TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME

COLLEGE OF ENGINEERING THRIKKARIPUR

STATUTORY AUDIT OBSERVATIONS FOR THE FY 2014-2015

Administration of TEQIP

Principal : Dr. R., Biju Kumar.
 TEQIP Co-coordinator : Suresh Kumar A.V

· Nodal Officers:-

1. Procurement : Sudhesh V

2. Finance : Binesh Mohan P
3. Academic : Prasseda K
4. Civil Works :Binesh Mohan P

5. Equity Assurance: Shamal P.K

COLLEGE OF ENGINEERING, TRIKARIPUR

•	MANAGEMENT LETTER
•	UTILIZATION CERTIFICATE
•	BALANCE SHEET
•	INCOME AND EXPENDITURE ACCOUNT
. •	RECEIPTS AND PAYMENTS ACCOUNT
۰	STATEMENT OF SOURCES AND APPLICATION OF FUNDS
•	STATEMENT OF RECONCILIATION OF CLAIMS TO TOTAL APPLICATION OF FUNDS
•	BANK RECONCLIATION STATEMENT
PRO	JECT INSTITUTIONS UNDER STATE PROJECT FACILITATION UNIT, KERALA

Tel • (0481) 2564794, 3201843, Fax • 2561457 Email • kvaiyer@gmail.com • kottayam@kvaiyer.com

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP II) COLLEGE OF ENGINEERING TRIKARIPUR, KERALA MANAGEMENT LETTER

To

The Director,
State Project Facilitation Unit Kerala,
Directorate of Technical Education,
Trivandrum

We have audited the financial statements of the *College of Engineering Trikaripur*, *Kerala under TEQIP Phase II* for the year ending 31st March, 2015 and have issued our consolidated report dated 26.09.2015. The matters involving the internal accounting control structure and its operations that we consider to be material weakness in accordance with the standards referred to above have been dealt with in our audit report.

The following observations were examined during the course of the audit on the accounting records, systems and control:

 During the course of audit it was observed that the FMR submitted by the institution for the year ended March 2015 doesn't tallied with the actual expenditure incurred till the end of March 2015. The details of which are as follows:

Total Expense as per FMR : Rs 167.59 Lakhs

Total Expense as per Books: Rs 167.10 Lakhs





No. XVI/ 118K, Second Floor, ADITHYA COMMERCIAL ARCADE

Tel • (0481) 2564794, 3201843, Fax • 2561457

Difference

: Rs 0.49 Lakhs

2. GENERAL OBSERVATIONS:

SLNo	OBSERVATIONS	AUDITORS REMARKS
I	The Institute is maintaining its accounts in cash basis.	General Procedure as per Financial Management Manual issued by MHRD.
		Each faculty/experts can claim their TA/DA according to their grades prescribed in relevant rules. But the same should be supported by actual bills.
п	The institute is not annexing the actual bus tickets and train tickets. Instead they are claiming the TA as per Kerala State Rules.	Taxi Bills Should be annexed in case of taxi travels .But the institute in most cases is not annexing any trip sheets for travels, instead of this they are claiming Rs.16 per km as per the Government Order.
je.		In case any faculty availing travel under talkal quota. The same should be supported by actual invoice.
III	The Documentation should be in a correct format as per the government rules .In most cases the files are attached in separate file.	The Institute is required to keep the files and the supporting in the payment voucher file so as to link the payment voucher with the details.
IV	The tally voucher numbers are not in order with the payment vouchers in physical form.	There should be clear linkage between the tally vouchers and the payment vouchers in physical copy so as to understand the transaction.

