

# **ANNUAL REPORT**

2074/075 (2017/18)

## **Shaheed Smarak College**

Bharatpur Metropolitan City 19, Bakhanpur

Sharadanagar, Chitwan, Nepal

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# **Report Preparation Team**

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Endorsement by Management committee-2075/08/07

# Executive Summary

This report is about the physical and educational activities of Shaheed Smarak College. It is evident from the developed society that the good and quality education has pivotal role in the development of people and the nation. A sound academic institution provides the resources needed for the development of good quality human resources, the most prominent resource for the development of society and countries. So it is necessary to have knowledge about the status of our institution.

Society, people, teachers, students, guardians are the part of SSC and the programs, educational pedagogy, pass rate, number of graduates and campus size are factors for evaluation of the college and its quality. This report aims to provide information about the college and its student enrollment, pass, rate, Number of graduate, programs, physical, infrastructure, income and expenditure etc.

## Students Enrollment

The student's enrollment of BBS program is increased compared to B.Ed. Program. However the share of female students in the both programmes is higher than male and EDJs and Similarly Dalits remain constant.

## Pass rate

In the last three year overall regular students passed percentage is about 10% in average. The highest 14% pass rate during this period can be found in 2074/075. And the pass rate of Girls, EDJs and Dalits are almost similar.

## Graduates

The highest number of graduates is in the year of 2073/074. Out of 53 graduates, 46 graduates are girls. Among Girls, EDJs and Dalits the share of Dalits have least. The number of graduate in B.Ed. programme is higer than BBS programme.

## Programs

+2, Bachelor and Master level programs are the academic programme of the college. Master program (MBS) has not been conducted now.

## Physical Progress

One of the most important aspects of any educational institution is its infrastructure. It has two buildings, 25 Classrooms, Sufficient sports ground and educational equipments.

## Financial Progress

The main financial source of college is tuition fees (Self-generated) collected from students. Economics support from UGC and Government is also the key source of income of college. The difference between recurrent expenditure and Capital expenditure is going to increase every year.

## **Audit**

The steps are taken to mitigate the issues raised by Auditors in the last fiscal year.

## **Social Progress**

This college has involved in different social activities. Since itself is a community college, it has involved in the social based program. Similarly, this is community college established by social workers, intellectuals and aware guardian of society so that society contribute this college in various sectors.

## **Issues and Challenges**

For over two decades, SSC has been working to uplift its education standard by providing quality higher education to the people of western chitwan but there are many obstacles and hurdles. The issues and challenges of SSC are multidimensional like lack of fund, quality education, enrollment of student, new program, policy of government. To overcome this issues and challenges, SSC has been planning in determined way.



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## **1. Section 1**

### **1.1 Introduction**

Shaheed Smarak College situated in Ward No. 19 of Bharatpur metropolitan city in Western Chitwan, has been established with the hard labor of social workers, intellectuals and aware guardians in the memory of known and unknown martyrs of this area who sacrificed their life for the cause of democracy in the country. Beginning with classes of proficiency certificate level, this college has run the classes of 11 and 12 affiliated with HSEB and BEd., BBS, BCA of Bachelor level and MBS of Master Level affiliated with T.U. with 672 students of different level studying regularly at present, this college has been in the path of its development along with changing time and context. This college with 35 lectures and 7 administrative and other staffs has a strong management committee of social, intellectual and educated personalities to manage and run the college. This college is run by social personality and not motivated for personal gain or economic benefit and established for providing social service. The management committee of this college being self-motivated to uplift the status of this college and ever contemplating on how to spread the light of education and in the society has regularly conducted the meeting, interaction and conference of students, teachers and other stakeholders.

### **1.2 Historical Background:**

Since there were not any colleges in Western Chitwan, the realization of the need of college has been felt for a long time in this area. Especially, after the restoration of multi-party democracy, the gathering of local people, local intellectual and social workers felt the need of college and formed a committee to establish the college in this area in Poush 27, 2050. The chairperson of the committee was the chairperson of Sharadangar VDC Mr. Ash Bahadur Lama. The committee decided to collect funds and voluntary economic help from the local people. Because of this great attempt, the dream of establishment of college became successful when the inauguration of the beginning of the class held in Bhadra 15, 2051 as a branch of Balkumari College, Narayangarh. But, the college was named ShaheedSmarak College by considering the great contribution of known and unknown martyrs of this area. According to this decision, and by completing the process of getting affiliation from TU on 9 Poush 2054, the college is re-organized and changed as Shaheed Smarak College, Bakhapur, Sharadanagar.

### **1.3 Geographical Setting:**

This college is situated in ward no. 19 of Bharatpur Metropolitan city. It is about 11 km West from its district headquarter, Bharatpur. It is located in remote part of this district. The geographical setting is located in the community where majority of the people are ethnic and aborigines. Especially the Gurung, Tamang and Tharus communities are settled in the Catchments area of this college. The college is a community based college. Due to the condition of having the occupation of traditional agriculture and lack of proper irrigation, the economic condition of people is poor. The local people have been unable to help the college to maintain the infrastructure. Despite this poor condition, the attempts of local intellectuals, social workers and local people led to establish this college and education up to Bachelor level has been provided here. The college is situated in one and

half hector of land with strong wall. The college also owns three hecters land in another place of same ward.

#### **1.4 Social, Cultural, Economic and Political Setting:**

The Western Chitwan itself is relatively poor and remote in comparison to Central and Eastern Chitwan. There is lack of infrastructure like transportation, irrigation, education etc. The roads are muddy and not properly graveled and black topped. Most of the people are farmers. But there is lack of irrigation. So, most of the people are poor. Especially, social condition of the people of Sharadanagar and adjacent area is not advanced. The majority of the people are still following traditional agriculture. It is the community of multi-ethnic and aborigines. Especially, the Gurungs and Tharus people are in majority in this area. Although Sharadanagar is the land of great martyrs, this area is still backward politically. The local people are still far behind politically. So, The College has been unable to get sufficient concern from political leaders and parties.

#### **1.5 Educational Status and Scope:**

Education status of this region is quite matched with this college. There are more than 6 +2 high school in the catchment area of this college. This college is located at the center of these schools. Bachelor level college has not been established around this area. Except inheadquarter, there is only one college in far western side of this district in Divyanagar. So, this college has the catchment area of Sharadanagar, Gunjanagar, Parbatipur, Mangalpur and some village of Jagatpur, Phulbari and Shivanagar. Since the economic condition of local people is not so strong, they can't afford much to send their children to study in district headquarter. Due to inaccessibility in the colleges of district headquarter; most of the +2 graduates have been compelled to leave their academic education. So, the Bachelor level college has one of the most required educational infrastructures of this region.

#### **1.6 Stake Holders and Scope of their Participation:**

All the local people irrespective of caste, class, sex, religion, ethnicity, students, guardians and teachers are the true stake holders of this college. It is a community based college. Its main aim is providing higher level education in very affordable cost in local area. It is also a multiple college. It aims to provide Bachelor as well as Master level education in all streams as much as possible. The participation of local people is must to run this college smoothly. The college itself had born from the donation of local people who have open hearty given donation by saving some income of their hard labor. The participation of stake holders has the great scope. As long as they participate, the college will run smoothly and it runs in the path of becoming the educational center of western Chitwan. The local people can be benefited by getting higher level education in their own region in affordable cost.

## 2. Section-2

### 2.1 Student enrollment

The present trend of students enrollment and composition is satisfactory. The present number of students of this college as well as status of college is leading towards its bright future. The college has been center of the wide range of the place like Sharadanagar, Parbatipur, Shivanagar, Mangalpur, Gunjanagar, Divyanagar, Sukranagar. The trend of students' enrollment and composition of last three years is given in the table below.

**Table 1. Enrolment students of BBS ( Female, EDJ and Dalit) in the last three years.**

Year	Level : Bachelor		Program : BBS	
	Total	Girls	EDJ	Dalit
2072/073	209	148	56	15
2073/074	251	174	48	15
2074/075	238	160	54	23
Total	698	482	158	53

**Figure 1. Enrolment Students of BBS in the last three years**

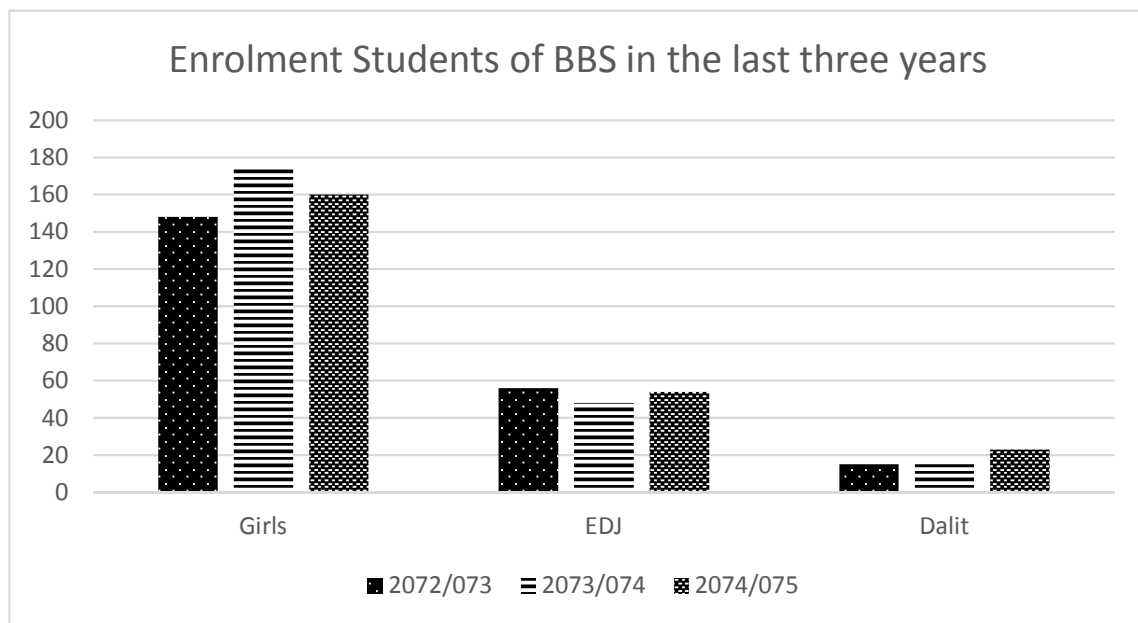


Table 1 shows that the highest number of students is enrolled in the year 2073/074 of BBS programs. In every academic year female and Dalits students are increasing compared to EDJ.

**Table 2. Enrollment students of BED ( Female, EDJ and Dalit) in the last three years.**

Year	Level : Bachelor		Program : B.Ed	
	Total	Girls	EDJ	Dalit
2072/073	93	81	28	08
2073/074	102	94	25	08
2074/075	96	81	45	17
Total	291	256	98	33

**Figure 2. Enrolment of B.Ed. in the last three years**

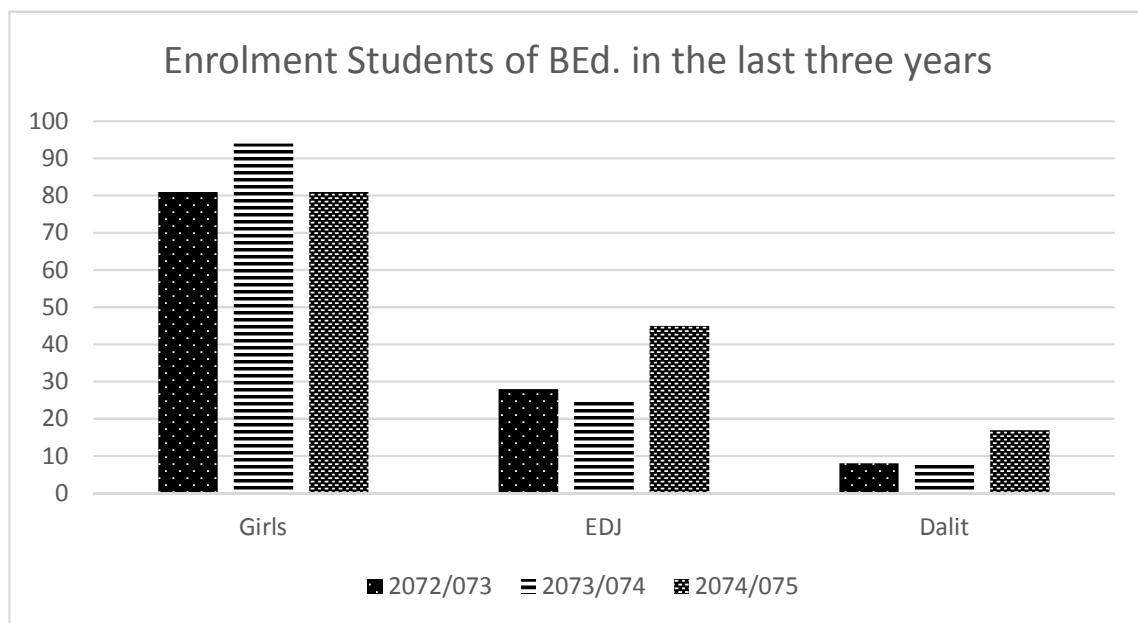


Table 2 Shows that every year students enrolment of Girls are increasing and EDJs and Dalit are same.



