



HOSTEL AUDIT REPORT (2021-22)



Report prepared by

Dr. Luxmi Machahari

(Assistant Professor, Department of Physics)

RANGAPARA COLLEGE
SONITPUR ASSAM 784505



(Dr. Ranjan Kalita)
Principal
Rangapara College


Chief Warden




Hostel Audit Report 2021-22

The Rangapara College is the only Higher educational institute run by the department of Higher Education Govt. of Assam within the Rangapara legislative Assembly Constituency of Sonitpur district within the state of Assam. Rangapara College is a Multidisciplinary Higher educational institute covering the Humanities, Commerce and Science streams of study. The college has 3 No's hostels meant for Male students and 3 No's for Female students. The detailed report is enclosed herewith.


Principal

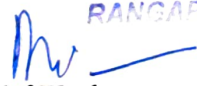
Rangapara College

(Dr. Ranjan Kalita)
Principal
Rangapara College


Vice Principal





Rangapara College


VICE-PRINCIPAL
RANGAPARA COLLEGE


Chief Warden

Rangapara College

Signature of the Auditors

1.  Dabhiram Borah
2.  (Dr. Biman Kumar Sarma)
3.  (Dr. Luxmi Machhaan)
4.  (Dr. Malesa Kanta Das)
- 5.
6. Mayashree Sengupta
- 7.


Chief Warden



The Rangapara College is the only Higher educational institute run by the department of Higher Education Govt. of Assam within the Rangapara legislative Assembly Constituency of Sonitpur district, Assam. It is a Multidisciplinary Higher educational institute covering the Humanities, Commerce and Science streams of study. The college has 3 No's of boys hostel and 3 No's of Girls' hostel. Significant number of students reside in the hostel campus.

Hostels follow an admission policy to prepare newcomers prior to their arrival, including staff and parents visits to the hostel. Prefects and Assistant prefects are appointed for each hostel among the senior boarders. They are allocated to newcomers prior to arrival. Both the hostels have comprehensive rules and regulations/guidelines in place covering Bullying & Discrimination and Confidentiality. There are posters of the same displayed within each of the hostels, including a contact telephone number.

This report has been prepared as a result of internal audit (Wardens) review of all the college hostels (boys and girls).

Below mentioned are the key methodologies adapted for Hostel Auditing

1. Audit Preparation:

- The internal audits review the findings of previous audit and ensure that the remediation is closed.
- Prefects of each hostels are asked to prepare an elaborate plan and make a survey to record all the infrastructure details, medical essentials, fire extinguishers and other essential commodities before the audit is initiated.
- They conduct a internal walkthroughs before the actual meeting with the auditors.

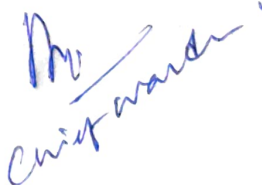
2. Audit Facilitation:

- Audit is scheduled and a walkthrough is conducted by the auditors in all the hostels.
- The Internal Audit then verify the data provided by the Prefects.
- The mess expenditure is audited tracking the mess record maintained by the prefects.
- Auditors then conduct status meeting to discuss the findings with the Prefects and also seek for clarifications and ask questions (if needed) on data provided.

3. Audit Remediation:

- Hands on training is to be given to the boarders to use safety measures such as fire extinguishers in the hostel premises.
- Specific training is to be provided from medical professionals on how to administer medication when required.


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Hostel Audit Report 2021-22

1. Girls' Hostel No.1 (Assam Type):

a. UGC sanctioned order number: No-F-1-6/ACCTT/NERO/2005-06/1066 Dated 14-03-2008. &

The amount sanctioned: 27,50,000/-

b. Proposed build up area: 133.78 square metre

c. Proposed intact capacity: 35

d. Present intact capacity: 35

e. Infrastructure details:

i. No. of Bed: 35

ii. No. of table: 35

iii. No. of Chair: 40

iv. No. of Fan: 24

v. No. of Light: 50

vi. Details of kitchen item:

