

SREE NARAYANA COLLEGE

Karamcode P.O, Chathannur, Kerala- 691572

Affiliated to University of Kerala



NAAC accredited with 'B' grade



Email: snchthannur@gmail.com; Ph: 0474-2593312; Website: <https://snchathannur.ac.in/>

SREE NARAYANA COLLEGE, CHATHANNUR
STAFF FUND UTILIZATION
2021 -2022

| Sl.No. | Month | Previous Balance | Amount Collected | Expenditure | Balance |
|--------|-----------|------------------|------------------|---|---------|
| 1 | June | 8574/- | 9500/- | Nil | 18074/- |
| 2 | July | 18074/- | 9500/- | TDS Return Preparation=5050/- TDS Return Preparation=3400/- Form 16 preparation=4350/- To office=2000/- Total =14800/- | 12774/- |
| 3 | August | 12774/- | 9500/- | To office=2000/- | 20274/- |
| 4 | September | 20274/- | 9500/- | To office=4000/- | 25774/- |
| 5 | October | 25774/- | 9500/- | TDS Return Preparation=4250/- Disabled man =250/ Total =4500/- | 30774/- |
| 6 | November | 30774/- | 9500/- | To office=2000/- Sanker's day (payasam)=1575/- Cook=250/- Other expense=420/- Chief Guest = 1000/- Total =5245/- | 35029/- |
| 7 | December | 35029/- | 9500/- | Staff meeting Refreshment= 720/- To office=2000/- Silver jubilee Sri Vellappalli Natesan =5000/- Disabled man =500/- Teacher's ID =4441/- Total =12661/- | 31868/- |
| 8 | January | 31868/- | 9500/- | Send off to Ms. Lathika =9000/- Cleaning =200/- Memento to Ms. Lathika =2000/- Gift to Ms. Lathika =2797/- TDS Return Preparation= 5060/- Total =19057/- | 22311/- |
| 9 | February | 22311/- | 9500/- | Disabled man =250/- Voucher (Rajesh Office staff)=200/- Total =450/- | 30161/- |

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|----|-------|---------|--------|---|---------|
| 10 | March | 30161/- | 9500/- | Send off to Mr.Mukundan & Mr. Santhosh =14000/- Momento to Dr. Kiran Mohan & Dr. Deepa M.J.=1877/- Momentoto Mr.Mukundan & Mr. Santhosh=3400/- Voucher (Rajesh office staff)= 1200/- Voucher (Revathy office staff)=600/- <hr/> Total =19877/- | 19784/- |
| 11 | April | 19784/- | NIL | kerala university youth festival -5000/- Gift to Mr Santhosh (Lab Assistant)=3199/- Voucher (Revathy office staff)=850/- Voucher (Revathy office staff)= 1000/- Financial Assistance for FDP-5100/- <hr/> Total =15149/- | 4635/- |
| 12 | May | 10585/- | NIL | Voucher (Ajesh office staff)=550/- Voucher (Revathy office staff)= 800/- Voucher (Revathy office staff)= 550/- Gift to Mr. Mukundan (Office Supdt.)=3627/- Embase Pro Suit enterprise – 8190/- <hr/> Total =13717 | -3132 |



(Handwritten signature)