CHARTERED ACCOUNTANTS

No. XVI/ 118K, Second Floor, ADITHYA COMMERCIAL ARCADE Near Axis Bank, Nagampadom, KOTTAYAM, Kerala – 686 001

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V	CASH BOOK	450
	Receipt Voucher is Not Maintained by the Institute.	 Institute is required to maintain cash book as per the format prescribed in the financial manual issued by the MHRD.
	 Vouchers number as per Cash Book in manual form and in tally are not in correct order. 	 There should be clear linkage between the tally vouchers and the payment vouchers in physical copy so as to understand the transaction
	 Physical Verifications of Cash in hand is not done during the financial Year 2014-2015. 	 Physical verification of cash has to be done by appropriate authority at reasonable intervals.
VI	FA Register	
	 During the course of audit we observed that the institute is not physically verifying the assets at reasonable intervals. 	 An identification number would be assigned to each item of asset for easy identification. These identification numbers would be painted on each item prominently, and the same would be recorded in the Fixed Assets Register
	The Fixed asset register is not updated and tagging of asset is incomplete.	The institute is required to conduct physical verification of the fixed assets at regular intervals. Besides the fixed asset register should be maintained as per the format prescribed in financial manual issued by the MHRD.
	OFFICES AT :- TRIVANDRIM - KOLLAM - KOCKI - TRIVANDRIM - KOCKI - TRIVANDRIM - KOLLAM - KOCKI - TRIVANDRIM - KOLLAM - KOCKI - TRIVANDRIM	Any significant difference will be dealt with in the books of Accounts properly.



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VI	EMD/Security Deposit Register	The institute is required to take
	The Institute is not updating Earnest	reasonable care in maintaining
	money deposit register and Security	the EMD Register and Security
	-Deposits register. It was observed	Deposit Register.
	that many of the entries were	
	omitted.	
VII	Bank reconciliation Statement was	Bank reconciliation statement is
	not prepared in Tally.	to be prepared in Tally
VIII	A contract was awarded to Global	
	Information System for purchase of	
	E-journals of Springer under direct	
	contract method. However no	
	proprietary certificate available for	
	such contracts.	
_IX	TA and DA incurred in connection	As per the Financial Manual
	with faculty and staff development	issued by MHRD,all expenditure
	programme is debited under the head	incurred in connection with
	IOC.	Faculty and staff development
		should be debited in the head
		FSD



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3. Other observations are furnished in Annexure I.

For K VENKATACHALAM AIYER & CO

Chartered Accountants Firm Reg No: 004610S

CA M G SURESH KUMAR B.Sc, FCA, DISA(ICA)

Partner | Membership No:212795

Date : 26.09.2015

Place: KOTTAYAM



ANNEXURE-I

FACULTY & STAFF DEVELOPMENT PROGRAMMES

SL No	Mar.	OBSERV	ATIONS	AUDITORS REMARKS
I	Boardir amount	ng Pass is not ann ing to Rs.8579/-/	exed for flight travel	air travel. So Rs 8579/- is to be
	Sl No	Name of the Faculty	Amount	disallowed.
	1	Mr.Rafeek	8579/-	
		Total	8579/-	

INCREMENTAL OPERATING COST

SL No	OBSERVATIONS	AUDITORS REMARKS
I	Photocopy charges amounting to Rs.18770/- was not supported by vouchers except a statement. Photocopy was taken from college cooperative society.	Each payment should be supported proper bill. So same should be disallowed.
II	Expenses for Printing Colour Brochure for college amounting to Rs.10800/- is not an allowable expenditure.	Consumable for college office is not allowable expenditure.
III	 TA paid to Mr.K. Raghavan, HOD Vimal Jyothi College amounting to Rs2200 is not supported by TA bills. TA paid to Dr M K Radakrishnan, Rtd Principal ,Government College Kannur amounting to Rs950 is not supported by TA bills. TA paid to Dr A K Padmini, Government College Kannur amounting to Rs1000 is not supported by TA bills. 	For claiming travelling allowance, TA bills duly signed by the concerned faculty have to be annexed. Hence Rs4150 is disallowed.



• INSTITUTE INTERATION WITH INDUSTRY (III CELL)

SL No	OBSERVATIONS	AUDITORS REMARKS
I	A Campus placement was done by Grace lab Systems. Travelling and lodging expense of Rs17518 was incurred for the recruiters.	Rs.17518/- paid as travel cost and boarding to the M/s Grace Lab System is Disallowed
II	Career and employability development workshop was conducted by M/s Promitis Learning's Private Limited for Rs.3375/-	There is no satisfactory evidence available to conclude that programme was conducted. Hence Rs3375/- is disallowed.

