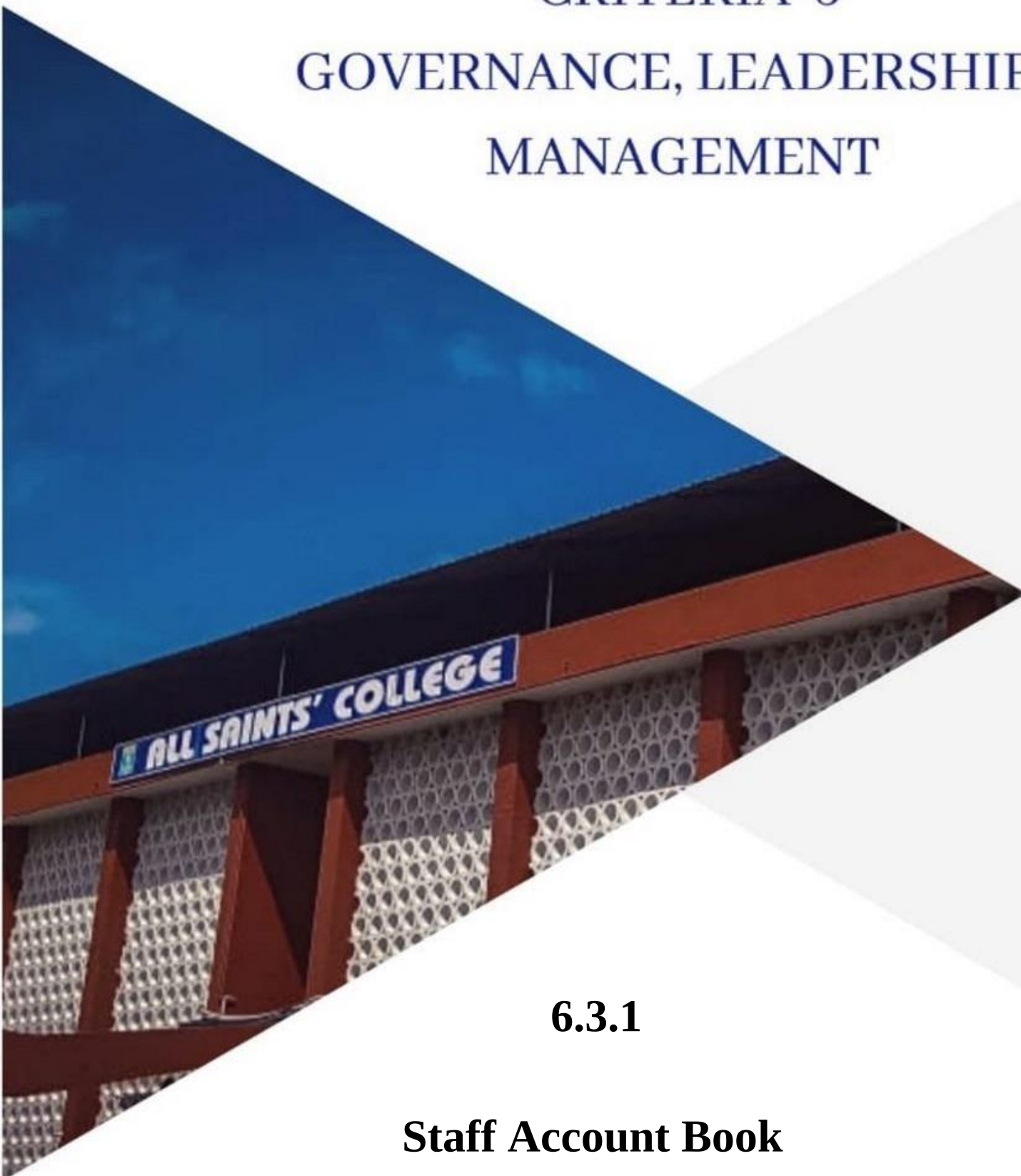


ALL SAINTS' COLLEGE

Affiliated to University of Kerala, Thiruvananthapuram

<https://www.allsaintscollege.ac.in>

CRITERIA-6 GOVERNANCE, LEADERSHIP & MANAGEMENT



6.3.1

Staff Account Book

Account Statement from 10/08/21 to 23/08/22

Opening balance (10/8/21)	Rs. 2,13,421.45/-
Cash in hand	Rs. 7738/-
Interest on account	Rs. 1249/-
Contribution from teachers	
September	Rs 22000/-
October	Rs 22000/-
November	Rs 22000/-
Interest on account	Rs 1333/-
Contribution from teachers	
December	Rs 22000/-
January	Rs 22000/-
February	Rs 22000/-
Interest on account	Rs 1368/-
Contribution from teachers	
March	Rs. 21500/-
Balance amount of plant	Rs. 50/-
Contribution from 3 sisters (June to March)	Rs 15000/-
Contribution from teachers	
April	Rs 22500/-
May	Rs 22000/-
June	Rs 22000/-
July	Rs 22000/-
Interest on account	Rs 775/-
Contribution from teachers	
August	Rs 22000/-
Total	Rs. 5,04,934.45/-

Reshmi

Principal

All Saints' College
Thiruvananthapuram-2



7-6-22 Cheque: 72.
(Dileep Associates)

Rs 5,900/-

14/6-22 Cheque No: 73
(Shurly Tr Zoology daughter's marriage)

Rs 10,000/-

22/6-22 Cheque No: 74
(Shado's studio)

Rs 9,120/-

4/8/22 Cheque No: 75
(Mother Birthday)

Rs 25,000/-

4/8/22 Cheque No: 76
(Latha Office)

Rs 2500/-

Total : Rs 399617.50

Total Income : Rs. 504934.45
Total Expenditure : Rs. 399617.50
Balance : Rs. 105316.95

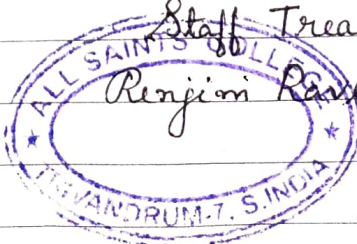
Cash in Bank : Rs 101283.95
Cash in hand : Rs. 4033.

Principal Reshmi
Dr. Reshmi R. Prasad

