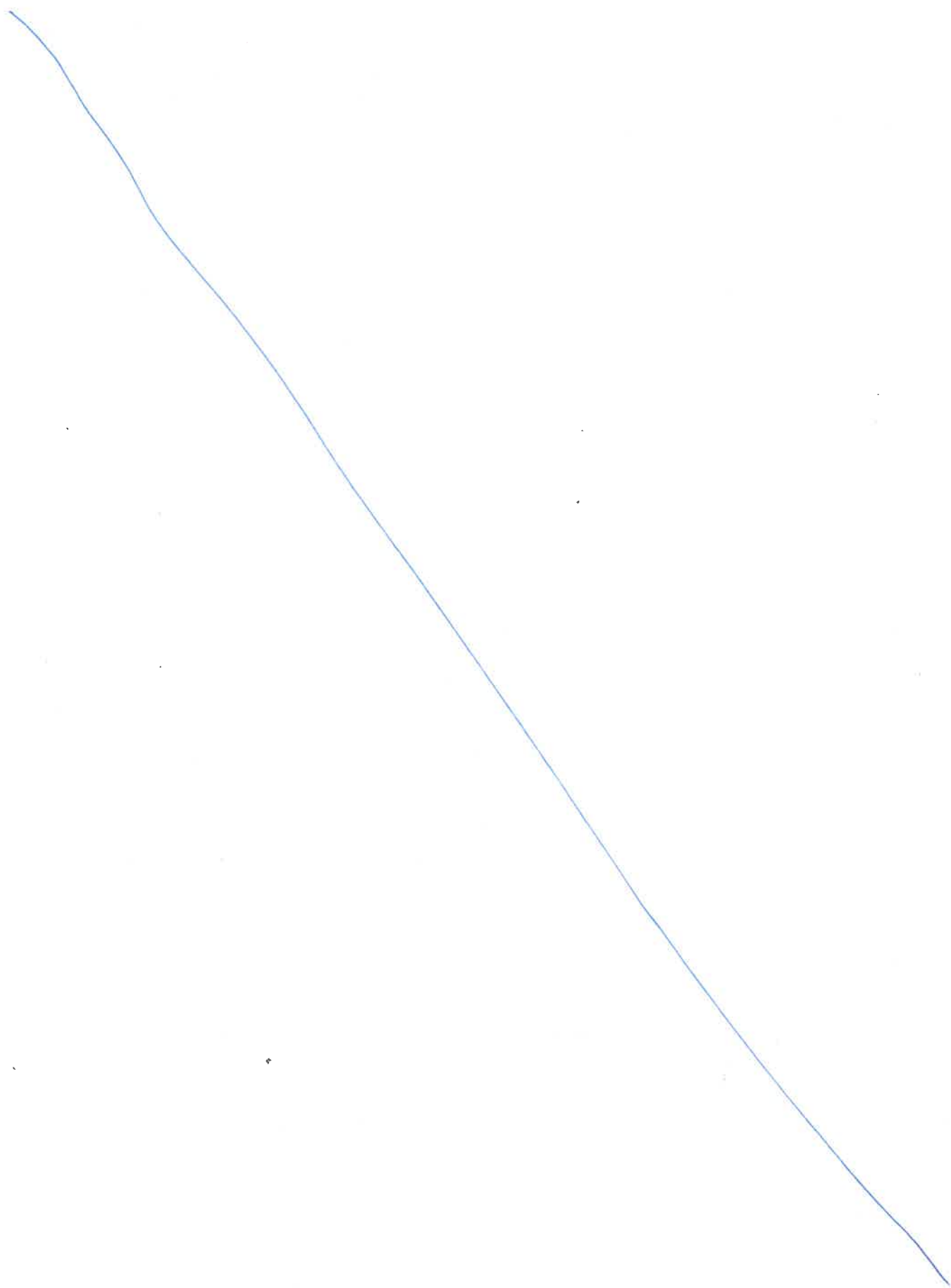
It was further suggested that the Revised Estimates under Budget Head Development of SPA Campus, Vijayawada for the year 2009-10 may be reduced to Rs.50.00 lakhs. The Revised Estimates for 2009-10 and the Budget Estimates for 2010-11 as recommended by Finance Committee is enclosed as Annexure-II.

The meeting ended with a vote of thanks to the Chair.

APPROVED FOR CIRCULATION TO MEMBERS


Shovan K. Saha
Director,
S.P.A. VIJAYAWADA.





