



গড়গাঁও মহাবিদ্যালয়
GARGAON COLLEGE

One-Day National Workshop
On
Finance and Accounts of Higher
Education
Institutions of Assam

March, 11, 2023

Organized by

Gargaon College Employees Unit

In Collaboration with

IQAC Gargaon College
All Assam College Employee Association, Sivasagar District
Committee

And

Office of the Assistant Director of Audit (Local Fund)
Assam, Sivasagar Circle



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GARGAON COLLEGE

Organizing Committee

Dr. Sabyasachi Mahanta
Principal and Chairperson

Mr. Debasish Gogoi
Mr. Sourav Hazarika
Convenor



Members

Dr. Surajit Saikia
Mr. Lohit Gogoi
Mr. Biju Phukan
Mr. Gautam Gogoi
Mr. Sandeep Chutia



Overview

The Workshop aims to provide a platform to highlight the importance of finance and accounts management in higher education institutions of Assam. This will ensure financial discipline, financial awareness, financial information, financial management. An accounting system that presents a true and correct picture of the state of affairs of an educational institution is a necessary requirement for transparency and accountability. A standardized uniform accounting and reporting framework, including the application of sound accounting principles pertaining to recognition, measurement and disclosure of various items of income and expenses, assets and liabilities in the financial statements of educational institutions keeping in view the peculiarities of the activities of institutions are required. It is necessary to ensure effective, efficient and systematic financial management for fund utilization in higher educational institution. Each institution requires variety of financial information on continuous basis regarding various rules and regulations. The main objective of setting accounting standard is to bring about uniformity in financial reporting and to ensure consistency and comparability in data submitted by the educational institution.



Invitation

Dear Sir/Madam

We take immense pleasure to cordially invite you to the One Day National Workshop on "Finance and Accounts of Higher Education Institutions of Assam" to be held on the 11th March, 2023 at Gargaon College. We have invited distinguished speakers engaged in this domain to deliver their speech in the One Day National Workshop. Your kind presence is highly solicited to make the Workshop a grand success.

Thanking You.



With regards,

Dr. Sabyasachi Mahanta
Principal, Gargaon College
&
Chairperson

Mr. Saurav Hazarika
Convenor

Mr. Debasish Gogoi
Convenor

National Workshop Organizing Committee

**গড়গাঁও মহাবিদ্যালয়**
GARGAON COLLEGE

Presents
ONE-DAY NATIONAL WORKSHOP
ON
FINANCE AND ACCOUNTS OF HIGHER EDUCATION INSTITUTIONS OF ASSAM

Organized by
Gargaon College Employees Unit
In Collaboration With
IQAC, Gargaon College
All Assam College Employees Association, Sivasagar District Committee
and
Office of the Assistant Director of Audit (Local Fund), Assam, Sivasagar Circle

Date : March 11, 2023

Time: 9: 00 am Onwards

Resource Person
Sri Sanjib Roy, Audit Officer,
O/O the Asstr. Director of Audit (L.F) Assam,
Barpeta Circle

Resource Person
Md. Dildar Hussain, Audit Officer,
O/O the Asstr. Director of Audit (L.F) Assam,
Dhemaji Circle

Organizing Committee

Chairperson
Dr. Sabyasachi Mahanta
Principal

Convenor
Mr. Debasish Gogoi
Mr. Saurav Hazarika

Members
Dr. Surajit Saikia
Mr. Lohit Gogoi
Mr. Biju Phukon
Mr. Goutam Gogoi
Mr. Sandeep Chutia

Registration Fees : Rs. 200 /-

Registration Link : <https://forms.gle/wMB9asMDyene4yPVz7>
Contact Details : 910168679 & 8538434850



Detailed Programme

Training on Accounts Management in Higher Educational Institutions

1. Session No. : 1
2. Session title : Finance and Accounts of Higher Education Institutions of Assam
3. Objectives : At the end of the session, the participants will be able to know basic functions of account management of colleges.
4. Duration : 265 minutes
5. Venue : Academic Gallery, Gargaon College
6. Contents:

#	Content	Time (Minutes)	Trainer	Time
1	2	3	4	5
Registration-30 min (9.00 am- 9.30 am)				
Inauguration of the Workshop-(9.30 am-10.00 am)				
	Introduction –	10	Sanjib Roy	10.00AM-10.10 AM
1	Maintenance of Cash Book-	40	Dildar Hussain	10.10 AM- 10.55AM
2	Maintenance of Ledger Account	15	Sanjib Roy	10.55 AM- 11.10 AM
3	Maintenance of Stock Book-	15	Sanjib Roy	11.10 AM- 11.25AM
Tea Break- 15 min (11.25 am- 11.40 am)				
4	Role of DDO on GST/Income Tax	20	Dildar Hussain	11.40 AM-12.00 PM
5	Fixation of Pay	30	Sanjib Roy	12.00 PM-12.30 PM
6	Maintenance of Service Books	20	D. Hussain	12.30 PM-12.50 PM
7	RUSA Guidelines	30	Sanjib Roy	12.50 PM-01.20 PM
Lunch -01.20 pm-02.20pm (01 hour)				
8	Procurement of Goods	30	D. Hussain	02.20 PM- 02.50 PM
9	T.A Rules	20	Sanjib Roy	02.50 PM- 03.10 PM
10	Know your Audit Report-	20	Sanjib Roy Dildar Hussain	03.10 PM- 03.30 PM
Tea Break- 15 min (03.30 pm- 03.45 pm)				
11	Discussion/ Interaction	15	Sanjib Roy Dildar Hussain	03.45 PM- 04.00 PM
Valedictory Session and Certificate Distribution- (04.00 p.m-04.15 p.m)				
Total:		265		



List of Participants: Online Registration

Name	Designation	Organization
Khalilur Rohman	Jr Assistant	Nazira College
Surojit Bhattacharjee	Junior Assistant	M.D.K Girls College, Dibrugarh
Tulshi Saikia	Head Assistant	Lakhimpur Kendriya Mahavidyalaya
Jiban Jyoti Bora	Junior Assistant	Morigaon College
Bidyut boruah	Junior Assistant	MDKG College Dibrugarh
Diganta Boruah	Junior Assistant	Borhat B.P.B.M College
Meser Ali Ahmed	Senior Assistant	B.H.College,Howly
Navajyoti Gogoi	Junior Assistant	Borhat BPBM Memorial College
Abhijit Dey	Junior Assistant	Sapekhati College
Nirud Gogoi	Senior assistant	Borhat BPBM college
Diganta Ganjoo	Office Assistant	Sonari Commerce College
Mridul Dutta	Senior Assistant	Panigaon OPD College
Mrs Junmoni Raidongi	Assistant Librarian	Simen Chapari College
Sahibar Rahman	Library Asstt.	B. N. College, Dhubri
Rupjyoti Dutta	Jr Assistant	Mariani College
Biswajit Bora	Sr. Assistant	Tangla College, Tangla
Apurba Kumar Sarmah	Junior Assistant	Sipajhar College
Sri Dipak Borborah	Senior Assistant	Lakhimpur Commerce College
M Sarma	Acct	Tihu College, Tihu
Champa Rani Roy	Senior Assistant Account	Srikishan Sarda College, Hailakandi
Champa Rani Roy	Account (Senior Assistant)	Srikishan Sarda College, Hailakandi
Dugdha Sarma	Senior Office Assistant	Sapekhati College
Swabnam Chetia	Junior Office Assistant	Sapekhati College
Anadi Chakraborty	Junior Assistant	Srikishan Sarda College
Pabitra Konwar	Jr. Assistant	Silapathar College
Narottam Rabha	Library Asst.	Sarupathar College
Niranjan Bhuyan	Head Assistant	Chaiduar College
Bhabatosh Purkayastha	Senior Assistant	Barpathar College
Prasanta Hazarika	Junior Assistant	S.P.P. College, Namti
Pranab Bordoloi	Junior Assistant	S.P.P. College, Namti
Dr. Thanu Ram Majinder	Principal	Padmanath Gohain Baruah Govt. Model College,Kakopather,Tinsukia
Anurag Borpatra Gohain	Librarian	Padmanath Gohain Baruah Govt. Model College,Kakopather,Tinsukia
Umesh Chandra Roy	Junior Assistant	Moirabari College