Principal

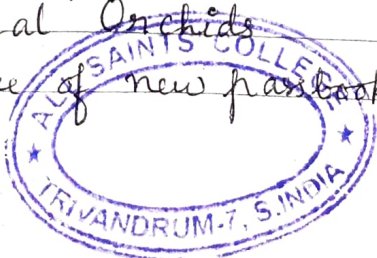
All Saints' College
Thiruvananthapuram-7

Staff Treasurer
Reshmi
Reshmi Raveendran. P.



Expenditure

	TA from June to March	Rs 10,000/-
10/8/21	Cheque No: 63 (Pressy Marriage, Mother Birthday, Dileep Associates)	Rs 61,925/-
	Mother Birthday Cake and Card	Rs 1,405/-
	Rosa flower mart	Rs 1000/-
	Dileep Associates	Rs 1680/-
10-11-21	Cheque No: 64 (Sandra Physics - Gift)	Rs 25,000/-
23-12-21	Cheque No: 65	Rs 20,770/-
19-1-22	Cheque No: 66 X'mas lunch	Rs 42,500/-
19-1-22	Cheque No: 67 (Shado's Studio)	Rs 11,750/-
	Dileep Associates	Rs 1550/-
	Flower Mart (Liji Tr)	Rs 1000/-
21-3-22	Cheque No: 68 (Retirement Gift)	Rs 40,000/-
	Rank holders Gift (Sr. Pascola)	Rs 1000/-
24-3-22	Cheque No: 69 (Advance payment at Udaya)	Rs 25,000/-
29-3-22	Cheque No: 70 Lunch - Candle lighting	Rs 65,750/-
30-3-22	Cheque No: 71 (Gift - Plant + lunch - Balance amt)	Rs 35,500/-
	GST	Rs 9/-
	SMS charges	Rs 88.50/-
	Retirement gift - Balance amt to Liji Tr	Rs 170/-
	Royal Orchids	Rs 950/-
	Issue of new passbook	Rs 50/-



Reshmi
Principal
All Saints' College
Thiruvananthapuram-7

Handed over the staff account cheque books, bank passbooks (old and new), account books and the files to the new Treasurer Mareet Paul, Assistant Professor, Department of Commerce, All Saints' College, Trivandrum.

Cash in hand - Rs 4033/- (Four thousand and thirty three rupees)
handed over to Mareet Paul.

Renjini
31/8/2022

Renjini Raveendran. P

Mareet Paul
31/8/2022

Mareet Paul.



