



DIRECTOR GENERAL OF AUDIT (CENTRAL),
CHANDIGARH



LT No: Central Expenditure Wing/2023-2024/DIS-1477675
Date: 31 Jan 2024

To,

CHANDIGARH COLLEGE OF ENGINEERING AND TECHNOLOGY (DEGREE) SECTOR-26, Chandigarh

Subject: Issue of Inspection Report on the audit of office of the CHANDIGARH COLLEGE OF
ENGINEERING AND TECHNOLOGY (DEGREE) SECTOR-26, Chandigarh for the period 2021-23
(FV-72301) : PR-88907

Sir/Madam,

I am to forward herewith the Inspection Report on the audit of office of the CHANDIGARH COLLEGE OF
ENGINEERING AND TECHNOLOGY (DEGREE) SECTOR-26, Chandigarh for the period 2021-23
(FV-72301) and to request that your replies may be arranged to be furnished to this office along with your
specific remarks within four weeks from the date of receipt of this report.

The receipt of the Inspection Report may kindly be acknowledged.

Yours faithfully,

Encls: As above

Sumit Kapur
SR. AUDIT OFFICER

Copy to:-

LT No: Central Expenditure Wing/2023-2024/DIS-1477675/C1
UT Vetting Chandigarh Section



Inspection Report on the audit of office of the CHANDIGARH COLLEGE OF
ENGINEERING AND TECHNOLOGY (DEGREE) SECTOR-26, Chandigarh for the period
2021-23

PART-I- (Introduction)

The audit of office of the CHANDIGARH COLLEGE OF ENGINEERING AND TECHNOLOGY (DEGREE) SECTOR-26, CHD was conducted from 06/12/2023 to 15/12/2023 by the following members o Shri S.P Singh, Assistant Audit Officer, Shri Amit, Assistant Audit Officer from under the supervision of Shri Varinder Malik, Senior Audit Officer.

Chandigarh College of Engineering & Technology formerly known as the Central Polytechnic, Chandigarh was set up in 1959. It was rechristened and upgraded to a Degree – College in the Year 2002. Chandigarh College of Engineering & Technology is a premier institute established by Chandigarh Administration to provide technical education at Diploma and Degree Levels in the emerging areas of Engineering & Technology. The college is imparting training in seven key engineering branches of three Years diploma course i.e. Civil Engineering; Electrical Engineering; Mechanical Engineering; Electronics & Communication Engineering; Architecture Assistantship; Computer Engineering and Production & Industrial Engineering. The institute also runs four years Part Time Diploma Course in Civil Engineering; Electrical Engineering & Mechanical Engineering. Four Year Under-graduate Programme leading to degree of Bachelor of Engineering in Computer Science & Engineering; Electronics & Electrical Communication Engineering; Civil Engineering & Mechanical Engineering. In addition to these Engineering Programmers this institute is also running two Vocational stream (1) Scheme for Persons with Disability (Integrating Persons with Disabilities in the Mainstream of Technical & Vocational Education) Scheme offers Training Programmes for Person with Disabilities to bring them in the mainstream of technical and Vocational education sponsored by Ministry of Human Resource Development

The audit and inspection of the accounts of the office of the Chandigarh College of Engineering and Technology (Degree), Chandigarh for the period 2021-23 has been conducted by an audit party consisting of Shri S.P Singh, Assistant Audit Officer, Shri Amit, Assistant Audit Officer from 06.12.2023 to 15.12.2023 under the supervision of Shri Varinder Malik, Senior Audit Officer.

The charge of the post of the HOD was held by the following officers during the period covered under the audit:-

Sr. No	Name of Principal (HOD) S/Sh./Smt./	Period
1.	Manpreet Singh, Principal	01.04.2021 to 31.03.2023

The charge of the post of the DDO was held by the following officers during the period covered under the audit:-

Sr. No	Name of DDO S/Sh./Smt./	Period
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1.	Sunil Dutt Sharma, ACFA	01.04.2021 to 31.03.2023
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The institution is located in Sector 26, Chandigarh connected with the telephone no. 0172-2750872 and email id papplecet@gmail.com.

Budget & Expenditure

The budget allotment and expenditure for the last two years was as under:-

Year	Budget Allotment (in Lakhs)	Expenditure (in lakhs)
2021-22	1150.97	1150.94
2022-23	1338.80	1332.44

Audit Objective

The Audit objective was to assess:

- Whether the activity of unit have been executed as per GFR adopted by the institute.
- Whether the procurement has been made as per norms of GFR and delegation of financial power.
- An adequate internal control system existed in the department to ensure efficient functioning of the Department.

Scope of Audit

The compliance audit was conducted through test check of records of the institute for the period 1st April, 2021 to 31st March, 2023.

Audit Methodology

Test check/basis of selection month was decided by audit party on materiality basis.

Revenue receipts of the department will be checked, compliance of Act/statute, Instructions of Ministry/ government from time to time, Internal audit report, purchase related record, cash book/day book, receipt and payment vouchers, Bank Accounts & related record.