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Name	Designation	Organization
Dambarudhar Kalita	Jr. Assistance	Dhing College
Dr. Shyamolima Saikia	Assistant Professor, Dept. of English	Gargaon College
Padmadhar Boruah	Junior Assistant	Majuli College
Montu Saikia	Jr Asst	Jhanji HNS College
Indra Das	Junior Assistant	Jhanji Hemanth Sarma College
Dr. Rashmi Rekha Saikia	Associate Professor	Gargaon College
Lakhi Nath Chetia	Senior Assistant	Dhemaji College
Haren Phukon	Head Assistant	Moran College
Aroop Kamal Das	Senior Assistant	Moran College
Lakhiprasad Dihingia	Assistant Professor	Padmanath Gohain Boruah Govt. Model College, Kakopather
Numal Gogoi	Sr. Assistant	Moridhal College
Mr. Joy Ram Gogoi	Sr. Assistant	Namrup College
Mr. Amit Kumar Lodh	Jr. Assistant	Namrup College
Sekhar Ranjan Phukan	Office Assistant	Namrup College
Nilutpal Hazarika	Junior Assistant	Sibsagar College, Joysagar
Hiranya Gogoi	Jr. Assistant	Doomdooma College
Bitupan Gogoi	Jr. Assistant	Namrup College
Sadananda Changmai	Jr. Assistant	Tingkhong College
Surajit Chetia	Jr. Assistant	Tingkhong College
Surajit Sonowal	Jr. Assistant	Tingkhong College
Jishuwanta Changmai	Jr. Assistant	Tingkhong College
Ram Kumar Das	Sr. Assistant.	Sonari Commerce College
Sarat Gogoi	Senior assistant	Tengakhat college
Dibya Jyoti Sharma	Jr. Assistant	Tengakhat College
Anup Gogoi	Junior Assistant	Lakhimpur Commerce College
Utpal Baruah	Senior Assistant	Sapekhati College
Manuj borah	Jr. Assistant	Khowang College
Dulaswar Dehingia	UDA	Khowang College
Shomkai Manham	Assistant Professor	Gargaon College
Satyajit dowarah	Junior assistant	Demow college
Bubul Dehingia	Junior Assistant	Demow College
Debajit Gogoi	Junior Assistant	Demow College



List of Participants: Offline Registration

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35	JAYANTA DAS	JR. ASST.	- do -	- do - 7002776035
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50	KANAK SONOWAL		- do -	

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53	UTPAL BORUAH	SR. ASST.	SAPEKHATI COLLEGE	9101644263
54	DUGDHA SHARMA	- do -	- do -	7002590780
55	ABHISIT DEY	JR ASST.	- do -	7577940015
56	DIGANTA BORUAH	- do -	BPB MEMORIAL COLLEGE	9954172862
57	ANJU BARUAH	- do -	NAZIRA COLLEGE	8124824473
58	KHALILUR ROHMAN	- do -	- do -	8628736339
59	DULU DUTTA	Office Asst.	SONARI COLLEGE	8628251691
60	HIRANMAY DULAKAKHARIA	Office Asst.	- do -	7002049646

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63	UMA KT. PEGU	SR. ASST.	- do -	8471990942
64	NAYA KR. PEGU	JR. ASST	- do -	8638180356
65	LENIN SAIKI	- do -	- do -	9612654445
66	RAJ KUMAR BORUAH	- do -	MOPAN COLLEGE	rajboruah97@gmail.com 7002084107
67	MANJU GOGOI	H/A	DDR COLLEGE, CHABUA	7002623709
68	ANKIKA DUTTA	ASST. PROF.	GARGAON COLLEGE	
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73	YUVARAJ GOGOI	ASST. PROF	GARGAON COLLEGE	9954717153
74	LEKHAK HAZARIKA	SR. ASST.	SIBSAGAR COLLEGE	9365125964
75	NILUTPAL HAZARIKA	JR. ASST.	- do -	9854301992
76	UTPAL BORUAH	LAB. ASST	- do -	9854285256
77	SATYAJIT DOWARAH	JR. ASST.	DEMOW COLLEGE	9435205348
78	BIBUL DEHINGIA	- do -	- do -	9101064800
79	DEBAJIT GOGOI	- do -	- do -	9859113439
80	DR. POBON GOGOI	ASSOCIATE PROF.	GARGAON COLLEGE	

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82	BITUPAL BORGHAIN	ASST. PROF.	- do -	
83	DR. CHIRANTAN BHAGAWATI	ASST. PROF.	- do -	
84	DR. RITURAJ NEOG	- do -	- do -	
85	MUSTAFIZA NASREEN	GUEST FACULTY	- do -	
86	DR. BIDYUT BIKASH HAZARIKA	ASST. PROF.	- do -	
87	PRABHAT SAIKIA	JR. ASST.	DIKHOWMUKH COLLEGE	6002791399
88	DHARMA KANTA BORAH	SR. ASST.	- do -	6002779442
89	PRANJAL KUMAR DAS	SR. ASST	SMD COLLEGE, CHARING	9854106402
90	ROBIN TAMULI	JR. ASST	- do -	9864868526

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95	PIMILY LANGTHASA	ASST. PROF	GARGAON COLLEGE	83638384230
96				
97				
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99				
100				

