

**INSTITUTE OF HOTEL MANAGEMENT,
CATERING TECHNOLOGY & APPLIED NUTRITION,
HAJIPUR**



**ANNUAL REPORT
(2016 - 2017)**

PART-I

ANNUAL REPORT 2016-2017
INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY AND
APPLIED NUTRITION, HAJIPUR

i) Introduction

Institute of Hotel Management, Catering Technology & Applied Nutrition (IHMCTAN), Hajipur (Society) has come into existence in the year 1997 after upgradation of erstwhile Food Craft Institute, Patna (Society) which was set up in 1982 by Department of Tourism , Govt. of India.

Institute of Hotel Management, Catering Technology & Applied Nutrition, Hajipur is an autonomous body and is a Registered Society (Reg. no. 109/79-80) under the Society Registration Act (1860) . The institute is one amongst the 21 Central IHMs in the country and is jointly sponsored by the Government of India (under Ministry of Tourism) and the Govt. of Bihar (under Department of Tourism). IHMCTAN , Hajipur is academically Affiliated to National Council for Hotel Management & Catering Technology, New Delhi vide Reg. No. AF(44)/22/NC/01. The Degree is being offered in (B.Sc.) Hospitality and Hotel Administration jointly by National Council for Hotel Management & Catering Technology, Noida and Indira Gandhi National Open University, New Delhi.

ii) Aims & Objectives

The Institute and its curricula have been designed to train promising and talented young boys and girls in hospitality management. Under the able guidance of a trained and experienced team of faculty, the Institute aims to professionally equip the students to take up positions of responsibility in various branches of the hospitality industry. The principle aims & objectives are as follows;

- to establish and carry on the administration and management of the Institute of Hotel Management, Catering Technology & Applied Nutrition, Hajipur;
- to provide instruction and training in all crafts and skills and in all the branches of Food Management, Hotel Management, Catering Technology & Applied Nutrition as the National Council for Hotel Management and Catering Technology (NCHMCT) being an apex body may think fit and for advancement of learning and dissemination of knowledge in such branches as may be deemed necessary;
- to adopt and follow the courses of instructions as may be prescribed by the National Council for Hotel Management and Catering Technology , Noida (NCHMCT) from time to time;
- to impart instruction and training in modern and scientific techniques of management of modern hotels, resorts, hostels and institutions of the like nature;

- to hold examinations, grant certificates, diplomas/degrees and other awards under the instruction and guidance of the National Council;
- to charge such fees and other charges as may be fixed by the NCHMCT from time to time;
- to supervise and control the discipline of students of the institute;
- to award fellowship, scholarship, loans, monetary assistance, prizes and medals in accordance with the Rules and Bye-Laws;
- to arrange and distribute certificate/diplomas/degrees received from National Council (NCHMCT) to all the successful candidates.

- to commence short term courses of various nature and fix the requisite fees and charges, hold examinations and grant certificates and other awards to persons;

iii) Facilities

a) Campus location - Opp. State Govt. Circuit House, P.O. & P.S. Industrial Area, Hajipur-844 102, Vaishali, Bihar.

b) Available Area - 3.5 acres.

c) The Institute has following Labs for practical classes with proper infrastructure and facilities :

Basic Training Kitchen	one	1940 sq ft.
Advance Training Kitchen	one	1652 sq ft.
Larder / HSRT Kitchen	one	801 sq ft.
Quantity Training Kitchen	one	1817 sq ft.
Bakery & Confectionery	one	1657 sq ft.
Diploma Kitchen	one	1190 sq ft.
Advance Training Restaurant	one	1568 sq ft.
Speciality Restaurant	one	623 sq ft.
Housekeeping & Laundry Lab.	one	1045 sq ft.
Front Office Lab.	one	722 sq ft.
Computer Lab.	one	1109 sq ft.
Library (2912 Books)	one	1109 sq ft.
Student Dining (I)	one	1512 sq ft.
Student Dining (II) Hall	one	1730 sq ft.
Conference Hall (I) A.C.	one	800 sq ft.
Conference Hall (II) A.C.	one	230 seating capacity
Class Rooms	14	40 to 70 seating capacity 4 class rooms with LCD Projector

d) Hostel - Both the Boys' & Girls' Hostels are located in the campus having a capacity of 129 beds for boys & 98 beds for girls.

e) Nationalized Bank - Allahabad Bank is being operated in the institute's campus.

f) General shop - Stationery items / Mobile phone recharge vouchers, packaged food items / photocopying facility / internet / printout etc. being provided to the students within the campus.

iv) Management-

The institute is an autonomous registered Society under the Bihar Society's Registration Act 21, 1860 and its affairs are looked after by Board of Governors. It has its own Memorandum of Association, Rules & Regulation, Bye-Laws etc. The IHMCTAN, Patna-Hajipur Society comprises of the representatives of Central Govt. and State Govt., Experts of the field of Hotel Industry / Catering as Member Board of Governors with the Principal Secretary, Tourism, Govt. of Bihar as Hon'ble Chairperson of the Society and Principal of Institute as Member Secretary of the Society.

MEMBERS OF THE BOARD OF GOVERNORS' OF INSTITUTE OF HOTEL MANAGEMENT, HAJIPUR (SOCIETY), HAJIPUR as on 31.3.2017.

Sl.No.	Name & Designation	Position held
01.	Mrs. Harjot Kaur Bamhrah, IAS Principal Secretary (Tourism) Department of Tourism, Govt. of Bihar, Patna from 10.3.2015 to 3.3.2017 Mr. Pankaj Kumar, IAS Secretary (Tourism) Department of Tourism, Govt. of Bihar, Patna w.e.f. 3.3.2017	CHAIRPERSON / CHAIRMAN
02.	Commissioner-cum-Secretary (F) Govt. of Bihar, Department of Finance, Patna	MEMBER
03.	Addl. Director General (T), Ministry of Tourism, Govt. of India, New Delhi	MEMBER
04.	Managing Director, Bihar State Tourism Development Corporation, Govt. of Bihar Veerchand Patel Marg, Patna	MEMBER
05.	Finance Advisor, Ministry of Tourism Govt. of India, New Delhi	MEMBER
06.	Regional Director, (Eastern India) Indiatourism, Govt. of India, Kolkata	MEMBER
07.	Director , Deptt. of Science & Technology, Govt. of Bihar, Patna	MEMBER
08.	Director (A&F), National Council for Hotel Management & Catering Technology, A-43 Sector-62., Noida, UP	MEMBER
09.	Principal, Institute of Hotel Management Seed Farm, Sector-'G', Lucknow	MEMBER (Catering Expert)
10.	General Manager, Hotel Patliputra Ashok (Unit of ITDC) Veerchand Patel Marg, Patna.	MEMBER (Industry Expert)
11.	Mr. S. P. Sinha, Bihar Hotels Ltd. Hotel Maurya, South Gandhi Maidan, Patna.	MEMBER (Industry Expert)
12.	Mr. Sitesh Srivastav Institute of Hotel Management Hajipur, Vaishali, Bihar	MEMBER/SECRETARY

EXECUTIVE COMMITTEE

Sl.No.	Name & Designation	
01.	Regional Director, India Tourism, (Eastern India) Indiatourism, Govt. of India, Kolkata	Convenor
02.	Director, Training & Employment, Govt. of Bihar	Member
03.	Expert on the Board of Governors	Member
04.	Principal, IHM, Hajipur	Secretary

FACULTY & STAFF IN POSITION AS ON 31.3.2017

Academic Staff

Sl.No.	Staff	No.
01.	Principal	01
02.	HoD	01
03.	Sr. Lecturer	04
04.	Lecturer/ Instructor	05
05.	Asstt. Lecturer/ Asstt. Instructor	05
06.	Teaching Associate /Faculty member on contract	04

Administrative Staff

Sl.No.	Staff	No.
01.	Administrative Officer	01
02.	Assistant Administrative Officer	01
03.	Accountant	01
04.	P.A.	01
05.	UDC	01
06.	Storekeeper	01
07.	Stenographer	--
08.	LDC	05
09.	Librarian	01
10.	Foreman-cum-Electrician on contract	01
11.	Operational staff (Peon/Attendant/Sweeper)	03
12.	Outsourced Operational staff (Supervisor/Electrician/Lab Attendants/Driver/ Sweeper/Mali)	27
13.	Outsourced Arm guard/Security guard	9

- v) Meeting of Board of Governors
- (i) 32nd Board of Governors Meeting of the Institute held on 23.8.2016
- (ii) Special Board of Governors Meeting of the Institute held on 30.08.2016
- Meeting of Executive Committee
- (i) 15th Executive Committee meeting held on 17.03.2016
- (ii) 16th Executive Committee meeting held on 03.08.2016
- (iii) 17th Executive Committee meeting held on 30.01.2017

vi) Courses offered

Sl.No.	Course offered	Duration	Sanctioned Intake
01.	B.Sc.Degree in Hospitality & Hotel Administration	3 Yrs	242
02.	Diploma in Food Production	1½ year	50
03.	Diploma in Food & Beverage Services	1½ year	50

vii) Admission Procedure

Sl.No.	Course offered	Procedure	Age	Qualification
01	3 Yrs. B.Sc. Degree in Hospitality & Hotel Administration	(a) Joint entrance exam. (b) Counselling	Upper Age limit-22 yrs. (Gen., OBC, PH) 25 yrs. (SC & ST)	10+2 or equivalent exam in any stream with English.
02.	1½ year Diploma in Food Production	M C Q Written Test	Upper age limit- 25yrs. (Gen, OBC, PH) 28 yrs. (SC & ST)	10+2 or equivalent exam in any stream with English.
03.	1½ year Diploma in Food & Beverage Services	M C Q Written Test	Upper age limit- 25yrs. (Gen, OBC, PH) 28 yrs. (SC & ST)	10+2 or equivalent exam in any stream with English.

viii) Degree/ Diplomas/ Certificates awarded

Sl.No.	Name of the Course	Degree/Diploma/Certificate Awarded
01.	Bachelor Science (B.Sc.) in Hospitality and Hotel Administration	Degree under National Council for Hotel Management & Catering Technology, Noida and Indira Gandhi National Open University, New Delhi.
02.	(a) Diploma in Food Production (b) Diploma in Food and Beverage Service	Diploma under National Council for Hotel Management & Catering Technology.
3.	Hunar Se Rojgar Certificate Awarded (In 2016-2017): * 8-weeks Hunar Se Rojgar Certificate Course in Food Production course- 162 Nos. * 8-weeks Hunar Se Rojgar Certificate Course in Bakery & Confectionery course - 79 Nos. * 6-weeks Hunar Se Rojgar Certificate in Food & Beverage Service course- 95 Nos. * 6- weeks Hunar Se Rojgar Certificate Course in Housekeeping course - 0 Nos. * 6-weeks Hunar Se Rojgar Certificate Course in Event Facilitator - 46 Nos.	
4.	Skill Testing & Certification Programme Certificate Awarded (2016-2017) : * 6-days Skill Testing & Certification Programme for Cooks - 112 Nos. * 6-days Skill Testing & Certification Programme for Waiters - 29 Nos. * 6-days Skill Testing & Certification Programme for House Keeping - 18 Nos.	
5.	Six months certificate course for "HSRT" Pass-out. * Food Production - 0 Nos. * Food & Beverage Service - 18 Nos.	

ix. Examination :

2016-17	Appeared	Passed	Pass %
1 st Semester	178	167	94%
2 nd Semester	158	147	93%
3 rd Semester (Industrial Training Batch)	71	71	100%
3 rd Semester (Non-Industrial Training Batch)	85	85	100%
4 th Semester (Industrial Training Batch)	80	80	100%
4 th Semester (Non-Industrial Training Batch)	77	75	95%
5 th Semester	160	159	99%
6 th Semester	159	156	98%

Diploma in Food Production	Result awaited
Diploma in Food & Beverage Service	Result awaited

x. Reservations

3 yrs. B.Sc. Degree in Hospitality & Hotel Administration	OP/OP-PH	SC/SC-PH	ST/ST-PH	OBC/OBC-PH	KM	Nepalese	Total Seats
Reservation Provisions	119/4	35/1	17/1	63/2	1	Nil	243
Admitted	135/0	10/0	1/0	45/0	-	-	191

Admission (1½ Yr. Diploma in Food Production)	GEN	S.C.	S.T.	OBC	TOTAL
Reservation Provisions	24	8	4	14	50
Admitted	16	1	Nil	21	38

Admission (1½ Yr. Diploma in Food & Beverage Service)	GEN	S.C.	S.T.	OBC	TOTAL
Reservation Provisions	24	8	4	14	50
Admitted	15	1	1	20	37

xi. Degree course the Pass Outs (2016-17)