**Table 3. Enrolment students of Bachelor Level(BED and BBS) in the last three years.**

Year	Level : Bachelor	Program : BBS and BED
	B.Ed	BBS
2072/073	93	209
2073/074	102	251
2074/075	96	238
Total	291	698

**Figure 3. Enrolment of faculty wise number of student**

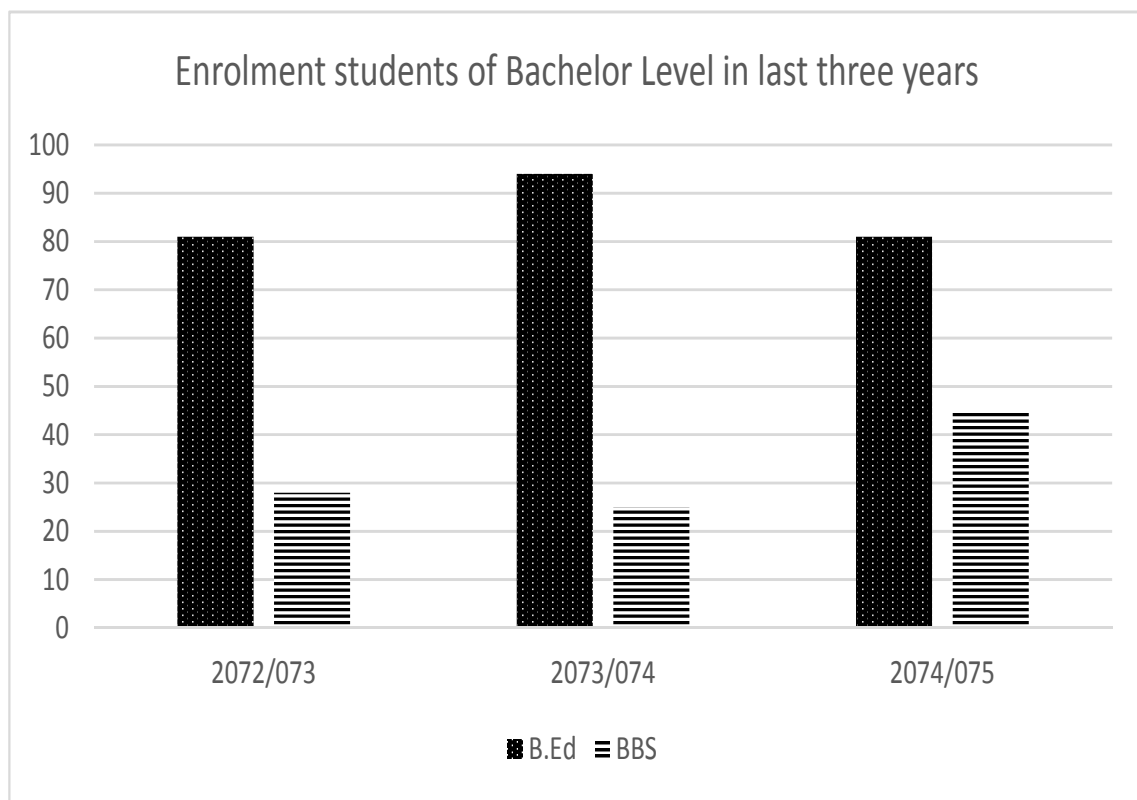


Table 3 It is seen that student's enrolment of BBS program is increased compare to B.Ed. program

### 3. Section 3

#### Pass rate

Student pass rate reflects the performance of any educational institution. This section presents the student pass rate of the college.

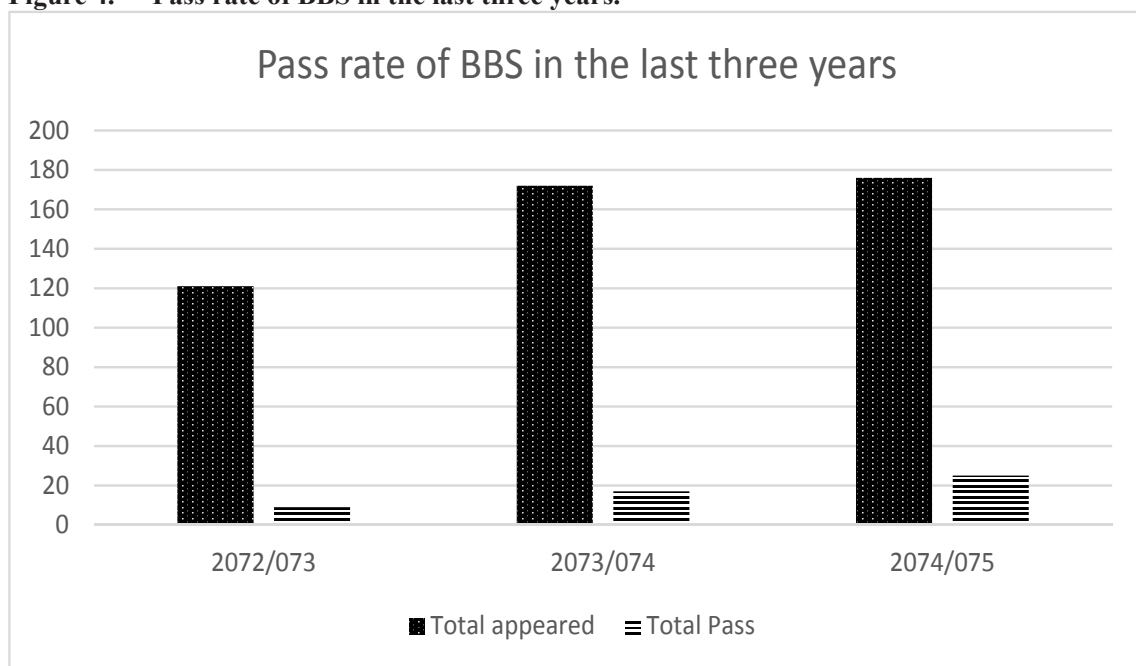
The pass rate of college is analyzed in terms of the types of programs, gender, EDJ Dalit and academic year.

#### 3.1 Pass rate of BBS in the last three years

**Table 4. Pass rate of BBS in the last three years**

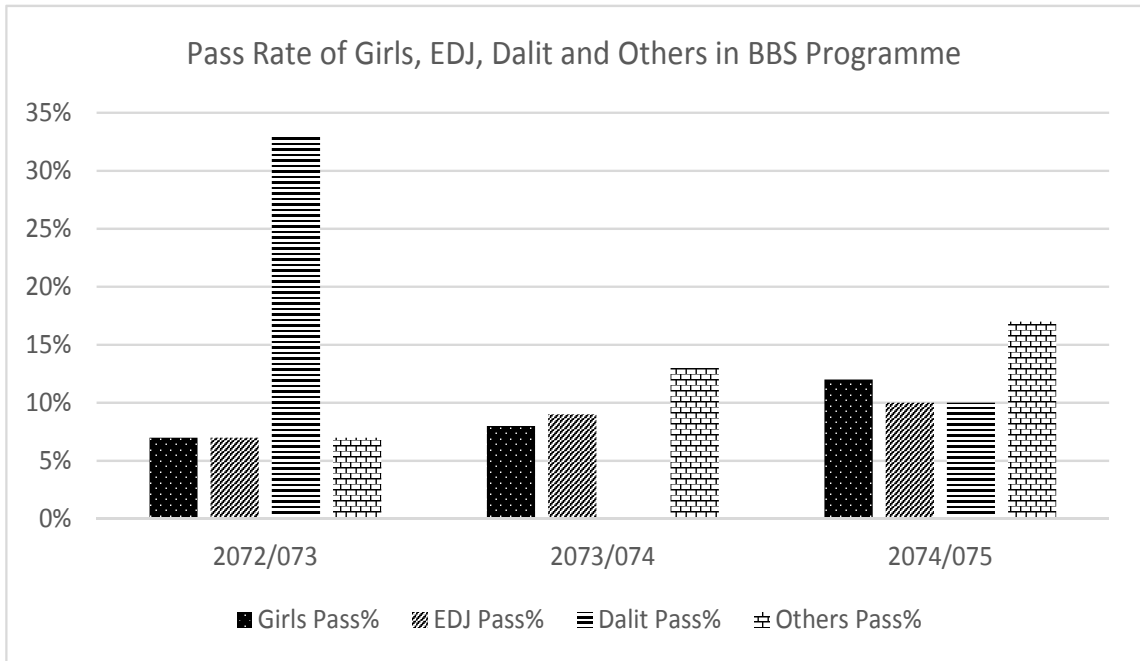
Level: Bachelor				Program: BBS											
Year	Total appeared	Total Pass	Pass%	Girls			EDJ			Dalit			Others		
				Total appeared	Total Pass	Pass%	Total appeared	Total Pass	Pass%	Total appeared	Total Pass	Pass%	Total appeared	Total Pass	Pass%
2072/073	121	09	07%	106	08	7%	28	02	7%	03	01	33%	90	6	7%
2073/074	172	17	10%	136	11	8%	34	03	9%	08	0	0%	85	11	13%
2074/075	176	25	14	128	15	12	29	3	10	10	1	10	83	14	17%

**Figure 4. Pass rate of BBS in the last three years.**



From Table 4 it is seen that pass rate of 2074/075 academic year is higher than other academic year. And the pass rate of girls EDJs and Dalits are almost similar.

**Figure 5. Pass rate of Girls, EDJ, Dalit and others in BBS programme.**



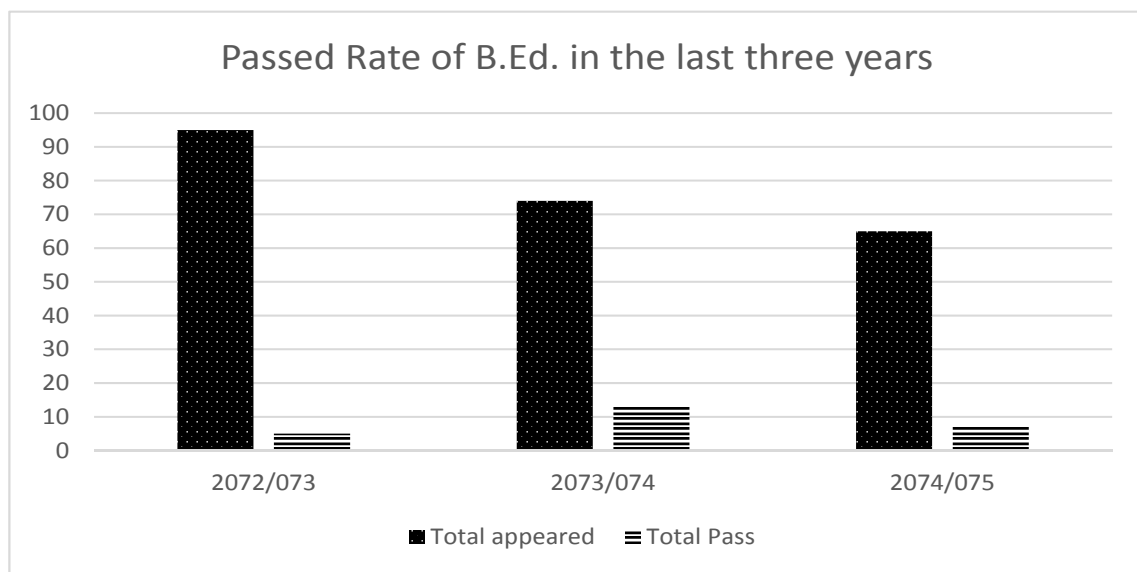
From Table 4 it is seen that pass rate of 2074/075 academic year of BBS program is higher than other academic year. Increasing pass rate of Dalit is higher compared to EDJ and female students.

### 3.2 Pass rate of B.Ed. in the last three years

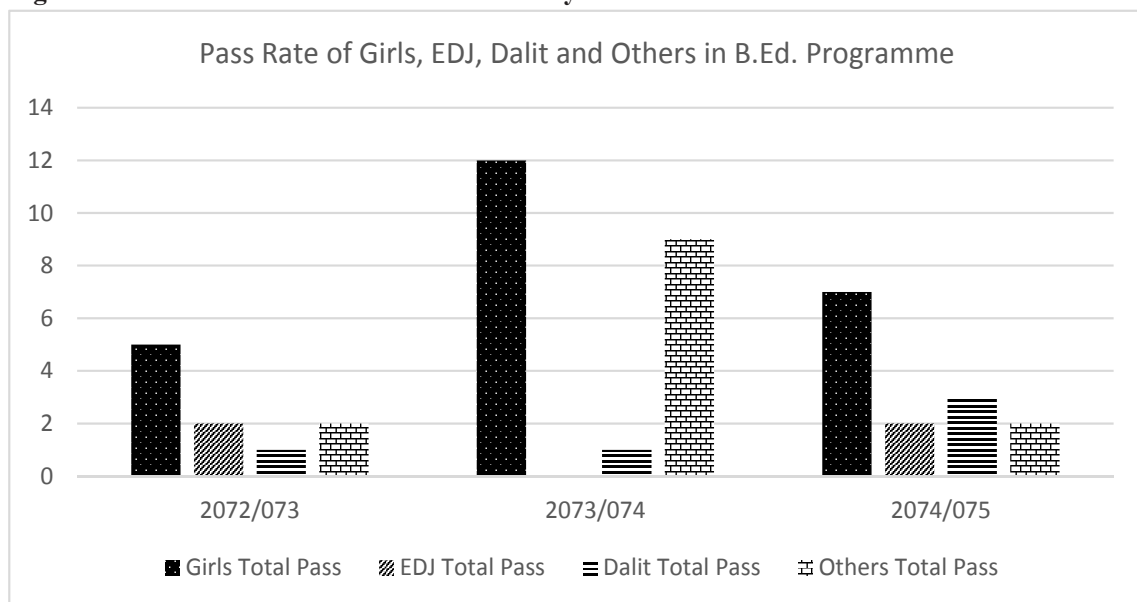
**Table 5. Pass rate of B.Ed. in the last three years**

Level: Bachelor				Program:BED							
Year	Total appeared	Total Pass	Pass %	Girls		EDJ		Dalit		Others	
				Total appeared	Total Pass	Total appeared	Total Pass	Total appeared	Total Pass	Total appeared	Total Pass
2072/073	95	5	5	85	5	21	2	3	1	71	2
2073/074	74	13	18	71	12	12	0	5	1	57	9
2074/075	65	7	11	58	7	20	2	5	3	23	2

**Figure 6. Passed rate of B.Ed. in the last 3 years**



**Figure 7. Pass rate of B.Ed. in the last three years**



From Table 5 it is seen that pass rate of 2073/074 academic year is higher than other academic year. And the pass rate of girls EDJs and Dalits are almost similar.