Audit Criteria

Compliance Audit was conducted using following Audit criteria:-

- General Financial Rule, 2017
- Civil Services Rules
- Budget and Expenditure

Disclaimer

The report has been prepared on the basis of information supplied or made available by the office of the Chandigarh College of Engineering and Technology (Degree), Chandigarh. The

PART-II
(Audit Findings)
PART-II-(A)
(Significant Audit Findings)

-III-

PART-II-(B)
(Other incidental Audit Findings)

Reference Number: OBS-1102860

Para 1 Short deduction of Income tax TDS ₹ 0.98 Lakh

Section 194C of the Income Tax Act states that any person making payment to a resident person, who is carrying out any 'work' in terms of the contract between the 'specified person' and the resident contractor, is required to deduct TDS. When provisions of section 194C of the Income Tax Act gets attracted, the Deductor is required to deduct TDS at the following rates – Particulars Rate of TDS Payment made / credited to an individual or HUF 1%, Payment made / credited to a person other than an individual or HUF, TDS is to be deducted @ 2%.

During test check of the record of the Chandigarh College of Engineering and Technology (Diploma), Chandigarh for the period April, 2021 to March, 2023, it was noticed that the department had entered into an agreement with M/s Aarth Enterprises, New Delhi with PAN AAQFA9228A (Firm) for providing manpower to the department for the period from December, 2020 to February, 2022 and with M/s Guru Nanak Company, Mohali with PAN AAVFG0651Q (Firm) for providing manpower to the department for the period from February, 2021 to November, 2021. But while making payment to the contractor, the department deducted TDS of Income tax @ 1% which is in contravention of ibid section (i.e. 2% for other than individual or HUF). This led to short deduction of TDS on income tax ₹ 98777 as detailed below:

Sr. No.	Name of Company	TDS (IT) deducted @1%	TDS needs to be deducted @2%	Short Deduction
1	Aarth Enterprises, New Delhi	80314	160628	80314
2	Guru Nanak Company, Mohali	18463	36926	18463
			Total	98777

On being pointed out in audit, no reply was furnished by the department. Reply is awaited.

Reference Number: OBS-1102873

Para 2: Irregular Purchase of Photon Mono X printer ₹ 0.94 lakh.

Rule 149 of GFR, 2017 states that The Procurement of Goods and Services by Ministries or Departments will be mandatory for Goods or Services available on GeM. Further, Administrative approval of ₹ 4 Lakh was accorded by Department of Science and Technology & Renewable Energy, Chandigarh for carrying out short term research projects by CCET (Degree), Chandigarh. Following are the terms and conditions of the sanction order:-

1. No part of sanctioned amount shall be used for manpower creation/maintenance or for purchase of any physical asset like Computer/Laptops, Pen Drives, Hard Drives, Printer etc
2. The final report along with a soft copy in CD using MS-Word software, UC (in GFR 12-C) and audited statement of Expenditure shall be submitted within one month, after completion of the project.

During the test check of the record of the Chandigarh College of Engineering and Technology (Degree), Chandigarh for the period 2021-22 to 2022-23, it was observed that a photon mono x printer amounting ₹ 94636/- was purchased in contravention of aforesaid term & condition of granting authority.

Further, the printer amounting ₹ 94636/- was purchased from J.V mill and Hardware on quotation basis without non-availability certificate on GeM which is in contravention of GFR rules. Also, utilization certificate of the grant was submitted to the Department of Science and Technology but Audited statement of expenditure was not submitted by the department till date, which is in contravention of terms and condition of sanction order. On being pointed out in audit, no reply was furnished by the department. Reply is awaited.

Reference Number: OBS-1102878

Para 3: Irregularities in Service Books

Test check of service books maintained in Chandigarh College of Engineering and Technology (Degree), Chandigarh, revealed as under:-

1. Service book had not been made available to each officer/official once in a year so as to ensure that various entries made in his/her service book was made correctly.
2. Details of family members of the government employee had not been recorded/pasted in the service books.
3. As per provision under CCS (Pension) rules 1972, nomination of DCRG etc. should be recorded/pasted in the service book, which was not available in the service book.
4. Leave accounts were not properly maintained by the department.
5. Aadhar and PRAN were not entered in the service book.
6. According to GID(3) under SR 199, to ensure proper maintenance of leave accounts by the lower authority to whom the power to sanction of leave is delegated, the Head of office should inspect atleast 10% of the leave accounts every year and initial them in token of their having done so. But the above norms were not followed and not found to be complete in the test check of service books.

On being pointed out in audit, no reply was furnished by the department. Reply is awaited.

Reference Number: OBS-1102885

Para 4: Non maintenance of fixed asset register.

Rule 187(2) and 187(3) of GFR provides that all material shall be counted, measured or weighted and subjected to visual inspection at the time of receipt to ensure that the quantities are correct, the quality is according to the required specifications, and there is no damage or deficiency in the material and detail of material so received should thereafter be entered in the appropriate stock register. The officer-in-charge stores should certify that he has actually received the material and recorded it in the appropriate stock registers.