Sl. No.	Name	NC Roll No.	IGNOU No.
1	AARTI PANDEY	142138	149539227
2	ABHAY KUMAR YADAV	142139	149538074
3	ABHINAV KUMAR SINGH	142140	149538178
4	ABHINAY RAJ	142141	149539510
5	ABHIRUP DUTTA	142142	149539005
6	ABHISHEK KUMAR	142143	149538519
7	ABHISHEK KUMAR	142144	149539915
8	ADARSH KUMAR DUBEY	142146	149538304
9	ADITYA PRAKASH SINGH	142147	149538461
10	ADITYA RAJ	142148	149538390
11	AJAY KUMAR SINGH	142149	149538289
12	AJITAV CHAKRABORTY	142150	149538422
13	ALI HASAN	142152	149538081
14	ALOK VARDAHN	142153	149538311
15	AMAN KUMAR	142154	149538099
16	AMAN KUMAR	142155	149539012
17	AMAN SAHARAN	142156	149539908
18	AMAN SINHA	142157	149538296
19	AMIT KUMAR	142159	149538977
20	ANAND KUMAR SINGH	142160	149538271
21	ANISH VATSA	142162	149538454
22	ANKIT KUMAR	142163	149538572
23	ANKIT KUMAR JHA	142164	149538558
24	ANKIT KUMAR THAKUR	142165	149538200
25	ANMOL PRASAD KARN	142168	149538952
26	ANSHUMAAN ANAND	142169	149538368
27	ANUGYAARYA	142170	149539259
28	ASHISH KUMAR	142172	149539535
29	ASHISH KUMAR	142173	149538067
30	ASHISH RANJAN	142174	149538526
31	ASHOK KUMAR	142175	149538185
32	ASHUTOSH ANAND	142176	149538945
33	ASHUTOSH KUMAR	142178	149538121
34	ASHUTOSH KUMAR JHA	142179	149539083
35	BIMLESH KUMAR	142182	149539550
36	CHETAN KUMAR	142183	149538906
37	CHIRANJIB KUMAR PRASAD	142184	149538651
38	DARSHAN KUMAR	142185	149538920
39	DEEPAK KUMAR	142186	149539162

Sl. No.	Name	NC Roll No.	IGNOU No.
40	DEEPAK KUMAR	142187	149538938
41	DEEPAK KUMAR SINGH	142189	149539495
42	DEEPU BHARDWAJ	142190	149538802
43	DHIRAJ KUMAR	142191	149539488
44	DIKSHA CHOWDHARY	142193	149539280
45	DIKSHA SRIVASTAVA	142194	149539732
46	DIPANJAN NATH	142195	149539463
47	DUBEY MATAPRASAD RAMESH KUMAR	142197	149538984
48	GAURAV KUMAR	142198	149538827
49	GAZALA IMAM	142200	149538834
50	GULSHAN KUMAR SINGH	142202	149539377
51	HAROON	142204	149539306
52	HIMANSHU SHEKHAR	142206	149539646
53	IRSHAD RAZA	142207	149539639
54	JEETENDRA KUMAR SRIVASTAVA	142209	149538723
55	KAMESH TIWARI	142210	149539449
56	KAMINI KUMARI	142211	149539298
57	KANISHK RAJ	142213	149539456
58	KARAN CHANDOK	142214	149539320
59	KAUSHIK HALDER	142215	149539614
60	KESHAV KUMAR	142217	149538810
61	KESHAV KUMAR PANDEY	142218	149539470
62	KUMAR RAHUL RAJ	142220	149538748
63	KUNAL SEN GUPTA	142221	149538240
64	KUNDAN KUMAR	142222	149539890
65	KUNDAN KUMAR	142223	149539417
66	MD AZAD KHAN	142226	149538859
67	MD MERAJUDDIN	142227	149539621
68	MD SADDAM HASAN	142229	149539391
69	MD. SADDAM HUSSAIN	142230	149539400
70	MINTO KUMAR BALAGI	142231	149539424
71	MRIGANK SHEKHAR	142232	149539431
72	MUKESH KUMAR	142233	149539202
73	NAVIN KUMAR YADAV	142234	149538415
74	NIHARIKA DIP	142235	149539764
75	NIKET KUMAR SINGH	142236	149539567
76	NISHANT KUMAR	142237	149539875
77	NISHANT KUMAR	142238	149538336
78	NITISH KUMAR	142240	149538762

Sl. No.	Name	NC Roll No.	IGNOU No.
79	PANDEY GAURAV SHREEPRAKASH	142241	149538479
80	PANKAJ KUMAR	142242	149539360
81	PAYAL CHAKRABORTY	142243	149539241
82	PRABHASH KUMAR	142244	149539836
83	PRADHYUM KUMAR	142246	149538716
84	PRATEEK SAKLANI	142247	149539037
85	PRAVIN KUMAR	142248	149539718
86	PRINCE KUMAR SINGH	142249	149539148
87	PRINCE SINGH	142250	149538447
88	RAHUL BHARADWAJ	142251	149538533
89	RAHUL KUMAR	142252	149538493
90	RAHUL RAJ	142253	149538114
91	RAKESH RANJAN	142256	149539130
92	RAMBABU KUSHWAHA	142257	149538160
93	RAMVEER SINGH	142258	149538343
94	RANDHIR KUMAR SINGH	142259	149538787
95	RAVEENA KARN	142262	149539266
96	RAVI ANAND	142263	149539685
97	REYAZ ALAM	142265	149539804
98	ROHIT KUMAR	142266	149539771
99	ROHIT KUMAR SINGH	142267	149538605
100	ROUSAN KUMAR	142269	149538580
101	SAAKHI THAKUR	142270	149539234
102	SACHIN KUMAR	142271	149539757
103	SAHEBDEEP SINGH LAMBA	142272	149539313
104	SAMDEESH PRAJAPATI	142274	149539581
105	SAMEER KUMAR CHAU.	142275	149539384
106	SANDEEP KUMAR	142276	149539796
107	SANDEEP KUMAR SINGH	142277	149539338
108	SANDESH SINGH	142278	149539574
109	SANDHYA RANI	142279	149539273
110	SANJAY KUMAR	142280	149538146
111	SATEESH KUMAR	142281	149539789
112	SATYAM SRIVASTAVA	142282	149539090
113	SAURABH KUMAR CHAUDHARY	142283	149538225
114	SAWAN KUMAR	142285	149538960
115	SHANKAR PASWAN	142286	149538794
116	SHASHI BHUSHAN HIMANSHU	142287	149538683
117	SHIPRA	142288	149538637

Sl. No.	Name	NC Roll No.	IGNOU No.
118	SHIRJEEL AHAMAD	142289	149538565
119	SHIVAM GHOSH	142290	149538375
120	SHUBHAM KUMAR	142292	149539607
121	SHUBHAM KUMAR	142293	149539599
122	SHUBHAM SHRIVASTAVA	142294	149539660
123	SHUBHAM SINGH	142295	149538257
124	SHYAM KUMAR	142297	149539051
125	SIDDHANT SINGH	142298	149538873
126	SONU KUMAR	142299	149539044
127	SONU KUMAR	142300	149539678
128	SONU KUMAR	142301	149538669
129	SOUTRIK MUKHERJEE	142302	149538264
130	SUDHANSHU DHILLON	142304	149538991
131	SUMAN DAS	142305	149538232
132	SUMIT KUMAR CHATTOPADHYA	142306	149538218
133	SURAJ KUMAR SINGH	142307	149538408
134	SWATI BHARTI	142308	149539116
135	SWETA KUMARI	142309	149538620
136	SWETA SHARMA	142310	149539528
137	VARTIKA AWASTHI	142313	149539503
138	VIKAS CHANDRA	142315	149538382
139	VIKASH KUMAR	142316	149539123
140	VIMAL KUMAR RAY	142317	149538612
141	VIMAL KUMAR TIWARI	142318	149539020
142	VINAY KUMAR	142319	149539692
143	VIPIN KUMAR SINGH	142320	149538730
144	VISHAL KUMAR	142321	149538913
145	VIVEK KUMAR ROHATGI	142322	149539155
146	YASH GHAI	142323	149538709
147	YASH SRIVASTAVA	142324	149539653
148	RAVI KUMAR	132236	138190906
149	MD SOHAIL ANSARI	132188	138190787
150	NITESH KUMAR	132202	138191954
151	NITISH KUMAR	132204	138191789
152	PRASHANT KUMAR	132214	138190866
153	SUDHANSHU RAJ	132278	138191044
154	YASHASVI RANAUT	132296	138191660
155	GOPAL THAKUR	122094	128069993
156	REYAZ AKHTER	122174	128069581

xii. Placement For 2016-2017

Sl. No.	Name	Type of Business	Management Trainee	Hotel Operational Trainee	Entry Level	Host	Total
1.	Ambuja Neotia, Kolkata	Hotel	-	-	1	-	1
2.	Ananda Imperial, Bilaspur	Hotel	-	5	-	-	5
3.	Cidade De Goa, Goa	Hotel	-	10	-	-	10
4.	Dominos	QSR	-	-	-	4	4
5.	Galaxy Tourism, New Delhi	Travel & Tourism	-	-	4	-	4
6.	Hyatt Palace, Gurgaon	Hotel	-	-	-	2	2
7.	ITC Maratha, Mumbai	Hotel	-	-	-	9	9
8.	Jaypee Hotel, Agra	Hotel	-	-	13	-	13
9.	Leela, Bangalore	Hotel	-	8	-	-	8
10.	Leela, Goa	Hotel	-	15	-	-	15
11.	Leonia, Hyderabad	Hotel	1	7	-	-	8
12.	Oberoi Group	Hotel	-	1	-	-	1
13.	Panache, Patna	Hotel	-	14	-	-	14
14.	Ramada, Navi Mumbai	Hotel	-	-	6	-	6
15.	Service Master Clean Bangalore	BPO	4	-	-	-	4
16.	The Thali, Slovakia	Restaurant	-	3	-	-	3
	TOTAL		5	63	24	15	107

Total No. of Students	-	154
Total No. of Students Opted for Higher Studies	-	29
Total No. of Students Placed	-	107
Total Placement Percentage	-	85.6%

xiii) Short duration craft courses / customized trainings conducted (of less than 6 months)

Details of 'Hunar Se Rojgar Tak', "Skill Testing & Certification Programme" Development efforts under CBSP Scheme at IHM, Hajipur.

a) i. Courses conducted during the year trade-wise

i. Hunar Se Rozgar Tak Programme

8-weeks Food Production

8- weeks Bakery

6-weeks Food & Beverage service

6-weeks Housekeeping

06 (six) week Event Facilitator Programme for HSRT

ii. Skill Testing & Certification Programme

b) Target in each course and actual pass out;

i. Hunar Se Rozgar Tak Programme

S. No.	Programme	Target	Pass
1.	8-weeks Food Production	520	162
2.	8- weeks Bakery		79
3.	6-weeks Food & Beverage Service		95
4.	6-weeks Housekeeping		0
	Total	520	336
5.	6- week Event Facilitator	120	46

ii. Skill Testing & Certification Programme

S. No.	Programme	Target	Pass
1.	6-days (Cooks)	350	23
2.	6-days (Waiters)		57
3.	6-days (Housekeeping)		32
	Total	350	112

iii. 6 (Six) months CBSP programme for CBSP Passout

S. No.	Programme	Target	Pass
1.	Food Production	25	18
2.	Food & Beverage Service	25	0
	Total	50	18

c) The funds received from MoT during the year programme-wise;

Programme	Total Fund received
i. Hunar Se Rozgar Tak Programme	Nil
ii. Hunar Se Rozgar Event Facilitator	Nil
iii. Skill Testing & Certification Programme	Nil
iv. 6 (six) months CBSP Programme for CBSP Passout	Nil
Total :	Nil

d) Total funds received: Rs. Nil

e) Status of UCs programme –wise as on 1st April 2017 immediately after the closure of the financial year.

Programme	UCs as on 31 st March 2017
i. Hunar Se Rozgar Tak Programme	N/A
ii. Hunar Se Rozgar Event Facilitator	N/A
iii. Skill Testing & Certification Programme	N/A
iv. 6 (six) months CBSP Programme for CBSP Passout	N/A

e) (i) Status of unspent balances programme –wise as of 1st April 2017 immediately after the closure of the financial year.

Programme	Unspent balance as on 31 st March 2017
i. Hunar Se Rozgar Tak Programme	Nil
ii. Hunar Se Rozgar Event Facilitator	Nil
iii. Skill Testing & Certification Programme	Nil
iv. 6 (six) months CBSP Programme for CBSP Passout	Nil

(ii) HSRT Training programme already conducted at Classified Hotels (Hotel Imperial Bodhgaya)

Course	Duration (From - To)	Duration	No. of persons Trained	Total Expenditure Rs.
Food Production	26/09/2016 to 15/11/2016	8 weeks	05	Rs. 25,658=00
Food & Beverage Service	26/09/2016 To 15/11/2016	6 weeks	06	Rs. 25,309=00
Housekeeping Utility	26/09/2016 To 15/11/2016	6 weeks	04	Rs. 17,541=00
Total :				Rs. 68,508=00

Advertisement Expenditure incurred for conducting through Stared Category Classified Hotels Consolidated

Rs. 3,598.00

TOTAL :-

Rs. 72,106.00

Institute of Hotel Management, Hajipur
CBSP Hunar Se Rozgaar Tak for the Year 2016-17

A

BATCH	TRADE	DURATION	SESSION	ADMITTED	TRAINED
I	Food Production	08 weeks	04/04/2016 to 14/06/2016	22	15
II	Food Production	08 weeks	10/05/2016 to 21/07/2016	47	27
III	Food Production	08 weeks	23/05/2016 to 18/07/2016	33	14
IV	Food Production	08 weeks	13/06/2016 to 22/08/2016	35	22
V	Food Production	08 weeks	24/08/2016 to 03/11/2016	41	32
VI	Food Production	08 weeks	24/08/2016 to 03/11/2016	41	31
VII	Food Production	08 weeks	15/11/2016 to 20/01/2017	30	21
Total				249	162

B

BATCH	TRADE	DURATION	SESSION	ADMITTED	TRAINED
I	Bakery	08 weeks	05/04/2016 to 03/06/2016	42	33
II	Bakery	08 weeks	16/05/2016 to 11/07/2016	31	15
III	Bakery	08 weeks	02/06/2016 to 28/07/2016	25	15
IV	Bakery	08 weeks	28/07/2016 to 26/09/2016	23	16
Total				121	79