Reshmi
Principal
All Saints' College
Thiruvananthapuram-2

Took charge on 31/8/22

Statement of ASC Staff Welfare Fund A/c for the
period from 31/8/2022 to 31/6/2023

Date	Particulars	Amount	Amount
	Opening balance :		
23/08/2022	Cash at Bank		1,01,283.95
	Cash in hand		4,033
			<u>1,05,316.95</u>
	<u>Incomes for the year</u>		
31/8/2022	Interest received	700 ✓	
31/8/2022	Cash received back from Rev. Mother - to be issued as cheque - Deposited into A/c	25,000 ✓	
10/09/22	Contribution from teachers [44 x 500] [August]	22,000 ✓	
10/10/2022	[44 x 500] [September]	22,000 ✓	
13/09/22	Contribution from 3 sisters [April, May, June, July 500 x 3 x 4] [August & September month collections includes 3 retired teachers' too]	6,000 ✓ cash	
10/11/22	Contribution from Teachers October (41 x 500)	20,500 ✓	
14/12/22	November (41 x 500)	20,500	
10/01/23	December (41 x 500)	20,500	
30/11/22	Interest received	625	
14/02/23	Contribution from Teachers 41 x 500 ; January	20,500	
25/02/23	Interest received	650	

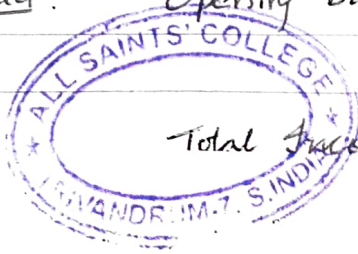
Reshmi
Principal

All Saints' College
Thiruvananthapuram-7



10/3/23	Contribution from teachers (41x500 ; - February)	20,500
	Contribution from 3 sisters	9,000 ✓
6/10/22	August	(500x3x6)
12/10/22	September	
11/11/22	October	
22/12/22	November	
16/1/23	December	
15/2/23	January	
13/3/23	Contribution from 3 sisters February (500x3)	1500 ✓
25/3/23	Collection from teachers to cover the deficit - as cash	1,98,000 ✓
	(Cheque: 024825) - cheque received	12,000 ✓
27/03/23	Collection from teachers to cover the deficit (Total → 43 teachers)	48,000 ✓
31/3/23	cash in hand [Balance amount of cheque No: 210 & 211]	2,080
10/4/23	Contribution from teachers (March) (41x500)	20,500
10/5/23	Contribution from teachers (April) ³ 41 x 500 (38x500) _{retirements}	19,000
27/05/23	Interest received	508
8/6/23	Collection from 3 sisters (March, April, May)	4500
	Total Income for AY 2022-23	4,94,569

Add: Opening balance as on 23/8/2022 1,05,316.95



Total Income as on 31/5/2023

Principal

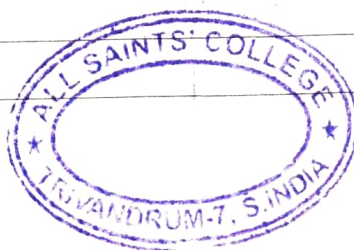
All Saints' College
Thiruvananthapuram.

5,99,885.95/-

Expenses for the year

25/8/22	Dileep Associates (Q1)	1565 ✓
	Bill NO: 111144	
	Cheque NO: 032777	
25/8/22	Payment to cake bliss ^[Rev. Mother's Birthday cake]	1800 ✓
	Bill NO: B2C0184/22	
	Cheque NO: 032777	
25/8/22	Payment to Aschives Ltd (B'day card)	150 ✓
	Bill ID: 202207271607	
	Cheque NO: 032777	
25/8/22	Royal Orchids	4,200 ✓
	Bill NO: 854 ; cheque NO: 032777	
31/8/22	cheque issued; [Cash received earlier on 31/8/2022 reissued as cheque] cheque no: 032778	25,000 ✓
28/8/22	Miscellaneous Expense [Wreath]	1,000 ✓
	[Bill NO: 8163]	
1/9/22	Cheque book issuance charge	80
"	GST	14.40
12/9/22	Onam Sadhya - The Nook	45,950 ✓
	[Bill NO: 795	
	cheque NO: 032779, 032780]	
14/9/22	Cheque Dishonoured	100
14/9/22	GST	18
£	TA (kollam DD) from April-January (10x1,000)	10,000 ✓
19/10/22	Dileep Associates (Q2) 15 ¹⁰	1,890 ✓
28/10/22		

Reshmi
Principal
All Saints' College
Thiruvananthapuram.