DURGA SHYAM SUNDAR & CO.,
CHARTERED ACCOUNTANTSD.NO.30-18-28A, KVS GUPTA STREET, SEETHARAMPURAM,
VIJAYAWADA - 520 002.

AUDITORS REPORT

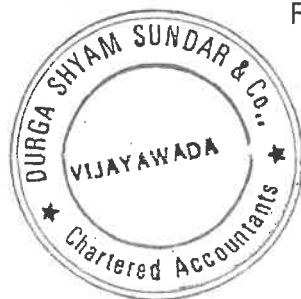
We have examined the Balance Sheet of School of Planning and Architecture-Vijayawada as at 31ST MARCH, 2009 and the Income & Expenditure Account for the period ended on that date which are in agreement with the books of account maintained by the said institution.

We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of the audit. In our opinion, proper books of account have been maintained by the above named institution subject to the comments given below: -

----- NIL -----

In our opinion and to the best of our information, and according to information given to us the said accounts give a true and fair view: -

- (i) In the case of the balance sheet, of the state of affairs of the above named institution as at 31ST MARCH, 2009 and
- (ii) In case of the Income & Expenditure account, of Excess of Income over Expenditure of its accounting period ending on 31ST MARCH, 2009.

Place : Vijayawada
Date : 04/11/2009.For DURGA SHYAM SUNDAR & CO.,
Chartered Accountants
(K.DURGA SHYAM SUNDAR)
Partner.
Shovan K. Saha
Director,
S.P.A. VIJAYAWADA

SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA

BALANCE SHEET AS ON 31.03.2009

LIABILITIES	SCHEDULE	AMOUNT Rs.
CAPITAL FUND	I	29,730,056.43
CURRENT LIABILITIES AND PROVISIONS	II	1,094,650.00
TOTAL		30,824,706.43
ASSETS		
FIXED ASSETS	III	2,807,640.00
CURRENT ASSETS, LOANS & ADVANCES	IV	28,017,066.43
TOTAL		30,824,706.43

Notes on Accounts : Schedule - XI

In terms of our report of even date

For DURGA SHYAM SUNDAR & CO.,
Chartered Accountants

(K.DURGA SHYAM SUNDAR)
Partner

H.D. CHHAYA
PROFESSOR-IN-CHARGE

SHOVAN K SAHA
DIRECTOR



4 NOV 2009

Shovan K. Saha
Director,
S.P.A. VIJAYAWADA.

SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA

INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDING 31.03.2009

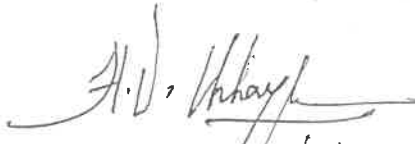
INCOME	SCHEDULE	AMOUNT Rs.
Grants / Subsidies	V	27,192,360.00
Academic Receipts	VI	1,486,050.00
Interest Earned	VII	380,155.10
Other Income	VIII	305,000.00
TOTAL (A)		29,363,565.10
EXPENDITURE		
Establishment Expenses	IX	706,795.00
Other Administrative Expenses	X	1,734,353.67
TOTAL (B)		2,441,148.67
Balance being Excess of Income over Expenditure (A-B)		26,922,416.43

Notes on Accounts : Schedule - XI

In terms of our report of even date

For DURGA SHYAM SUNDAR & CO.,
Chartered Accountants


(K.DURGA SHYAM SUNDAR)
Partner


H.D. CHHAYA
PROFESSOR-IN-CHARGE


SHOVAN K SAHA
DIRECTOR



4 NOV 2009


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Shovan K. Saha
Director,
S.P.A. VIJAYAWADA.

SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA

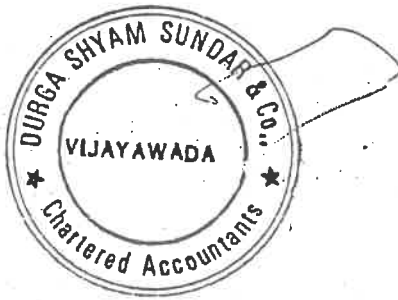
SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.09

SCHEDULE - I	CAPITAL FUND	Rs.
Balance as at the beginning of the period		-
Add : Grants from Govt. of India utilised for Capital Expenditure		<u>2,807,640.00</u> 2,807,640.00
Add : Excess of Income over Expenditure		26,922,416.43
		<u>29,730,056.43</u>

SCHEDULE - II CURRENT LIABILITIES AND PROVISIONS

A. CURRENT LIABILITIES :

1. Security Deposits :	
a) Library	490,000.00
b) School	490,000.00
2. Nos Plan	4,000.00
3. NASA	(11,750.00)
4. Student Aid Fund	20,400.00
5. UG Association Fee	102,000.00
	<u>1,094,650.00</u>



A handwritten signature in blue ink, appearing to be "Shovan K. Saha".