C

BATCH	TRADE	DURATION	SESSION	ADMITTED	TRAINED
I	F & B Service	06 weeks	21/04/2016 to 09/06/2016	31	19
II	F & B Service	06 weeks	09/06/2016 to 29/07/2016	38	20
III	F & B Service	06 weeks	01/08/2016 to 22/09/2016	35	18
IV	F & B Service	06 weeks	13/10/2016 to 08/12/2016	42	24
V	F & B Service	06 weeks	05/12/2016 to 02/02/2017	39	14
Total				185	95

D

BATCH	TRADE	DURATION	SESSION	ADMITTED	TRAINED
I	Event Facilitators	06 weeks	04/04/2016 to 19/05/2016	30	20
II	Event Facilitators	06 weeks	27/05/2016 to 08/07/2016	29	13
III	Event Facilitators	06 weeks	11/07/2016 to 23/08/2016	27	13
Total				86	46

E

BATCH	TRADE	DURATION	SESSION	ADMITTED	TRAINED
I	House Keeping	06 weeks	Nil	Nil	Nil
II	House Keeping	06 weeks	Nil	Nil	Nil
Total				Nil	Nil

**Skill Testing and Certification Programme for the Year 2016-17
conducted at different organization.**

Batch	Trade	Duration	Candidates Trained	Service Provider
I	Cooks	04/07/2016 to 11/07/2016	23	NGO Nidan, Patna
II	Waiters	12/05/2016 to 17/05/2016	28	Sonotel Hotel Dhanbad
III	Waiters	06/06/2016 to 11/06/2016	29	Hotel Corporate Inn Patna
IV	Housekeeping	06/06/2016 to 11/06/2016	14	Bihar State Tourism Development Corporation. Patna
V	Housekeeping	20/06/2016 to 25/06/2016	18	Bihar State Tourism Development Corporation. Patna

xiv) **Research / Consultancy / Training-**

- i. Mr. Anand Kumar, Lecturer attended the C.L.F. training programme at NCHMCT, Noida from 05.07.2016 to 13.07.2016
- ii. Mr. Sitesh Srivastav, Principal attended sixth QLF Level-I training programme at NCHMCT, Noida from 12.09.2016 to 16.09.2016.
- iii. Mr. Rakesh Kumar Das, Asstt. Lecturer attended the C.L.F. training programme at NCHMCT, Noida from 20.09.2016 to 28.09.2016.
- iv. Mr. Ankit Kumar, Asstt. Lecturer attended the C.L.F. training programme at NCHMCT, Noida from 08.11.2016 to 16.11.2016.
- v. Mr. Sitesh Srivastav, Principal attended OLF-II Traububg at Ecolehotelier de Lausanne, Switzerland from 21.11.2016 to 25.11.2016.
- vi. Mr. Niraj Kumar, Asstt. Lecturer attended the C.L.F. training programme at NCHMCT, Noida from 22.11.2016 to 30.11.2016.
- vii. Mr. P. Ganguly, Foreman (Maintenance) attended Skill Enhancement Workshop on Properties Development and Facility Planning at Institute of Hotel Management, Pusa from 18.01.2017 to 20.01.2017.
- viii. Mr. Kalyan Mukherjee, Senior Lecturer attended R.T.I. Act training programme for PAs by Department of Personal & Training on 18.01.2017 at CSOI, New Delhi.
- ix. Mr. Naresh Kumar, Accountant attended the Training on Expenditure Accounting and Transfer (EAT) modules of PFMS for Cente Sector Scheme in various cities from 22.02.2017 to 23.02.2017 at Lalit Bhawan, Patna.
- x. Ansuman Prabhaker, LDC (Accounts) attended the training on Expenditure Accounting & Transfer (EAT) modules at PFMS for Cente Sector Scheme in various cities from 22.02.2017 to 23.02.2017 at Lalit Bhawan, Patna.
- xi. Smt. P. Sinha, Librarian attended e-granthalaya training programme at NCHMCT, Noida from 02.03.2017 to 03.03.2017.

xv) **Innovations / Good Practices -**

1. 'Anti-Ragging Committee' are formed with students and faculty to keep strict vigilance on the fresh batch of students so that they do not feel uncomfortable or any inconveniences in the institute.
2. Few faculty members are entrusted with the special responsibility of the institute for monitoring disciplines of the students in the institute.
3. Provided LAPTOP to each faculty members of the institute and executed THIMS.
4. Time Tables of all semesters and courses, monthly attendance status and all other important notifications etc. are circulated in Institute's web site.
5. Mobile Phones are strictly not allowed to the students to use inside the entire institute.
6. To make the parents aware of all Rules, Regulations and disciplines of the Institute a meeting is held with Principal, HOD-I and parents of 1st year newly admitted students to help them to overcome all their doubts and queries.
7. To develop punctuality within the students, after 9.00 a.m. the Institute's main gate gets closed and no students are allowed to enter into the Institute.
8. Students without proper uniform and grooming are not allowed to attend classes.
9. Tree plantation has been done in the campus.

xvi) Important decisions and development -

(a) Mr. Sitesh Srivastav, Principal attended OLF-II Training in Ecolehotelier de Lausanne, Switzerland brought him world class experience, skill and knowledge of Hospitality, Education which has been implemented with the team of QLF and CLF certified Hospitality facilitators at IHM, Hajipur.

(b) Institute formed various clubs for extra curricular activities of the student viz.

- (i) Food Production Club - called insomnia
- (ii) Food & Beverage Service Club - called F & B soldier.
- (iii) Sports Club - called Hawks.
- (iv) Cultural Club - called Hangoutz Club.
- (v) Helping Hands - called Social Club.

xvii) Events and Activities organized during 2016-17

S. No.	Activities	Date
April, 2016		
1.	Organized Tabla wadan programme by SPIC MACAY	07th April, 2016
2.	Published Institute's Magazine 'NIRVANA'-2016	April, 2016
August, 2016		
3.	Fresher's Day Organized	26th Aug., 2016
4.	Organized Sitar recital by Pt. Partho Ghosh & Programme by SPIC MACAY	30th Aug., 2016
September, 2016		
5.	Organized Hindi Pakhwarah	14th to 28th Sept. 2016
6.	Organized World Tourism Day	27th Sept. 2016
October, 2016		
7.	Bengali Food Festival organised	30th Oct. 2016
8.	Campus selection by LEELA, Goa	26th to 27th Oct. 2016
9.	Campus selection by ITC, Maratha	28th to 29th Oct. 2016
November, 2016		
10.	Organized Campus recruitment by THALI CHAIN OF RESTAURANTS 'Bratislava Slovake'	19th to 20th Nov., 2016
December, 2016		
11.	Campus Selection by JAYPEE Hotels	15th to 16th Dec., 2016
12.	Sports Day	16th Dec., 2016
13.	Christmas Carnival organized	23rd Dec., 2016

Januray, 2017		
14.	Workshop on Vidya Sakchharta Abhiyan on Digital transaction	11th January, 2017
15.	A Seminar organized on National Youth Day	12th January, 2017
16.	Organized Makar Sankranti & Lohri Festival	13th January, 2017
17.	Organized Campus Interview by DOMINOS	16th January, 2017
18.	Celebrity CHEF Harpal Singh Sokhi visited in the Institute.	28th January, 2017
FEBRUARY, 2017		
19.	Organised Workshop on an Enterprising Bihar- a Start up Drive	3rd February, 2017
20.	Organised Workshop on Food Waste and its Management for Profit in Association with Bihar State Productivity Council	17th February, 2017
MARCH, 2017		
21.	Organized Grand Food Festival & Cultural Fest, 2016-17 (theme was Bharat Ek Khoj)	8th March, 2017

xviii) Measures taken / System in place to prevent ragging

- ❖ IHM, Hajipur maintains the image of ZERO RAGGING Institute for past long years. But, still prevention of ragging all efforts and initiatives are taken each year at the time of beginning of new session. The Anti Ragging Committee are constituted with team of faculty members, administrative members and senior students separately to keep strict vigilance at Institute, hostels.
- ❖ Anti Ragging pledges are taken from students duly signed by them to make aware of the students regarding the consequences to be faced for violation of such Rules.
- ❖ The students are warned with strict disciplinary actions for getting involved with any type of ragging. The Principal, faculty members and Wardens of both hostels (boys & girls) play a very vital role by monitoring and counselling the students for developing a healthy and congenial relationship with seniors and juniors.

xix) Utilisation of Central Assistance

(a) Central Sector Scholarship of Top Class Education for SC Students

Amount sanctioned letter no.- 11017/28/2013 - SCD - 1 dt. 27.04.2016

Amount released- Rs. 59,709=00

Amount utilised - Rs. 59,709=00

Unspent balance- Rs. Nil

(b) Central Sector Scholarship of Top Class Education for SC Students

Amount sanctioned letter no.- 11017/54/2014 - SCD - 1 dt. 05.05.2016

Amount released- Rs. 1,84,718=00

Amount utilised - Rs. 1,84,718=00

Unspent balance- Rs. Nil

(c) Central Sector Scholarship of Top Class Education for SC Students

Amount sanctioned letter no.- 11017/11/2016 - SCD - 1 dt. 13.06.2016

Amount released- Rs. 4,54,797=00

Amount utilised - Rs. 4,45,407=00

Unspent balance- Rs. 9,390=00

(d) 6 months course in Hospitality trades for HSRT Passout under CBSP Scheme

Amount sanctioned letter no.- 3(60) / 2015 - CBSP dated 22.12.2016

(for the financial year 2014-15 & 2015-16)

Amount incurred- Rs. 13,25,567=00

Amount released - Rs. 13,25,567=00 **(Reimbursement)**

(e) Hunar se Rojgar Programme under CBSP Scheme

Amount sanctioned letter no.-(84) /2013 - CBSP dated 22.12.2016

(for the financial year 2015-16)

Amount incurred- Rs. 30,61,596=00

Amount released - Rs. 30,61,596=00 **(Reimbursement)**

(f) Skill Testing & Certification Programme under CBSP Scheme

Amount sanctioned letter no.-(60) /2013 - CBSP dated 19.12.2016

(for the financial year 2015-16)

Amount incurred- Rs. 5,66,938=00

Amount released - Rs. 5,66,938=00 **(Reimbursement)**

(g) Event Facilitator course under CBSP Course

Amount sanctioned & released by MoT, GoI through RTGS dated 17.01.2017

Amount incurred- Rs. 8,35,373=00

Amount released - Rs. 8,35,373=00 **(Reimbursement)**

xxi) Implementation of the Right to Information Act 2005

NAME OF THE PUBLIC AUTHORITY

Assistant Public Information Officers :

Sl. No.	Name	Designation	STD Code	Phone No.		Fax	E-mail	Address
				Office	Home			
1.	Mr. Naresh Kumar	Accountant	06224	274937	...	276486	hajipurihm@gmail.com	I.H.M. Opp. State Govt. Circuit house, P.O. Industrial Estate, Hajipur

Public Information Officers :

Sl. No.	Name	Designation	STD Code	Phone No.		Fax	E-mail	Address
				Office	Home			
1.	Mr. Kalyan Mukherjee	Sr. Lecturer	06224	276486	-	276486	hajipurihm@gmail.com	I.H.M. Opp. State Govt. Circuit House, P.O. Industrial Estate, Hajipur

Appealate Authority :

Sl. No.	Name	Designation	STD Code	Phone No.		Fax	E-mail	Address
				Office	Home			
1.	Mr. Sitesh Srivastav	Principal	06224	276486	06224 2524518	276486	hajipurihm@gmail.com	I.H.M. Opp. State Govt. Circuit House, P.O. Industrial Estate, Hajipur

For Applications

Sl. No.	Name & address of the Applicant	Date of Receipt	Date of Disposal
01.	Mr. B. K. Chakravarti P-218, CIT Road Kolkata	11.04.2016	10.05.2016
02.	Smt. Anita Banerjee Narkeldenga, Kolkata	11.04.2016	26.04.2016
03.	Mr. B. K. Chakravarti P-218, CIT Road Kolkata	17.05.2016	14.06.2016
04.	Smt. Anita Banerjee Narkeldenga, Kolkata	17.05.2016	14.06.2016
05.	Mr. B. K. Chakravarti P-218, CIT Road Kolkata	14.06.2016	14.06.2016
06.	Mr. L.K. Ganguly CPIO/Director NCHMCT, Noida	07.06.2016	29.06.2016
07.	Mr. L.K. Ganguly CPIO/Director NCHMCT	20.06.2016	29.06.2016
08.	Mr. Sam I.G. Daya S/o Imanual Manoharan Kanyakumari, Tamil Nadu	20.06.2016	18.07.2016
09.	Uogesh Soni Narmada Bhawan Tulsi Nagar, Bhopal	30.06.2016	19.07.2016
10.	Akhil Saxena Asstt D.G. (HRD), GoI, MoT New Delhi	30.06.2016	14.07.2016
11.	Mr. B. K. Chakravarti P-218, CIT Road Kolkata	30.06.2016	30.06.2016
12.	Mr. B. K. Chakravarti P-218, CIT Road Kolkata	30.06.2016	30.06.2016
13.	Mr. L.K. Ganguly CPIO/Director NCHMCT, Noida Mr. Manoj Rana, IHM Kufri, Shimla	11.07.2016	19.07.2016

