



# HALDIA GOVERNMENT COLLEGE

PURBA MEDINIPUR-721657

## INTERNAL ADMINISTRATIVE AUDIT REPORT

**Session: 2022-2023**

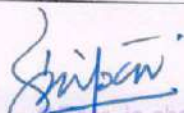
Haldia Government College, under Higher Education Department, Government of West Bengal, the college administration is directly run by Government of West Bengal. So for Administrative Audit a five members Internal Audit Committee of Group A- Gazetted officers under West Bengal Education Service Cadre is formed for Internal Administrative 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
9.	Parking facility	Adequate

*Signature*  
In charge

Sl. No.	Description of Records / Documents	Remarks
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	Good
22.	Approach road	Adequate
23.	Garden	Adequate
24.	Auditorium / Conference hall	Available but space not Adequate
25.	Internet facility	Very Good
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 Number.

  
 Officer-in-charge  
 Malda Government College



Sl. No.	Description of Records / Documents	Remarks
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 systems available within the campus in Collaboration with "Amuktika"

**B. TEACHING STAFF STATISTICS:**

Sl. No	Name of the Teacher	Designation	Department
1	Pijush Kanti Tripathi	Associate Professor and Officer-in-Charge	Geography
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	Samit Ganguly	Assistant Professor	Physics
10	Tirthankar Choudhury	Assistant Professor	Physics
11	Sarbeswar Halder	Assistant Professor	Geography
12	Sk. Mithun	Assistant Professor	Geography

*Sipra*



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





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

Sl. No	Name of the Staff
1.	Abdul Sovan Khan
2.	Atanu Kumar Ray
3.	Bablu Kumar Mondal
4.	Dipankar Das
5.	Narhu Gopal Dandapat
6.	Pulakesh Maity
7.	Sasanka Sekhar Ghorai
8.	Sukomol Dey
9.	Sukumar Adhikary
10.	Uttam Kumar Mondal
11.	Sanjoy Paul
12.	Subhadip Maity

The physical stock of items at every department, Laboratory, Library of the college was verified by us as on 30.06.2023 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: 30/06/2023**

1. Dr. Pijush Kanti Tripathi	 Officer-in-charge Haldia Government College P.O.- Debhog, Dist. - Purba Medinipur
2. Prof. Himadri Mukhopadhyay.	

3. Dr. Shyamsundar Sahoo	<i>Shyamsundar Sahoo</i>
4. Prof. Sipra Samanta	<i>Sipra Samanta.</i>
5. Dr. Dipankar Pramanik	<i>Dipankar Pramanik</i>