

H.O.:

BUDHARAJA SAMBALPUR-768004

(ORISSA)

**2**: 0663-2533254 Mob : 9437344841

# SELF EMPLOYED WORKERS' ASSOCIATION KENDRA (SEWAK)

At-SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist-Sundargarh, PIN-770011

Financial Year: 2010-2011

FORM-10B

### **AUDIT REPORT**

We have audited the attached Balance Sheet of SELF EMPLOYED WORKERS' ASSOCIATION KENDRA (SEWAK), RANGIAMUNDA, SUNDARGARH, ORISSA as on 31.03.2011 and the Income & Expenditure Accounts, Receipts and Payments Account for the year ending 31.03.2011 and report that:

- We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.
- In our opinion proper books of accounts as required by law have been kept by the Society so far as appears from our examination of such books.
- The Balance Sheet and the Income and Expenditure Account referred to in this report are in agreement with the books of Accounts.
- In our opinion and to the best of our information and according to the explanation given to us, the said accounts give a true and fair view.
  - (i) In the case of the Balance Sheet, of the states of affairs of the above named society as on 31.03.2011.
  - In so far as it relates to the income and expenditure accounts excess of expenditure over income of its accounting year ended on 31.03.2011.

Place: Sambalpur Date: 28/06/2011

For K.C. SAMAL & CO. Chartered Accountants

K.C. Samal, B.Corn., F.C.A. PARTNER

W. No. 17647



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## Self Employed Workers' Association Kendra (SEWAK)

Rangiamunda, Tangarpali, Sundargarh Year- 2010-2011

### NOTES ON ACCOUNTS

### 1. Basis of Accounting:

- (a)The financial statements are prepared under historical cost convention, ongoing concern basis in accordance with the applicable accounting standard prescribed by the Institution of Chartered Accountant of India, Accounting Standard Rule 2006 issued by Govt. of India.
- (b) The Society generally follow cash system of accounting recognizes significant item of income and expenditure on cash basis.

### 2. Fixed Assets:

Depreciation on Fixed Assets are charges as per rate provided under Income Tax Act.

### 3. Foreign Currency transaction:

Foreign currency transaction is recorded at the exchange rate prevailing on the date of transaction.

### 4. Employee benefit:

Contribution to employee provident fund and super annuation is accounted on cash basic.

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Chartered accountants

K.C. Samal, B.Com., F.C.A.

PARTNER

M. No. 17647



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### SELF EMPLOYED WORKERS' ASSOCIATION KENDRA(SEWAK)

At-SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist-Sundargarh, PIN-770011(Odisha)

### AUDITOR'S OBSERVATION REPORT

- 1) As the organization receives foreign fund from different agencies, it should also collect the FIRC (Foreign Inward Remittance Certificate) from the Bank. But during the audit we have found that the organization did not collect such certificates. We suggest them to collect the FIRC certificate from Bank against each foreign transaction.
- 2) The organization has developed its own Finance Policy. But we found that some parts of the said policy are missing and the Finance policy is also in need of further improvements. The Finance policy should be descriptive, and the organization should also develop a Finance Manual.
- 3) Stock Management system within the organization is not so good. Though the organization maintains the Fixed Assets Register, Stationary Register etc. no proper system for Stock verification, Assets verification is established within the organization. Since the organization has different types of fixed assets like, Land, Building, Computers, Furniture etc. a proper assets verification system should be established. Besides, the organization has project offices at Rourkela, Gurundia and Bargaon. So Project office wise asset verification report should come to the head office at regular interval.
- 4) We also found that all assets are not insured. So we recommend that the organization insure all its fixed assets without fail.
- 5) During the audit we observed that for most of the vouchers there is very good narration. But few vouchers lacked appropriate narration. So, this should be look after in the next financial year.
- 6) Advance adjustment system in the organization also required improvement.
- 7) Several of the intra-organizational payments, such as, for conducting program, events were found to be made through cash. The organization should take steps to make minimum number of such payments in coming years.
- 8) The organization does not possess a cash transit insurance policy. It need to have one such policy as its staff withdraw cash from the banks on a regular basis.



For K.C. SAMAL & CO. Accountants K.C. Samal, B.Com., F.C.A, PARTNER

M. No. 17647



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# SELF EMPLOYED WORKERS' ASSOCIATION KEDNRA(SEWAK)

At-SEWAK Complex, Rangiamunda, Dist-Sundargarh, PIN-770011 (Odisha)

### Balance Sheet as on 31/03/2011

Liabilities		Amount in ₹	Assets		Amount in ₹
General Fund	40,95,182.46		Assets as per Schedule-1	38,53,256.61	
Less: Excess of Exp. Over income	5,14,174.56	35,81,007.90	Less: Depreciation	4,70,430.88	33,82,825.73
			C		A B
1 1 0 171			Current Assets Loan to SHGs	-	
Loan and Credit	4 00 500 00			4 00 000 00	
1) UGB	1,68,500.00		UGB Programme	1,69,638.00	45 00 000 00
2) SMCS	10,98,298.00		SMCS Programme	13,37,294.00	15,06,932.00
3) NCF Project	2,75,295.00				
4) RGNCF Programme	39,020.00		Margin Money deposit to SMCS, Bhubaneswar		1,50,000.00
5) SVSN	43,200.00		Sivico, briubarieswar		1,30,000.00
6) Urban Health	1,000.00		Receivable debtors		55,800.00
7) SHG Federation Dev. Program	3,47,000.00				
9) S.B.Singh	2,80,000.00		TDS Deposited	2,05,664.00	
10) Rural Resource Centre	23,500.00	22,75,813.00	Add: this year	61,800.00	
			Less: TDS Refund	78,770.00	1,88,694.00
Margin Money from SHGs		1,50,000.00	OSEB Security Deposit		17,639.00
Staff Security		12,200.00	Telephone Security		2,000.00
Expenses payable			House rent security		15,000.00
RCH Project	32.902.00				
SHG Federation	60,000.00		*		
Staff Salary	35,504.00				
Urban Health	84,868.00	2,13,274.00			
			Closing Balance		
			Cash in hand	44,966.00	
			Cash at Bank	4,57,981.51	
			Advances	4,10,456.66	9,13,404.17
		62,32,294.90			62,32,294.90
					=========



