

**COMMISSIONERATE OF COLLEGIATE EDUCATION
GOVERNMENT OF TELANGANA**

Present: Sri. Navin Mittal, IAS

CIRCULAR

Sub: Collegiate Education –Govt. Degree Colleges – Maintenance of Accounting System - Concurrent Accounting & Auditing of GDCs for the FY 2020-21 to 2023-24 – Certain Guidelines Issued – Reg.

The Government Degree Colleges are funded by the State/Central Government budget/funds under various schemes apart from internal generation of funds to meet certain expenditures to provide basic amenities to the students like Laboratory, Library needs, Maintenance works and approved Civil Works etc. The financial transactions and the accounts at college level are to be maintained transparently, appropriately, promptly and also regularly.

In order to standardize the process of accounting and auditing by an external audit on a regular basis, to improve the transparency in financial aspects of the Colleges and better track the utilization of the funds, the Commissioner of Collegiate Education, has appointed 12 CA Firms based on tenders, as College level auditor for Concurrent Accounting and Audit of the Colleges mentioned in each cluster. These team of auditors will assist in the accounting and audit of all the colleges and audit the annual financial statements. These Audit Firms will provide services in accordance with the Terms of Reference in the RFP (Request for Proposal) floated for selection. The college level CA firm will perform Concurrent Accounting & Audit for these colleges. Such College Level Auditor shall perform all the roles, including preparation of monthly, quarterly MIS reports.

The total audit period will be for four (4) financial years Viz, 2020-21, 2021-2022, 2022- 2023 and 2023-24. For the first year, the role of the College level auditor will be limited to finalization of the books for the year ending March, 2021.

Further, to coordinate the entire audit process for all GDCs and to provide guidance and monitor the functioning of all these college auditors, CCE has also appointed a Central Auditor.

Central Auditor will perform all the roles mentioned in supervising the functioning of the college level auditor and recommending the renewal/ continuation of service year on year for the college level auditor.

As the colleges are of varying in terms of size and the revenue, it has been decided to fix the College Level Auditor fees based on the number of students in each college in that cluster. For the purpose of the audit fees calculations the students registered with the college as at the end of the first semester shall be considered as following.

Year	Base for fixing the Fee
First Year	Number of students admitted in college as per DOST admissions
Second Year	Number of Students promoted from first year to second year and also paid first semester exam fees of second year
Third Year	Number of Students promoted from second year to third year and also paid first semester exam fees of third year

The Principals of all GDCs are instructed to cooperate with the college level auditors appointed for each college and pay the Auditors fees as calculated (given in the Annexure) from the available college funds.

Further, the Principals of GDCs are also instructed to get all accounts audited with these auditors and ensure to get an annual 'Management Letter', covering Comments and observation on the financial management records, systems and controls that were examined during the course of the review, and also any deficiencies and areas of weakness in systems and control and recommendation for their improvement along with the Annual Audit Report.

The Principals of all GDCs are also directed to ensure that, the auditors adhere to the rules, regulations, code of conduct and ethics as prescribed under The Chartered Accountant Act, 1949 while carrying out the concurrent accounting & audit.

Further, the Principals are also instructed to give access to all documents, correspondence and any other information relating to the Institution and deemed necessary by the auditor for effective and smooth functioning of the audit program in all GDCs.

Signature valid

Digitally signed by NAVIN MITAL IAS
Date: 2021.03.05 18:26:22 IST
Reason: Approved
Commissioner, Collegiate Education

To
All the Principals of GDCs in the State
Copy to RJD/JD/AGO

Annexure
List of Audit Firms for Concurrent Accounting & Audit of GDCs for the FY 2020-21 to 2023-24

S. No	College Auditor - Firm Name	Cluster Allotted	Districts Covered in Cluster	Fees Per Student Per Year (Rs)	Phone Number	Email ID
1	CVS BALACHANDRA RAO & CO	3 & 2	Mancherial, Jagthral, Karimnagar, Peddapalli, Komurambhem, Rajanna (Sricilla), Medak, Siddipet & Kamareddy	45/-	9849035315	cvcsbala@gmail.com
2	B M CHATRATH & CO	11	Hyderabad & Medchal	50/-	9949310001	bms.hyderabad@gmail.com
3	KALP & ASSOCIATES	12	Rangareddy & Sangareddy	46/-	9542631896	ca.kalam.hydr@gmail.com
4	PENMETS & CO	10	Hyderabad	50/-	7640902345	pvackv90003@gmail.com
5	PPKG & CO	9	Hyderabad, Vikarabad	48/-	9848027622	gtr@ppkg.com
6	AMBRISH CHANDRANA & CO	1	Adilabad, Nirmal & Nizamabad	50/-	9993031313	ambriishca@gmail.com
7	N. SAI BABA & CO	5	Bhadradi & Khammam	50/-	9848453051	satishmya@rediffmail.com
8	SVD ASSOCIATES	4	Jangaon, Javashankar Bhpalipalli, Mahabubabad, Warangal Rural & Warangal Urban	50/-	9346431340	capravsarda@gmail.com
9	M.N REDDY & CO	7 & 8	Mahabubnagar, Jogulamba (Gadwal), Nagarkurnool & Wanaparthy	51/-	9849558100	cadamodar@mnreddy.in
10	DAY AND ASSOCIATES	6	Nalgonda, Suryapet & Yadadri	50/-	9640905685	dayca.in@gmail.com