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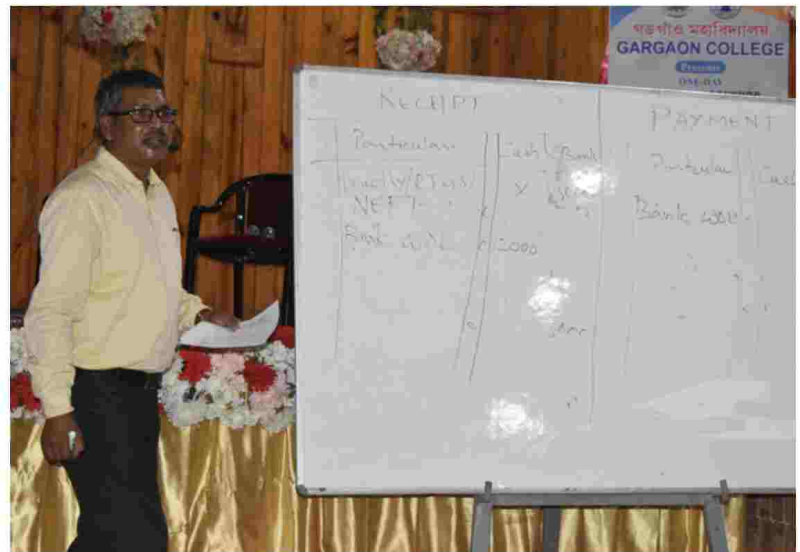
Brief Report

The Gargaon College Employees Unit in collaboration with IQAC, Gargaon College, All Assam College Employees Association, Sivasagar District Committee, and Office of the Assistant Director of Audit (Local Fund) Assam, Sivasagar Circle organized a One Day National Workshop on Finance and Accounts of Higher Education Institutions of Assam on 11th March, 2023 at Gargaon College Academic Gallery. The goal of the One-day National Workshop was to emphasize the importance of finance and accounts management in higher education institutions of Assam. The Inaugural program, moderated by Sri Goutam Gogoi, General Secretary, All Assam College Employees Association and Senior Assistant (Accountant) of Gargaon College commenced with the lighting of the lamp by Sri Biman Ch. Baruah, President, Governing Body, Gargaon College. Dr. Sabyasachi Mahanta, Principal of the college and renowned academician and columnist in his Welcome address, unfolded the theme of the National workshop and opined that the workshop will offer a review of the theoretical framework of higher education accounting, operational and financial activities of higher institutions. Good accounting and finance will provide a scope to strategize and to ensure that it can get through unanticipated mishaps, he added. Dr. Mahanta applauded the efforts of the organizers for organizing such a workshop which has practical usability for the employees.

The one-day National workshop was inaugurated by Sri Pabitra Sonowal, Assistant Director of Audit (L.F), Assam, Sivasagar Circle. While inaugurating the workshop, Sri Pabitra Sonowal emphasized on the significance of finance and accounts management in higher education institutions. He said that the workshop will provide a roadmap for looking at revenues and expenses in a way that improves the workflow within the institution. Sri Rajkumar Kanseng, President, All Assam College Employees Association, Sivasagar District, Dr. Rina Handique, Vice Principal of Gargaon College, Mr. Lohit Gogoi, Head Assistant, Gargaon College, Dr. Surajit Saikia, IQAC Coordinator, Gargaon College also spoke on the occasion. Sri, Sanjib Roy, Audit Officer, Office of the Assistant Director of Audit (L. F), Assam, Barpeta Circle and Md. Dilder Hussain, Audit Officer, Office of the Assistant Director of Audit (L.F), Assam, Dhemaji Circle was invited as a Resource person for the National Workshop. The key skills imparted in the workshop included Financial planning, management of cash book, Ledger account, Stock book, service book, Procurement of goods, TA rules, and Audit report. A total of 150 participants from various institutions of Assam actively participated in the National workshop.



Photographs







Media Coverage



The Sentinel
of this land, for its people

Workshop on finance and accounts of Assam's higher education institutions concludes

OUR CORRESPONDENT
SIVASAGAR, March 11: The Gargaon College Employees Unit in collaboration with IQAC, Gargaon College, All Assam College Employees Association, Sivasagar District Committee and Office of the Assistant Director of Audit (Local Fund) Assam, Sivasagar Circle organized a one day national workshop on finance and accounts of Higher Education Institutions of Assam on Saturday at Gargaon College Academic Gallery. The goal of the one day national workshop was to emphasize the importance of finance and accounts management in higher education institutions of Assam.