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PARTNER
M. No. 17647



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## SELF EMPLOYED WORKERS' ASSOCIATION KEDNRA(SEWAK)

At-SEWAK Complex, Rangiamunda, Dist-Sundargarh, PIN-770011 (Odisha)

Consolidated Income and Expenditure Accounts for the year ended on 31/03/2011

Expenditure		Amount in ₹	Income		Amount in ₹
To Strengthening Local Self Governance Programme (as per Schedule-2)			By Grant received from Foreign Sources	-	
Staff cost     Staff Benefit     Project Goods & Services	1862100.00 44940.00 1632164.00		CONCERN Worldwide Dublin for Strengthening Local Self Governance Programme     CONCERN Worldwide; Dublin	5119262.00	
Transport and Running cost     Administrative part	880760.00 639534.00	5059498.00	for Livelihood Dev. Project	521505.00	
5) Administrative cost  To Livelihood Dev. Project (as per Schedule-3)  1) Staff Cost	472263.00	5059496.00	Trickle Up Program, Network     Christian Medical Association of India	328100.00	
2) Project Goods & Services	97118.00		(CMAI), Odisha	417961.00	
Administrative Cost	104614.00		5)CYSD-DRC,Sundargarh	19975.00	
4) Transport-Running cost	107862.00	781857.00	Old Rourkela Education Society for Shiksha Chetana Programme	401439.00	6808242.0
To Chin Project expenses ( as per Schedule-4) 1) Staff Salary 2) Supplies	258656.00 29934.00		By Bank Interest	•	30776.0
3) Programme expenses	120058.00		By Grant received National Sources		
4) Indirect expenses	20432.00	429080.00	1) NRHM, Sundargarh for RCH Prog.	667308.00	
To Shiksha Chetana Project expenses (as per Schedule-5)	7.1		2) Lepra Society for Axshya India TB Project	288518.00	
Programme expenses	340574.00	477000 00	3) NRHM, Sundargarh for Urban Health Prog.	525000.00	
Administrative expenses     To Trickle Up Project expenses	135319.00	475893.00	NRHM, Sundargarh for Janani Sewa Prog.     DFO,Bonai for OFSDP Project	347000.00 209903.00	
(as per Schedule-6) 1) Staff Cost	203000.00		6) DFO, Rourkela for OFSDP Project	369522.00	
Programme expenses     Administrative expenses	211895.00 8941.00		DSMS-DRDA,Sundargarh for Skill Training     DPO, Sundargarh for PR Members Trg.	493455.00 877400.00	
4) Travel expenses	20050.00	443886.00	DSWO, Sundargarh for SHG Fed. Prog.     OSACS, Bhubaneswar for TI Project	297500.00 804619.00	. *
By DRC-Capacity Building Program Expenses (as per Schedule-6)	4	19975.00	11) OSACS, Bhubaneswar for Transit Migrant Project	101000.00	
			12) SICA Institute for Computer Training fee	826000.00	



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# K. C. SAMAL & CO. CHARTERED ACCOUNTANTS

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Mob: 9437344841

Expenditure		Amount in ₹	Income		Amount in ₹
To RCH-MNGO Expenses		-	13) DIC, Sundargarh for Bamboo Craft Trg	65861.00	
( as per Schedule-7)			13) Die, ouridaigani for Balliboo Craft fig	00001.00	
1) MNGO Expenses	170940.00		14) FES,Angul for Exposure visit	88647.00	
2) FNGO Expenses	483710.00	654650.00	15) ITDA, Sundargarh for Mason Training	90000.00	
			16) Tailoring Training receipts	277600.00	
To Axshya India GF TB Project	The	250558.00	17) SVSN school for fees	174205.00	6503538.0
( as per Schedule-8)			100 Per 100 Pe		
			By Received from Own Sources		
To PPP Urban Health Project		700211.00	1) Rural Resource Centre receipts	759590.00	
(as per Schedule-9)			2) Membership fee	68800.00	
			3) Staff and Member Contribution	56011.00	
To Janani Sewa Project		342585.00	4) CYSD-DRC for training fee	17999.00	902400.0
(as per Schedule-10)					
	1		By NREGA Distress Fund		1206205.0
To OFSDP Expenses		469787.00			
(as per Schedule-11)			By Micro Credit Programme receipts		
	7.1		1) Interest received from SHGs		242691.00
To SGSY Training Expenses		458973.00			
( as per Schedule-12)			By Excess of Expenditure over income		514174.56
To PR Members Training Expenses		819890.00			
( as per Schedule-12)					
				6	
To SHG Federation Dev. Prog. Exp.		796665.00			
(as per Schedule-10)					
To SVSN Expenditure		193065.00			
( as per Schedule-13)	3				
To TI Project -Transit Migrant		28020.00			
'as per Schedule-13)					
	-				
To TI Project on HIV/AIDS		818715.00			
as per Schedule-14)					
To SICA Expenses		382715.00			
as per Schedule-12)		3027 13.00		(8)	
as per scriedula-12)					



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# K. C. SAMAL & CO. **CHARTERED ACCOUNTANTS**