During the test check of the record of the Chandigarh College of Engineering and Technology (Degree), Chandigarh for the period 2021-22 to 2022-23, it was observed that no fixed asset register and property register was maintained by the department.

On being pointed out in audit, no reply was furnished by the department. Reply is awaited.

Reference Number: OBS-1106996

Para 5: Non maintenance of cash book/register of grants.

As per the Central Government Account (Receipts and Payments) Rules, 1983, Rule 13,

(i) Every such officer (referred to in this rule as the Head of the Office) should maintain a cash book in Form G.A.R.3.

(ii) All monetary transactions should be entered in the cash book as soon as they occur and attested by the Head of the Office in token of check

(iii) Entries made in the cash book regarding remittance of receipts to the accredited bank for credit into Government Account should be attested by the Head of Office after verifying them with reference to the bank's receipt recorded on the pay-in-slips or challans. When the credit appears in the receipt scroll from the bank, the actual date of realization of the cheque or draft should be indicated by cheque drawing DDOs against the original entry in the cash book so as to keep track of outstanding items.

During the test check of the record of the Chandigarh College of Engineering and Technology (Degree), Chandigarh for the period 2021-22 to 2022-23, it was observed that the department received grants of ₹ 1.60 Lakh from Department of Science and Technology for short term projects but no such cashbook/register had been maintained by the department which is in contravention of ibid rules.

On being pointed out in audit, no reply was furnished by the department. Reply is awaited.

Reference Number: OBS-1107010

Para 6: Delay in disbursement of freeship to meritorious and SC/ST category students.

As per term and conditions mentioned in the college prospectus, prescribed and approved by the Secretary Technical Education for B.E courses students of CCET for each Academic session, there is a provision for the grant of fee concession to the students admitted to B.E degree courses from session 2003-04 onwards i.e Half freeship on Tuition fee to all SC/ST students, Full/Half freeship to meritorious students purely on their merit basis. This institute allows fee concession to eligible students as per conditions prescribed in the college prospectus every year.

During the test check of the record of the Chandigarh College of Engineering and Technology (Degree), Chandigarh for the period April, 2021 to March, 2023, it was noticed

that freeship amounting to Rs. 58.60 lakh (200 students) and 59.68 lakh (198 students) for academic session 2019-20 and 2020-21 respectively was given in the years 2021-22 and 2022-23 respectively with the delay of 2 years. The freeship for each academic session was disbursed with the delay. The freeship for the session 2021-22 and 2022-23 has not been disbursed to the eligible students till date.

On being pointed out in audit, no reply was furnished by the department. Reply is awaited.

Reference Number: OBS-1107014

Para 7: Non-deduction of 10 days Earned Leave from Leave Account after taken Leave Encashment of 10 days during LTC

As per rule 8.22 of Punjab Civil Service Rules volume I part I, A Government employee may be permitted to encash earned leave up to ten days at the time of availing of Leave Travel Concession while in service, career shall not exceeding 60 days.

During the test check of the record of the Chandigarh College of Engineering and Technology (Degree), Chandigarh for the period 2021-22 to 2022-23, it was observed that total of 29 officials (list enclosed) had taken Leave encashment at the time of availing LTC but no Earned Leave of 10 days had been deducted from their Leave Account.

On being pointed out in audit, no reply was furnished by the department. Reply is awaited.

PART-III

(Follow up on findings outstanding of previous Inspection Reports)

1. The paras settled below are on the basis of reply/justification furnished by the department.
2. Part-II Section-A paras, if included below and settled inadvertently may not be treated as settled as the same are being pursued separately.

Sr. No.	Year	Para No.	List of Para	Reply	Remarks
1	2012-13	3(a)	<p>Theft of Projector costing Rs. 79,850/-</p> <p>During test check of the records, it was revealed that a Projector costing Rs. 79850/- was stolen from room No. L 9 on 10.04.2012 as per letter of HOD, CSE dated 19.04.2012 addressed to the Principal. A committee of 3 members was constitute vide office order endst No. 9330-33 dated 05.02.2013 to fix the responsibility for the said theft. But the recovery of the cost of the item stolen was not made so far.</p> <p>In this regard, the report of the aforesaid committee, if submitted,</p>	<p>In this connection, it is intimated that a committee was constituted to ascertain the depreciated value of the Projector to be recovered from the security deposit of students and the faculty members of the concerned lab.</p> <p>The committee constituted for the said purpose had decided over the</p>	<p>No recovery has been done till date.</p> <p>Para stands.</p> <p style="text-align: center;">①</p>

