

Form - A

CLASSWISE STATEMENT OF ANNUAL RECEIPT ON ACCOUNT OF ANNUAL FEE/CHARGES/FUNDS

NAME OF THE SCHOOL/INSTITUTION: - SACRED HEART CONVENT SCHOOL, BARNALA ROAD, RAIKOT, (LUDHIANA) Academic Session:-2019-20

CLASS: - NURSERY TO X

NO. OF STUDENTS: - 1936

S. N.	Class	Nu mbe r of stud ents	Annual Charges + Maintenan ce Fee Yearly + ADDITION AL FEE	MONTHLY TUITION FEE, ANNUAL CHARGES, MAINTENANCE FEE, & ADDITIONAL FEE												Total					
				April	May	June	July	August	Septem ber	October	Novembe r	December	January	February	March						
1	Nursery	141	13680/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	34000/-	
2	LKG	133	13680/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	34000/-
3	UKG	164	13680/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	1693/-	34000/-
4	I	189	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
5	II	184	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
6	III	172	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
7	IV	165	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
8	V	147	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
9	VI	155	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
10	VII	159	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
11	VIII	124	13680/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	1380/-	30240/-
12	IX	99	13680/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	31200/-
13	X	104	13680/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	1460/-	31200/-
Total		1936																			

PRINCIPAL



Principal
Sacred Heart Convent School
Raikot, Ludhiana, Dt.

MANAGER/AUTHORIZED OFFICER

FORM-B
PART-1
STATEMENT OF EXPENDITURE ON SALARY

NAME OF THE SCHOOL/INSTITUTION: SACRED HEART CONVENT SCHOOL, BARNALA ROAD, RAIKOT
ACADEMIC SESSION: 2019-20

Details of staff	Principal/Head Master	Lecturer	Master	Graduation	JBT Teacher	NTT	Clerk	Class IV	Miscellaneous	Total
No. of teacher/staff	2		55			3	5	15	4	84

Sr. No	Name	Designation	Monthly Salary (Including Employer Share of EPF if any)	Paid for the period (Months)	Annual expenditure
1.	Sr. ANNIE JOSEPH	PRINCIPAL	32312	12	294944
2.	Sr. BLASY PAUL	VICE PRINCIPAL	23277	1	23277
3.	Sr. USHA	OFFICE INCHARGE	25026	12	300312
4.	Sr. FUNAM	VICE PRINCIPAL	23614	11	259754
5.	MRS. MANJINDER KAUR	TEACHER	31380	12	376560
6.	MRS. SURBH JAIN	TEACHER	27504	12	330048
7.	MRS. DIMPLE KAURA	TEACHER	28048	12	336576
8.	MRS. GURMEET KAUR	TEACHER	26484	12	317808
9.	MR. AMANT KANT	TEACHER	25974	12	311688
10.	MRS. GEETA RANI	TEACHER	28524	12	342288
11.	MRS. MAMTA RANI	TEACHER	26348	12	316176
12.	MRS. HARJIT KAUR	TEACHER	28014	12	336168
13.	MISS. RUPALI	TEACHER	24866	12	298392
14.	MISS HARMEET KAUR	TEACHER	24866	12	298392
15.	MRS SHELLY PASSI	TEACHER	24403	12	292836
16.	MRS. BRINDER KAUR	TEACHER	24403	12	292836
17.	MRS. KULWINDER KAUR	TEACHER	24403	12	292836
18.	MISS. PREETI GOYAL	TEACHER	26203	3	78609
19.	MRS. JAPINDER KAUR	LAB ATTENDANT	23941	12	287292
20.	MRS. RICHA	TEACHER	23941	12	287292
21.	MRS. SAVITA JAIN	TEACHER	23941	12	287292
22.	MRS. RAJNI BHATLA	TEACHER	23941	12	287292
23.	MRS. KAMALJEET KAUR	TEACHER	22853	12	274236
24.	MRS. SHIKHA JAIN	TEACHER	23478	12	281736

