

# **1. Background**

## **1.1 Lumbini Banijya Campus: A General Background**

Located at the mid swathes of the country, Butwal Sub- metropolitan city has been emerging as one of the sophisticated cities of Nepal in terms of infrastructure, trade, finance, education and many more. Butwal, being the largest city of Province No. 5 and situating at mid-point of Siddhartha and Mahendra Highway, has become a hub city due to its location advantage. Realizing the need of adept skilled human resources in the arena of businesses, corporate world, government and non-government sectors, Lumbini Banijya Campus (hereafter called LBC) was formally established in 1982 (AD). Butwal Sub-metropolitan, Butwal Chamber of Commerce and Industries (BUCCI), different educationalists and social workers played a pivotal role in the establishment of the campus with an objective of further development in the field of management education.

The political revolution in 1980 (AD) and its effects in the field of education inspired the sensible people to establish a campus to start management education institution in Butwal. The constituent campuses of Tribhuvan University (TU) were facing the problem of overcrowding since 1981 (AD) and to manage this TU releases a policy of affiliation to public and private sector colleges.

In retrospect, LBC started PCL classes with 136 students, five part time teachers, one office assistant and a peon in Kanti Secondary School since 1981 (AD). The application submitted for affiliation by LBC in 1981 was approved from the academic session of 1982. So, the students who were admitted in the session of 1981 got appeared in the examination as private students.

Similarly, in 19 February 1982, LBC was formally inaugurated by contemporary Vice President of National Planning Commission, Dr. Mohan Man Saiju in the building of Butwal Municipality ward No. 3 to conduct PCL classes in morning shift. Security amount of Rs. 80,000 (rupee eighty thousand) in TU was borrowed from Butwal Municipality. To cover all expenses apart from students' fee, 0.15 percent tax was collected from all the goods carried in Butwal in agreement with Butwal Municipality and Butwal Chamber of Commerce and Industries. It continued until its new building was constructed at Butwal Municipality, Devinagar in 1983. Later Navin Industrial Primary School provided 2-5-0 area of land and the same area of public land were added, and then B.Com Classes commenced by 1986. In the beginning, there were only 42 students in B.Com. First Year. Later, PCL level started in the day shift too. According to the demand of time, Computer Classes were started in 1994 as additional subject.

LBC got approval from TU to conduct MBS classes in 2001 phasing out the PCL classes. BBS and MBS classes of TU are properly running facing all ups and downs in rapid speed. As being one of the pioneer institutions in imparting management education in western part of Nepal, LBC started Bachelor of Business Management (BBM) class from 2014, as semester system class. LBC is able to generate top class performance in BBM semester

exams. In almost the entire university level semester exam, it has dominated the university top level position, being topper in most of the semester exams. Masters in Business Administration (MBA) since 2017 A.D. and Bachelor of Business Administration in Finance and Accounting (BBA-FA) since September, 2019 from Tribhuvan University (TU). Furthermore, the Campus has also got approval to run autonomous programs BBM-Applied, BMS and MBS-F. Apart from this, LBC is preparing itself for Deemed to be University.

## **1.2 Recognition of LBC's Academic Excellence**

LBC is one of the leading institutions among the nation's community colleges in Nepal. Numerous awards and honors received so far are our evidences. We are especially proud of our selection by the University Grant Commission (UGC) as one of the nine community campuses first selected for accreditation. On April 12, 2012, LBC got its accreditation from UGC Nepal. Due to the untiring and unflagging endeavours of teaching and non-teaching staffs, LBC has got reaccredited by UGC and has also received an accolade of the "**Best Community Campus -2075**" award by the hands of the Prime Minister KP Sharma Oli on the auspicious occasion of National Education Day-2075.

## **1.3 Our Motto**

Quality Education for Quality Manpower

## **1.4 Our Vision**

Our Vision is to make Lumbini Baniya Campus a renowned community based college with exceptional and outstanding educational opportunities for students. It will be a student oriented college concentrating on research activities to develop academic community. The ultimate vision of the college will be to develop as Deemed University.

## **1.5 Our Mission**

The mission of the college is to acquire and develop dedicated, laborious, qualified and socially renowned faculties for delivering quality education to the students. We will advance the intellectual and social condition of the people of the community and country through the quality program of teaching, research and services.

## **1.6 Quality Policy**

Our objective is to provide Quality Education to the students according to the demand of society that enables the students to develop problem solving, leadership and team work skills along with value of commitment to quality, ethical behavior, society and respect for one another.

### **1.7 Quality Initiatives of IQAC**

- Mentorship
- Result analysis
- Assist in Strategic Planning
- Events Scheduling
- Publications and paper presentation
- Delegating faculty members for seminar and workshop
- Organizing guest lecturers
- Student counseling
- Interdepartmental interaction
- Organization of discussions, workshops, seminars, training programs
- Organization of teachers training programs
- Self-appraisal
- Performance appraisal
- Peer appraisal
- Initiating department for best practice
- Student feedback system and analysis
- Placement and internship
- Introduction of value added courses
- Establishment of Research and Development cell
- Developing national/international linkages

## 2. Academic Progress

### 2.1. Enrollment Trend Analysis

#### Bachelor Level, Year 2073 (B.S)

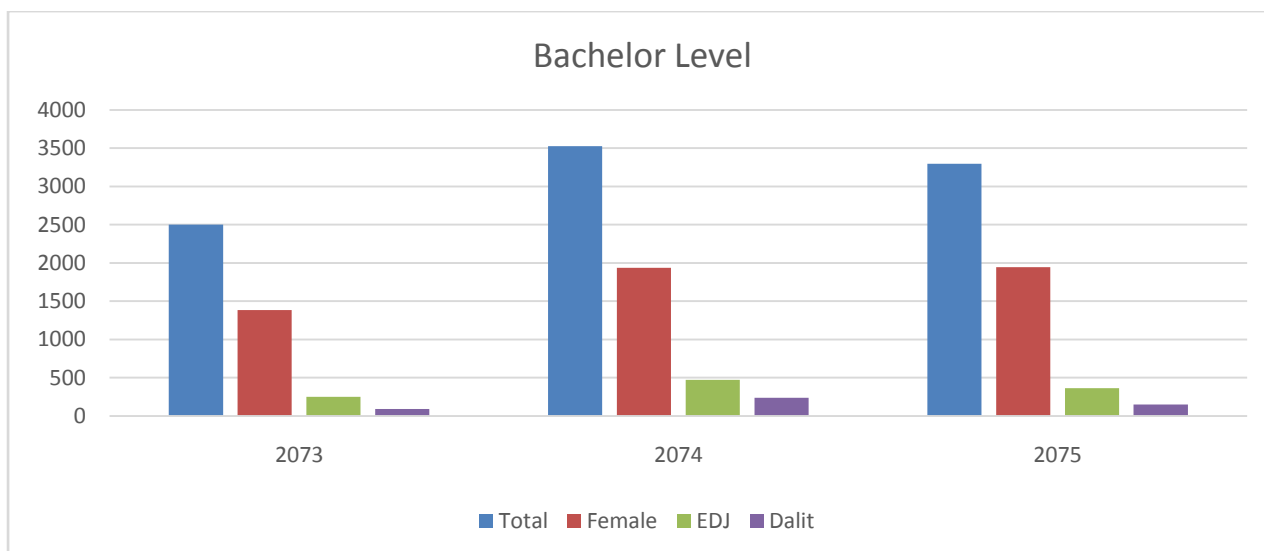
| <i>Level</i>                       | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup></i>          | 957          | 473           | 101        | 40           |
| <i>BBS 2<sup>nd</sup></i>          | 571          | 331           | 51         | 15           |
| <i>BBS 3<sup>rd</sup></i>          | 403          | 230           | 36         | 18           |
| <i>BBS 4<sup>th</sup></i>          | 371          | 230           | 36         | 18           |
| <i>BBM 1<sup>st</sup></i>          | 68           | 44            | 6          | 1            |
| <i>BBM 3rd Semester</i>            | 52           | 31            | 8          | 0            |
| <i>BBM 5<sup>th</sup> Semester</i> | 78           | 47            | 12         | 0            |
| <i>Total</i>                       | 2500         | 1386          | 250        | 92           |

#### Bachelor Level, Year 2074 (B.S)

| <i>Level</i>                       | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup></i>          | 822          | 466           | 109        | 53           |
| <i>BBS 2<sup>nd</sup></i>          | 1011         | 535           | 117        | 63           |
| <i>BBS 3<sup>rd</sup></i>          | 850          | 440           | 174        | 94           |
| <i>BBS 4<sup>th</sup></i>          | 587          | 334           | 48         | 28           |
| <i>BBM 1<sup>st</sup></i>          | 81           | 57            | 16         | 0            |
| <i>BBM 3rd Semester</i>            | 67           | 35            | 1          | 0            |
| <i>BBM 5<sup>th</sup> Semester</i> | 60           | 39            | 8          | 0            |
| <i>BBM 7<sup>th</sup> Semester</i> | 51           | 32            | 1          | 0            |
| <i>Total</i>                       | 3529         | 1938          | 474        | 238          |

#### Bachelor Level, Year 2075 (B.S)

| <i>Level</i>                       | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup></i>          | 930          | 520           | 81         | 46           |
| <i>BBS 2<sup>nd</sup></i>          | 865          | 506           | 92         | 48           |
| <i>BBS 3<sup>rd</sup></i>          | 712          | 425           | 81         | 35           |
| <i>BBS 4<sup>th</sup></i>          | 527          | 328           | 48         | 22           |
| <i>BBM 1<sup>st</sup></i>          | 88           | 61            | 19         | 0            |
| <i>BBM 3rd Semester</i>            | 68           | 35            | 33         | 0            |
| <i>BBM 5<sup>th</sup> Semester</i> | 57           | 37            | 7          | 0            |
| <i>BBM 7<sup>th</sup> Semester</i> | 51           | 32            | 1          | 0            |
| <i>Total</i>                       | 3298         | 1944          | 362        | 151          |



The number of students' enrollment was high in 2074 in comparison to preceding and subsequent years. However, the number of girls is slightly high in 2075. The enrollment in female, EDJ and Dalit has been in increasing trends in 2074 and 2075 than in 2073 which indicates that the consciousness of importance of education is spreading slowly and gradually in community.

#### **Masters Level (MBS & MBA) - 2073**

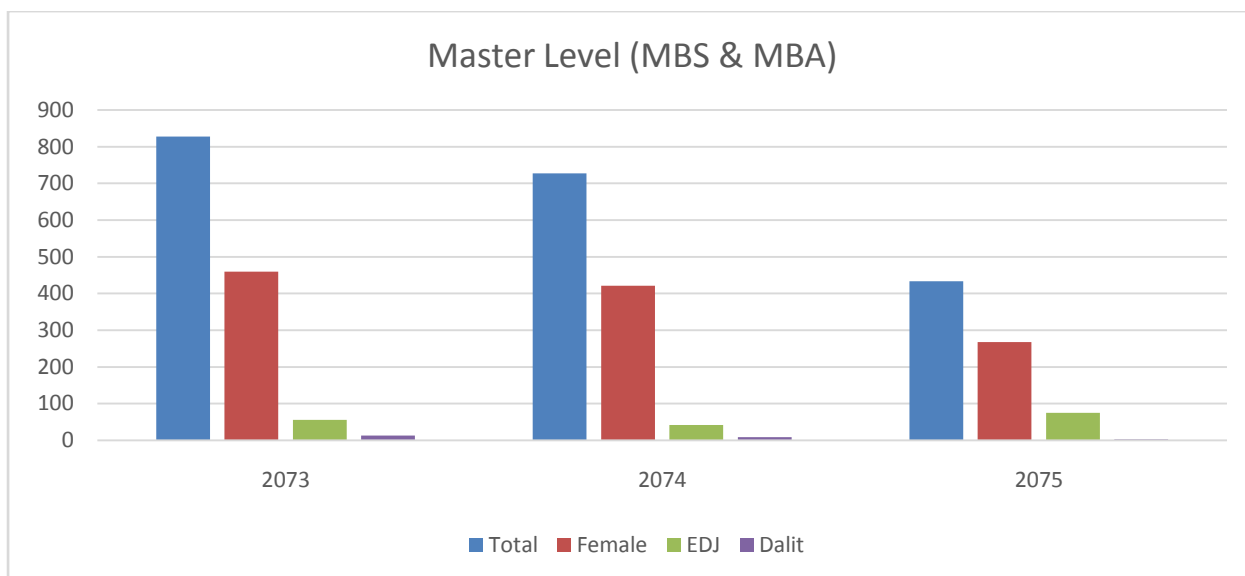
| <i>Level</i>                       | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1<sup>st</sup> Year</i>     | 525          | 290           | 30         | 7            |
| <i>MBS 2<sup>nd</sup> Year</i>     | 268          | 151           | 22         | 6            |
| <i>MBA 1<sup>st</sup> Semester</i> | 35           | 19            | 4          | 0            |
| <i>Total</i>                       | 828          | 460           | 56         | 13           |

#### **Masters Level (MBS & MBA) - 2074**

| <i>Level</i>                       | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1<sup>st</sup> Semester</i> | 167          | 106           | 11         | 2            |
| <i>MBS 2<sup>nd</sup> Year</i>     | 525          | 290           | 30         | 7            |
| <i>MBA 1<sup>st</sup> Semester</i> | 35           | 25            | 1          | 0            |
| <i>Total</i>                       | 727          | 421           | 42         | 9            |

#### **Masters Level (MBS & MBA) - 2075**

| <i>Level</i>                          | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|---------------------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1<sup>st</sup> Semester</i>    | 225          | 129           | 49         | 1            |
| <i>MBS 3<sup>rd</sup> Semester</i>    | 138          | 94            | 25         | 1            |
| <i>MBA-BF 1<sup>st</sup> Semester</i> | 35           | 25            | 0          | 0            |
| <i>MBA-BF 3<sup>rd</sup> Semester</i> | 35           | 20            | 1          | 1            |
| <i>Total</i>                          | 433          | 268           | 75         | 3            |



Enrollment of MBS level students has been decreasing in later years. It's because of low pass percentage rate in bachelor level and the flow of students for abroad study. Likewise, the number of female and EDJ enrollees in MBS level has slightly gone down even in 2075 in comparison to preceding years. However, the presence of EDJ students has increased in 2075 in which no. of Dalit students is almost unseen in the chart. In MBA program, the number of students has remained constant due to limited seats available and the structured selection process of the applicants.

## 1.2 Exam Appear Analysis

### Exam Appear List 2073 BBS

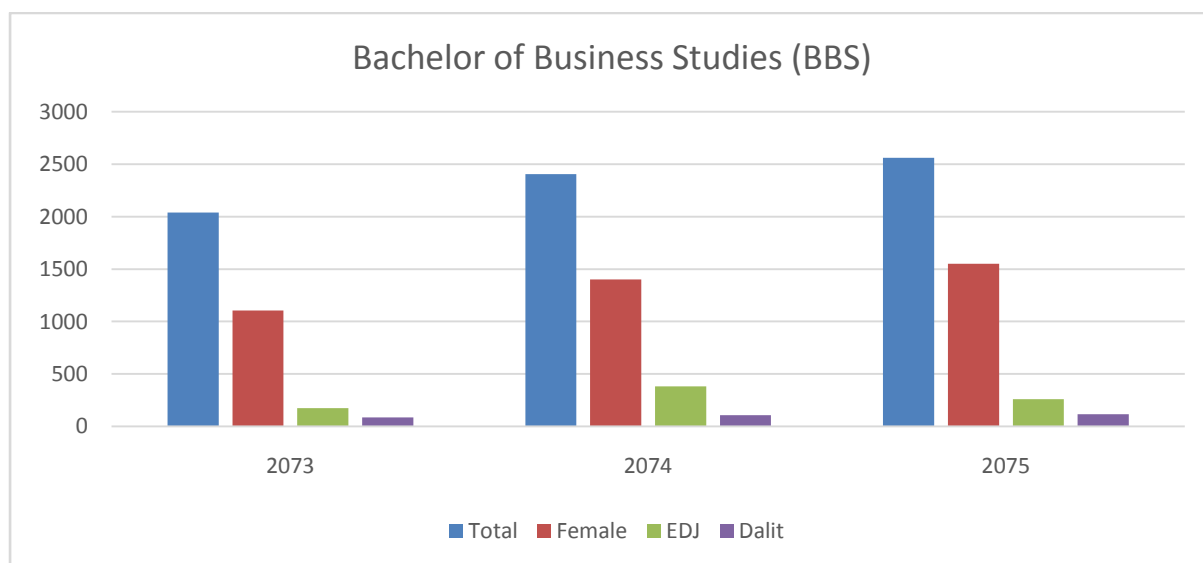
| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup> Year</i> | 693          | 368           | 60         | 33           |
| <i>BBS 2<sup>nd</sup> Year</i> | 571          | 303           | 48         | 21           |
| <i>BBS 3<sup>rd</sup> Year</i> | 403          | 225           | 38         | 19           |
| <i>BBS 4<sup>th</sup> Year</i> | 371          | 209           | 28         | 12           |
| <i>Total</i>                   | 2038         | 1105          | 174        | 85           |

### Exam Appear List 2074 BBS

| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup> Year</i> | 850          | 521           | 107        | 55           |
| <i>BBS 2<sup>nd</sup> Year</i> | 589          | 351           | 51         | 28           |
| <i>BBS 3<sup>rd</sup> Year</i> | 508          | 306           | 37         | 14           |
| <i>BBS 4<sup>th</sup> Year</i> | 457          | 222           | 30         | 10           |
| <i>Total</i>                   | 2404         | 1400          | 383        | 107          |

### Exam Appear List 2075 BBS

| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup> Year</i> | 865          | 506           | 92         | 48           |
| <i>BBS 2<sup>nd</sup> Year</i> | 712          | 425           | 81         | 35           |
| <i>BBS 3<sup>rd</sup> Year</i> | 527          | 328           | 48         | 22           |
| <i>BBS 4<sup>th</sup> Year</i> | 457          | 291           | 37         | 11           |
| <i>Total</i>                   | 2561         | 1550          | 258        | 116          |



The figures in the above chart show that the number of students appearing in the final exam is high in 2075 than in the previous years. The students belonging to Female and Dalit have increased in 2075 than in 2073 and in 2074.

### Exam Appear List 2073 BBM

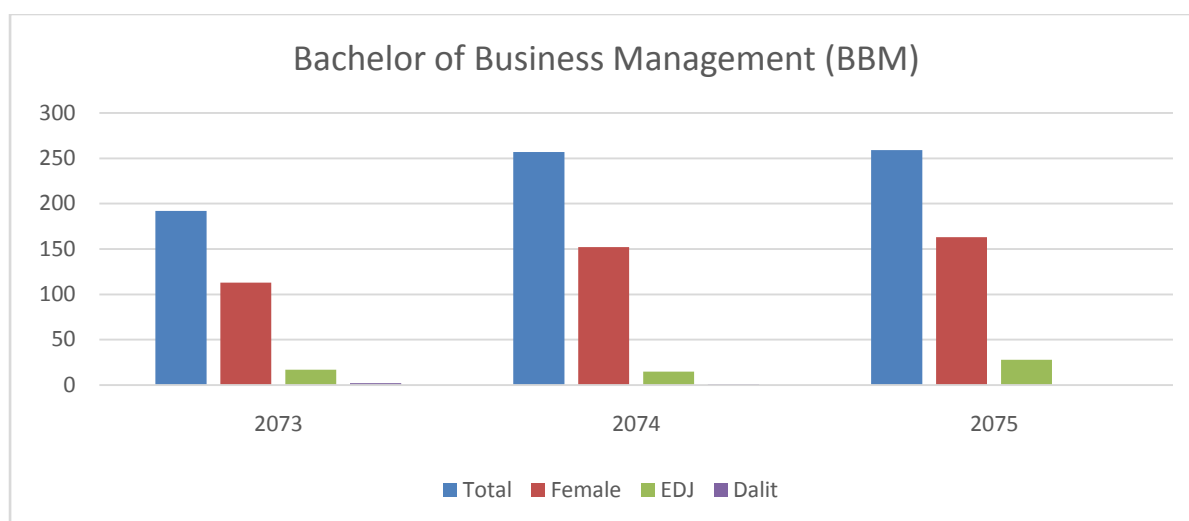
| <i>Semester</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>BBM 1<sup>st</sup> Semester</i> | 60           | 34            | 7          | 1            |
| <i>BBM 3<sup>rd</sup> Semester</i> | 80           | 49            | 6          | 1            |
| <i>BBM 5<sup>th</sup> Semester</i> | 52           | 30            | 4          | 0            |
| <i>Total</i>                       | 192          | 113           | 17         | 2            |

### Exam Appear List 2074 BBM

| <i>Semester</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>BBM 1<sup>st</sup> Semester</i> | 68           | 35            | 1          | 0            |
| <i>BBM 3<sup>rd</sup> Semester</i> | 60           | 39            | 8          | 0            |
| <i>BBM 5<sup>th</sup> Semester</i> | 51           | 32            | 1          | 0            |
| <i>BBM 7<sup>th</sup> Semester</i> | 78           | 46            | 5          | 1            |
| <i>Total</i>                       | 257          | 152           | 15         | 1            |

### Exam Appear List 2075 BBM

| <b>Semester</b>                    | <b>Total</b> | <b>Female</b> | <b>EDJ</b> | <b>Dalit</b> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>BBM 1<sup>st</sup> Semester</i> | 80           | 57            | 18         | 0            |
| <i>BBM 3<sup>rd</sup> Semester</i> | 68           | 35            | 1          | 0            |
| <i>BBM 5<sup>th</sup> Semester</i> | 60           | 39            | 8          | 0            |
| <i>BBM 7<sup>th</sup> Semester</i> | 51           | 32            | 1          | 0            |
| <i>Total</i>                       | 259          | 163           | 28         | 0            |



The number of students studying in BBM is fewer because of limited seats provided by TU. In 2073, the classes upto 5<sup>th</sup> semesters were run. However, in 2074, the program ran in full-fledged and the no of enrollees also went up. In 2075, the no. of female and Dalit has increased whereas no. of total students is like in the year 2074.