Shovan K. Saha
Director,
S.P.A. VIJAYAWADA.

SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA

SCHEDULES FORMING PART OF BALANCE SHEET AS ON 31.03.09

SCHEDULE - III	FIXED ASSETS	AMOUNT Rs.
	Air Conditioner	37,478.00
	Computers	934,632.00
	Furniture	999,321.00
	Library Books	817,215.00
	Refrigerator	10,500.00
	Telephone	1,395.00
	Water Dispencer	7,099.00
	TOTAL	<u>2,807,640.00</u>

SCHEDULE - IV CURRENT ASSETS, LOANS & ADVANCES

A. CURRENT ASSETS

1. Cash balance in hand (Vijayawada)		6,080.00
Cash balance in hand (New Delhi)		
2. Bank Balances :		
UCO Bank, New Dehil	3,448,210.97	
UCO Bank, Vijayawada	491,181.46	
Fixed Deposit Account (UCO Bank, New Delhi)	<u>20,000,000.00</u>	23,939,392.43
TOTAL .. A		<u>23,945,472.43</u>

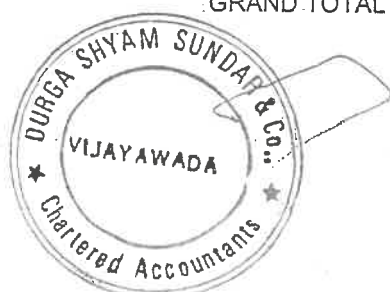
B. SECURITY DEPOSITS :

1. Telephone Deposit	1,000.00
2. Broadband Deposit	700.00
3. Camp Office/Residence Rent Deposit	<u>24,000.00</u>
TOTAL .. B	<u>25,700.00</u>

C. LOANS, ADVANCES AND OTHER ASSETS :

1. Advances :	
(a) Staff (Travelling Expenses)	2,240,884.00
(b) ANU University	1,750,000.00
(c) Temporary Advance (OCC)	5,010.00
(d) Central Councillng Board	<u>50,000.00</u>
TOTAL .. C	<u>4,045,894.00</u>

GRAND TOTAL (A + B + C)	<u>28,017,066.43</u>
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Shovan K. Saha
Shovan K. Saha
 Director,
 S.P.A. VIJAYAWADA.

SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA

EDULES FORMING PART OF INCOME & EXPENDITURE A/C FOR THE PERIOD ENDED 31

SCHEDULE - V GRANTS / SUBSIDIES

Balance as at the beginning of the period	-
Add : Grants from Govt. of India	<u>30,000,000.00</u>
	30,000,000.00
Less : Grants utilised for Capital Expenditure	2,807,640.00
BALANCE ..	<u>27,192,360.00</u>

SCHEDULE - VI ACADEMIC RECEIPTS

1. Entrance Fee	Sch-VIA	156,050.00
2. Annual Fees/Subscriptions	Sch-VIB	1,326,000.00
3. Other Fees	Sch-VIC	4,000.00
TOTAL ..		<u>1,486,050.00</u>

SCHEDULE - VIA Entrance Fee

Application Fee	105,050.00
Enrolment Fee	<u>51,000.00</u>
	<u>156,050.00</u>

SCHEDULE - VIB Annual Fees / Subscriptions

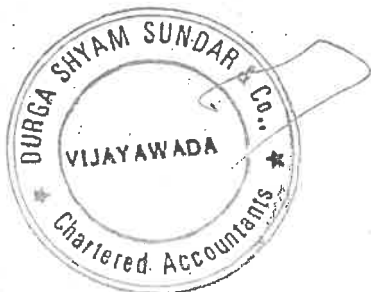
Examination Fee	204,000.00
Games Fee	30,600.00
Identity Card Fee	10,200.00
Library Fee	204,000.00
Magazine Fee	30,600.00
Medical Fee	10,200.00
Printing & Publication Fee	51,000.00
SPA Stores Society Association Fee	51,000.00
Tuition Fee	734,400.00
TOTAL ..	<u>1,326,000.00</u>

SCHEDULE - VIC Other Fees

Miscellaneous Receipts	4,000.00
	<u>4,000.00</u>



Shovan K. Saha
Director,
S.P.A. VIJAYAWADA.



