

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI  
DIRECTORATE OF EDUCATION  
(PRIVATE SCHOOL BRANCH)  
OLD SECRETARIAT, DELHI-110054

No. F.DE.15(268)/PSB/2021/ 4681-4686

Dated: 12/11/21

ORDER

WHEREAS, every school is required to file a full statement of fees every year before the ensuing academic session under section 17(3) of the Delhi School Education Act, 1973 (hereinafter read as '**the Act**') with the Director. Such statement will indicate estimated income of the school derived from fees, estimated current operational expenses towards salaries and allowances payable to employees etc in terms of Rule 177(1) of the Delhi School Education Rules, 1973 (hereinafter read as '**the Rules**').

AND WHEREAS, as per section 18(5) of the Act read with section 17(3), 24 (1) of the Act and Rule 180 (3) of the DSEA & R, 1973, responsibility has been conferred upon the Director (Education) to examine the audited financial, account and other records maintained by the school at least once in each financial year. The Section 18(5) and Section 24(1) of the Act and Rule 180 (3) have been reproduced as under:

Section 18(5): '*the managing committee of every recognised private school shall file every year with the Director such duly audited financial and other returns as may be prescribed, and every such return shall be audited by such authority as may be prescribed*'

Section 24(1): '*every recognised school shall be inspected at least once in each financial year in such manner as may be prescribed*'

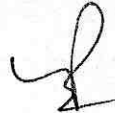
Rule 180 (3): '*the account and other records maintained by an unaided private school shall be subject to examination by the auditors and inspecting officers authorised by the Director in this behalf and also by officers authorised by the Comptroller and Auditor-General of India.*'

AND WHEREAS, besides the above, the Hon'ble Supreme Court in the judgment dated 27.04.2004 passed in Civil Appeal No. 2699 of 2001 titled Modern School Vs. Union of India and others has conclusively decided that under section 17(3), 18(4) read along with rule 172, 173, 175 and 177 of the Rules, Directorate of Education has the authority to regulate the fee and other charges to prevent the profiteering and commercialization of education.

AND WHEREAS, it was also directed by the Hon'ble Supreme Court to the Director of Education in the aforesaid matter titled Modern School Vs. Union of India and others in Para 27 and 28 in case of Private unaided Schools situated on the land allotted by DDA at concessional rates that:

"27....

(c) *It shall be the duty of the Director of Education to ascertain whether terms of allotment of land by the Government to the schools have been complied with...*





28. We are directing the Director of Education to look into the letters of allotment issued by the Government and ascertain whether they (terms and conditions of land allotment) have been complied with by the schools.....

.....If in a given case, Director finds non-compliance of above terms, the Director shall take appropriate steps in this regard."

AND WHEREAS, the Hon'ble High Court of Delhi vide its judgement dated 19.01.2016 in writ petition No. 4109/2013 in the matter of Justice for All versus Govt. of NCT of Delhi and others has reiterated the aforesaid directions of the Hon'ble Supreme Court and has directed the Director of Education to ensure the compliance of term, if any, in the letter of allotment regarding the increase of the fee by all the recognized unaided schools which are allotted land by DDA/ land owing agencies.

AND WHEREAS, accordingly, this Directorate vide order No. F.DE.15 (40)/PSB/2019/2698-2707 dated 27.03.2019, directed that all the Private Unaided Recognized Schools running on the land allotted by DDA/other Govt. agencies on concessional rates or otherwise, with the condition to seek prior approval of Director of Education for increase in fee, are directed to submit the their proposals, if any, for prior sanction for increase in fee for the session 2018-19 and 2019-20.

AND WHEREAS, in pursuance to order dated 27.03.2019 of this Directorate **New Green Field Public School (School ID-1925350), 22 Marg, Saket, New Delhi-110017**, had submitted the proposal for fee increase for the academic session **2018-19**. Accordingly, this order is dispensed off the proposal for enhancement of fee submitted by the School for the academic session **2018-19**.