ACADEMIC SUPPORT FOR WEAK STUDENT

SL No	OBSERVATIONS	AUDITORS REMARKS
I	Remuneration of Rs25920 paid in connection with remedial class was paid to Ms. Jyotjhi K ,Course coordinator. Receipt vouchers are not kept for payments made to individual faculties.	The receipt voucher from individual faculty is not annexed. Hence we are unable to conclude whether the payment was made to individual faculties.

OTHER OBSERVATIONS

SL No	OBSERVATIONS	AUDITORS REMARKS
I	During the course of our audit it was observed that a Demand Draft dated 06/08/2013 for an amount of Rs: 80,000/- was collected from M/s Wipro Limited. The same is recorded in Security deposit register but failed to record in the tally. Besides the same demand draft was released on 11/04/2014 without encashing.	The institute is required to account the demand draft. There should be proper internal control system in respect of security deposit collected.

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TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP II) UTILIZATION CERTIFICATE

COLLEGE OF ENGINEERING TRIKARIPUR

a) Opening Balance as on 1st April 2014 : Rs 27 71 459.00

b) Funds received from

(i) Grant received from SPFU : Rs 3 75 00 000.00

c) Interest earned on grant available for TEQIP : Rs 4 09 031.00

e) Other Income : Rs .00

4 06 80 490.00

f) Expenditure : Rs 1 67 10 126.00

1 67 10 126.00

Unspent Balance : Rs 2 39 70 364.00

Certified that a sum of Rs. 3 75 00 000 (Rupees Three Crores Seventy Five Lakhs) only was received by The College of Engineering, Trikaripur, for the financial year 2014-2015 from State Government [In addition to the opening balance of Rs 27 71 459/-(Rupees Twenty Seven Lakhs Seventy One Thousand Four Hundred and Fifty Nine) as on 01.04.2014].

It is also certified that out of the above-mentioned funds of Rs 4 06 80 490 /-(Rupees Four Crores Six Lakhs Eighty Thousand Four Hundred and Ninety) only a sum of Rs.1 67 10 126/-(Rupees One Crores Sixty Seven Lakhs Ten Thousand One Hundred and Twenty Six) only has been utilized by the institution during the year for the purpose for which it was sanctioned.

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It is further certified that an unspent balance of Rs. 2 39 70 364/- (Rupees Two Crores Thirty Nine Lakhs Seventy Thousand Three Hundred and Sixty Four) only is being carried forward for utilization in the next year.

We further certify that the conditions on which the grant was sanctioned have been fulfilled and where there have been any deviation from the sanctioned amount it is with prior approval of the concerned authority. We have exercised reasonable checks to see that money has been actually utilized for the purpose for which it was sanctioned.

We further state here that in our opinion out of the total expenditure of Rs.1 67 10 126/-(Rupees One Crores Sixty Seven Lakhs Ten Thousand One Hundred and Twenty Six), during the financial year 2014-2015, a sum of Rs 63 192/- (Rupees Sixty Three Thousand One Hundred and Ninety Two) is ineligible expenditure.

For K VENKATACHALAM AIYER & CO

Chartered Accountants

Firm Reg No: 004610S

CA M G SURESH KUMAR B.Sc,FCA,DISA(ICA)

Partner | Membership No. 212795

CHARTERED

ACCOUNTANTS

: 26.09.2015 Date Place: KOTTAYAM

OFFICES AT :- TRIVANDRUM . KOLLAM . KOCHI . PALAKKAD . BANGALORE NEW DELHI

Tel • (0481) 2564794, 3201843, FAX • 2561457 Email • kvalyer@gmail.com • kottayam@kvalyer.com

Reconciliation of unspent balance as per Utilization Certificate and Closing balance of Bank Account:

Unspent Balance as per Utilization Certificate : Rs 2 39 70 364.00

Less: Net Current Asset Excluding Cash & Bank : Rs 15165034.00

Add : Contribution from Project Institution : Rs

Less: Cash in Hand : Rs -

TOTAL 88 05 330.00

Balance as per Bank statement

a. SBT 67170822166 : Rs 84 01 477.00

b. Corpus Fund : Rs -

c. Equipment Replacement Fund : Rs

d. Faculty Development Fund : Rs b. Maintenance Fund SBT 67216636411 : Rs 4 03 8

TOTAL : Rs 4 03 853.00 88 05 330.00



TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP) II

PROJECT INSTITUTIONS UNDER STATE PROJECT FACILITATION UNIT, KERALA

BALANCE SHEET AS AT 31.03.2014

COLLEGE OF ENGINEERING, TRIKARIPUR

(Amount in ₹)