Sr. No	Name	Designation	Monthly Salary (Including Employer Share of EPF if any)	Paid for the period (Months)	Annual expenditure
25.	MISS JASWINDER KAUR	TEACHER	23016	12	276192
26.	MR. KAPIL GOYAL	TEACHER	23016	12	276192
27.	MRS. SONIA	TEACHER	25002	12	300024
28.	MISS. ALPNA	OFFICE STAFF	19616	12	235392
29.	MRS. BENNY	TEACHER	27504	12	330048
30.	MRS. SIMRANJEET KAUR	TEACHER	23451	12	281412
31.	MRS. JYOTI ARORA	TEACHER	22989	12	275868
32.	MISS. KAMAL VERMA	TEACHER	22526	12	270312
33.	MR. MANJOT SINGH	TEACHER	22739	12	272868
34.	MRS. POONAM	TEACHER	22642	12	271704
35.	MRS. MANDEEP KAUR	TEACHER	22642	12	271704
36.	MRS. AAKTI	OFFICE STAFF	19742	12	236904
37.	MISS. HASPREET KAUR	TEACHER	22642	3	67926
38.	MRS. GURPREET KAUR	TEACHER	22268	12	267216
39.	MRS. PARANJEET KAUR	TEACHER	22268	12	267216
40.	MISS. MANINDER KAUR	TEACHER	22268	12	267216
41.	MISS. NITASHA SHARMA	TEACHER	20942	9	188478
42.	MRS. POOJA	TEACHER	20194	12	242328
43.	MISS. SUKHWIR KAUR	TEACHER	21994	3	65982
44.	MRS. YOGITA	TEACHER	19820	12	237840
45.	MRS. KIRANPREET KAUR	TEACHER	16563	9	149067
46.	MRS. PARAMJIT KAUR	TEACHER	19820	12	237840
47.	MRS. JYOTI SHARMA	TEACHER	12589	12	151068
48.	MRS. CHARANJEET KAUR	TEACHER	22268	12	267216
49.	MRS. JOSHEENA	TEACHER	19820	12	237840
50.	MISS. SUNAMDA VERMA	TEACHER	16630	12	199560
51.	MRS. GAYATRI SHARDA	OFFICE STAFF	15940	12	191280
52.	MRS. DUPINDERJIT KAUR	TEACHER	14308	10	143080
53.	MRS. MANDEEP KAUR	TEACHER	14868	12	178416
54.	MRS. KIRANJIT KAUR	TEACHER	17300	12	207600
55.	MRS. SIMRAN KAUR LITT	TEACHER	14868	12	178416
56.	MRS. KULJIT KAUR	TEACHER	14868	10	148680
57.	MRS. USHA RANI	TEACHER	16128	12	193536
58.	MRS. KHUSHBU GARG	TEACHER	14308	12	171696
59.	MR. KULDEEP SINGH	TEACHER	16950	12	203400
60.	MRS. SAVITA WALIA	TEACHER	16275	12	195300

Sr. No	Name	Designation	Monthly Salary (Including Employer Share of EPF if any)	Paid for the period	Annual expenditure
61.	MR. SATINDERPAL SINGH	TEACHER	15120	12	181440
62.	MR. PUNEET KUMAR	ASSISTANT ACCOUNTANT	16575	12	198900
63.	HARMANJEET KAUR	TEACHER	14308	11	157388
64.	MRS. SHAVETA	TEACHER	15221	12	182652
65.	MISS. ISHA RANI	TEACHER	15221	12	182652
66.	MRS. JASPREET KAUR	TEACHER	15200	1	15200
67.	MRS. MONIKA JAIN	TEACHER	15200	12	182400
68.	MRS. HARINDER KAUR	TEACHER	15200	12	182400
69.	MRS. PAYAL VERMA	TEACHER	13440	12	161280
70.	MRS. NEELAM GARG	TEACHER	13440	12	161280
71.	PARDEEP SINGH KALER	MUSICIAN	15200	9	136800
72.	MRS. HARINDER KAUR	NURSE	22900	3	68700
73.	MRS. PREET KAMAL	NURSE	15200	4	60800
74.	MAHJEET KAUR	NURSE	13440	4	53760
75.	VISHALI SHARMA	TEACHER	14560	3	43680
76.	JIKA	TEACHER	15200	3	45600
77.	MANPREET KAUR	TEACHER	15200	3	45600
78.	SHALIKA RANI BANSAL	TEACHER	15200	3	45600
79.	MR. HARDEEP SINGH	TEACHER	15200	2	30400
80.	POOJA ARORA	TEACHER	15200	1	15200
81.	MRS. RITU BALA	CLASS-IV STAFF	16896	12	202752
82.	MRS. SUNITA	CLASS-IV STAFF	16603	12	199236
83.	MRS. RAJINDER KAUR	CLASS-IV STAFF	16603	12	199236
84.	MRS. MARTIN	CLASS-IV STAFF	15689	12	188268
85.	MR. SUNIL	CLASS-IV STAFF	15689	12	188268
86.	MR. JOHN	CLASS-IV STAFF	16298	12	195576
87.	MRS. BIMLA RANI	CLASS-IV STAFF	15689	12	188268
88.	MRS. ASHA	CLASS-IV STAFF	15689	12	188268
89.	MR. AVIRAM KANDULNA	CLASS-IV STAFF	14592	12	175104
90.	MR. MAIKEL PURTI	CLASS-IV STAFF	14592	12	175104
91.	MRS. RANI	CLASS-IV STAFF	11376	12	136512
92.	MRS. RUPINDER KAUR	CLASS-IV STAFF	11376	12	136512
93.	MRS. SUKHWINDER KAUR	CLASS-IV STAFF	11376	12	136512
94.	MR. THOMAS	CLASS-IV STAFF	9447	12	113364