#### 4. Section 4

#### Number of Graduates

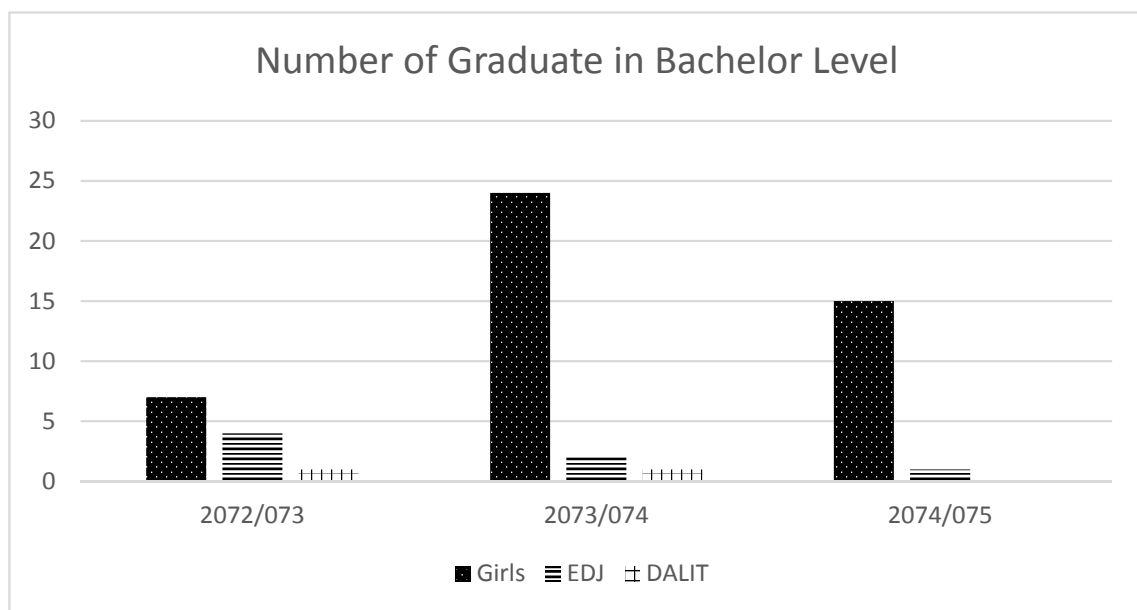
#### 4.1 Graduate Trend analysis of the Last three Years program wise (BBS/BED)

Data presented in this table is based on the college's record list as well as the statistical data form that submitted on the UGC.

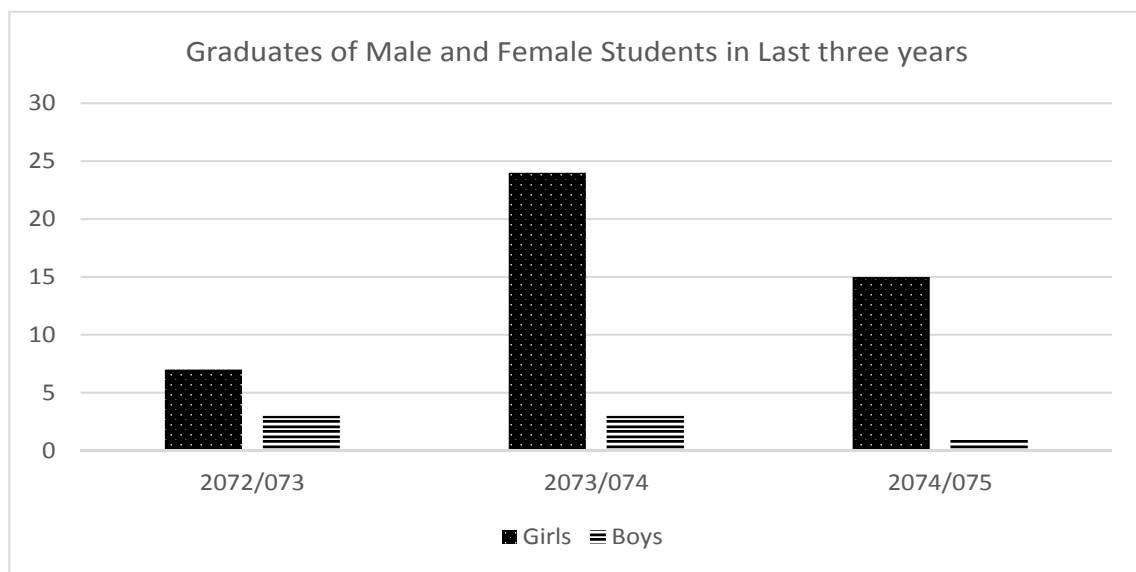
**Table 6. Number of SSC in Bachelor Level**

Year	Level: Bachelor				
	Total	Girls	Boys	EDJ	DALIT
2072/073	10	07	3	04	01
2073/074	27	24	3	02	01
2074/075	16	15	1	1	0

**Figure 8. Graduate numbers in bachelor level interms of Girls, EDJs and Dalits**



**Figure 9. Graduate of male and female students in last three years.**

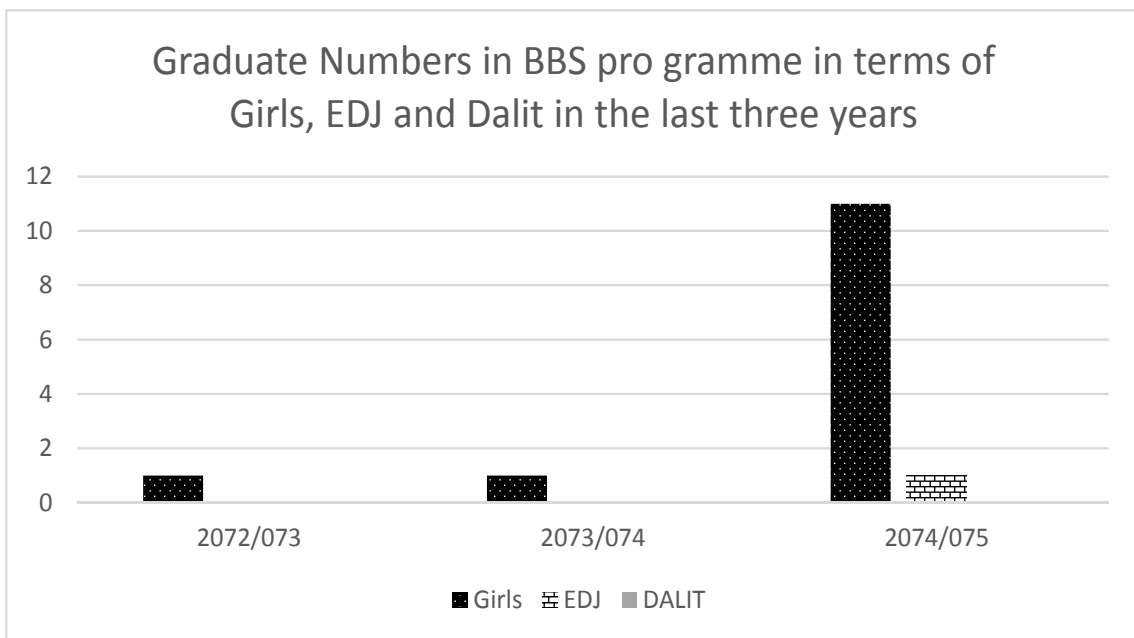


Above Table 6 shows the number of graduate of SSC in the last three years. The Highest number of graduates is in the year of 2073/074. of the 53 graduate 46 graduates are girls. Among Girls, EDJs and Dalit, the share of Dalits have least

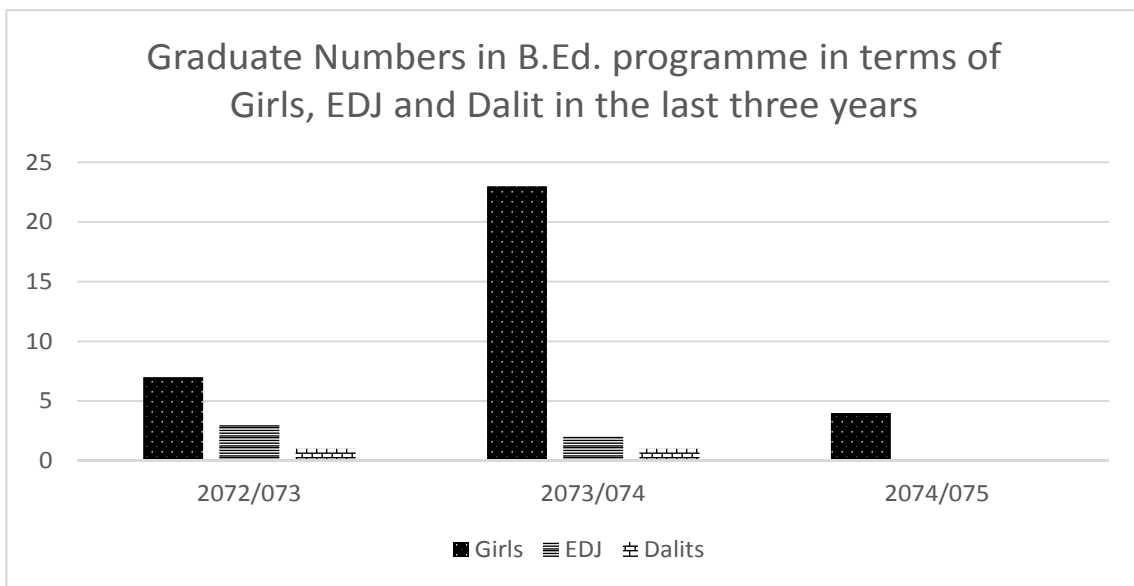
**Table 7. Graduate Number of SSC in Program-wise**

Year	Program: BBS				Program : BEd.			
	Total	Girls	EDJ	DALIT	Total	Girls	EDJ	Dalits
2072/073	1	1	0	0	9	7	3	1
2073/074	3	1	0	0	24	23	2	1
2074/075	12	11	1	0	4	4	0	0
Total	16	13	1	0	37	34	5	2

**Figure 10. Graduate number in BBS programme interms of Girls, EDJ's and Dalits in the last three years.**



**Figure 11. Graduate numbers of B.Ed. programme in terms of Girls, EDJs and Dalits in the last three years.**



Above table 7 shows number of graduate for different program of bachelor level in the last three year. BED program has higher number of graduates compared to BBS program. This table also shows the graduation of female in both program is more than graduation of boys. Similarly of the total graduate about 15 percentage students are EDJs and Dalits having 85 percent for others.

## 5. Section 5

### 5.1 Programs

In this institute, there are both higher secondary level and college level educational program. Higher secondary level has been conducted by taking the affiliation from Higher Secondary Education Board of Nepal. In higher secondary section (+2), there are many subjects in two years program of commerce, education, hotel management, travel and tourism and humanities faculties. The college has got its affiliation from Tribhuwan University. It has conducted MBS and four year diploma in education and management having different major subjects like Account, Nepali, English, Population, Health, Hotel Management, Travel and Tourism, etc.

**Table 8. Academic programs of college**

Level	Programs
+ 2	Class 11and 12
Bachelor	BBS and BEd. and BCA
Master	MBS



## 6. Section 6

### 6.1 Educational Pedagogy

Teaching learning process is the backbone of any educational institution. To make the teaching learning process effective, it needs different resources and support. The college conducts different workshops, seminars with the management of department to enhance the capacity of lectures. The college also provides different reference materials, training to lecturers. The college has also recently decided to provide on job facilities for further study like M.Phil. and P.H.D. Although the affiliated University, Tribhuvan University conducts the final examination and publishes results, the college has formed a separate examination committee to conduct the internal examination and prepare the results. So that the students can attend the final examination with experience of examination. The college conducts three internal examinations in an academic year and publishes results. These internal examinations motivate the students in study and they can achieve the best result

### 6.2 Faculties

Head of Management faculty	Chhabindra Dawadi
Members	Chitra Bahadur Adhikari
	Santa Ram Gurung
	Raju Bhat
	Kiran Sigdel
Head of Education faculty	Bhanu Shanker Poudel
Members	Bhanu Bhakta Aryal
	Milan Poudel
	Rudra Adhikari
	Gaura Adhikari
Head of Humanities faculty	Del raj Aryal
Members	Yurung Pakhrin
	Lila Bhandari
	Madhav Kafle
	Saroj Gyawali

## 7. Section 7

### 7.1 Management Committee

The management committee is the highest organ of this college. The management committee is selected by the general convention of local people, guardians and other stake holders. The tenure of a committee is of 3 years. the present management committee of this college is as follows.

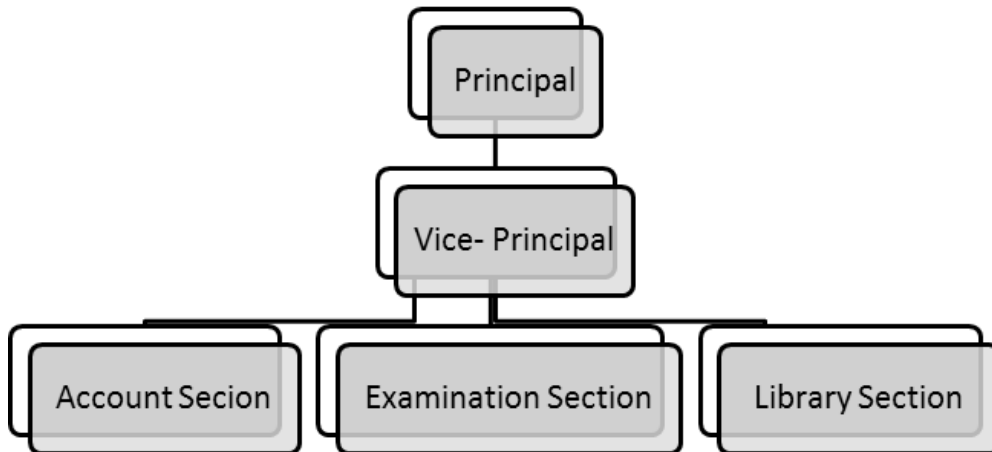
#### Management Committee

President	Ash Bahadur Gurung
Member	Krishna Hari Aryal
Member	Chandra Dhoj Gurung
Member	Topman Singh Gurung
Member	Dhan Bahadur Gurung
Member	Nar Bahadur Gurung
Member	Purna Bahadur Gurung
Member	Bachhu Basnet
Member	Bal Bahadur Khatri
Member	Balram Poudel
Member	Bichram Gurung
Member	Hon. Bishanu Maya Pariyar
Member	Bel Bahadur Gurung
Member	Mahesh Prasad Adhikari
Member	Sheshkanta Adhikari
Member	Surath Prasad Shrestha
Member	President of Association of Lecturer
Member	Head Teacher: Sharada Secondary School, Sharadanagar
Secretary	Principal: Basant Kumar Poudel

## 7.2 Administration

To run the academic and other regular activities, there is the administration of the college. The head of the administration is the principal of college. Under the leadership of principal there is a provision of vice-principal. There are also account Section, Examination Section and Library Section of the college. The structure of college administration is as follows.

