

## **ACCOUNTS SECTION**

### **FUNCTION:**

It is an important section of the college. It deals with the accounts matter of the college. It maintains DCR, collects different fees and deposits the collection in Bank Accounts. It handles matters related to Income Tax and file of Income Tax Quarters. It deals with the generation of salary bills, and deposit to the same to the District Treasury. It deals with the matters related to Increment, arrear, LPC, withdrawal of GPF loans and Government House Building loans etc. It deals with the Government Audit and AG Audit. It maintains different accounts of the college. It provides different advances to the employees with the approval of the principal. It keeps records of different Utilization of advances.

### **STAFF:**

**DR. DHRUBA CHARAN SETHY: ACCOUNTS BURSAR**

**SRI PRAMODA KUMAR MAHAPATRA: ASSISTANT ACCOUNTS BURSAR**

**SRI MANOJ KUMAR PATI: CLERK**

**SRI PRABIR RANJAN SETHY: CLERK**

**ABDUL QUYAM: PEON**