AND WHEREAS, in order to ensure that the proposals submitted by the schools for fee increase are justified or not, this Directorate has deployed teams of Chartered Accountants at HQ level who has evaluated the fee increase proposals of the school very carefully in accordance with the provisions of the DSEA, 1973, the DSER, 1973 and other orders/ circulars issued from time to time by this Directorate for fee regulation.

AND WHEREAS, in the process of examination of fee hike proposal filed by the aforesaid School for the academic session 2018-19, necessary records and explanations were also called from the school through email. Further, the school was also provided an opportunity of being heard on 02.12.2019 to present its justifications/ clarifications on fee increase proposal including audited financial statements and based on the discussion, school was further asked to submit necessary documents and clarification on various issues noted. During the aforesaid hearing compliances against order no. F.DE.15(138) PSB/2019/1852-1856 dated 22.02.2019 issued for academic session 2017-18 were also discussed and school submissions were taken on record.

AND WHEREAS, the reply of the school, documents uploaded on the web portal for fee increase together with subsequent documents/ clarifications submitted by the school were thoroughly evaluated by the team of Chartered Accountants. And based on evaluation of fee proposal of the school the key findings and status of compliance against order no. F.DE.15(138) PSB/2019/1852-1856 dated 22.02.2019 issued for academic session 2017-18 are as under:





## A. Financial Discrepancies

1. As per the Clause 2 of Public notice dated 04.05.1997, "Schools are not allowed to charge building fund and development charges when the building is complete or otherwise as it is the responsibility of the society. Society means the trust or institution who has established the school, society should raise such fund from their own sources because the immovable property of the school become the sole property of the society. Therefore, the students should not be burdened by way of collecting the building fund or development charges". Moreover, the Hon'ble High Court of Delhi in its Judgment dated 30.10.1998 in case of Delhi Abhibhavak Mahasangh concluded that "Tuition Fee cannot be fixed to recover capital expenditure to be incurred on the properties of the Society". Also, clause (vii) of order No. F.DE/15/Act/2k/243/KKK/883-1982 dated 10.02.2005 issued by this Directorate states "Capital Expenditure cannot constitute a component of financial fee structure."

Additionally, Rule 177 of DSER, 1973 states that income derived by an unaided private recognised school by way of fees shall be utilised in the first instance, for meeting the pay, allowances and other benefits admissible to the employees of the school. Provided that savings, if any, from the fees collected by such school may be utilised by its management committee for meeting capital or contingent expenditure of the school, or for one or more of the following educational purposes, namely award of scholarships to students, establishment of any other recognised school, or assisting any other school or educational institution, not being a college, under the management of the same society or trust by which the first mentioned school is run.

The abovementioned savings shall be arrived at after providing for the following, namely:

- a) Pension, gratuity and other specified retirement and other benefits admissible to the employees of the school;
- b) The needed expansion of the school or any expenditure of a developmental nature;
- c) The expansion of the school building or for the expansion or construction of any building or establishment of hostel or expansion of hostel accommodation;
- d) Co-curricular activities of the students;
- e) Reasonable reserve fund, not being less than ten percent, of such savings.

On review of audited financial statements for FY 2017-18 and 2018-19 it is noted that the school funds have been utilised for building of Rs. 14,30,863 and Rs.1,20,54,587 during the FY 2017-18 and FY 2018-19 respectively. The aforesaid expense had been done in contravention of Clause 2 of Public Notice dated 04.05.1997 and was not in accordance with the provisions of Rule 177 of the DESR, 1973. As per Rule 177 of DSER, 1973, fee shall on first instance be used for payments to staff including salaries, arrears, allowances, gratuity and leave encashment, etc. Accordingly, since building is the





responsibility of the society and the school has not complied with Rule 177 of DSER, 1973. Thus, the amount incurred by the school on addition to land amounting to Rs. 1,34,85,450 has been included in the calculation of fund availability of the school with the direction to recover this amount from the society within 30 days from the issue of this order. [calculated Fund Position of the school has been provided at the later section of this report].

2. The documents submitted by the school were taken on record. On review of documents submitted by the school, it was noted that remuneration had been paid to the members of managing committee to the tune of Rs 79,44,000 from 2015-16 to 2018-19. As per DESAR, 1973 The members of managing committee are not entitled to any remuneration from the school as per scheme of management.