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Expenditure		Amount in ₹	Income		Amount in ₹
To RRC Expenditure		468861.43			
( details as per Sch-13)		100001.10			
( details de per der rey					
To Interest paid to SMCS, BBSR	-	228539.00			
To Interest paid to UGB		20000.00			
To Micro Credit Expenditure		35480.00			
To Bank Charges		1783.25			
TO Dain Gridiges		1700.20			
To General Administration Expenses					
1) Annual Function Expenses	7365.00				
2) Bank Charges	848.00				
3) Battery	19000.00				- 4
4) Printing of Annual Report	36550.00				
5) Recruitment Expenses	17500.00				
6) Repair of Motorcycle	22768.00				
7) Staff Benefit(EPF)	32940.00				30
8) Staff Salary	551885.00				
9) Tailoring Training Expenses	130116.00				
10) Website Renewal Charges	12346.00				
11) Bamboo Craft Training	65861.00			/	
12) FDA Evaluation	30000.00				
13) Office Maintenance	13500.00				
14) SCP Expenditure out of OC	4900.00				
15) Telephone/internet	23675.00				
16) Transport-Running Expenses	44682.00	1013936.00			
To Distress Fund Expenses		283250.00			
To Depreciation		470430.88			
		1,62,08,026.56			1,62,08,026.5

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Pradeep Kumar Brahma Secretary & Chief functionary SEWAK Rengiamenda Sundargarh

For K.C. SAMAL & CO. Chartered Accountants PARTNER M.No.17647



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# SELF EMPLOYED WORKERS' ASSOCIATION KEDNRA(SEWAK)

At-SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist- Sundargarh, PIN-770011(Odisha)

Consolidated Receipts and Payments Accounts for the year ended on 31/03/2011

Receipts		Amount in ₹	Payments		Amount in ₹
To Opening Balance			By Strengthening Local Self Governance Programme		
Cash in hand	34248.00		(as per Schedule-2)		
Cash at Bank	400356.19		1) Staff cost	1862100.00	
Advances	851553.66	1286157.85	2) Staff Benefit	44940.00	
	301000103	1200101.00	3) Project Goods & Services	1632164.00	
			Transport and Running cost	880760.00	
To Grant received from Foreign			5) Administrative cost	639534.00	
Sources					
CONCERN Worldwide Dublin for			6) Fixed Assets	100060.00	5159558.00
Strengthening Local Self			By Livelihood Dev. Project		
Governance Programme	5119262.00		( as per Schedule -3)		
Covernance i regramme	0110202.00		1) Staff Cost	472263.00	
2) CONCERN Worldwide, Dublin			2) Project Goods & Services	97118.00	
for Livelihood Dev. Project	521505.00		3) Administrative Cost	104614.00	
tor Erromitous Borni roject	021000.00		Transport-Running cost	107862.00	781857.00
3) Trickle Up Program, New york	328100.00		4) Transport-Running cost	10/002.00	701007.00
Christian Medical Association of	020100.00		By Chin Project expenses		
India(CMAI), Odisha	417961.00		( as per Schedule -4)		
5)CYSD-DRC,Sundargarh	19975.00		1) Staff Salary	258656.00	
6) Old Rourkela Education Society for			2) Supplies	29934.00	
Shiksha Chetana Programme	401439.00	6808242.00	Programme expenses	120058.00	
	101100.00		4) Indirect expenses	20432.00	429080.00
To Bank Interest		30776.00	By Shiksha Chetana Project exp.	20102.00	420000.00
TO Dank interest	1	30770.00	(as per Schedule -5)		
			Programme expenses	340574.00	
To Grant received National Sources			Administrative expenses	135319.00	475893.00
NRHM, Sundargarh for RCH Prog.	1050000.00		2/ / turimotidate experises	100010.00	470035.00
2) Lepra Society for Axshya India TB	1000000.00		By Trickle Up Project expenses		
Project Project	288518.00		(as per Schedule -6)		
3) NRHM,Sundargarh for PPP Urban	525000.00		1) Staff Cost	203000.00	
Health Project			2) Programme expenses	211895.00	
4) NRHM, Sundargarh for Janani Sewa	347000.00		Administrative expenses	8941.00	L
Project	317000.00		4) Travel expenses	20050.00	443886.00
5) DFO,Bonai for OFSDP Project	209903.00		By DRC-Capacity Building Prog.	20030.00	445000.00
			(as per Schedule -6)		19975.00
6) DFO, Rourkela for OFSDP Project	369522.00		V		



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Presteep Kumar Brahma Secretary & Chief Functionary SEWAK Rangfarmanda Suntargarh



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Receipts		Amount in ₹	Payments		Amount in ₹
7) DSMS-DRDA, Sundargarh for Skill Training	493455.00		By RCH-MNGO Expenses ( as per Schedule-7)		
8) DPO, Sundargarh for PRI Training	877400.00		1) MNGO Expenses	170940.00	
			2) FNGO Expenses	857902.00	1028842.00
DSWO, Sundargarh for SHG     Federation Prog.	297500.00		By Axshya India GF TB Project (as per Schedule-8)	007002.00	250558.00
10) OSACS, Bhubaneswar for TI Project	804619.00		By PPP Urban Health Project		700211.00
11) OSACS, Bhubaneswar for Transit Migrant Project	101000.00		(as per Schedule-9)		
12) TDS Refund from Income Tax	78770.00		By Janani Sewa Project		342585.00
13) SICA Institute for Computer Training fee	826000.00		(as per Schedule-10)		*
14) DIC, Sundargarh for Bamboo Trg	65861.00		By OFSDP Expenses		469787.00
<ol> <li>FES,Angul for Exposure visit</li> <li>ITDA, Sundargarh for Mason Trg.</li> </ol>	88647.00 90000.00		(as per Schedule-11)		
17) Tailoring Training receipts	277600.00		By TDS Deposited	1.	61800.00
14) SVSN school for fees	174205.00	6965000.00			
			By SGSY Training Expenses		458973.00
To received from Own Sources			( as per Schedule-12)		
Rural Resource Centre receipts	759590.00				
2) Membership fee	68800.00		By PR Members Training Expenses	1	819890.00
<ol><li>Staff and Member Contribution</li></ol>	56011.00		(as per Schedule-12)		
CYSD-DRC for training fee	17999.00	902400.00			
			By SHG Federation Dev. Prog. Exp.		796665.00
To Micro Credit Programme receipts	-		(details as per Sch-10)		
1) Loan from SMCS, Bhubaneswar		1500000.00			
2) Loan refunded by SHGs			By SVSN Expenditure		193065.00
i) Capital	916916.00		( as per Schedule-13)		
ii) Interest	242691.00	1159607.00			
3) Margin Money received from SHGs		50000.00	By TI Project -Transit Migrant ( as per Schedule-13)		28020.00
To Loan received from					1
1) Sri S.B.Singh	383000.00		By TI Project on HIV/AIDS		818715.00
2) Sri N.Upadhyay	35000.00		(as per Schedule-14)		
3) Sankalpa SHG, Rangiamunda	23500.00	441500.00			