Administration of college



## 8. Section 8

### Physical Progress

#### 8.1 Infrastructures Development

One of the most important aspects of any educational institution is its infrastructure. Unless the building, library and other facilities are not sufficient, the whole program of this institution including teaching learning process is disturbed. So, it is clear that every educational institutional should have strong and sufficient infrastructure. Shaheed Smarak College, Bakhanpur, Sharadanagar was established as the branch of Balkumari College in 2051 B.S. Then in 2053 B.S. it took the affiliation from T.U. At the beginning the building for the class rooms was provided by Sharada High School, Sharadanagar now which is replaced by new building constructed with the help of UGC grants and other. As the time passed, the need of class rooms was felt and a building with 2 floors (RCC roof) constructed in 2060 B.S., then another floor was added in the same building in 2065 B.S. by own sources of college as well as other doner. Meantime in 2069 BS another building of two floor was constructed with the help of UGC under SHEP scheme. Similarly under the HERP third floor of existing building is constructed and fourth floor is going to complete. The building, library and other infrastructures of this college are as follows

**Table 9. Furnitures**

Particulars	Qty.
Sofa	6 sets
Desk/ Bench	540
Tables	18
Table Steel	12
Tea Table	4
Chairs	30
Wooden Rack	3
Steel rack	15
Cupboard	5

#### 8.2 Educational Aids

To make learning very effective it is not only necessary to utilize the factors and techniques that facilitate learning, the teachers are to create certain conditions in the class room that may improve learning. These conditions are providing educational aids. Therefore college has focused on the educational aids to use it in the classroom.

**Table 10. Educational Equipment's and vehicle**

Particulars	Qty.
Computers	27
Printers	3
Photocopy	2
Overhead Projectors	5
Fax	1
Bus	1

**Table 11. Physical infrastructure of SSC**

Particulars	Qty.
Number of building	2
Number of classroom	25
Library Building	1
Laboratory	2
Basketball Court	1
Cycle stand	2
Toilets	5
Table tennis court	3
Volley Ball court	1
Stage	1
Canteen	1

## 9. Section 9

### Financial Progress

#### 9.1 Source of Income

Regular Sources (Internal and External)

College has following internal and external income sources.

- Student's Admission and Tuition Fee
- Land
- Interest
- Constitution Assembly fund
- Other donors
- Grants Sought
- UGC Grants
- Municipality Grants
- DDC Grants
- Other Grants

**Table 12. Income sources of the last three years**

Year	Self Generated	UGC & Government	Others
2072/073	1,15,32,940.00	6,17,702.00	3,89,775.00
2073/074	1,49,88,290.00	22,02,701.67	17,15,622.75
2074/075	14,703,350.00	1,862,576.00	21,80,047.00

**Figure 12. Income sources of the last three years**

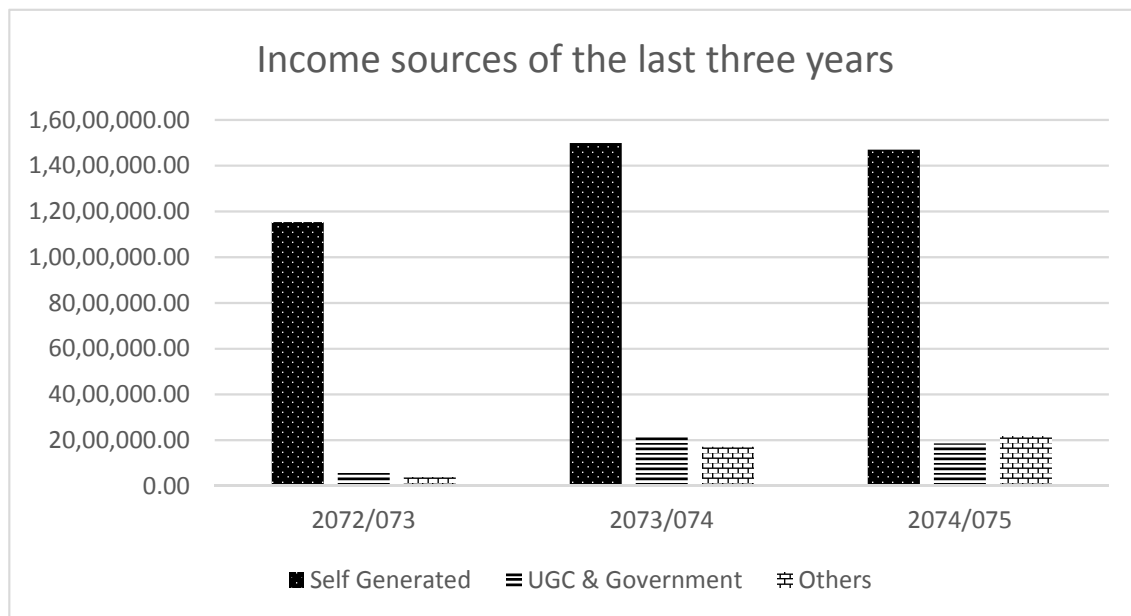


Table 12 presents the income of the college. Self-Generated income is the key sources of income.

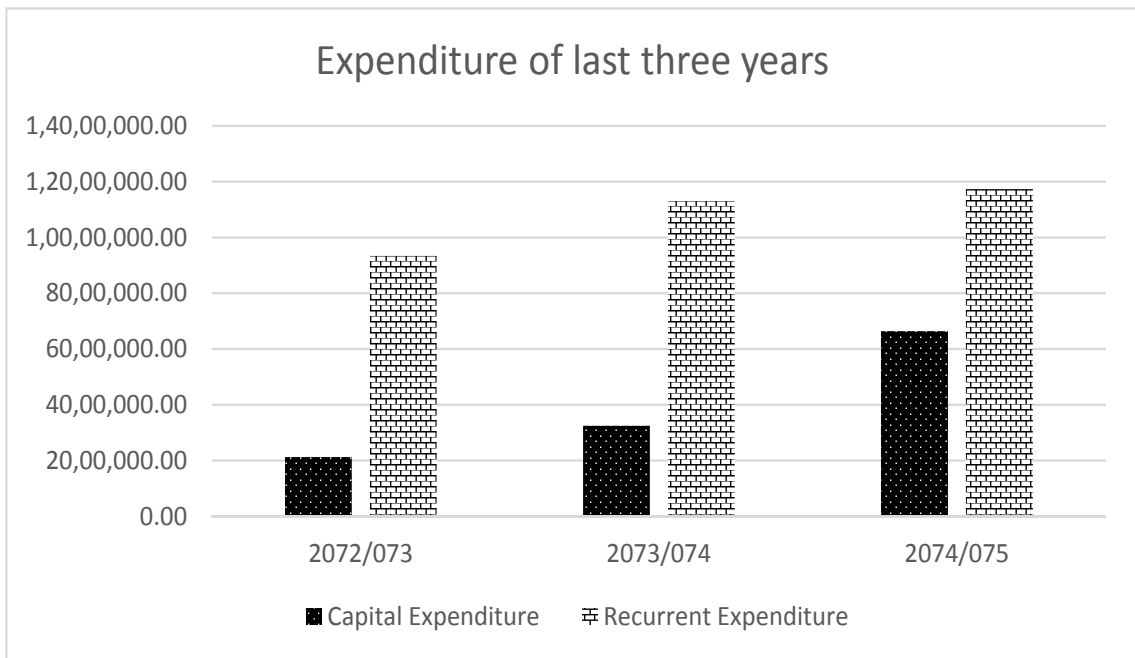
## 9.2 Expenditures Trends.

College has following Capital and recurrent Expenditure. Capital expenditure includes building, books, furniture's and education equipment whereas recurrent expenditure includes salary and others.

**Table 13. Expenditure of the last three years**

Year	Capital Expenditure	Recurrent Expenditure
2072/073	21,25,457.00	93,39,254.00
2073/074	3246444.84	11302754.00
2074/075	6,637,413.00	11,734,467.00

**Figure 13. Expenditure of last three years**



## **10. Section-10**

### **Audit observation**

#### **10.1 Auditing**

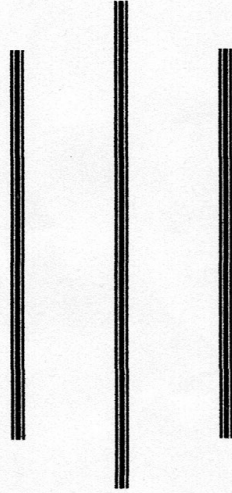
College is the following double entry system of book-keeping and auditing take place every year at the end of fiscal year and issues and steps are taken to mitigate the issues raised by Audit Observations. The Audit report of the last year is given below:



# शहलद स्मारक कलेज

भरतपुर वडा नं. १९, बखानपुर, शारादानगर, चितवन  
(साविक : शारादानगर १, बखानपुर, चितवन)

## लेखापरीक्षण प्रतिवेदन



(मिति २०७४ श्रावण ०१ गते देखी मिति २०७५ आषाठ ३२ गते सम्मको)

### नि.बर्तौला एसोसिएट्स

आर.ए. शरदकुमार बर्तौला

सदस्य नेपाल चार्टर्ड एकाउन्टेन्ट्स संस्था सदस्यता नं. ३३८३, वर्ग ख

नेपाल चार्टर्ड एकाउन्टेन्ट्स संस्थाबाट प्राप्त पेशागत प्रमाण-पत्र नं. २६११

भरतपुर-१२, वाईपास रोड, चितवन

मो.नं. ९८५५०६०३४५

खैरहनी नगरपालिका वडा नं. १२, चितवन

फोन : ०५६-५३२२३५

**श्रीमान् अध्यक्षज्यू,**

शहिद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन

**स्वतन्त्र लेखापरीक्षण प्रतिवेदन**

१. हामीले यस शहिद स्मारक कलेजको यसैसाथ संलग्न २०७५/०३/३२ (१६ जुलाई २०१८) को वासलात, सो मितिमा समाप्त भएको आर्थिक वर्षको आय विवरण र नगद प्रवाह विवरणको लेखा परीक्षण सम्पन्न गरेका छौं । वित्तीय विवरणहरू प्रतिको उत्तरदायित्व व्यवस्थापनमा रहनेछ । व्यवस्थापनले तयार गरेका ती वित्तीय विवरणहरू उपर लेखापरीक्षणको आधारमा आफ्नो मन्तव्य जारी गर्नु हाम्रो उत्तरदायित्व हो ।
२. हामीले नेपाल लेखापरीक्षण मान तथा लेखा परीक्षणसँग सम्बन्धित अन्य प्रचलन समेतलाई आधार लिई लेखापरीक्षण सम्पन्न गरेका छौं । वित्तीय विवरण सारभुत रुपमा गलत आँकडा रहित छ भन्ने कुरामा विश्वस्त हुनको लागि ती लेखापरीक्षण मान अनुसार लेखापरीक्षण योजना तयार गरी तदनुसार लेखापरीक्षण सम्पन्न गर्नु पर्दछ । वित्तीय विवरण उल्लेखित रकम खुलाईएका अन्य विवरणलाई पुष्ट्याई गर्ने प्रमाणको छड्के परीक्षण समेत लेखापरीक्षणमा समावेश हुन्छ । संस्थाले अवलम्बन गरेको लेखा सिद्धान्त, व्यवस्थापनले गरेका महत्वपूर्ण अनुमान एवं वित्तीय विवरण प्रस्तुतीको समग्र स्थितिको मूल्याङ्कन पनि लेखापरीक्षणमा समावेश हुन्छ । लेखापरीक्षणले हाम्रो मन्तव्यलाई पर्याप्त आधार प्रदान गर्ने कुरामा हामी विश्वस्त छौं ।
३. उपरोक्त आधारमा लेखापरीक्षण गरी निम्नानुसारको प्रतिवेदन पेश गरेका छौं ।
  - क) लेखापरीक्षण सम्पन्न गर्न हामीले आवश्यक ठानेका सूचना र स्पष्टीकरणहरू उपलब्ध भएका छन् ।
  - ख) यस प्रतिवेदनसँग सम्बन्धित वासलात, नाफा नोक्सान हिसाब र नगद प्रवाह विवरण तथा तत्सम्बन्धी अनुसूचिहरू शिक्षा विभागले तोकेको ढाँचा (Form) तथा संस्थाले राखेको लेखासँग दुरुस्त रहेका छन् ।
  - ग) हाम्रो विचारमा संस्थाले आफ्नो किताब प्रचलित कानुन अनुसार ठीकसँग राखेको छ ।
४. हाम्रो रायमा संलग्न वित्तीय विवरणहरूले सोहीसाथ संलग्न लेखासँग सम्बन्धित टिप्पणीहरूका साथ अध्ययन गर्दा २०७५ आषाढ ३२ गतेको वित्तीय स्थिति, सो मितिमा समाप्त भएको आर्थिक वर्षको संचालन नतिजा र नगद प्रवाहको उचित तथा यथार्थ चित्रण गरेको र यो विवरणहरू नेपाल चार्टर्ड एकाउण्टेण्टस् संस्थाबाट जारी नेपाल लेखा मान, लेखाको सर्वमान्य सिद्धान्त तथा प्रचलन अनुसार र त्रि. वि. वि. ऐन तथा शिक्षा विभागको निर्देशन अनुसार ठीकसँग तयार गरिएका छन् ।
५. माथि उल्लेखित व्यहोराको अतिरिक्त हामीले गरेका लेखा परीक्षण तथा हामीलाई प्राप्त सूचना एवं उपलब्ध स्पष्टिकरणको आधारमा निम्नानुसारको थप प्रतिवेदन पेश गर्दछौं ।