28/10/22 Amount refunded to retired
Teachers:

Deepa Ma'am - DOR:- 31.05.21

Refund from 1.6.21 to 31.10.22
(Cheque. 024201) one month mixed

$$16 \times 500 = \underline{\underline{₹ 8,000}}$$

Beera Ma'am - DOR:- 31.05.21

1.6.21 to 31.10.22 $\rightarrow 17 \times 500 = \underline{\underline{₹ 8,500/-}}$

(Cheque No: 024202)

Sreelaksha Ma'am - DOR:- 31.3.2022

1.4.22 - 31.10.22 $\rightarrow 500 \times 7 = \underline{\underline{₹ 3500/-}}$

Cheque:

024203

Total amount refunded 20,000 ✓

30/11/22 Miscellaneous Expense (Wreath) 1,000 ✓

10/12/22 SMS charges 17.70

16/12/22 Miscellaneous Exp (Wreath): Bill-8809 1,000 ✓

5/12/22 Payment Voucher (Canteen) 1,200 ✓

Royal Catering Service - Christmas 54,675 ✓

(Cheque :- 024204)

6/1/23 Cake blis { Inv NO: B2C1475/2022 1700 ✓

Bharat Swipe { Inv NO: 009881 199 ✓

(Christmas Card & Cake to

Rev. Mother)

Dileep Associates (Q3) Cheque: 024205 1730

02/2/23 Silver jubilee present to Sr. Victoria 15,000 ✓

(Cheque: 024206)

Archives Ltd (Greeting card) 125 ✓

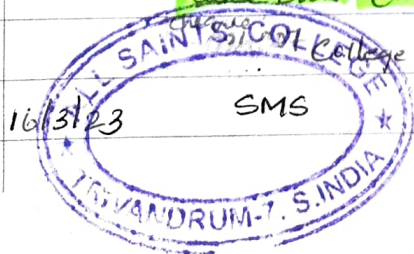
Inv 155618

Cake Blis (Invoice B2C1758/2022 1500 ✓

16/3/23 College Day Meal Scholarship 2,500 ✓

SMS

17.70



Reshmi
Principal
All Saints' College
Thiruvananthapuram

23/03/2023 Candle Lighting Ceremony

Cheque: 024208 ₹127,500

[Cheque was ready to be
given - On account of shortage
of food, discount was asked]
[Above cheque cancelled]

cheque issued: again:

Cheque NO: 024209

(Royal Catering Service)

1,10,000

27/03/23 Cash withdrawn in advance

for :- Gold coin for
retiring teachers & for
retirement lunch

Cheque NO: 024210 +

2,25,000

" " 024211

3,000

Actual Expense:

- Gold Coins for 3 teachers -

Shirley Ma'am, Shirley Ma'am,

Dhanalakshmy Ma'am

Invoice No: -147437 ₹1,37,370

Retirement Party ₹88,550

Uday Suites

Actual Expense: - 2,25,920

Cash in hand -

228000 - 225,920 = ₹3,080

✓ 31/03/2023 Payment to Green flora

1760 ✓

" DD payment (Teachers' kolkam)

1,000 ✓

[February Month]

8/6/2023 DD Payment (Kolkam) March
April, May

3,000

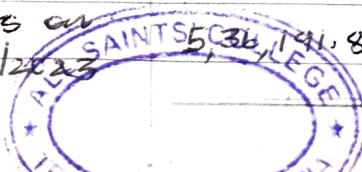
Total Expenses as on

8/6/2023

536,141.8

Reshmi
Principal

St. Mary's College



Total Income as on 8/6/2023	₹ 5,99,885.95
Total Expenses as on 8/6/2023	₹ 5,36,191.8
Net Income	₹ 63,694.15/-

Cash at Bank as on 7/6/23	₹ 61,955.15 Cr.
Cash in hand as on 7/6/23	₹ 1,739
	<u>63,694.15/-</u>

Reshmi
Principal
Dr. Reshmi R. Prasad

Mareet
Staff Treasurer
Mareet Paul

Handed over the staff account cheque books, bank passbooks (old & new), accounts book and the files to the new Treasurer Dr. Sindhu Yesodharan, Assistant Professor, Department of Chemistry, All Saints' College, Trivandrum.

Handed over cash in hand ₹ 1739 to Dr. Sindhu Yesodharan

Mareet
8/6/23
Mareet Paul

Dr. Sindhu. Yesodharan



Reshmi
Principal
All Saints' College
Thiruvananthapuram