			<p>may be supplied to audit. The reasons as to why there was delay in fixing the responsibility and recover the due amount for the said loss of the Govt property. The steps taken to prevent such incidents in future may also be intimated to audit.</p> <p>The matter was appointed out vide audit memo No. 3 dated 12.07.2013. The department did not furnish any reply, which will be awaited in audit.</p>	<p>issue of recovering the depreciated book value of the projector from the students and delinquent officials. Only the proportion in which the loss has to be recovered from the students and delinquent officials has to be ascertained.</p> <p>Security of the students who were present on the day the theft occurred has been withheld and the loss will be made good from the same. It is intimated that FIR regarding the loss of Govt. Property had already been lodge with S.H.O. Sector -26, Chandigarh.</p> <p>Recovery will be intimated to the Audit very shortly. (Copy of orders of Principal for withholding the security of the students is enclosed herewith for your kind information).</p> <p>In view of above, it is requested that the Audit Para may kindly be dropped.</p>	
2	2012-13	3b	Non recovery of account of missing stock items.	No reply furnished.	Para stands. 2
3	2012-13	11	Stock register maintains as a register of photocopy of bills.	No reply furnished.	Para stands. 5
4	2013-14	1	Under-performance by CET (Degree Wing)	No reply furnished.	Para stands. 1
5	2013-14	2	<p>Diversion of funds from Revenue Expenditure Head to Capital Head- Rs. 1.38 lakh</p> <p>Rule 26 of General Financial Rules</p>	<p>The funds were appropriated from Material & Supply to Machinery & Equipment after</p>	<p>Supporting documents in respect of reply furnished by</p>

Settled in 2015-21 report

Settled in 2015-21

Settled in 2015-21

provides that it is the responsibility of Controlling Officer to ensure that the expenditure is incurred for the purpose for which funds have been provided.

During the year 2013-14, Chandigarh Administration allocated Rs. 55.00 lakh to Chandigarh College of Engineering & Technology under Object Head- 'Machinery and Equipment' below Capital Head-4202 (4202-06-00-52-M&E) for modernization and creation of laboratory & workshops, up-gradation of server room equipment, power backup for computer network, LCD projectors, up-gradation of existing computer labs etc.

Scrutiny of records revealed that institute incurred total of Rs. 56,37,588/- on purchases of various equipments during the year 2013-14. However, to avoid excess expenditure over budget under Capital Head-4202-06-00-52 'Machinery and Equipment', the funds to the tune of Rs. 1,37,588/- were diverted from the Revenue Head-2203-15-00-21-Supplies and Material (detailed below) which was in violation of financial rules.

A	Total Budget under Capital Head-4202-06-00-52 'M&E'	Rs. 55,00,000
B	Expenditure upto 29.3.2014	Rs. 53,45,173
C	Balance as on 29.3.2014 (A-B)	Rs. 1,54,827
D	Purchase of Machinery & Equipment (CCET Bill No. 133560136 dated 31.3.2014) / Multimedia	Rs. 2,92,415

obtaining approval of the Competent Authority i.e. Secretary, Technical Education, UT, Chandigarh vide letter No 2530 dated 30-04-2014. It is, therefore, requested that the audit para may kindly be dropped.

the department not shown to audit.

Para stands.

			<p>Projector, 4 Online UPS purchased from M/s Phutele Computer Kingdom</p>		
			<p>Amount debited to Capital Head- 4202-06-00-52- 'M&E'</p>	<p>Rs. 1,54, 827</p>	
			<p>Balance amount diverted from Revenue Head- 2203-15-00-21- Supplies and Material</p>	<p>Rs. 1,37, 588</p>	
			<p>On being pointed out in audit, it was replied that due to shortage of funds under Head 'Machinery & Equipment', inevitable payment had to be made from 'Supplies and Material' under which funds were available.</p> <p>Reply of the institute was not tenable because diversion of funds from one head to another was not permissible under financial rules.</p>		
6	2013-14	3	<p>Irregular Payment of salary – Rs. 7.50 lakh</p> <p>Rule 66(1) of Government Accounting Rules 1990 provides that pay and allowances of Government servant should be classified in accounts as part of scheme, activity or organisation (sub-head) under a programme (minor head) below a function (Major Head) to which the services of the Government servant closely relate. Where, however, the duties of a Government servant extend to several activities, programmes, functions etc. and it is not possible to classify an initio his pay and allowances under the appropriate sub-heads, the charges may be classified as part of the scheme or activity or organisation to which the major portion of the work of the Government servant relates.</p>	<p>In this connection, it is stated that Sh. Mahinder Singh, Section Officer (SAS) posted in CCET (Degree Wing) was deputed to attend the financial matters in the Finance-I Branch of the UT, Secretariat in the afternoon, in addition to his own duties vide order of Special Secretary Finance, Chd. Admn. Issued under Endst. No. F&APO(A-1)/2013/634 dated 21.01.2013 (copy enclosed). In</p>	<p>Para settled.</p>

Chandigarh College of Engineering & Technology (Degree Wing) has a sanctioned post of Section Officer, created by Home Department, Chandigarh Administration vide order dated 1.12.2008.