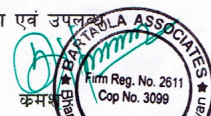
**श्रीमान् अध्यक्षज्यू**

शहिद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन

### स्वतन्त्र लेखापरीक्षण प्रतिवेदन

१. हामीले यस शहीद स्मारक कलेजको यसैसाथ संलग्न २०७५/०३/३२ (१६ जुलाई २०१८) को वासलात, सो मितिमा समाप्त भएको आर्थिक वर्षको आय विवरण र नगद प्रवाह विवरणको लेखा परीक्षण सम्पन्न गरेका छौं । वित्तीय विवरणहरू प्रतिको उत्तरदायित्व व्यवस्थापनमा रहनेछ । व्यवस्थापनले तयार गरेका ती वित्तीय विवरणहरू उपर लेखापरीक्षणको आधारमा आफ्नो मन्तव्य जारी गर्नु हाम्रो उत्तरदायित्व हो ।
२. हामीले नेपाल लेखापरीक्षण मान तथा लेखा परीक्षणसँग सम्बन्धित अन्य प्रचलन समेतलाई आधार लिई लेखापरीक्षण सम्पन्न गरेका छौं । वित्तीय विवरण सारभूत रूपमा गलत आँकडा रहित छ भन्ने कुरामा विश्वस्त हुनको लागि ती लेखापरीक्षण मान अनुसार लेखापरीक्षण योजना तयार गरी तदनुसार लेखापरीक्षण सम्पन्न गर्नु पर्दछ । वित्तीय विवरण उल्लेखित रकम खुलाईएका अन्य विवरणलाई पुष्ट्याई गर्ने प्रमाणको छड्के परीक्षण समेत लेखापरीक्षणमा समावेश हुन्छ । संस्थाले अवलम्बन गरेको लेखा सिद्धान्त, व्यवस्थापनले गरेका महत्वपूर्ण अनुमान एवं वित्तीय विवरण प्रस्तुतीको समग्र स्थितिको मूल्याङ्कन पनि लेखापरीक्षणमा समावेश हुन्छ । लेखापरीक्षणले हाम्रो मन्तव्यलाई पर्याप्त आधार प्रदान गर्ने कुरामा हामी विश्वस्त छौं ।
३. उपरोक्त आधारमा लेखापरीक्षण गरी निम्नानुसारको प्रतिवेदन पेश गरेका छौं ।
  - क) लेखापरीक्षण सम्पन्न गर्न हामीले आवश्यक ठानेका सूचना र स्पष्टीकरणहरू उपलब्ध भएका छन् ।
  - ख) यस प्रतिवेदनसँग सम्बन्धित वासलात, नाफा नोक्सान हिसाब र नगद प्रवाह विवरण तथा तत्सम्बन्धी अनुसूचिहरू शिक्षा विभागले तोकेको ढाँचा (Form) तथा संस्थाले राखेको लेखासँग दुरुस्त रहेका छन् ।
  - ग) हाम्रो विचारमा संस्थाले आफ्नो किताब प्रचलित कानून अनुसार ठीकसँग राखेको छ ।
४. हाम्रो रायमा संलग्न वित्तीय विवरणहरूले सोहीसाथ संलग्न लेखासँग सम्बन्धित टिप्पणीहरूका साथ अध्ययन गर्दा २०७५ आषाढ ३२ गतेको वित्तीय स्थिति, सो मितिमा समाप्त भएको आर्थिक वर्षको संचालन नतिजा र नगद प्रवाहको उचित तथा यथार्थ चित्रण गरेको र यो विवरणहरू नेपाल चार्टर्ड एकाउण्टेण्टस् संस्थाबाट जारी नेपाल लेखा मान, लेखाको सर्वमान्य सिद्धान्त तथा प्रचलन अनुसार र त्रि. वि. वि. ऐन तथा शिक्षा विभागको निर्देशन अनुसार ठीकसँग तयार गरिएका छन् ।
५. माथि उल्लेखित व्यहोराको अतिरिक्त हामीले गरेका लेखा परीक्षण तथा हामीलाई प्राप्त सूचना एवं उपलब्ध स्पष्टीकरणको आधारमा निम्नानुसारको थप प्रतिवेदन पेश गर्दछौं ।



**शाहद स्मारक कलेज**  
**भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन**

अनुसूचि-१९

लेखा निति तथा लेखा सम्बन्धि टिप्पणीहरु

मिति २०७५ साल आषाढ मसान्तको

संस्थाले अपनाएका प्रमुख लेखा नितिहरु तथा लेखा सम्बन्धि टिप्पणीहरु निम्नानुसार छन् ।

(१) स्थिर सम्पत्तिमा न्हास कट्टा र अपलेखन :

संस्थाले स्थायी सम्पत्तिको आयकरको नियमावली बमोजिम मूल्य न्हास कट्टा गरिएको छैन । विगतको वर्षहरु देखीनै न्हास कट्टीको व्यवस्था नगरिएको हुँदा यस वर्षपनी न्हास कट्टीको व्यवस्था गरिएको छैन ।

(२) लेखामान :

संस्थाले लेखा विवरणहरु लेखाको सर्वमान्य सिद्धान्त को आधारमा नेपाल लेखा परीक्षणमान एवं नेपाल चार्टर्ड एकाउन्टेन्स संस्था ऐन, २०५३ तथा नियम २०५५ को परिधि भित्र रहि लेखापरीक्षण गरि तयार गरिएको छ ।

(३) जिन्सी मौज्जात :

जिन्सी मौज्जातको मूल्यांकन लागत परल मोलको आधारमा First in First out को आधारमा गरिएको छ ।

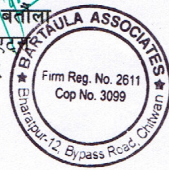
(४) आम्दानीको मान्यता :

सेवा विक्री वा अन्य सेवा प्रदान गरेपछी सो पाउने विल गरिएको रकमलाई Accrual Basis मा आम्दानीमा लेखाङ्कन गर्ने गरिएको छ ।

(५) अनुसूचि :

आर्थिक विवरणहरुलाई सजिलै संग पढ्न र सम्झनको लागि लेखाका मुख्य शीर्षकको रकमहरुलाई मात्रै वासलातमा र आम्दानी विवरण हिसाबमा देखाईएको छ र गत वर्ष धनधान्याञ्चल रकममा भएको फरकलाई यस वर्षमा उक्त रकमलाई संलग्न गरि तयार गरिएका छ ।

आर.ए. शरदकुमार बर्तौला  
नि. बर्तौला एसोसिएट्स  
मिति २०७५/१०/१०/५






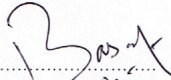
**शहद स्मारक कलेज**  
**भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन**  
 आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तको  
**वासलात**

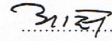
क्र. सं.	पूँजी तथा दायित्व	अनुसूची	यस वर्षको	गत वर्षको
१	वचत कोष हिसाव विवरण	६	२५,२२१,८०६.६५	२२,०९९,१३०.६५
२	अक्षयकोष हिसाव विवरण	५	०.००	०.००
३	भुक्तानी दिनुपर्ने हिसाव विवरण	४	३,४०८,३९३.००	१,३६४,१७६.००
४	धनधान्याञ्चल हिसाव विवरण	१८	३,३४०,७८१.००	३,३४०,७८१.००
	<b>जम्मा पूँजी तथा दायित्व</b>		<b>३१,९७०,९८०.६५</b>	<b>२६,८०४,०८७.६५</b>
क्र. सं.	सम्पत्ती		यस वर्षको	गत वर्षको
१	नगद तथा बैंक मौज्जात	१	१,४१९,२८४.६७	३,१५४,८०४.६७
२	पेशकी, सापटी तथा धरौटी हिसाव विवरण	१६	३२२,७००.००	५७,७००.००
३	सम्पत्ती हिसाव विवरण	१७	३०,२२८,९९५.९८	२३,५९१,५८२.९८
	<b>जम्मा सम्पत्ति</b>		<b>३१,९७०,९८०.६५</b>	<b>२६,८०४,०८७.६५</b>

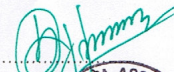
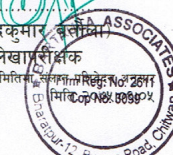
प्रमुख लेखा नीति तथा टिप्पणीहरू अनुसूचि १९

आजको मितिको संलग्न प्रतिवेदनको आधारमा

  
 (बिष्णुप्रसाद सुवेदी)  
 लेखापाल

  
 (बसन्तकुमार पौडेल)  
 कलेजप्रमुख

  
 (आशवहादुर लामा)  
 अध्यक्ष

  
 (शारदकुमार बन्डारी)  
 लेखापरीक्षक  
 हाम्रो आजको मितिमा लेखापरीक्षण संख्या: No. 2811  
 मिति: ०५/०७/२०७५  



भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

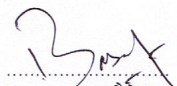
आय ब्यय विवरण

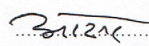
क्र. सं.	आय विवरण	अनुसूचि	यस वर्षको	गत वर्षको
१	संचालन (शुल्क) आम्दानी हिसाव विवरण	२	१४,७०३,३५०.००	१४,९८८,२९०.००
२	अन्य आम्दानी हिसाव विवरण	३	४,०४२,६२३.००	३,९१८,३२४.४१
क	जम्मा		१८,७४५,९७३.००	१८,९०६,६१४.४१
क्र. सं.	ब्यय विवरण	अनुसूचि	यस वर्षको	गत वर्षको
१	तलव तथा भत्ता खर्च हिसाव विवरण	७	११,७३४,४६७.००	११,३०२,७५४.००
२	प्रशासनिक खर्च हिसाव विवरण	८	१,३६६,८४६.००	७४६,४४०.००
३	परीक्षा खर्च हिसाव विवरण	९	१,३१२,४३६.००	१,३३६,५४६.००
४	अतिरिक्त कृयाकलाप संचालन खर्च हिसाव विवरण	१०	१२६,३९०.००	१०१,४५४.००
५	आर्थिक सहयोग हिसाव विवरण	११	७५१,७४५.००	३५८,०४५.००
६	शैक्षिक सामग्री खरिद हिसाव विवरण	१२	१८,५४२.००	५६,६९५.००
७	विज्ञापन खर्च हिसाव विवरण	१४	३८,६५०.००	१११,२३०.००
८	अन्य खर्च हिसाव विवरण	१५	२७४,२२१.००	९४,२६७.००
ख	जम्मा ब्यय		१५,६२३,२९७.००	१४,९०७,४३१.००
ग	यस वर्षको बचत तथा नाफा (क-ख=ग)		३,१२२,६७६.००	४,७९९,१८३.४१


प्रमुख लेखा नीति तथा टिप्पणीहरू अनुसूचि १९

आजको मितिको संलग्न प्रतिवेदनको आधारमा

  
विष्णुप्रसाद सुवेदी  
लेखापाल

  
(बसन्तकुमार पौडेल)  
कलेजप्रमुख

  
(आशबहादुर लामा)  
अध्यक्ष

  
(शरदकुमार बन्डारी)  
लेखापरीक्षक

हाम्रो आजको मितिमा संलग्न प्रतिवेदनको मिति  
२०७५/०७/२०

Reg. No. 2611  
No. 3099






भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

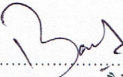
सन्तुलन परीक्षण

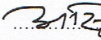
डेबिट विवरण	अनुसूचि	रकम रु.	क्रेडिट विवरण	अनुसूचि	रकम रु.
बैंक तथा नगद हिसाव विवरण	१	१,४१९,२८४.६७	संचालन (शुल्क) आम्दानी हिसाव विवरण	२	१४,७०३,३५०.००
तलव तथा भत्ता खर्च हिसाव विवरण	७	११,७३४,४६७.००	अन्य आम्दानी हिसाव विवरण	३	४,०४२,६२३.००
प्रशासनिक खर्च हिसाव विवरण	८	१,३६६,८४६.००	भुक्तानी दिनुपर्ने हिसाव विवरण	४	३,४०८,३९३.००
परीक्षा खर्च हिसाव विवरण	९	१,३१२,४३६.००	अक्षयकोष हिसाव विवरण	५	०.००
अतिरिक्त कृयाकलाप संचालन खर्च हिसाव विवरण	१०	१२६,३९०.००	वचत कोष हिसाव विवरण	६	२२,०९९,१३०.६५
आर्थिक सहयोग हिसाव विवरण	११	७५१,७४५.००	धनधान्याञ्चल हिसाव विवरण	१८	३,३४०,७८१.००
शैक्षिक सामग्री खरिद हिसाव विवरण	१२	१८,५४२.००	ऋण हिसाव विवरण	१९	०.००
विज्ञापन खर्च हिसाव विवरण	१४	३८,६५०.००			
अन्य खर्च हिसाव विवरण	१५	२७४,२२१.००			
पेशकी, सापटी तथा धरौटी हिसाव विवरण	१६	३२२,७००.००			
सम्पत्ती हिसाव विवरण	१७	३०,२२८,९९५.९८			
<b>जम्मा</b>		<b>४७,५९४,२७७.६५</b>	<b>जम्मा</b>		<b>४७,५९४,२७७.६५</b>

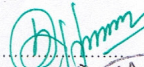
प्रमुख लेखा नीति तथा टिप्पणीहरू अनुसूचि १९

आजको मितिको संलग्न प्रतिवेदनको आधारमा

  
विष्णुप्रसाद सुवेदी  
लेखापाल

  
(बसन्तकुमार पौडेल)  
कलेजप्रमुख

  
(आशबहादुर लामा)  
अध्यक्ष

  
(शारदकुमार बन्डारी)  
लेखापरीक्षक

HAAS & ASSOCIATES Chartered Accountants  
मिति: २०७५/०७/३०९९  
हाथो आजको मितिमा संलग्न प्रतिवेदनको आधारमा  
मिति: २०७५/०७/३०९९  
Bhanu-12, Bypass Road, Chitwan

## शहिद स्मारक कलेज

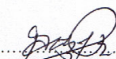
भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको


### नगद प्रवाह विवरण

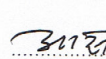
क.स.	विवरण	यस वर्षको रकम	गत वर्षको रकम
<b>क.</b>	<b>संचालन क्रियाकलापहरूबाट नगद प्रवाह</b>		
१	आयकरपछिको खुद बचत/मुनाफा समायोजन : हास खर्च	३,१२२,६७६.०० ०.००	४,७९९,१८३.४१ ०.००
	<b>चालु पूँजी परिवर्तन अधिको सञ्चालन नगद प्रवाह</b>	<b>३,१२२,६७६.००</b>	<b>४,७९९,१८३.४१</b>
२	चालु पूँजी परिवर्तन समायोजन		
२.१	अन्तिम मौज्दात (वृद्धि)/(कमि)	०.००	०.००
२.२	भुक्तानी दिनुपर्ने दायित्वमा वृद्धि/(कमि)	२,०४४,२१७.००	-१,११९,६२२.००
२.३	पेशकी, सापटी, धरौटी तथा पाउनुपर्ने हिसावमा (वृद्धि)/(कमि)	-२६५,०००.००	२३२,३००.००
	<b>खुद संचालन क्रियाकलापहरूबाट नगद प्रवाह (क)</b>	<b>४,९०१,८९३.००</b>	<b>३,९११,८६१.४१</b>
<b>ख.</b>	<b>लगानी सम्बन्धि क्रियाकलापहरूबाट नगद प्रवाह</b>		
१	स्थिर सम्पत्ती थप (वृद्धि)/(कमि)	-६,६३७,४१३.००	-३,२४६,४४४.८४
२	ऋण लगानीमा (वृद्धि)/(कमि)	०.००	०.००
३	शेयर लगानी (वृद्धि)/(कमि)	०.००	०.००
	<b>खुद लगानी सम्बन्धि क्रियाकलापहरूबाट नगद प्रवाह (ख)</b>	<b>-६,६३७,४१३.००</b>	<b>-३,२४६,४४४.८४</b>
<b>ग.</b>	<b>वित्त सम्बन्धि क्रियाकलापहरूबाट नगद प्रवाह</b>		
१	शेयर पूँजिमा वृद्धि/(कमि)	०.००	०.००
२	लाभांश वितरण	०.००	०.००
३	ऋण हिसावमा वृद्धि/(कमि)	०.००	०.००
४	अन्य कोष अन्य थपघट हिसाव वृद्धि/(कमि)	०.००	०.००
	<b>खुद वित्त सम्बन्धि क्रियाकलापहरूबाट नगद प्रवाह (ग)</b>	<b>०.००</b>	<b>०.००</b>
	<b>खुद नगद प्रवाहमा आएको परिवर्तन (क + ख + ग)</b>	<b>-१,७३५,५२०.००</b>	<b>६६५,४१६.५७</b>
	गतवर्षको नगद तथा बैक मौज्दात	३,१५४,८०४.६७	२,४८९,३८८.१०
	<b>यसवर्षको नगद तथा बैक मौज्दात</b>	<b>१,४१९,२८४.६७</b>	<b>३,१५४,८०४.६७</b>