Sl No	Name of the Item	Quantity
1	KARAH	03
2	Glass	26
3	LPG Cylinder	02
4	Gas Stove	02
5	Aquaguard water filter	0
6	Dish	32
7	Bowl	35
8	Plate	02
9	Jug	02

vii. Recreation items: Football, badminton Rackets and shuttlecock, Yoga mats.

viii. Food menu: Three times Rice and curry per day.

ix. Fire Extinguishers: 04

x. Medical facilities: First aid box and some common non-prescription drugs are available in the hostel.

f. Name of the Warden/Wardens:

Dr. Luxmi Machahari (HoD, Dept of Physics) (Warden incharge)

(Dr. Ranjan Kalita)
Principal
Rangapara College

Dr.
Chief warden



Hostel Audit Report 2021-22

2. Girl's Hostel No. 2(Assam Type):

a. UGC sanctioned order number: No-16-12/2010-11(NERO)/1022 Dated 17-12-2011

&

The amount sanctioned: 32,50,000/-

b. Proposed build up area: 668.88 Sq. Feet

c. Proposed intact capacity: 40

d. Present intact capacity: 39

e. Infrastructure details:

i. No. of Bed: 45

ii. No. of table: 39

iii. No. of Chair: 41

iv. No. of Fan: 20

v. No. of Light: 35

vi. Details of kitchen item: (Girls' Hostel No.2 and 3 combined details)

SI No	Name of the Item	Quantity
1	KARAH	04
2	Glass	08
3	LPG Cylinder	02
4	Gas Stove	02
5	Aquaguard water filter	01
6	Dish	43
7	Bowl	37
8	Plate	14
9	Jug	07

vii. Recreation items:

SI No	Name of Item	Quantity
1	Badminton Court	1
2	Television Set	1

viii. Food menu: Three times Rice and curry per day.

ix. Fire Extinguishers: 04

x. Medical facilities: First aid box and some common non-prescription drugs are available in the hostel.

f. Name of the Warden/Wardens:

Dr. Luxmi Machahari (HoD, Dept. of Physics)

(Dr. Ranjan Kalita)
Principal
Rangapara College

Dr.
Chief warden



Hostel Audit Report 2021-22

3. Girl's Hostel No. 3(Tea Tribe Girls' Hostel):

a. Govt. sanctioned order number: Financed by the Directorate of Welfare of Tea Ex Tea garden Tribes, Govt. of Assam.

The amount sanctioned: 18.15 Lakhs

b. Proposed build up area: 141.02 square metre

c. Proposed intact capacity: 35

d. Present intact capacity: 28

e. Infrastructure details:

i. No. of Bed: 28

ii. No. of table: 25

iii. No. of Chair: 15

iv. No. of Fan: 08

v. No. of Light: 23

vi. Details of kitchen item: (Hostel No.2 and 3 combined details)

Sl No	Name of the Item	Quantity
1	KARAH	04
2	Glass	08
3	LPG Cylinder	02
4	Gas Stove	02
5	Aquaguard water filter	01
6	Dish	43
7	Bowl	37
8	Plate	14
9	Jug	07

vii. Recreation items:

Sl No	Name of Item	Quantity
1	Badminton Court	1
2	Television Set	0

viii. Food menu: Three times Rice and curry per day.

ix. Fire Extinguishers: None

x. Medical facilities: First aid box and some common non-prescription drugs are available in the hostel.

f. Name of the Warden/Wardens:

Dr. Luxmi Machahari (HoD, Dept. of Physics)

(Dr. Ranjan Kalita)
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Chief warden



Hostel Audit Report 2021-22

4. Boy's Hostel I (Assam Type):

a. UGC sanctioned order number: College Self Funding &

The amount sanctioned: 10 Lakhs

b. Proposed build up area: 111.48 square metre

c. Proposed intact capacity: 28

d. Present intact capacity: 28

e. Infrastructure details:

- i. No. of Bed: 28
- ii. No. of table: 28
- iii. No. of Chair: 15
- iv. No. of Fan: 12
- v. No. of Light: 19
- vi. Details of kitchen item:

Sl No	Name of the Item	Quantity
1	KARAH	01
2	Pressure Cooker	0
3	LPG Cylinder	4
4	Gas Stove	1
5	Aquaguard water filter	0
6	Dish	60
7	Jug	0
8	Plate	70

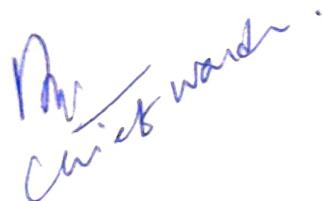
vii. Recreation items:

Sl No	Name of Item	Quantity
1	Football	2
2	Volleyball Court	2
3	Carom Board	1
4	Television Set	1

viii. Food menu: Three times Rice and curry per day.

ix. Medical facilities: First aid box and some common non-prescription drugs are available in the hostel.


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Chief Warden



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5. Tribal Boys' Hostel 2 (RCC):

- a. Govt. sanctioned order number: ASHB/Tech/1033/2017/749 Dated 20-03-2018
&
The amount sanctioned: 50,00,000/-
- b. Proposed build up area: 164.89 Square meter
- c. Proposed intact capacity: 25
- d. Present intact capacity: 15
- e. Infrastructure details:
 - i. No. of Bed: 25
 - ii. No. of table: 25
 - iii. No. of Chair: 25
 - iv. No. of Fan: 8
 - v. No. of Light: 35
 - vi. Details of kitchen item: Common list with Boys' Hostel 1
 - vii. Recreation items: Common list with Boys' Hostel 1
 - viii. Food menu: Three times Rice and curry per day.
 - ix. Fire Extinguishers: 04
 - x. Medical facilities: First aid box and some common non-prescription drugs are available in the hostel.

f. Name of the Warden/Wardens
Mr. Dadhiram Brahma (Assistant Prof. Dept of Bodo)

(Dr. Ranjan Kalita)
Principal
Rangapara College

Chief warden.



Hostel Audit Report 2021-22

6. Boy's Hostel 3(TGT Hostel):

a. Govt. sanctioned order number: DTGT/ACCTT/2/2014/PT/41 date: 28-04-2015

&

The amount sanctioned: 40,00,000

b. Proposed build up area: 141.02 square metre

c. Proposed intact capacity: 30

d. Present intact capacity: 30

e. Infrastructure details:

i. No. of Bed: 32

ii. No. of table: 32

iii. No. of Chair: 24

iv. No. of Fan: 10

v. No. of Light: 26

vi. Details of kitchen item: Common list with Boys' Hostel 1

vii. Recreation items: Common list with Boys' Hostel 1

viii. Food menu: Three times Rice and curry per day.

ix. Medical facilities: First aid box and some common non-prescription drugs are available in the hostel.

7. Name of the Warden/Wardens:

Mr. Dadhiram Brahma (Assistant Prof. Dept of Bodo)

(Dr. Ranjan Kalita)
Principal
Rangapara College

Mr. Dadhiram Brahma



Hostel Audit Report 2021-22

f. Name of the Warden/Wardens:
Mr. Dadhira Brahma (Assistant Prof. Dept of Bodo)

(Dr. Ranjan Kalita)
Principal
Rangapara College

Chief Warden.




Hostel Audit Report 2021-22

Under construction of 01 number of Boy's Hostel , 01 number of Girl's Hostel for the Tea and Ex Tea Garden students and additional 02 numbers of Girls' hostel, at Rangapara College Campus, Financed by Tea and Ex Tea Garden Welfare Development Board Govt. of Assam vide order No: DTGW/DEV/5/21012/188 dated 18-12-2013, dtgt/acctt/3/2012/Pt/289 dated 27-11-2013, DTGT/ACCTT/2/2014/Pt/40 dated 28-04-2015 and DTGT/ACCTT/2/2014/Pt/41 dated 28-04-2015. Amounting Rs:- 1,23,15000/- (One crore twenty three lakhs fifteen thousand rupees). The details have been given below:

1. Girl's Hostel 1
 - a. The amount sanctioned: 20,00,000/-
 - b. Proposed build up area: 133.78 668.88 square metre
 - c. Proposed intact capacity: 35
2. Girl's Hostel 2
 - a. The amount sanctioned: 20,00,000/-
 - b. Proposed build up area: 668.88 square metre
 - c. Proposed intact capacity: 40
3. Girl's Hostel 3 (For Tea Tribes Students)
 - a. The amount sanctioned: 18,15,000/-
 - b. Proposed build up area: 141.02 square metre
 - c. Proposed intact capacity: 35
4. Boys' Hostel 3 (TGT Hostel)
 - a. The amount sanctioned: 40,00,000
 - b. Proposed build up area: 141.02 square metre
 - c. Proposed intact capacity: 30
5. Hostel Boundary wall
 - a. The amount sanctioned: 15,00,000/-
6. Chowkidar room
 - a. The amount sanctioned: 10,00,000/-


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Chief Warden

**GOVERNMENT OF ASSAM
OFFICE OF THE DEPUTY COMMISSIONER
SONITPUR :: TEZPUR
(D.C.P. CELL)
ORDER**



N. SPD/90/TE & Ex-TEA/2015

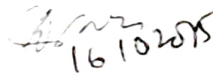
Dated Tezpur the 16/10/2015

Administrative approval and Financial Sanction is hereby accorded for an amount of Rs. 123,15,000.00 (Rupees One crore twenty three lakhs fifteen thousand) only against 5 nos. 2 schemes mentioned below which have been recommended by the Director, Welfare of Tea & Ex-Tea Garden Tribes, Assam, Guwahati-02 and Govt. Sanction order No. DTGW/DEV/5/210/2/168 dtd. 18/12/2013 & No. DTGT/ACOTT/2/2012/Pu269 dated Guwahati the 27/11/2013 for (Sl.No. 1) Govt. Sanction order No. DTGT/ACOTT/2/2014/Pu40 dated Guwahati the 28/11/2014 for (Sl.No. 2) Govt. Sanction order No. DTGT/ACOTT/2/2014/Pu41 dated Guwahati the 28/11/2014 for (Sl.No. 3). An amount of Rs. 15,57,500.00 (Rupees fifteen lakhs fifty seven thousand five hundred) only is hereby released to the President Secretary, Construction Committee as 1st instalment of the sanctioned amount as per break up shown below for implementation of 5 schemes.

S. No.	Name of schemes	Executing Agency & Member (Secy)	Approved Amount	Amount being release as 1 st instalmt	Dtd & Cheque No.
01	Construction of Assam Type Girls' Hostel for Tea Tribes Students at Rangapara College campus	<u>President -</u> Sh Raju Karmakar Rangapara <u>M/Secretary -</u> BDO Rangapara Dev. Block	13.15	3.075	- 900000
02	Constn of two nos. of ATGT Girls' hostels at Rangapara College Campus	<u>President -</u> Sh Karik Kurmi Rangapara	40.00	15.00	- 1492500 = 8500
03	Constn of boundary wall at ATGT Girls' Hostel at Rangapara College	<u>M/Secretary -</u> BDO Rangapara Dev. Block	15.00	7.50	- 433000 = 317000
04	Constn of Chowkidar Ghatija at ATGT Girls' Hostel at Rangapara College	<u>President -</u> Sh M. K. H. H. H. Rangapara <u>M/Secretary -</u> BDO Rangapara Dev. Block	10.00	5.00	- 319100 = 180900
05	Construction of Rangapara College Tea Tribes Boys Hostel at Rangapara	<u>President -</u> Sh M. K. H. H. H. Rangapara <u>M/Secretary -</u> BDO Rangapara Dev. Block	40.00	15.00	- 1000000 = 500000
TOTAL			123.15	51.575	

