FEES & SALE OF FORMS ACCOUNT FOR THE YEAR 2009-2010

CODE	I	OPENING BALANCE AS ON 1.4.09	AMOUNT
		Cash at Bank Fee A/c	1564730.00
		Cash at Bank SOF A/c	
	II	***RECEIPTS***	
	1	Fees from Students	120695748.00
	2	Sale of Application Forms	4694730.00
	3	Other Receipts from Students	74680.00
	4	Interest from Fee & SOF A/c.	389.00
		Total	**127030277.00**
	I	***REMITTANCE TO HQs***	
	1	Fees from Students	117679860.00
	2	Sale of Application Forms	4694730.00
	3	Other Receipts from Students	74680.00
	4	Interest from Fees & SOF A/c.	389.00
	II	**CLOSING BALANCE**	
		Fee A/c.	4580618
		SOF A/c	
		Total	**127030277.00**
		(Closing Balance should be in tune with the Receipt and Remittance)	

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE CHENNAI - NON PLAN
ANNUAL ACCOUNTS FOR THE YEAR 2009-10

	OPENING BALANCE AS ON 1.4.08	AMOUNT
	Cash in hand	7838.07
	Cash at Bank	3421931.12
	Impresst at SCs (Including PSCs/SSCs)	1913745.00
	Outstanding Advance at RC/SCs (Including Personal etc.)	
	Sub-Total	**5343514.19**
	GRANTS	
1	Quarterly Grants from Headqurters	64503481.00
2	Any Other Grants from State Government	
3	Grants from Headquarters for purchase of Capital Items	1305000.00
4	Grants from SRE Division for T.E.E. etc.	
	Sub-Total	**65808481.00**
	OTHER RECEIPTS	
1	Scholarship for Students	155869.00
2	Miscellaneous Receipts	287519.00
3	Interest from Grants Account	695697.00
	Sub-Total	**1139085.00**
	RECOVERIES	
(A)	**RECOVERIES REMITTED TO OTHER AGENCIES**	
1	Income Tax (Salary)	875572.00
2	Income Tax from Contractor	38727.00
3	LIC/SLI/PLI	8100.00
4	Professional Tax	
5	Prime Minister Relief Fund	
6	Outside Society/ Bank etc	72880.00
	Sub-Total	**995279.00**
(B)	**RECOVERIES (TO BE REMITTED TO IGNOU)**	
1	GPF Subscription & Refund of Advance	736750.00
2	CPF Subscription & Refund of Advance	47400.00
4	Employees Thrift & Credit Society	109302.00
5	Employees Welfare Fund	10394.00
6	NPS Subscription	10340.00
	Sub-Total	**914186.00**

(C)	RECOVERIES MADE BUT NOT REMITTED (BOOK ADJUSTMENT)	
1	Car Advance Recovery	
2	Scooter Advance Recovery	15134.00
3	Computer Advance Recovery	16900.00
4	House Building Advance Recovery	
5	Cycle Advance Recovery	
6	Festival Advance Recovery	17850.00
7	Licence Fees Recovery	555.00
8	Recovery of Lease House	
9	Group Insurance Scheme (G.I.S)	16640.00
10		
11		
12		
13		
	Sub-Total	**67079.00**
	GRANT TOTAL	**74267624.19**
	ESTABLISHMENT EXPENSES	
	SALARY FOR REGIONAL CENTRES STAFF	
	ACADEMIC STAFF	
	Pay/Special Pay/+ PP	1456720.00
	Dearness Pay - D.P	150000.00
	D.A. / DA Arrears / S.D.A	410393.00
	C.C.A	
	H.R.A	482016.00
	T.A	88704.00
	VITH PAY ARREAR	
	Sub-Total	**2587833.00**
	ADMINISTRATIVE STAFF	
	Pay / Special Pay +PP	2658174.00
	Dearness Pay - D.P	319000.00
	D.A. / DA Arrears	836803.00
	CCA	
	H.R.A	852700.00
	T.A	341535.00
	W.A	720.00
	VIthPAY ARREAR	18874.00
	Sub-Total	**5027806.00**