C. Carrent		(Amount i	n ₹)
S.No	PARTICULARS	CURRENT YEAR	PREVIOUS YEAR
Α	SOURCE OF FUNDS		
	GENERAL FUND		
	Opening balance	2,771,459.00	1 29 50 400.00
	Less : Exces of Expenditure over Income		1 01 78 941.00
	Add: Excess of Income Over Expenditure	21,198,905.00	
		2 39 70 364.00	27 71 459.00
	TOTAL	23,970,364.00	27 71 459.00
В	APPLICATION OF FUNDS		
	1) FIXED ASSETS	_	
	2) Work-In-Progress-Scheme work under	,	
	Implementation		
	3) A.Current Assets , Loans and Advances		
	a. Cash Balance	11,175.00	-
	b. Bank balance c. Advance for Capital goods	8,805,330.00	32 43 978.00
	d. Loans and Advances	15 477 000 00	-
	a. Boans and Advances	15,473,000.00 24,289,505.00	32 43 978.00
	B. Less: Current Liabilities		
	a. Earnest Money Deposit		07.550.00
	b. Performance Security	310,831.00	97 550.00
	c. Statutory Liabilities	8,310.00	3 74 259.00 710.00
	d. Advance by Institutions	0,510.00	710.00
		319,141.00	4 72 519.00
	Net Current Assets (A-B)	23,970,364.00	27 71 459.00
	TOTAL	23,970,364.00	27 71 459.00

For SPFU, KERALA

GOPA KUMAR (Director)

Date: 26-09-2015 Place: Kottayam LINDSEY THOMAS

(Finance Officer)

For K VENKATACHALAM AIYER & Co.

Chartered Accountants

CA M G SURESH KUMAR B.Sc FCA DISA(ICA)

Partner | Membership No: 212795

CHARTERED OO ACCOUNTANTS



INCOME AND EXPENDITURE ACCOUNT FOR THE PERIOD ENDED 31.03.2015 COLLEGE OF ENGINEERING, TRIKARIPUR

	31.03.2014	2 25 00 000.00 3 51 844.00 19 165.00	1 01 78 941.00		b.	
	31.03.2015 31	3 75 00 000.00 2 4 09 031.00	00			
	INCOME	By Grant From SPFU By Interest Received 1 89 30 055.00 By Sale of Bid documents 26 50 938.00	82 10 177.00 By Excess of Expenditure over Income			
	31.03.2014	1 89 30 055.00 26 50 938.00	82 10 177.00	17.79 410.00	4 63 102.00	26 819.00
ħ	31.03.2015	9534524.00	12 37 968.00	00.000	8 139.00	231610.00
	EXPENDITURE	Improvements in teaching ,training and learning facilities: 1.1.1A - Equipment 1.1.1B - Furniture	1.1.1C - Books & LRs & Software, 1.1.1D - Minor Items 1.1.1E - Civil Works	Providing Assistanantships for increased enrolment in existing and new PG programmes in Engineering disciplines.	Enhancement of Research & Development and institutional consultancy activities. Faculty and staff development for improved competence based on Training Needs Analysis.	Enhanced interaction with Industry
		To 1.1.1		To 1.1.2	To 1.1.4	To 1.1.5



Institutional Management Capacity enhancement	00.	*			
			-0		
Implementation of Institutional academic reforms	86 520.00	45 991.00			
Academic support for weak students	10 72 130.00	1 54 290.00			
		*			
Incremental Operating Cost	222 624 000				
1.1.9B - Consumables	1 39 102.00	1 27 238 00			
1.1.9C - Operation & Maintenance	1 26 400.00	2 63 768.00		* /	
To Excess of Income over Expenditure	2 11 98 905.00				×
		à			
Total	3 79 09 031.00	3 30 49 950.00	Total	3 79 09 031.00	3 30 49 950.00

For K VENKATACHALAM AIYER & Co.