During the audit, we observed that Sh. Mohinder Singh, Section Officer who was posted with the institute has been deputed in Finance-I Branch of UT Secretariat on full time basis vide Finance Department, Chandigarh Administration's order F*PO(1)-2013/1354 dated 12.2.2013 with immediate effect. The official was later on allowed by Finance Department vide order PA/JSE/2013/47 dated 8.5.2013 to attend the institute in the second half. However, as per attendance register, the official was not visiting the institute and official files were rarely marked to him. Thus, services of the official were rarely availed by the institute. The major portion of the work of official related to Finance-I Branch of UT Secretariat where he was working, but the pay and allowances of the official were being paid by the institute. The payment of Rs. 7.50 lakh (upto 06/2014) on account of pay and allowance (Annexure-A) from the budget (Major Head-2203-00-105-15-01) of institute was in contravention of accounting rules and irregular.


On being pointed out in audit, it was replied by the institute that matter will be taken up with the Finance Department through Secretary, Technical Education for deployment of Section Officer in the institute.

Further outcome will be awaited in audit.

continuation of said orders Sh. Mahinder Singh, Section Officer has been deputed full time in the Finance-I branch of U.T. Secretariat vide orders issued under Endst. F&APO(1)/2013/1354 dated 12.02.2013 (copy enclosed). Further Sh. Mahinder Singh, Section Officer has been ordered/allowed to attend CCET (Degree Wing) second half vide order No. PA/JSE/2013/47 dated 08.05.2013 (copy enclosed) issued by Joint Secretary (Estates) Chd. Admn. Thereafter abovementioned Section Officer has been relieved from Finance-I Branch of UT, Secretariat vide order issued by Home Secretary, Chd. Admn. under Endst. No. IH(5)-2013/9851 dated 28.05.2013 (copy enclosed). Copies of all above mentioned orders have been enclosed herewith. From above detail, it is seen that Sh. Mahinder Singh, Section Officer (SAS) posted in this Institute has remained deputed on the orders of Competent Authority of Chandigarh

			Administration time and again for a very short while and said officer during that duration also looked after the work as Section Officer in CCET (Degree Wing), which yielded that work assigned to him in CCET (Degree Wing) never suffered. Hence the para may be dropped.		
7	2013-14	5	Payment of water charges at higher tariff rate due to non installation of permanant water connection.	Reply not furnished. Para stands. 3	
8	2014-15	1	<p>Irregular payment of Outsourcing for manpower amounting Rs. 60 lakh</p> <p>As per the Financial Rule, Punjab after the completion of tender process service receiver will execute an agreement Deed on the format approved and supplied by the service receiver on stamp papers of appropriate value and that Deed will be registered with the Sub-Registrar, Chandigarh, at the cost of the service provider. During test check of records of O/o Chandigarh College of Engineering & Technology (Degree Wing), Chandigarh it was noticed that department have made a contract for providing security services (Civilian) in the college campus (degree wing) and for the same purpose paid outsourcing bills amounting to Rs. 3604844/- and Rs. 2351002/- (Total Rs. 5955846/-) during 2012-15 as per Annexure-"B" to M/s Guardian Security & Placement Service for outsourcing of fourteen employees without any agreement deed which needs justification.</p> <p>On being pointed out in audit department did not furnish any reply.</p> <p>Final action will be awaited in audit.</p>	<p>In this connection, it is submitted that the contracts were awarded to the agencies after getting approval from the competent authority i.e. Secretary Technical Education, Chandigarh Administration. Due to delay in receiving of the approved terms and conditions of the agreement from the competent authority, the agreement could not be executive well in time. However, it was ensured by the office that no condition laid down in the tender Document was violated by the Contractor and no financial loss was incurred to the Government. Moreover the said</p>	Para settled.

				outsourcing agency provided the services with the satisfaction of the institute and lapse found in the performance of obligations as provided in the tender document. Further this office now outsourced its services through Gem portal and auto generated contract has been executed by the Gem Portal to safeguard the interest of the buyer organization. In view of the introduction of Gem portal as being old & obsolete para, the same may be settled please.	
9	2014-15	2	Non lapsing of security deposit & non maintaining of security register.	Reply not furnished.	Para stands. (1) → Settled
10	2014-15	3	Irregular in purchase under machinery and equipment head .	Reply not furnished.	Para stands. (2) → Settled in 2015
11	2014-15	4	Irregular rush of expenditure.	Reply not furnished.	Para stands. (3) → Settled in 2015
12	2015-21	1 (Sec -A)	Non/Short deduction of TDS under Income Tax Act: Rs.44.59 Lacs under section 194J of Income Tax Act 1961 from the consolidated pay of faculty/other staff engaged during the year 2016-21. vide section 194J of Income Tax Act, 1961, any person who is making payment to any resident person for professional or technical service, then TDS at the rate of 10% is required to be deducted under section 194J when amount of payment in a year or exceeds Rs.30,000/-. Every person responsible for making payment of nature covered by TDS provisions of Income Tax Act shall be responsible to deduct tax. During the test check of	In this regard, it is submitted that staff was engaged on consolidated pay as per DOP against the sanctioned posts. The audit quoted section 194J of the Income Tax Act which deals with the "fees for professional and technical services" whereas the payment made to the contractual staff appointed against sanctioned posts cannot be classified under fee as it is purely a salary	Being Section A para, pursued separately. Para stands. (4) (5)

