

**RASHTRIYA MADHYAMIK SHIKSHA ABHIYAN  
RECEIPTS & PAYMENTS FOR THE FINANCIAL YEAR 2017-18**

	<b>NAME OF DISTRICT:</b>	
	<b>NAME OF SCHOOL :</b>	
	<b>Name of the Bank :</b>	
	<b>U-DISE CODE :</b>	
	<b>Account No :</b>	
	<b>RECEIPTS</b>	<b>Amount in Rs</b>
1	<b>Opening Balance</b>	
	(i) Cash in Hand	
	(ii) Cash at Bank	
2	School Grant from state Recurring Grants NGC Grants Non Recurring Grants	
3	Interest from Bank	
4	Advance Received	
5	Other Grant	
6	Misc Income	
(A)	<b>TOTAL RECEIPTS</b>	
	<b>PAYMENTS</b>	
	<b>Recurring Cost</b>	
1	Teachers salary	
2	Minor repair	

3	Staff Salaries	
4	Office contingencies	
5	Electricity Charges	
6	Water charges	
7	Internet Charges	
8	Conveyance	
9	In-service teacher training	
10	Induction teacher training	
11	Repair and maintenance	
12	Excursion/study tour for teachers	
13	Training of community members	
14	Guidance and counselling cell	
15	Equity related activities	
16	Excursion trip for students	
17	Miscpayments	
18	Advances given	
19	Bank charges	
20	Other charges	
<b>(B)</b>	<b>Total Recurring Expenses</b>	
	<b>Non-Recurring Expenses</b>	
1	Civil works	
2	Class rooms/Additional Classrooms	
3	Science Laboratory	
4	Lab Equipments	

5	Head Master/Principal room	
6	Office room	
7	Girl's activity room	
8	computer room/Laboratory	
9	Art/Craft/Culture room	
11	Library	
12	Toilets block	
13	Separate Girls Toilets	
14	Drinking water facility	
15	Furniture and Fixtures	
16	Residential Teacher quarter	
17	Major repairing and renovations	
18	Any other Activity	
19	Amt Remitted to CSE,AP	
©	<b>Total Non-recurring expenses</b>	
<b>(D)</b>	<b>Total Expenses [(B)+ (C)]</b>	
<b>(E)</b>	<b><u>CLOSING BALANCES [ (A) - (D) ]</u></b>	
	Cash-in-Hand	
	Cash at Bank	

(Signature of the Auditor)

(Signature of Head Master)

Name and designation:

Mobile Number:

**Observations (to be filled by Auditor) :**

**R.M.S.A. FUNDS UTILIZATION CERTIFICATE (FOR AUDIT)**

**Udise Code:** \_\_\_\_\_

**District - GUNTUR**

Name of the School: \_\_\_\_\_, \_\_\_\_\_ Mandal.

Certified that the amounts have fully utilized as on 31<sup>st</sup> March, 2018 for the purpose for which they have been sanctioned as per the RMSA guidelines as shown here under:

**1) Annual Grant:**

Sl. No.	Description of the Grant	Financial year	Amount Received	Expenditure incurred	Balance if any	Remarks
1	School Grant	2009-10	7425.00			
2	Minor Repair	2009-10	4687.50			
3	School Grant	2010-11	34250.00			
4	School Grant	2011-12	50000.00			
5	School Grant	2012-13	15000.00			
6	School Grant	2013-14	50000.00			
7	School Grant	2013-14	25000.00			
8	School Grant	2014-15	45000.00			
9	School Grant	2015-16				
10	School Grant	2016-17				
11	School Grant	2017-18				

**2) Civil Works: Phase-I, II & III / Major Repair Grant / Toilet Blocks (for Boys)**

Amount received from the C & DSE and Ex-Officio Project Director, RMSA, A.P., Hyd.											
Name of the work	Spell-I	Spell-II	Spell-III	Spell-IV	Spell-V	Spell-VI	Total Amount received	Expenditure incurred	Balance if any	Whether any amount transferred to other school/ Remitted to state office	If yes, Give Details
1	2	3	4	5		6	7	8	9	10	11
Phase – I, II & III											
Major Repairs											
Toilet blocks											

**3) Interest / Bank Charges details**

Year	Interest	Unspent balance details	Remitted amount details
2009-10			
2010-11			
2011-12			
2012-13			
2013-14			
2014-15			
2015-16			
2016-17			
2017-18			
<b>Total</b>			

Certified that the relevant sub vouchers are kept in the office as record duly cancelled.