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# K. C. SAMAL & CO. **CHARTERED ACCOUNTANTS**

H.O.: BUDHARAJA

SAMBALPUR-768004

(ORISSA)

**2:** 0663-2533254

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Receipts		Amount in ₹	Payments		Amount in ₹
To Expenses Payable			By SICA Expenses		382715.00
1) RCH-MNGO Programme	32902.00		(as per Schedule-12)		
2) PPP Urban Health Project	84868.00-				
3) SHG Federation Dev. Programme	60000.00	01007100	By Security Deposit		15000.00
4) General Admin Section	<u>35504.00</u>	213274.00	5 555 F		
			By RRC Expenditure		468861.43
			( as per Schedule-13)		
			By Micro Credit Prog. Expenses		
			Loan Refund to SMCS, Bhubaneswar		
			1) Capital	804846.00	
1			2) Interest	228539.00	1033385.0
			By Interest paid to UGB		20000.0
			By Margin money deposited to SMCS		50000.00
					00000.0
			By Loan to SHGs		1500000.0
		2	By Micro Credit Expenditure		35480.00
			By Corpus Fund Bank Charges	. 6	1783.25
			By General Admn. Expenses		
			1) Annual Function Expenses	7365.00	
			2) Bank Charges	848.00	
			3) Battery	19000.00	
	1		4) Printing of Annual Report	36550.00	
			5) Recruitment Expenses	17500.00	
			Repair of Motorcycle	22768.00	
			7) Staff Benefit(EPF)	32940.00	
			8) Staff Salary	551885.00	
		2	9) Tailoring Training Expenses	130116.00	
			10)Website Renewal Charges	12346.00	
			11) Bamboo Craft Training	65861.00	. 7
			12) FDA Evaluation	30000.00	
			13) Office Maintenance	13500.00	
			14) SCP Expenditure out of OC	4900.00	
			15) Telephone/Internet	23675.00	
			16) Transport-Running Expenses	44682.00	1013936.00



Prodeep Kumar Brahma Secretary & Chief Functionary SEWAK Regislamenda Sundargaria

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Receipts	Amount in ₹	Payments		Amount in ₹
		By Loan refund		
	-	A.K.Naik		166000.00
		By Purchase of Fixed ASSETS		
		1) Water Cooler(TI Project)	5441.00	
		2) Digital Camera(TI Project)	5799.00	
		3) Computer Set(SICA)	61500.00	
		4) Furniture(SICA)	10000.00	
		5) LCD Projector(SICA)	40000.00	
		6) Building( Gen)	16590.00	
		7) Generator Set(Gen)	54452.00	193782.00
		By Distress Fund Expenses		283250.00
		By Closing Balance		
		Cash in hand	44966.00	
		Cash at Bank	457981.51	
	++	Advances	410456.66	9,13,404.17
	1.93.56.956.85	W. I		1.93.56.956.85
				=========

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SAMBALPUR

Proceep Kumur Brahma Secretary & Chief Functionary SEWAK Rangiamanda Seind as gar h

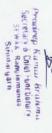
For K.C. SAMAL & CO. Chartered Accountants

PARTNER W. No. 17647

SELF EMPLOYED WORKERS' ASSOCIATION KENDRA(SEWAK)
SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist-Sundargarh, PIN-770011(Odisha)
Schedule-1
List of Assets as on 31/03/2011

			T					I	T	T	T	T	2.1			I	T	T						E		I	0 0
	Sub-Total	i ax iviacumo equipinents	Fax Machine/position	Calculator	Camera	3 Office Equipment	Sub-Total	Borewell	moter	Water connection with	Motor	Bore well and Motors	2.1 Tube Well	2 Bore well and Motors	Sub-Total	CI S Machines	GPS Markinson	RBC Machines	BMU	WMU	Bamboo Craft Tools	Handicraft Tools	Loois and Kits	T. I. Plants and Machines	Machine and Tools		0 COSCIS INGINE
	63,623.42	7,339.26	12.071	17571	56,108.95		69,210.93	21,523.41	20,139.01	1,203.00	10,450.00	20 050 01	15 534 50		135,412.59		20,000,000	90 750 42	101370	539.41	153.66	135.41	35,009.13	7,801.84			01.04.2010
100000000000000000000000000000000000000	5.799.00				5,799.00									4		ı					0					White-sehr	A
100000							•		5						49,920.00	49,920.00					1		i			Oct-March	Add during the year
00.77.00	5 700 00			1911000	5.799.00	,			*	,					49,920.00	49,920.00	,			10			-			Total	
07,444.44	CA CCA 03	7,339.26	175.21	0.500000	61.907.95		69,210.93	21,523.41	20,139.01	1,563.06	10,450.86	13,334,39			185,332.59	49,920.00	90,759.42	1,013.72	14.600	17 003	153.66	135.41	35,009.13	7,801.84			G.TOTAL
		15%	15%	1070	150%			10%	10%		10%	10%				15%	15%	15%	10%	1000	150%	15%	15%	15%			Depreciati on
10,000.35	100000	1,490.88	26.28	2,200,19	01 286.0		6,921.07	2,152.34	2,013.90	156.30	1,045.08	1,553,45			20,311.85	Y	13,613.91	152.05					5,251.36	1,170.27		Full year	Amo
288.75		288.75							i.	1	1	,			3.744.00	3,744.00					100					Half Year	Amount of Depreciation
11,092.10		1,779.63	26.28	9,286.19	0000	20000	6.921.07	2,152.34	2,013.90	156.30	1,045.08	1,553.45		- 10000000	24.055.85	3,744.00	13,613.91	152.05	80.91	23.04	20.01	20 31	5.251.36	1,170.27		Total	ation
58,330,32		5,559.63	148.93	52,621.76	-	Onjaro J. Oo	62 280 86	19,371.07	18,125.11	1,406.76	9,405.78	13,981.14			161 276 74	46.176.00	77,145.51	861.67	458.50	130.62	115.10	11510	29 757 77	6.631.57			Net value as on 31/03/2011