			<p>records pertaining to the Chandigarh College of Engineering and Technology (Degree Wing), Chandigarh for the year 2016-2021, it was noticed that the college took the services of teachers engaged on consolidated Pay basis under which tax was required to be deducted under section 194J of Income Tax Act, 1961 but tax amounting to Rs.43,81,091/- was either not deducted or short detected as detailed in annexure 1.</p> <p>The matter was forwarded to the Principal for necessary action and comments.</p> <p>On being pointed the department stated that action in this regard will be intimated to audit after reconciliation of records and advice from the chartered accountant.</p>	<p>amount paid out of the salary head of the department as per rates approved by the DOP, Chandigarh Administration. Moreover, necessary deduction has already been made on account of income tax due after analyzing their savings and other deductions applicable under the income tax act from time to time as per income tax slabs. No short deduction has been made. Hence the paid may be settled please.</p>	
13	2015-21	2	<p>Unexplained expenditure: Rs. 11.06 Lakh</p> <p>Rule 21 of the General Financial Rules lay down the standard of financial propriety in making expenses from the public money is by the government officer. Every officer incurring or authorizing expenditure from public money should be guided by a high standard of financial propriety. Every officers should also enforce financial order and strict economy and see that all relevant financial rules and regulation are observed, by his own office and by his subordinate disbursing officers in making the expenditure from public moneys.</p> <p>During the test check of records pertaining to the Chandigarh College of Engineering & Technology (Degree Wing) Chandigarh for the year 2015-16</p> <p>to 2020-21, it was noticed that advance payment of Rs. 11,06,206/- were made in favour of Principal, CCET (DG), Chandigarh viz., Rs.</p>	<p>No unexplained expenditure incurred by the institute. Advance payment of Rs. 11.06 was made to the Model Jail, Buraill being a Govt. Department. The supply has already been received by the department satisfactorily.</p> <p>The copy of letter No. CCET/DG/Audit/2021-22/657 dated 03.06.2021 addressed to the Senior Account Officer, AP-02/CE is attached herewith which contain complete justification of the expenditure. Photocopy of requisition letter dated 13.09.2017 towards advance payment of Rs.6,76,096/- demanded by Department of Prisons</p>	<p>Para settled.</p> 

			<p>4,30,110/- dated 09.03.2018 and Rs. 6,76,096/- dated 29.09.2017. In the absence of Detailed Contingency Bill the veracity of the above advance payment of Rs. 11,06,206/- could not be concluded and hence stand as unexplained expenditure.</p> <p>On being pointed out the department stated that the advance payments has been made in favour of Government Department i.e. Department of Prisons and Correctional Administration in advance as requested by the said department. Hence, no protocol of rule has been violated.</p> <p>In the absence of detailed contingent (DC) Bills and store verification, the veracity of facts could not be adjudged in audit. The reply is incomplete.</p> <p>Final reply is awaited.</p>	<p>and Correctional Administration, UT, Chandigarh against supply of Tables, Bed and Chair attached. Further copy of Sanction order dated 13.06.2018 issued by CCET-26, Chd. towards incurring expenditure for meeting Advance payment is also enclosed herewith. Photocopy of requisition letter dated 08.03.2018 towards advance payment of Rs.4,30,110/- demanded by Department of Prisons and Correctional Administration, UT, Chandigarh against supply of Revolving Stools attached. Further copy of Sanction order dated 09.03.2018 issued by CCET-26, Chd. towards incurring expenditure for meeting Advance payment is also enclosed herewith. Hence the para may be settled please.</p>	
14	2015-21	3	<p>Non-deposit of lapsed security into receipt head & non-maintaining of security register</p> <p>As per Central Treasury Rules 635 of volume I, all the balances not exceeding Rs.25/- and unclaimed for more than 3 complete accounts years, sale, at the close of March in each year be credited to the Government also as per prospectus securities charged at the time of admission or refundable on the completion of course or earlier, if the student leaves the institution provided the refund is claimed within one year after leaving the institution.</p>	<p>The Department has deposited lapsed Security into receipt head and start maintaining Security Register.</p> <p>In compliance to audit para, the Department worked out lapsed security which comes to Rs.2,71,000/- and issued sanction order dated 02.05.2022 (copy Enclosed) for credit the receipt head i.e. 0202-02-101-01.</p>	Para settled.

Thereafter, the department deposited lapsed security into Receipt head on 20.12.2022 vide Treasury Challan No.132 dated 20.12.2022 (Copy enclosed).

In compliance to audit para, the Department again worked out lapsed security which comes to Rs.17,10,000/- and issued sanction order dated 10.06.2022 (copy Enclosed) for credit the receipt head i.e. 0202-02-101-01.