Chartered Accountants

CA M G SURESH KUMAR B.Sc FCA DISA(ICA) Partner | Membership No: 212795



Date :26-09-2015 Place: Kottayam

(Finance Officer)

LINDSEY THOMAS

Dr. V GOPA KOMAR

(Director)

For SPFU, KERALA

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP) II PROJECT INSTITUTIONS UNDER STATE PROJECT FACILITATION UNIT, KERALA

RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD ENDED 31.03.2015 COLLEGE OF ENGINEERING, TRIKARIPUR

	*				
RECEIPTS	31.03.2015	31.03.2014	PAYMENTS	31.03.2015	31.03.2014
To Opening balance:		By	By 1.1.1		
1. Cash in Hand	000	2 155.00	Improvements in teaching ,training and learning facilities:		
2. Balance with Banks: SBT A/c 67170822166	27 63 590.00	1 28 09 250.00	1.1.1A - Equipment	95 34 524.00	18930055.00
Maintenance Fund - 67216636411	4 80 388.00	51 335.00	1.1.1C - Books & LRs & Software	12 37 968.00	82 10 177.00
To Interest Received To Security Deposit Received	4 09 031.00	3 51 844.00 5 02 041.00	1.1.1D - Minor Items 1.1.1E - Civil Works	.00	.00
To Grant Received from SPFU	3 75 00 000.00	2 25 00 000.00 By 1.1.2	1.1.2	00.	
			Providing Assistanantships for increased		
To Sale of Bid documents	00.	19 165.00	enrolment in existing and new PG programmes in Engineering disciplines	00.	00.
To VAT on Sale of Tender forms	14 917.00	155.00 By 1.1.3		00.	
To TDS Collected	1 08 137.00	00.	Enhancement of Research & Development and institutional consultancy activities.	8 139.00	00.
To Works Contract Tax Collected	4 972.00	.00 By 1.1.4		00.	
			Faculty and staff development for improved competence based on Training Needs Analysis.	13 98 501.00	2 58 102.00
		By 1.1.5		00.	
			Enhanced interaction with Industry	2 31 610.00	26 819.00
		By 1.1.6		00.	
		7:-0	Institutional Management Capacity enhancement	00.	00.
		by Trit.	Implementation of Institutional academic reforms	86 520.00	45 991.00
		By 1.1.8		00.	
			Academic support for weak students	10 72 130.00	1 54 290.00



		By 1.1.9		
		Incremental Operating Cost		
		1.1.9A - Salaries	7 33 634.00	3 98 162.00
		1.1.9B - Consumables	1 39 102.00	1 27 238.00
		1.1.9C - Operation & Maintenance	1 26 400.00	2 33 768.00
		By Advance to Staff	4 73 000.00	00.
		By TDS Remitted	1 00 537.00	00.
		By Security Deposit Repaid	1 60 978.00	176017.00
	-	By Advance repaid to Institution	00.	1 000.00
×		By VAT Paid	14 917.00	00.
		By Works ContraCT Tax Paid	4 972.00	00.
		By Loan paid to SPFU	1 50 00 000.00	00.
				2
		By Closing balance:		
n		1. Cash in Hand	11 175.00	00.
		2. Balance with Banks:		
		SBT 67170822166	84 01 477.00	27 63 590.00
		Maintenance Fund A/c No 67216636411	4 03 853.00	4 80 388.00
4 12 81 035.00	3 62 35 945.00	Total	4 12 81 035.00	3 62 35 945.00

FOR K VENKATACHALAM AIYER & CO.

Chartered Accountants

CA M G SURESH KUMAR B.Sc FCA DISA(ICA)

CHARTERED S

Date: 26-09-2015 Place: Kottayam

LINDSEY THOMAS (Finance Officer)

Dr. V GOPA KUMAR (Director)