SCHOOL OF PLANNING AND ARCHITECTURE, VIJAYAWADA

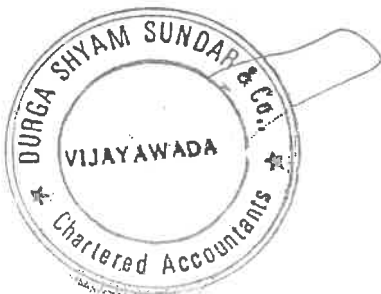
SCHEDULES FORMING PART OF INCOME & EXPENDITURE A/C FOR THE PERIOD ENDED 31.3.09

SCHEDULE - VII	INTEREST EARNED	Rs.
1. On Term Deposit :		
With Scheduled Bank (UCO Bank, New Delhi)		349,041.10
2. On Saving Accounts :		
With Scheduled Bank (UCO Bank, New Delhi)		31,114.00
	TOTAL ..	<u>380,155.10</u>

SCHEDULE - VIII	OTHER INCOME	
1. Hostel Rent		305,000.00
	TOTAL ..	<u>305,000.00</u>

SCHEDULE - IX	ESTABLISHMENT EXPENSES	
1. Salaries and Wages		137,015.00
2. Remuneration to Guest Faculty		567,380.00
3. Remuneration to Paper Setter		2,400.00
		<u>706,795.00</u>

SCHEDULE - X	OTHER ADMINISTRATIVE EXPENSES	
Advertisement		841,682.00
BANK CHARGES		1,997.67
Cartage		65,675.00
COURIER & POSTAGE		580.00
Electrical Items		2,364.00
ELECTRICITY CHARGES		1,911.00
Field Work Expenses		2,320.00
Lodging & Boarding		40,496.00
Other Contingent Expenses		32,310.00
Photostat Charges		11,243.00
Printing & Stationery		27,092.50
Refreshments		46,604.00
RENT FOR HOUSE		51,000.00
RENT FOR LCD		13,950.00
REPAIRS & MAINTENANCE		7,592.00
TAXI HIRE CHARGES		91,623.50
TELEPHONE CHARGES		17,806.00
TRAVELLING EXPENSES		478,107.00
		<u>1,734,353.67</u>



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Shovan K. Saha
Director,
S.P.A. VIJAYAWADA.

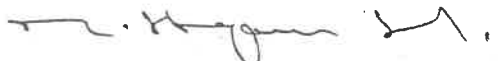
SCHOOL OF PLANNING AND ARCHITECTURE – VIJAYAWADA


Sch – XI

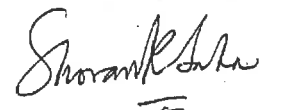
NOTES ON ACCOUNTS as on 31.03.2009

1. Method of Accounting :- The financial statements are prepared on cash basis of accounting.
2. Depreciation : Depreciation was not provided on Fixed Assets.

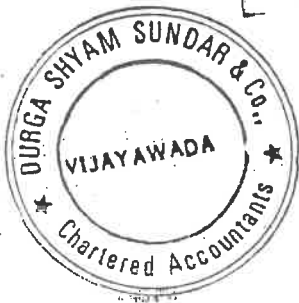
For DURGA SHYAM SUNDAR & CO.,
Chartered Accountants


(K.DURGA SHYAM SUNDAR)
Partner.


H.D.CHHAYA
PROFESSOR-IN-CHARGE


SHOVAN K.SAHA
DIRECTOR

4 NOV 2009





Shovan K. Saha
Director,
S.P.A. VIJAYAWADA.

Annexure-II

The Revised Estimates for 2009-10 and the Proposed Budget Estimates for 2010-11 with Explanatory Notes are enclosed.

The abstracts of the Revised Estimates for 2009-10 and the Proposed Budget Estimates for 2010-11 are as follows: -

REVISED ESTIMATES FOR 2009-10

(Rupees in lakhs)

Head of Account	Expenditure		Receipts		Net Expenditure	
	Budget Estimates 2009-10	Revised Estimates 2009-10	Budget Estimates 2009-10	Revised Estimates 2009-10	Budget Estimates 2009-10	Revised Estimates 2009-10
A. <u>PLAN</u>						
Recurring and Non-recurring	375.71	375.71	25.00	25.00	350.71	350.71
TOTAL:	375.71	375.71	25.00	25.00	350.71	350.71

Note : Unspent Balance as on 01.04.2009 is Rs. 269.22 lakhs (Plan). Since SPA (Vijayawada) has started functioning from the Academic year 2008-09, the expenditure could not be made in full swing in the absence of regular building and other non-recurring facilities such as furniture, equipment, computer and peripherals etc. The expenditure towards part time faculty has also been met during the current financial year 2009-10.