### Exam Appear List 2073 MBS

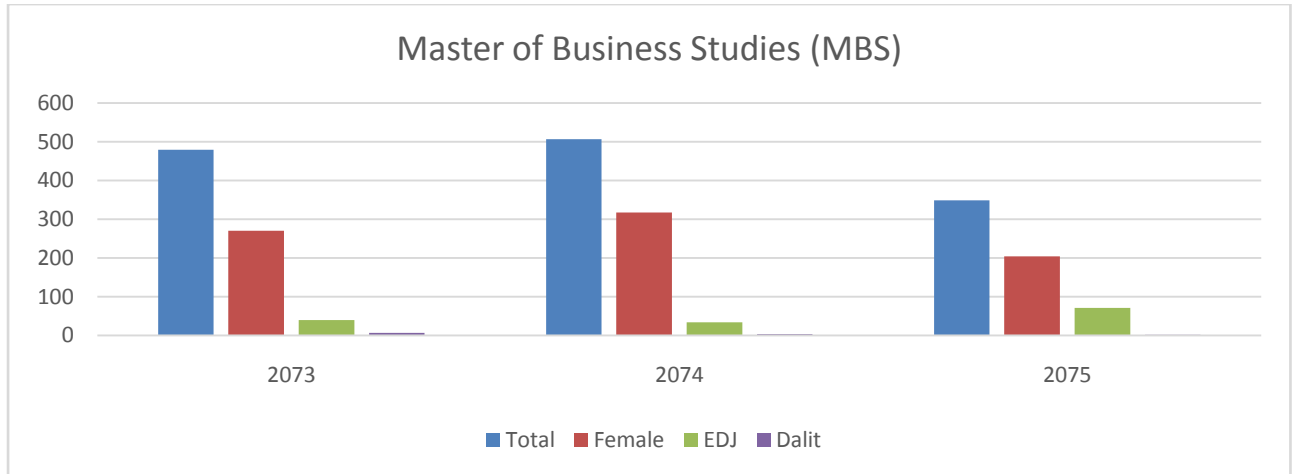
| <b>Year</b>                    | <b>Total</b> | <b>Female</b> | <b>EDJ</b> | <b>Dalit</b> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1<sup>st</sup> Year</i> | 341          | 190           | 29         | 5            |
| <i>MBS 2<sup>nd</sup> Year</i> | 138          | 80            | 11         | 2            |
| <i>Total</i>                   | 479          | 270           | 40         | 7            |

### Exam Appear List 2074 MBS

| <b>Semester/Year</b>               | <b>Total</b> | <b>Female</b> | <b>EDJ</b> | <b>Dalit</b> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1<sup>st</sup> Semester</i> | 155          | 103           | 11         | 2            |
| <i>MBS 2<sup>nd</sup> Year</i>     | 352          | 214           | 23         | 01           |
| <i>Total</i>                       | 507          | 317           | 34         | 3            |

### Exam Appear List 2075 MBS

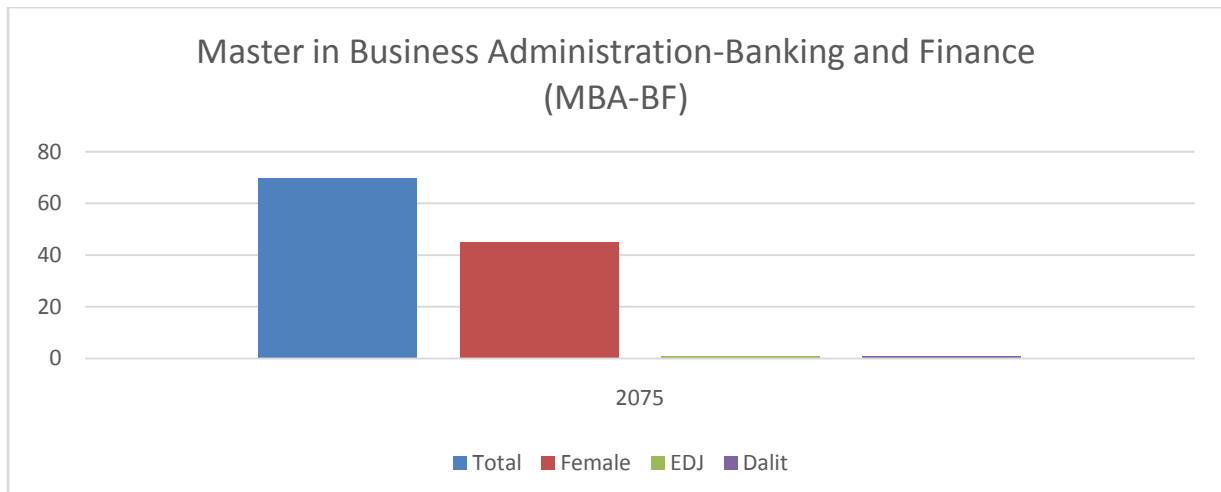
| <i>Semester/Year</i>               | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|------------------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1<sup>st</sup> Semester</i> | 211          | 110           | 46         | 1            |
| <i>MBS 2<sup>nd</sup> Semester</i> | 138          | 94            | 25         | 1            |
| <i>Total</i>                       | 349          | 204           | 71         | 2            |



The trend of attending examinations was high in 2074. The reason behind that was that MBS program was run in both annual and semester systems. But from 2075, MBS program totally converted into semester system. Therefore, the no. of examinees went down. However, the no. of EDJ is high in 2075 in comparison to previous years whereas Dalit students is almost invisible in 2074 and 2075.

### Exam Appear List 2075 MBA-BF

| <i>Semester</i>                       | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|---------------------------------------|--------------|---------------|------------|--------------|
| <i>MBA-BF 1<sup>st</sup> Semester</i> | 35           | 25            | 0          | 0            |
| <i>MBA-BF 3<sup>rd</sup> Semester</i> | 35           | 20            | 1          | 1            |
| <i>Total</i>                          | 70           | 45            | 1          | 1            |



The number of students appearing in the final exams is cent percent in MBA-BF program. Due to the robust evaluation system of the campus, no students remained absent in the exam. Although, there is still unsatisfactory presence from EDJ and Dalit in the program.

### 1.3 Pass Rate Trend Analysis

#### Bachelor Level, Year 2073 (BBS)

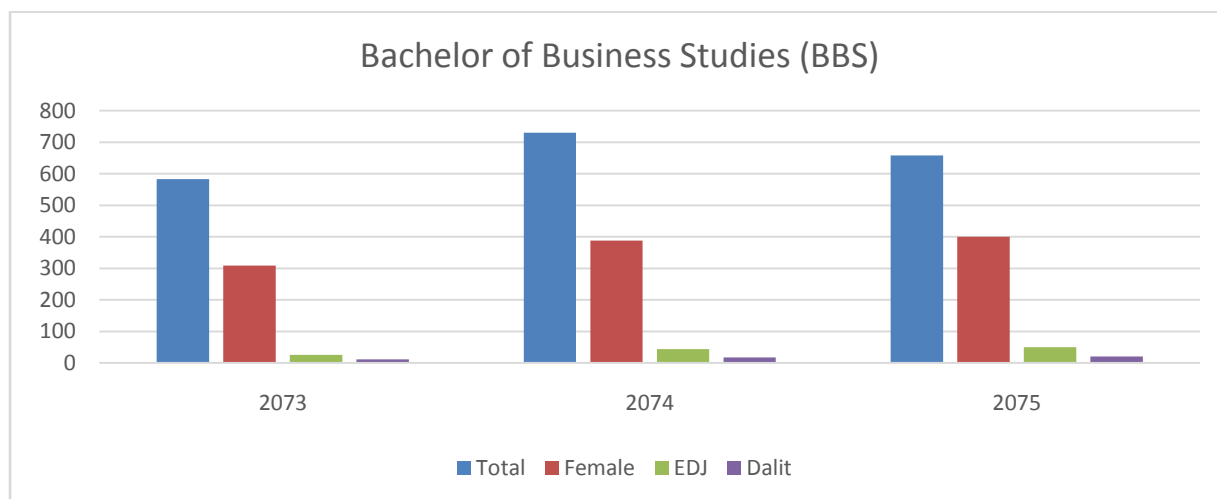
| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup> Year</i> | 182          | 72            | 12         | 04           |
| <i>BBS 2<sup>nd</sup> Year</i> | 225          | 132           | 09         | 04           |
| <i>BBS 3<sup>rd</sup> Year</i> | 176          | 105           | 04         | 03           |
| <i>Total</i>                   | 583          | 309           | 25         | 11           |

#### Bachelor Level, Year 2074 (BBS)

| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup> Year</i> | 182          | 72            | 12         | 04           |
| <i>BBS 2<sup>nd</sup> Year</i> | 225          | 132           | 09         | 04           |
| <i>BBS 3<sup>rd</sup> Year</i> | 124          | 75            | 07         | 03           |
| <i>BBS 4<sup>th</sup> Year</i> | 199          | 109           | 16         | 6            |
| <i>Total</i>                   | 730          | 388           | 44         | 17           |

#### Bachelor Level, Year 2075 (BBS)

| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>BBS 1<sup>st</sup> Year</i> | 130          | 76            | 6          | 7            |
| <i>BBS 2<sup>nd</sup> Year</i> | 167          | 96            | 20         | 5            |
| <i>BBS 3<sup>rd</sup> Year</i> | 122          | 73            | 8          | 4            |
| <i>BBS 4<sup>th</sup> Year</i> | 239          | 155           | 16         | 4            |
| <i>Total</i>                   | 658          | 400           | 50         | 20           |



The number of female and EDJ graduates has slightly increased in the year 2075. The highest number of pass students was in 2074 and lowest in 2073. In 2075, the number of each category has increased in comparison to 2073 B.S.

#### Bachelor Level, Year 2073 (BBM)

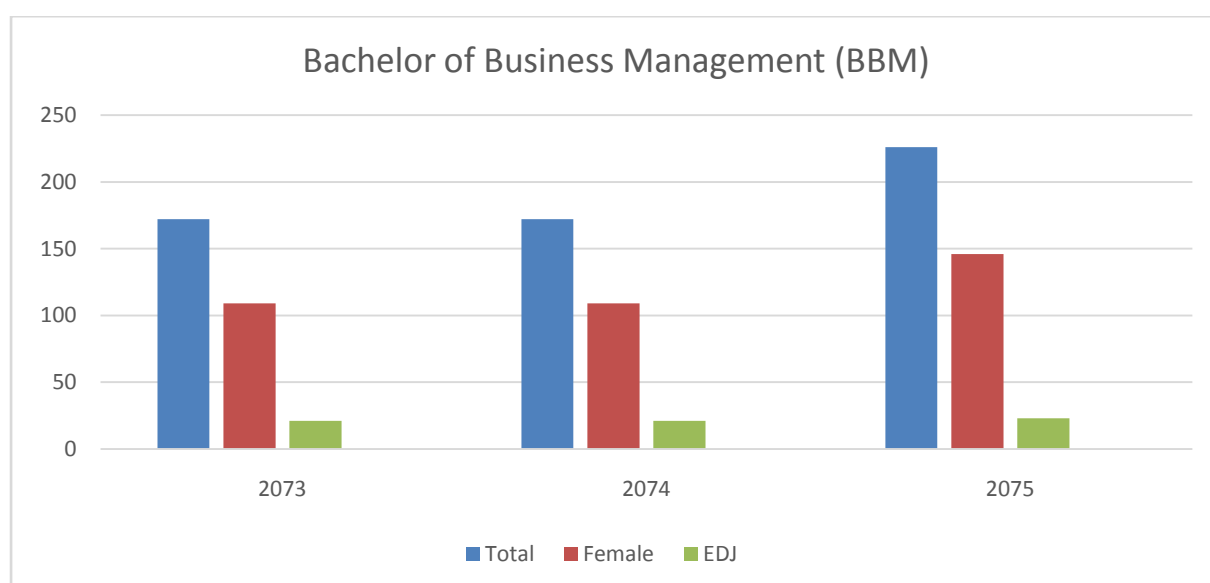
| <i>Semester</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> |
|------------------------------------|--------------|---------------|------------|
| <i>BBM 2<sup>nd</sup> Semester</i> | 45           | 32            | 06         |
| <i>BBM 4<sup>th</sup> Semester</i> | 78           | 46            | 07         |
| <i>BBM 6<sup>th</sup> Semester</i> | 49           | 31            | 08         |
| <i>Total</i>                       | 172          | 109           | 21         |

#### Bachelor Level, Year 2074 (BBM)

| <i>Semester</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> |
|------------------------------------|--------------|---------------|------------|
| <i>BBM 1<sup>st</sup> Semester</i> | 61           | 31            | 01         |
| <i>BBM 3<sup>rd</sup> Semester</i> | 54           | 37            | 08         |
| <i>BBM 5<sup>th</sup> Semester</i> | 45           | 28            | 01         |
| <i>BBM 7<sup>th</sup> Semester</i> | 78           | 46            | 5          |
| <i>Total</i>                       | 172          | 109           | 21         |

#### Bachelor Level, Year 2075 (BBM)

| <i>Semester</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> |
|------------------------------------|--------------|---------------|------------|
| <i>BBM 1<sup>st</sup> Semester</i> | 66           | 50            | 13         |
| <i>BBM 3<sup>rd</sup> Semester</i> | 61           | 31            | 1          |
| <i>BBM 5<sup>th</sup> Semester</i> | 54           | 37            | 8          |
| <i>BBM 7<sup>th</sup> Semester</i> | 45           | 28            | 1          |
| <i>Total</i>                       | 226          | 146           | 23         |



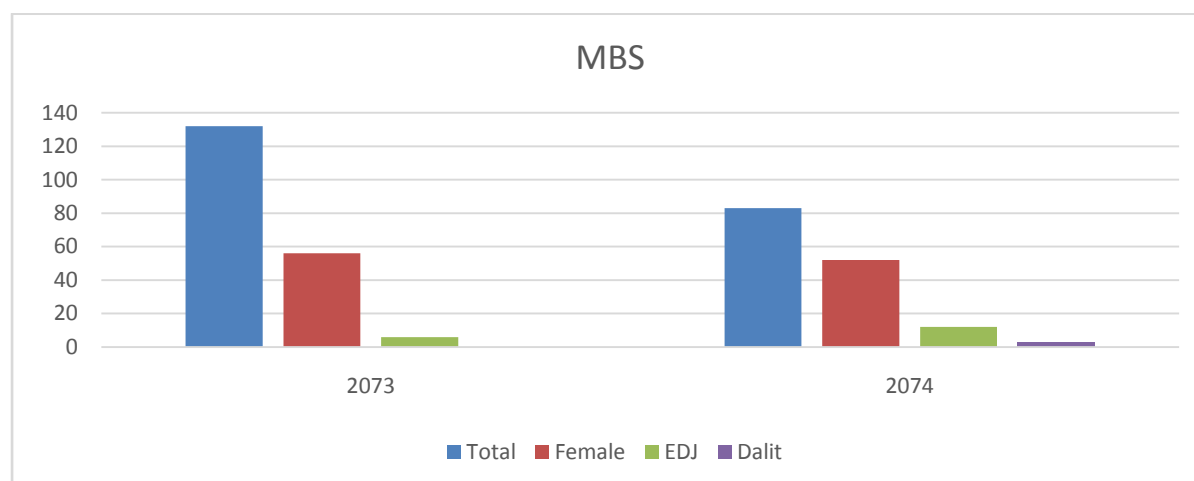
The pass rate of students in BBM program is excellent. Regularity in the class, sincerity in the study, participation in co-curricular activities has pushed the pass rate up in BBM. The proportion of EDJ students has increased more in 2075 than in previous two years.

#### Masters Level (MBS) - 2073 (Annual)

| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> |
|--------------------------------|--------------|---------------|------------|
| <i>MBS 1<sup>st</sup> Year</i> | 55           | 23            | 4          |
| <i>MBS 2<sup>nd</sup> Year</i> | 77           | 33            | 02         |
| <i>Total</i>                   | 132          | 56            | 6          |

#### Masters Level (MBS) - 2074 (Annual)

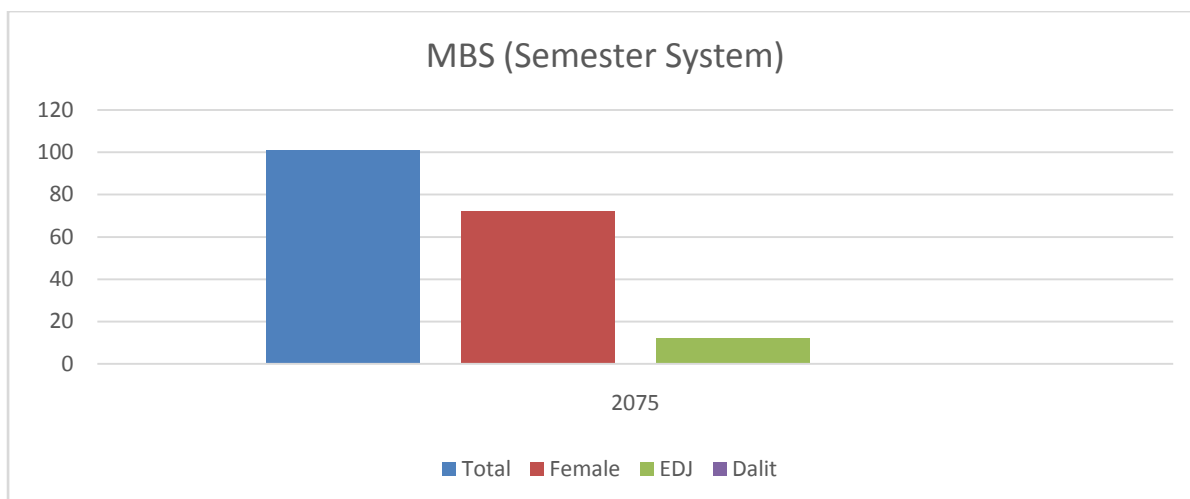
| <i>Year</i>                    | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|--------------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1<sup>st</sup> Year</i> | 65           | 41            | 9          | 2            |
| <i>MBS 2<sup>nd</sup> Year</i> | 18           | 11            | 3          | 1            |
| <i>Total</i>                   | 83           | 52            | 12         | 3            |



The pass rate of students in MBS is in fluctuation. However, while the proportion of female students was slightly low in 2074, the number of EDJ increased. The pass number of Dalit students also increased in 2074 which was almost absent in the previous year.

#### Masters Level (MBS) - 2075 (Semester)

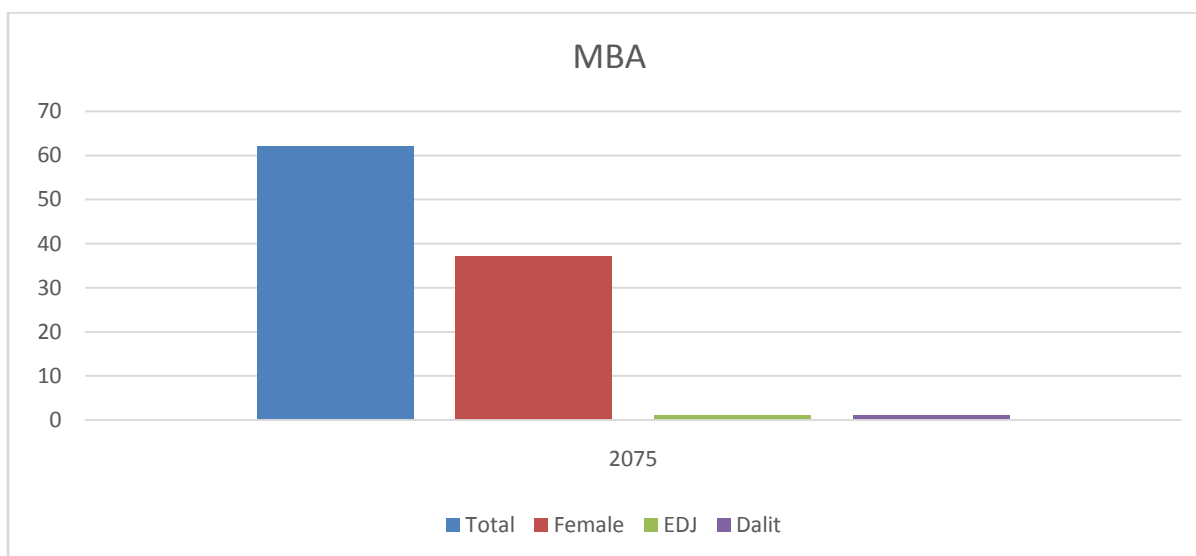
| <i>Semester</i>         | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|-------------------------|--------------|---------------|------------|--------------|
| <i>MBS 1st Semester</i> | 101          | 72            | 12         | 0            |
| <i>Total</i>            | 101          | 72            | 12         | 0            |



Out of 101 students, 72 female students completed their 1<sup>st</sup> semester whereas 12 were EDJ. Due to the students' unfamiliarity with the semester system, it takes them a lot of time for their adaptability

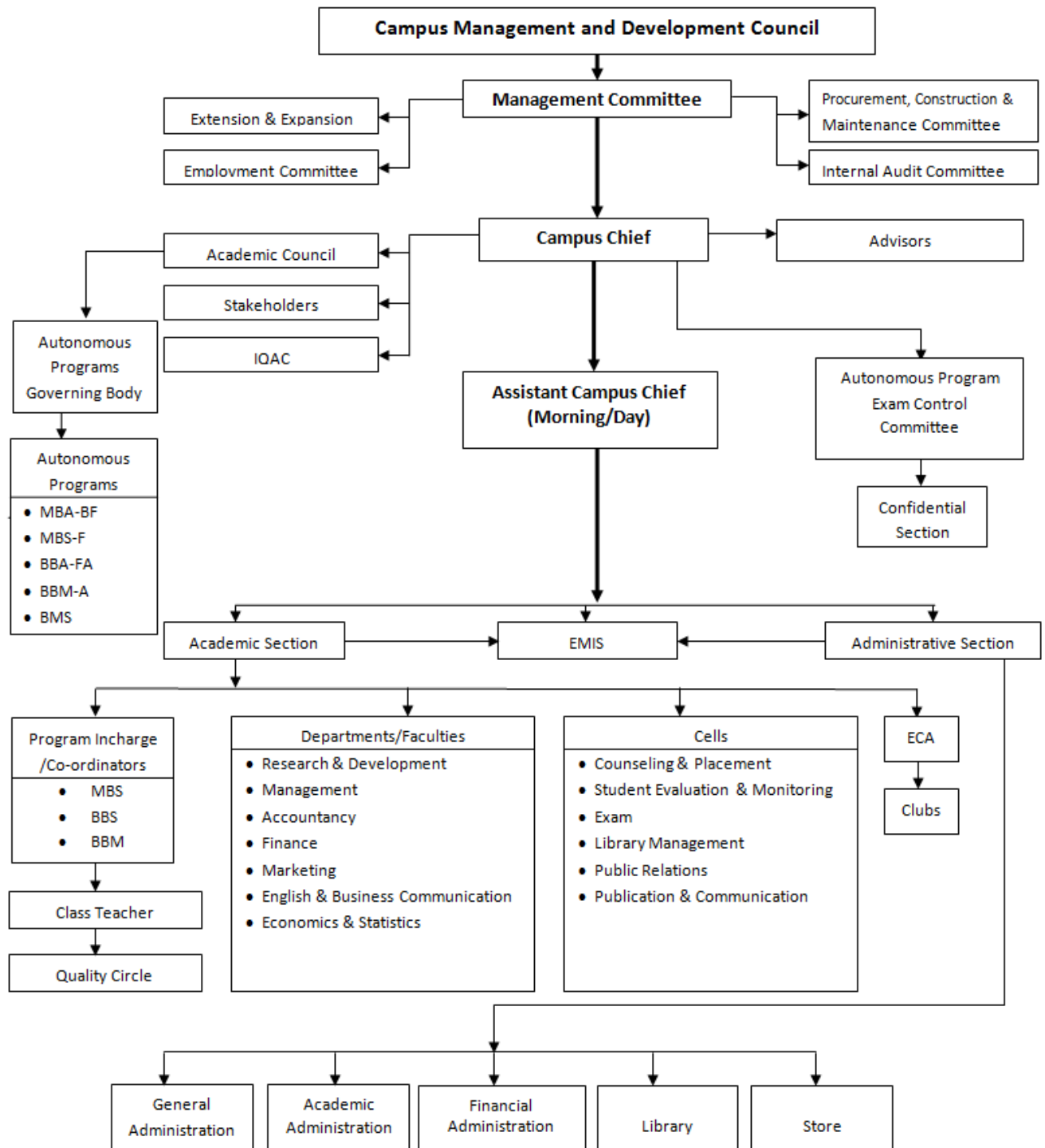
#### **Masters Level, Year 2075 MBA**

| <i>Semester</i>                       | <i>Total</i> | <i>Female</i> | <i>EDJ</i> | <i>Dalit</i> |
|---------------------------------------|--------------|---------------|------------|--------------|
| <i>MBA-BF 1<sup>st</sup> Semester</i> | 29           | 19            | 0          | 0            |
| <i>MBA-BF 3<sup>rd</sup> Semester</i> | 33           | 20            | 1          | 1            |
| <i>Total</i>                          | 62           | 39            | 1          | 1            |



The pass-out number of female students in each semester is more than fifty percent in MBA program. The presence of EDJ and Dalit students is only one in 3<sup>rd</sup> semester which is naught in the first semester.