95.	MR. GAGANDEEP SINGH	DRIVER	12656	11	139216
96.	MR. SARABJEET SINGH	ELECTRICIAN	9447	12	113364
97.	MRS. ANASTHASIA MAGAIA	CLASS-IV STAFF	7840	7	54880

Note:- There was total 97 staff members, but on 31st march 2020 there was 84 staff members.

PRINCIPAL  Principal
Sacred Heart Convent School
Raikot, Ludhiana, Dt.

MANAGER/AUTHORIZED OFFICER

PART - 2

STATEMENT SHOWING EXPENDITURE ON CONTINGENCIES UNDER VARIOUS HEADS FOR THE YEAR _____

Sr. No	Month	Purchase of furniture/Repair	Stationery	Postage	Transport	Miscellaneous	Total

Detail of all these item are given in Form C attached herewith

PRINCIPAL  Principal
Sacred Heart Convent School
Raikot, Ludhiana, Dt.

MANAGER/AUTHORIZED OFFICER

PUNJAB GOVT. GAZ. (EXTRA) MAY 3, 2017
(VYSK 13, 1939 SAKA)

FORM C

Name of schools SACRED HEART CONVENT. SCHOOL RAIKOT INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDING 31.03.2020

EXPENDITURE	AMOUNT (RS.)	INCOME	AMOUNT (RS.)
To Admn. Charges & Insurance	121794	By Bank Interest	381960
To Advertisement Expenses	34242	By Fees	63997295
To Bank Charges	7688.04		
To Computer Maintenance	27010		
To ESI Contribution	179994		
To Electricity Expenses	573082		
To Generator Repair & Maint.	51216		
To Gratuity Paid	203399		
To Honourarium	36900		
To Legal Charges	12400		
To Medical Aid	50857		
To Newspaper & Periodicals	15420		
To Office & Misc.	1013514		
To PF Contribution	1379000		
To Postage & Phone Exp.	25810		
To Property Tax	37735		
To Repair & Maintenance	795823		
To Salary	18105182		
To School Function	433490		
To Security Service Charges	630005		
To Seminar & Conference	10000		
To Smart Class Charges	3081756		
To Sports & Games	81218		
To Staff Welfare	358513		
To Printing & Stationery	357275		
To TA & Conveyance	202682		
To Vehicle Running Mainte.	310865		
To Excess of Income over Exp.	36242384.96		
Total	64379255	Total	64379255

S. Arora

Principal
Sacred Heart Convent School
Raikot, Ludhiana, DL

FORM D

Name of schools SACRED HEART CONVENT SCHOOL, RAIKOT Balance Sheet as on 31.03.2020

LIABILITIES	AMOUNTS (RS.)	ASSETS	AMOUNT (RS.)
<u>CAPITAL FUNDS/ OTHER FUNDS</u>			
		FIXED ASSETS	95704303
		AS PER ANNEXURE 'B'	
<u>GENERAL FUNDS</u>		<u>CURRENT ASSETS</u>	
As per Annexure 'a'	97973060.64	CASH IN HAND	92766.64
		DEPOSIT IN BANKS	5312181
		Security	511783.00
<u>CURRENT LIABILITIES</u>	3647973		
<u>UNSECURED LOANS</u>	NILL		
TOTAL	10621033.64	TOTAL	10621033.64

S. Singh

Principal
Sacred Heart Convent School
Raikot, Ludhiana. Dt.