BUDGET ESTIMATES FOR 2010-11

(Rupees in lakhs)

Head of Account	Expenditure		Receipts		Net Expenditure	
	Revised Estimates 2009-10	Budget Estimates 2010-11	Revised Estimates 2009-10	Budget Estimates 2010-11	Revised Estimates 2009-10	Budget Estimates 2010-11
A. PLAN						
Recurring and Non-recurring	375.71	834.16 119.57*	25.00	28.00	350.71	806.16 119.57*
TOTAL:	375.71	953.73	25.00	28.00	350.71	925.73

Note : Unspent Balance as on 01.04.2009 Rs. 269.22 lakhs (Plan).

- Additional Budget is requested, if additional posts are sanctioned by GOI as per BOG decision, during the financial year 2010-11.

The Grant-in-aid payable by Ministry of Human Resource Development on the basis of the approved Budget Estimates for 2009-10 Revised Estimates for 2009-10 and Budget Estimates for 2010-11 after deducting Receipts and Unspent Balance is as follows: -

BUDGET ESTIMATES FOR 2010-11

(Rupees in lakhs)

Head of Account	Grant-in-aid on the basis of		
	Budget Estimates 2009-10	Revised Estimates 2009-10	Budget Estimates 2010-11
A. <u>PLAN</u> Recurring and Non-Recurring	375.71	375.71	953.73
TOTAL :	375.71	375.71	953.73

The matter is placed before the Finance Committee for consideration and recommendations to the BOG for approval.

I. Revised Estimates for 2009-10

The Statement (Plan) shows the Abstract of the Budget Provision for 2009-10 and the Revised Estimates for 2009-10 the grant-in-aid payable by the Ministry of Human Resource Development on the basis of the Budget Provision for 2009-10 and Revised Estimates for 2009-10 are as follows:

(Rupees in lakhs)

Head of Account	Budget Provision of Expenditure 2009-10	Revised Estimates of Expenditure 2009-10	Budget Estimates of Receipts 2009-10	Revised Estimates of Receipts 2009-10	Unspent Balance of Grant-in-Aid as on 01.04.2009	Grant-in-Aid payable on the basis of	
						Budget Estimates 2009-10	Revised Estimates 2009-10
A. <u>PLAN</u>							
Recurring and Non-Recurring	375.71	375.71	25.00	25.00	269.22	350.71	350.71
TOTAL :	375.71	375.71	25.00	25.00	269.22	350.71	350.71

*Unspent balance as on 1.4.2009, Rs. 269.22 lakhs (Plan).

II. Receipts

The Receipts of Rs.25.00 lakhs were estimated from sources other than the grant-in-aid for the year 2009-10. The Revised Estimates of Receipts are expected to be Rs.28.00 lakhs.

III. Expenditure

The Revised Estimates of Expenditure works out to Rs. 350.71 lakhs as against the Budget Provision of Rs. 350.71 lakhs for Plan. The details of expenditure under various heads are indicated in Statement(PLAN)

IV. The Budget Estimates for 2010-11

The Statement (Plan) shows the abstracts of the Revised Estimates for 2009-10 and the Budget Estimates for 2010-11. The Grant-in-Aid payable by the Ministry of Human Resource Development on the basis of the Revised Estimates for 2009-10 and Budget Estimates for 2010-11 are as follows:

Head of Account	Revised Estimates of Expenditure 2009-10	Budget Estimates of Receipts 2009-10	Revised Estimates of Receipts 2009-10	Budget Estimates of Receipts 2010-11	Grant-in-Aid payable on the basis of	
					Revised Estimates 2009-10	Budget Estimates 2009-10
A. <u>PLAN</u>						
Recurring and Non-Recurring	350.71	25.00	25.00	28.00	350.71	350.71
TOTAL :	350.71	25.00	25.00	28.00	350.71	350.71

V. Receipts

The Revised Estimates of Receipts works out to Rs.25 lakhs for the year 2009-10. The Budget Estimates of Receipts for 2010-11 are expected at Rs.28.00 lakhs

VI. Expenditure

The Budget Estimates of Expenditure for 2010-11 works out to Rs. 925.73 lakhs as against the Revised Estimates of Rs. 350.71 lakhs for Plan of 2009-10. The details of expenditure under various heads are indicated in Statement.