It is noted that the school has paid following remuneration to the members of managing committee as per details hereunder.

Financial Year	(Figures in Rs.)	
	N.K.Sharma(Consultant Coordination)	Versha Verma (Academics)
2015-16	9,24,000	10,62,000
2016-17	9,24,000	10,62,000
2017-18	9,24,000	10,62,000
2018-19	9,24,000	10,62,000
<b>Total</b>	<b>36,96,000</b>	<b>42,48,000</b>

Accordingly, the remuneration paid to members of the managing committee is not in accordance with the DESAR, 1973. Thus, the amount incurred by the school for remuneration amounting to Rs. 79,44,000 has been included in the calculation of fund availability of the school with the direction to recover this amount from the society within 30 days from the issue of this order. [calculated Fund Position of the school has been provided at the later section of this report].

Further, the school is directed not to pay any remuneration to the members of the managing committee of the school.

3. As per clause (vii) (c) of Order No. F.DE/15/Act/2K/243/KKK/ 883-1982 dated 10.02.2005 issued by this Directorate states "Capital expenditure cannot constitute a component of the financial fee structure..... capital expenditure/investments have to come from savings."

As per order no. F.DE.15(138) PSB/2019/1852-1856 dated 22.02.2019 for evaluation of fee enhancement for the FY 2017-18, school was directed to recover the amount of Rs. 17,02,722 from society i.e. amount utilised for purchase of cars which was incurred without complying the requirements prescribed in Rule 177 of DSER, 1973. However, the school has not recovered from the society. The documents submitted by the school were taken on record. From examination of the said documents, it has been noted that the school has not recovered the aforesaid amount from the society until now.





Therefore, the amount of Rs. 17,02,722 has been included in the fund position with the direction to recover the same from the society within 30 days from the date of issue of this order. [calculated Fund Position of the school has been provided at the later section of this report].

4. Para 57 of Accounting Standard 15 - 'Employee Benefits' issued by the Institute of Chartered Accountants of India states "An enterprise should determine the present value of defined obligations and the fair value of any plan assets with sufficient regularity that the amounts recognised in the financial statements do not differ materially from the amounts that would be determined at the balance sheet date."

According to para 7.14 of the Accounting Standard 15 – 'Employee Benefits' issued by the Institute of Chartered Accountants of India, "Plan assets comprise:

- (a) assets held by a long-term employee benefit fund; and  
(b) qualifying insurance policies."

On review of the audited financial statements of the school for the FY 2018-19, and the actuarial valuation report, it has been noted that the school has recorded its liability for gratuity and leave encashment in accordance with the actuarial valuation report. According, actuarial valuation report the total liability towards gratuity was Rs. 4,74,37,067 and towards leave encashment was Rs. 84,83,024 as on 31.03.2019.

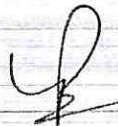
Further, the school has invested Rs. 5,24,26,105 & Rs. 1,38,09,703 for gratuity & leave encashment respectively, with the bank in the form of FDR which does not qualify as plan assets within the meaning of AS-15 issued by ICAI. Thus, the school should deposit the amount determined by actuary in the investment that qualify as "Plan Assets' within 30 days from the date of issue of this order.

The similar observation was noted in Order No. F. DE-15/ACT-I/WPC-4109/PART/13/866 dated 08.08.2017 issued to the school post evaluation of the proposal for fee enhancement for FY 2016-2017, wherein the school was directed to make earmarked equivalent investments against provision for Retirement Benefits with LIC (or any other agency), so as to protect the statutory liabilities of retirement benefits. Similar direction was also given in order no F.DE.15(138) PSB/2019/1852-1856 dated 22.02.2019 issued to the school post evaluation of the proposal for fee enhancement for FY 2017-18. But the same has not been complied by the school till date.

