



ASSOCIATION OF SCIENTIFIC & TECHNICAL OFFICERS

OIL AND NATURAL GAS CORPORATION LIMITED, NEW DELHI
Registered with the Registrar of Societies U.P., Lucknow, Registration No.172 (1967-68)



SANJEEV KUMAR
GENERAL SECRETARY (CWC)

FAX SERVICE
MSG No IN..... 28
MSG No OUT..... 1215
TIME..... 15/12
DATE.....

Y5

No ASTO/CWC/ ... Gen.Sec./2005-07/11

Date: 14.12.2005

FAX MESSAGE

To all ASTO Units

- Agartala
- Chennai
- Jodhpur
- Mumbai - 021916101/00
- Ahmedabad
- Dehradun
- Jorhat
- Nazira/Sivasagar
- Ankleshwar
- Delhi
- Kolkata
- Baroda
- Goa
- Karaikal
- Silchar - 14/1453/H/C
- Cambay
- Hazira
- Mahesana
- Uran

This is in continuation of the Minutes of the meeting of the inaugural meeting of the ASTO-CEC for the term 2005-07 dated 4th December 2005 wherein it was recorded that the audited accounts of ASTO-CWC could not be submitted during the CEC meeting and same would to be submitted by the outgoing President (CWC) subsequently (.)

The Auditor's Report and the Receipt & Payment Account for the period 1-5-2002 to 30-9-2005 have been handed over in the late evening of 13th December 2005 at Delhi by the Mr S D Vyas, immediate past President (CWC) for the term 2002-05 (.) The Auditor's Report and the Receipt & Payment Account is enclosed herewith for information of all concerned (.) The complete account for the intervening period 1.10.2005 to 13.12.2005 together with all supporting vouchers will be submitted by Mr S D Vyas within a months time as the charge of the ASTO-CWC accounts is being taken over w.e.f 14.12.2005(.) This is for information of all ASTO Units for records (.) Regards

Encl: as above

Sanjeev
14.12.05
(Sanjeev Kumar)

2/5

AUDITOR'S REPORT

To,

**The Association of Scientific & Technical Officers,
Central Working Committee,
ONGC,
New Delhi**

We have examined the Receipts & Payments Accounts of the Central Working Committee of The Association of Scientific & Technical Officers, ONGC, New Delhi, for the period 01-05-2002 to 30-09-2005 and report as under :

- 1) Expenditures have been verified against each withdrawal on the basis of vouchers/ bills / certificates/receipts produced before us and as per information and explanation given to us.
- 2) Deposits into bank are not supported by Pay-in-Slip, as such bank charges for collection can not be ascertained.
- 3) Some of the expenses under the head Legal Charges, Telephone Expenses , Traveling Expenses & Misc. Expenses are supported by only certificate of the office bearer instead of proper bills/ receipts.
- 4) The minutes book/register of the meetings of Central Working Committee have not been made available to us.
- 5) Expenditure under the head "Telephone Expenses" include the capital expenditure on the cost of equipment.
- 6) Long outstanding advances of Rs.33,000/- since 31-03-1997 and Rs.41,500/- since 30-04-2002 should be realized / adjusted.

**For Ravi Maheshwari & Co.
Chartered Accountants**



Ravi Maheshwari
**(Ravi Maheshwari)
Partner**

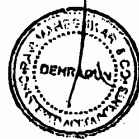
Place: Dehradun
Date : 25-11-2005

3/5

Association of Scientific & Technical Officers
Central Working Committee
ONGC
New Delhi