## 2.4 Structure of the Campus



## 2.5 Wings of the Campus

### Campus Management and Development Council

| S. N. | Name                                                                    | Designation             |
|-------|-------------------------------------------------------------------------|-------------------------|
| 1     | Mr. Moti Lal Pandey                                                     | Chairman                |
| 2     | Mr. Rajendra Prasad Ojha                                                | Immediate Past Chairman |
| 3     | Mr. Surendra Prasad Shrestha                                            | Vice- Chairman          |
| 4     | Mr. ShivarajSubedi (Mayor-Butwal)                                       | Member                  |
| 5     | Mr. Khim Bahadur Hamal (Chairman-BuCCI)                                 | Member                  |
| 6     | Mr. Ramchandra Chhetri (Chairman Ward No.-11)                           | Member                  |
| 7     | Mr. Shasisaran Subedi (Campus Chief- BMC)                               | Member                  |
| 8     | Mrs. Maya Acharya (Chairman-Public Campus Association- LBC)             | Member                  |
| 9     | Mr. Maheshwor Prasad Shrestha (Founder)                                 | Member                  |
| 10    | Prof. Dr. Ishwor Gautam (Ex-Campus Chief)                               | Member                  |
| 11    | Mr. Krishna Prasad Aryal (Chairman- Teacher-Parent Association)         | Member                  |
| 12    | Mrs. Bhagawati Pandey (Lady Member)                                     | Member                  |
| 13    | Prof. Dr. Tara Prasad Upadhyaya ( Campus Chief)                         | Member-Secretary        |
| 14    | Hon. Bishnu Prasad Paudel (Member Representative Assembly Rupandehi -3) | Member                  |
| 15    | Hon. Lila Giri(Member Representative Assembly Rupandehi -2"Kha")        | Member                  |
| 16    | Chairperson District Coordination Committee (LDO) Rupandehi             | Member                  |
| 17    | Mr. Khem Prasad Luitel District Coordination Committee (LDO) Rupandehi  | Member                  |
| 18    | Chairperson - Pashchimanchal Transportation Committee                   | Member                  |
| 19    | Chairperson - Pashchim Nepal Transportation Committee                   | Member                  |
| 20    | Mr. Mahesh Kumar Raj Bhandari ( Past Chairperson)                       | Member                  |
| 21    | Mr. Kush Prasad Malli ( Past Chairperson)                               | Member                  |
| 22    | Mr. Arjunman Sainju ( Past Chairperson)                                 | Member                  |
| 23    | Mr. Nirmal Prasad Lacoul ( Past Chairperson)                            | Member                  |
| 24    | Mr. Sudarshan Parsad Nepal (Past Campus Chief)                          | Member                  |
| 25    | Chairperson-Rupandehi Industrial Association                            | Member                  |
| 26    | Chairman- Rupandehi Trade Association                                   | Member                  |
| 27    | Mr. DurgaSubedi (Chairman ward no.-12)                                  | Member                  |
| 28    | Mr. Ram Prasad Regmi (Chairman ward no.-16)                             | Member                  |
| 29    | Mrs. Bishnu Joshi (Assistant Campus Chief)                              | Member                  |
| 30    | Mrs. Laxmi Pokharel (Chairman-Employees Association)                    | Member                  |
| 31    | Mr. Gyanendra Kasaju                                                    | Member                  |

|    |                                                              |        |
|----|--------------------------------------------------------------|--------|
| 32 | Mr. Satish Chandra Kasaudhan                                 | Member |
| 33 | Prof. Ram Lal Shrestha                                       | Member |
| 34 | Mr. Pradeep KumarShrestha                                    | Member |
| 35 | Er. Kusum Gyawali                                            | Member |
| 36 | Mr. Laxmi Khanal (Bhattarai)                                 | Member |
| 37 | Mr. Anil Prasad Shrestha Chairperson Alumni Association- LBC | Member |

### Management Committee

| S.N. | Name                                                            | Designation             |
|------|-----------------------------------------------------------------|-------------------------|
| 1    | Mr. Moti Lal Pandey                                             | Chairman                |
| 2    | Mr. Rajendra Prasad Ojha                                        | Immediate Past Chairman |
| 3    | Mr. Surendra Prasad Shrestha                                    | Vice- Chairman          |
| 4    | Mr. Shivaraj Subedi (Mayor-Butwal)                              | Member                  |
| 5    | Mr. Khim Bahadur Hamal (Chairman-BuCCI)                         | Member                  |
| 6    | Mr. Ramchandra Chhetri (Chairman Ward No.-11)                   | Member                  |
| 7    | Mr. Shakhisaran Subedi (Campus Chief- BMC)                      | Member                  |
| 8    | Mrs. Maya Acharya (Chairman-Public Campus Association- LBC)     | Member                  |
| 9    | Mr. Maheswor Prasad Shrestha (Founder)                          | Member                  |
| 10   | Prof. Dr. Ishwor Gautam (Ex-Campus Chief)                       | Member                  |
| 11   | Mr. Krishna Prasad Aryal (Chairman- Teacher Parent Association) | Member                  |
| 12   | Mrs. Bhagawati Pandey (Lady Member)                             | Member                  |
| 13   | Prof. Dr. Tara Prasad Upadhyaya ( Campus Chief)                 | Member-Secretary        |

### Public Campus Teacher's Association- LBC Unit

| S.N | Name                          | Designation    |
|-----|-------------------------------|----------------|
| 1   | Mrs. Maya Acharya             | President      |
| 2   | Mr. Lalit Man Shrestha        | Vice-President |
| 3   | Mr. Laxman Prasad Bhandari    | Secretary      |
| 4   | Mr. Hiranya Panthi            | Vice-Secretary |
| 5   | Mr. Ranjan Gyawali            | Treasurer      |
| 6.  | Mr. Dilliraj Gautam           | Member         |
| 7   | Mrs. Inju Gyawali             | Member         |
| 8   | Mr. Rom Sharma                | Member         |
| 9   | Dr. Bhagwati Prasad Chaudhary | Member         |

**Academic Council**

| S. N. | Position in Campus                                                     | Designation |
|-------|------------------------------------------------------------------------|-------------|
| 1     | Campus Chief                                                           | Chairman    |
| 2     | Assistant Campus Chief                                                 | Member      |
| 3     | Program In charges                                                     | Member      |
| 4     | HODs                                                                   | Member      |
| 5     | Coordinator IQAC                                                       | Member      |
| 6     | Coordinator EMIS                                                       | Member      |
| 7     | Project Coordinator                                                    | Member      |
| 8     | Program Coordinators                                                   | Member      |
| 9     | Coordinator R&D                                                        | Member      |
| 10    | Cell Coordinators                                                      | Member      |
| 11    | University Representative                                              | Member      |
| 12    | Two experts recommended by TU                                          | Member      |
| 13    | Representative from Parents Association who passed Masters Level       | Member      |
| 14    | Masters level passed industrialist recommended by Management Committee | Member      |
| 15    | Other two persons nominated by management committee                    | Member      |

**Academic Permanent Committee**

| S.N. | Position in Campus                         | Designation |
|------|--------------------------------------------|-------------|
| 1    | Campus Chief                               | Chairman    |
| 2    | Assistant Campus Chief                     | Member      |
| 3    | Program In charge                          | Member      |
| 4    | Chairman Teachers' Union                   | Member      |
| 5    | TU Representative                          | Member      |
| 6    | Nominated by Management Committee          | Member      |
| 7    | Nominated Lecturer by Management Committee | Member      |

**2.6 Programs**

Bachelor of Business Studies (BBS)

Bachelor of Business Management (BBM)

Bachelor of Business Administration in Finance and Accounting (BBA-FA)

Master in Business Studies (MBS)

Master in Business Administration- Banking Finance (MBA-BF)

**Approved Autonomous Programs on Semester System**

Bachelor of Management Studies (BMS)

Bachelor of Business Management–Applied (BBM-Applied)

Master in Business Studies - Finance (MBS-F)

**Proposed Autonomous Program**

Bachelor of Management and Information Technology (BMIT)

## **2.7 Educational Pedagogy**

### **Class Presentation**

Campus focuses on the use of class presentation in order to have students practice all language system areas (vocabulary, grammar, discourse and phonology) and skills (speaking, reading, writing, use of technology, listening and answering). It also builds confidence, and presenting as a skill that students need to have. It is expected that students will be able to present their idea in structured way after completion of course.

### **Case Study**

Among various teaching methods, Campus emphasizes in using case study method both in bachelor and master level classes. Case studies are real stories that are used as a teaching tool to show the application of a theory or concept to real situations. Dependent on the goal they meant to fulfill, cases can be fact- driven and deductive where there is a correct answer, or they can be context driven where multiple solutions are possible. The instructors can create their own cases or can find cases that already exist in order to enhance the students' learning through active participation. It largely enhances problem solving and decision making skills of students.

### **Group Discussion**

Another teaching tool adopted by Campus is group discussion where students debate in particular issue in structured way. They create and discuss on possible solutions and their effects on certain issues. Sometime, articles are reviewed before starting discussion. It enhances conceptual and communication skills.

### **Article Review**

Under this method, students are provided articles related to their syllabus, they study it and present to each other. Presentation, discussion and idea generation is centered to particular article. Instructor searches and provides relevant articles from different journals.

### **Lecture**

Lectures continue to be one of the most commonly used teaching methods in higher education. Now campus has converted traditional lectures into students and problem focus lectures. It creates in-depth understanding in subject matters.

### **Role Play**

Teachers are trained to use role play method to make learning effective and interesting. This method could be used along with group discussion, where students give ideas from the view point of particular character only, with article review and lecture. It enhances expression skill in different way.

### **Educational Tour**

Educational tours are occasionally organized for students and academicians as well where they can meet different people and situation. Such tours are combined with study and research activities of students as well.

### 3. Physical Progress

#### 3.1 Infrastructure Development

| Description | Number |
|-------------|--------|
| Building    | 09     |

#### 3.2 Educational Aid

| Description                | Number   |
|----------------------------|----------|
| Projector                  | 32       |
| Computer                   | 130      |
| Books                      | 27256    |
| Desk and bench (FRP)       | 88 (set) |
| Desk and bench             | 482      |
| Chair with desk (3 seater) | 372      |
| Bench with desk (3 seater) | 372      |
| Chair (5 seater)           | 86       |
| Student chair with written | 249      |
| Wooden bench for students  | 47       |
| White board                | 68       |
| Wooden chair               | 625      |

### 4. Social Progress

#### College involvement in social activities

- Blood donation program (at least once a year)
- Donation to temple building (Rs. 1 Lakh)
- Traffic awareness program (Quarterly)
- Financial assistance to different disease victims
- First aid box providing program to selected villages
- Cleaning campaign of campus and its surrounding by CSR club of LBC
- Financial assistance to flood victims
- Cloth donation program to street children
- Food and cash donation program for orphanage home in Butwal

#### 4.1 Society Contribution for College

- Provides various support by providing suggestions in teacher guardian meeting
- At initial level stage various social and government organizations provided financial support and in present scenario with various intellectual support through college development council and management council.
- support from business community in terms of idea sharing with students, signing MOU regarding placement and participation in fares and exhibitions.

#### 4.2 Plan of college contribution to society

- College is planning promoting home stay in Gajedi VDC of Rupandehi District with collaboration of BUCCI.
- Construction of the Green Park
- College will continue all above mentioned social programs.
- Plan to increase involvement of Society in the College
- College has plan to get idea of business community regarding syllabus design, academic and non-academic program conduction and fulfilling market needs in terms of business, entrepreneurship and management.
- College is planning to involve Management Committee, academic council members, local business and political leaders and others in various socio-economic discussion and solution finding in various social problems.

#### 5. Financial Progress

| Particulars                  | FY 2073-74           | FY 2074-75            | FY 2075-76            |
|------------------------------|----------------------|-----------------------|-----------------------|
| <b>Self-generated Income</b> |                      |                       |                       |
| Fee Income                   | 71,410,185.00        | 86,204,659.00         | 85,251,330.00         |
| <b>Total</b>                 | <b>71,410,185.00</b> | <b>86,204,659.00</b>  | <b>85,251,330.00</b>  |
| <b>Other Income</b>          |                      |                       |                       |
| Grant Received               | 4,365,644.00         | 11, 675,350.00        | 16,856,640.00         |
| Other Income                 | 2,992,226.75         | 3,231,199.00          | 3,930,630.00          |
| Bank Interest                | 10,553,640.77        | 15,083,183.22         | 22,295,807.37         |
| <b>Total</b>                 | <b>17,911,511.52</b> | <b>29,989,732.22</b>  | <b>43,083,077.37</b>  |
| <b>Grand Total</b>           | <b>89,321,696.52</b> | <b>116,194,391.22</b> | <b>128,334,407.37</b> |
| <b>Expenses</b>              |                      |                       |                       |
| Depreciation                 | 7,985,066.07         | 7,610,969.04          | 8,300,531.46          |
| Operating Expenses           | 47,757,869.37        | 54,902,920.34         | 62,735,922.20         |
| Administrative Expenses      | 4,291,156.00         | 8,923,530.00          | 10,415,597.00         |
| <b>Total</b>                 | <b>60,034,091.44</b> | <b>71,437,419.38</b>  | <b>81,452,050.66</b>  |
| <b>Balance Amount</b>        | <b>29,287,605.08</b> | <b>44,756,971.84</b>  | <b>46,882,356.71</b>  |

## **6. Issues and Challenges**

### **6.1 Short Term**

- Discipline maintenance, regular classes, and exam, academic and non-academic programs.
- Absence of students during exam, low final exam appearance.
- Timely result publication of internal exams
- Keeping records of students completely and clearly

### **6.2 Long Term**

- Dysfunctional decentralization practice
- Unclear job design
- Poor Information Management
- Poor implementation aspect of strategies
- High rate of students' dropouts
- Difficulty in adding programs to fulfill the demand of the community
- Construction of required physical structures
- Cent percent placement of graduates

### **6.3 Mitigation measures**

- Regular monitoring of students within college premises and contact with parents.
- Conducting need based training program to faculties and staffs to improve academic quality and learn new methods of teaching.
- Structured decentralization authority to be provided to each department
- Transparent Policies related to human resource development and Promotion.
- Regular internal examination.
- Upgrading recent MIS with advanced MIS and if possible using Enterprise resource planning in the campus premises so that single software system can inter-connect all the departments.
- Upgrading internet facilities with high speed internet in the campus premises for all the students and faculties.
- Digital conference hall should be developed for effective training program and seminar.
- Transportation facilities should be provided to the student for their ease and comfort.
- Hostel and Quarter Facilities should be provided to the student and faculties who stay far away from the campus.

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

- Campus has installed high speed internet recently and is planning to install more upgraded version of internet so as to facilitate each student and faculties with high speed internet.
- Campus is planning to facilitate students and faculties by providing sufficient space in library so that peaceful study environment can be made.

- Campus is planning to provide transportation facilities in 6 route covering Butwal, Bhairahawa, Nawalparasi and Kapilvastu.
- Campus is planning to construct hostel and faculty quarter within 2020 A.D as per the five year plan (2016 A.D. to 2020 A.D.)
- Campus is planning to upgrade Management Information System of the campus.
- Campus is planning revise Policies related to human resource development and Promotion to motivate its employees.
- Campus is providing different research based training to the faculties and is planning more to provide rigorous workshop training package to develop knowledge and skills among employees.
- Effective monitoring for the implementation of strategic plan.

## 7. Faculties

### Department of Research and Development

| Name                                    | Designation |
|-----------------------------------------|-------------|
| Prof. Dr. Tara Prasad Upadhyaya         | Patron      |
| Prof. Dr. Nakrishna Bhattarai           | HOD         |
| Lecturer Dwarika Gautam                 | Member      |
| Prof. Krishna Prasad Gautam             | Member      |
| Assoc. Prof. Mrs. Bishnu Joshi          | Member      |
| Assoc. Prof. Rajendra Lamsal            | Member      |
| Lecturer Bharat Bhusal                  | Member      |
| Lecturer Mr. Indra Chapai               | Member      |
| Lecturer Dr. Bhagawati Prasad Chaudhary | Member      |

### Department of Accountancy

| Name                            | Designation |
|---------------------------------|-------------|
| Lecturer Madhav Prasad Nepal    | HOD         |
| Prof. Dr. Tara Prasad Upadhyaya | Member      |
| Assoc. Prof. Binod Dhungana     | Member      |
| Assoc. Prof. Ramlal Joshi       | Member      |
| Lecturer Lalit Man Shrestha     | Member      |
| Lecturer Bidur Gyawali          | Member      |
| Lecturer Tulsi Prasad Bhusal    | Member      |
| Lecturer Puskar Bhusal          | Member      |
| Lecturer Mitra Lal Chapagain    | Member      |

**Department of Statistics& Economics**

| <b>Name</b>                   | <b>Designation</b> |
|-------------------------------|--------------------|
| Lecturer Dwarika Gautam       | HOD                |
| Assoc. Prof. Kul Bdr. Karki   | Member             |
| Assoc. Prof. Bishnu Joshi     | Member             |
| Lecturer Rajendra Malla       | Member             |
| Lecturer Maya Acharya         | Member             |
| Lecturer Nava Raj Kharel      | Member             |
| Lecturer Dilliraj Gautam      | Member             |
| Lecturer Suraj Acharya        | Member             |
| Lecturer Pitamber Sapkota     | Member             |
| Lecturer Narayan Prasad Kafle | Member             |
| Lecturer Sharada Chapagain    | Member             |

**Department of English and Business Communication**

| <b>Name</b>                     | <b>Designation</b> |
|---------------------------------|--------------------|
| Lecturer Hiranya Panthi         | HOD                |
| Lecturer Madhukar Sharma        | Member             |
| Assoc. Prof. Yagya Prasad Dixit | Member             |
| Lecturer Laxman Prasad Bhandari | Member             |
| Lecturer Rom Sharma             | Member             |
| Lecturer Puna Ram Ghimire       | Member             |

**Department of Finance**

| <b>Name</b>                  | <b>Designation</b> |
|------------------------------|--------------------|
| Lecturer Dhan Bahadur Pun    | HOD                |
| Assoc. Prof. Rajendra Lamsal | Member             |
| Lecturer Mahesh Chaudhary    | Member             |
| Lecturer Indra Chapai        | Member             |
| Lecturer Inju Gyawali        | Member             |
| Lecturer Barun Gyawali       | Member             |

**Department of Management and Marketing**

| <b>Name</b>                             | <b>Designation</b> |
|-----------------------------------------|--------------------|
| Lecturer Gopal Prasad Pandey            | HOD                |
| Prof. Krishna Prasad Gautam             | Member             |
| Prof. Dr. Na Krishna Bhattarai          | Member             |
| Assoc. Prof. Kamal Shakya               | Member             |
| Lecturer Bharat Bhusal                  | Member             |
| Lecturer Ranjan Gyawali                 | Member             |
| Lecturer Dr. Bhagawati Prasad Chaudhary | Member             |
| Lecturer Supuspa Bhattarai              | Member             |

|                                 |        |
|---------------------------------|--------|
| Lecturer Suresh Sapkota         | Member |
| Lecturer Niraj Gautam           | Member |
| Lecturer Rajesh Shahi           | Member |
| Lecturer Megh Nath Khanal       | Member |
| Lecturer Tank Prasad Neupane    | Member |
| Lecturer Krishna Prasad Pokhrel | Member |

### **General Administration Staff**

| <b>S.N</b> | <b>Name</b>               | <b>Designation</b>      |
|------------|---------------------------|-------------------------|
| 1          | Mr. Kapil Gautam          | Assistant Administrator |
| 2          | Mrs. Sabita Shakya        | Assistant Administrator |
| 3          | Mr. Deepak Khanal         | Account Officer         |
| 4          | Mrs. Laxmi Khanal         | Exam section-Head       |
| 5          | Mrs. Radha Subedi         | Administrative Officer  |
| 6          | Mr. Puskar Bhusal         | Head Assistant          |
| 7          | Mr. Deepak Bhattarai      | Officer Assistant       |
| 8          | Miss. Jyoti Shrestha      | Officer Assistant       |
| 9          | Mr. Shyam Kunwar          | Officer Assistant       |
| 10         | Mr. Ujar Bahadur Ghimire  | Office Assistant        |
| 11         | Mr. Chiranjivi Gautam     | Office Assistant        |
| 12         | Mr. Mohan Poudel          | Office Assistant        |
| 13         | Mr. Durga Prasad Aryal    | Office Assistant        |
| 14         | Mr. Shivraj Adhikari      | Office Assistant        |
| 15         | Mr. Ratan Giri            | Head Facilitator        |
| 16         | Mr. Bhim Bdr. Chhetri     | Facilitator             |
| 17         | Mr. Kesh Bdr. Thapa       | Facilitator             |
| 18         | Mr. Man Bdr. Balal        | Facilitator             |
| 19         | Mr. Thaman Shingh Saru    | Facilitator             |
| 20         | Mrs. Chandra Kumari Shahi | Facilitator             |
| 21         | Mr. Ganga Bahadur Chhetri | Driver                  |
| 22         | Mrs. Parbati Kumari Thapa | Facilitator             |
| 23         | Mrs. Asha Chaudhary       | Facilitator             |
| 24         | Mr. Shyam Lal Pandey      | Gardener                |

### 8. Annual Plan – 2019/20 (2076/077)

| Activities                                                                          | Action recommended                                                                              | Responsible authority                                 | Time frame       | Remarks |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|-------------------------------------------------------|------------------|---------|
| 1. Updating and forwarding monthly library data to EMIS                             | Soft copy                                                                                       | Head, Library                                         | Monthly          |         |
| 2. Renovation of Auditorium Hall                                                    | As per public procurement policy guidelines and through HERP                                    | Procurement & Construction Sub-committee              | February, 2020   |         |
| 3. Enriching Research & Development Department with subscriptions of e-journals     | As per public procurement policy guidelines and through HERP                                    | Head of R&D, Procurement & Construction Sub-committee | November, 2019   |         |
| 4. Installation of SPSS                                                             | Decision from Research and Development Department and approval from Campus Management Committee | Head, Research and Development Department             | 15 July, 2019    |         |
| 5. Reporting to IQAC about the activities of the Departments                        | Soft copy/Hard copy                                                                             | HODs                                                  | Monthly          |         |
| 6. Assessing existing human resource inventory (quantity and quality both)          | Collection of data from different departments                                                   | Coordinator, EMIS                                     | Quarterly        |         |
| 7. Identification and approval of human resource need annually                      | Decision from board and sub-committee                                                           | Member Secretary                                      | 10 January, 2020 |         |
| 8. Maintaining records of recruitment, selection, promotion and retirement          | Data entry                                                                                      | Coordinator, EMIS                                     | Regular          |         |
| 9. Maintaining records of human resource performance (accessible to authority only) | Using 360 degree appraisal                                                                      | Head, IQAC                                            | Annually         |         |
| 10. Applicants data and intake information                                          | Data entry                                                                                      | Head, Examination                                     | Regular          |         |
| 11. Internal evaluation of the students                                             | Attendance, class test, term exam, project work, GD, etc.                                       | Subject teacher, Class teacher and                    | Regular          |         |

|                                                                                                 |                                                                           |                                                |                                 |  |
|-------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------|------------------------------------------------|---------------------------------|--|
|                                                                                                 |                                                                           | Coordinator                                    |                                 |  |
| 12. External evaluation of students                                                             | Final examination result                                                  | Head, Examination                              | Regular                         |  |
| 13. ECA related skills                                                                          | Formation of clubs and conducting events                                  | Head, ECA and Concerned Club                   | Regular                         |  |
| 14. Numbering of electronic devices, furniture, installations and vehicles, building and blocks | Assignment to painter                                                     | Store keeper                                   | 10 <sup>th</sup> October, 2020  |  |
| 15. Recording of software and operating supplies                                                | Data entry                                                                | Store keeper                                   | 19 <sup>th</sup> June, 2020     |  |
| 16. Personal information of campus council                                                      | Developing form and collecting data                                       | Head, IQAC                                     | 17 March, 2020                  |  |
| 17. Personal information of campus management committee                                         | Developing form and collecting data                                       | Head, IQAC                                     | 28 February, 2020               |  |
| 18. Recording of meeting                                                                        | Data entry regarding of number, date of meetings, and members' attendance | Coordinator, EMIS                              | 12 April, 2020                  |  |
| 19. Recording details of different sub-committees of the board                                  | Data entry regarding of number, date of meetings, and members' attendance | Coordinator, EMIS                              | 20 <sup>th</sup> October, 2019  |  |
| 20. Revision and Publication of bylaws regarding R&D                                            | Formation of review team by Management Committee                          | Chairperson                                    | 2 <sup>nd</sup> December, 2019  |  |
| 21. Research article                                                                            | Training for teachers and students                                        | Head, R&D                                      | Annually                        |  |
| 22. Journal publication                                                                         | Collecting, selecting, editing and finalizing articles                    | Head, R&D                                      | June and December               |  |
| 23. Broadening the exposure                                                                     | Workshop and seminars                                                     | Head, R&D                                      | At least 1 in a year            |  |
| 24. Interaction program                                                                         | Visiting and drawing attention of local community and concerned           | Head, R&D                                      | 20 <sup>th</sup> February, 2020 |  |
| 25. Joint applied research                                                                      | Identifying labor need through Focus Group Discussion                     | Head, R&D                                      | 15 <sup>th</sup> March, 2020    |  |
| 26. Repairing campus building                                                                   | As per public procurement policy guidelines                               | Coordinator, Construction and Procurement Sub- | Regular                         |  |

|                                                    |                                                              |                                                         |                              |                                          |
|----------------------------------------------------|--------------------------------------------------------------|---------------------------------------------------------|------------------------------|------------------------------------------|
|                                                    |                                                              | committee                                               |                              |                                          |
| 27. Furniture maintenance                          | As per public procurement policy guidelines                  | Assistant Campus Chief                                  | Regular                      |                                          |
| 28. Construction of garden, park and parking space | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 10 <sup>th</sup> April, 2020 |                                          |
| 29. Installation of 250 KVA Generator              | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 10 <sup>th</sup> June, 2020  |                                          |
| 30. Multimedia projector                           | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement           | 15 Nos                                   |
| 31. Air Conditioner                                | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement           | 10 Nos @ 1.5 tons                        |
| 32. Computer and Laptop                            | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement           | 10 Computers and 2 Laptops               |
| 33. Water Dispenser                                | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement           | 2 Nos                                    |
| 34. Equipment for meditation hall                  | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-          | As per requirement           | DTS sound system, carpets, chakati, Guru |