					•					
4.1 Furniture	301,075.88		25,150.00	25,150.00	326,225.88	10%	30 607 58	1 257 50	31.865.08	260 80
Wiring	2,293.98				2,293.98	150%	344 00	00.70241	344.00	1,040,80
Elecftrical	10,670.37	1			10,670.37	150%	1 600 55		1 600 55	1,949.69
inverter	1,218.74				1,218.74	150%	10.001		19 691	7,009.82
Dead Stock	1,209.78	ï			1,209.78	10%	130.07		130.07	1,088 81
Sub-Total	316,468.75	Tie	25,150.00	25,150.00	341,618.75	0/01	32.856.00	1 257 50	34 113 50	1,088.81
Administrative & 5 Training Building								Oct Cart		C7:C0C*/ OC
Training & Hostel Building	649,639.02				649,639.02	10%	64 963 90		64,963.90	584,675.12
Toilet	102,019.31			k	102,019.31	10%	10.201.93		10 201 03	01 017 30
Stage	1,412.63				1,412.63	10%	141.26		141.26	1 271 37
Pipe & Stationary	2,221.45				2,221.45	10%	222.14		222.14	1 999 31
Training Building (1)	31,381.12	16,590.00		16,590.00	47,971.12	10%	4,497.11		4,497.11	43,474.01
KBC Building	345,004.24			6	345,004.24	%01	34,500.42		34,500.42	310,503.82
Administrative Building	299,627.04			1	299,627.04	%01	29,962.70		29,962.70	269,664.34
School Building	156,177.32	1			156,177.32	10%	15,617.73		15,617.73	140.559.59
Sub-Total	1,587,482.13	16,590.00		16,590.00	1,604,072.13		160,107.19		160,107.19	1.443.964.94
6 Training Building										
Market Complex	00.000,06				00'000'06	%01	9,000.00		9,000.00	81,000.00
Guest House	10,800.00	31			10,800.00	10%	1,080.00		1,080.00	9,720.00
Training Building(II)	40,500.00	1			40,500.00	10%	4,050.00		4,050.00	36,450.00
Boundary(KKC)	25,369.53	r			25,369.53	10%	2,536.96		2,536.96	22,832.57
Trainees Hostel	352,350.00	r			352,350.00	%01	35,235.00	-	35,235.00	317,115.00
Sub-Total	519,019.53	37		100	519,019.53		51,901.96		51,901.96	467,117.57
7.1 Cycle	66,104.51				66,104.51	15%	9,915.67		9.915.67	56.188.84
VCP	1,505.99			,	1,505.99	15%	225.89		225.89	1.280.10
Type Machine	60.090,9	1			60.090,9	10%	00.909		00.909	5,454.09
Laptop(Compaq)	49,768.00	1		1970	49,768.00	%09	29,860.80		29,860.80	19,907.20
Computer with Printer	59,406.70	,	96,490.00	96,490.00	155,896.70	%09	35,644.02	28,947.00	64,591.02	91,305.68
Approach Koad	22,434.26			,	22,434.26	%01	2,243.42		2,243.42	20,190.84
Land	241,781.00				241,781.00	0				241 781 00



Secretary & Chief Functionary SEWAN, Resplanments Sewan sorts



Secretary & Chief Functionary SEWAK Requirements

For K.C. SAMAL & CO.
Chartered Accountants
K.C. Samal, B.Com., F.C.A.
PARTNER
M. No. 17647

# Strengthening Local Self Governance Project

Budget Head	Amount in ₹	Amount in ₹	Amount in ₹
Staff cost			
1,Staff salary	1646100.00		
2,Staff Benefit(EPF)	134000.00		
3,Staff recruitment	10000.00		
Staff Benefits(Gratuity)	72000.00	1862100.00	
Staff Capacity Building & Exposure	- X		
1,Exposure visit to Anugul	24094.00		
2,Training on Landscape planning	20846.00	44940.00	
Project Goods & services			
1,Award & incentives	52344.00		
2,Disttrict level Co meet	15275.00		
3,Orientation on HAP	20345.00		
4,Preparation of landscape plan	4200.00		
5,Remuneration of Co	1210000.00		
Study of food security prog.	330000.00	1632164.00	
Transport & running cost			
1,Block level travel exp	545038.00		
2,Monitoring visit of CEO	39000.00		
3,Project level travel exp	281948.00		
4,Repairing of motor cycle	14774.00	880760.00	
Administrative Exp		000100.00	
1,Audit fees	34500.00		
2,Bank Charges	2815.00		
3,Block level coordination/ stationary/telephone	355078.00		
4,Project level coordination/hospitality	121130.00		
5, Project level telephone/postage/courier	66011.00		
project office maintenance	60000.00	639534.00	5059498
Fixed Assets	2000.00	000004.00	3033480
,Computer	30290.00		5
2,,furniture	19850.00		
B,GPS Machine	49920.00	100060.00	100060.00
S.TOTAL	43320.00	100000.00	51,59,558.00