प्रमुख लेखा नीति तथा टिप्पणीहरू अनुसूचि १९

आजको मितिको संलग्न प्रतिवेदनको आधारमा

  
बिष्णुप्रसाद सुवेदी  
लेखापाल

  
(बसन्तकुमार पौडेल)  
कलेज प्रमुख

  
(आशाबहादुर लामा)  
अध्यक्ष

  
(शारदकुमार बन्डारी)  
लेखापरीक्षक  
हाम्रो आजको मितिमा संलग्न प्रतिवेदन अनुसार  
मिति २०७५/१०/१०  
Firm Reg. No. 2611  
Cop No. 3099  
207-12, Bypass Road, Chitwan



## शहद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

अनुसूचि - १

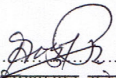
बैंक तथा नगद हिसाव विवरण

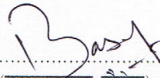
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	जनता बैंक ब.हि.न. ०४३००२०१९३१८९०१	४२६,४४०.००	८२०,६५१.००
२	नेपाल बैंक लि. हि.न. २४१११८०७५	७,७०५.५०	७,७०५.५०
३	नेपाल बैंक लि. हि.न. ०२४०१०००५३९७८३१	२०,८२२.००	२०,४४४.६८
४	नेपाल बैंक लि. हि.न. २४१११५७८	७,४९८.८६	७,४९८.८६
५	नेपाल बैंक लि. हि.न. ०८५००१०११	८०,२१०.४९	५६,६६६.४५
६	नेपाल बैंक लि. मुद्रति खाता	६५०,०००.००	६५०,०००.००
७	प्रभु बैंक	५५,५१७.८६	२५३,४२९.५१
८	राष्ट्रिय वाणिज्य बैंक लि.	१४७,३४६.००	१,३०४,५६३.६७
९	सानो नगदी कोष	२०,०००.००	२०,०००.००
१०	नगद मौज्जात	३,७४३.९६	१३,८४५.००
जम्मा		१,४१९,२८४.६७	३,१५४,८०४.६७

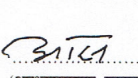
अनुसूचि - २


संचालन (शुल्क) आम्दानी हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	भर्ना शुल्क	३,८६०,२००.००	३,८३४,०३०.००
२	शिक्षण शुल्क	८,९९९,१००.००	९,११२,८९५.००
३	पुस्तकालय शुल्क	१,५००.००	४,३००.००
४	भर्ना आवेदन फाराम शुल्क	११८,५००.००	१२३,६००.००
५	त्रि. वि. तथा उच्च मा. वि. दर्ता शुल्क	१८४,९००.००	२३७,६९०.००
६	परीक्षा फाराम शुल्क	१,०८९,६००.००	१,०७४,०४५.००
७	चारित्रीक प्रमाण पत्र शुल्क	११२,०००.००	१२८,५००.००
८	जरिवाना शुल्क	२३,५५०.००	३७,९५०.००
९	परिचय पत्र शुल्क	३१,१००.००	३८०.००
१०	रेडक्रस शुल्क	३५,४५०.००	३४,१००.००
१०	अभ्यास शिक्षण शुल्क	-	१,९५०.००
११	टाई, टि सर्ट तथा अन्य बिक्रीबाट आम्दानी	२४७,४५०.००	३९८,८५०.००
जम्मा		१४,७०३,३५०.००	१४,९८८,२९०.००

  
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कलेजप्रमुख

  
(आशवहादुर लामा)  
अध्यक्ष

  
(शारदकुमार शर्मा)  
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Form Reg. No. 2611  
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Bypass Road, Chitwan, Nepal

## शहद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

अनुसूचि - ३


### अन्य आम्दानी हिसाव विवरण

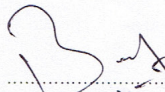
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	विश्व विद्यालय अनुदान	१,८६२,५७६.००	१,४५०,७७६.६७
२	उ.मा.वि. मार्फत केन्द्र संचालन आम्दानी	१२१,३६५.००	१३१,६३५.००
३	निवेदन शुल्क फिर्ता आम्दानी	१४०,०००.००	-
४	टि.भि. बिक्री आम्दानी	६७,०००.००	९३,७१७.००
५	ब्याज आम्दानी	४८,५६५.००	६४,९३१.७४
६	सांसद विकास कोष आम्दानी	-	७५१,९२५.००
७	जग्गाबाट प्राप्त आम्दानी	२२,६००.००	२७,६००.००
८	भवन निर्माण शुल्क आम्दानी	-	८,२५०.००
९	डिजिटल अफिस सिष्टम	-	६१०,४२५.००
१०	ओम सत्य साईबाट प्राप्त	७९३,०१७.००	५५५,३१४.००
११	बस भाडा आम्दानी	९८७,५००.००	२२३,७५०.००
जम्मा		४,०४२,६२३.००	३,९१८,३२४.४१


अनुसूचि - ४


### भुक्तानी दिनुपर्ने हिसाव विवरण

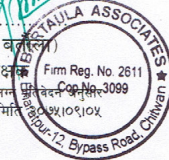
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	प्रशासनिक तलब खर्च हिसाव	४८१,२८५.००	२४६,९४५.००
२	शिक्षण तलब खर्च हिसाव	२,८४९,१०८.००	१,०७०,९३१.००
३	भत्ता खर्च	२१,०००.००	७,०००.००
४	दैनिक भ्रमण भत्ता	३७,०००.००	२४,३००.००
५	ले.प. शुल्क	२०,०००.००	१५,०००.००
जम्मा		३,४०८,३९३.००	१,३६४,१७६.००

  
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(शरदकुमार बन्डारी)  
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हाम्रो आजको मितिमा संलग्न हिसाव विवरण अनुसूचि-३  
मिति: २०७५/०९/०५





## शहिद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

अनुसूचि - ५

### अक्षयकोष हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	गौरी शंकर विकास बैंक मुद्धति खाता	०.००	०.००
	जम्मा	०.००	०.००

अनुसूचि - ६

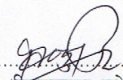
### वचत कोष हिसाव विवरण

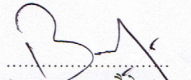
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	गत वर्षको	२२,०९९,१३०.६५	१६,०९९,९४७.२४
२	अक्षय कोष हिसाव	-	१,२००,०००.००
३	यस वर्षको वचत	३,१२२,६७६.००	४,७९९,१८३.४१
	जम्मा	२५,२२१,८०६.६५	२२,०९९,१३०.६५

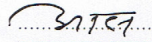
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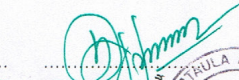
अनुसूचि - ७

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	तलव प्रशासन खर्च	१,५९५,५३५.००	१,५१६,४८५.००
२	तलव शिक्षण खर्च	९,९०५,४४२.००	९,६७२,८६९.००
३	ज्याला खर्च	१८,५४०.००	५,४००.००
४	भत्ता खर्च	१५२,९५०.००	८३,७००.००
	उपदान खर्च	२५,०००.००	-
५	दैनिक भ्रमण भत्ता	३७,०००.००	२४,३००.००
	जम्मा	१९,७३४,४६७.००	१९,३०२,७५४.००

  
विष्णुप्रसाद सुवेदी  
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(आशबहादुर लामा)  
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(शरदकुमार बत्तारै)  
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१०९१०५  
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२०७५/१०/१०५  
SHRILAKSHMI ASSOCIATES  
Bypass Road, Chitwan


## शहद स्मारक कलेज

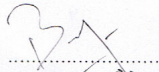
**भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन**  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

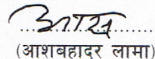
अनुसूचि - ८

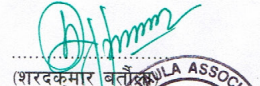
### प्रशासनिक खर्च हिसाव विवरण

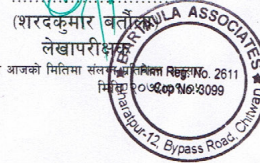
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	छपाई तथा मसलन्ध खर्च	७७,१७५.००	१०६,८८८.००
२	टेलिफोन महशुल तथा नेट खर्च	८,७३७.००	४५,५८५.००
३	पत्रपत्रिका खर्च	०.००	२०,३८०.००
४	अतिथि सत्कार खर्च	११,२०५.००	८,६३४.००
५	लेखापरीक्षण खर्च (यस वर्षको)	२०,०००.००	३०,०००.००
६	मर्मत संभार खर्च	१८०,२१६.००	१०९,२६३.००
७	विद्युत महशुल	५२,६७४.००	४५,८७७.००
८	ईन्धन खर्च	३६७,२१९.००	२०२,५५०.००
९	सरसफाई खर्च	१५,३००.००	०.००
१०	बस मर्मत संभार खर्च	१८९,१७८.००	०.००
११	बैंक कमिशन खर्च	९५०.००	७०.००
१२	आर्थिक सहयोग तथा उपचार खर्च	२८,१११.००	२२,०००.००
१३	भाडा तथा ढुवानी खर्च	११,३००.००	६,३१०.००
१४	सम्बन्धन तथा नविकरण शुल्क खर्च	२०२,५००.००	४६,५००.००
१५	भ्रमण तथा यातायात खर्च	८३,२८५.००	९९,७८८.००
१६	कार्यालय सामान खरिद खर्च	१४,७५०.००	१,५००.००
१७	बस विमा शुल्क	८७,२९०.००	०.००
१८	सवारी कर	१२,०६०.००	०.००
१९	विविध खर्च	४,८९६.००	१,०९५.००
<b>जम्मा</b>		<b>१,३६६,८४६.००</b>	<b>७४६,४४०.००</b>

  
विष्णुप्रसाद सुवेदी  
लेखापाल

  
(बसन्तकुमार पौडेल)  
कलेज प्रमुख

  
(आशवहादुर लामा)  
अध्यक्ष

  
(शरदकुमार बत्तारै)  
लेखापरीक्षक

  
 हाम्रो आजको मितिमामा संलग्न लेखापरीक्षण नम्बर: २६११  
 मिति: २०७५/०७/३०९९  
 Bhattarai-12, Bypass Road, Chitwan



## शहद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

अनुसूचि - ९

### परीक्षा खर्च हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	आन्तरिक परीक्षा	४३,१९१.००	४६,८२९.००
२	फर्म तथा परीक्षा शुल्क	७९,२,३५५.००	८०९,०५५.००
३	दर्ता शुल्क	१४९,८००.००	१६१,५००.००
४	HM प्रयोगात्मक सामग्री खरिद	४१,०७०.००	३२,८४२.००
५	प्रयोगात्मक परीक्षा	१०७,८५५.००	८६,७१०.००
६	अभ्यास शिक्षण शुल्क	१,६५०.००	६,९७५.००
७	त्रि. वि. सेवा शुल्क खर्च	५५,२५०.००	६१,०००.००
८	परीक्षा केन्द्र संचालन खर्च	१२१,२६५.००	१३१,६३५.००
	जम्मा	१,३१२,४३६.००	१,३३६,५४६.००

अनुसूचि - १०

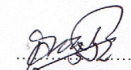
### अतिरिक्त कृयाकलाप संचालन खर्च हिसाव विवरण

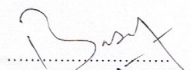
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	वार्षिक उत्सव कार्यक्रम तथा समारोह खर्च	३८,३१५.००	७३,२३६.००
२	शैक्षिक भ्रमण खर्च	७३,३५५.००	१७,२००.००
३	खेलकुद खर्च	१४,७००.००	११,०१८.००
	जम्मा	१२६,३७०.००	१०१,४५४.००

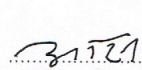
अनुसूचि - ११


### आर्थिक सहयोग हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	छात्रवृत्ति खर्च	३८७,८२०.००	३५८,०४५.००
२	आर्थिक सहयोग खर्च	३६३,९२५.००	-
	जम्मा	७५१,७४५.००	३५८,०४५.००

  
(बिष्णुप्रसाद सुवेदी)  
लेखापाल

  
(बसन्तकुमार पौडेल)  
कलेज प्रमुख

  
(आशबहादुर लामा)  
अध्यक्ष

  
(शरदकुमार श्रेष्ठ)  
लेखापरीक्षक  
Firm Reg. No. 2611  
२०७३/०९/०९  
२०७४/०९/०९  
Bypass Road, Chitwan

## शहलद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

अनुसूचि - १२

### शैक्षिक सामाग्री खरिद हिसाव विवरण

क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	पुस्तक खर्च यसवर्ष	१४,४९२.००	५६,६९५.००
२	हाजिरी उपकरण खर्च	०.००	०.००
३	खेलकूद सामाग्री	४,०५०.००	०.००
जम्मा		१८,५४२.००	५६,६९५.००

अनुसूचि - १३

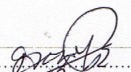
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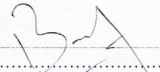
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	फर्निचर खर्च	१,४६८,७७४.००	-
२	जेनेटर खरिद	९२७,७३०.००	-
३	विजुली जडान खर्च	२४,१४७.००	-
४	बस खरिद	८१७,०००.००	१,३५२,८३५.००
५	पानी सुद्धिकरण मेशिन खरिद	४९७,५००.००	-
७	भवन निर्माण खर्च	२,९०२,२६२.००	१,८९३,६०९.८४
जम्मा		६,६३७,४१३.००	३,२४६,४४४.८४