|                                                                                           |                                                                                                                                                                                                                                                                                                                         |                                                         |                              |                              |
|-------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------|------------------------------|------------------------------|
|                                                                                           |                                                                                                                                                                                                                                                                                                                         | committee                                               |                              | sofa, etc.                   |
| 35. Office and student furniture                                                          | As per public procurement policy guidelines and through HERP                                                                                                                                                                                                                                                            | Coordinator, Construction and Procurement Sub-committee | As per requirement           | As per demand of the program |
| 36. Restructuring of IQAC                                                                 | Reformation of IQAC through general meeting                                                                                                                                                                                                                                                                             | IQAC Coordinator                                        | 15 <sup>th</sup> March, 2020 |                              |
| 37. Conducting monthly meeting by department, cell and quality circle                     | Heads of department, cell and quality circle.                                                                                                                                                                                                                                                                           | IQAC                                                    | Regular                      |                              |
| 38. Conducting refreshment program to the faculty and staffs                              | By organizing refreshment programs and trainings to upgrade faculties                                                                                                                                                                                                                                                   | IQAC                                                    | Regular                      |                              |
| 39. Size of the classroom                                                                 | By limiting the No. of students in class as per T.U. rules.                                                                                                                                                                                                                                                             | Campus administration                                   | Regular                      |                              |
| 40. Improvement of results                                                                | <ul style="list-style-type: none"> <li>Adoption of advanced teaching learning approach</li> <li>Attracting students for consulting library and websites</li> <li>Motivating good performers with scholarship</li> <li>Conducting remedial classes</li> <li>By rewarding students for outstanding performance</li> </ul> | Campus administration, IQAC and program coordinator     | Regular                      |                              |
| 41. Preparation of departmental annual plan based on the calendar of operation            | Interaction with Teacher and Staff                                                                                                                                                                                                                                                                                      | HODs of respective department                           | Regular                      |                              |
| 42. Monitoring and supervision of course plan/lesson plan                                 | As per copy submitted to IQAC                                                                                                                                                                                                                                                                                           | IQAC                                                    | Regular                      |                              |
| 43. Regularization of co and extracurricular activities along with departmental meetings. | As per copy submitted to IQAC                                                                                                                                                                                                                                                                                           | IQAC                                                    | Regular                      |                              |
| 44. Introducing need-based curriculum                                                     | <ul style="list-style-type: none"> <li>Feasibility study</li> </ul>                                                                                                                                                                                                                                                     | Campus                                                  | Upon TU decision             | * The LBC                    |

|                                   |                                                                                                                                                                                                                                                                                                                                                                                                             |                                              |         |                                                                                                                                                                                                                          |
|-----------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| and developing examination system | <ul style="list-style-type: none"> <li>• SWOT analysis</li> <li>• Submission of letter of interest for autonomy</li> <li>• Organizing training to the staffs</li> <li>• Upgrading the faculties</li> <li>• Upgradation, addition and management of physical facilities</li> <li>• Dialogue and interaction with stakeholders</li> <li>• Collection of experts' opinion</li> </ul>                           | Administration                               |         | council, Management Committee, and General Meeting of teaching and non-teaching staffs have already decided to convert LBC into autonomous campus<br>** Feasibility study and SWOT analysis have already been completed. |
| 45. Bridging gap                  | <p>Gathering information on job avenues and placements available in different institutions/corporate houses/industrial houses etc. through –</p> <ul style="list-style-type: none"> <li>• Interaction with the potential employers</li> <li>• Introducing skill development programs</li> <li>• Providing training related to Government job</li> <li>• Encouraging students for self-employment</li> </ul> | Head, Counseling, Placement and Tracer Study | Regular |                                                                                                                                                                                                                          |
| 46. Preparation of Tracer Report  | <ul style="list-style-type: none"> <li>• Data collection from pass out students</li> <li>• Date entry</li> <li>• Data editing and analysis</li> </ul>                                                                                                                                                                                                                                                       | Head, Counseling, Placement and Tracer Study | Regular |                                                                                                                                                                                                                          |

|                                                            |                                                                                                                                                                                                                      |                                                   |                                     |                                                                  |
|------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------|-------------------------------------|------------------------------------------------------------------|
|                                                            | <ul style="list-style-type: none"> <li>Preparing report</li> </ul>                                                                                                                                                   |                                                   |                                     |                                                                  |
| 47. Formation of sub-committee for academic policy         | A sub-committee led by one of the members of Campus Management Committee incorporating President (Teachers' Association) and President (Employee Association) will be formed for reviewing the policy of the campus. | Member Secretary                                  | 3rd April, 2020                     | Sub-committee completes its works within one month of formation. |
| 48. Ensuring fair appointments of teachers                 | According to campus by-laws                                                                                                                                                                                          | Member Secretary                                  | Regular                             |                                                                  |
| 49. Ensuring fair appointments of administrative employees | According to campus by-laws                                                                                                                                                                                          | Member Secretary                                  | Regular                             |                                                                  |
| 50. Feedback from students                                 | Accommodating students' and guardians' constructive inputs                                                                                                                                                           | Head, IQAC and Teacher-Guardian Association       | Regular                             | After formation of policy                                        |
| 51. Erection of Citizen Charter                            | A flex board of Citizen Charter is being affixed on the wall or hanged on the visible place                                                                                                                          | Campus Administration                             | Amendment regularly                 |                                                                  |
| 52. Job analysis                                           | Determining job description and job specification, and evaluating job and performance to take corrective action                                                                                                      | Head, IQAC (Approval by Management Committee)     | Regular                             | Performance evaluation as per Campus By-laws                     |
| 53. Students' intake                                       | Enrollment of students based on merit and score obtained in entrance exam                                                                                                                                            | Coordinator, Examination Cell                     | During Admission Session            |                                                                  |
| 54. Appointment of candidates                              | As per campus by-laws with reference to university rules                                                                                                                                                             | Selection commission                              | When deemed necessary               |                                                                  |
| 55. Budgeting and resource allocation                      | Preparation of program-based budget in the transparent manner using bottom-up approach                                                                                                                               | Management committee (Approval by Campus Council) |                                     |                                                                  |
| 56. Internal and final audit                               | Formation of 3-member internal audit committee                                                                                                                                                                       | Management committee                              | Before the beginning of Fiscal Year | Quarterly reports to be submitted to Management                  |

|                                                                                                                             |                                                                                                                                    |                                                     |                          |                                                                 |
|-----------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|--------------------------|-----------------------------------------------------------------|
|                                                                                                                             |                                                                                                                                    |                                                     |                          | Committee                                                       |
| 57. Disclosure of final audit report                                                                                        | Announcing the final audit report in campus anniversary and in campus management and development council                           | Member Secretary                                    | Annual                   |                                                                 |
| 58. Procurement and construction                                                                                            | Procurement and construction committee headed by one of the members of Management Committee                                        | Coordinator, Procurement and Construction Committee | When deemed necessary    | As per by-laws of campus based on Government Procurement Policy |
| 59. Utilization of donation                                                                                                 | As per the agreement with donor agency                                                                                             | Management Committee                                | Regular                  |                                                                 |
| 60. Measuring the quality of teaching and learning practices through both students perspective and supervisor's perspective | Through implementing peer evaluation, self-evaluation, supervisor's evaluation and student evaluation mechanism                    | Head, IQAC                                          | Annual                   |                                                                 |
| 61. Initiating socially responsible activities towards the community                                                        | Helping people to develop their village as a model                                                                                 | Coordinator, Public Relation Cell                   | Regular                  |                                                                 |
| 62. Grievance handling                                                                                                      | Managing complaint box, complaint book, and appealing to put grievances                                                            | Coordinator, Grievance Handling Committee           | Regular                  |                                                                 |
| 63. Conducting local and international seminar and workshop                                                                 | Participation and involvement of research scholars, employers and people from local community                                      | Head, Research and Development                      | Annual                   |                                                                 |
| 64. Amendment of existing curriculum                                                                                        | Suggesting the concerned university for revising existing curriculum                                                               | Head, All Departments                               | Regular                  |                                                                 |
| 65. Labor market need identification                                                                                        | Inviting guest lecturers from universities and other professionals such as CEOs, Government officials and successful entrepreneurs | Coordinator, Placement and Counseling Cell          | During academic sessions |                                                                 |

|                                                                                                 |                                                                                                                                                                     |                                |                                              |  |
|-------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|----------------------------------------------|--|
| 66. Adopting the best practices                                                                 | Benchmarking the best practices of accredited colleges and universities                                                                                             | Head, IQAC                     | Annual                                       |  |
| 67. Enhancing research exposures of students                                                    | Involving students in mini research programs                                                                                                                        | Head, Research and Development | During academic sessions                     |  |
| 68. Launching co-curricular and extra-curricular activities for overall development of students | Organizing training programs and forming different clubs such as volley ball club, football club, basket ball club, cricket club, table tennis club, cultural club. | Coordinator, ECA and HODs      | Regular                                      |  |
| 69. Visiting different universities                                                             | Organizing a visit program in QAA universities and colleges of Nepal and abroad                                                                                     | Administration                 | Once in three years                          |  |
| 70. Involving management committee in project works                                             | Inviting members of Management Committee when the project works are presented                                                                                       | Administration                 | At the time of presentation of project works |  |
| 71. Health and hygiene                                                                          | Conducting health camp                                                                                                                                              | Administration                 | Annually                                     |  |
| 72. First aid services                                                                          | Managing first aid box, students suffering within campus premises will be taken to hospital after primary treatment                                                 | Administration                 | Whenever needed                              |  |
| 73. Joint insurance policy                                                                      | Renewal of joint insurance policy for staffs and students                                                                                                           | Administration                 | Regular                                      |  |

## 9. Annual Budget – 2076/077

### लुम्बिनी वाणिज्य क्याम्पस, बुटवल आ.व. २०७६/०७७ को अनुमानित बजेट (खर्च)

| सि.नं.             | विवरण                                     | आ.व. ०७५/०७६ को<br>अनुमानित व्यय | ०७६ जेष्ठ मसान्त सम्मको<br>वास्तविक व्यय | आ.व. ०७६/०७७ को<br>अनुमानित व्यय |
|--------------------|-------------------------------------------|----------------------------------|------------------------------------------|----------------------------------|
| <b>संचालन खर्च</b> |                                           |                                  |                                          |                                  |
| १                  | कर्मचारी तलब भत्ता खर्च                   | ५०,३००,०००।००                    | ५१,२८४,३७८।२१                            | ७५,०००,०००।००                    |
| २                  | EMIS, विद्युतीय व्य. सु. प्रा. खर्च       | ९००,०००।००                       | ३०,०००।००                                | ९००,०००।००                       |
| ३                  | प्र. तथा सिप वि. तालिम तथा अनुसन्धान खर्च | २,०००,०००।००                     | २,४९९,०८५।००                             | ४,०००,०००।००                     |
| ४                  | दैनिक भ्रमण भत्ता खर्च                    | २००,०००।००                       | ५३५,१६५।००                               | ८००,०००।००                       |
| ५                  | आन्तरिक परीक्षा खर्च                      | ८००,०००।००                       | १,५२८,६५१।००                             | १,५००,०००।००                     |
| ६                  | व्यवस्थापन खर्च                           | ३००,०००।००                       | (                                        | ३००,०००।००                       |
| ७                  | अवलोकन भ्रमण खर्च                         | ५००,०००।००                       | १५८,३३०।००                               | ५००,०००।००                       |
| ८                  | वार्षिक मुखपत्र/क्यालेन्डर/ब्रोसुर छपाई   | ३००,०००।००                       | १९१,९००।००                               | ३००,०००।००                       |
| ९                  | वार्षिक उत्सव खर्च                        | २५०,०००।००                       | ३०३,१००।००                               | ३५०,०००।००                       |
| १०                 | छात्रवृत्ति खर्च                          | १,९००,०००।००                     | १,५२६,६२४।००                             | १,९००,०००।००                     |
| ११                 | शैक्षिक सामाग्री खर्च                     | ५०,०००।००                        | (                                        | ५०,०००।००                        |
| १२                 | क) ईन्धन खर्च (जेनेरेटर)                  | २००,०००।००                       | १४२,४६३।०६                               | २००,०००।००                       |
|                    | ख) ईन्धन खर्च (गाडी)                      | ५०,०००।००                        | ३०,६७६।९४                                | ५०,०००।००                        |
| १३                 | मसलन्द तथा छपाई खर्च                      | ४००,०००।००                       | ३३०,८२७।००                               | ५००,०००।००                       |
| १४                 | स्वागत सत्कार खर्च                        | २००,०००।००                       | १७३,८६८।००                               | ३००,०००।००                       |
| १५                 | मर्मत संभार खर्च                          | १,०००,०००।००                     | ७६३,२४२।००                               | १,०००,०००।००                     |
| १६                 | लेखापरिक्षण शूलक                          | ३०,०००।००                        | २८,२५०।००                                | ३०,०००।००                        |
| १७                 | पत्र पत्रिका खर्च                         | ३५,०००।००                        | १०१,७५८।००                               | १००,०००।००                       |
| १८                 | बिज्ञापन खर्च                             | २००,०००।००                       | २३३,४०५।००                               | २५०,०००।००                       |

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|-------------------|----------------------------------------|---------------|---------------|---------------|
| १९                | रंगरोगन खर्च                           | २००,०००।००    | ५४,२२८।००     | २००,०००।००    |
| २०                | फोटोकपी खर्च                           | ७५,०००।००     | १४,७९३।००     | ७५,०००।००     |
| २१                | अतिरिक्त क्रियाकलाप खर्च               | २००,०००।००    | १७६,६६०।००    | २००,०००।००    |
| २२                | बिद्यार्थी कल्याणकारी खर्च             | २००,०००।००    | १४७,७७३।००    | २००,०००।००    |
| २३                | विमा खर्च                              | २५०,०००।००    | १९१,४७४।००    | २५०,०००।००    |
| २४                | टेलिफोन महसुल/ईन्टरनेट खर्च            | २००,०००।००    | १९७,९२४।००    | २००,०००।००    |
| २५                | बिद्युत महसुल खर्च                     | ८००,०००।००    | ६१८,५६२।९३    | ८००,०००।००    |
| २६                | कार्यालय सजावट खर्च                    | १००,०००।००    | ५९,१९७।००     | १००,०००।००    |
| २७                | यूनिफर्म खर्च                          | ५००,०००।००    | ३८२,५००।००    | ५००,०००।००    |
| २८                | टाई खरिद खर्च                          | २००,०००।००    | १४,०००।००     | २००,०००।००    |
| २९                | अफिस फूटकर खर्च                        | १००,०००।००    | ९४,५०१।००     | १००,०००।००    |
| ३०                | भैपरि आउने खर्च                        | १००,०००।००    | ६६,३३२।००     | १००,०००।००    |
| ३१                | विविध खर्च                             | १००,०००।००    | ३८,५६४।००     | १००,०००।००    |
| ३२                | स्व.वि.यू.निर्वाचन खर्च                | (             | (             | ३००,०००।००    |
| ३३                | औषधी उपचार खर्च                        | ७००,०००।००    | (             | ७००,०००।००    |
| ३४                | विश्वविद्यालय स्थापना प्रारम्भीक. खर्च | ५००,०००।००    | (             | ५००,०००।००    |
| ३५                | अन्तराष्ट्रीय सेमीनार खर्च             | (             | ९२२,४०३।००    | (             |
| ३६                | विशिष्ट सम्मान खर्च                    | (             | १३२,६००।००    | (             |
| ३७                | PRE VIVA,VIVA भत्ता खर्च               | (             | (             | १,०००,०००।००  |
| ३८                | MBA-BF दिक्षान्त समारोह खर्च           | (             | (             | ३००,०००।००    |
| संचालन खर्च जम्मा |                                        | ६३,८४०,०००।०० | ६२,९७३,२३४।३४ | ९३,८५५,०००।०० |

| पूँजीगत खर्च       |                                    | आ.व.०७५/०७६ को अनुमानित व्यय | ०७६ जेष्ठ मसान्त सम्मको वास्तविक व्यय | आ.व.०७६/०७७ को अनुमानित व्यय |
|--------------------|------------------------------------|------------------------------|---------------------------------------|------------------------------|
| ४१                 | अफिस समान                          | १५०,०००।००                   | ५,४००।००                              | २५०,०००।००                   |
| ४२                 | वाल निर्माण(उत्तर)                 | ३,०००,०००।००                 | १,०४२,४२४।००                          | २,०००,०००।००                 |
| ४३                 | स्ववियु भवन निर्माण                | २,५००,०००।००                 | (                                     | २,५००,०००।००                 |
| ४४                 | क्याम्पस बगैचा तथा बृहत वृक्षारोपण | १००,०००।००                   | (                                     | १००,०००।००                   |
| ४५                 | भवन पुन संरचना निर्माण             | ३,०००,०००।००                 | (                                     | ३,०००,०००।००                 |
| ४६                 | क्यान्टिन भवन निर्माण र Truss      | ३०,०००,०००।००                | ८,१४७,१०८।२१                          | १२,०००,०००।००                |
| ४७                 | खानेपानि टंकि निर्माण              | १,०००,०००।००                 | (                                     | १,०००,०००।००                 |
| ४८                 | भलिवल ग्राउड निर्माण               | १००,०००।००                   | (                                     | १००,०००।००                   |
| ४९                 | आन्तरीक सडक तथा सेड निर्माण        | ९००,०००।००                   | (                                     | ९००,०००।००                   |
| ५०                 | एकेडेमी भवन निर्माण (II)           | (                            | (                                     | ८८,०००,०००।००                |
| ५१                 | लाईब्रेरी भवन                      | (                            | ६२,७०४।००                             | ५,०००,०००।००                 |
| ५२                 | टान्सफरमर खरिद                     | (                            | ४७२,४०३।००                            | (                            |
| ५३                 | नाला निर्माण                       | ५००,०००।००                   | (                                     | ५००,०००।००                   |
| ५४                 | फर्निचर खरिद                       | १,०००,०००।००                 | ५७१,८६८।००                            | १,०००,०००।००                 |
| ५५                 | कम्प्युटर सामान तथा (MIS)          | २,५१०,०००।००                 | २४४,९९९।००                            | ५००,०००।००                   |
| ५६                 | प्रोजेक्टर खरिद                    | २००,०००।००                   | (                                     | ४००,०००।००                   |
| ५७                 | एसि खरिद                           | ३००,०००।००                   | (                                     | १,०००,०००।००                 |
| ५८                 | विद्युत सामान खरिद                 | ५००,०००।००                   | ७१,७६०।००                             | ५००,०००।००                   |
| ५९                 | पुस्तक खरीद                        | २,०००,०००।००                 | १,८९४,११९।००                          | २,०००,०००।००                 |
| ६०                 | गेट निर्माण                        | २,०००,०००।००                 | (                                     | २,०००,०००।००                 |
| ६१                 | जेनेरेटर खरिद                      | २००,०००।००                   | (                                     | २००,०००।००                   |
| ६२                 | जेनेरेटर भवन                       | २,०००,०००।००                 | ३२४,१७८।००                            | (                            |
| पूँजीगत खर्च जम्मा |                                    | ५१,९६०,०००।००                | १२,८३६,९६३।२१                         | १२२,९५०,०००।००               |
| संचीत              |                                    |                              |                                       | (                            |
| जम्मा              |                                    | ११५,८००,०००।००               | ७५,८१०,१९७।५५                         | २१६,८०५,०००।००               |

## 10. Procurement Plan- 2076/077

| <p style="text-align: center;"><b>Lumbini Campus</b><br/> <b>Devinagar, Butwal - 1, Rupandehi, Province-5, Nepal</b><br/> <b>Higher Education Reform Project</b><br/> <b>PROCUREMENT PLAN FOR WORKS - FY 2076/077</b></p> |                |                                                                     |                       |                                |                         |                                                                                                                    |                       |                      |               |             |                |                         |                              |                                    |                         |         |         |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------------------------------------------------------------|-----------------------|--------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------|-----------------------|----------------------|---------------|-------------|----------------|-------------------------|------------------------------|------------------------------------|-------------------------|---------|---------|
| Date Format: MM/DD/YY                                                                                                                                                                                                     |                |                                                                     |                       |                                |                         |                                                                                                                    |                       |                      |               |             |                |                         |                              |                                    |                         |         |         |
| S.N.                                                                                                                                                                                                                      | Contract ID    | Description of Work                                                 | Method of Procurement | Estimate on Actual             | Estimated Amount in NPR | Design Investigation Completed                                                                                     | Bidding Notice Issued | Contract Preparation | Call for Bids | Bid Opening | Bid Evaluation | Contract Award Decision | Letter of Intention to Award | Contract Signature/Agreement/Order | Contract End (Delivery) | Remarks |         |
| 1                                                                                                                                                                                                                         | Lumbini/W/O-01 | Construction of Campus Road and Shed                                | Sealed Quotation      | Estimated<br>Revised<br>Actual | 900000.00               | 8/20/2076                                                                                                          | 6/28/2076             | 7/1/2076             | 7/5/2076      | 7/26/2076   | 7/22/2076      | 7/26/2076               | 7/25/2076                    | 8/1/2076                           | 8/31/2076               |         |         |
| 2                                                                                                                                                                                                                         | Lumbini/W/O-04 | Construction of First & Second Floor over Existing Canteen Building | NCB                   | Estimated<br>Revised<br>Actual | 5412001.22              | 5/26/2076                                                                                                          | 6/20/2076             | 6/26/2076            | 7/1/2076      | 7/31/2076   | 8/4/2076       | 8/6/2076                | 8/8/2076                     | 8/15/2076                          | 2/11/2077               |         | Ongoing |
| 3                                                                                                                                                                                                                         | Lumbini/W/O-05 | Construction of the Terrace over the Canteen Building               | NCB                   | Estimated<br>Revised<br>Actual | 6587268.76              | 5/26/2076                                                                                                          | 6/20/2076             | 6/26/2076            | 7/1/2076      | 7/31/2076   | 8/4/2076       | 8/6/2076                | 8/8/2076                     | 8/15/2076                          | 2/11/2077               |         |         |
| 4                                                                                                                                                                                                                         | Lumbini/W/O-06 | Construction of the New Building (Academic Building-II)             | NCB                   | Estimated<br>Revised<br>Actual | 8000000.00              | 6/20/2076                                                                                                          | 7/21/2076             | 7/27/2076            | 8/1/2076      | 8/31/2076   | 9/4/2076       | 9/6/2076                | 8/8/2076                     | 9/15/2076                          | 6/12/2077               |         | Ongoing |
| 5                                                                                                                                                                                                                         | Lumbini/W/O-02 | Construction of Water Tank                                          | Sealed Quotation      | Estimated<br>Revised<br>Actual | 1000000.00              | 6/16/2076                                                                                                          | 6/24/2076             | 6/27/2076            | 7/1/2076      | 7/26/2076   | 7/18/2076      | 7/29/2076               | 7/21/2076                    | 7/28/2076                          | 8/27/2076               |         |         |
| 6                                                                                                                                                                                                                         | Lumbini/W/O-03 | Construction of Drainage                                            | Shopping              | Estimated<br>Revised<br>Actual | 300000.00               | 9/1/2076                                                                                                           | 9/10/2076             | 9/13/2076            | 9/15/2076     | 9/22/2076   | 9/24/2076      | 9/26/2076               | 9/28/2076                    | 10/5/2076                          | 11/4/2076               |         |         |
| 7                                                                                                                                                                                                                         | Lumbini/W/O-07 | Construction of Campus Gate                                         | Sealed Quotation      | Estimated<br>Revised<br>Actual | 2000000.00              | 8/15/2076                                                                                                          | 8/23/2076             | 8/26/2076            | 8/30/2076     | 9/14/2076   | 9/16/2076      | 9/18/2076               | 9/19/2076                    | 9/26/2076                          | 10/26/2076              |         |         |
| 8                                                                                                                                                                                                                         | Lumbini/W/O-08 | Construction of Compound Wall (North)                               | Sealed Quotation      | Estimated<br>Revised<br>Actual | 2000000.00              | 9/5/2076                                                                                                           | 9/30/2076             | 10/6/2076            | 10/11/2076    | 10/26/2076  | 10/26/2076     | 11/3/2076               | 11/3/2076                    | 11/10/2076                         | 5/9/2077                |         | Ongoing |
| 9                                                                                                                                                                                                                         | Lumbini/W/O-09 | Construction of Free Workshop/ Union Office                         | NCB                   | Estimated<br>Revised<br>Actual | 2500000.00              | 9/23/2076                                                                                                          | 10/7/2076             | 10/13/2076           | 10/18/2076    | 11/17/2076  | 11/21/2076     | 11/23/2076              | 11/25/2076                   | 12/2/2076                          | 6/11/2077               |         |         |
| 10                                                                                                                                                                                                                        | Lumbini/W/O-10 | Development of Corridor and Plantation                              | Shopping              | Estimated<br>Revised<br>Actual | 100000.00               | 5/15/2076                                                                                                          | 5/23/2076             | 5/26/2076            | 5/30/2076     | 6/6/2076    | 6/8/2076       | 6/10/2076               | 6/11/2076                    | 6/18/2076                          | 7/18/2076               |         |         |
| 11                                                                                                                                                                                                                        | Lumbini/W/O-11 | Reconstruction of Buildings                                         | NCB                   | Estimated<br>Revised<br>Actual | 3000000.00              | 6/23/2076                                                                                                          | 7/18/2076             | 7/24/2076            | 7/29/2076     | 8/28/2076   | 9/1/2076       | 9/3/2076                | 9/5/2076                     | 9/12/2076                          | 5/11/2077               |         |         |
| 12                                                                                                                                                                                                                        | Lumbini/W/O-12 | Construction of the Terrace over the existing Library Building      | NCB                   | Estimated<br>Revised<br>Actual | 2113363.56              | 6/1/2076                                                                                                           | 6/26/2076             | 5/2/2076             | 7/7/2076      | 8/6/2076    | 8/16/2076      | 8/15/2076               | 8/14/2076                    | 8/21/2076                          | 2/17/2077               |         | Ongoing |
| 13                                                                                                                                                                                                                        | Lumbini/W/O-13 | Construction of Volleyball Ground                                   | Shopping              | Estimated<br>Revised<br>Actual | 100000.00               | 5/7/2076                                                                                                           | 5/19/2076             | 5/13/2076            | 5/15/2076     | 5/22/2076   | 5/24/2076      | 5/26/2076               | 5/28/2076                    | 6/4/2076                           | 7/4/2076                |         |         |
| Total                                                                                                                                                                                                                     |                |                                                                     |                       |                                | 114213363.56            | (One Hundred Fourteen Million Two Hundred Thirteen Thousand Three Hundred Sixty Three Rupees Fifty Six Paise only) |                       |                      |               |             |                |                         |                              |                                    |                         |         |         |