# Livelihood Development Project

Budget Head	Amount in ₹	Amount in ₹
Project Goofs and Services		
Annual meet & Award distribution	28907	
Exposure visit for farmers	15072	
3) Exposure visit for SHGs	29978	
Formation of labour union on NREGA	5750	
5) GP Level Apex Body formation	3022	
6) GP Level Quarterly meeting	2354	
7) Training of SHGs on Business Plan	12035	97118.00
Staff Cost		07110.00
Project coordinator	121500	
2) Program Manager	60500	
Asst Project coordinator	35000	
4) Community Organizer	153000	
5) Part time Accountant	24750	
6) Staff Benefit	35513	
7) Staff Benefit(Gratuity)	42000	472263.00
Administrative Cost		
1)Office rent and Electricity	24500	
2)Project review meeting	31500	511
3)Telephone/Postage/Stationary	18825	
4)Audit fee & Bank charges	44289	
4)Addit lee & Bank charges	10000	104614.00
Partner Transport cost		
1) Programme monitoring	45015	
2)Repair of two vehicle	17096	
3) Project level travel expenses	<u>45751</u>	107862.00
G.TOTAL .		7,81,857.00



Secretary & Chief Functionary SF WAK Ranglemanda Sundargarh

## Schedule-4 CHIN Project

Budget	Amount in ₹	Amount in
Staff salaries		
Supplies		258656.0
1,Documentation at NGO level	44000	1
2,Process documentation for state level implementation	14600.00	
Travel expenses	15334.00	29934.00
1,Block link workers visit		
2,Build capacity of FNGOs & CBOs	18339.00	
	4625.00	
3,Capacity building of local self governance	2800.00	
4,Conduct awareness activity	38068.00	
5,Meeting community		
6,NGO partner plan and monitoring village	29080.00	
7,NGO partner visit to other site	18890.00	
Annual control of the	1296.00	
8, Training of frontline health worker, ANM & Asha	6960.00	120050 00
Indirect Expenses	0000.00	120058.00
G.TOTAL EXPENDITURE		20432.00
		4,29,080.00



Frederep Kumur Brahmu Secretary & Chief Functionary SEWAK, Ranglemunde Sundargarh

# Shiksha Chetana Project

Budget Head	Amount in ₹	Amount in ₹
Administrative expenses		
1,Staff salary	102940.00	_
2,Audit Charge	4000.00	
3, Telephone, postage, stationary	19699.00	
Travel cost of Chief functionary	8680.00	135319.00
Direct poverty reduction	0000.00	133319.00
1,Earn while you learn	29605.00	
2,Enrollment drive	9500.00	
3,Vocational training program	112084.00	
4,Formation & operation of child club	55780.00	
5,Inter GP level fair	21988.00	000057.00
Lob & advocacy	21300.00	228957.00
1,Panchayat level Interface	10000.00	
2,Block level Interface workshop	4370.00	
3,Honorarium of volunteers	24000.00	
4,Sharing of experience at block level	5100.00	1
5, Travel cost of PC		
6, Travel cost of volunteer	13993.00	
7,Formation & strengthening of block unemployed youth	8000.00	
Strengthening civil society	3005.00	68468.00
1,Facilitate PTA/MTA/VEC	40000.00	
2,Exposure visit of PTA/MTA/VEC	12860.00	
Orientation of VEC/PTA/MTA	17100.00	
	13189.00	43149.00
G.TOTAL EXPENDITURE		4,75,893.00



Predeep Kumar Brahma Secretary & Chief Functionary SEWAK Rangiomusea Sundargarh

# TRICKLE UP PROGRAM

Budget Head	Amount in ₹	Amount in ₹
Programme expenses		
1,Orientation training expenses	15930.00	
2,SHG training expenses	6640.00	
3. Programme expenses (Trickle-I Program)	189325.00	211895.00
Administration Exp		
1,office stationary	5194.00	
2,M & E	3747.00	8941.00
Personal cost		
1,Project coordinator	46000.00	
2,Livelihood promotion staff	117000.00	
3,Health-staff	40000.00	203000.00
Travel cost		
1,Travel of livelihood & health staff	13400.00	
2,Travel of Project coordinator	6650.00	20050.00
G.TOTAL EXPENDITURE		4,43,886.00

## DRC-CAPACITY BUILDING PROGRAMME

Budget Head	Amount in ₹
Block level consultation on EEC and Right	3500.00
2.Block level interface	1000.00
3.Development of database	500.00
4.Facilitation of quarterly meeting	500.00
5.Block level sharing workshop	2000.00
6.One day GP level training on FRC	2000.00
7.One day training of farmers	1100.00
8.Orientation program of GP level EWG	1375.00
9. Orientation to CBO leaders on RTE	1000.00
10. Training on formation of district level, producers association	5000.00
11.Training of community leaders on MLP	2000.00
G.TOTAL	19,975.00



# RCH-MNGO PROGRAMME

Budget Head	Amount in ₹	Amount in ₹
MNGO Expenditure		
1.Project launching ceremony cum workshop	10,115.00	
2.Programme Orientation: three capaicty building programme including preparation of action plan for FNGO Staff	15,342.00	
3.Printing of Forms and Register	6,000.00	
4.Preparation of IEC Materials for distribution among the PHC(N)/Sub- centres and FNGOs	11,750.00	
5.Documentation and reporting	2,000.00	
6.Monitoring Coordinator/Chief Functionary to FNGO	3,223.00	
7. Preparation of project process documentation	1,275.00	
8. Participation in different district level mela/swasthya mela	5,000.00	
9.Honorarium to Project coordinator@ 6000/- per month x 12 months	18,000.00	
10. Honorarium to part time data assistant cum accountant@ 2500/- per month x 12 months	7,500.00	
11. MNGO Expenses	90735.00	170940.00
FNGOs Expenditure		17 00 10.00
) Vikash Pratisthan	274950.00	
2) Banajyoti Yubak Sangha	284582.00	
CAUSE	298370.00	857902.00
G.TOTAL		10,28,842.00



Prodeep names Brothma Secretary & Onler Functionary Science Rangiamanna Sciendargarh