Since, the school has not complied with the previous direction of this Directorate until now,

the amount of Rs. 4,26,93,242 and Rs. 78,19,011 towards gratuity and leave encashment respectively allowed to the school in the previous year have been considered while deriving the fund position of the school. The school is hereby directed to make equivalent investments in plan assets within 30 days from the date of the order. Non-compliance with the above direction would be viewed seriously at the evaluation of fee increase proposal of the subsequent financial year.

Further, the provision made by the school during the FY 2018-19, amounting to Rs.63,43,035 towards gratuity and Rs. 8,21,165 towards leave encashment have not





been considered while deriving the fund position of the school because the school has not invested any amount in plan assets as per requirement of AS-15 issued by ICAI. [calculated Fund Position of the school has been provided at the later section of this report].

5. As per the condition of Land allotment letter, the School shall not increase the rate of any fee without prior sanction of the Directorate of Education and shall follow the provisions of Delhi Education Act/ Rules, 1973 and other instruction issued from time to time. Accordingly, the Directorate of Education sought online proposals from the Schools which was allotted land by Land owning agencies having condition of obtaining prior approval from the Directorate of Education vide Order No. F. DE-15/ACT-I/WPC-5256/16/9352/-9359 dated 16.04.2016.

On review of the fee receipts provided by the school it has been observed that the school had increased the fee by 10% in Tuition Fee, Annual Charges and Development Fee in FY 2018-19 without obtaining prior approval from the Directorate of Education which is also not in accordance with the above-mentioned provisions. However, actual amount collected by the school due to increase fee could not be identified. Therefore, the school is directed to roll back the increase fee or adjust the excess amount collected by the school against the future fee receivable from the students and submit the compliance report within 30 days from the date of issue of this order. The compliance against this direction will be viewed seriously while evaluating the fee increase proposal of the school for the subsequent years.

6. Clause 14 of this Directorate's Order No. F.DE./15 (56)/ Act/2009/778 dated 11.02.2009 states "Development fee, not exceeding 15% of the total annual tuition fee, may be charged for supplementing the resources for purchase, upgradation and replacement of furniture, fixtures and equipment. Development Fee, if required to be charged, shall be treated as capital receipt and shall be collected only if the school is maintaining a Depreciation Reserve Fund, equivalent to the depreciation charged in the revenue accounts and the collection under this head along with and income generated from the investment made out of this fund, will be kept in a separately maintained Development fund Account."

On review of financial statements of the school, it is noted that the school has incurred expenditure on other than furniture, fixtures and equipment's during FY 2016-17, FY 2017-18 and FY 2018-19 and reflected the same as utilisation of development fund in the audited financial statements which is not in accordance with clause 14 of the mentioned order. The misutilisation of development fund as follows:

(Figures in Rs.)

Particulars	FY 2016-17	FY 2017-18	FY 2018-19
Library Books	2,93,729	-	-
Revenue Expenditure	6,82,707	-	-
Solar plant	-	22,06,420	-
Building	-	-	1,20,54,587
<b>Total</b>	<b>9,76,436</b>	<b>22,06,420</b>	<b>1,20,54,587</b>



Similar observation on misutilisation of development fund was also indicated in this directorate's order No. F. DE-15/ACT-I/WPC-4109/PART/13/866 dated 08.08.2017 issued post evaluation of the proposal for enhancement of fee for the academic year 2016-17 and order no. F.DE.15(138) PSB/2019/1852-1856 dated 22.02.2019 issued post evaluation of the proposal for enhancement of fee for the academic year 2017-18. Wherein the school was directed to ensure that development fund is utilised only towards purchase of furniture, fixture and equipment

As the development fund can only be utilised for purchase, upgrade and replacement of furniture and fixtures and equipment not for any other purposes. Thus, the school is again directed to ensure the compliance with clause 14 of the order dated 11.02.2009.

7. Direction no. 3 of the public notice dated 04.05.1997 published in the Times of India states *"No security/ deposit/ caution money be taken from the students at the time of admission and if at all it is considered necessary it should be taken once and at the nominal rate of INR 500 per student in any case and it should be returned to the students at the time of leaving the school along with the interest at the bank rate."*

Further Clause 18 of Order no F.DE/15(56)/Act/2009/778 dated 11.02.2009 states *"No caution money/security deposit of more than five hundred rupees per student shall be charged. The caution money thus collected shall be kept deposited in a scheduled bank in the name of the concerned school and shall be returned to the student at the time of his/her leaving the school along with the bank interest thereon irrespective of whether or not he/she requests for refund."*

On review of financial statements for the FY 2017-18, it has noted that unrefunded caution money of Rs. 2,06,709 has been treated as income as per directorate direction. However, the school has not paid interest while refunding the caution money to the student.