**Lumbini Campus**  
**Devinagar, Butwal - 1, Rupandehi, Province-5, Nepal**  
**Higher Education Reform Project**  
**PROCUREMENT FOR WORKS - FY 2076/077**

Date Format: MM/DD/YY

| SN    | Contract ID     | Description of Work                                                | Method of Procurement | Estimate or Actual             | Estimated Amount in NPR | Design Investigation Completed                                                                                     | Bill of Materials and Estimate | Bill of Materials and Estimate | Est for Bill | Bill Opening | Bill Evaluation | Contract Award Decision | Letter of Intention to Award | Contract Signature Agreement/Order | Contract End (Delivery) | Remarks |
|-------|-----------------|--------------------------------------------------------------------|-----------------------|--------------------------------|-------------------------|--------------------------------------------------------------------------------------------------------------------|--------------------------------|--------------------------------|--------------|--------------|-----------------|-------------------------|------------------------------|------------------------------------|-------------------------|---------|
| 1     | Lumbini/W/01-01 | Construction of Campus Road and Shed                               | Sealed Quotation      | Estimated<br>Revised<br>Actual | 900000.00               | 6-20-2076                                                                                                          | 6-28-2076                      | 7-1-2076                       | 7-8-2076     | 7-26-2076    | 7-22-2076       | 7-24-2076               | 7-25-2076                    | 8-1-2076                           | 8-11-2076               |         |
| 2     | Lumbini/W/01-02 | Construction of First & Second Floor over Existing Campus Building | NCR                   | Estimated<br>Revised<br>Actual | 5412681.22              | 5-26-2076                                                                                                          | 6-26-2076                      | 6-26-2076                      | 7-1-2076     | 7-11-2076    | 8-4-2076        | 8-6-2076                | 8-8-2076                     | 8-15-2076                          | 2-11-2077               | Ongoing |
| 3     | Lumbini/W/01-03 | Construction of the Train over the Campus Building                 | NCR                   | Estimated<br>Revised<br>Actual | 4587888.78              | 5-26-2076                                                                                                          | 6-26-2076                      | 6-26-2076                      | 7-1-2076     | 7-11-2076    | 8-4-2076        | 8-6-2076                | 8-8-2076                     | 8-15-2076                          | 2-11-2077               |         |
| 4     | Lumbini/W/01-04 | Construction of the New Building (Academic Building II)            | NCR                   | Estimated<br>Revised<br>Actual | 8800000.00              | 6-26-2076                                                                                                          | 7-21-2076                      | 7-21-2076                      | 8-1-2076     | 8-11-2076    | 9-4-2076        | 9-6-2076                | 9-8-2076                     | 9-15-2076                          | 6-12-2077               | Ongoing |
| 5     | Lumbini/W/02-01 | Construction of Water Tank                                         | Sealed Quotation      | Estimated<br>Revised<br>Actual | 1000000.00              | 9-16-2076                                                                                                          | 9-24-2076                      | 6-15-2076                      | 7-1-2076     | 7-16-2076    | 7-18-2076       | 7-26-2076               | 7-21-2076                    | 7-28-2076                          | 8-27-2076               |         |
| 6     | Lumbini/W/02-02 | Construction of Drainage                                           | Shopping              | Estimated<br>Revised<br>Actual | 500000.00               | 9-7-2076                                                                                                           | 9-19-2076                      | 9-12-2076                      | 9-15-2076    | 9-22-2076    | 9-24-2076       | 9-26-2076               | 9-28-2076                    | 10-9-2076                          | 11-4-2076               |         |
| 7     | Lumbini/W/02-03 | Construction of Campus Gate                                        | Sealed Quotation      | Estimated<br>Revised<br>Actual | 2000000.00              | 8-15-2076                                                                                                          | 8-23-2076                      | 8-26-2076                      | 8-30-2076    | 9-14-2076    | 9-16-2076       | 9-18-2076               | 9-19-2076                    | 9-26-2076                          | 10-26-2076              |         |
| 8     | Lumbini/W/02-04 | Construction of Compound Wall (North)                              | Sealed Quotation      | Estimated<br>Revised<br>Actual | 2000000.00              | 9-5-2076                                                                                                           | 9-30-2076                      | 10-6-2076                      | 10-11-2076   | 10-26-2076   | 10-30-2076      | 11-1-2076               | 11-3-2076                    | 11-16-2076                         | 5-9-2077                | Ongoing |
| 9     | Lumbini/W/02-05 | Construction of Free Stationery/ Union Office                      | NCR                   | Estimated<br>Revised<br>Actual | 2300000.00              | 9-12-2076                                                                                                          | 10-7-2076                      | 10-13-2076                     | 10-18-2076   | 11-17-2076   | 11-21-2076      | 11-23-2076              | 11-25-2076                   | 12-2-2076                          | 8-11-2077               |         |
| 10    | Lumbini/W/02-06 | Development of Garden and Plantation                               | Shopping              | Estimated<br>Revised<br>Actual | 100000.00               | 5-15-2076                                                                                                          | 5-23-2076                      | 5-26-2076                      | 5-30-2076    | 6-6-2076     | 6-8-2076        | 6-10-2076               | 6-11-2076                    | 6-18-2076                          | 7-18-2076               |         |
| 11    | Lumbini/W/02-07 | Reconstruction of Buildings                                        | NCR                   | Estimated<br>Revised<br>Actual | 1090000.00              | 9-23-2076                                                                                                          | 7-18-2076                      | 7-24-2076                      | 7-29-2076    | 8-28-2076    | 9-1-2076        | 9-5-2076                | 9-5-2076                     | 9-12-2076                          | 5-11-2077               |         |
| 12    | Lumbini/W/02-08 | Construction of the Train over the existing Library Building       | NCR                   | Estimated<br>Revised<br>Actual | 2113363.56              | 6-1-2076                                                                                                           | 9-26-2076                      | 7-2-2076                       | 7-7-2076     | 8-6-2076     | 8-30-2076       | 8-12-2076               | 8-14-2076                    | 8-21-2076                          | 2-17-2077               | Ongoing |
| 13    | Lumbini/W/02-09 | Construction of Volleyball Ground                                  | Shopping              | Estimated<br>Revised<br>Actual | 100000.00               | 5-5-2076                                                                                                           | 5-10-2076                      | 5-13-2076                      | 5-15-2076    | 5-22-2076    | 5-24-2076       | 5-26-2076               | 5-28-2076                    | 6-4-2076                           | 7-4-2076                |         |
| Total |                 |                                                                    |                       |                                | 114213363.56            | (One Hundred Fourteen Million Two Hundred Thirteen Thousand Three Hundred Sixty Three Rupees Fifty Six Paise only) |                                |                                |              |              |                 |                         |                              |                                    |                         |         |

# LUMBINI BANIJYA CAMPUS

BUTWAL



## Strategic Plan 2015-2020 (Revised 2016)

*OUR MOTTO*

*Quality Education for Quality Manpower*

# LUMBINI BANIJYA CAMPUS

BUTWAL

## OUR VISION

*Our vision is to make Lumbini Banijya Campus a renowned community based college with exceptional and outstanding educational opportunities for students. It will be a student oriented college concentrating on research activities to develop academic community. The ultimate vision of the college will be to develop as Deemed University.*

## OUR MISSION

*The mission of the college is to acquire and develop dedicated, laborious, qualified and socially renowned faculties for delivering quality education to the students. We will advance the intellectual and social condition of the people of the community and country through the quality program of teaching, research and services.*

## QUALITY POLICY

*Our objective is to provide Quality Education to the students according to the demand of society that enables the students to develop problem solving, leadership and team work skills along with value of commitment to quality, ethical behavior, society and respect for one another.*

## QUALITY INITIATIVES OF IQAC

- Mentorship
- Result analysis
- Assist in Strategic Planning
- Events Scheduling
- Publications and Paper presentations
- Delegating Faculty members for Seminars and Workshops
- Organizing Guest Lectures
- Student Counseling
- Interdepartmental Interaction
- Organization of discussions, workshops, seminars, training programmes
- Organization of teachers training programme
- Self-appraisal
- Performance appraisal
- Peer appraisal
- Initiating Department for Best Practice
- Student Feed-back system and analysis
- Placement activities/Internship Activities
- Introduction of value added courses
- Establishment of Research Development Cell
- Developing national /international linkages

## HIGHLIGHTS

With respect to students we are dedicated, first, to excellence in teaching and learning. This dedication is built on a student-centered concept of education, where we encourage students to learn through critical examination of material and co-ordination with professors and other students. The campus even runs extra classes for the educationally disadvantaged students according to the recommendation of the student quality circle and the class in-charge. Besides, LBC is of the firm belief that quality education is impossible without research. Consequently, we have research programs both in the master level and the bachelor level. The BBS students write a project report and the MBS students a research thesis. Besides, students are sent on field research and in internship in the local community and industries. This has improved us in building us a close link with them; as well as our students are sought after in the local job market. Additionally campus also focuses on faculty development. Currently the campus is also funding faculties for further studies like MPhil and PhD Program.

## 10. Action Plan

### Strategic Priority I: Mechanism for EMIS

#### 1.1 To install and upgrade software

| Activities                                                 | Action recommended                              | Responsible authority           | Time frame        | Remarks |
|------------------------------------------------------------|-------------------------------------------------|---------------------------------|-------------------|---------|
| 1.1.1 Searching required format and information            | Developing and collecting required forms        | Coordinator, EMIS               | 15 February, 2016 |         |
| 1.1.2 Searching software                                   | Discussion with software provider               | Coordinator, EMIS               | 22 February, 2016 |         |
| 1.1.3 Selection of appropriate software and information    | Comparing attributes of the available softwares | Coordinator, EMIS               | 22 February, 2016 |         |
| 1.1.4 Up-gradation of existing software as per requirement | Interaction with software developer             | Coordinator, EMIS<br>Head, IQAC | 31 March, 2016    |         |

#### 1.2 To maintain and upgrade library records

| Activities                                                                         | Action recommended                                | Responsible authority | Time frame        | Remarks |
|------------------------------------------------------------------------------------|---------------------------------------------------|-----------------------|-------------------|---------|
| 1.2.1 Searching comparative advantage between <i>Libra</i> , <i>Systematic</i> and | Interaction with software developer and concerned | Coordinator,          | 22 February, 2016 |         |

|                                                           |                                                         |                    |                                                                                             |  |
|-----------------------------------------------------------|---------------------------------------------------------|--------------------|---------------------------------------------------------------------------------------------|--|
| other alternatives                                        | HODs                                                    | EMIS               |                                                                                             |  |
| 1.2.2 Recording of all library inventories                | Advice from software developer                          | Coordinator, EMIS  | If existing software not changed, start from 22nd February; else start from 1st April, 2016 |  |
| 1.2.3 Formation of library monitoring and evaluation cell | Decide from meeting of teaching and non-teaching staffs | Campus Chief       | 22 February, 2016                                                                           |  |
| 1.2.4 Forwarding monthly library data to EMIS             | Soft copy                                               | Head, Library      | Monthly                                                                                     |  |
| 1.2.5 Reporting to IQAC by library cell (monthly)         | Soft copy                                               | Head, Library Cell | Monthly                                                                                     |  |

### 1.3 To maintain human resource information system (HRIS)

| Activities                                                                    | Action recommended                           | Responsible authority | Time frame        | Remarks |
|-------------------------------------------------------------------------------|----------------------------------------------|-----------------------|-------------------|---------|
| 1.3.1 Assessing existing human resource inventory (quantity and quality both) | Collection of data from different department | Coordinator, EMIS     | 28 February, 2016 |         |
| 1.3.2 Identification and approval of human resource need annually             | Decision from board and sub-committee        | Member Secretary      | 10 February, 2016 |         |

|                                                                                        |                            |                   |          |  |
|----------------------------------------------------------------------------------------|----------------------------|-------------------|----------|--|
| 1.3.3 Maintaining records of recruitment, selection, promotion and retirement          | Data entry                 | Coordinator, EMIS | Regular  |  |
| 1.3.4 Maintaining records of human resource performance (accessible to authority only) | Using 360 degree appraisal | Head, IQAC        | Annually |  |

#### **1.4 To maintain the records of students**

| <b>Activities</b>                            | <b>Action recommended</b>                                 | <b>Responsible authority</b>                   | <b>Time frame</b> | <b>Remarks</b> |
|----------------------------------------------|-----------------------------------------------------------|------------------------------------------------|-------------------|----------------|
| 1.4.1 Applicants data and intake information | Data entry                                                | Head, Examination                              | Regular           |                |
| 1.4.2 Internal evaluation of the students    | Attendance, class test, term exam, project work, GD, etc. | Subject teacher, Class teacher and Coordinator | Regular           |                |
| 1.4.3 External evaluation of students        | Final examination result                                  | Head, Examination                              | Regular           |                |
| 1.4.4 ECA related skills                     | Formation of clubs and conducting events                  | Head, ECA and Concerned Club                   | Regular           |                |

#### **1.5 To maintain campus inventory records**

| <b>Activities</b>                                                                                 | <b>Action recommended</b> | <b>Responsible authority</b> | <b>Time frame</b> | <b>Remarks</b> |
|---------------------------------------------------------------------------------------------------|---------------------------|------------------------------|-------------------|----------------|
| 1.5.1 Numbering of electronic devices, furniture, installations and vehicles, building and blocks | Assignment to painter     | Store keeper                 | 31 March, 2016    |                |

|                                                    |            |              |                |  |
|----------------------------------------------------|------------|--------------|----------------|--|
| 1.5.2 Recording of software and operating supplies | Data entry | Store keeper | 15 April, 2016 |  |
|----------------------------------------------------|------------|--------------|----------------|--|

#### **1.6 To maintain record of Governing bodies**

| <b>Activities</b>                                                | <b>Action recommended</b>                                                 | <b>Responsible authority</b> | <b>Time frame</b> | <b>Remarks</b> |
|------------------------------------------------------------------|---------------------------------------------------------------------------|------------------------------|-------------------|----------------|
| 1.6.1 Personal information of campus council                     | Developing form and collecting data                                       | Head, IQAC                   | 28 February, 2016 |                |
| 1.6.2 Personal information of campus management committee        | Developing form and collecting data                                       | Head, IQAC                   | 28 February, 2016 |                |
| 1.6.3 Recording of meeting                                       | Data entry regarding of number, date of meetings, and members' attendance | Coordinator, EMIS            | 7 April, 2016     |                |
| 1.6.4 Recording details of different sub-committees of the board | Data entry regarding of number, date of meetings, and members' attendance | Coordinator, EMIS            | 7 April, 2016     |                |

#### **Strategic Priority II: Research, Development and Publication**

#### **2.1 To develop teaching faculty into academically competent ,capable, resourceful and research oriented**

| <b>Activities</b>                      | <b>Action recommended</b>                        | <b>Responsible authority</b> | <b>Time frame</b> | <b>Remarks</b> |
|----------------------------------------|--------------------------------------------------|------------------------------|-------------------|----------------|
| 2.1.1 Revision of bylaws regarding R&D | Formation of review team by Management Committee | Chairperson                  | 31st March, 2016  |                |

|                               |                                                        |           |                                  |  |
|-------------------------------|--------------------------------------------------------|-----------|----------------------------------|--|
| 2.1.2 Publication cell        | Formation of 3 member publication cell                 | Head, R&D | 28th February, 2016              |  |
| 2.1.3 Research article        | Training for teachers and students                     | Head, R&D | 15 April, 2016 and then Annually |  |
| 2.1.4 Journal publication     | Collecting, selecting, editing and finalizing articles | Head, R&D | June and December                |  |
| 2.1.5 Broadening the exposure | Workshop and seminars                                  | Head, R&D | At least 1 in a year             |  |

## **2.2 To conduct research work in collaboration with business communities, local authorities, NGO's and INGO's**

| <b>Activities</b>            | <b>Action recommended</b>                                       | <b>Responsible authority</b> | <b>Time frame</b>    | <b>Remarks</b> |
|------------------------------|-----------------------------------------------------------------|------------------------------|----------------------|----------------|
| 2.2.1 Interaction program    | Visiting and drawing attention of local community and concerned | Head, R&D                    | 31st August, 2016    |                |
| 2.2.2 Joint applied research | Identifying labor need through Focus Group Discussion           | Head, R&D                    | 15th September, 2016 |                |

## **Strategic Priority III: Renovation, construction and procurement**

### **3.1 To renovate campus building and furniture**

| <b>Activities</b>               | <b>Action recommended</b>                   | <b>Responsible authority</b>                            | <b>Time frame</b> | <b>Remarks</b> |
|---------------------------------|---------------------------------------------|---------------------------------------------------------|-------------------|----------------|
| 3.1.1 Repairing campus building | As per public procurement policy guidelines | Coordinator, Construction and Procurement Sub-committee | Regular           |                |

|                                |                                             |                                                         |                     |  |
|--------------------------------|---------------------------------------------|---------------------------------------------------------|---------------------|--|
| 3.1.2 Painting campus building | As per public procurement policy guidelines | Coordinator, Construction and Procurement Sub-committee | 28th February, 2016 |  |
| 3.1.3 Furniture maintenance    | As per public procurement policy guidelines | Assistant Campus Chief                                  | Regular             |  |

### 3.2 To develop program based facilities

| Activities                                           | Action recommended                                           | Responsible authority                                   | Time frame           | Remarks |
|------------------------------------------------------|--------------------------------------------------------------|---------------------------------------------------------|----------------------|---------|
| 3.2.1 Hotel management laboratory                    | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 31st August, 2018    |         |
| 3.2.2 Construction of Exam Division block            | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 30th September, 2017 |         |
| 3.2.3 Construction of garden, park and parking space | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 31st April, 2016     |         |
| 3.2.4 Shifting Generator to reasonable site          | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 30th November, 2016  |         |
| 3.2.5 Construction of girls' and boys' hostel        | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 31st December, 2019  |         |
| 3.2.6 Construction of reception counter              | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 30th June, 2016      |         |
| 3.2.7 Construction of staff                          | As per public procurement policy                             | Coordinator, Construction and                           | 31st December,       |         |

|                                                                    |                                                              |                                                         |                     |  |
|--------------------------------------------------------------------|--------------------------------------------------------------|---------------------------------------------------------|---------------------|--|
| quarter                                                            | guidelines and through HERP                                  | Procurement Sub-committee                               | 2019                |  |
| 3.2.8 Construction of ECA office                                   | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 31st December, 2016 |  |
| 3.2.9 Installation of 3-Phase electricity                          | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 10th April, 2016    |  |
| 3.2.10 Construction of 1 <sup>st</sup> floor over canteen building | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 31st December, 2017 |  |
| 3.2.11 Construction of campus road (Internal)                      | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 30 April, 2016      |  |
| 3.2.12 Construction of auditorium hall                             | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 31st December, 2019 |  |
| 3.2.13 Construction of compound wall                               | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | 31st December, 2017 |  |

### 3.3 To procure equipments and tools

| Activities                 | Action recommended                                           | Responsible authority                                   | Time frame         | Remarks        |
|----------------------------|--------------------------------------------------------------|---------------------------------------------------------|--------------------|----------------|
| 3.3.1 Multimedia projector | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement | 20 Nos         |
| 3.3.2 Air Conditioner      | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement | 3 Nos @ 2 tons |

|                                     |                                                              |                                                         |                    |                                                     |
|-------------------------------------|--------------------------------------------------------------|---------------------------------------------------------|--------------------|-----------------------------------------------------|
| 3.3.3 Computer and Laptop           | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement | 50 Computer and 15 Laptops                          |
| 3.3.4 Water Dispenser               | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement | 2 Nos                                               |
| 3.3.5 Equipment for meditation hall | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement | DTS sound system, carpets, chakati, Guru sofa, etc. |
| 3.3.6 Office and student furniture  | As per public procurement policy guidelines and through HERP | Coordinator, Construction and Procurement Sub-committee | As per requirement | As per demand of the program                        |

#### **Strategic Priority IV: Internal Quality Control Mechanism (IQAC)**

##### **4.1 To establish ethics and norms for enhancing the moral confidence of teachers and students**

| <b>Activities</b>                                                       | <b>Action recommended</b>                                             | <b>Responsible authority</b> | <b>Time frame</b> | <b>Remarks</b> |
|-------------------------------------------------------------------------|-----------------------------------------------------------------------|------------------------------|-------------------|----------------|
| 4.1.1 Restructuring of IQAC                                             | Reformation of IQAC through general meeting                           | IQAC Coordinator             | March 1st, 2016   |                |
| 4.1.2 Conducting monthly meeting by department, cell and quality circle | Heads of department, cell and quality circle.                         | IQAC                         | Regular           |                |
| 4.1.3 Conducting refreshment program to the faculty and staffs          | By organizing refreshment programs and trainings to upgrade faculties | IQAC                         | Regular           |                |

#### 4.2 To enhance high quality academic environment

| Activities                   | Action recommended                                                                                                                                                                                                                                                                                                                | Responsible authority                               | Time frame | Remarks |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------|------------|---------|
| 4.2.1 Size of the classroom  | By limiting the No. of students in class as per T.U. rules.                                                                                                                                                                                                                                                                       | Campus administration                               | Regular    |         |
| 4.2.2 Improvement of results | <ul style="list-style-type: none"> <li>• Adoption of advanced teaching learning approach</li> <li>• Attracting students for consulting library and websites</li> <li>• Motivating good performers with scholarship</li> <li>• Conducting remedial classes</li> <li>• By rewarding students for outstanding performance</li> </ul> | Campus administration, IQAC and program coordinator | Regular    |         |

#### 4.3 To adopt the calendar of operation

| Activities                                                                                   | Action recommended                 | Responsible authority         | Time frame | Remarks |
|----------------------------------------------------------------------------------------------|------------------------------------|-------------------------------|------------|---------|
| 4.3.1 Preparation of departmental annual plan based on the calendar of operation             | Interaction with Teacher and Staff | HODs of respective department | Regular    |         |
| 4.3.2. Monitoring and supervision of course plan/lesson plan                                 | As per copy submitted to IQAC      | IQAC                          | Regular    |         |
| 4.3.3. Regularization of co and extracurricular activities along with departmental meetings. | As per copy submitted to IQAC      | IQAC                          | Regular    |         |