	LOWER SUBORDINATE STAFF	
	Pay / Special Pay + PP	178586.00
	Dearness Pay - D.P	19200.00
	D.A. / DA Arrears/ S.D.A	52187.00
	CCA	
	H.R.A	59335.00
	T.A	30492.00
	W.A	720.00
	VIth PAY ARREAR	2066716.00
	Sub-Total	**2407236.00**
	REMUNERATION FOR STUDY CENTRE STAFF	
1	Head of Institution	101850.00
2	Co-ordinator	582300.00
3	Asstt-Co-ordinator	565000.00
4	Clerical Staff	868800.00
5	Group D employees	792280.00
6	Programme Incharge	989225.00
7	Secretarial Assistance	23703.00
	Sub-Total	**3923158.00**
	MISCELLANEOUS	
1	L.T.C	24585.00
2	Medical Attendance	151231.00
3	Bonus	44902.00
4	Over Time Allowances	
5	Tution Fees	246993.00
6	Honorarium	110811.00
7	New Pension Scheme - IGNOU Contribution	10340.00
8	Leave Encashment	21105.00
	Sub-Total	**609967.00**
	ACADEMIC EXPENSES	
1	Co-ordinators Meetings	
2	Contact Programe	12950.00
3	Induction Meeting	10572.00
4	Orientation Programme	276401.00
	Interface Meeting	54487.00
	Evaluation	1999340.00
	Tele - Conferencing	
	Convocation	364460.00
	Term End Examination - SRED	53120.00
	B.Ed Workshops	56704.00
	ICRDC	201882.00
	Intrative Radio Counselling - EMPC	
	Grant to Speical Study Centres (SSC)	800000.00
	Remittance of Scholarship to Students	150404.00
	B.Ed Evaluvation	13850.00
	Sub-Total	**3994170.00**

	ADMINISTRATIVE EXPENSES	
1	Travelling Expenses	251011.00
2	Postage & Telegrams	771464.00
3	Telephones	179558.00
4	Stationery	163558.00
5	Repairs & Maintenance of Equipments	25220.00
6	Repairs & Polishing of furniture	1260.00
7	Electricity charges	308541.00
8	Water charges	26837.00
9	Maintenance of staff car	
10	Cost of petrol	
11	Liveries and Uniforms	
12	Rent of Regional Centre	340572.00
13	Printing of forms & Registers	74457.00
14	Entertainment expenses	40812.00
15	Maintenance of Computers	37827.00
16	Purchase of Computer stationery	25953.00
17	Purchase of library stationery	
18	Hiring of Taxies	262279.00
19	Re-imbursement of local conveyance/Remuneration	21124.00
20	Insurance	
21	Legal expenses	27500.00
22	Commission on sale of Application forms	6237.00
23	Other contingencies	282492.00
24	AMC	39132.00
25	Rates & Taxes	
26	Sports and cultural activities	
27	Internet lease line	
28	Periodicals/Journal	29754.00
29	Audit fee	
30	Security Charges	99422.00
31	Daily wage staff /MRO	314175.00
32	Advertisment	1159195.00
33	Distribution of Print Mateiral	509976.00
34	Bank Charges	818.00
35	Refund of Fees	33200.00
	BIT ADIT	
	Fellowship	109200.00
	SSc Payment	1432793
	maintenance of RC Bldg	
	Sub-Total	**6574367.00**

	EXAMINATION EXPENSES	
1	Counselling Charges	3291010.00
2	Evaluation of Assingment	604618.00
3	Hiring of Computer Time	2539445.00
4	Hiring of Laboratories for Science Practicals	4820772.00
5	Project Evaluation Charges (BCA/MCA)	78688.00
6	Project Handing Charges	
7	Consultancy Services - PGDMCH	
8	Consultancy Services - B.Ed.	
	Consultancy Services - RC Laboratory/ TLC	331452.00
	Sub-Total	**11665985.00**
	CAPITAL ITEMS	
1	Purchase of Furniture	
2	Purchase of Equipment	
3	Purchase of Books	
	Sub-Total	**0.00**
	ADVANCES	
1	Festival Advance	12000.00
2	Cycle Advance	**805000.00** ?
	Sub-Total	**817000.00**
	REMITTANCES	
	RECOVERIES REMITTED TO OTHER AGENCIES	
1	Income Tax (Salary)	875572.00
2	Income Tax from Contractor	38727.00
3	LIC / SLI / PLI	8100.00
4	Professional Tax	
5	Prime Minister Relief Fund	
6	Outside Society/ Bank etc	72880.00
	Sub-Total	**995279.00**
	RECOVERIES REMITTED TO IGNOU	
1	GPF (Subscription / refund of advance)	736750.00
2	CPF (Subscription / refund of advance)	47400.00
3	Employees Thrift & Credit Society	109302.00
4	Employees Welfare Fund	10394.00
5	New Pension Scheme	10340.00
6	Licence fee	555.00
	Sub-Total	**914741.00**
	REMITTED TO HQRS	
	Miscellaneous Receipts	16800
	Interest on Bank Deposits	
	Sub - Total	**16800.00**
	CLOSING BALANCE AS ON	
	Cash in hand	43074.07
	Cash at Bank	31744563.12
	Imprest at PSCs/SCs	2945645.00
	Sub-Total	**34733282.19**