14.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Mr. Rajesh Kr. Prasad, Flat No. : 224 Inland Evergreen Appts., Bangalore)	11.07.2016	19.07.2016
15.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Mr. Rajesh Kr. Prasad, Flat No. : 224 Inland Evergreen Appts., Bangalore)	11.07.2016	19.07.2016
16.	Akhil Saxena, Asstt D.G. (HRD), GoI, MoT, New Delhi (Md. Faisal Nawaz, Jaffarabad, Delhi)	25.07.2016	16.08.2016
17.	Mr. Sam I.G. Daya S/o Imanuel Manoharan Kanyakumari, Tamil Nadu	10.08.2016	18.08.2016
18.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Sri Amit, A/Z-59 A, 1 st Floor Hatsal Road, Uttam Nagar, New Delhi.	29.07.2016	16.07.2016
19.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Mr. Manahor Lal, Plot No. : 36, Jodhpur	23.08.2016	25.08.2016
20.	Smt. Anita Banerjee Narkeldenga, Kolkata	17.08.2016	18.08.2016
21.	Mr. B. K. Chakravarti P-218, CIT Road, Kolkata	29.07.2016	25.08.2016
22.	Mr. B. K. Chakravarti P-218, CIT Road, Kolkata	09.09.2016	09.09.2016
23.	Smt. Anita Banerjee Narkeldenga, Kolkata	08.09.2016	09.09.2016
24.	Mr. Sagnik Chowdhury, Asst. D.G. & CPIO, MoT, GoI, New Delhi (Mr. Ravikant Chaudhary, Ex. UDC, IHM, Hajipur)	15.09.2016	27.09.2016
25.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Mr. Musthafa, Rural Bank Bhawan, Kerala)	09.09.2016	28.09.2016
26.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Mr. Rajesh Kr. Prasad, Flat No. : 224 Inland Evergreen Appts., Bangalore)	09.09.2016	28.09.2016
27.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Mr. Rajesh Kr. Prasad, Flat No. : 224 Inland Evergreen Appts., Bangalore)	09.09.2016	28.09.2016
28.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Mr. Rajesh Kr. Prasad, Flat No. : 224 Inland Evergreen Appts., Bangalore)	09.09.2016	28.09.2016

29.	Mr. L.K. Ganguly CPIO/Director, NCHMCT, Noida (Ms. Kalpana Lalparas Niwas, Ulhasnagar, Maharashtra)	15.09.2016	28.09.2016
30.	Mr. B. K. Chakravarti P-218, CIT Road, Kolkata	26.09.2016	24.10.2016
31.	Sri Yogesh Soni I & Bargi Colony, Narmada Bhawan Tulsi Nagar, Bhopal	26.09.2016	18.10.2016
32.	Smt. Anita Banerjee Narkeldenga, Kolkata	07.10.2016	28.10.2016
33.	Smt. Anita Banerjee Narkeldenga, Kolkata	13.10.2016	10.11.2016
34.	Mr. Sagnik Chowdhury, Asst. D.G. & CPIO, MoT, GoI, New Delhi Hutments, New Delhi, (Dr. Soumitra Sen)	28.10.2016 & 08.11.2016	11.11.2016
35.	Mr. L.K. Ganguly CPIO/Director (A&F) NCHMCT, Noida (Sri Amit, Hostel Road, Uttamnagar, New Delhi)	15.11.2016	25.11.2016
36.	Mr. L.K. Ganguly CPIO/Director (A&F), NCHMCT, Noida (Ms. Shashi Kala, W/o S.S. Bisht, H. No. 3817, Sector 32-D, Chandigarh)	29.11.2016	02.12.2016
37.	Mr. Anand Kumar Mishra C/o Saurabh Mishra, T.G.T. (Math) Vill. Ataystganj, Chandauli	05.12.2016	08.12.2016
38.	Md. Haleem S/o Noor Ulain, RZ-1B/199 Gali No. 11C, Darya Park, New Delhi	08.12.2016	14.12.2016
39.	Smt. Anita Banerjee Narkeldenga, Kolkata	30.11.2016	22.12.2016
40.	Md. Haleem S/o Noor Ulain, RZ-1B/199 Gali No. 11C, Darya Park, New Delhi	16.01.2017	24.01.2017
41.	Mr. B. K. Chakravarti P-218, CIT Road, Kolkata	16.01.2017	13.02.2017
42.	Mr. L.K. Ganguly CPIO/Director (A&F), NCHMCT, Noida (Sri Sunil Kumar S/o Tejpal Singh Faizpur, Minan, Baghpat (U.P.)	07.02.2017	10.02.2017
43.	Smt. Anita Banerjee Narkeldenga, Kolkata	07.02.2017	03.03.2017
44.	Chandrashekhar R. Lumiya 2, Ishaan Residency, 168, Navi Path L.B. Shastri Road, Pune	22.02.2017	31.03.2017

xxii) Status of audit-paras -

Compliance Audit of the Institute for the financial year 2011-12 & 2012-13, 2013--14 & 2014-15 have been conducted by the Office of the Principal Director of Commercial Audit & Ex-Officio Member, Audit Board, Ranchi. Two outstanding para no. 02 & para no. 03 i.e. Para No. 2: Non refund of TDS claim dedeucted by Allahabad Bank on interest on the Short Term investment. TDS from I.T. department has been refunded to the Institute during 2016-17 and the para has been dropped by CAG.

Para no. 03 : Non recovery of outstanding consultancy fee from IOCL for renovation of IOCL Barauni Refinery Canteen. IOCL has released & settled the outstanding dues during 2017-18.

All outstanding audit paras for the financial year 2013-14 & 2014-15 have been dropped by Internal Audit Wing, Principal Accounts Office, Ministry of Civil Aviation & Tourism, Govt. of India, New Delhi except one outstanding audit old para no. 11 i.e – Not allowing increments to Sri A Sai Giridhar, Ex-Principal, IHM, Hajipur still stand.

xxiii.) Progressive use of Hindi

- i) Observed ‘Hindi Week’ by organising various completions as mentioned below, amongst the teaching and administrative staff from and 1st, 2nd and 3rd position winners were awarded with cash prizes of Rs. 1000.00 Rs.750.00 and Rs.500.00 respectively.
- ii) Hindi Pakhwara celebrated 14th September, 2016 to 28th September, 2016
- iii) All name plates of the institute have been made in Hindi language.
- iv) Hindi script has been installed in all computers.
- v) All official application form (T.A., DA, Loan,) service books , salary register etc. have been made bi-lingual.
- vi) All staff are doing their day to day typing work , notifications, office orders, note sheets etc. in Hindi language.

xxiv) Agency Registration**AGENCY REGISTRATION**

Type of Registration	:	Registered Societies (Govt. Autonomous Bodies)
Agency Name	:	Institute of Hotel Management Catering Technology & Applied Nutrition, Hajipur
Act/Registration No.	:	109/79-80
Date of Registration	:	28.10.2003
Registering Authority	:	I G Registration, GoB, Patna
State of Registration	:	Bihar
TAN No.	:	AAAT 15053 M
Address Line 1	:	Institute of Hotel Management Catering & Nutrition,
Address Line 2	:	Opp. State Govt. Circuit House
Address Line 3	:	Hajipur, Vaishali
City	:	Hajipur
State	:	Bihar
District	:	Vaishali
Pin Code	:	844 102
Contact Person	:	Sitesh Srivastav, Principal
Phone	:	06224-276486
E mail	:	hajipurihm@gmail.com
Unique Agency Code	:	IHMCTAN, Hajipur

BANK DETAILS

Scheme	:	Current Account
Bank	:	Allahabad Bank, IHM, Hajipur Branch
Address	:	Hajipur
Account No.	:	20800983875
Agency Name as per Bank	:	Secretary, Institute of Hotel Management Catering & Nutrition, Hajipur
Add more Bank Details (if any)	:	i. S. B. A/c no. : 20800985862, IHMEGPF A/C
Allahabad Bank, IHM, Hajipur Branch.	:	ii. S. B. A/c no. : 20800985851, Secretary, IHM, Pension Fund A/C
	:	iii. S. B A/c no. : 20800991944, Secretary IHM IDF A/C
	:	iv. Secretary, Institute of Hotel Management, CBSP Fund A/c

**INSTITUTE OF HOTEL MANAGEMENT,
CATERING TECHNOLOGY & APPLIED NUTRITION,
HAJIPUR**



ANNUAL REPORT

(2016 - 2017)

PART-II

**INSTITUTE OF HOTEL MANAGEMENT,
CATERING TECHNOLOGY & APPLIED NUTRITION,
HAJIPUR**

**STATEMENT OF ACCOUNTS
FOR THE YEAR ENDED ON
31.03.2017**

**H.S. PARMAR & CO.
CHARTERED ACCOUNTANTS
303, 3rd Floor, Sumati Palace
Boring Road, Patna- 800 001**



Independent Auditor's Report

To The Members of

INSTITUTE OF HOTEL MANAGEMENT, CATERING TECHNOLOGY & APPLIED NUTRITION

I. Report on the Financial Statements

We have audited the accompanying financial statements of INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY AND APPLIED NUTRITION, HAJIPUR, which comprise the Balance Sheet as at March 31, 2017 and Income and Expenditure Account for the year then ended, and a summary of significant accounting policies and other explanatory information.

II. Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the Institute. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

III. Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and the disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal/financial control relevant to the Institute's preparation of financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

H. S. PARMAR & CO.
Chartered Accountants

303, 3rd Floor, Sumati Palace
Boring Road, Patna - 800 001
Phone : +91 9334179465
E-mail: hsparmar.mithapur@gmail.com

IV. Opinion

In our opinion and to the best of our information and according to the explanations give to us, the financial statements read with notes on Accounts given in Schedule "25" give the information required by the Act in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India;

- a) In the case of the Balance Sheet, of the state of affairs of the Institute as at March 31, 2017; and
- b) In the case of Income and Expenditure Account, of the excess of income over expenditure for the year ended on that date.

V. We report that :

1. We have obtained all the information and explanations, which to the best of our knowledge and belief necessary for the purpose of our audit.
2. In our opinion, proper books of account as required by law have been kept by the society so far as appears from our examination of those books.
3. The Balance Sheet and Income & Expenditure Accounts dealt with by this report are in agreement with the books of account.

Place : Patna
Date : 20-07-2017

For
H.S.PARMAR & CO.
Chartered Accountants
FRN - 000940C

Sd/-
(KUMAR VINEET)
Partner
Mem. No. : 411599

Institute of Hotel Management Catering Technology and Applied Nurtrition, Hajipur

Balance Sheet as on 31-3-2017

	SCHEDULE	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16	
CORPUS/CAPITAL FUND AND LIABILITIES :				
CORPUS/CAPITAL FUND	1	16,59,39,529.59	16,60,19,834.59	
RESERVES & SURPLUS	2	4,26,73,615.53	4,09,19,571.89	
EARMARKED/ENDOWMENT FUNDS	3	11,95,08,255.03	9,39,90,929.28	
SECURED LOAN & BORROWINGS	4	-	-	
UNSECURED LOAN & BORROWINGS	5	-	-	
DEFERRED CREDIT LIABILITIES	6	-	-	
CURRENT LIABILITIES & PROVISIONS	7	1,50,10,086.05	1,36,63,757.05	
TOTAL		34,31,31,486.20	31,45,94,092.81	
ASSETS :				
FIXED ASSETS	8	16,77,71,990.02	16,78,44,762.15	
INVESTMENTS FROM EARMARKED/ ENDOWMENT FUNDS	9	12,66,95,676.00	11,90,99,311.00	
INVESTMENTS OTHERS	10	12,28,372.00	11,23,786.00	
CURRENT ASSETS, LOAN & ADVANCES etc., MISCELLANEOUS EXPENDITURE (To the extent not written off or adjusted)	11	4,74,35,448.18	2,65,26,233.66	
TOTAL		34,31,31,486.20	31,45,94,092.81	
SIGNIFICANT ACCOUNTING POLICIES	24			
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	25			
This is the Balance Sheet referred to in our Report of even date				
Place : Patna			for H.S. Parmar & Co.	
Date : 20.07.2017			Firm Registration No.:- 000940C	
			Chartered Accountants	
Sd/-	Sd/-	Sd/-	Sd/-	Sd/-
(A. Prabhaker)	(N. Kumar)	(S. Chatterjee)	(Sitesh Srivastav)	(Kumar Vineet)
LDC	Accountant	A.O.	Principal	Partner M.No. 411599

Institute of Hotel Management Catering Technology and Applied Nurtrition, Hajipur
Income & Expenditure Account for the ended year 31-Mar-2017