## Strategic Priority V: Campus autonomy

### 5.1 To convert LBC into autonomous campus

| Activities                                                                | Action recommended                                                                                                                                                                                                                                                                                                                                                                                             | Responsible authority | Time frame       | Remarks                                                                                                                                                                                                                                       |
|---------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.1.1 Introducing need-based curriculum and developing examination system | <ul style="list-style-type: none"> <li>• Feasibility study</li> <li>• SWOT analysis</li> <li>• Submission of letter of interest for autonomy</li> <li>• Organizing training to the staffs</li> <li>• Upgrading the faculties</li> <li>• Upgradation, addition and management of physical facilities</li> <li>• Dialogue and interaction with stakeholders</li> <li>• Collection of experts' opinion</li> </ul> | Campus Administration | Upon TU decision | <p>* The LBC council, Management Committee, and General Meeting of teaching and non-teaching staffs have already decided to convert LBC into autonomous campus</p> <p>** Feasibility study and SWOT analysis have already been completed.</p> |

## Strategic Priority VI: Counseling, placement, and tracer study

### 6.1 To bridge the gap between students and employers as counselor

| Activities         | Action recommended                                                                                                                        | Responsible authority                        | Time frame | Remarks |
|--------------------|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|------------|---------|
| 6.1.1 Bridging gap | Gathering information on job avenues and placements available in different institutions/corporate houses/industrial houses etc. through – | Head, Counseling, Placement and Tracer Study | Regular    |         |

|  |                                                                                                                                                                                                                                                            |  |  |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|
|  | <ul style="list-style-type: none"> <li>• Interaction with the potential employers</li> <li>• Introducing skill development programs</li> <li>• Providing training related to Government job</li> <li>• Encouraging students for self-employment</li> </ul> |  |  |  |
|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|--|

## 6.2 To prepare up-to-date tracer report

| Activities                         | Action recommended                                                                                                                                                                | Responsible authority                        | Time frame | Remarks |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------|------------|---------|
| 6.2.1 Preparation of Tracer Report | <ul style="list-style-type: none"> <li>• Data collection from pass out students</li> <li>• Date entry</li> <li>• Data editing and analysis</li> <li>• Preparing report</li> </ul> | Head, Counseling, Placement and Tracer Study | Regular    |         |

## Strategic Priority VII: Good Governance and Social Responsibilities

### 7.1 To ensure shared Governance

| Activities                                           | Action recommended                                                                                                                                                                                                   | Responsible authority | Time frame      | Remarks                                                          |
|------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|-----------------|------------------------------------------------------------------|
| 7.1.1 Formation of sub-committee for academic policy | A sub-committee led by one of the members of Campus Management Committee incorporating President (Teachers' Association) and President (Employee Association) will be formed for reviewing the policy of the campus. | Member Secretary      | 3rd April, 2016 | Sub-committee completes its works within one month of formation. |

|                                                              |                                                                                             |                                             |                     |                           |
|--------------------------------------------------------------|---------------------------------------------------------------------------------------------|---------------------------------------------|---------------------|---------------------------|
| 7.1.2 Ensuring fair appointments of teachers                 | According to campus by-laws                                                                 | Member Secretary                            | Regular             |                           |
| 7.1.3 Ensuring fair appointments of administrative employees | According to campus by-laws                                                                 | Member Secretary                            | Regular             |                           |
| 7.1.4 Feedback from students                                 | Accommodating students' and guardians' constructive inputs                                  | Head, IQAC and Teacher-Guardian Association | Regular             | After formation of policy |
| 7.1.5 Erection of Citizen Charter                            | A flex board of Citizen Charter is being affixed on the wall or hanged on the visible place | Campus Administration                       | Amendment regularly |                           |

## 7.2 To determine clear right and responsibilities

| Activities                                             | Action recommended                                                                                              | Responsible authority                         | Time frame      | Remarks                                      |
|--------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-----------------|----------------------------------------------|
| 7.2.1 Reconstruction of present organization structure | Forming a Sub-committee by Campus Management Committee                                                          | Chairperson                                   | 15th July, 2016 |                                              |
| 7.2.2 Job analysis                                     | Determining job description and job specification, and evaluating job and performance to take corrective action | Head, IQAC (Approval by Management Committee) | Regular         | Performance evaluation as per Campus By-laws |

|                                                                                |                                      |                  |                              |  |
|--------------------------------------------------------------------------------|--------------------------------------|------------------|------------------------------|--|
| 7.2.3 Reviewing and redefining the right and responsibilities of Board members | To be determined by Council Assembly | Member Secretary | First week of February, 2017 |  |
|--------------------------------------------------------------------------------|--------------------------------------|------------------|------------------------------|--|

### 7.3 To introduce meritocratic selection system

| Activities                      | Action recommended                                                                         | Responsible authority         | Time frame               | Remarks |
|---------------------------------|--------------------------------------------------------------------------------------------|-------------------------------|--------------------------|---------|
| 7.3.1 Students' intake          | Enrollment of students based on merit and score obtained in entrance exam                  | Coordinator, Examination Cell | During Admission Session |         |
| 7.3.2 Scholarship provision     | Formulation of By-laws for scholarship to educationally disadvantaged and deprived cluster | Management Committee          | 30th June, 2017          |         |
| 7.3.3 Appointment of candidates | As per campus by-laws with reference to university rules                                   | Selection commission          | When deemed necessary    |         |

### 7.4 To maintain financial transparency

| Activities                              | Action recommended                                                                     | Responsible authority                | Time frame | Remarks |
|-----------------------------------------|----------------------------------------------------------------------------------------|--------------------------------------|------------|---------|
| 7.4.1 Budgeting and resource allocation | Preparation of program-based budget in the transparent manner using bottom-up approach | Management committee<br>(Approval by |            |         |

|                                        |                                                                                                          |                                                     |                                     |                                                                 |
|----------------------------------------|----------------------------------------------------------------------------------------------------------|-----------------------------------------------------|-------------------------------------|-----------------------------------------------------------------|
|                                        |                                                                                                          | Campus Council)                                     |                                     |                                                                 |
| 7.4.2 Internal and final audit         | Formation of 3-member internal audit committee                                                           | Management committee                                | Before the beginning of Fiscal Year | Quarterly reports to be submitted to Management Committee       |
| 7.4.3 Disclosure of final audit report | Announcing the final audit report in campus anniversary and in campus management and development council | Member Secretary                                    | Annual                              |                                                                 |
| 7.4.4 Procurement and construction     | Procurement and construction committee headed by one of the members of Management Committee              | Coordinator, Procurement and Construction Committee | When deemed necessary               | As per by-laws of campus based on Government Procurement Policy |
| 7.4.5 Utilization of donation          | As per the agreement with donor agency                                                                   | Management Committee                                | Regular                             |                                                                 |

#### 7.5 To regularly test the standard

| Activities                                                                                           | Action recommended                                                                                              | Responsible authority | Time frame | Remarks |
|------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|-----------------------|------------|---------|
| 7.5.1 Measuring the quality of teaching and learning practices through both students perspective and | Through implementing peer evaluation, self-evaluation, supervisor's evaluation and student evaluation mechanism | Head, IQAC            | Annual     |         |

|                                                                        |                                                    |                                   |         |  |
|------------------------------------------------------------------------|----------------------------------------------------|-----------------------------------|---------|--|
| supervisor's perspective                                               |                                                    |                                   |         |  |
| 7.5.3 Initiating socially responsible activities towards the community | Helping people to develop their village as a model | Coordinator, Public Relation Cell | Regular |  |

#### **7.6 To set up the grievance handling cell**

| <b>Activities</b>                               | <b>Action recommended</b>                                               | <b>Responsible authority</b>              | <b>Time frame</b> | <b>Remarks</b> |
|-------------------------------------------------|-------------------------------------------------------------------------|-------------------------------------------|-------------------|----------------|
| 7.6.1 Formation of grievance handling committee | By Management Committee as recommended by Campus Chief                  | Campus Chief                              | 31st July, 2016   |                |
| 7.6.2 Grievance handling                        | Managing complaint box, complaint book, and appealing to put grievances | Coordinator, Grievance Handling Committee | Regular           |                |

#### **Strategic Priority VIII: Program extension and enhancement of co-curricular aspect**

##### **1. To develop academic curriculum as per the current trend**

| <b>Activities</b>                                             | <b>Action recommended</b>                                                                     | <b>Responsible authority</b>   | <b>Time frame</b>   | <b>Remarks</b> |
|---------------------------------------------------------------|-----------------------------------------------------------------------------------------------|--------------------------------|---------------------|----------------|
| 8.1.1 Conducting local and international seminar and workshop | Participation and involvement of research scholars, employers and people from local community | Head, Research and Development | Annual              |                |
| 8.1.2 Extension of further academic programs                  | Affiliation from University for BIM, BBA, BTTM, BHM, MBM, MBA programs                        | Campus Administration          | 31st December, 2020 |                |

|                                        |                                                                      |                       |         |  |
|----------------------------------------|----------------------------------------------------------------------|-----------------------|---------|--|
| 8.1.3 Amendment of existing curriculum | Suggesting the concerned university for revising existing curriculum | Head, All Departments | Regular |  |
|----------------------------------------|----------------------------------------------------------------------|-----------------------|---------|--|

## 2. To connect academic curricular activities to the career path

| Activities                                     | Action recommended                                                                                                                 | Responsible authority                      | Time frame               | Remarks |
|------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------|--------------------------|---------|
| 8.2.1 Labor market need identification         | Inviting guest lecturers from universities and other professionals such as CEOs, Government officials and successful entrepreneurs | Coordinator, Placement and Counseling Cell | During academic sessions |         |
| 8.2.2 Adopting the best practices              | Benchmarking the best practices of accredited colleges and universities                                                            | Head, IQAC                                 | Annual                   |         |
| 8.2.3 Enhancing research exposures of students | Involving students in mini research programs                                                                                       | Head, Research and Development             | During academic sessions |         |

## 3. To create, refine, and implement integrated co-curricular and extra-curricular programs

| Activities                                                                                        | Action recommended                                                                                                                                                  | Responsible authority     | Time frame  | Remarks |
|---------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|-------------|---------|
| 8.3.1 Launching co-curricular and extra-curricular activities for overall development of students | Organizing training programs and forming different clubs such as volley ball club, football club, basket ball club, cricket club, table tennis club, cultural club. | Coordinator, ECA and HODs | Regular     |         |
| 8.3.2 Conducting student                                                                          | Inviting students from neighboring universities and colleges and sending students to their institution to                                                           | Administration            | Once in two |         |

|                                            |                                                                                                                      |                |                   |  |
|--------------------------------------------|----------------------------------------------------------------------------------------------------------------------|----------------|-------------------|--|
| exchange program                           | exchange culture                                                                                                     |                | years             |  |
| 8.3.3 Conducting employee exchange program | Inviting teaching and non-teaching staffs from colleges having MOU; and sending LBC staffs to exchange their culture | Administration | Once in two years |  |

### **Strategic Priority IX: Strengthening the management**

#### **1. To make the members of management committee aware**

| <b>Activities</b>                                     | <b>Action recommended</b>                                                       | <b>Responsible authority</b> | <b>Time frame</b>                            | <b>Remarks</b> |
|-------------------------------------------------------|---------------------------------------------------------------------------------|------------------------------|----------------------------------------------|----------------|
| 9.1.1 Visiting different universities                 | Organizing a visit program in QAA universities and colleges of Nepal and abroad | Administration               | Once in three years                          |                |
| 9.1.2 Enhancing the managerial knowhow                | Conducting training for members of Management Committee                         | Administration               | Once in three years                          |                |
| 9.1.3 Involving management committee in project works | Inviting members of Management Committee when the project works are presented   | Administration               | At the time of presentation of project works |                |

## **Strategic Priority X: Health and Environment**

### **1. To enhance the health and safety level of employee and students**

| <b>Activities</b>             | <b>Action recommended</b>                                                                                           | <b>Responsible authority</b> | <b>Time frame</b> | <b>Remarks</b> |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------|------------------------------|-------------------|----------------|
| 10.1.1 Health and hygiene     | Conducting health camp                                                                                              | Administration               | Annual            |                |
| 10.1.2 First aid services     | Managing first aid box, students suffering within campus premises will be taken to hospital after primary treatment | Administration               | Whenever needed   |                |
| 10.1.3 Joint insurance policy | Renewal of joint insurance policy for staffs and students                                                           | Administration               | Regular           |                |
| 10.1.4 Meditation             | Construction of meditation hall within the campus for managing stress and enhancing concentration                   | Administration               | 30th April, 2016  |                |

### **2. To develop congruent environment of both inside and outside class rooms**

| <b>Activities</b>                             | <b>Action recommended</b>                             | <b>Responsible authority</b> | <b>Time frame</b>  | <b>Remarks</b> |
|-----------------------------------------------|-------------------------------------------------------|------------------------------|--------------------|----------------|
| 10.2.1 Relocation of generator and cycle shed | Shifting generator and cycle shed to the proper place | Administration               | 31st October, 2017 |                |

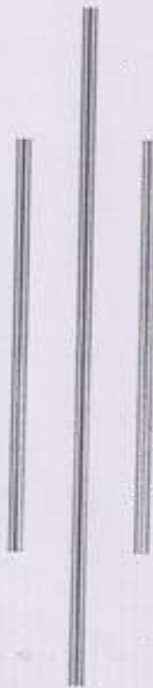
**3. To create an impressive and naturally green environment**

| <b>Activities</b>                    | <b>Action recommended</b>                                            | <b>Responsible authority</b> | <b>Time frame</b> | <b>Remarks</b> |
|--------------------------------------|----------------------------------------------------------------------|------------------------------|-------------------|----------------|
| 10.3.1 Gardening inside the campus   | Gardening the North and West side of campus premises                 | Administration               | 30th July, 2018   |                |
| 10.3.2 Plantation outside the campus | Plantation on the both side of the campus road in front of main gate | Administration               | 30th July, 2018   |                |
| 10.3.3 Maintenance of garden         | Appointment of separate Gardener                                     | Administration               | Regular           |                |

## 12. Audit Report- 2075/076

# लुम्बिनी वाणिज्य क्याम्पस

बुटवल - ११ देवीनगर, रुपन्देही  
फोन नं.०७१- ४१०५००, ४१०२४५  
Website: [www.lbc.edu.np](http://www.lbc.edu.np)



आर्थिक वर्ष २०७५/२०७६ को लेखा परिक्षण प्रतिवेदन



# Bhurtel & Associates

Chartered Accountants

श्री लुम्बिनी वाणिज्य क्याम्पस,

बुटवल ११, देवीनगर, रुपन्देही

समग्र लेखापरीक्षकको प्रतिवेदन

यस लुम्बिनी वाणिज्य क्याम्पस, बुटवल ११, देवीनगरको यतै साथ संलग्न २०७६ आषाढ मसान्तको वासलात, सो मितिमा समाप्त भएको आर्थिक वर्ष २०७५/०७६ को आम्दानी तथा खर्च विवरण र नगद प्रवाह विवरणको लेखापरीक्षण सम्पन्न गरेका छौं । यी वित्तीय विवरणहरू प्रतिको उत्तरदायित्व व्यवस्थापनमा रहेको छ । व्यवस्थापनले तयार गरेका ती वित्तीय विवरणहरू उपर लेखापरीक्षणको आधारमा आफ्नो मन्तव्य जारी गर्नु हाम्रो उत्तरदायित्व रहेको छ ।

लेखापरीक्षणको सर्वमान्य सिद्धान्तको आधारमा हामीले नेपाल लेखापरीक्षणमान र प्रचलित अन्य लेखापरीक्षणमान अनुरूप लेखापरीक्षण सम्पन्न गरेका छौं । वित्तीय विवरणहरू सारभूत रूपमा गलत आँकडा रहित छ भन्ने कुरामा विश्वस्त हुनको लागि लेखापरीक्षणमा उल्लेखित रकम र खुलाइएका अन्य विवरणलाई पुष्ट्याई गर्ने प्रमाणको छड्के परिक्षण योजना तयार गरी तदनुसार लेखापरीक्षण सम्पन्न गर्नु पर्दछ । वित्तीय विवरणमा उल्लेखित रकम खुलाइएका अन्य विवरणलाई पुष्ट्याई गर्ने प्रमाणको छड्के परिक्षण समेत लेखापरीक्षणमा समावेश हुन्छ । संस्थाले अवलम्बन गरेको लेखा सिद्धान्त, व्यवस्थापनले गरेका महत्वपूर्ण अनुमान एवं वित्तीय विवरणको प्रस्तुतिको समग्र स्थितिको मुल्यांकन पनि लेखापरीक्षणमा समावेश हुन्छ । लेखापरीक्षणले हाम्रो मन्तव्यलाई प्रशान्त आधार प्रदान गर्ने कुरामा हामी विश्वस्त छौं ।

## हाम्रो रायमा

१. माग गर्दा संस्थाले उपलब्ध गराएको हर हिसाबको विवरण तथा जवाफ सन्तोषजनक रहेको छ ।
२. संलग्न वासलात, आय विवरण र नगद प्रवाह विवरण लगायतका वित्तीय विवरण गत विगतको डाँचा र तरिका अनुसार तयार गरिएको र उक्त विवरणहरू संस्थाले राखेको हिसाब किताब, बही खाता, शेस्ता र लेखासंग दुरुस्त रहेको छ ।
३. हाम्रो रायमा संस्थाले प्रचलित कानून बमोजिम हिसाब किताब, खाता बही, शेस्ता र लेखा ठीकसँग राखेको छ तथा प्राप्त विवरणहरू लेखापरीक्षणको निमित्त पर्याप्त छन् ।
४. हामीलाई प्राप्त सुचना तथा उपलब्ध गराइएको जानकारीहरूको आधारमा एवं यतै साथ संलग्न लेखा सिद्धान्त तथा लेखा टिप्पणीहरू साथ अध्ययन गर्दा :  
क) वासलातले २०७६/०३/२१ को आर्थिक स्थिति,  
ख) आम्दानी तथा खर्च विवरणले २०७६/०३/२१ मा समाप्त आर्थिक वर्षको कारोबारको नतिजाको र  
ग) नगद प्रवाह हिसाबले २०७६/०३/२१ मा समाप्त आर्थिक वर्षको नगद प्रवाहको समग्रमा यथार्थ तथा उचित चित्रण गर्दछ ।

मिति २०७६/०५/०५

स्थान: बुटवल, रुपन्देही

प्रेम भुर्तेल, एम.एस.सी.  
भुर्तेल एण्ड एसोसिएट्स  
चार्टर्ड एकाउन्टेन्ट्स

लेखा सम्बन्धी नीतिहरू: आ.व. २०७५/०७६ (लुम्बिनी वाणिज्य क्याम्पस)

१. लेखाका आधारहरू

- १.१ क्याम्पसको वित्तीय विवरण तथा लेखाहरू लेखाका सर्वमान्य सिद्धान्त तथा प्रचलित लेखा नीति अनुसार राखिएको छ ।
- १.२ वित्तीय विवरण ऐतिहासिक लागत अवधारणाको आधारमा तयार गरिएको छ ।
- १.३ वित्तीय विवरण अन्यथा उल्लेख बाहेक समान्यता प्रोद्भावी (Accrual) आधारमा तयार गरिएको छ ।

२. आय कर

क्याम्पसको आम्दानीमा आय कर ऐन, २०५८ बमोजिम आयकर नलाग्ने हुनाले आयकर व्यवस्था गरीएको छैन ।

३. हासकट्टी नीति

स्थिर सम्पत्तिको हासकट्टी आयकर ऐन, २०५८ ले निर्दिष्ट गरे अनुसार घट्दो हास प्रणाली अनुसार गरिएको छ ।

४. वित्तीय विवरणको ढाँचा

क्याम्पसको वित्तीय विवरणहरू गत बित्तिको ढाँचामा तयार गरिएको छ ।

५. अंकको पुनः वर्गीकरण

गत वर्षका अंकहरू आवश्यकतानुसार पुनः वर्गीकरण गरिएका छन् ।

लेखा सम्बन्धी टिप्पणीहरू:

१. क्याम्पसले यस आ.व.को बजटबाट रु. ३,५०,००,०००/०० विनियोजन गरी अनुसन्धान तथा विकास कोष, छुनत्रवृत्ति कोष, आकस्मिक कोष, क्याम्पस जनरल कोष, विद्यार्थी स्वदियु कोष, कर्मचारी स्वास्थ्य उपचार कोष र भवन निर्माण कोषमा रु. ५० लाखको दरले व्यवस्था गरेको छ ।
२. यस आ.व.मा खरीद गरीएका स्थिर सम्पत्तिहरूको हास कट्टी गरीएको छैन ।



# लुम्बिनी वारिज्य क्याम्पस

बुटवल ११, सप्तरी

२०७६ आषाढ मसान्तको बासलात

| दायित्व/सम्पत्ति              | अनुसूची | आ.ब.०७५/०७६    | आ.ब.०७४/०७५    |
|-------------------------------|---------|----------------|----------------|
| कोषको स्रोत                   |         |                |                |
| पूँजी खाता                    |         | ८,९२५,०००.००   | ८,९२५,०००.००   |
| संचित (बचत)                   | १       | २२२,७६९,९३८.०८ | २१०,८८६,७८९.३७ |
| जगेडा कोष                     | २       | १२६,१४७,९८५.४७ | ८६,३६२,५८५.४७  |
| विद्यार्थी धरोटी              | ३       | १४,७४६,९५०.००  | १३,६८५,९५०.००  |
| जम्मा                         |         | ३७२,५८९,०७३.५५ | ३१९,८६०,३१६.८४ |
| कोषको परिचालन                 |         |                |                |
| जग्गा                         |         | ८,९२५,०००.००   | ८,९२५,०००.००   |
| स्थायी सम्पत्ति हास कटाएर     | ४       | ११५,२२०,०३७.२६ | १०७,४७४,१६४.५१ |
| जम्मा (क)                     |         | १२४,१४५,०३७.२६ | ११६,३९९,१६४.५१ |
| चालु सम्पत्ति, पेशकी तथा ऋण : |         |                |                |
| चालु सम्पत्ति :               |         |                |                |
| बैंक मौज्दात                  | ५       | १९,३७२,५४६.१३  | ७,२२८,०२५.३३   |
| बैंक मौज्दात (मुदति)          | ६       | २३२,३८५,१८६.०० | १९९,०३५,१८६.०० |
| पेशकी                         |         |                |                |
| पेशकी तथा धरोटी               | ७       | २,१६३,६४३.४०   | ४४५,२६८.००     |
| जम्मा (ख)                     |         | २५३,९२१,३७५.५३ | २०६,७०८,४७९.३३ |
| न्यून: चालु दायित्व           |         |                |                |
| दिनुपर्ने                     | ८       | ५,४७७,३३९.२४   | ३,२४७,३२७.००   |
| जम्मा (ग)                     |         | ५,४७७,३३९.२४   | ३,२४७,३२७.००   |
| शुद्ध चालु सम्पत्ति घ = (ख-ग) |         | २४८,४४४,०३६.२९ | २०३,४६१,१५२.३३ |
| जम्मा (ब-घ)                   |         | ३७२,५८९,०७३.५५ | ३१९,८६०,३१६.८४ |

PSVAC-13

दिपक खनाल  
संस्था अधिकृत

कृष्ण प्रताप भर्तान  
आ.ले.प. संयोजक

डा.तारा प्र. उपाध्याय  
क्याम्पस प्रमुख

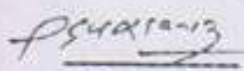
मोतीलाल पाण्डेय  
अध्यक्ष

इम भुर्तेल, सिपु  
संस्थापरीक्षक

  
**लुम्बिनी वाणिज्य क्याम्पस**  
 बुटवल ११, रुपन्देही

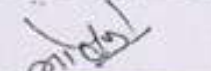
**आ.व. २०७५/०७६ को आम्दानी तथा खर्च विवरण**

| विवरण                      | अनुसूची | आ.व. ०७५/०७६          | बजेट ०७५/०७६          | आ.व. ०७५/०७५          |
|----------------------------|---------|-----------------------|-----------------------|-----------------------|
| <b>प्रत्यक्ष आम्दानी:</b>  |         |                       |                       |                       |
| विद्यार्थीबाट शिक्षण शुल्क | ९       | ८५,२५१,३३०.००         | ८१,६००,०००.००         | ८६,२०४,६५९.००         |
| जम्मा (अ)                  |         | ८५,२५१,३३०.००         | ८१,६००,०००.००         | ८६,२०४,६५९.००         |
| <b>अप्रत्यक्ष आम्दानी:</b> |         |                       |                       |                       |
| अनुदान प्राप्त             | १०      | १६,८५६,६४०.००         | १५,३००,०००.००         | ११,६७५,३५०.००         |
| विविध तथा अन्यबाट          | ११      | ३,९३०,६३०.००          | ३,९००,०००.००          | ३,२३१,१९९.००          |
| बैंक व्याज                 | १२      | २२,२९५,८०७.३७         | १५,०००,०००.००         | १५,०८३,१८३.२२         |
| जम्मा (आ)                  |         | ४२,०८३,०७७.३७         | ३४,२००,०००.००         | २९,९८९,७३२.२२         |
| <b>जम्मा (क) = (अ+आ)</b>   |         | <b>१२७,३३४,४०७.३७</b> | <b>११५,८००,०००.००</b> | <b>११६,१९४,३९१.२२</b> |
| <b>खर्चहरू:</b>            |         |                       |                       |                       |
| हास कटौती                  | ४       | ८,३००,५३१.४६          |                       | ७,९८५,०६६.०७          |
| क्याम्पस संचालन तर्फ       | १३      | ६२,७३५,९२२.२०         | ६३,२००,०००.००         | ५४,९०२,९२०.३४         |
| प्रशासनिक तर्फ             | १४      | १०,४१५,५९७.००         | १०,४४०,०००.००         | ८,९२३,५३०.००          |
| जम्मा (ख)                  |         | ८१,४५२,०५०.६६         | ७३,६४०,०००.००         | ७१,८११,५१६.४१         |
| <b>जम्मा (द) = (ख-क)</b>   |         | <b>४६,८८२,३५६.७१</b>  |                       | <b>४४,६८२,८२५.८१</b>  |