# SELF EMPLOYED WORKERS' ASSOCIATION KENDRA (SEWAK) SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist-Sundargarh, PIN-770011

### Schedule-8

# AXSHYA INDIA GF TB PROJECT

Budget Head	Amount in ₹
1. Sensitization & regular meeting with GKS	82620.00
2. Awareness prog. on WTBD & International women's Day	19591.00
3. Training health staff in soft skill	105522.00
4.Capacity building 10 CBOs	25255.00
5.Sputum collection & transport	200.00
6.Quarterly review meeting of Rural health care	4952.00
7.Reveiw & M&E visits at dist level	5839.00
8.Office Rent	2962.00
9.Office running cost-Direct cost	
10.Bank Charges	3492.00
G.TOTAL	125.00
ONOTAL	2,50,558.00

Practeep Kumur Brahma Secretary & Chief Functionary SEWAK Ranglemenda Sündaryarh

# PPP URBAN HEALTH PROJECT

Budget Head	Amount in ₹	Amount in	
1.Adolescent RH Training	14507.00		
2.Baseline Survey	8000.00		
3.CBD Training on Social Marketing	14547.00		
4. Community Level meeting	8057.00		
5.Documentation	5500.00		
6. Immunization Session	20972.00		
7. IEC/BSS	12000.00		
8.Medicine	71082.00		
9.Misc Expenses	19633.00		
10.Monitoring Expenses			
11.Monthly Review cum Planning meeting	6000.00		
12.Monthly Balika Mandal Meeting	2923.00		
13.NSV Campaign	11389.00		
4. Outreach Health Camp	4500.00		
15.Promotion of Institutional Delivery	19675.00		
6.Quarterly Review Meeting	18150.00		
7.Quiz Competition	1000.00		
8.Salary of Project coordinator	9880.00		
9.Salary of ANM	72000.00		
0.Salary of Doctor	64800.00		
	115000.00		
1.Salary of LAB Technician	30000.00		
2. Salary of Link Volunteer	108000.00		
3.Fixed Travel Allowance	42000.00		
4.Wall Painting	5000.00		
5.Stationary Exp	5583.00		
6.Establishment Expenses	9950.00		
7.Bank Charges	63.00	7,00,211.00	

JANANI SEWA(24x7 Helpline)

Budget Head	Amount in ₹
Staff Cost	Amount in C
1) Telecounselor	
2) Accountant	216000.00
Capacity Building of Staff and Other Stakeholders	18000.00
1) Printing 9 Distribution of D.	
Printing & Distribution of Poster, Leaflets and IEC Materials	21000.00
Administrative Cost	
1) Telephone charges	
2) Printing and Stationary	16076.00
3) Monitoring charges	14499.00
4) Documentation	15010.00
5) Audit fee	13000.00
	5000.00
S) Administrative cost for NGOs	24000.00
G.TOTAL	
	342585.00

SHG Federation Development Programme

Budget Head	
1.Staff Salary	Amount in ₹
2.Computer maintenance	280000.00
3.Monitoring and Coordination exp	15308.00
Review Meeting and Hospitality	337020.00
5.Stationary, Photo and Postage	75845.00
6. Telephone, Internet charges	62292.00
	26190.00
G.TOTAL	796655.00



Prodeep Kumur Brahma Secretary & Chief Functionary SEWAK Rangiamunda Sundargarh

### Schedule-11

OFSDP-Biramitrapur		200
Budget Head	Amount in ₹	Amount in ₹
1.Salary of Team leader	70000.00	
2.Salary of DO	38250.00	
3.Office Stationary	47596.00	
4.Travel Expenses	27681.00	183527.00
OFSDP-Panposh		
1.Salary of Team leader	40000.00	
2.Salary of DO	36000.00	
3.Office Stationary	27935.00	
4.Travel Expenses	19000.00	122935.00
and the second s		
OFSDP-TAMRA		
1.Salary of Team leader	57666.00	
2.Salary of DO	51900.00	
3.Office Stationary	26926.00	100
4.Travel Expenses	26833.00	163325.00
G.TOTAL		4,69,787.00
1.TDS Deposited-Biramitrapur	20921.00	
2.TDS Deposited- Panposh	17098.00	
3.TDS Deposited- Tamra	23781.00	61,800.00
G.TOTAL		5,31,587.00



# SELF EMPLOYED WORKERS' ASSOCIATION KENDRA(SEWAK)

At-SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist-Sundargarh

# Schedule-12

## PR MEMBERS TRAINING PROGRAMME

	Amount in ₹	Amount in ₹
1.Boarding and Lodging Exp	366050.00	
2.Contingency	54110.00	
3. Hiring Charges of venue	31500.00	
4.Honorarium to Resource Person	84000.00	
5. Honorarium to Other RP(Govt. Officials)	21000.00	
6.Institutional Charges	150540.00	
7.Mobility support to PR Members	38650.00	
8.Training Kits	57975.00	
9.Travelling Allowances	16030.00	
10.Bank Charges	35.00	8,19,890.00

### SGSY TRAINING

Budget Head	Amount in ₹	Amount in ₹	
Training Expenses			
1) Diary Training	55460.00		
2) Goatary Training	274250.00		
3) Vegetable Cultivation	129263.00	4,58,973.00	

# SEWAK INSTITUTE FOR COMPUTER APPLICATION(SICA)

Budget Head	Amount in ₹	Amount in ₹
Expenditure		
1) Salary of Computer Faculty/Instructor	273000.00	
2) Salary of Counselor	12000.00	
3) House rent	55500.00	
4) Stationary/Postage	12530.00	
5)Computer Maintenance	12035.00	
6) Advertisement/Publicity	17650.00	382715.00
G.TOTAL		3,82,715.00



Pradvep Kumar Brahmu Secretary & Chief Functionary St WAK, Ranglamunda Sundargarh