	SCHEDULE	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
INCOME			
Income from Sales/Service	12	2,17,366.00	20,37,562.00
Grants/Subsidies	13	-	-
Fees/Subscriptions	14	3,63,81,870.00	3,63,45,800.00
Income from Investment (Income on Investment from earmarked/endowment fund transferred to funds)	15	-	-
Income from Royalty, Publication etc	16	-	-
Interest Earned	17	74,18,722.00	73,30,329.00
Other Income	18	75,45,343.14	86,46,891.50
Increase/(decrease) in stock of finished goods and work-in-progress	19	-	-
Prior Period Adjustment		9,400.01	-
TOTAL [A]		5,15,72,701.14	5,43,60,582.50
EXPENDITURE			
Establishment Expenses	20	3,88,85,797.29	3,32,99,756.34
Other Administrative Expenses	21	9,44,933.33	11,44,211.72
Expenditure on Grants, Subsidies etc.	22	-	-
Interest	23	-	-
Depreciation (During the year)		79,85,231.88	90,45,957.26
Excess Provision Written off		-	18,264.00
Prior Period Adjustment		-	32,135.00
TOTAL [B]		4,78,15,962.50	4,35,40,324.32
[C] Balance being excess of Income over Expenditure (A-B)		37,56,738.64	1,08,20,258.18
Transfer to IDF		15,02,695.00	43,28,103.00
Transfer to Faculty Development Fund		-	5,00,000.00
Transfer to Res. for Pension Fund		5,00,000.00	5,00,000.00
Total (D)		20,02,695.00	53,28,103.00
Balance being surplus (C-D)		17,54,043.64	54,92,155.18
TOTAL		5,15,72,701.14	5,43,60,582.50
As per our Report of even date attached			
Place : Patna			for H.S. Parmar & Co.
Date : 20.07.2017			Firm Registration No.:- 000940C
			Chartered Accountants
Sd/-	Sd/-	Sd/-	Sd/-
(A. Prabhaker)	(N. Kumar)	(S. Chatterjee)	(Kumar Vineet)
LDC	Accountant	A.O.	Partner
			M.No. 411599

Institute of Hotel Management Catering Technology and Applied Nurtrition, Hajipur
Schedule Forming Part of Balance Sheet As on 31st March 2017
CORPUS/CAPITAL FUND

SCHEDULE-1

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
1. Capital Grant-in-Aid from Govt. of India (For Equipment, F/F & Books) from 1982-1983 to 2005-2006	1,30,90,091.64	1,30,90,091.64
2. Capital Grant-in-Aid Govt. of Bihar to the Extent Utilised for Purpose of Station Wagon	1,17,648.23	1,17,648.23
3. Corpus Fund A/c (For Purchase of Equipment)	5,990.00	5,990.00
4. Capital Grant (Computer) GOI 2004-05	8,00,000.00	8,00,000.00
5. Capital for Land	1.00	1.00
6. From Govt. of India (For Hostel Furniture 2nd floor Boys Hostel-(2012-13)	8,37,543.00	8,37,543.00
7. From Govt. of India (For Equipment, Computer etc. (2012-13)	34,93,437.00	34,93,437.00
8. From Govt. of India (For Equipments, Fur. & Fix. for new Girls' Hostel & Addl. Academic Block cum Multipurpose Hall	53,55,000.00	53,55,000.00
OTHER FUNDS :		
9. From Govt. of India (For Additions & Alteration to the Premises)	4,280.45	4,280.45
10. From Govt. of India (For Additions & Alteration to the Premises 1998-99)	1,35,020.65	1,35,020.65
11. From Govt. of Bihar (EDP) Extent Utilised for Equipment, F/F & Books During 1988-89	1,21,451.62	1,21,451.62
12. Grant in Aid for FCI Building Project at Industrial Estate, Patna from Govt. of Bihar (1991-92)	8,92,458.00	8,92,458.00
GRANT-IN-AID FOR INSTITUTE BUILDING PROJECT AT HAJIPUR :		
13. From Govt. of Bihar	2,60,28,000.00	2,60,28,000.00
14. From Govt. of India :-	7,58,33,000.00	7,58,33,000.00
15. Grant in Aid for Extension of Boys & Girls Hostel Block and Expansion of addl. Classroom & Multipurpose Hall)		
2008-09	95,00,000.00	95,00,000.00
2011-12	74,00,000.00	74,00,000.00
2012-13	1,95,69,000.00	1,95,69,000.00
16. Recovery in Account of Library Books Lost	8,393.00	8,393.00
17. Grant in Aid for commissioning of 2 new tube wells and purchase of Equipments	27,48,215.00	28,28,520.00
TOTAL	16,59,39,529.59	16,60,19,834.59

Institute of Hotel Management Catering Technology and Applied Nurtrition, Hajipur
Schedule Forming Part of Balance Sheet As on 31st March 2017
RESERVES AND SURPLUS

SCHEDULE-2

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
1. EXCESS OF INCOME OVER EXPENDITURE	4,26,73,615.53	4,09,19,571.89
Opening Balance	4,09,19,571.89	
Add : Excess of income over exp. (During the year)	<u>17,54,043.64</u>	
TOTAL	4,26,73,615.53	4,09,19,571.89

EARMARKED / ENDOWMENT FUND

SCHEDULE-3

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
1. INSTITUTE DEVELOPMENT FUND	2,94,55,592.65	2,65,97,391.65
Interest on Investment (FD+Saving A/c & Transfer from C/A)	2,65,97,391.65	
Add : Interest during the Year	13,55,506.00	
Add : Transfer from Income & Expenditure	<u>15,02,695.00</u>	
2. GRATUITY FUND	89,16,650.00	-
In Institute :	2,76,484.00	
LIC of India : Institute Contribution- 47,14,968	<u>86,40,166.00</u>	
Fund Appreciation- 39,25,198.00		
3. EL ENCASHMENT FUND	42,67,606.00	-
In Institute :	1,39,731.00	
LIC of India : Institute Contribution- 36,92,146.00	<u>41,27,875.00</u>	
Fund Appreciation- 4,35,729.00		
4. Students Activities Fund	7,99,004.73	6,58,184.73
5. Faculty Development Fund	13,04,844.00	13,84,756.00
Opening Balance:	13,84,756.00	
Less : Utilized during the Year	<u>79,912.00</u>	
6. Hostel Development Fund (Out of the above Rs. 162640/- utilised for purchase of Assets	8,89,600.00	8,20,459.00
7. Financial Assistance Award on Means Basis	14,96,175.00	15,13,425.00
8. Depreciation Fund	5,73,98,179.15	4,95,70,878.40
9. Pension Fund	1,49,80,603.50	1,34,45,834.50
Opening Balance:	1,34,45,834.50	
Add : Interest during the Year	8,02,437.00	
Add : Contribution During the year & Res. Fund	<u>7,32,332.00</u>	-
TOTAL	11,95,08,255.03	9,39,90,929.28

SECURED LOANS & BORROWINGS

SCHEDULE-4

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
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UNSECURED LOANS & BORROWINGS

SCHEDULE-5

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
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DEFERRED CREDIT & LIABILITIES

SCHEDULE-6

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
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CURRENT LIABILITIES & PROVISIONS

SCHEDULE-7

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16	
1	Caution Money	3,088,000.00	2,910,000.00
2	Hostel Caution Money	981,000.00	781,000.00
3	Scholarship	184,980.00	176,855.00
4	IGNOU Fees	143,970.00	123,000.00
5	Examination Fund from Students	400,000.00	420,000.00
6	Interest on Investment (CBSP)	107,109.00	107,109.00
7	Interest Accrued on Investment (FCI Project)	362,350.00	257,764.00
8	Interest Accrued on Investment (Hall Equip. Grant)	-	405,751.00
9	Interest on Investment (Construction Grant)	-	3,084,000.00
10	NCHM Study Tour	100,000.00	
11	Less: Exp. Upto 2011-12	<u>54,330.00</u>	45,670.00
12	NC Forms	119,250.00	123,750.00
13	Central Sector Scholarship for SC Students	9,390.00	56,200.00
14	Earnest Money/EMD	56,444.00	180,444.00
	Om Sai Indane Seva (2008-09)	1,710.00	
	Cygnnet Computer (2009-10)	1,800.00	
	S.S. Traders (2011-12)	3,934.00	
	M/s Om Sai Indane Seva(2012-13)	10,000.00	
	M/s Congas Food Service Equip Pvt. Ltd.(12-13)	10,000.00	
	M/s Bharti Refriegeeration Works(12-13)	10,000.00	
	M/s Jyoti Equipments(12-13)	10,000.00	
	M/s Om Sai Indane Seva (13-14)	5,000.00	
	M/s Om Sai Indane Seva (13-14)	4,000.00	
15	IGNOU Exam Fees with fine	18,670.00	46,200.00
16	Std.Support Insurance	5,038.00	3,645.00
17	Adv. Tuition Fee	45,379.00	27,300.00
18	Consultancy Fee from IOCL Barauni	377,960.00	471,120.00
19	Enrollment Fee (NCHM)	43,500.00	27,500.00
20	Excess Fee	7,459.00	300.00
21	CBSP Fund	194,711.05	194,711.05
22	Local Tourist Guide Programme (DoT, GoB)	1,161,962.00	1,161,962.00
23	Performance Security	53,363.00	36,368.00
	M/s New M.S. Engineering Works	5,000.00	
	M/s New M.S. Engineering Works	11,000.00	
	M/s Om Sai Indane Seva	5,600.00	
	M/s Hue Service Pvt. Ltd	5,000.00	
	M/s Life Line Safety Service	5,350.00	
	M/s Cool World (2015-16)	4,418.00	
	M/s Reliable Equipments (2016-17)	14,175.00	
	M/s Vikash Beez Bhandar (2016-17)	2,820.00	

SL.NO.		CURRENT YEAR	PREVIOUS YEAR
		2016-17	2015-16
24	Security Deposit	502,102.00	366,902.00
	M/s Khushi Enterprises (Hostel Mess)	1,50,000.00	
	M/s Anand Enterprises	25,000.00	
	M/s Om Sai Indane Seva	17,102.00	
	M/s Quraishi Enterprises	1,10,000.00	
	M/s Evergreen Provision Store	60,000.00	
	M/s S.K.Store (Grocery)	20,000.00	
	M/s S.K.Store (Perishabel/Non Perishable Food)	1,20,000.00	
25	Outstanding Liabilities	7,101,779.00	2,656,206.00
	2010-11 (Statutory Period Expired Chq.)	20,544.00	
	2011-12 (Statutory Period Expired Chq.)	35,500.00	
	2012-13 (Statutory Period Expired Chq.)	35,640.00	
	2013-14 (Statutory Period Expired Chq.)	32,430.00	
	2014-15 (Statutory Period Expired Chq.)	25,780.00	
	2015-16 (Statutory Period Expired Chq.)	69,941.00	
	2016-17 (Statutory Period Expired Chq.)	2,250.00	
	Excess fee (Sonu Kumar)	500.00	
	Food Materials (Hotel Maurya for Lunch Chg. For STCP)	10,920.00	
	Professional Fee (for TDS 2nd Qtr Return)	2,326.00	
	Professional Fee (M/s Thakur Kundan for		
	TDS Correction File 2nd & 4th Qtr for fin yr. 2013-14	2,079.00	
	I.Card (Khushi Enterprises)	9,894.00	
	I.Card	1,425.00	
	Salary & Wages (SIS)	7,20,170.00	
	Wages for Garbage Cleaning (Kishore Mitra)	7,840.00	
	Salary & Wages (7th CPC Arrear)	31,35,716.00	
	GPFContribution	24,424.00	
	Adhoc Bonus (2014-15 to 2016-17)	3,14,314.00	
	Salary & Wages (TA Arrear to Staff member)	3,07,432.00	
	Maint. & Rep.(Gas Pipeline) (M/s OM Sai)	27,933.00	
	Medical Exp. (Suman Chatterjee)	3,167.00	
	Contigencies (ITDC)	5,080.00	
	Library Fee (Jindal Books)	10,875.00	
	Mait. & Rep. (Hostel)(Trishul Engineering)	13,377.00	
	News Periodical &Journal (Dharmpal Patel)	3,337.00	
	Telephone Exp.	4,784.00	
	Electricity Exp.	1,50,100.00	
	Food Materials (M/s Evergreen Provision)	4,41,253.00	
	Food Materials (M/s Anand Enterprises)	2,09,936.00	
	Food Materials (M/s S.K. Store)	3,42,731.00	
	Hostel Food Charge(M/s Khushi Enterprises)	1,99,408.00	
	Professional Fee (Arijit Mitra)	6,039.00	
	Contigencies (NSDL-NPS)	1,492.00	
	Food Materials (M/s Vaishali Caterers)	43,023.00	
	Postage (BNPL)	11,207.00	
	IGNOU TEE (Staff Remuneration)	58,225.00	
	Tuition Fee(Raja Babu Singh)	34,070.00	
	Audit Fee	19,942.00	
	Outdoor Catering (Students)	94,575.00	
		64,39,679.00	

Cbsp Fund A/C		
2015-16 (Statutory Period Expired Chq.)	25,700.00	
2016-17 (Statutory Period Expired Chq.)	31,100.00	
Stipend Cbsp 6/8 weeks	3,86,000.00	
Event Facilitators Stipend	19,500.00	
Cbsp 6 Month Stipend	1,08,000.00	
Cbsp 6/8 weeks Stipend (Non Bank Account)	26,000.00	
Event Facilitators Stipend (Non Bank Account)	6,000.00	
Cbsp Through Classified Hotel Stipend	1,500.00	
Cbsp 6/8 weeks Stipend (Reverted)	3,500.00	
Event Facilitators Stipend	3,000.00	
STCP Stipend	1,800.00	
Administrative Charge & Base Cost (Honorarium)	50,000.00	
	662,100.00	
TOTAL	1,50,10,086.05	1,36,63,757.05
FIXED ASSETS		
SCHEDULE-8 (Referred to Annex-I)		
SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
1	As per statement General Fund A/c 16,16,52,369.15 Less: Written off during the year 1,57,931.13 Total 16,14,94,438.02 Add: Assets acquired during the year 85,159.00 Total(1) 16,15,79,597.02	
2	As per ID Fund (Assets Acquired) 61,92,393.00 Add: Assets acquired during the year Nil Total(2) 61,92,393.00	
	TOTAL (1+2)	16,77,71,990.02 16,78,44,762.15
	TOTAL	16,77,71,990.02 16,78,44,762.15
INVESTMENTS FROM EARMARKED/ENDOWMENT FUND		
SCHEDULE-9		
SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
1	Investment With SBI, Hajipur Branch 9,60,20,050.00	-
2	Investment with Allahabad Bank, Hajipur Branch -	9,41,60,572.00
3	IDF-Investment with Canara Bank, Hajipur Branch 2,04,44,402.00	1,54,21,321.00
4	Pension Fund:- Investment with Allahabad Bank Hajipur Branch 1,02,31,224.00	95,17,418.00
	TOTAL	12,66,95,676.00 11,90,99,311.00
INVESTMENTS OTHERS		
SCHEDULE-10		
SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
1	Investment of FCI Buildg. Project Grant with Allahabad Bank, Hajipur 12,28,372.00	11,23,786.00
	TOTAL	12,28,372.00 11,23,786.00