Conditions

- The Scheme Shall be executed as per approved plan & estimate through the Construction Committee as recommended
- Signboard with scheme in details must be installed
- Photographs at two stages before/after the execution must be kept and submitted within the UC
- Signboard must come clearly in the photographs
- Report of the Technical Member in the prescribed format as per the OM No. SPD/UF/428/2004 Dtd. 14/06/05 must be submitted with the Utilisation Certificate (Copy enclosed)
- Time for Utilisation of the released amount 2 (two) months
- UC supported by APRs/requirement of fund if any to be submitted directly at planning branch along with the Photos as above within (Date)
- After completion the assets shall be handed over to Deptt./PR/ULB


 16/10/2015
 Deputy Commissioner
 Sonitpur :: Tezpur


Memo No. SPD/90/TE & Ex-TEA/2015

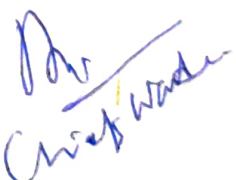
Dated Tezpur the 16/10/2015

Copy to

- The Secretary to the Govt. of Assam, Tea Tribes Welfare Deptt. Dispur for information
- The Accountant General, Assam, Maidamgaon, Beitola, Guwahati - 29
- The Director, Welfare of Tea Garden Tribes, Assam, Guwahati-02 for information
- Sub-Divisional Welfare Officer, Tezpur, Sonitpur
- BDO, Rangapara Dev. Block and M/Secy. Of Constn. Committee for information and necessary action.
- The M. Das Junior Assistant, DCP Cell, D.C. Office, Sonitpur, Tezpur for issue of cheques

(Dr. Ranjan Kalita)
Principal
Rangapara College


 Addl. Deputy Commissioner (Dev)
 Sonitpur :: Tezpur


 Chief Warden



HANDING AND TAKING OVER OF NEWLY CONSTRUCTED BUILDING

Name of Work : Construction of Hostel Building at Rangapara College,
Sonitpur (Group No. 18)

Work Order No. : ASHB/Tech/1033/2017/749 Dtd. Ghy 20-03-2018

Value of Work : Rs. 50,00,000.00 (Rupees Fifty lakh) only

Today on 28/08/2020 the undersigned officers and contractor are handing and taking over the above mentioned building constructed under the supervision of Assam State Housing Board and financed by the Deptt. Of WPT & BC, Govt. of Assam.

Building Handed Over By



Assistant Engineer
Assam State Housing Board
Tezpur.


Building Taken Over By

Rajat Dey
For purnjab Engineering

Signature of the Work Contractor :


(Dr. Ranjan Kalita)
Principal
Rangapara College


Chief Warden



**HANDING AND TAKING OVER
OF NEWLY CONSTRUCTED TEA TRIBES HOSTEL'S AT
RANGAPARA COLLEGE, SONITPUR, ASSAM**

1. Name of the work—Construction of 5 no's Hostel

buildings at Rangapara college NO. 5/10/90/TE & Ex. 2015

(One Chowkedar ghar and boundary wall)

2. Work order no- DTGW/DEV/5/21012/188 dtd 18Dec/2013
- DTGT/ACCTT/3/2012/PT/289 Dtd 27NOV/2013
 - DTGT/ACCTT/2/2014/PT/40 Dtd 28April/2015
 - DTGT/ACCTT/2/2014/PT/41 Dtd 28 April2015

3. Value of the work- **123.15 lakh** (one crore twenty three lacs fifteen thousand)

Today on 26/07/2021 the undersigned Officers and Contractors are hereby handing over and taking over the above mentioned buildings constructed under the supervision and financed by the Directorate of Welfare of Tea and Ex Tea garden tribes, Government of Assam.

[Signature]
Building Handed Over by-
Block Development Officer
Rangapara Development Block

[Signature]
Building Taken Over by-
Principal
Rangapara College

C.C. President
signature
Karlita Kumari
Heehell Nereeth
Raju Kormkar

[Signature]
(Dr. Ranjan Kalita)
Principal
Rangapara College

[Signature]
Chief Warden