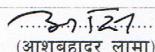
अनुसूचि - १४

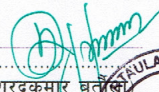
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क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	प्रचारप्रसार तथा सुपरिवेक्षण खर्च	३८,६५०.००	१११,२३०.००
जम्मा		३८,६५०.००	१११,२३०.००

  
(क्रिष्णप्रसाद सुवेदी)  
लेखापाल

  
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(शरदकुमार घर्तुवा)  
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Firm Reg. No. 2611  
हागो आजको मितिमा संलग्न कम्प्युटर नम्बर ३०९९  
मिति २०७५/१०/१०४  
KAPILA ASSOCIATES  
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## शहलद स्मारक कलेज

भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

अनुसूचि - १५

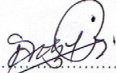
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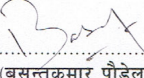
क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	पोशाक खर्च	२१४,९०९.००	२,६००.००
२	टाई खरिद खर्च	-	२६,६३०.००
३	बगैचा निर्माण खर्च	-	२८,९६०.००
४	रेडक्रस कार्यक्रम खर्च	२७,७६२.००	१७,१२७.००
५	प्रशिक्षण तथा तालिम खर्च	३१,५५०.००	५,९५०.००
६	पब्लिक क्याम्पस संघ सदस्यता शुल्क	-	१३,०००.००
जम्मा		२७४,२२१.००	९४,२६७.००

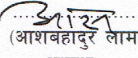
अनुसूचि - १६

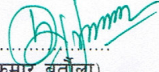
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क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	राजु भाट छात्रवृत्ति वापत	२२,७००.००	२२,७००.००
२	भवन निर्माण ठेकेदार ईश्वर महतो	३००,०००.००	३५,०००.००
जम्मा		३२२,७००.००	५७,७००.००

  
विष्णुप्रसाद सुवेदी  
लेखापाल

  
(बसन्तकुमार पौडेल)  
कलेजप्रमुख

  
(आशवहादुर लामा)  
अध्यक्ष

  
(शारदकुमार बत्तैला)  
लेखापरीक्षक

हाम्रो आजको मितिया बल्लुन भन्ने अनुसार  
मिति २०७५/०७/०५

**PAULA ASSOCIATES**  
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Bharatpur-12, Bypass Road, Chitwan


## शहलद स्मारक कलेज

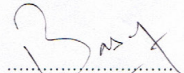
भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

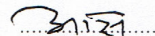
अनुसूचि - १७


### सम्पत्ती हिसाव विवरण

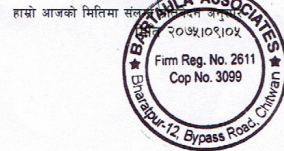
क्र.सं.	विवरण	गत वर्षको	यस वर्षको	जम्मा रकम रु.
१	भवन	१६,५६५,५७४.७३	२,९०२,२६२.००	१९,४६७,८३६.७३
२	कलेज कम्पाउण्ड, मञ्च तथा शौचालय निर्माण	५६९,५६४.००	-	५६९,५६४.००
३	कम्प्यूटर, प्रोजेक्टर, फोटोकपी तथा सि.सि. क्याम्यारा	१,४४७,३१९.००	-	१,४४७,३१९.००
४	साईकल	२०,५४०.००	-	२०,५४०.००
५	साईकल स्ट्याण्ड	७९,७९०.००	-	७९,७९०.००
६	फर्निचर खर्च	९७२,१६३.००	१,४६८,७७४.००	२,४४०,९३७.००
७	जेनेटर खरिद	१३०,४९०.००	९२७,७३०.००	१,०५८,२२०.००
८	नेट जडान खर्च	१३,०००.००	-	१३,०००.००
९	पुस्तकालय भवन	४९५,९८०.२५	-	४९५,९८०.२५
१०	शौचालय भवन	५४,३८०.००	-	५४,३८०.००
११	कार्यालय सामान	४०,७५०.००	-	४०,७५०.००
१२	फोटोकपी खरिद	१९,७००.००	-	१९,७००.००
१३	साउण्ड सिष्टम तथा कार्यालय सामान खरिद	१७,९२०.००	-	१७,९२०.००
१४	विजुली जडान खर्च	४२९,५६७.००	२४,१४७.००	४५३,७१४.००
१५	बास्केटबल कोर्ट निर्माण	११४,६३५.००	-	११४,६३५.००
१६	गोवर ग्याँस निर्माण खर्च	२३१,२८९.००	-	२३१,२८९.००
१७	सफटवेयर खरिद तथा टि.डि.यस.	२७१,७२१.००	-	२७१,७२१.००
१८	बाटो निर्माण खर्च	७६३,७५५.००	-	७६३,७५५.००
१९	पानी सुद्धिकरण मेशिन खरिद	-	४९७,५००.००	४९७,५००.००
२०	घडी खरिद	६१०.००	-	६१०.००
२१	बस खरिद (पेशकी स्वरुप)	१,३५२,८३५.००	८१७,०००.००	२,१६९,८३५.००
	<b>जम्मा</b>	<b>२३,५९१,५८२.९८</b>	<b>६,६३७,४१३.००</b>	<b>३०,२२८,९९५.९८</b>

  
(बिष्णुप्रसाद सुवेदी)  
लेखापाल

  
(बसन्तकुमार पौडेल)  
कलेजप्रमुख

  
(आशबहादुर लामा)  
अध्यक्ष

  
(शरदकुमार बर्ताला)  
लेखापरीक्षक






## शहद स्मारक कलेज

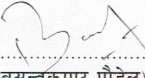
भरतपुर महानगरपालिका वडा नं. १९, बखानपुर, शारादानगर, चितवन  
आ.व. २०७४/२०७५ को मिति २०७५ आषाढ मसान्तसम्मको

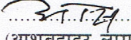
अनुसूचि - १८

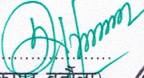
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क्र.सं.	विवरण	यस वर्षको	गत वर्षको
१	गत वर्षको रकम	३,३४०,७८१.००	३,३४०,७८१.००
२	यस वर्षको रकम	०.००	०.००
जम्मा		३,३४०,७८१.००	३,३४०,७८१.००

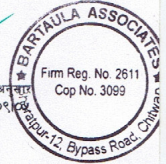
  
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लेखापाल

  
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(बसन्तकुमार पौडेल)  
कलेजप्रमुख

  
.....  
(आशबहादुर लामा)  
अध्यक्ष

  
.....  
(शरदकुमार बत्तौला)  
लेखापरीक्षक

हाम्रो आजको मितिमा संलग्न प्रतिवेदन अनुसूचि  
मिति २०७५/०९



## 11. Section 11

### Social Progress

#### 11.1 Campus's Involvement in Social Activities:

As a Community college, this college has some social duties and responsibilities. By realizing its responsibility, this college involves in social based programs. It has its separate unit of youth Red Cross Circle which provides voluntary services and conduct blood donation programs frequently. Realizing the importance of environment, this college involved in the cleanliness and sanitation programs in local level. This college also coordinates with other government and non-government organization like Jaycees, Red-Cross for Social and humanitarian activities. Providing fund for the victim of natural climates like earth quack 2072 B.S. justify the college involvement in social activities.

#### 11.2 Society's contributions for campus:

This is community college established by social workers, intellectuals and aware guardian of society so that society contributes this college in various sectors. Providing fund by the community people for the construction of building, library, computer lab, sports and teaching materials are remarkably unforgettable. Different people provides fund for scholarship that will give a high-quality educational experience to the most deserving students, regardless of their family's income. Entire management of college is handling by the community people because of which college is providing quality education to its students. So society contribution for this college is really remarkable.

#### 11.3 Plan for Campus's Contribution to Society:

Education encompasses our lives; it is the foundation of our society. Education helps to stimulate of our minds and mold inquisive minds into intellectuals. Higher learning takes the intellect to the next level, providing a deeper understanding of the society around us. The importance of education in society is indispensable and cohering, which is why society and knowledge cannot be ever separated into distinct entities. Contribute not only educate the people but also plays its constinues role in all aspect of society. The reason being that college plan for contribution to society the following are the step of plans.

- Giving higher level education in their own region in affordable cost.
- Assisting poor students in improving then quality education.
- Increasing the enrollement of both female and extremely poor students.
- Aimed to stimulate participatory community development through education.
- Identify and implement new career and technical education programs of study.
- Organize the interaction programs with stake holders.
- Co-ordinate with government and non-government organization as well as ther educational institution.

#### **11.4 Plan for increased involvement of society in the campus.**

College, parents and the community should work together to promote the learning of all students. When colleges actively involve parents and engage community resources they are able to respond more effectively to the educational related needs of students as well as physical infrastructure. Therefore college is interested for increased involvement of society in the campus. The college shall adopt and implement policies and procedures related and implement policies and procedures related to.

- Promotion of a college environment that is conducive to learning and supports strong family and community partnership.
- College shall frequently communicate college performance student progress, personalized learning strategies and academic opportunities.
- College shall work with agencies and business to support community based development activities.
- College shall promote collaboration among parents, other educational institutions and community on college improvement and student achievement projects.
- College shall strive and harness all available community resources, including but not limited to organizations, business, talented individuals, natural resources and technology, to engage each student in achieving the necessary skills and knowledge.
- College shall encourage business partnerships to assist students in the successful transition to employment or further education.

## 12. Section 12

### Issues and Challenges

SSC has played a great role in the development of education in the western chitwan of Nepal. For over two decades, SSC has been working to uplift its educational standard by providing quality higher educational standard by providing quality higher education to the people of western chitwan but there are many obstacles and hurdles that are emerging. Following are short term and long term challenges of the college:

#### 12.1 Short term challenges

- Laking sufficient class room to meet the requirement in near future.
- Laking of sufficient technical equipment.
- Laking the well equipped library.
- Unable to provide carer development oppourtunity to human resources.
- Unable to intriduces new and technical educational programs.
- Do not fulfill the need of students in new area of faculty.
- Do not have sufficient fund to confidently plan and exequite them.
- Decreasing the indolment of the students.

#### 12.2 Long term challenges

- Fulfill the need of unrest students.
- Fulfill the need of technical and vocational education.
- Providing the profectional and academic opportunity for teachers.
- Quality education
- Over come the limited economic situation.
- Getting a clear cut and concrete police of the government of the issues of public campus.
- Academic calender of T.U.
- Least number of Pass rate and pass out students.
- Updatated incuerage to intridutes new teaching methods in the class rooms.

#### 12.3 Mitigation Measures Taken to Address the Issues and Meet the Challenges

SSC do not have sufficient fund to confidently plan and execute then. Most of its undertakings are peice mead and dependent on the available resources and opportunities, which come in pieces as well. The other challenging issue is the improvment of academic quality. In the changed national and global context we must be competitive to survive and meet the social requirements. These challenges of quality education, limited economic situation and other political and social problem to address in the best manner in future.

Despite the government efforts from time to time, no concrete policy has been framed on the issues of public campus so far, now we need a clear cut and concrete policy of the government for the betterment of it. This college is run by social personality and not motivated for personal gain or economic benefit and established for providing social service. The management committee of the college being self-motivated to uplift the status of this college and ever contemplating on how to spread the light of education and in the society has regularly conducted the meetings and interactions and conferences of students to overcome to challenges.

#### **12.4 Plan for the addressing the issues and challenges**

Strategic plan of this college for five year (2013-2018) has been formulated by management committee by interacting with different stakeholders including local political parties, parents, faculty members, administrative staffs, students union to overcome these issues and challenges

**Strategies plan for the college is pointed as follows.**

- Introducing new educational programs
- Infrastructure management
- Quality improvement
- Enrolment and support for students
- Skill development of Human Resources
- Value add program
- Relation with stakeholders

##### **12.4.1 Strategy priority I: Introducing new educational programs:**

###### **Mission**

Shaheed Smarak College will open new educational programs as per the need of students.

###### **Objectives**

- To start B.I.M and B.C.A from 2016/2017 session.
- To start Bachelor in Hotel Management from 2017/2018 session.
- To start Bachelor in Business Administration B.B.A. from 2018/2019 session.
- To start Bachelor in Science (B.Sc.) from 2019/2020 session.

###### **Action Plan**

Preparation of required documents for affiliation of programs from University every year for new programs.

- Obtain affiliation from University.
- Prepare rules and regulations.



- Recruitment of competent teaching staffs.

#### **Measures of Success:**

- Minutes of meetings Documentation records of university affiliation letter
- Entrance, Admission, Attendance Register, Progress Report
- Number of enrollment and staffing in each program.

#### **Procedures**

- Program in Charge (PC) will follow the strategic plan and prepare action plan to open new program.
- Program in Charge (PC) submit the progress report to the assessment committee in every 3 months.
- PC will organize meetings participated by concerned authorities to discuss issues concerning new programs in every 3 months.

#### **Reference Documents**

- Strategic plan of Shaheed Samrak College (5 years)
- Action plan of Shaheed Samarak College for opening new programs (5 years)
- Progress report prepared by PC (1 year)
- Meeting register

### **12.4.2 Strategy Priority II: Infrastructure Development**

#### **Mission**

Shaheed Smarak College prepare infrastructure for new programs games and others by constructing the RCC roof for the first floor regarding undergoing construction building, furnitures, seminar hall, lab, canteen, basketball court, toilet, parking shed, pure drinking water plant, tiling or marbling the courtyard of main building at Chitrawan-3, Chitwan.

#### **Objectives**

Prepare scheme, estimation and mapping to construct the building, furnitures toilet, seminar hall, basketball court, lab and parking shed, drinking water plant.

Start construction work of the building, furnitures, toilet, seminar hall, basketball court, lab and parking shed, drinking water plant by formally appointing Construction Company as per rule of UGC.

#### **Measures of Success**

- Documents regarding scheme, estimation and mapping of building, furnitures, toilet, seminar hall, basketball court, lab and parking shed, drinking water plant .
- Documentation report of appointing procedure of registered Construction Company.

- Progress report and visual pictures of the work.
- Report and documentation of observation of UGC Technical team.

**Action Plan**

Year	Activities
2016/2017	<ul style="list-style-type: none"> <li>• Prepare map, scheme and cost estimation of building, furnitures, toilet, seminar hall, basketball court ,lab and parking shed,drinking water plant .</li> <li>• Appoint the Construction Company under the provision and rules of UGC.</li> </ul>
2017-2019	<ul style="list-style-type: none"> <li>• Continue working to complete the proposed building, furnitures, toilet, seminar hall, basketball court ,lab and parking shed,drinking water plant .</li> <li>• Follow the rules and direction of UGC</li> </ul>

**Procedures**

- Program coordinator (PC) will follow the strategic plan and prepare action plan for infrastructure development.
- PC will submit the progress report to assessment committee in every 3 months.
- PC will organize meetings with concerned authority as per the requirements.