Signature of the HM with seal:

**Rashtriya Madhayami Sikshya Abhiyan  
Receipts & Payments for the Year 2017-18**

	<b>Name of the District :</b>	
	<b>Name of the Mandal :</b>	
	<b>Name of the School :</b>	
	<b>Name of the Bank :</b>	
	<b>U-Dise Code :</b>	
	<b>Account No :</b>	
	<b>RECEIPTS</b>	<b>Amount in Rs</b>
1	<b><u>Opening Balance</u></b>	
	(i) Cash in Hand	
	(ii) Cash at Bank	
2	School Grant from state	
3	Interest from Bank	
4	Other Grant (Civil works)	
5	Misc Income/Donations	
(A)	<b>Total Receipts</b>	
	<b>Payments</b>	
	<b>Recurring Cost</b>	
1	Teachers salary (RMSA Gross Salary/Per Annum)	
2	Minor repair	
4	Office contingencies	
5	Electricity Charges	
6	Water charges	
7	Internet Charges	
8	Conveyance	
9	Repair and maintenance	
10	Excursion trip for students	
11	Misc payments	
12	Library books	
13	Bank charges	
(B)	<b>Total Recurring Expenses</b>	
	<b>Non-Recurring Expenses</b>	
1.	Civil works	
a	Class rooms/Additional Classrooms	
b	Toilets block – Boys	
c	Separate Girls Toilets	
2.	Lab Equipment	
3.	Drinking water facility	
4.	Furniture and Fixtures	
5.	Major repairing and renovations	

6.	Any other Activity	
(C)	<b>Total Non-recurring expenses</b>	
(D)	<b>Total Expenses [(B)+ (C)]</b>	
(E)	<b><u>CLOSING BALANCES [ (A) - (D) ]</u></b>	
a	Cash-in-Hand	
b	Cash at Bank	

(Signature of the Auditor)

(Signature of Head Master)

**Observations (to be filled by Auditor) :**

**PROCEEDINGS OF THE DISTRICT EDUCATIONAL OFFICER &  
EX-OFFICIO DISTRICT PROJECT COORDINATOR, RMSA::GUNTUR**

**Present:- Smt.R.S.Ganga Bhavani, M.Sc, B.Ed**

Proc.Rc.No.8386 /RMSA/2016

dt: -06- 2018

- Sub:-** RMSA-Guntur Chartered Accountants appointed for RMSA 2017-18 in Guntur District from 22.06.2018 to 26.06.2018 - Venues with the Audit Party programme schedule-Issued.
- Ref :-** Proc.Rc.No.485/RMSA/2018 dt.16-05-2018 of the Commissioner of School Education & Ex-Officio Project Director, RMSA, AP, Ibrahimpatnam, Amaravathi.

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The attention of the all Deputy Educational Officers in District is invited to the reference cited, wherein they are request'd to make necessary arrangements for smooth conduct of audit by M/s Rao & Narayan, chartered Accountants ,Hyderabad appointed for RMSA 2017-18 in Guntur District from 22.06.2018 to 26.06.2018 at the venues as shown below. They are requested to instruct the Head Masters concerned to be ready with all details of the SMDC Accounts for audit as shown below.

1. Printed Bank Statements /Pass books for the period concerned up to 31.03.2018
2. Sanction letters/ Proceedings
3. Copies of Quotation called for if any
4. Bank entry registers and stock Registers
5. Expenditure details supported by vouchers, bills etc, in original
6. Cash on hand, cash book and other registers
7. Civil works - Supporting material with M Books
8. SMDC resolutions
9. Other related documents / files (Audit).
10. Unspent balances remitted, if any (Bank pay in slips or any other related letters)

S.No	Dates	Division	Venues
1	22.06.2018	Narasaraopet	MRC Building, Narasaraopet
2	23.06.2018	Tenali & Bapatla	NCRN Mpl School, Morrishpet , Tenali
3	25.06.2018	Sattenapalli	SNSBVSGH HS, Sattenapalli
4	26.06.2018	Guntur	DCEB, Guntur.

Hence, the Deputy Educational Officers in the District are requested to instruct the Head Masters in their Jurisdiction to attend before the audit party with all the relevant documents at the above mentioned venues without fail. The defaulters will be viewed seriously.

Treat this as most urgent.

  
**District Educational Officer &  
Ex-Officio Dist. Project Coordinator,  
RMSA, Guntur .**

To,

All the Deputy Educational Officers in the District,

Copy submitted to the Director, RMSA, AP, Hyderabad for favor of kind information.

  
7/6/18



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