



# HALDIA GOVERNMENT COLLEGE

PURBA MEDINIPUR-721657

## INTERNAL ADMINISTRATIVE AUDIT REPORT

**Session: 2019-2020**

Being a government college, under Higher Education Department, Government of West Bengal, our college administration is directly run by Government of West Bengal. So, we don't have the provision for Administrative Audit by any external agency. A five members internal Audit Committee of Group A- Gazetted officers under West Bengal Education Service Cadre is formed for internal Audit.

### A. Audit for Administrative Infrastructure:

Sl. No.	Description of Records / Documents	Remarks
1.	Campus Area	19 Acres
2.	Campus Build-up Area	Adequate
3.	Office Space	Available but need to increase.
4.	Area of Library	Adequate
5.	Security	Adequate
6.	Water facility	Adequate
7.	Power back up facility	Adequate
8.	Wash room facility	Adequate

*Sripati*  
In-charge  
Haldia Government College

Sl. No.	Description of Records / Documents	Remarks
9.	Parking facility	Adequate
10.	Class room	Adequate but need to incorporate few more class rooms.
11.	Staffroom	Adequate
12.	IQAC room	Moderate in size.
13.	Medical centre facility	No facility Available
14.	Sick Room	Available
15.	Sports facility	Adequate
16.	Hostel (Boys and Girls)	Adequate
17.	Teachers' Hostel	Adequate
18.	Laboratory	Adequate
19.	Transportation for Students	Public Transport Bus/ Train available frequently.
20.	Support services-ATM/ Bank / PO / Reprography	Only Reprography facility available inside the campus.
21.	Canteen	Adequate
22.	Approach road	Adequate
23.	Garden	Adequate
24.	Auditorium / Conference hall	Available but space not Adequate
25.	Internet facility	Adequate
26.	Eco-Friendly procedures	Adequate
27.	Administrative training for Administrative staff	Adequate
28.	Computer facilities	Adequate
29.	Central Stock Book	Up To Date & Maintained Properly
30.	Departmental Stock Book (Contingency, Furniture, Equipment & Seminar Library)	Up To Date & Maintained Properly
31.	Central Library Stock Book	Up To Date & Maintained Properly with Accession

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 Officer in Charge  
 College



Sl. No.	Description of Records / Documents	Remarks
		Number.
32.	Service Book of Permanent Staff	Up to date with all due information.
33.	Students' Union	Not formed (As per Govt. instruction)
34.	Cash Book	Up To Date & Maintained Properly
35.	ICT facility	Adequate
36.	Garbage disposal system	Good
37.	Energy Conservation System	Good with use of LED light throughout the Campus.
38.	Water Conservation System	Rain water harvesting system and 3 water bodies available inside the campus.
39.	Facilities for Students with Disability	Washroom with Ramp and Wheel Chair facility Available
40.	Bio-Compost	Two Bio-Compost system available within the campus.

**B. TEACHING STAFF STATISTICS:**

Sl. No	Name of the Teacher	Designation	Department
1	Debasish Banerjee	Principal	
2	Sipra Samanta	Assistant Professor	Education
3	Kamalakanta Kar	Assistant Professor	Education
4	Susmita Basu	Assistant Professor	Education
5	Nizamuddin Ahmed	Assistant Professor	Education
6	Niladri Sekhar Mondal	Assistant Professor	Physics
7	Debolina Das	Assistant Professor	Physics
8	Alok Kumar Sinha	Assistant Professor	Physics
9	Tirthankar Choudhury	Assistant Professor	Physics
10	Pijush Kanti Tripathi	Associate Professor	Geography
11	Bidyut Pramanik	Assistant Professor	Geography
12	Sarbeswar Halder	Assistant Professor	Geography
13	Sk. Mithun	Assistant Professor	Geography
14	Gopal Chandra Hembram	Assistant Professor	Geography
15	Yogia Dutta	Assistant Professor	Geography