Receipt & Payment Account for the period 01-05-2002 to 30-09-2005

Receipts	Amount	Payments	Amount
To Opening Balances:		By Office Expenses	
Balance with S.B.I.	543,244.95	Salary, Wages & others	886,925.00
Balance with Canara Bank	20,094.00	By Annual Maintenance Charges	
FDR with S.B.I.	300,000.00	of Equipments	287,000.00
Outstanding Advances		By Printing & Stationery	
Upto 31st March 1997	33,000.00	Typing, stationery, news letters, letter heads, photostat etc.	214,571.75
Sri U.K.Vyas	20,000.00	By Meeting Expenses	
Sri S.K. Das	1,500.00	Including all meetings guests & entertainment expenses	927,746.55
Sri L.C Kalita	20,000.00	By Gift & Momentos	144,157.00
Sri R.K.Sharma	20,000.00	By Repair & Maintenance	9,657.00
To Regular Membership fees		By Legal Fees	447,233.00
& contribution received		By Telephone Expenses	842,089.74
Mumbai	568,576.00	By Travelling & Conveyance	194,440.00
Sibsagar	819,799.00	By Audit Fees	7,350.00
Chennai	229,617.00	By Misc. Expenses	51,152.50
Rajamundhary	230,894.00	By Bank Charges	12,629.25
GSD Kolkata	76,451.00	By Outstanding Advances	
R O Baroda	186,261.00	Upto 31st March 1997	33,000.00
W.B.P.	26,025.00	Upto 31st April 2002	41,500.00
Ankleshwar	384,940.00	By Current Advances:	
Cambay	36,785.00	Sri Budheshwar Chetia, Jodhpur	12,000.00
Ahmedabad	220,865.00	Sri N.N.Sabhapandit	501.00
Jodhpur	13,135.00	Sri Rajendra	20,000.00
IRS Ahmedabad	24,726.00	Sri S.D.Vyas	13.55
C&M Baroda	2,364.00	By Amount receivable from ASTO	
CRW Baroda	42,852.00	Dehradun	47,659.00
Mehsana	334,569.00	By Tax Deducted at Source	4,815.00
DVP Jorhat	106,593.00		
Excom	2,346.00		
Delhi	205,901.00		
HQ Dehradun	367,117.00		
T&S Kolkata	1,483.00		
Hazira Project	127,758.00		
Goa	6,601.00		
Agartala	79,010.00		
Silchar	58,325.00		
Uran Project	103,957.00		
	4,256,950.00		
C/F	5,214,788.95	C/F	4,184,440.34



Ravi Maheshwari & Co.
CHARTERED ACCOUNTANTS

22/5, HARDWAR ROAD, DEHRA DUN - 248 001
 PH.: 91 - 135 - 2621064, 2720521 Fax : 2621611
 E. mail : rmc_dchradun@yahoo.com

4/5

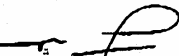
Receipts	Amount	Payments	Amount
	B/F 5,214,788.95		B/F 4,184,440.34
To Bank Interest	77,164.68	By Office Furniture & Equipments	125,147.00
To Interest on Maturity of FDR	134,325.00		
To Closing Balance :		By Closing Balance	
Sri Preet Pant	79.00	With S.B.I. A/c01100016902	972,253.03
Sri P.V.Negi	591.00	With Canara Bank a/c29462	147,414.01
Sri R.K.Sharma	209.75		
Sri R.S.Aswal	286.00		
Sri S.K.Saluja	260.00		
Sri Subhash Kumar	590.00		
Sri Vijay Prakash	960.00		
	<u>2,975.75</u>		
	<u>5,429,254.38</u>		<u>5,429,254.38</u>

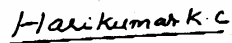
Notes to Accounts as per Annexure -A

As per our report of even date.

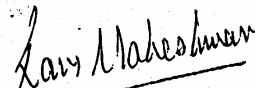
For Association of Scientific & Technical Officers

For Ravi Maheshwari & Co.
 Chartered Accountants


 (President)


 (General Secretary)




 (Ravi Maheshwari)
 Partner

Place : Dehradun
 Date : 25-11-2005

Ravi Maheshwari & Co.

CHARTERED ACCOUNTANTS

22/5, HARDWAR ROAD, DEHRA DUN - 248 001
PH.: 91 - 135 - 2621064, 2720521 Fax : 2621611
E. mail : rmc_dehradun@yahoo.com

5/5

ANNEXURE 'A': NOTES TO ACCOUNTS

- 1) The Receipts and Payment of the Association are prepared for the period from 01-05-2002 to 30-09-2005.
- 2) The accounts are maintained on cash basis hence outstanding income & expenditures have not been incorporated in the accounts.

For Association of Scientific & Technical Officers

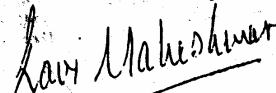
For Ravi Maheshwari & Co.
Chartered Accountants


(President)

Place: Dehradun
Date : 25-11-2005

Hari Kumar K.C.
(General Secretary)




(Ravi Maheshwari)
Partner