Thereafter, the department deposited lapsed security into Receipt head on 20.12.2022 vide Treasury Challan No.130 dated 20.12.2022 (copy Enclosed).

Hence, Para may be settled please.

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			<p>On being pointed out the department stated that the advance payments has been made in favour of Govt. Department i.e. Department of Prisons and Correctional Administration in advance as requested by the said department. Hence, no protocol of rule has been violated.</p> <p>In the absence of detailed contingent (DC) Bills and store verification, the veracity of facts could not be adjudged in audit. The reply is incomplete.</p> <p>Final reply is awaited.</p>	
15	2015-21	4	<p>Irregular rush of Expenditure during March 2015, March 2016 and March, 2017</p> <p>Rule 57 to 70 of GFR 2017 instructions contained in the GFR-2017 issued by the govt from time to time required that expenditure should be incurred quarterly basis simply to avoid huge expenditure in last quarter or in the month of March, anticipated savings in the budget allotment should be surrendered to the govt before 15th of the January so that the same could be re-appropriated towards some other needy sector. More over as per instruction of govt. DDO should ensure utilization of</p>	<p>In this regard, it is intimated that procurement through e-tendering process is very lengthy process and due to repetitive e-tendering procurement proposals were not finalized in time resulting which supplies were received in the last quarter of financial year causing rush of expenditure beyond</p> <p>Reply not tenable. Para stands.</p> <p style="text-align: center;">2</p>

budget from month to month and expenditure during March should not exceed more than 15% of Budget Estimate/Revised Estimate.

During test check of the records of Chandigarh College of Engineering & Technology (Degree Wing) it has been noticed that against the budget allotment of Rs. 25 lakhs under the head supplies & material Rs. 23.33 lakh (93%) has been incurred in March 2016 under and similarly under Supply & Material Head Expenditure of Rs. 1.45 lakh (91%) against total budget of Rs. 1.59 lakh and under head office expenses Rs. 30.49 lakh (54%) has been incurred in March-17 against total budget of Rs. 56.15 lakh. Similarly against the budget allotment of Rs. 40 lakh under the scheme Machinery & Equipment Rs. 39 lakh (97.5%) has been incurred in March 2015 under sub heads and under Supply & Material head expenditure of Rs. 33 lakh (62.36%) had been incurred in March 2015 against total budget of Rs. 52.87 lakh which is contravention to the instructions ibid.

On being pointed out in audit the department stated that procurement through e-tendering process is a very lengthy process and in some cases need repetitive tendering so to procure required material in a fair and transparent manner. The Finalisation of the tendering process is not in the hands of procuring entity.

Keeping in view the provisions of GFR the reply of the department is not acceptable.

Final compliance awaited.

the control of the department. Now after the introduction of Gem Portal by the GOI for the case of Government purchase.

16	2015-21	5	<p>Non-disposal off condemned vehicles beyond life period.</p> <p>As per guidelines of State Transport Commissioner cum Member Secretary, Motor Vehicle Board, Punjab, Chandigarh that the prescribed kilometres of a</p>	<p>The detail of condemned vehicle has already been transmitted to the Transport Department, Chandigarh</p>	Para settled.
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			<p>Government Vehicle is 1.5 Lakh kilometres and span of life is 6.5 years. The vehicle which satisfies the above condition proposal of condemnation of vehicles should be submitted to the CTU Chandigarh for inspection. It is the responsibility of the Head of the Department to dispose of the condemned vehicle within three months of condemnation.</p> <p>During audit office of the Principal, Chandigarh College of Engineering & Technology (Degree Wing) Sector-26 Chandigarh for the year 2015-16 to 2020-21, it was observed that the Toyota Qualis vehicle having registration number CH01-61-1053 has been declared condemned by the condemnation board of the Chandigarh Administration on dated 27.01.2020 and is not in working condition and its lifespan is more than 15 years and is lying idle in the college. Steps to dispose off the same have not been taken up. Non-disposal of above vehicle are against the rules and with the passage of time and condition of the vehicle will deteriorate which would cause for the loss of revenue to government.</p> <p>On being pointed out in audit the department stated that disposal of condemnation of vehicle could not be initiated due to Covid restrictions from the government and imposition of lockdown in UT Chandigarh Condemnation of vehicle and receipts proceeds therefrom will be intimated.</p> <p>Final compliance awaited.</p>	<p>Administration for its e-auction as per the directions conveyed vide its circular No.1/5/7-III(7)-2022/3304 dated 07.03.2022.</p> <p>The Principal, CCET vide letter dated 05.03.2022(Copy Enclosed)addressed to the Secretary Transport, Chandigarh Administration supplied prescribed performa i.e. Condemnation Performa duly signed by the committee of CTU and representative of CCET-26 (Copy Enclosed)for information and necessary action of Transport Department.</p> <p>The amount of Rs.66,766/- has been received from CTU vide letter dated 14.11.2022 (copy enclosed) as sale proceed of condemned Vehicle and the sale proceed of condemned vehicle has been deposited into receipt head of this department i.e. 0202-02-101-01 vide Treasury Challan No.307 dated 12.01.2023 (Copy Enclosed).</p> <p>Hence, Para may be settled please.</p>	
17.	2015-21	6	Non-disposal of unserviceable articles.	In this regard, it is intimated that disposal of the	Disposal not done till date. (3)