For SPFU, KERALA

TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME [TEQIP] PHASE – II

STATEMENT OF SOURCES AND APPLICATION OF FUNDS REPORT FOR THE YEAR ENDED 31.03.2015

COLLEGE OF ENGINEERING, TRIKARIPUR

In ₹ Lakhs

Particulars	Current Year	Previous Year	Project to date
(A) Opening Balance	32.44	128.62	
(B) Receipts	32.44	120.02	
a). Funds from Government through Budget (These will include external assistance received by Government for the project)	375.00	225.00	800.00
 b). Funds received directly by Project Implementing authority through external assistances 		-	-
c). Cost share by Private Unaided Institutions for Component 1	-	-	-
d) Interest Received	4.09	3.52	10.98
e)Other Amount recived (Net of payments)	- 1.53	3.45	3.52
f). Advance From Institututions/Expense met out of Previous Year Advance	-	2.35	2.35
Total Receipts	377.56	234.32	816.85
(C) Total Sources (A+B)	410.00	362.94	816.85
(D) Expenditure Expenditure by Component A. Improving Quality of Education B. Improving System Management	167.10	330.50	571.60
Total Expenditures	167.10	330.50	571.60
(E) Advance for Expenditures	4.73		
(F) Loan to SPFU	150.00	-	150.00
Closing Balance, (C-D-E-F)	88.17	32.44	



TECHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME [TEQIP] PHASE - II

RECONCILIATION OF CLAIMS TO TOTAL APPLICATIONS OF FUNDS REPORT FOR THE YEAR ENDED 31.03.2015

COLLEGE OF ENGINEERING, TRIKARIPUR

Bank Funds	Claimed	During	the Year	(A)
------------	---------	--------	----------	-----

Total Expenditure made during the year (B)

Less:Outstanding bills (C)

Ineligible expenditures (D)

- (a) Seed Money
- (b) Others

Total Eligible Expenditures Claimed (F)=(B)-(C)-(D)-

(E)

World Bank Share @ 60 % of (F) above (G)

	Amt (₹ Lakhs)			
Schedules	Current Year	Previous Year	Project to date	
I	99.88	198.15	342.20	
	167.10	330.50	571.21	
II				
III				
	-	- 1	-	
	0.63	0.25	0.88	
IV				
	166.47	330.25	570.33	
	99.88	198.15	342.20	

CFAO

Date: 26-09-2015

Project Dir

Date: 26-09-2015

CHNICAL EDUCATION QUALITY IMPROVEMENT PROGRAMME (TEQIP) I PROJECT INSTITUTIONS UNDER STATE PROJECT FACILITATION UNIT, KERALA

BANK RECONCILIATION STATEMENT

COLLEGE OF ENGINEERING, TRIKARIPUR

Reconciliation as on 31st March 2015

March -2015

Bank's Name State Bank of Travancore

A/c Number 67170822166

Sl.No	Particulars	Amount Rs.	Amount Rs.
A	Balance as per Bank Statement		84 44 056.00
В	Add: (i) Amount Deposited but not Credited by Bank (ii) Amount debited but not taken to Cash Book	30.00	
С	Sub total (A+B)		84 44 086.00
D	Less: (i) Cheques issued but not presented in the bank (ii) Amount credited by bank but not taken to Cash Book	42 609.00	
E	Balance as per Cash book (C - D)		84 01 477.00

Lis	t of Cheques Issued but not accounted in Cash Book	Amount Rs.	
	Bank Charges	30 30.00	
Li	st of Cheques Assued but not Presented in the Bank	Amount Rs.	Date of Encashment
1	Chq No.496608	1 800.00	10.04.2015
2	Chq No.496627	3 332.00	02.04,2015
3	Chq No.496639	5 400.00	13.05.2015
4	Chq No.496648	1 890.00	02.04.2015
5	Chq No.496670	1 993.00	02.04.2015
6	Chq No.544191	1 880.00	15.05.2015
7	Chq No.544192	1 880.00	15.04.2015
8	Chq No.544194	2 580.00	02.04.2015
9	Chq No.544195	1 570.00	02.04,2015
10	Chq No.544197	932.00	21.04.2015
11	Chq No.544203	1 819.00	06.04.2015
12	Chq No.544210	4 981.00	02.04.2015
13	Chq No.544211	566.00	09.04.2015
14	Chq No.544212	2 313.00	15.04.2015
15	Chq No.544213	3 313.00	18,06.2015
16	Chq No.544214	3 180.00	18.06.2015
17	Chg No.544215	3 180.00	15.05,2015
		42 609.00	