Grant Total 74267624.19

Sr. Assistant

Asst.Registrar

Regional Director

INDIRA GANDHI NATIONAL OPEN UNIVERSITY
REGIONAL CENTRE CHENNAI - PLAN
ANNUAL ACCOUNTS FOR THE YEAR 2009-10

	OPENING BALANCE AS ON 1.4.2009	**AMOUNT**
	Cash in hand	
	Cash at Bank	8595770.00
	Imprest at SCs (Including PSCs/SSCs)	110000.00
	Outstanding Advance at RC/SCs (Including Personal etc.)	
	Sub-Total	**8705770.00**
	GRANTS	
1	Quarterly Grants from Headqurters	4545000.00
2	Any Other Grants from State Government	
3	Grants from Headquarters for purchase of Capital Items	500000.00
4	Grants from SRE Division for T.E.E. etc.	
	Sub-Total	**5045000.00**
	OTHER RECEIPTS	
1	Scholarship for Students	
2	Miscellaneous Receipts	35000.00
3	Interest from Grants Account	144093.00
	Sub-Total	**179093.00**
	RECOVERIES	
(A)	**RECOVERIES REMITTED TO OTHER AGENCIES**	
1	Income Tax (Salary)	
2	Income Tax from Contractor	
3	LIC/SLI/PLI	
4	Professional Tax	
5	Prime Minister Relief Fund	
6	Outside Society/ Bank etc	
	Sub-Total	**0.00**
(B)	**RECOVERIES (TO BE REMITTED TO IGNOU)**	
1	GPF Subscription & Refund of Advance	
2	CPF Subscription & Refund of Advance	
4	Employees Thrift & Credit Society	
5	Employees Welfare Fund	
6	NPS Subscription	
	Sub-Total	**0.00**

(C)	RECOVERIES MADE BUT NOT REMITTED (BOOK ADJUSTMENT)	
1	Car Advance Recovery	
2	Scooter Advance Recovery	
3	Computer Advance Recovery	
4	House Building Advance Recovery	
5	Cycle Advance Recovery	
6	Festival Advance Recovery	
7	Licence Fees Recovery	
8	Recovery of Lease House	
9	Group Insurance Scheme (G.I.S)	
10		
11		
12		
13		
	Sub-Total	**0.00**
	GRANT TOTAL	**13929863.00**
	ESTABLISHMENT EXPENSES	
	SALARY FOR REGIONAL CENTRES STAFF	
	ACADEMIC STAFF	
	Pay/Special Pay/+ PP	
	Dearness Pay - D.P	
	D.A. / DA Arrears / S.D.A	
	C.C.A	
	H.R.A	
	T.A	
	Sub-Total	**0.00**
	ADMINISTRATIVE STAFF	
	Pay / Special Pay +PP	
	Dearness Pay - D.P	
	D.A. / DA Arrears/ S.D.A	
	CCA	
	H.R.A	
	T.A	
	W.A	
	Sub-Total	**0.00**