  
 दिपक श्रेष्ठ  
 लेखा अधिकृत

  
 कर्ण प्रसाद अर्या  
 आ.ले.प. संयोजक

  
 डा.तारा प्र. उपाध्याय  
 क्याम्पस प्रमुख

  
 मोतीलाल पाण्डेय  
 अध्यक्ष

  
 प्रेम पुरी  
 लेखापरीक्षक

**लुम्बिनी वाणिज्य क्याम्पस**  
बुटवल ११, रुपन्देही  
आ.व. २०७५/०७६ नगद प्रवाह विवरण

| क्र.सं. | विवरण                                         | आ.व.०७५/०७६     | आ.व.०७४/०७५     |
|---------|-----------------------------------------------|-----------------|-----------------|
| (क)     | कारोबार सञ्चालनबाट नगद प्रवाह                 |                 |                 |
| १.      | नगद प्राप्ति                                  | ६१,५४०,९२५.०१   | ५९,७३९,९८४.३८   |
| १.१     | विद्यार्थीबाट शिक्षण शुल्क                    | १३३,११९,८०७.३७  | १२१,५७४,५९१.२२  |
| १.२     | अनुदान प्राप्त                                | ८५,२५१,३३०.००   | ८६,२०४,६५९.००   |
| १.३     | विविध तथा अन्य                                | १६,८५६,६४०.००   | ११,६७५,३५०.००   |
| १.४     | बैंक ब्याज                                    | ३,९३०,६३०.००    | ३,२३१,१९९.००    |
| १.५     | कोषमा वृद्धि/(कमी)                            | २२,२९५,८०७.३७   | १५,०८३,१८३.२२   |
| २.      | नगद भुक्तानी                                  | ४,७८५,४००.००    | ५,३८०,२००.००    |
| २.१     | क्याम्पस सञ्चालन तर्फ                         | (७३,१५१,५१९.२०) | (६३,८२६,४५०.३४) |
| २.२     | प्रशासनिक तर्फ                                | (६२,७३५,९२२.२०) | (५४,९०२,९२०.३४) |
|         | कार्यगत पुँजी गतिविधि अधिको नगद प्रवाह        | (१०,४१५,५९७.००) | (८,९२३,५३०.००)  |
|         | सञ्चालन सम्बन्धि चालू सम्पत्तिमा कमी/(वृद्धि) | ५९,९६८,२८८.१७   | ५७,७४८,१४०.८८   |
| १.      | पेशकी रकममा रकममा कमी/(वृद्धि)                | (१,७१८,३७५.४०)  | २०८,१६८.००      |
|         | सञ्चालन सम्बन्धि चालू दायित्वमा (कमी)/वृद्धि  | (१,७१८,३७५.४०)  | २०८,१६८.००      |
| १.      | दायित्वमा (कमी)/वृद्धि                        | ३,२९१,०१२.२४    | १,७८३,६७५.५०    |
|         | घरौटीमा (कमी)/वृद्धि                          | २,२३०,०१२.२४    | ४८०,४७५.५०      |
|         |                                               | १,०६१,०००.००    | १,३०३,२००.००    |
| (ख)     | लगानी कारोबारमा नगद प्रवाह                    | (१६,०४६,४०४.२१) | (९,७९६,४०७.२०)  |
| १.      | स्थिर सम्पत्तिमा कमी/(वृद्धि)                 | (१६,०४६,४०४.२१) | (९,७९६,४०७.२०)  |
| २.      | अन्य                                          | -               | -               |
| (ग)     | वित्तिय क्षेत्र कारोबारमा नगद प्रवाह          | -               | -               |
| १.      | दीर्घकालीन ऋणमा वृद्धि/(कमी)                  | -               | -               |
| २.      | पुँजी खातामा वृद्धि/(कमी)                     | -               | -               |
| ३.      | अन्य दायित्वमा वृद्धि/(कमी)                   | -               | -               |
| घ)      | रस बैंकको सम्पूर्ण गतिविधिबाट नगद प्रवाह      | ४५,४९४,५२०.८०   | ४९,९४३,५७७.१८   |
| ङ)      | नगद तथा बैंकमा रहेको शुक मौज्दात              | २०६,२६३,२९९.३६  | ८१,६५३,८९४.३६   |
| च)      | नगद तथा बैंकमा रहेको अल्पम मौज्दात            | २४९,७४७,७६२.९३  | २०६,२६३,२९९.३६  |

*रस बैंक*

दिपक बस्नेत  
सेवा अधिकृत

*रस बैंक*

रुष्मा प्रसाद बस्नेत  
आ.ले.प. संयोजक

*डा.तारा ड. उपध्याप*

डा.तारा ड. उपध्याप  
क्याम्पस प्रमुख

*मोतीलाल पाण्डेय*

मोतीलाल पाण्डेय  
अध्यक्ष

*श्रेम भुर्तेल*

श्रेम भुर्तेल  
सेवापरीक्षक



**लुम्बिनी वाणिज्य क्याम्पस**  
बुटवल ११, रुपन्देही  
२०७६ आषाढ मसान्तको सञ्चिती विवरण

(अनुसूची १)

| विवरण                             | आ.व.०७५/०७६           | आ.व.०७४/०७५           |
|-----------------------------------|-----------------------|-----------------------|
| साधारण सञ्चिती:                   |                       |                       |
| जोडः गत वर्ष सम्मको सञ्चित        | २१०,८८६,७८१.३७        | १८१,१२९,८०९.५३        |
| जोडः यस वर्षको सञ्चित             | ४६,८८२,३५६.७१         | ४४,७५६,९७१.८४         |
| घटाउः अन्य कोषमा बाँडफाँड         | (३५,०००,०००.००)       | (१५,०००,०००.००)       |
| <b>जम्मा</b>                      | <b>२२२,७६९,१३८.०८</b> | <b>२१०,८८६,७८१.३७</b> |
| <b>जम्मा रकम बासलात मा सारेको</b> | <b>२२२,७६९,१३८.०८</b> | <b>२१०,८८६,७८१.३७</b> |

**२०७६ आषाढ मसान्तको जगेडा विवरण**

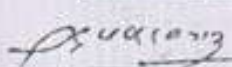
(अनुसूची २)

| विवरण                               | आ.व.०७५/०७६           | आ.व.०७४/०७५          |
|-------------------------------------|-----------------------|----------------------|
| पुजिगत जगेडा:                       |                       |                      |
| शिव कुमारी सैज छात्रवृत्ति कोष      | २००,१८६.००            | २००,१८६.००           |
| अजय पीटेल स्मृति छात्रवृत्ति कोष    | ६०,०००.००             | ६०,०००.००            |
| बिक्रम काउचा स्मृति छात्रवृत्ति कोष | १००,०००.००            | १००,०००.००           |
| सतिस कलौधन छात्रवृत्ति कोष          | १००,०००.००            | १००,०००.००           |
| अनुसन्धान तथा विकास कोष             | १६,७४३,५४४.०९         | ११,७४३,५४४.०९        |
| छात्रवृत्ति कोष                     | २५,६६९,५०९.९०         | २०,६६९,५०९.९०        |
| आकस्मीक कोष                         | २०,६७८,०५०.२०         | १५,६७८,०५०.२०        |
| क्याम्पस जरनल कोष                   | ८,७९२,११५.००          | ३,६०६,७१५.००         |
| विद्यार्थी स्वयिन् भवन कोष          | ५,२७६,१००.००          | २,७६,१००.००          |
| कम्प्युटर जगेडा कोष                 | १६,२२४,६३८.८८         | १६,२२४,६३८.८८        |
| कर्मचारी स्वास्थ्य उपचार कोष        | २७,३०३,८४१.४०         | १७,७०३,८४१.४०        |
| भवन निर्माण कोष                     | ५,०००,०००.००          | -                    |
| <b>जम्मा रकम बासलात मा सारेको</b>   | <b>१८६,१४७,९६५.४७</b> | <b>८७,३६९,५८५.४७</b> |

**२०७६ आषाढ मसान्तको विद्यार्थी धरीटी रकम विवरण**

(अनुसूची ३)

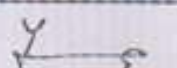
| विवरण                                        | आ.व.०७५/०७६          | आ.व.०७४/०७५          |
|----------------------------------------------|----------------------|----------------------|
| विद्यार्थीबाट जम्मा भएको क्याम्पस धरीटी रकम  | १०,९९१,९५०.००        | ८,७६४,९५०.००         |
| विद्यार्थीबाट जम्मा भएको इक बैंक धरीटी रकम   | ३,१६५,०००.००         | ३,५३१,०००.००         |
| विद्यार्थीबाट जम्मा भएको बि.बि.एम. धरीटी रकम | ५,९०,०००.००          | १,३९०,०००.००         |
| <b>जम्मा</b>                                 | <b>१९,०५६,९५०.००</b> | <b>१३,६८५,९५०.००</b> |



दिपक खनात  
सेवा अधिकृत



कृष्ण प्रसाद श्रेष्ठ  
आ.व.प. संयोजक



डा.तारा प्र. उपाध्याय  
स्वास्थ्य प्रमुख



मोर्तिलास पाण्डेय  
आमस



प्रेम पुर्तन, सिप  
सेवापरीक्षक





(२) अमनगुची (४)

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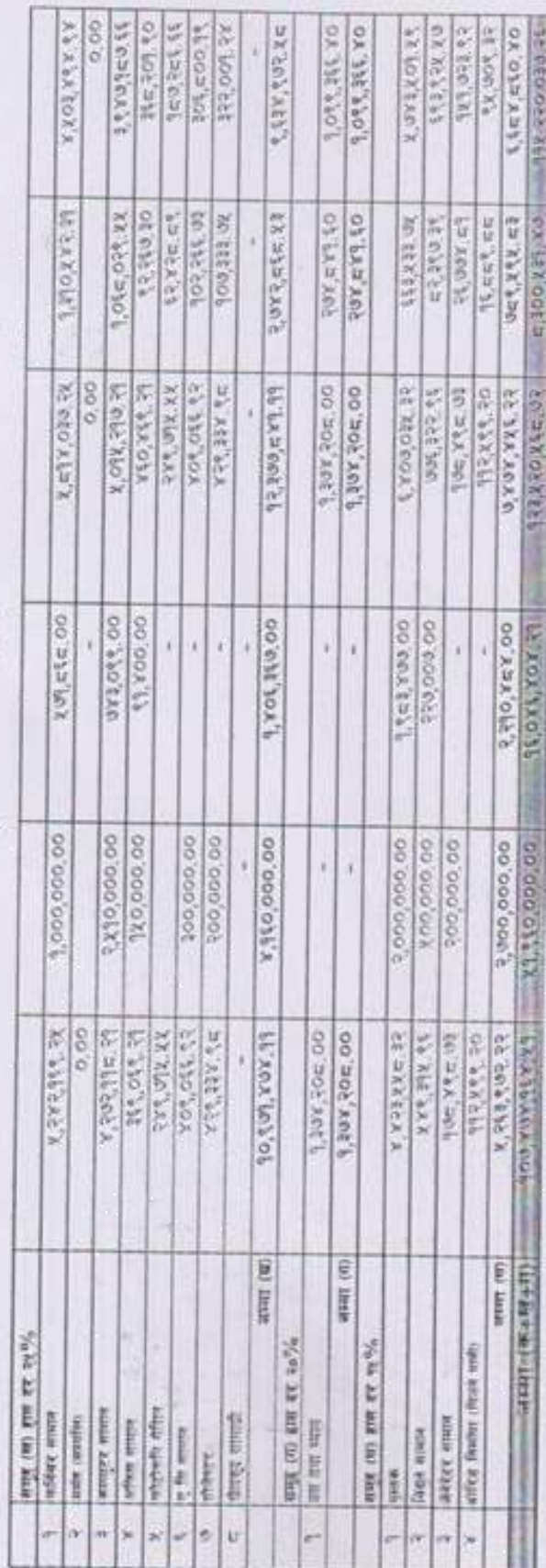
६५४४०७१३  
विपक खाना  
सेवा भविका

कृष्ण प्रसाद अग्रवाल

✓-२.  
डा.तारा प्रसाद न्याय्याच  
क्याय्यात प्रत्यक्ष

मोतीलाल पाण्डेय  
अध्यक्ष

श्रीम भुरील, निपु  
नेचापरीकन



प्रीम भूतल, विप्लव  
लेखापरिचालक

मोरीनाथ पाण्डेय  
अध्यक्ष

डा. तारा प्रसाद उपाध्याय  
असाध्यत कर्म

~~Signature~~  
Signature

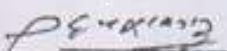
# लुम्बिनी वाणिज्य क्याम्पस

बुटवल-११, धनकुटा

२०७६ आषाढ मसान्तको बैंक सान्द्रातको विवरण

(अनुसूची ५)

| सं.नं. | बैंकको नाम                         | खाता नं.       | आ.व.०७५/०७६   | आ.व.०७६/०७७  |
|--------|------------------------------------|----------------|---------------|--------------|
| १      | नेपाल बंगलादेश बैंक लि.            | चलती ६८३१      | ५,६४२.९६      | ५,६४२.९६     |
| २      | रा.वा.बैंक लि.                     | बचत ३९५१       | ३२५,१०३.८९    | ७०,५९२.५८    |
| ३      | रा.वा.बैंक, वि.वि.अ.आयोग           | बचत २४६७८१०    | २,८८६,६४६.५९  | १,३०५,३३६.२९ |
| ४      | ग्रमु बैंक लि.बचत                  | कल ४१७५७०००००४ | ५३,९३३.२३     | ४०५,६९८.६४   |
| ५      | तिनाउ विकास बैंक लि. छरीटी         | कल ००४२८१२     | २३,७१६.२९     | ३०७,३८७.९८   |
| ६      | कुमारी बैंक लि.                    | बचत ४४०००९     | ९४६,४६२.५६    | ३३९,३८७.३९   |
| ७      | बेष्ट फाईनान्स लि.                 | बचत २४०००२३६   | ५८,४५५.७५     | १७७,५२४.७७   |
| ८      | मध्या बैंक लि.                     | कल ००५४१-१     | ४४,९३०.८८     | ४४,९३०.८८    |
| ९      | लुम्बिनी बचत तथा सहकारी संस्था लि. | चलती ११५       | १६४,७०४.४९    | १०५,६८४.७३   |
| १०     | जनता बैंक लि.                      | चलती १२०१८     | १६,६२७.९४     | १६,६२७.९४    |
| ११     | तिनाउ विकास बैंक लि.               | कल ०००२४१२     | ५,८९६,३७२.२८  | १,१८२,१४२.४३ |
| १२     | एन.एम.बि.बैंक लि.                  | कल ०१३४०५१     | ५९,०२६.३६     | ५९,०२६.३६    |
| १३     | गण्डकी विकास बैंक लि. बचत          | कल ०१७३०८      | ७१८,७००.६४    | २८०,८५४.०८   |
| १४     | शास्त्रन रेसुंगा विकास बैंक लि.    | कल ७५०१        | २,०२९,४०८.४३  | ७३७,४७७.६६   |
| १५     | जनता बैंक लि.                      | कल १३ सिए      | ४१३,४५३.२९    | ३९०,८७३.५८   |
| १६     | जनता बैंक लि.                      | कल ४८८ सिए     | ३०,२४२.२९     | ४४८,६६४.१६   |
| १७     | ग्लोबल आर्ट.एम.ई. बैंक लि.         | चलती           | ३५,९३७.४८     | ३५,९३७.४८    |
| १८     | मिरान विकास बैंक लि.               | चलती           | ४४५,४०७.३४    | २२६,२७८.४३   |
| १९     | लुम्बिनी विकास बैंक लि.            | चलती           | ३,७१२,०३५.७२  | ४४४,४३३.७१   |
| २०     | नेपाल बैंक लि.                     | चलती           | ४७२,५००.००    | -            |
| २१     | नेपाल कम्युनिटी विकास बैंक         | चलती           | ३३५,६४६.७५    | -            |
| २२     | कामना सेवा विकास बैंक लि.          | कल ०१०२७०२     | ६८८,१७०.८७    | ६३९,४०४.१६   |
| जम्मा  |                                    |                | १९,३७२,४६१.१३ | ७,२२८,०२४.३३ |

  
दिपक खत्री  
सेवा अधिकृत

  
कृष्ण प्रसाद शर्मा  
आ.सं.प. अधिकृत

  
डा.तारा प. उपाध्याय  
क्याम्पस प्रमुख

  
मोतीलाल पाण्डेय  
अध्यक्ष

  
प्रेम पुरी, वि.वि.  
नेवापरीक

# लुम्बिनी कृषि विद्यापीठ

बुटवल ११, रुपन्देही

२०७६ आषाढ मसान्तको बैंक तथा वित्तिय संस्थांमा मौज्जात मुद्दतिको विवरण

(अनुसूची ६)

| क्र.सं. | नाम                                       | खाता नं. | आ.व.०७५/०७६    | आ.व.०७४/०७५    |
|---------|-------------------------------------------|----------|----------------|----------------|
| १       | कुमारी बैंक लि.                           | मुद्दति  | ४४,०००,०००.००  | ४४,०००,०००.००  |
| २       | बेष्ट फाईनान्स लि.                        | मुद्दति  | -              | ४,६५०,०००.००   |
| ३       | मेघा बैंक लि.                             | मुद्दति  | -              | -              |
| ४       | लुम्बिनी सहकारी लि.                       | मुद्दति  | ४२५,०००.००     | ४२५,०००.००     |
| ५       | तिनाउ विकास बैंक लि.                      | मुद्दति  | ६२,०००,०००.००  | ५३,०००,०००.००  |
| ६       | तिनाउ विकास बैंक लि. (शिव कुमारी सैनाबाद) | मुद्दति  | २००,९८६.००     | २००,९८६.००     |
| ७       | कामना सेवा विकास बैंक                     | मुद्दति  | २७,५००,०००.००  | २७,५००,०००.००  |
| ८       | कामना सेवा विकास बैंक (अजय पौडेल फण्ड)    | मुद्दति  | ६०,०००.००      | ६०,०००.००      |
| ९       | कामना सेवा विकास बैंक (विक्रम काउचा फण्ड) | मुद्दति  | १००,०००.००     | १००,०००.००     |
| १०      | मिसन विकास बैंक लि.                       | मुद्दति  | १०,०००,०००.००  | ६,०००,०००.००   |
| ११      | शाइन रेगुलर विकास बैंक                    | मुद्दति  | ७५,०००,०००.००  | २८,०००,०००.००  |
| १२      | नेपाल कम्युनिटी विकास बैंक                | मुद्दति  | १०,०००,०००.००  | -              |
| १३      | गण्डकी विकास बैंक                         | मुद्दति  | ३,०००,०००.००   | १३,०००,०००.००  |
| १४      | जनता बैंक लि.                             | मुद्दति  | -              | १७,०००,०००.००  |
| रुम्मा  |                                           |          | २३२,३८५,९८६.०० | १९९,०३१,९८६.०० |

*P. S. 10/07*  
विपक बजार  
लेखा अधिकृत

*[Signature]*  
सुभाष प्रसाद शर्मा  
आ.से.प. संयोजक

*[Signature]*  
डा.तारा प्र. उपाध्याय  
ब्याम्पास प्रमुख

*[Signature]*  
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अध्यक्ष

*[Signature]*  
श्रीम. मृतेन्द्र शर्मा  
लेखापरीक्षक



# लुम्बिनी वाणिज्य क्याम्पस

बुटवल ११, लुम्बिनी

२०७६ आषाढ मसान्तसम्मको पेशकी तथा धरौटी विवरण

(अनुसूची ७)

| स.न. | विवरण                                  | आ.व.०७५/०७६  | आ.व.०७४/०७५ |
|------|----------------------------------------|--------------|-------------|
| १    | एशियाटिक बसन्त जे.भि.(मोबिलाइजेशन मनि) | ५४२,३८८.४०   | -           |
| २    | बसन्त कन्स्टक्सन (मोबिलाइजेशन मनि)     | १,२२६,२५५.०० | -           |
| ३    | गंगा बहादुर क्षेत्री                   | २०,०००.००    | -           |
| ४    | इन्जु ज्ञवाली (ल्यापटप पेशिक)          | १४,०००.००    | ५६,०००.००   |
| ५    | मधुकर शर्मा (ल्यापटप पेशिक)            | १८,०००.००    | ७२,०००.००   |
| ६    | तारा प्रसाद उपाध्याय (ल्यापटप पेशिक)   | १६,०००.००    | ६४,०००.००   |
| ७    | प्रबिन आर्चाय                          | -            | २१,७६८.००   |
| ८    | ललितमान श्रेष्ठ                        | ४०,५००.००    | -           |
| ९    | तुन्डी प्रसाद भुसाल                    | ५५,०००.००    | -           |
| १०   | शिव शंकर आलुमुनियम एण्ड गिल उद्योग     | २००,०००.००   | २००,०००.००  |
| ११   | टेलिफोन धरौटी                          | ६,०००.००     | ६,०००.००    |
| १२   | सिए धरौटी                              | २५,०००.००    | २५,०००.००   |
| १३   | पानी धरौटी                             | ५००.००       | ५००.००      |
|      | जम्मा                                  | २,१६३,६४३.४० | ४४५,२६८.००  |

*P ६५५१११३*

दिपक खनाल  
सेवा अधिकृत

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कृष्ण प्रसाद अर्याल  
आ.स.प. संयोजक

*[Signature]*

डा.तारा प्र. उपाध्याय  
क्याम्पस प्रमुख

*[Signature]*

मोतीलाल पाण्डेय  
आध्यक्ष

*[Signature]*

प्रेम भुर्तेल, सिए  
लेखापरीक्षक



# लुम्बिनी वाणिज्य क्याम्पस

बुटवल ११, स्याङ्गढी

२०७६ आषाढ मसान्तसम्मको दिनुपर्ने दायित्व विवरण

(अनुसूची ८)

| सि.न. | विवरण                               | आ.व.०७५/०७६  | आ.व.०७४/०७५  |
|-------|-------------------------------------|--------------|--------------|
| १     | त्रि.वि.वर्ता तथा रजिष्ट्रेशन शुल्क | ४०,२२५.००    | ८८,४७५.००    |
| २     | भिम प्रसाद गुरुग                    | १००,०००.००   | १००,०००.००   |
| ३     | विद्यार्थी लाई दिनुपर्ने            | ४७०.००       | ४७०.००       |
| ४     | वार्षिक परिक्षा शुल्क               | २,३४५,८५०.०० | ६५५,५५५.००   |
| ५     | स्ववियु शुल्क                       | ७८०,६६६.००   | ६२८,२९६.००   |
| ६     | रंगरोगन रिटेन्सन रकम                | ४६,९९६.००    | ४६,९९६.००    |
| ७     | शौचालय रिटेन्सन रकम                 | १२,५०९.२९    | १२,५०९.२९    |
| ८     | ग्राउण्ड रिटेन्सन रकम               | १२९,३०९.००   | १२९,३०९.००   |
| ९     | क्यान्टिन भवन रिटेन्सन रकम          | ४०७,३५५.४२   | -            |
| १०    | टेण्डर धरीटी                        | २०४,२९७.००   | २०४,२९७.००   |
| ११    | प्रमाणित शुल्क                      | ५७,९९५.००    | २८,८३५.००    |
| १२    | तालिम कोष                           | ११,२८८.००    | ११,२८८.००    |
| १३    | कर दिनुपर्ने                        | ४८४,५१०.४४   | ५९५,३९६.६२   |
| १४    | भु.पु.विद्यार्थी समाज               | ७७१,७००.००   | ६७२,९००.००   |
| १५    | शौचालय रिटेन्सन रकम ( स्वतिक कं.)   | -            | ६८,९९२.००    |
| १६    | प्रधानमन्त्री दैविक प्रकोप कोष      | ४२,९८४.९७    | ४२,९८४.९७    |
| १७    | क्यान्टिन धरीटी                     | ५०,०००.००    | ५०,०००.००    |
|       | जम्मा                               | ५,४७७,३३९.२४ | ३,२४७,३२७.०० |