			<p>unserviceable vehicle could not be initiated due to present covid restrictions from the Govt and imposition of lockdown in UT, Chandigarh.</p> <p>After the ease out of covid restrictions, the condemnation process has been initiated and accordingly the list of obsolete/unusable IT/Electronics items as conveyed by the committee has been forwarded vide letter dated 19.05.2022 (copy enclosed) to the Director, Department of Information Technology, Chandigarh with the request to take over above said computational items from this institute at the earliest and after disposal, confirmation in this regard may be conveyed so that further action to write off the said items in relevant ledger is taken.</p> <p>Hence, para may be settled please.</p>	<p>Para stands.</p>	
		<p>E o E V o tl a</p>	<p>Total 104 items</p> <p>This needs to be disposed off as per rule 218 of GFR, 2017 at the earliest possible.</p> <p>On being pointed out in audit the department stated that disposal of unserviceable articles could not be initiated due to Covid restrictions from the government and imposition of lockdown in UT Chandigarh. Condemnation of vehicle and receipts proceeds therefrom will be intimated.</p> <p>Final compliance awaited.</p>	<p>Copy of 8/8/2022</p>	
18	2015-21	7	<p>Physical Verification of Store & Stock</p> <p>As per rule 213(1) of the General Financial Rules, 2017, the inventory for fixed assets shall ordinarily be maintained at site. Fixed assets should</p>	<p>In this regard, it is submitted that due to covid pandemic restrictions, physical verification of store stock could not be conducted for the</p>	<p>Para settled.</p>

			<p>be verified at least once in a year and the outcome of the verification recorded in the corresponding register. Discrepancies, if any, shall be promptly investigated and brought to account. Physical verification should be carried out as per the procedure laid down in rural 213(3) of General Financial Rules.</p> <p>During the scrutiny of the records of the office of the Principal, Chandigarh College of Engineering and Technology (Degree Wing), Sector 26, Chandigarh for the year 2015-16 to 2020-21, it revealed that the physical verification of fixed assets in the stock register of the Department for the year 2019-20 and 2020-21 was not carried out during or after the closing of financial year. Due to non-physical verification of store and stock, discrepancy, if any, cannot be ruled out.</p> <p>On being pointed out in audit the department stated that in the present covid scenario and lockdown since March 2020 and restrictions from Government it could not be finalized despite issuing relevant orders.</p> <p>Final compliance awaited.</p>	<p>year 2019-20 and 2020-21.</p> <p>Now after the ease of COVID restrictions, physical verification has been conducted for the years 2021-22 by the duty constituted committee as per provisions of GFR 2017. Stock verification of various Labs was carried out by Stock Verification committee and said committee submitted its 2021-2022 report on 01.06.2022 (copy enclosed) to the Principal, CCET-26, Chandigarh.</p> <p>Hence, Para may be settled please.</p>	
19	2015-21	8	<p>Improper maintenance of Service Books with following shortcomings</p> <p>Service book is a contemporary and permanent record of a person's official career. A service book shall be maintained for each employee who has been appointed substantively for on officiating basis. Rule 288 under (1 to 5) of General Financial Rules, 2017 provides that the service books of the employees shall be maintained by the Head of the Department where they are posted or working. Entries made in the service book shall be attested by the Head of the Department/Branch Officer as may be authorised in this behalf. Leave accounts in service book shall be updated regularly and leave admissible to employee shall be noted</p>	<p>All the shortcoming pointed out by the audit has been set right and the service books has been maintained properly and entries are now being made on regular basis. Copies of the service books are enclosed herewith for ready reference. Hence the para may be settled please.</p>	<p>Para has been updated as OBS-1102878 in current IR. Hence, deleted from here.</p> <p>X - updated</p>

under column "Leave at Credit".

Audit has, however, observed that service books maintained in the office of the Principal Chandigarh College of Engineering and Technology (Degree Wing), Sector-26, Chandigarh are not being maintained properly (*details and next showing some instances*). The following shortcomings have been noticed:

photograph has not been pasted and attested by HOD/DDO in the service books.

Nomination form is not attached in the service book.

Aadhaar number not updated in service book.

Entry of LTC availed by Officer/Official has not entered in the service book.

Leave A/c has not been maintained properly.

Signature of employees not appended annually.

Necessary action to remove the aforesaid deficiencies may be taken now. Similar shortcoming in the service books may also be reviewed at your own level.

On being pointed out in audit the department stated that compliance will be intimated to audit in due course.

Final compliance awaited.

PART-IV (Best Practice)

Nil

PART-V (Acknowledgement)

The auditee unit extended all out cooperation in providing best seating arrangement with good atmosphere. All the relevant records and information available was provided to audit.

Sr. Audit Officer