CURRENT ASSETS, LOAN & ADVANCES

SCHEDULE-11

SL.NO.	CURRENT YEAR		PREVIOUS YEAR
	2016-17		2015-16
[A] Current Assets Stock-in-Hand			
Training Food Materials		2,87,397.43	2,54,952.70
Printing & Stationery		1,29,360.93	1,39,881.83
Cleaning/Housekeeping Materials		21,285.10	25,413.59
Fuel & Gas		16,710.00	8,856.12
Training Materials		17,261.00	2,669.00
Log Book (Store-280, Accounts-1@Rs. 85/-)		23,885.00	26,690.00
First Aid		589.80	518.30
Light Equipment/Building Materials/Elements		8,283.93	6,408.49
Prospectus IHM (Accounts-159 @Rs. 70/-, Store-21@26.25)		11,681.25	8,351.25
Momento		5,280.00	5,280.00
Std. Notebook		82,298.98	53,200.00
(a) Pink- (Store-617 & Accounts-61 @ Rs. 64.91/-)44,008.98			
(b) Practical-(Store-505 & Accounts-42 @ Rs. 70/-)38,290.00			
Kitchen Tools Kits -		5,504.16	-
Uniform (CBSP)		4,44,711.00	2,97,810.00
Store -			
Academic -		15,200.00	
Hotel Ginger, Jamshedpur -		12,597.00	
Hotel Chanakya, BNR Ranchi -		111.00	
Certificate (CBSP)		5,375.00	7,575.00
Course Study Materials (CBSP)		31,420.40	75,880.00
Tool Kits (CBSP)		1,05,792.92	54,669.00
SUB TOTAL		12,24,744.90	9,68,155.28
[B] SUNDRY RECEIVABLE			
Receivable from LIC of India (Gratuity Fund)		86,40,166.00	-
Receivable from LIC of India (EL Encashment Fund)		41,27,875.00	-
Receivable from Sandeepan Sankritayan (C.E.A. Recovery)		10,305.00	-
Receivable from MOT, GOI-Fee CBSP (Hunar Se Rozgar)		70,53,217.40	54,26,241.00
CBSP 6/8 Weeks	53,79,020.00		
CBSP Event Facilitators	5,67,088.00		
CBSP Trough Classified Hotel 2015-16	48,991.00		
2016-17	72,106.00		
CBSP 6 Month Programme	5,81,862.00		
STC Programme	4,04,150.40		
Receivable from State Govt. for Training Prog. Of Circuit House Staff		75,000.00	75,000.00
Receivable from NCHM (TA)		5,322.00	-
Receivable from IOCL, Barauni		2,80,620.00	2,80,620.00
Receivable from Income Tax Deptt. for TDS		7,41,980.00	13,96,640.00
2015-16	6,60,845.00		
2016-17	81,135.00		
Receivable from Income Tax Deptt. for TDS (IDF)			
2013-14		-	38,793.00
2015-16		1,46,599.00	1,46,599.00

Receivable from Income Tax Deptt. for TDS (Pension Fund)		
2013-14	-	69,704.00
2015-16	79,032.00	79,032.00
Receivable from Income Tax Deptt. for TDS (2011-12 & 2012-13)	-	8,40,065.00
Receivable from Hotel Maurya towards outdoor catering	-	7,425.00
Receivable made Distt. Election Officer for Staying Chg. of official during Lok Sabha Election/State Assembly Election	-	1,36,050.00
Receivable from IGNOU towards TEE Exp.	84,763.00	7,060.00
Receivable from Gautam Choudhary (Food Festival)	3,600.00	-
SUB TOTAL	2,12,48,479.00	85,03,229.00
[C] LOAN, ADVANCES & OTHER ASSETS		
Festival Advance (Staff)	-	31,500.00
TA Adv. To Amit Kumar	-	4,500.00
TA Adv. To Kalyan Mukherjee	10,000.00	10,000.00
TA Adv. To Rakesh Kr. Das	-	4,500.00
TA Adv. To Sumit Chatterjee	10,000.00	600.00
Advance to P. Ganguly	-	-
Advance to Pramod Kr. Sahni	5,000.00	-
Advance to IDS Next Business	1,293.00	-
Advance to CPWD	12,60,030.00	12,60,030.00
Advance to B. Mallick	570.00	1,688.00
Adv. To A.M.Singh	-	-
Adv. To ITDC-Hotel Patliputra Ashok, Patna	-	377.00
SUB TOTAL	12,86,893.00	13,13,195.00
[D] Security Deposit		
M/s Anamika Indane	2,350.00	2,350.00
M/s Anamika Indane	2,850.00	2,850.00
Patliputra Agency (Raj Traders)	2,500.00	2,500.00
Bihar State Electricity Board	6,380.00	6,380.00
M/s Amrapali Gas Seva	30,600.00	30,600.00
M/s Choudhary & Sons Pepsi Distributors	2,500.00	2,500.00
Bharat Sanchar Nigam Limited, Hajipur	2,700.00	2,700.00
Bihar State Electricity Board	1,40,903.00	1,40,903.00
Bharat Sanchar Nigam Limited, Hajipur (Broadband)	3,300.00	3,300.00
SUB TOTAL	1,94,083.00	1,94,083.00
[E] OTHER ASSETS:		
Prepaid Expenses:	1,31,471.00	1,22,631.00
Insurance Prepaid	52,096.00	
Maint.&Rep.(Equip-Prepaid Exp)	22,352.00	
Maint.&Rep.(Prepaid Genset)	5,073.00	
Maint.&Rep.(Prepaid Build/Plum))	27,368.00	
Teaching Aid	24,582.00	
SUB TOTAL	1,31,471.00	1,22,631.00
Cash in Hand:		
Imprest Cash	8,755.00	-
Postage Stamp (Franking Machine)	-	824.00
Cash in hand	-	-
Cash at Bank:		
Allahabad Bank, Hajipur C/A- 20800983875	1,31,53,447.35	82,57,180.35
S.B.I Hajipur C/A 10636207443	16,782.38	18,549.88
Allahabad Bank, CBSP Fund A/c-50254250448	64,67,631.00	49,81,181.00
IDF, Allahabad Bank-SB-20800991944	11,80,144.65	4,70,182.65
Pension Fund-Allahabad Bank, SB-20800985851	25,23,016.50	16,97,022.50
SUB TOTAL	2,33,49,776.88	1,54,24,940.38
TOTAL	4,74,35,448.18	2,65,26,233.66

INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY & APPLIED NUTRITION, HAJIPUR

Schedule Forming Part of Income and Expenditure for the ended year on 31st March 2017

INCOME FROM SALES / SERVICES**SCHEDULE-12**

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
Staff Lunch	56,880.00	57,736.00
Lunch Charge from CBSP	1,60,486.00	19,79,826.00
TOTAL	2,17,366.00	20,37,562.00

GRANT & SUBSIDIES**SCHEDULE-13**

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
TOTAL	-	-

ACADEMIC RECEIPTS**SCHEDULE-14**

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
Internal Exam fee	2,74,550.00	2,69,750.00
Tution Fees	3,54,75,695.00	3,54,29,200.00
Registration Fees/Admission Fee	2,84,500.00	2,86,500.00
Library Fees	2,79,875.00	2,85,500.00
Locker Rent	44,300.00	51,900.00
I. Card	22,950.00	22,950.00
TOTAL	3,63,81,870.00	3,63,45,800.00

INCOME FROM INVESTMENT**SCHEDULE-15**

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
TOTAL	-	-

INCOME FROM ROYALTY**SCHEDULE-16**

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
TOTAL	-	-

INTEREST EARNED

SCHEDULE-17

SL.NO.			CURRENT YEAR 2016-17	PREVIOUS YEAR 2016-17
	Interest on Term Deposit	Albd Bank	13,98,672.00	74,18,722.00
		SBI	60,20,050.00	73,30,329.00
	TOTAL		74,18,722.00	73,30,329.00

OTHER INCOME

SCHEDULE-18

SL.NO.		CURRENT YEAR 2016-17	PREVIOUS YEAR 2016-17
	Fee for Log Book	2,745.00	2,475.00
	Hostel Fee	7,95,760.00	11,13,280.00
	Hostel Food Fees	6,92,560.00	12,67,646.00
	Miscellaneous Receipts	9,82,276.00	15,21,134.00
	Late Fine	2,26,740.00	1,87,720.00
	IGNOU TEE	21,776.00	8,288.00
	Lease Rent & Licence Fee (Gen. Shop)	2,46,222.00	2,20,704.00
	Fee for Prospectus	16,230.00	25,987.50
	Outdoor Catering/Training Program	9,700.00	25,125.00
	Tender Form Fee (non-refundable)	6,000.00	64,000.00
	License Fee	67,440.00	76,240.00
	HRA Recoveries	4,21,793.00	3,93,801.00
	RTI Fees	1,474.00	384.00
	Water & Security Charges	34,800.00	33,896.00
	Infrastructure/Operational Charges (CBSP)	-	17,42,458.00
	Administration Charges (CBSP)	-	3,44,025.00
	Certification Fee (CBSP)	2,94,575.00	3,86,959.00
	Base Cost (CBSP)	32,04,472.07	-
	Fee for Notebook (Practical)	26,080.00	23,240.00
	Fee for Notebook (Theory)	47,206.91	34,780.00
	Postage Charge	2,250.00	1,550.00
	Receipt from JEE Counselling Log. & Tech. Support	1,75,600.00	1,92,400.00
	Food Fest-2015	75,859.00	2,56,693.00
	Interest/Penal Interest	1,59,483.00	1,64,333.00
	Misc. Receipt. (CBSP)	-	1,87,875.00
	Conference Programme (High Court, Patna)	-	2,86,391.00
	Receipts from Valmiki Nagar Tiger Reserve's Staff Training	-	59,325.00
	Fee for Kitchen Tool Kits	34,301.16	26,182.00
	TOTAL	75,45,343.14	86,46,891.50

INCREASE/DECREASE IN STOCK OF FINISHED GOODS & WORK-IN-PROGRESS

SCHEDULE-19

SL.NO.	CURRENT YEAR 2016-17	PREVIOUS YEAR 2015-16
	NIL	NIL

ESTABLISHMENT EXPENSES

SCHEDULE-20A

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
Staff Salary & Wages including outsourced etc.	2,50,59,822.00	2,03,45,123.00
Wages for Garbage Cleaning	94,080.00	94,560.00
Wages & Compensation	-	3,038.00
Children Education Allowances	3,10,285.00	3,27,036.00
E.L. Encashment	199,387.00	-
Gratuity	258,548.00	-
Adhoc Bonus	248,688.00	65,626.00
Travelling Expenses	106,773.00	2,19,496.00
Honorarium	2,03,873.00	1,95,550.00
Medical Reimbursement	2,68,960.00	2,23,390.00
Uniform, Meeting, Seminar & Conference	7,500.00	29,892.00
Contribution of Employees Pension Fund	2,32,332.00	2,27,965.00
Contribution to GGCA Policy	25,307.00	25,089.00
Contribution to GLES Policy	3,56,867.00	2,76,719.00
LTC	17,585.00	3,89,409.00
Contribution to NPS (Employer)	12,34,606.00	9,66,538.00
Pension	16,88,072.00	15,82,658.00
TOTAL	3,03,12,685.00	2,49,72,089.00

OPERATIONAL EXPENSES

SCHEDULE-20B

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
Electricity	15,11,047.00	14,46,033.00
Fuel & Gas	346,006.12	353,294.50
Crockeries, Cutlaries & Utensils	4,763.00	62,456.00
Cleaning Material	46,448.69	65,551.17
Light Equipment	49,490.00	63,921.71
First Aid	1,306.50	1,462.50
Petrol & Diesel	1,19,319.00	1,30,369.00
Conveyance & Cartage	29,856.00	34,103.00
Maint. & Rep. (Electricity)	88,381.00	29,502.79
Maint. & Rep. (Furniture)	22,216.00	96,321.00
Maint. & Rep. (Equipment/Computer)	2,22,266.00	2,94,855.00
Maint. & Rep. (Lawn & Garden)	13,635.00	12,513.00
Maint. & Rep. (Vehicle)	68,430.00	48,119.00
Maint. & Rep. (Gas Pipe)	1,73,210.00	1,71,020.00
Maint. & Rep. (Genset)	53,484.00	33,022.00
Maint. & Rep. (Hostel)	32,753.00	9,371.00
Maint. & Rep. (Build & Plumb)	4,34,207.56	3,38,545.72
Maint. & Rep. (Cycle)	60.00	430.00
Maint. & Rep. (Books)	-	2,800.00
TOTAL	32,16,878.87	31,93,690.39