PUNJAB GOVT. GAZ. (EXTRA) MAY 3, 2017
(VYSK 13, 1939 SAKA)

Name of schools	
SACRED HEART CONVENT SCHOOL, RAIKOT	
SCHEDULE OF GENERAL FUND AS ON 31.03.2020 (Annexure 'A')	
PARTICULARS	AMOUNTS
Opening Balance of General Fund	61730675.68
Add Excess of Income over expenditure	36242384.96
TOTAL	97973060.64

SCHEDULE OF FIXED ASSETS AS ON 31.03.20 (Annexure 'B')		
Sr. No.	PARTICULARS	AMOUNTS (RS)
1	Air Conditioner	179952
2	Building	78626218
3	Camera	10457
4	Carpet	71597
5	CCTV	2882787
6	Computer	5009468
7	Cycle	7135
8	EPABX System	240262
9	Equipments	201425
10	Fans	329594
11	Fire Equipments	606823
12	Furniture	3006771
13	Generator	1361586
14	Geyser	23201
15	Laboratory Equipment	26763
16	Library	667451
17	Motor	1728
18	Music Instruments	868031
19	Photostate Machine	103209
20	Playways	152676
21	Projector	104839
22	Refrigerator	43108
23	Statue	6354
24	T.V. C.D.	38138
25	Tubewell	380185
26	Typewriter	1226
27	Vehicle	338614
28	Water Cooler	414705
	Total	95704303



Principal
Sacred Heart Convent School
Raikot, Ludhiana. Dt.



G.S. SYAL & CO.,
Chartered Accountants
Syal House, Lajpat Nagar Market
Jalandhar City

SACRED HEART CONVENT SCHOOL : RAEKOT

BALANCE SHEET AS ON 31ST MARCH, 2020

LIABILITIES			ASSETS		
DETAIL	AMOUNT		DETAIL	AMOUNT	
CURRENT LIABILITIES & PROVISIONS			FIXED ASSETS		
Diocese of Jalandhar	97973060.64		(As per Schedule "A" Annexed)	95704303.00	
ESI Payable	30636.00				
Electricity Expenses Payable	25002.00		CURRENT ASSETS, LOANS & ADVANCES		
Provident Fund Payable	244136.00		A) Current Assets		
Punjab State Dev. Tax	12000.00		Oriental Bank of Commerce A/C 079220100	3137624.13	
Salary Payable	1308346.00		Oriental Bank of Commerce A/C 079220410	2139177.12	
Security Canteen	5000.00		Oriental Bank of Commerce A/C 079220410	35379.75	
Security Service Charges Payable	50136.00			5312181.00	
Security Staff	1883256.00		B) Loans & Advances		
Sundry Creditors	71438.00		Advances	28602.00	
TDS Payable	18023.00	101621033.64	Imprest Account	92766.64	
			Prepaid Insurance	4317.00	
			Security with DEO	393814.00	
			Security with PSEB	85050.00	
				604549.64	
Total Rs..		101621033.64	Total Rs....		101621033.64

AUDITOR'S REPORT

We have compiled the Balance Sheet and Income & Expenditure Account of Sacred Heart Convent School, RAEKOT as at 31st March, 2020 from the books of account of the School. The same is correct according to the information and explanations given to us and shown by the books of account subject to our separate report.

For G.S. SYAL & CO.,
CHARTERED ACCOUNTANTS

(GURCHARAN SINGH)
PROPRIETOR
M. No. 080075
PLACE: JALANDHAR
DATED:

ACCOUNTANT

PRINCIPAL

PRESIDENT

Principal
Sacred Heart Convent School |
Raekot, Ludhiana Dt.

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G.S. SYAL & CO.,
Chartered Accountants
Syal House, Lajpat Nagar Market
Jalandhar City