*[Signature]*

दिपक खनाल  
नेवा अधिकृत

*[Signature]*

कृष्ण प्रसाद अर्याल  
आ.ने.प. संयोजक

*[Signature]*

डा.तारा प्र. उपाध्याय  
क्याम्पस प्रमुख

*[Signature]*

मोतीलाल पाण्डेय  
अध्यक्ष

*[Signature]*

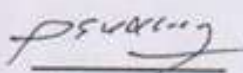
प्रेम भुर्तेल, विप  
लेखापरीक्षक

**लुम्बिनी वाणिज्य क्याम्पस**  
बुटवल ११, **स्पर्सिटी**

**२०७६ आषाढ मसान्तसम्मको विद्यार्थीबाट आएको शैक्षिक शुल्क आम्दानी विवरण**

(अनुसूची ९)

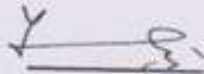
| सि.नं. | विवरण          | आ.व.०७५/०७६          | बजेट ०७५/०७६         | आ.व.०७४/०७५          |
|--------|----------------|----------------------|----------------------|----------------------|
| १      | शिक्षण शुल्क   | २२,५११,६५०.००        | २२,२००,०००.००        | २९,८८७,२५४.००        |
| २      | भर्ना शुल्क    | २७,८८२,७८०.००        | २७,६००,०००.००        | २९,३९५,२३०.००        |
| ३      | सेमेष्टर शुल्क | ३४,८५६,९००.००        | ३१,८००,०००.००        | २६,९२२,१७५.००        |
|        | <b>जम्मा</b>   | <b>८५,२५१,३३०.००</b> | <b>८१,६००,०००.००</b> | <b>८६,२०४,६५९.००</b> |



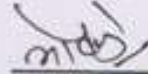
दिपक खनाल  
लेखा अधिकृत



कृष्ण प्रसाद अर्याल  
आ.ले.प. संयोजक



डा.तारा प्र. उपाध्याय  
क्याम्पस प्रमुख



मोतीलाल पाण्डेय  
अध्यक्ष



प्रेम भुर्तेस  
लेखापरीक्षक

# लुम्बिनी वाणिज्य क्याम्पस

बुटवल ११, रुपन्देही

२०७६ आषाढ मसान्तसम्मको प्राप्त अनुदानको विवरण

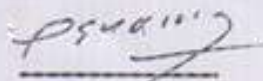
(अनुसूची १०)

| स.न. | विवरण                             | आ.व.०७५/०७६   | बजेट ०७५/०७६  | आ.व.०७४/०७५   |
|------|-----------------------------------|---------------|---------------|---------------|
| १    | जिल्ला समन्वय समिति अनुदान        | -             | ३००,०००.००    | -             |
| २    | वि. वि. अनुदान आयोग(Matching)     | १,३४२,६४०.००  | -             | -             |
| ३    | उच्च शिक्षा सुधार परियोजना        | १२,९१४,०००.०० | १०,०००,०००.०० | ७,७०१,८००.००  |
| ४    | वि.वि.अनुदान आयोग (Regular)       | १,२६०,०००.००  | १,२००,०००.००  | ९२३,५५०.००    |
| ५    | वि.वि.अनुदान आयोग (Performance )  | -             | ३,०००,०००.००  | २,८००,०००.००  |
| ६    | उद्योग वाणिज्य संघ                | -             | ३००,०००.००    | -             |
| ७    | संघ संस्था बाट सहयोग              | ९०,०००.००     | -             | -             |
| ८    | शिक्षा मन्त्रालयबाट पुरस्कार      | २५०,०००.००    | -             | -             |
| ९    | शिक्षा विकास निर्देशनालयबाट सहयोग | ७५०,०००.००    | -             | -             |
| १०   | बुटवल उपमहानगरपालिका              | २५०,०००.००    | ५००,०००.००    | २५०,०००.००    |
|      | जम्मा                             | १६,८५६,६४०.०० | १५,३००,०००.०० | ११,६७५,३५०.०० |

२०७६ आषाढ मसान्तसम्मको अन्य आम्दानी विवरण

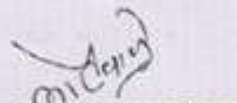
(अनुसूची ११)

| स.न. | विवरण                          | आ.व.०७५/०७६  | बजेट ०७५/०७६ | आ.व.०७४/०७५  |
|------|--------------------------------|--------------|--------------|--------------|
| १    | विविध आम्दानी                  | २,७६८,०६१.०० | २,७००,०००.०० | २,५५४,९९५.०० |
| २    | फोटोकपी आम्दानी                | १६,९९९.००    | ७०,०००.००    | ८,३५४.००     |
| ३    | कोचिड आम्दानी                  | -            | १५०,०००.००   | -            |
| ४    | क्यान्टिन भाडा                 | २४४,९५०.००   | २६०,०००.००   | २६७,१५०.००   |
| ५    | तालिम आम्दानी                  | -            | २००,०००.००   | ४०,६००.००    |
| ६    | हल भाडा                        | १५,०००.००    | १३०,०००.००   | ४३,०००.००    |
| ७    | क्याम्पस परीक्षा केन्द्र सहयोग | २३३,०१०.००   | ३००,०००.००   | २८५,९००.००   |
| ८    | अन्तराष्ट्रिय सेमिनार आम्दानी  | ५६८,७६०.००   | -            | -            |
| ९    | टाई विक्किबाट                  | ८३,८५०.००    | ९०,०००.००    | ३१,२००.००    |
|      | जम्मा                          | ३,९३०,६३०.०० | ३,९००,०००.०० | ३,२३१,१९९.०० |

  
दिपक खनाल  
सेवा अधिकृत

  
कृष्ण प्रसाद  
अध्यक्ष

  
डा.तारा प्र. उपाध्याय  
स्वास्थ्य प्रमुख

  
मोतीलाल पाण्डेय  
अध्यक्ष

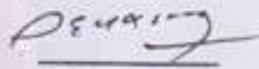
  
प्रेम भुर्तेल, वि.ए.  
सेवापरीक्षक

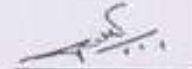
  
**लुम्बिनी वाणिज्य क्याम्पस**  
 बटवल ११, रुपन्देही

**२०७६ आषाढ मसान्तसम्मको बैंक ब्याज आम्दानी विवरण**

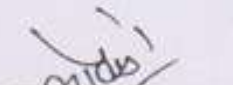
(अनुसूची १२)

| सि.नं. | विवरण                                            | आ.व.०७५/०७६          | बजेट ०७५/०७६         | आ.व.०७४/०७५          |
|--------|--------------------------------------------------|----------------------|----------------------|----------------------|
| १.     | ब्याज आम्दानी (बैंकहरु)                          | ३७३,४२७.२०           |                      | ३२१,०८१.९७           |
| २.     | ब्याज आम्दानी वेष्ट.फा.नि. (मुहति)               | २६१,०८०.३५           |                      | ६५२,३३४.१०           |
| ३.     | ब्याज आम्दानी (मेघा बैंक मुहति)                  | -                    |                      | ३२५,२१२.३१           |
| ४.     | ब्याज आम्दानी (कुमारी बैंक मुहति)                | ३,५५१,१८३.८२         |                      | ३,३९४,३१९.६७         |
| ५.     | ब्याज आम्दानी (तिनाउ विकास बैंक मुहति)           | ७,५५२,१४४.०६         |                      | ४,१९५,११८.१८         |
| ६.     | ब्याज आम्दानी (गण्डकी विकास बैंक मुहति)          | ९४३,१८६.९६           |                      | ७२७,९२६.३५           |
| ७.     | ब्याज आम्दानी (शार्इन रेशुडा विकास बैंक मुहति)   | ४,८३७,३१४.१८         |                      | १,९५९,९३७.९२         |
| ८.     | ब्याज आम्दानी (कामना सेवा विकास बैंक मुहति)      | २,४३८,८२२.५२         |                      | १,५८७,२३७.८३         |
| ९.     | ब्याज आम्दानी (लुम्बिनी सहकारी मुहति)            | ४२,३९२.१८            |                      | ७६,२८८.२६            |
| १०.    | ब्याज आम्दानी (जनता बैंक मुहति)                  | ६६२,७२०.५४           |                      | १,३१७,४४८.१०         |
| ११.    | ब्याज आम्दानी (नेपाल कम्युनिटी विकास बैंक मुहति) | ७३५,६५६.७५           |                      | -                    |
| १२.    | ब्याज आम्दानी (मिसन विकास बैंक मुहति)            | ८९७,८७८.८१           |                      | ५२६,२७८.५३           |
|        | <b>जम्मा</b>                                     | <b>२२,२९४,८०७.३७</b> | <b>१५,०००,०००.००</b> | <b>१५,०८३,१८३.२२</b> |

  
 दिपक खनाल  
 सेवा अधिकृत

  
 कृष्ण प्रसाद अर्याल  
 आ.से.प. संयोजक

  
 डा.तारा प्र. उपाध्याय  
 क्याम्पस प्रमुख

  
 मोतीलाल पाण्डेय  
 अध्यक्ष

  
 प्रेम मूर्ति, सिंग  
 लेखापरीक्षक

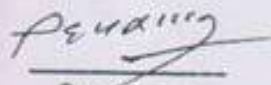
# लुम्बिनी वाणिज्य क्याम्पस

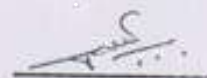
बुटवल ११, स्याङ्गेही

२०७६ आषाढ मसान्त सम्मको संचालन खर्चको विवरण

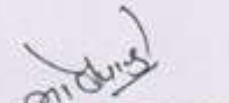
(अनुसूची १३)

| सि.नं. | विवरण                               | आ.व.०७५/०७६   | बजेट ०७५/०७६  | आ.व.०७४/०७५   |
|--------|-------------------------------------|---------------|---------------|---------------|
| १      | कर्मचारी तलब भत्ता खर्च             | ५६,३१३,५०६.०७ | ५६,३००,०००.०० | ४९,२८८,८७६.३४ |
| २      | EMIS, विद्युतिय व्य.सु.प्रा. खर्च   | ८८०,०००.००    | ९००,०००.००    | ८०४,१००.००    |
| ३      | आन्तरिक परीक्षा खर्च                | १,८५७,२५२.००  | १,८००,०००.००  | ८४१,७६१.००    |
| ४      | इन्धन तथा मोबिल जेनेरेटर मर्मत खर्च | १४२,४६३.०६    | २००,०००.००    | २४९,२५३.००    |
| ५      | इन्धन खर्च क्याम्पस भ्यान           | ४८,०८४.९४     | ५०,०००.००     | ३०,६२५.००     |
| ६      | विद्युत महशुल                       | ६२३,००७.१३    | ८००,०००.००    | ६८९,४२२.००    |
| ७      | शैक्षिक भ्रमण खर्च                  | ५०८,३३०.००    | ५००,०००.००    | ४२०,५५८.००    |
| ८      | औषधी उपचार खर्च                     | ३४३,१५५.००    | ७००,०००.००    | ६१७,०४०.००    |
| ९      | छात्रवृत्ति खर्च                    | १,९७०,६२४.००  | १,९००,०००.००  | १,९०८,४२५.००  |
| १०     | शैक्षिक सामग्री खर्च                | ४९,५००.००     | ५०,०००.००     | ५२,८६०.००     |
| जम्मा  |                                     | ६२,७३५,९२२.२० | ६३,२००,०००.०० | ५४,९०२,९२०.३४ |

  
दिपक खनाल  
सेवा अधिकृत

  
कृष्ण प्रसाद अर्याल  
आ.ने.प. संयोजक

  
डा.तारा प्र. उपाध्याय  
क्याम्पस प्रमुख

  
मोतीलाल पाण्डेय  
अध्यक्ष

  
प्रेम भुत्तेश्वर सिंह  
लेखापरीक्षक

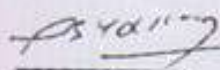
# लुम्बिनी वाणिज्य क्याम्पस

बुटवल ११, रुपन्देही

२०७६ आषाढ मसान्त सम्मको प्रशासनिक खर्चको विवरण

(अनुसूची १४)

| सि.नं. | विवरण                                       | आ.व.०७५/०७६   | बजेट ०७५/०७६  | आ.व.०७५/०७५  |
|--------|---------------------------------------------|---------------|---------------|--------------|
| १      | प्रशिक्षण तथा शीप विकास खर्च                | ४,२०५,१३२.००  | ४,५००,०००.००  | ४,७६५,३४६.०० |
| २      | वार्षिक मुखपत्र/क्यालेण्डर/गोस्तर छपाई खर्च | ३००,५००.००    | ३००,०००.००    | ३००,६३६.००   |
| ३      | दैनिक भ्रमण भत्ता                           | २००,८००.००    | २००,०००.००    | २००,३२०.००   |
| ४      | वार्षिक उत्साव खर्च                         | २५६,६००.००    | २५०,०००.००    | २५६,८३७.००   |
| ५      | व्यवस्थापन खर्च                             | ४८७,०००.००    | ५००,०००.००    | २५५,५१७.००   |
| ६      | स्वविद्यु निर्वाचन खर्च                     | -             | -             | -            |
| ७      | पब्लिक क्याम्पस संघ                         | -             | -             | -            |
| ८      | मसलन्द तथा छपाई खर्च                        | ३८१,६४४.००    | ४००,०००.००    | ४०१,२१६.००   |
| ९      | मर्मत तथा संभार खर्च                        | १,०००,६८५.००  | १,०००,०००.००  | ६४३,८७२.००   |
| १०     | स्वागत सत्कार खर्च                          | २०७,४३२.००    | २००,०००.००    | १५०,७२२.००   |
| ११     | लेखा परीक्षण शुल्क                          | २८,२५०.००     | ३०,०००.००     | २८,२५०.००    |
| १२     | रंगरोगन खर्च                                | १९०,४०८.००    | २००,०००.००    | ६२,२७१.००    |
| १३     | विज्ञापन खर्च                               | २७४,९०५.००    | ३००,०००.००    | १२०,७३७.००   |
| १४     | पत्रपत्रिका खर्च                            | ४४,३४३.००     | ३५,०००.००     | ३४,५००.००    |
| १५     | अफिस फुटकर खर्च                             | ९४,५०१.००     | १००,०००.००    | १०९,७८१.००   |
| १६     | फोटोकपी खर्च                                | ७३,८३१.००     | ७५,०००.००     | ६९,७९५.००    |
| १७     | टेलिफोन तथा इन्टरनेट महशुल खर्च             | २५४,०५८.००    | २००,०००.००    | १७१,००२.००   |
| १८     | युनिफर्म खर्च                               | ४३५,०००.००    | ५००,०००.००    | ४२७,५००.००   |
| १९     | विविध खर्च                                  | १०३,६६४.००    | १००,०००.००    | १०१,३३०.००   |
| २०     | भैपरी आउने खर्च                             | ८३,३३२.००     | १००,०००.००    | ९९,५८६.००    |
| २१     | विश्वविद्यालय स्थापना प्रारम्भिक खर्च       | -             | ५००,०००.००    | -            |
| २२     | अतिरिक्त क्रियाकलाप खर्च                    | १९७,८०५.००    | २००,०००.००    | १९५,३२६.००   |
| २३     | विद्यार्थी कल्याणकारी खर्च                  | १६१,७७३.००    | २००,०००.००    | १९९,३४०.००   |
| २४     | कार्यालय सनावट खर्च                         | ६९,३६७.००     | १००,०००.००    | १२१,४७२.००   |
| २५     | बिमा खर्च                                   | २२९,१७४.००    | २५०,०००.००    | १२२,३१८.००   |
| २६     | टाई खरिद खर्च                               | १४,०००.००     | २००,०००.००    | ८५,८५६.००    |
| २७     | अन्तराष्ट्रिय सेमिनार खर्च                  | ९८८,७९३.००    | -             | -            |
| २८     | विशिष्ट सम्मेलन खर्च                        | १३२,६००.००    | -             | -            |
| जम्मा  |                                             | १०,७९५,५१७.०० | १०,३४०,०००.०० | ८,९२३,५३०.०० |



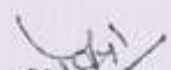
दिपक खतिवडा  
सहायक प्रमुख



कृष्ण प्रसाद बन्धारी  
आ.वे.प. संयोजक



डा.तारा प्र. उपध्याय  
क्याम्पस प्रमुख



मोतीलाल पाण्डेय  
अध्यक्ष



राम खतिवडा  
सहायक प्रमुख

  
**लुम्बिनी वाणिज्य क्याम्पस**  
**पुस्तकालय शाखा**

| विवरण          | पुस्तक संख्या<br>२०७५/०७६ | थप पुस्तक<br>संख्या<br>२०७५/०७६ | जम्मा<br>दर्ता<br>पुस्तक    | इयामेज<br>बुक | बैठ दर्ता<br>भएकोमा<br>हिसाब मिलाउन<br>गर्नु पर्ने | हालको<br>पुस्तक<br>संख्या | कैफियत |
|----------------|---------------------------|---------------------------------|-----------------------------|---------------|----------------------------------------------------|---------------------------|--------|
| पुस्तकालय शाखा | २६३१८                     | ४१७५                            | २६३१८                       | १७१९          | ३००                                                | २८२५३                     |        |
| बुक बैंक       | १९३५                      |                                 | + २२९६<br>+ १९३५<br>= २८२५३ |               |                                                    | -१७१९<br>-३००<br>= २६२३३  |        |

**पत्रपत्रिका विवरण**

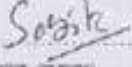
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|------------------------------|-------------------------------|---------------------------|
| १. गोरखापत्र दैनिक           | २. कान्तिपुर दैनिक            | ३. नेपाल समाचारपत्र दैनिक |
| ४. अन्नपूर्ण पोष्ट दैनिक     | ५. काठमाण्डौ पोष्ट दैनिक      | ६. कमाण्डरपोष्ट दैनिक     |
| ७. दैनिकपत्र दैनिक           | ८. मेचिकाली दैनिक             | ९. लुम्बिनी दैनिक         |
| १०. बृटवल टुडे दैनिक         | ११. नया भावना दैनिक           | १२. बुद्धविहानी दैनिक     |
| १३. तिलोत्तमा दैनिक          | १४. नयापत्रिका दैनिक          | १५. आर्थिक अभियान दैनिक   |
| १६. कारोवार दैनिक            | १७. बुद्धभूमि नेपाल साप्ताहिक | १८. नेपाल साप्ताहिक       |
| १९. कान्तिपुर साप्ताहिक      | २०. जनसंघर्ष साप्ताहिक        | २१. मिलापत्र साप्ताहिक    |
| २२. लुम्बिनी पोष्ट साप्ताहिक |                               |                           |

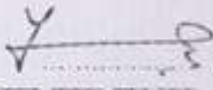
**म्यागजीन**

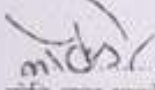
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|-----------------------|---------------|-------------------|
| १. अन्तराष्ट्रिय मञ्च | २. युवामञ्च   | ३. विजनेश एज      |
| ४. नारी               | ५. विजनेश खबर | ६. पुस्तकालय आवाज |

**अन्तरमष्ट्रिय म्यागजीन**

- |                  |                          |                            |
|------------------|--------------------------|----------------------------|
| १. The Economics | २. MIT Salon Mgmt Review | ३. Harvard Business Review |
| ४. Business 360  |                          |                            |

  
 (सविता जोषी)  
 पुस्तकालय प्रमुख

  
 डा. तारा प्रसाद उपाध्याय  
 क्याम्पस प्रमुख

  
 मोहन लाल पाण्डे  
 अध्यक्ष

  
 प्रेम भट्टराई  
 संस्थापक



आ.च. ०७५/०७६ मा स्टोरमा रहेका सामानको विवरण

| S.N | Description (Building)           | Total   | S.N | Description (Computer Materials)    | Total    |
|-----|----------------------------------|---------|-----|-------------------------------------|----------|
| 1   | Building 1 (Buddhawali)          | 1       | 1   | Systematic Software                 | 1        |
| 2   | Building 2 (Ramapithecus)        | 1       | 2   | Computer                            | 84       |
| 3   | Building 3 (Tilganga)            | 1       | 3   | Printer                             | 14       |
| 4   | Building 4 (Uzarsingh)           | 1       | 4   | Scanner                             | 1        |
| 5   | Building 5 (Union Hall)          | 1       | 5   | Steplizer                           | 12       |
| 6   | Building 6 (Ujirshingh)          | 1       | 6   | Harddisk                            | 6        |
| 7   | Building 7 (Library)             | 1       | 7   | UPS                                 | 20       |
| 8   | Basket Ball Ground               | 1       | 8   | Server                              | 1        |
| 9   | Garage                           | 1       | 9   | Barcode Reader                      | 1        |
| 10  | Generator Shed                   | 1       | 10  | Barcode Software                    | 1        |
| 11  | Boarding                         | 1       | 11  | Land Card                           | 4        |
| 12  | Compound Wall                    | 2       | 12  | 512 MB Ram                          | 5        |
| S.N | Description (Furniture & Others) | Total   | 13  | Geaser                              | 2        |
| 1   | Student chair with written       | 249     | 14  | HP Prodesk Computer                 | 36       |
| 2   | Office chair with form in karma  | 1       | 15  | ADSL Wireless                       | 1        |
| 3   | Steel Chair                      | 4       | 16  | 8 port Hub                          | 1        |
| 4   | Employee's Filing Cabinet        | 1       | 17  | RJ Connector                        | 10       |
| 5   | Easy Chair                       | 4       | 18  | Networking Wire                     | 140 Mtr. |
| 6   | One side book desk Table         | 2       | 19  | DVR/W (PATA)                        | 1        |
| 7   | Executive Desk                   | 1       | 20  | DUR System 16 channel with Harddisk | 1        |
| 8   | Filling Cabinet (Wood)           | 5       | 21  | DUR Adopter                         | 2        |
| 9   | Filling Cabinet (Steel)          | 7       | 22  | DUR Jacj and Cable                  | 1        |
| 10  | Lecturer Stand Desk              | 18      | 23  | Router                              | 4        |
| 11  | Bench                            | 3       | 24  | Wireless Device                     | 3        |
| 12  | Stool                            | 3       | 25  | Laptop                              | 3        |
| 13  | काठको अलमारी                     | 1       | 26  | 1 GB RAM                            | 3        |
| 14  | Steel Daraj                      | 8       | 27  | Mobile                              | 1        |
| 15  | दराज ५ नं.                       | 1       | S.N | Description (Office Materials)      | Total    |
| 16  | IT Table                         | 9       | 1   | Cash Box                            | 1        |
| 17  | Table with Drawer                | 4       | 2   | Photocopy Machine                   | 4        |
| 18  | Simple Chair                     | 8       | 3   | Projector                           | 32       |
| 19  | Counter Library                  | 3       | 4   | Phone Set                           | 35       |
| 20  | Table for Staff                  | 1       | 5   | Attendance Machine                  | 2        |
| 21  | Daraj with Gharra                | 1       | 6   | CCD Camera                          | 24       |
| 22  | Bench wood for student           | 47      | 7   | Camera                              | 1        |
| 23  | Desk wood for student            | 43      | 8   | T.V                                 | 2        |
| 24  | Open Rack (Wood)                 | 2       | 9   | Sharp VCD                           | 2        |
| 25  | Notice Board                     | 1       | 10  | Fax Machine                         | 1        |
| 26  | Sofa Set                         | 11 Pcs. | 11  | Battry Exide                        | 3        |
| 27  | Steel Open Rack                  | 1       | 12  | Doormate Iron                       | 1        |
| 28  | Steel Table                      | 1       | 13  | Lamination Machine                  | 1        |
| 29  | Revolving Chair                  | 37      | 14  | Vaccum Cleaner                      | 1        |
| 30  | S. Model Chair                   | 5       | 15  | Soft Board                          | 1        |
| 31  | Office Steel Table               | 1       | 16  | Steel Tank + Plastic Tank           | 2        |
| 32  | Steel Rack                       | 12      | 17  | Speaker                             | 7        |
| 33  | Daraj with wood (Saff Room)      | 1       | 18  | Tin Box                             | 1        |

Mohan Paudel  
Store Keeper

Kapil Dev Gautam  
Asst. Administrator

Prof. Dr. Tara Prasad Upadhyaya  
Campus Chief

CA Prem Bhandari  
Auditor