ACADEMIC EXPENSES

SCHEDULE-20C

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
News Paper&Periodicals	56,470.00	44,199.00
Teaching Aid	20,905.00	12,000.00
Membership, Subscription of Society	3,779.00	3,708.00
Training Food Expenses	51,15,554.42	49,20,552.45
Training Materials	1,43,565.00	1,32,297.50
Momento Distribution Exp.	-	4,000.00
I. Card	15,960.00	17,220.00
TOTAL	53,56,233.42	51,33,976.95
GRAND TOTAL(A+B+C)	3,88,85,797.29	3,32,99,756.34

ADMINISTRATION EXPENSES

SCHEDULE-21

SL.NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
Postage & Telephone	2,08,964.00	1,88,173.00
Printing & Stationery	3,26,389.83	2,08,918.72
Advertisement & Publicity	1,49,540.00	2,03,073.00
Contingency & Legal Charges	78,941.00	1,76,791.00
Bank Charges (Allbd. Bank-Rs. 8923 /- SBI-Rs. 632.50/-)	9,555.50	10,303.00
Insurance	1,09,266.00	1,01,448.00
Audit Fees	19,942.00	17,250.00
Professional Fees	42,335.00	52,250.00
Linen & Furnishing	-	70,005.00
Institute Magazine (NIRVANA)	-	1,16,000.00
TOTAL	9,44,933.33	11,44,211.72

PRIOR PERIOD ADJUSTMENT

SL. NO.	CURRENT YEAR	PREVIOUS YEAR
	2016-17	2015-16
Prior Period Income		
EMD (Denevo Enterprises)	-	10,000.00
IGNOU TEE	-	8,865.00
TOTAL (A)	20,000.00	18,865.00
Prior Period Expenses		
NIRVANA - 2015	-	51,000.00
Receivable from Distt. Election Officer	10,600.00	-
TOTAL (B)	10,600.00	51,000.00
GRAND TOTAL (A+B)	9,400.00	32,135.00

Institute of Hotel Management Catering Technology and Applied Nutrition, Hajipur
Receipt & Payment Account for the ended year 31-Mar-2017

RECEIPT	AMOUNT (Rs.)	PAYMENT	AMOUNT (Rs.)
Opening Bank Balance :		Corpus/Capital Fund	
Allahabad Bank	82,57,180.35	Grant in Aid Gol for Equipment & Tubewell	80,305.00
Allahabad Bank CBSP Fund A/c	49,81,181.00	Current Liabilities	
SBI, Patliputra	18,549.88	Caution Money	1,16,900.00
Imprest Cash	-	Hostel Caution Money	77,650.00
Bank Pension Fund	16,97,022.50	Central Sector Scholarship of SC	7,46,034.00
Bank IDF Fund	4,70,182.65	Center Change Charge	2,000.00
Current Liabilities		Consultancy Fee IOCL (SBI)	93,160.00
Caution Money	5,34,000.00	Donation For Communal Harmony	4,016.00
Hostel Caution Money	3,36,000.00	EMD	3,34,000.00
Adv. Tuition Fee	2,400.00	Excess Fee	4,65,644.00
Central Sector Scholarship of SC	6,99,224.00	GPF	1,42,038.00
Center Change Charge	2,000.00	GPF Advance	1,88,800.00
Donation for Communal Harmony	4,016.00	GSLI-27149	8,400.00
EMD	3,15,000.00	Honorarium (NCHM/IGNOU)	47,706.00
Enrollment Fee	16,000.00	IGNOU Co-Ord. Fee	27,000.00
Excess fee	4,72,803.00	IGNOU Exam fee	1,85,460.00
Honorarium (NCHM/IGNOU)	47,706.00	IGNOU Exam Fine	6,000.00
IGNOU Co-Ord. Fee	27,000.00	IGNOU Fee	23,73,750.00
IGNOU Exam fee	1,47,170.00	IGNOU Std. Supp. Fee	28,300.00
IGNOU Exam fine	17,000.00	Intt. On Investment (Capital Equip.)	4,05,751.00
IGNOU Fee	23,99,220.00	Intt. On Investment (Constrc. Grant)	30,84,000.00
IGNOU Student Supp. Fee	28,300.00	JEE Counselling Honor.	87,800.00
JEE Counselling Honorarium	87,800.00	N.C. Exam Fee	15,45,039.00
N.C. Exam Fee	21,66,000.00	N.C. Exam Fine	20,800.00
N.C. Exam Fine	20,800.00	N.C. form	1,35,724.00
N.C. Form	1,32,750.00	NPS (Employees)	10,36,983.00
Outstanding Liability	2,250.00	Outstanding Liab.	20,43,826.00
Performance Security	16,995.00	Professional Tax	47,500.00
Reappear N.C.Exam fee	1,37,900.00	Re-appear N.C. Exam fee	82,500.00
Scholarships A/c	8,54,500.00	Salary & Wages	1,64,55,446.00
Scholarship on Means Basis(NCHM)	25,375.00	Scholarship A/c	8,54,500.00
Security Deposit (Liability)	35,000.00	Scholarship on Mans Basis (NCHM)	17,250.00
Std. Safe Insurance	1,65,628.00	Security Deposit (Liab.)	4,800.00
CFA for CBSP 6 Month Programme (CBSP)	4,12,224.00	Service Tax	300.00
Outstanding Liability (CBSP)	32,600.00	Std. Safe Insurance	1,63,926.00
RESERVE & SURPLUS		TDS (Staff)	7,30,000.00
Institute Development Fund	7,11,104.00	Outstanding Liabilities (CBSP)	2,71,475.00
EARMARKED ENDOWMENT FUND		EARMARKED ENDOWMENT FUND	
Hostel Dev. Fee	84,000.00	Faculty Development Fund	62,831.00
Student Activity A/c	388,800.00	Financial Asst. Award	17,250.00
CURRENT ASSETS		Student Activity	2,11,898.00
Sundry Receivable	16,96,146.00	CURRENT ASSETS	
Adv. To Amit Kumar	22.00	Stock in hand-Log Book	17,000.00
Adv. To A.M.Singh	508.00	Stock in hand Notebook (Practical)	1,12,000.00
Adv. To Ankit Kumar	919.00	Stock in hand Notebook (Theory)	1,82,523.00
Adv. To B. Mallick	4,158.00	Stock in hand Notebook (Theory-SBI)	5,842.00

Receipt & Payment Account for the ended year 31-Mar-2017

RECEIPT	AMOUNT (Rs.)	PAYMENT	AMOUNT (Rs.)
Adv. To Gautam Choudhary	1,219.00	Stock in hand Prospectus IHM	14,000.00
Adv. To Kalyan Mukherjee	4,207.00	Stock in hand Training Materials	13,200.00
Adv. To Mohan Kumar	430.00	Stock In hand-Tool kits (CBSP)	99,431.00
Adv. To Niraj Kumar	813.00	Stock In hand-Tool kits (Uniform)	9,97,509.00
Adv. To P. Ganguly	6,634.00	Adv. To Amit Kumar	10,000.00
Adv. To P. Mitter Choudhary	2,112.00	Adv. To A. M. Singh	50,000.00
Adv. To Prakash Chandra	3,552.00	Adv. To Anand Kumar	16,500.00
Adv. To Rakesh Kumar	2,236.00	Adv. To Ankit Kumar	9,000.00
Adv. To Sandipan S.	5,000.00	Adv. To Anupam Kumar	5,000.00
Adv. To Sitesh Srivastav	339.00	Adv. To Ashok Choudhary	7,000.00
Sundry Receivable (Pension Fund)	69,704.00	Adv. To B. Mallick	33,000.00
Sundry Receivable (CBSP)	53,77,250.00	Adv. To Gautam Choudhary	18,000.00
INVESTMENTS		Adv. To IDS Next Business Solution	1,293.00
IDF Investment	1,54,21,321.00	Adv. To Kalyan Mukherjee	30,000.00
Investments	9,41,60,572.00	Adv. To Mohan Kumar	3,500.00
OTHERS		Adv. To Niraj Kumar	15,000.00
SBI-Inter Unit (Allbd Bank)	9,01,40,000.00	Adv. To P. Ganguly	46,000.00
Inter Unit (CBSP Fund A/c)	28,21,053.00	Adv. To P. Mitter Chaudhary	29,000.00
IDF-Inter Unit (Current A/c)	43,38,744.00	Adv. To Prakash Chandra	12,000.00
Inter Unit (GPF A/c)	68,439.00	Adv. To Pramod Sahni	5,000.00
Inter Unit (IDF A/c)	54,353.00	Adv. To Pratima Sinha	5,000.00
Inter Unit (Pension Fund A/c)	1,20,847.00	Adv. To Rakesh Kumar	3,000.00
Pension Fund-Inter Unit (Current A/c)	21,23,399.00	Adv. To Rakesh Kumar Das	4,500.00
INDIRECT INCOME		Adv. To Sandipan S.	5,000.00
Admission Fee	2,86,000.00	Adv. To Sitesh Srivastav	12,000.00
Fine	1,92,840.00	Adv. To Sumit Chatterjee	10,000.00
Food Festival	1,70,400.00	Adv. To Suman Chatterjee	2,700.00
Genset Charge	72,000.00	TDS on Investement	81,135.00
Hostel Bed Charge	11,36,800.00	INVESTMENTS	
Hostel Food Charge	29,19,600.00	IDF Investments	1,98,00,000.00
I.Card	22,950.00	Investments (SBI)	9,00,00,000.00
Interest on TDS	1,56,723.00	FIXED ASSETS	
Internal Exam fee	2,84,000.00	Equipments	25,105.00
Intt. On Investments	13,98,672.00	Furniture & Fixture	60,054.00
JEE Counselling Log & Tech. Supp. Chg.	1,75,600.00	PREPAID EXPENSES	
Kitchen Tool Kits	1,50,400.00	Insurance Prepaid	52,096.00
Lease Rent	1,82,597.00	Maint. & Rep. (Build-Prepaid)	27,368.00
Library Fee	3,00,000.00	Maint. & Rep. (Equip-Prepaid)	22,352.00
Licence fee from General Shop	63,625.00	Maint. & Rep. (Prepaid-Genset)	5,073.00
Locker Rent	44,600.00	Teaching Aid (Prepaid)	24,582.00
Log Book	18,300.00	OTHERS	
Maintenance charge	5,000.00	Inter Unit (CBSP Fund A/c)	8,35,373.00
Misc. Receipts	41,348.00	Inter Unit (GPF)	68,439.00
Nirvana	30,000.00	Inter Unit (IDF)	43,82,456.00
Outdoor Catering	1,04,275.00	Inter Unit (Pension Fund)	22,03,505.00
Penal Interest	2,760.00	Inter Unit (SBI)	9,01,40,000.00
Prospectus IHM	26,900.00	Inter Unit (Current)-CBSP	19,85,680.00
RTI Fees	1,474.00	INDIRECT INCOME	
Student Notebook (Practical)	1,17,360.00	Admission Fee	1,500.00
Student Notebook (Theory)	1,94,130.00	Fine	5,000.00
Tender Form (Non-Refund)	6,000.00	Food Festival	84,360.00
Tuition Fee	3,61,84,120.00	Hostel Food Charge	19,86,879.00

Receipt & Payment Account for the ended year 31-Mar-2016

RECEIPT	AMOUNT (Rs.)	PAYMENT	AMOUNT (Rs.)
Interest (Pension Fund)	88,711.00	Hostel Food Charge (SBI)	40,753.00
Employer Contr. To Pension Fund	2,32,332.00	I. Card	14,535.00
<u>INDIRECT EXPENSES</u>		Internal Exam Fee	8,750.00
Insurance	16,156.00	Kitchen Tool Kits	1,21,603.00
Postage	50.00	Library Fee	8,750.00
T. A. (NCHM)	20,772.00	Locker Rent	300.00
CBSP 6/8 weeks Stipend	5,000.00	NIRVANA	10,000.00
CBSP 6 Months Stipend	6,000.00	Tuition Fee	6,69,125.00
Event Facilitators Stipend	3,000.00	Behaviour/Attitude Training (CBSP)	40,000.00
STCP Stipend	1,800.00	Certification Fee (CBSP)	30,625.00
<u>ESTABLISHMENT EXPENSES</u>		Misc. Exp./Receipts(CBSP)	40,336.00
GLES - 228246	36,970.00	Training Fee	1,28,125.00
		<u>INDIRECT EXPENSES</u>	
		Advt. & Publicity	1,48,160.00
		Advt. & Publicity (SBI)	1,380.00
		Bank Charges	8,923.00
		Bank Charges (SBI)	632.50
		Contingencies	67,692.00
		Conveyance, Coolie & Cartage	29,666.00
		Crockeries, Cutlaries & Utensils	3,389.00
		Diesel for Genset	2,21,965.00
		Diesel for Vehicle	83,034.00
		Electricity Exp.	15,88,307.00
		First Aid	1,378.00
		Food Materials A/c	46,33,851.00
		Fuel & Gas A/c	3,53,860.00
		H. K. Clg Materials	43,235.00
		Insurance	84,736.00
		Legal Charges	2,000.00
		Light Equipments	31,919.00
		Maint & Rep. (Build/Plum)	3,78,062.00
		Maint & Rep. (Cycle)	60.00
		Maint & Rep. (Electricity)	81,571.00
		Maint & Rep. (Equipments)	1,72,400.00
		Maint & Rep. (Furn. & Fixture)	22,216.00
		Maint & Rep. (Gas Pipeline)	1,45,277.00
		Maint. & Rep. (Genset)	38,790.00
		Maint. & Rep. (Hostel)	19,376.00
		Maint. & Rep. (Lawn & Garden)	13,635.00
		Maint. & Rep.(Vehicle)	68,430.00
		Membership of Society	3,779.00
		Misc. Exp./Receipts	46,677.00
		News, Periodicals & Journal	53,133.00
		Postage	64,645.00
		Printing & Stationery	3,04,038.00
		Professional Fee	36,296.00
		TA (NCHM)	5,734.00
		Teaching Aid	20,905.00
		Telephone Exp.	1,09,253.00
		Training Materials	1,27,911.00
		Pension Expenses	16,88,072.00
		Bank Charge (Pension Fund)	80.00
		CBSP-Advt.& Publicity (6 Months)	19,463.00