SACRED HEART CONVENT SCHOOL : RAEKOT
SCHEDULE 'A'
FIXED ASSETS AS ON 31-03-2020

Nature of Fixed Assets	W.D.V. as on 01-04-2019	Additions	Sales/Tfd. during the year	Total (Rs.)	Depreciation	W.D.V. as on 31-03-2020
Air Conditioner	179952.00	0.00	0.00	179952.00	0.00	179952.00
Building	76599583.00	2026635.00	0.00	78626218.00	0.00	78626218.00
Camera	10457.00	0.00	0.00	10457.00	0.00	10457.00
Carpet	71597.00	0.00	0.00	71597.00	0.00	71597.00
CCTV System	2882787.00	0.00	0.00	2882787.00	0.00	2882787.00
Computers	4611304.00	398164.00	0.00	5009468.00	0.00	5009468.00
Cycles	7135.00	0.00	0.00	7135.00	0.00	7135.00
EPABX System	240262.00	0.00	0.00	240262.00	0.00	240262.00
Equipments	191426.00	9999.00	0.00	201425.00	0.00	201425.00
Fans	325794.00	3800.00	0.00	329594.00	0.00	329594.00
Fire Fighting Equipments	606823.00	0.00	0.00	606823.00	0.00	606823.00
Furniture & Fixture	2543043.00	463728.00	0.00	3006771.00	0.00	3006771.00
Generator	1361586.00	0.00	0.00	1361586.00	0.00	1361586.00
Geysers	17701.00	5500.00	0.00	23201.00	0.00	23201.00
Laboratory Equipments	26763.00	0.00	0.00	26763.00	0.00	26763.00
Library	520485.00	146966.00	0.00	667451.00	0.00	667451.00
Motor	1728.00	0.00	0.00	1728.00	0.00	1728.00
Musical Instruments	868031.00	0.00	0.00	868031.00	0.00	868031.00
Photostat Machine	103209.00	0.00	0.00	103209.00	0.00	103209.00
Playways	152676.00	0.00	0.00	152676.00	0.00	152676.00
Projector	104839.00	0.00	0.00	104839.00	0.00	104839.00
Refrigerator	43108.00	0.00	0.00	43108.00	0.00	43108.00
Statue	6354.00	0.00	0.00	6354.00	0.00	6354.00
Television/LED	38138.00	0.00	0.00	38138.00	0.00	38138.00
Tubewell	380185.00	0.00	0.00	380185.00	0.00	380185.00
Typewriter	1226.00	0.00	0.00	1226.00	0.00	1226.00
Vehicle	338614.00	0.00	0.00	338614.00	0.00	338614.00
Water Cooler	399705.00	15000.00	0.00	414705.00	0.00	414705.00
Total Rs.....	92634511.00	3069792.00	0.00	95704303.00	0.00	95704303.00

For G.S. SYAL & CO.,
CHARTERED ACCOUNTANTS

(GURCHARAN SINGH)
PROPRIETOR
M. No.080075
PLACE: JALANDHAR
DATED:

ACCOUNTANT

PRINCIPAL

V. PRESIDENT

Principal
Sacred Heart Convent School
Raekot, Ludhiana Dt.

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G.S. SYAL & CO.,
Chartered Accountants
Syal House, Lajpat Nagar Market
Jalandhar City

SACRED HEART CONVENT SCHOOL : RAEKOT

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDING 31-03-2020

PARTICULARS	AMOUNT	PARTICULARS	AMOUNT
To Admn. & Insurance charges	121794.00	By Bank Interest	381960.00
To Advertisement	34242.00		
To Bank charges	7688.04	By Fees & Receipts	63997295.00
To Computer Repair & Maintenance	27010.00		
To ESI Contribution	179994.00		
To Electricity & Water charges	573082.00		
To Generator Repair & Maint.	51216.00		
To Gratuity	203399.00		
To Honourarium	36900.00		
To Legal Charges	12400.00		
To Medical Care	50857.00		
To Newspaper & Periodicals	15420.00		
To Office & Misc.	1013514.00		
To P.F. Contribution	1379000.00		
To Postage & Phone	25810.00		
To Property Tax	37735.00		
To Repair & Maintenance	795823.00		
To Salary	18105182.00		
To School Function	433490.00		
To Security Service charges	630005.00		
To Seminar & Conference	10000.00		
To Smart Classes	3081756.00		
To Sports & Games	81218.00		
To Staff welfare	358513.00		
To Stationery & Printing	357275.00		
To T.A & Conveyance	202682.00		
To Vehicle Running & Maintenance	310865.00		
Excess of Income during the year	36242384.96		
Total Rs.....	64379255.00	Total Rs....	64379255.00

CERTIFIED CORRECT AS PER OUR CERTIFICATE APPENDED AT THE FOOT OF THE BALANCE SHEET.

For G.S. SYAL & CO.,
CHARTERED ACCOUNTANTS

(GURCHARAN SINGH)
PROPRIETOR
M. No. 080075
PLACE: JALANDHAR
DATED:

ACCOUNTANT

PRINCIPAL

LA PRESIDENT

Principal
Sacred Heart Convent School
Raekot, Ludhiana Dt.

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