*Sripa*  
In-charge



Sl. No	Name of the Teacher	Designation	Department
16	Pranay Santra	Assistant Professor	Geography
17	Hasibul Rahaman	Assistant Professor	Sociology
18	Ananya Chatterjee	Assistant Professor	Sociology
19	Moutan Roy	Assistant Professor	Sociology
20	Dipankar Pramanik	Assistant Professor	Chemistry
21	Saikat Kumar Manna	Assistant Professor	Chemistry
22	Khokon Samanta	Assistant Professor	Chemistry
23	Barnali Jana	Assistant Professor	Chemistry
24	Monotosh Mondal	Assistant Professor	Chemistry
25	Uday Sankar Midya	Assistant Professor	Chemistry
26	Sudipta Pathak	Assistant Professor	Chemistry
27	Soumi Dey	Assistant Professor	Anthropology
28	Bhuban Mohan Das	Assistant Professor	Anthropology
29	Pinaki Dey Mullick	Assistant Professor	Anthropology
30	Mohan Chandra Dolai	Assistant Professor	Anthropology
31	Himadri Mukhopadhyay	Associate Professor	Bengali
32	Amit Patra	Assistant Professor	Bengali
33	Amrita Ghoshal	Assistant Professor	Bengali
34	Palas Mallik	Assistant Professor	Bengali
35	Tithi Bose	Assistant Professor	Economics
36	Manuela Pal	Associate Professor	Economics
37	Gautam Bhowmik	Assistant Professor	Economics
38	Lakshmi Narayan Dey	Assistant Professor	Mathematics
39	Dipankar Sadhukhan	Assistant Professor	Mathematics
40	Monami Das Roy	Assistant Professor	Mathematics
41	Pritam Bandyopadhyay	Associate Professor	English
42	Md Moniruddin Sk	Assistant Professor	English
43	Ayushman Banerjee	Assistant Professor	English
44	Srimanta Das	Assistant Professor	English
45	Shyamsundar Sahoo	Assistant Professor	Statistics
46	Tanmay Kumar Maity	Assistant Professor	Statistics
47	Sibsankar Karan	Assistant Professor	Statistics
48	Tuhinubhra Bhattacharyya	Assistant Professor	Statistics
49	Salil Kumar Dutta	SACT	Anthropology
50	Debabrata Samanta	SACT	Education
51	Soumyakanti Ghosh	SACT	English
52	Kankan Kumar Maity	SACT	Chemistry

  
 Officer-in-charge  
 Haldia Government College  
 P.O.- Debhog, Dist. - Purba Medinipur



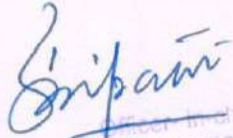
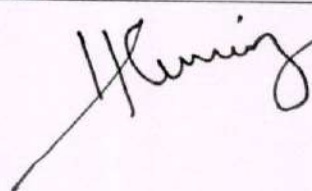
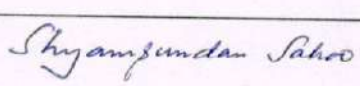
**C. NON-TEACHING STAFF STATISTICS:**

Sl. No	Name of the Staff
1.	Abdul Sovan Khan
2.	Arun Kumar Hait
3.	Bablu Kumar Mondal
4.	Dipankar Das
5.	Gourisankar Jana
6.	Narhu Gopal Dandapat
7.	Sasanka Sekhar Ghorai
8.	Subhadip Maity
9.	Sukomol Dey
10.	Sukumar Adhikary
11.	Uttam Kumar Mondal

The physical stock of items at every department, Laboratory, Library & Principal office of the college was verified by us as on 23.09.2020 with the relevant records on test check basis and was found to be in accordance with those records.

**Signature of the Internal Audit Team:**

**Date: 23/09/2020**

1. Dr. Pijush Kanti Tripathi	 In-charge Haldia Government College P.O.- Dehog, Dist. - Purba Medinipur
2. Prof. Himadri Mukhopadhyay.	
3. Dr. Shyamsundar Sahoo	

4. Prof. Sipra Samanta	Sipra Samanta
5. Dr. Dipankar Pramanik	Dipankar Pramanik