		CBSP Advt. & Publicity (6/8 weeks)	94,267.00
		CBSP Advt.& Publicity (Hostel)	3,598.00
		Bank Charges (CBSP)	2,315.00
		CBSP 6/8 weeks Stipend	2,14,000.00
		CBSP 6 month Stipend	1,80,000.00
		CBSP Stipend (Hotels)	23,500.00
		Event Facilitators (Stipend)	43,500.00
		STCP Stipend	1,44,000.00
		STCP Testing Fee	33,600.00
		<u>ESTABLISHMENT EXPENSES</u>	
		Children Education Expenses	3,24,025.00
		E.L. Encashment	41,720.00
		G.G.C.A	25,307.00
		GLS-228246	3,93,837.00
		Honorarium	2,03,873.00
		LTC	4,217.00
		Medical Expenses	2,65,793.00
		Participation Fee for Seminar	7,500.00
		Pension Fund	2,32,332.00
		Salary & Wages (Security Personnel)	35,03,661.00
		Travelling Expenses	83,312.00
		Wages for Garbage Cleaning	86,240.00
		Closing Bank Balance:	
		Allahabad Bank Current A/c	1,31,53,447.35
		Allahabad Bank CBSP Fund A/c	64,67,631.00
		SBI Patliputra	16,782.38
		Bank Pension Fund	25,23,016.50
		Bank IDF Fund	11,80,144.65
		Imprest Cash	8,755.00
		Cash in hand	-
	28,68,68,923.38		28,68,68,923.38

**INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY &
APPLIED NUTRITION, HAJIPUR, VAISHALI**

**FORM OF FINANCIAL STATEMENT (NON-PROFIT ORGANISATION)
FOR THE FINANCIAL YEAR 2016-17**

NAME OF INSTITUTE : INSTITUTE OF HOTEL MANAGEMENT CATERING
TECHNOLOGY & APPLIED NUTRITION

SCHEDULE-24 : SIGNIFICANT ACCOUNTS POLICIES

1. ACCOUNTING CONVENTION :

The financial statements are prepared on the basis of historical cost convention, using mercantile system of accounting unless otherwise stated.

2. INVENTORY VALUATION :

(i) Stores include food materials (non-perishable), Printing stationary, Training materials maintenance spares, First Aid material etc. are valued at cost and physically checked and verified at the end of Financial Year by the internal constituted committee of the Institute.

(ii) Raw materials, semi-finished goods and finished goods are valued at lower of cost and net realizable value.

3. FIXED ASSETS :

(i) Fixed Assets comprises of equipment, furniture fixture and books are stated at cost of acquisition.

(ii) Fixed Assets received by way of Capital grants, (other than from the Corpus Funds) released by Govt. of India are capitalized at values stated. Land was allotted to the Institute by Govt. Bihar on free of cost and therefore nominal cost of Rs. 1/- has been booked towards cost of land. The Administrative-cum-Academic building, hostel block, staff quarter & Director Bungalow was constructed and physically handed over by the CPWD in the year 2005.

4. GOVERNMENTS GRANTS/SUBSIDIES :

(i) Government grants to the nature of contribution towards capital cost of setting up projects are treated as Capital.

(ii) Government grants/subsidies except for CFA towards CBSP courses are accounted on realization basis.

5. FORFEITURE OF UNCLAIMED CAUTION MONEY :

Caution Money (Refundable) collected from the students are forfeited if the students don't claim within 05 (five) years from the date of publishing of the final result and consequently the fund is treated as revenue.

6. Interest earned on investment of capital Grant has not been accounted for in the Income and Expenditure Account.

7. EXAMINATION FEE :

Examination Fee collected from students on each semester during the financial year have been accounted for "Earmarked Fund" to conduct Term End Exam in the next financial year and as per Academic Session.

8. DEPRECIATION :

- (i) In respect of addition to and deduction from fixed assets during the year, Depreciation is considered as per I.T. Act 1961.
- (ii) Assets costing Rs. 5000/- or less each are fully provided.
- (iii) In order to formulate Depreciation Fund as per instruction of MoT, GoI the depreciation charged as follows during the previous year and as well as current year has been shown under Earmarked Fund as Depreciation fund to acquire assets out of the fund.

Year	Amount (Rs.)
2009-10	78,65,390.12
2010-11	74,46,357.59
2011-12	67,02,836.32
2012-13	63,16,515.51
2013-14	61,75,374.01
2014-15	73,83,909.51
2015-16	90,45,957.26
Total	5,09,36,340.32
Less: (a) Adjustment of Depreciation on Sold Assets (Total accumulated depreciation) upto 2015-16	13,65,461.92
	4,95,70,878.40
Less: (b) Adjustment of Depreciation on written off Assets during the year	1,57,931.13
	4,94,12,947.27
2016-17	79,85,231.88
Total (Rs.)	5,73,98,179.15

- (iv) Depreciation of Rs.4,26,85,639.98 for the period 31.03.1983 to 31.03.2009 had not been charged in the Income & Expenditure Account and as such the amount was not transferred to Depreciation Fund.

□*□

**INSTITUTE OF HOTEL MANAGEMENT CATERING TECHNOLOGY &
APPLIED NUTRITION, HAJIPUR, VAISHALI**

**FORM OF FINANCIAL STATEMENT (NON-PROFIT ORGANISATION)
FOR THE FINANCIAL YEAR 2016-17**

NAME OF INSTITUTE : INSTITUTE OF HOTEL MANAGEMENT CATERING
TECHNOLOGY & APPLIED NUTRITION

SCHEDULE-25 :- CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS

1. **CONTINGENT LIABILITIES :-** There is no known contingent liabilities.
2. **CURRENT ASSETS, LOAN AND ADVANCES:-** In the opinion of the management the current assets, loans and advances have a value on realization in the ordinary course of business, equal at least to aggregate amount shown in the Balance sheet. The advance paid to CPWD for constructions of various projects within the Institute's campus are capitalized on completion of the project followed by the possession based on the UC provided.
3. **TAXATION:** In view of exemption under Income Tax Act 1961, No provision for Income Tax has been considered necessary.
4. **RETIREMENT BENEFITS:**
 - (a) Liability towards gratuity payable on death/retirement of employees is accrued based on actuarial valuation of LIC of India, Patna and subsequently the fund as demanded by LIC of India is deposited on cash basis under GGCA scheme being managed by LIC of India. The net NAV as per LIC statement is Rs. 86,40,166/-.
 - (b) Liability towards Provision for accumulated leave encashment benefit to the regular employee is accrued based on actuarial valuation of LIC of India, Patna and subsequently the fund as demanded by the LIC of India in the same pattern as followed in case of GGCA policy is deposited on cash basis under GLES scheme being managed by LIC of India. The net NAV as per LIC statement is Rs. 41,27,875/-.
 - (c) The Institute maintains separate accounts for pension fund & created a corpus Pension Fund of Rs **1,49,80,603.50** to meet the pension & commutation liability of the pensioners in future. Interest received on deposit on Pension Fund has been directly credited on Pension Fund A/c.
5. All Students fees such as Tuition fee, Operational Charges etc. is accounted on cash basis except for SAARC candidates.
6. Electricity expenses during the year for Rs. 15,11,047/- is adjusted with realisation from the students for hostel electricity of Rs. 3,41,040/-etc.
7. Expenditure on Diesel & Petrol during the year for Rs. 1,19,319/- is adjusted with realisation from the students Hostel Fee etc.
8. As per BoG resolution the expenses incurred on Hostel Food Charge has been adjusted from Hostel Food Fee and Fee etc..
9. IGNOU Student Support fee for payment of Honorarium is accounted on cash basis.
10. Depreciation Reserve fund has been formulated by the Institute to acquire assets out of the

fund. The value of fixed assets as and when becomes zero after depreciation would be written off by amortisation of respective capital Grant in Aid sanctioned by Govt.

11. During the year Institute has earned substantial "Income over Expenditure", hence the provision for Pension Fund Rs. 5 lacs and Institutional Development Fund of Rs. 15,02,695/- as per BoG resolution dated 27/04/2005 Item no. 6 has been accounted for.
12. The Building Project constructed by CPWD has been capitalised with electrical fittings as per composite utilisation certificate for civil works with electrical fittings are given by CPWD and also the Grant in Aid sanctioned by Govt. for construction of Academic-cum-Administrative Building, Hostel, Staff Quarters is inclusive of Civil works along with electrical fittings.
13. Lunch Charges received from CFA towards CBSP courses have been utilised into account taking nos. of candidates passed/certified who were provided meal on day-to-day basis.
14. The Institute falls u/s 10(23C) (iiiab) of Income Tax Act, 1961, where under Institute is anyway exempt under the Income Tax Act, as per letter vide no. F.No. ACIT/TDS Circle/Pat/u/s197/2016-17/340 dated 20-06-2016 of Assistant Commissioner of Income Tax, TDS Circle, Patna, Income Tax Department, Govt. of India.
15. A amount of Rs. 2,09,939.55 was incurred on additional alteration account (civil, electrical, plumbing & furniture fixture) at institute's previous rented premises was written off from the book of account as per approval of the BoG (22nd meeting resolution no. 22.11(B)). During the year the following assets amounting **Rs. 1,57,931.13** have been written off from fixed assets as the some assets have already been written off during 2011-12 and value of some assets became zero after depreciation.
16. All statutory liabilities payments have been deposited on time.
17. Previous year figures have been regrouped rearranged wherever it was necessary.
18. All the SCHEDULE from 1 to 23 and Significant Accounting Policy Schedule - 24 and Notes On Accounts Schedule - 25 is integral part of Accounts.



**INSTITUTE OF HOTEL MANAGEMENT,
CATERING TECHNOLOGY & APPLIED NUTRITION,
HAJIPUR**

**STATEMENT OF
INSTITUTE OF HOTEL MANAGEMENT EMPLOYEES'
GENERAL PROVIDENT FUND ACCOUNT
FOR THE YEAR ENDED ON
31.03.2017**

**H.S. PARMAR & CO.
CHARTERED ACCOUNTANTS
303, 3rd Floor, Sumati Palace
Boring Road, Patna- 800 001**



Independent Auditor's Report

To The Members of

INSTITUTE OF HOTEL MANAGEMENT EMPLOYEES GENERAL PROVIDENT FUND ACCOUNT

I. Report on the Financial Statements

We have audited the accompanying financial statements of INSTITUTE OF HOTEL MANAGEMENT EMPLOYEES GENERAL PROVIDENT FUND ACCOUNT, which comprise the Balance Sheet as at March 31, 2017 and Income and Expenditure Account for the year then ended, and a summary of significant accounting policies and othe explanatory information.

II. Management's Responsibility for the Financial Statments

Management is responsible for the preparation of these financial statments that give a true and fair view of the financial position and financial performance of the Institute. This responsibiliy includes the design, implementation and maintenance of internal control relevant to the preparation of the financial statments that give a true and fair view and are free from material misstatement, whether due to fraud or error.

III. Auditor's Responsibility

Our responsibilty is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and the disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal financial control relevant to the Institutes preparation of the financial statements that give a true & fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

H. S. PARMAR & CO.
Chartered Accountants

303, 3rd Floor, Sumati Palace
Boring Road, Patna - 800 001
Phone : +91 9334179465
E-mail: hsparmar.mithapur@gmail.com

IV. Opinion

In our opinion and to the best of our information and according to the explanations give to us, the financial statements read with notes on Accounts given in Schedule "A" give the information required by the Act in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India;

- a) In the case of the Balance Sheet, of the state of affairs of the fund Account of the Institute as at March 31, 2017; and
- b) In the case of Income and Expenditure Account, of the excess of income over expenditure for the year ended on that date.

V. We report that :

1. We have obtained all the information and explanations, which to the best of our knowledge and belief necessary for the purpose of our audit.
2. In our opinion, proper books of account as required by law have been kept by the society so far as appears from our examination of those books.
3. The Balance Sheet and Income & Expenditure Accounts dealt with by this report are in agreement with the books of account.

Place : Patna
Date : 20-07-2017

For
H.S.PARMAR & CO.
Chartered Accountants
FRN - 000940C

Sd/-
(KUMAR VINEET)
Partner
Mem. No. : 411599

FINANCIAL NOTES

**IHM EMPLOYEES GENERAL PROVIDENT FUND ACCOUNT
SIGNIFICANT OF ACCOUNTING POLICIES AND NOTES ON ACCOUNTS AS
ON 31ST MARCH, 2017**

A. SIGNIFICANT OF ACCOUNTING POLICIES

- i) The accounts of the Institute are prepared under the historical cost convention using the accrual method of accounting.
- ii) All the applicable accounting standards are duly complied with.

B. NOTES ON AGENDA

- i) That the previous year figures have been regrouped and rearranged wherever necessary.
- ii) The institute has no known contingent liability.
- iii) That the accounts of the institute are on mercantile basis.

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