	LOWER SUBORDINATE STAFF	
	Pay / Special Pay + PP	
	Dearness Pay - D.P	
	D.A. / DA Arrears/ S.D.A	
	CCA	
	H.R.A	
	T.A	
	W.A	
	Sub-Total	**0.00**
	REMUNERATION FOR STUDY CENTRE STAFF	
1	Head of Institution	24600.00
2	Co-ordinator	73200.00
3	Asstt-Co-ordinator	
4	Clerical Staff	311300.00
5	Group D employees	380600.00
6	Programme Incharge	1064893.00
	Programme Facilitator	3300.00
7	Secretarial Assisstance	7500.00
	Sub-Total	**1865393.00**
	MISCELLANEOUS	
1	L.T.C	
2	Medical Attendance	
3	Bonus	
4	Over Time Allowances	
5	Tution Fees	
6	Honorarium	
7	New Pension Scheme - IGNOU Contribution	
8		
	Sub-Total	**0.00**
	ACADEMIC EXPENSES	
1	Co-ordinators Meetings	
2	Contact Programe	
3	Induction Meeting	
4	Orientation Programme	
	Meeting	22544.00
	Tele - Conferencing	
	Convocation	
	Term End Examination - SRED	
	B.Ed Workshops	
	Intrative Radio Counselling - EMPC	
	Grant to Speical Study Centres (SSC)	
	Remittance of Scholarship to Students	
	B.Ed Evaluvation	
	Sub-Total	**22544.00**

	ADMINISTRATIVE EXPENSES	
1	Travelling Expenses	
2	Postage & Telegrams	30182.00
3	Telephones	1971.00
4	Stationery	11504.00
5	Repairs & Maintenance of Equipments	
6	Repairs & Polishing of furniture	
7	Electricity charges	
8	Water charges	1045.00
9	Maintenance of staff car	
10	Cost of petrol	
11	Liveries and Uniforms	
12	Rent of Regional Centre	
13	Printing of forms & Registers	6868.00
14	Entertainment expenses	850.00
15	Maintenance of Computers	
16	Purchase of Computer stationery	
17	Purchase of library stationery	
18	Hiring of Taxies	
19	Re-imbursement of local conveyance/Remuneration	1680.00
20	Insurance	
21	Legal expenses	
22	Commission on sale of Application forms	288.00
23	Other contingencies	25520.00
24	AMC	
25	Rates & Taxes	
26	Sports and cultural activities	
27	Internet lease line	
28	Periodicals/Journal	
29	Audit fee	
30	Security Charges	
31	Daily wage staff /MRO	
32	Advertisment	
33	Distribution of Print Mateiral	5150.00
34	Bank Charges	
35	Refund of Fees	
	BIT ADIT	
	Fellowship	
	SSc Payment	
	Refunds to Sc	
	Transfer to Plan Account	
	Sub-Total	**85058.00**

	EXAMINATION EXPENSES	
1	Counselling Charges	479057.00
2	Evaluation of Assingment	263622.00
3	Hiring of Computer Time	1121205.00
4	Hiring of Laboratories for Science Practicals	1134766.00
5	Project Evaluation Charges (BCA/MCA)	
6	Project Handing Charges	
7	Consultancy Services - PGDMCH	
8	Consultancy Services - B.Ed.	
	Consultancy Services - RC Laboratory/ TLC	
	Sub-Total	**2998650.00**
	CAPITAL ITEMS	
1	Purchase of Furniture	
2	Purchase of Equipment	
3	Purchase of Books	
	Sub-Total	**0.00**
	ADVANCES	
1	Festival Advance	348118.00
2	Cycle Advance	**1340000.00**
	Sub-Total	**1688118.00**
	REMITTANCES	
	RECOVERIES REMITTED TO OTHER AGENCIES	
1	Income Tax (Salary)	
2	Income Tax from Contractor	
3	LIC / SLI / PLI	
4	Professional Tax	
5	Prime Minister Relief Fund	
6	Outside Society/ Bank etc	
	Sub-Total	**0.00**
	RECOVERIES REMITTED TO IGNOU	
1	GPF (Subscription / refund of advance)	
2	CPF (Subscription / refund of advance)	
3	Employees Thrift & Credit Society	
4	Employees Welfare Fund	
5	New Pension Scheme	
	Sub-Total	**0.00**
	REMITTED TO HQRS	
	Miscellaneous Receipts	
	Interest on Bank Deposits	
	Sub - Total	**0.00**
	CLOSING BALANCE AS ON	
	Cash in hand	
	Cash at Bank	6775100.00
	Imprest at PSCs/SCs	495000.00
	Sub-Total	**7270100.00**

Grant Total 13929863.00

Section Officer Assistant Registrar Regional Director