**Reference Documents**

- Strategic plan of Shaheed Smarak College (2016-2021)
- Action plan for infrastructure development (2016-2021)
- Progress report (every year)
- Meeting register

**12.4.3 Strategic priority III: Quality Management**

**Mission**

Shaheed Smarak College will maintain high quality service to the students.

**Objectives**

- Development of comprehensive mechanism to improve the quality teaching.
- Increment in the pass out percentage by 5% every year.
- More opportunities will be provided for academic study in local area by additional 4 years graduate programs.
- Application of project base learning system.
- Demonstrate the assessment of program student learning outcomes.
- Enhance teaching and learning through faculty development opportunities.

### Measures of success

- Production of competent graduates
- Increase in pass out rate
- Evaluation of students after the course
- Evaluation of teaching by administration, faculty peers and students
- Faculty documentation of activities used to improve quality of teaching
- Tracer study

### Plan of Action

Year	Activities
2016/2017	<ul style="list-style-type: none"><li>• develop the mechanism</li><li>• communicate effectively to faculty members</li><li>• preparation of necessary documents</li></ul>
2017-2021 Annually	<ul style="list-style-type: none"><li>• program review</li><li>• evaluation of implemented methods</li><li>• corrective action if necessary</li><li>• discussion with concerned faculties</li></ul>

### Procedures

- Program in charge will have to follow strategic plan
- Program in charge should encourage to prepare annual work plan to all faculty members according to operation calendar of the college.
- PC will continue the meetings with faculty members every month to ensure the effective implementation of work plan.
- PC will observe the classes of teachers and provide feedback.
- PC will submit the progress report to assessment committee.

### Reference Documents

- Strategic plan for quality teaching (2016-2021)
- Annual work plan (every year from 2016-2021)
- Class observation records
- Minute of meeting with faculty members
- Progress report

#### 12.4.4 Strategy Priority IV:

Students Enrollment & Support Mission Shaheed Smarak College will provide quality enrollment management and support program to students.



## Objectives

- Enrollment of students in various faculties will be managed properly.
- A good learning environment will be created in classroom and outside classroom.
- Introducing comprehensive academic and counseling programs to students.
- Practice of students centered culture to encourage the personal, career and intellectual development of students.
- Identifying and implement new career and technical education programs of study
- Expand project based and other career- focused learning experiences for students.

## Measure of Success

- Enrollment, retention, graduation, transfer rates
- Record of students admission, pass out students
- Survey reports of students satisfaction
- Service like library facilities, internet facilities used by students

## Action Plan

Year	Activities
2016/2017	<ul style="list-style-type: none"><li>• Establish baseline levels of retention, graduation, transfer service utilization.</li><li>• Develop comprehensive enrollment plan to cover retention, recruitment and marketing based on regional population data.</li></ul>
2018-2019	<ul style="list-style-type: none"><li>• establish and expand the web based information system and registration procedure</li><li>• increase the level of co-ordination with other educational institute</li><li>• improve the counseling programs to the students for their personal development and academic development</li><li>• evaluation of action plan and make improvements continuously</li></ul>

## Procedures

- Program in charge will have to follow the strategic plan.
- Program in charge will prepare action plan for every year.
- PC will submit the progress report to assessment committee in every 3 months.
- PC will organize the meeting in every 3 months to discuss issues relating to further development.

## Reference Documents

- Strategic plan for 2016-2021
- Action plan for student enrollment and support

- Progress report
- Meeting register

#### **12.4.5 Strategy Priority V:**

Skill development of administration and Human Resources

#### **Mission**

Shaheed Smarak College will promote the activities for skill development of administration and human resources in order to maintain the quality requirement for college.

#### **Objectives**

- Administration will be empowered to make all the operating decisions.
- Facilities and access for skill development of faculty and other staffs will be provided.
- Financial support and scholarship program will be conducted for further study, research and other activities.
- Promote and create the environment so that junior members can learn from senior's experience.
- Adequate no. of faculty and staffs will be recruited to meet the correct teacher student ratio.
- Operating training seminar and workshops on contemporary issues related to education for teachers, administrative staffs .

#### **Measures of Success**

- Records of written decision of skill development programs.
- Participation of Human Resources in skill development programs.
- Survey of Human Resources, needs and satisfaction.
- Number of Human Resources, teacher student ration, class size.

#### **Action Plan**

Year	Activities
2016/2017	<ul style="list-style-type: none"> <li>• determine the programs of skill development</li> <li>• effective communication to faculty and staffs to participate in selected program</li> </ul>
2017-2021	<ul style="list-style-type: none"> <li>• establish a forum of faculty to exchange the information and experience</li> <li>• manage information on full range of development opportunities for faculty administration and staffs</li> <li>• support programs for further study, research work and trainings</li> </ul>

## **Procedures**

- Vice principal will follow the strategic plan.
- Vice principal is responsible to prepare action plan to implement the skill development programs.
- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.

## **Reference Documents**

- Strategic plan of college for 2016-2021
- Action plan of skill development of Human resource
- Progress report
- Meeting register.

### **12.4.6 Strategic priority VI :**

#### **Value add Program**

#### **Mission**

Shaheed smarak college will maintain and improve the education by constructing lab (science,computer,HM),expanding and upgrading library by creating e-library equipped with IT access,installation of high quality IT system (Account,administration and examination), establishment of solar power plant ,organize and extend extra curriculars activities.

#### **Objectives:**

- Expanding and upgrading library and creation of e-library equipped with IT access.
- Develop and extend computerlab,science lab as per need of B.C.A ,B.Sc and other science and technical programs.
- Organize and extend extra- curricular activitie
- Installation of high quality software program in account system, library, and examination board

- Establish of solar power plant.
- Furnishing the building with furniture and flooring

**Measures of success**

- Documentation and records as per procedure of library
- Documentation and records of IT system as per procedures of computer department.
- Documentation and records of lab as per procedures of science department.
- Documentation and records of extra-curricular activities as per procedures of HOD of extra activities.

**Action Plan**

Year	Activities
2016/2021	<ul style="list-style-type: none"> <li>• Increase books by 5% per year,internet system in 13 computers,plenty of reference books and journal for students and teachers as per procedures.</li> <li>• Extension of computers and computer lab</li> <li>• Extension of science lab as per need of science programs</li> <li>• Staffing trained lab boys.</li> </ul>
2016-2021	<ul style="list-style-type: none"> <li>• establish a forum of extra-curricular activities to plan and organize programs</li> <li>• Install a solar plant</li> </ul>

**Procedures**

- Vice principal will follow the strategic plan.
- Vice principal is responsible to prepare action plan to implement the value add programs.
- Vice principal will submit the progress report to assessment committee in every three months.
- VP will organize meetings in every three months with concerned faculty and staffs.

**Reference Documents**

- Strategic plan of college for 2016-2021
- Action plan of value add program.
- Progress report
- Meeting register.

### Five Yearly action plans with detail cost and financial activities

Action Plan	Cost (NRs.)	Financing	Schedule & Responsibility
<b>1. Introducing New Educational Program as per strategic priority one</b>			
Cost as per estimation for B.I.M	10,00,000.0	UGC grants and college as per MOU	As per plans and procedure
Cost as per estimation for BBA	10,00,000.0		
Cost as per estimation for BHM	15,00,000.0		
Cost as per estimation for B.Sc.	15,00,000.0		
Cost as per estimation for BCA	10,00,000.0		
Procedures	150000.0		
<b>2. Infrastructure Development as per strategic priority two</b>			
Estimation and consultancy for scheme of building, furnitures, hall, tiling, toilet and parking shed	1,50,000.0	Do	Do
Publicity of notice board for qualified construction company	2,00,000.0		
Construction of building, furnitures, hall, tiling, parking shed toilet as per estimation	50,00,000.0		
Drinking water	5,00,000.0		
Preparation for the program	15,00,00.0		
Construction of Basketball Court	6,00,000.0		
Gardening	5,00,000.0		
<b>3. Quality Management as per strategic priority three</b>			
Planning and orientation	50,000.0	Do	Do
Educational Materials	22,00,000.0		
Training	3,00,000.0		
Scholarship, Prize and Awards	15,00,000.0		
Educational Visit	5,00,000.0		
Internet/Email	5,00,000.0		
Books	7,00,000.0		
Procedures	5,00,000.0		
<b>4. Student Enrollment and Support as per strategic priority four</b>			
Advertising	5,00,000.0	Do	Do
Counseling	2,00,000.0		
Improvement of Library (e-library)	15,00,000.0		
Improvement of Learning Environment	5,00,000.0		
Student center program	2,00,000.0		
Relation with other institutions	3,00,000.0		
Website	2,00,000.0		
Guardian Interaction Program	6,00,000.0		
Curricular Activities and Co-Curricular Activities	5,00,000.0		
Procedures	50,000.0		

Action Plan	Cost (NRs.)	Financing	Schedule & Responsibility
<b>5. Skill Development of Administration and Human Resources as strategic priority five</b>			
Scholarship and financial support for human resource	25,00,000.0		Do
Seminar and workshops	8,00,000.0		
Baseline survey	5,00,000.0		
Improvement of Accounting System and Administration	10,00,000.0		
Facilities and maintenance for classroom	7,00,000.0		
Publication	2,00,000.0		
Procedures	40,000.0		
<b>6. Value add program as strategic priority six</b>			
Establish solar plant	7,00,000.0	Do	Do
Installation of high quality software program	5,00,000.0		
Organize extra-curricular activities	7,00,000.0		
Extend the library with books, journals Furnitures and internet	12,00,000.0		
Develop and extend lab (science, computer, HM) procedures	15,00,000.0		
	50,000.0		

**Annual Work Plan and Budget of the Current Fiscal year (2075/076).**

SN	Planned Activities	Duration		Budget Allocation	Responsible Unit / Person	Remarks (approved by CMC - 'Yes' and if not - 'No')
		Expected Starting Date	Expected Completion Date			
1	New program	2075/05/22	2076/01/08	1500,000	VP	Yes
2	Construction of truss	2075/06/20	2075/11/10	200,000	VP	Yes
3	Construction of meeting hall and furnishing	2075/07/29	2075/12/30	1500,000	VP	Yes
4	Color washing	2075/06/04	2075/09/15	20,00,000	VP	Yes
5	Parking shed	2075/06/03	2075/08/20	500,000	VP	Yes
6	Mozaik Flooring	2075/06/03	2075/08/20	500,000	VP	Yes
7	Training	2075/06/20	2075/08/09	200,000	VP	Yes
8	Maintenance	2075/04/20	2076/03/20	100,000	VP	Yes
9	Books	2075/05/10	2075/09/22	200,000	VP	Yes
11	Guardian Interaction	2075/05/26	2075/11/20	50,000	VP	Yes
12	Scholarship	2075/04/23	2075/12/20	500,000	VP	Yes

## Estimated budget 2075/076

Income Details	Fy 074/75 Actual	Fy 075/76 Estimated	Expenditures Details	Fy 074/75 Actual	Fy 075/76 Estimated
JanataBank 043002019318901	4,26,440.00	5,07,543.00	Salary	1,15,00,977.00	1,20,00,000.00
NepalBank 24/11/8075	7,705.50	7,705.50	upadan	25,000.00	50,000.00
NepalBank 024010005397831	20,822.00	21,000.00	wages	18,540.00	20,000.00
NepalBank 24/11/1578	7,498.86	7,498.86	Allowance	1,52,950.00	1,70,000.00
NepalBank 085001011	80,210.00	90,876.60	Ta/Da	37,000.00	40,000.00
NepalBank (Fixed)	6,50,000.00	6,50,000.00	Print and others	77,175.00	80,975.00
Pravu Bank	55,517.86	70,543.00	Telephone and internet	8,737.00	10,980.00
Rastriya Banijya Bank	1,47,346.00	1,87,654.00	News Magazine	-	20,000.00
Petty Cash Fund	20,000.00	20,000.00	Maintenance	1,80,216.00	2,00,000.00
cash	3,743.96	40,000.00	Reception	11,205.00	15,790.00
Admission Fee	38,60,200.00	35,00,000.00	Audit	20,000.00	25,000.00
Monthly Fee	89,99,100.00	85,98,765.00	Electricity	52,674.00	55,786.00
Library Fee	1,500.00	2,000.00	Fuel	3,67,219.00	3,90,057.00
Admission Form	1,18,500.00	1,09,765.00	Sanitation	15,300.00	18,500.00
Resitration Fee	1,84,900.00	1,80,500.00	Vehicle Maintenance	1,89,178.00	1,98,679.00
Exam Fee	10,89,600.00	10,09,765.00	Bank Commision	950.00	1,000.00
character certificate Fee	1,12,000.00	1,10,000.00	Treatments	28,111.00	30,000.00
Late Fee	23,550.00	25,000.00	Transpotation	11,300.00	14,980.00
Identity card Fee	31,100.00	30,000.00	Affiliation	2,02,500.00	30,00,000.00
Redcross Fee	35,450.00	33,879.00	Travel and Tour	83,285.00	98,765.00
Tie T-Shirt	2,47,450.00	2,40,000.00	stationery	14,750.00	17,890.00
Exam Center income	1,21,365.00	1,25,675.00	Insurance	87,290.00	90,235.00
Interest	48,565.00	50,000.00	Vehicle Tax	12,060.00	15,890.00
Land	22,600.00	22,600.00	Miscelaneous	4,896.00	5,677.00
Donation	9,33,017.00	7,00,000.00	Internal Exam	43,191.00	49,870.00
TV income	67,000.00	20,000.00	Exam fee	7,92,355.00	8,10,576.00
Trasportation Fee	9,87,500.00	11,00,000.00	Registration	1,49,800.00	1,55,600.00
UGC	18,62,576.00	25,00,000.00	HM Materials	41,070.00	50,780.00
			Practical	1,07,855.00	1,10,986.00
			Teaching Practice	1,650.00	2,000.00
			TU service Fee	55,250.00	50,990.00
			Exam center	1,21,265.00	1,25,675.00
			Annual Day	38,315.00	40,789.00
			Educational Tour	73,375.00	80,990.00
			Sport	18,750.00	20,890.00
			Scholarship	3,87,820.00	3,90,880.00
			Donation	3,63,925.00	3,70,980.00
			Books	14,492.00	50,750.00
			Furnitures	14,68,774.00	2,00,000.00
			Genetor	9,27,730.00	-
			Electrical Work	24,147.00	30,789.00