The inaugural programme, moderated by Goutam Gogoi, general secretary of All Assam College Employees Association

and Senior Assistant (Accountant) of Gargaon College commenced with lighting of the lamp by Biman Ch Baruah, president of the governing body, Gargaon College. Dr Sabyasachi Mahanta, Principal of the college and renowned academician and columnist in his welcome address, unfolded the theme of the national workshop and opined that the workshop will offer a review of the theoretical framework of higher education accounting, operational and financial activities of higher institutions. Good accounting and finance will provide a scope to strategize and to ensure that it can get through unanticipated mishaps, he added. Dr Mahanta applauded the efforts of the organizers for organizing such a workshop which has practical usability for the employees.

Guwahati English Edition
Mar 12, 2023 Page No. 7

নেকিবুর বহমান ববববাই মুকলি কৰা মেডিচিন বিভাগৰ চিকিৎসক ছাহিদ উপদেষ্টা তথা বাশন্ত শংকাৰণ আ



গড়গাঁও মহাবিদ্যালয়

বিত্ত-হিচাপ পৰীক্ষা ব্যৱস্থাপনা বিষয়ত ৰাষ্ট্ৰীয় পৰ্যায়ত কৰ্মশালা

প্রতিদিন বিশেষ সেৱা, শিৱসাগৰ, ১৩ মাৰ্চ : গড়গাঁও মহাবিদ্যালয়ত ১১ মাৰ্চত উচ্চ শিক্ষানুষ্ঠানত বিত্ত আৰু হিচাপ পৰীক্ষা ব্যৱস্থাপনা সন্দৰ্ভত এখন ৰাষ্ট্ৰীয় পৰ্যায়ত কৰ্মশালা অনুষ্ঠিত হয়। গড়গাঁও মহাবিদ্যালয়ৰ কৰ্মচাৰী গোটৰ উদ্যোগত আভ্যন্তৰীণ মান নিকপণ কোষ আৰু সদৌ অসম কলেজ কৰ্মচাৰী পৰিষদ, শিৱসাগৰ মণ্ডল তথা সহকাৰী সঞ্চালক (স্থানীয় নিধি) হিচাপ পৰীক্ষা, শিৱসাগৰ মণ্ডলৰ সহযোগত কৰ্মশালাখন অনুষ্ঠিত হয়। উজনি অসমৰ বহুকেইখন মহাবিদ্যালয়ৰ দুই শতাব্দিক

শিক্ষক-কৰ্মচাৰীয়ে অংশগ্ৰহণ কৰা কৰ্মশালাখনৰ উদ্বোধন অনুষ্ঠানত আদৰণী ভাষণ আগবঢ়ায় গড়গাঁও মহাবিদ্যালয়ৰ অধ্যক্ষ ড° সব্যসাচী মহন্তই। উদ্বোধন কৰে হিচাপ পৰীক্ষা বিভাগ, শিৱসাগৰ (স্থানীয় নিধি)ৰ সহকাৰী সঞ্চালক পবিত্ৰ সোণোৱালে। গড়গাঁও মহাবিদ্যালয়ৰ জ্যেষ্ঠ সহায়ক গৌতম গগৈয়ে আঁত ধৰা উদ্বোধনী অনুষ্ঠানত গড়গাঁও মহাবিদ্যালয়ৰ পৰিচালনা সমিতিৰ সভাপতি বিমান চন্দ্ৰ বৰুৱা, উপাধ্যক্ষ ড° বীণা সন্দিকৈ, আভ্যন্তৰীণ মান নিকপণ কোষৰ সমন্বয়ক ড° সুবজিৎ

শইকীয়া, গড়গাঁও মহাবিদ্যালয়ৰ কৰ্মচাৰী গোটৰ সভাপতি লোহিত গগৈ, সদৌ অসম কলেজ কৰ্মচাৰী সংস্থাব শিৱসাগৰ জিলা মণ্ডলৰ সভাপতি ৰাজকুমাৰ কনচেং আদিয়ে অংশগ্ৰহণ কৰে। কৰ্মশালাখনত সমল ব্যক্তিকে অংশগ্ৰহণ কৰে হিচাপ পৰীক্ষা, ধেমাজি মণ্ডলৰ সহকাৰী সঞ্চালক দিলদাৰ হুছেইন আৰু হিচাপ পৰীক্ষা, বৰপেটা মণ্ডলৰ সহকাৰী সঞ্চালক সঞ্জীৱ ৰয়ে। কৰ্মশালাখনৰ আহায়কদ্বয় দেৱাশিস গগৈ আৰু সৌৰভ হাজৰিকাই সকলোকে কৃতজ্ঞতা জনায়।

YouTube Link:

<https://www.youtube.com/live/Jd7kpBAUHn4?feature=share>

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