Schedule-	10			
SWAMI VIVEKANANDA SHIKSHA NIKETAN				
Budget Head	Amount in ₹	Amount in		
1.Staff Salary	84645.00			
2.Staff Benefit	13080.00			
3.School Stationary	5657.00			
4.Celebration of Annual Day	4938.00			
5.Misc Expenses —	9800.00			
6.Disel for Vehicle	44445.00			
7. Hire charges of Vehicle	30300.00			
8. Vehicle Maintenance	200.00	1,93,065.00		

nount in ₹	Amount in ₹
3,420.00	
2,400.00	
2,000.00	
200.00	28,020.00
2	2,000.00

## RURAL RESOURCE CENTRE

Budget Head	Amount in ₹	Amount in ₹
1.Bank Charges	893.43	
2. Electric Charges	51369	
3.Telephone/Postage	8672	
4.Staff Salaries	135360	
5. Training Expenses	269990	
6.Telephone Bill	2577	7 468861.43
G.TOTAL		4,68,861.43





# TI PROJECTON HIV/AIDS

Budget Head	Amount in ₹	Budget Head	Amount in ₹
Rent for office cum Dic	48,000.00	Accommodation Cost	1,050.00
Water & Electricity	13,985.00	AMC	2,850.00
Stationary & Photocopying	8,665.00	Incentive of positive HRG	808.00
Office Maintenance	11,911.00	Bank Charges	125.00
Phone, Fax, post, & Courier	12,050.00		
Internet	4,509.00	Expenditure out of Organisation Contribution	
Insurance to Staff	1,869.00	Salary to office attendant	21,600.00
Travel Cost for admin purpose	6,540.00	Photocopy & Stationary	420.00
Recruitment Cost	2,150.00	Staff Review meeting	2,750.00
Honorarium to PD	39,600.00	Street Play	1,000.00
Salary to Project Manager	88,225.00	General Awareness Meeting	5,425.00
Accountant	60,090.00	Bank Charges	30.00
Counselor	81,892.00	Heath camp	1,000.00
ORW	129,306.00	Meeting at hotspot level	400.00
Honorarium to ZIPA	8,500.00	Insurance	55.00
Honorarium to pees	106,500.00	Office infrastructure	11,240.00
Travel for programme	5,795.00	Peer Refresh training	750.00
Travel for counselor	4,650.00	Vehicle Maintenance	965.00
Travel for ORW	9,352.00	Computer Accessories	750.00
Travel for PEs	14,330.00	Printer Repair	540.00
DIC Level Meeting	2,930.00	Community level meeting	2,850.00
Meeting at hotspot level	4,018.00	Networking with SHG Member	1,000.00
Review meeting	6,114.00	Meeting at hotspot level	910.00
Community events	24,512.00	Community meeting	1,950.00
Stake holder level meeting	1,000.00	Video show	1,465.00
Development of BCC Material	11,000.00	Review meeting	410.00
Crises Response	4,300.00	DIC meeting	408.00
Health Camp	6,060.00	Incentive of positive HRG Referral	754.00
STI Care	39,472.00	Refilling of Toner Cartridge	500.00
Documentation	2,540.00	Health camp	1,102.00
Female Condom	4,200.00	5	
Travel for admin purpose	2,310.00		
Video show	300.00		
	G.TOTAL EXPEND	DITURE	829,955.00





# SELF EMPLOYED WORKERS' ASSOCIATION KENDRA(SEWAK) At-SEWAK Complex, Rangiamunda, Po-Tangarpali, Dist-Sundargarh

### CLOSING BALANCE STATEMENT FOR THE YEAR 2010-2011

SI.No	Name of the Project	Bank	Cash	Advance	Total
1	Panchayatiraj Abhiyan,Sundargarh	1,437.00	5,487.00	125,708.00	132,632.00
2	Livelihood Dev Project, Gurundia		100.00		100.00
3	Shiksha Chetena Program-II	623.00	639.00	67,000.00	68,262.00
4	Trickle Up Program-I		-	31,505.00	31,505.00
5	Trickle Up Program-II	2,968.00	1,321.00	32,000.00	36,289.00
6	CHIN for CHANGE	-	762.00		762.00
7	FC GENERAL	1,251.49	-		1,251.49
8	PR Members Training	5,769.00	538.00		6,307.00
9	SHG Federation Dev. Program	- 1	2,057.00		2,057.00
10	PPP Urban Health Project	2,850.00	482.00	6,000.00	9,332.00
11	RCH-MNGO Programme	1,935.00	295.00	120,921.66	123,151.66
12	Janani Sewa(24 x 7 )	6,500.00	8,057.00	-	14,557.00
13	EDP Training	2	2,395.00		2,395.00
14	Rural Building Centre	6,350.57	1,724.00		8,074.57
15	SEWAK institute for Computer Application	-	2,058.00	15,500.00	17,558.00
16	Swami Vivekananda Shiksha Niketan	4,208.00	4.00		4,212.00
17	Skill Dev. Training(RSVY)	3,327.00	1,231.00	1.0	4,558.00
18	Skill Dev. Training(SGSY)	5,722.00	122.00	10,000.00	15,844.00
19	SEWAK General A/c	439.07	750.00		1,189.07
		3,940.38	-		3,940.38
		1,105.00		1.50	1,105.00
20	Micro Credit-I	-	457.00	(5	457.00
21	Micro Credit-III	339.00	14,656.00	•	14,995.00
22	Micro Credit-SEWAK	806.00	347.00	-	1,153.00
23	TI Project on HIV/AIDS	297,148.00	1,484.00	1,822.00	300,454.00
	TI-Transit	72,980.00	-	-	72,980.00
25	Axshya India GF TB Project	38,283.00		-	38,283.00
7/	G.TOTAL	457,981.51	44,966.00	410,456.66	913,404.17



Prodeep Kumar Bratima Secretary & Chies Functionary St Wik Ranglamunas Sunuai garn K.C. Samal, 8.Com., F.C.A.
PARTNER
M. No. 17647