The school is hereby directed to ensure the compliance with the above clause 18 of the order dated 11.02.2009 and ensure that caution money is refunded along with interest to the students. Accordingly, the amount to be refunded to the students of Rs. 17,28,265 reflecting in the audited financial statements of the school as on 31.03.2018, has been considered while deriving the fund position of the school. *[calculated Fund Position of the school has been provided at the later section of this report].*

#### **B. Other Discrepancies**

1. Rule 176 - 'Collections for specific purposes to be spent for that purpose' of the DSER, 1973 states *"Income derived from collections for specific purposes shall be spent only for such purpose."*

Para no. 22 of Order No. F.DE./15(56)/ Act/2009/778 dated 11 Feb 2009 states *"Earmarked levies will be calculated and collected on 'no-profit no loss' basis and spent only for the purpose for which they are being charged."*





Sub-rule 3 of Rule 177 of DSER, 1973 states "Funds collected for specific purposes, like sports, co-curricular activities, subscriptions for excursions or subscriptions for magazines, and annual charges, by whatever name called, shall be spent solely for the exclusive benefit of the students of the concerned school and shall not be included in the savings referred to in sub-rule (2)." Further, Sub-rule 4 of the said rule states "The collections referred to in sub-rule (3) shall be administered in the same manner as the monies standing to the credit of the Pupils Fund as administered."

However, it has been noted that the school charges earmarked levies in the form of Transport Fees, Smart Class Fees, Science Fees, activity fees from students.

Also, earmarked levies collected from students are a form of restricted funds, which, according to Guidance Note on Accounting by Schools issued by the Institute of Chartered Accountants of India, are required to be credited to a separate fund account when the amount is received and reflected separately in the Balance Sheet.

Further, the aforementioned Guidance Note lays down the concept of fund based accounting for restricted funds, whereby upon incurrance of expenditure, the same is charged to the Income and Expenditure Account ('Restricted Funds' column) and a corresponding amount is transferred from the concerned restricted fund account to the credit of the Income and Expenditure Account ('Restricted Funds' column).

However the school has not maintained separate fund accounts for the above mentioned earmarked levies and the school was directed by this directorate through its order no. F.DE.15(138) PSB/2019/1852-1856 dated 22.02.2019 issued for academic session 2017-18 to maintain separate fund account depicting clearly the amount collected amount utilised and balance amount for each earmarked levy collected from students. Unintentional surplus/deficit, if any, generated from earmarked levies has to be utilized or adjusted against earmarked fees collected from the users in the subsequent year. Details of calculation of surplus/deficit, based on breakup of expenditure provided by the school is given below:

Particulars	(Amount in Rs.)			
	Transport Fee	Activity Fee	Science Fee	Smart Class Fee
<b>For the year 2016-17</b>				
Fee Collected during the year (A)	-	83,13,200	5,74,420	25,03,600
Expenses during the year (B)	-	21,53,061	76,806	2,35,565
<b>Difference for the year (A-B)</b>	<b>13,13,851</b>	<b>61,60,139</b>	<b>4,97,614</b>	<b>22,68,035</b>
<b>For the year 2017-18</b>				
Fee Collected during the year (A)	-	82,21,500	5,62,980	24,95,800
Expenses during the year (B)	-	38,09,649	81,296	16,95,195
<b>Difference for the year (A-B)</b>	<b>8,36,934</b>	<b>44,11,851</b>	<b>4,81,684</b>	<b>8,00,605</b>
<b>For the year 2018-19</b>				
Fee Collected during the year (A)	36,02,623	35,76,860	4,71,020	26,97,480
Expenses during the year (B)	1,95,285	35,76,860	2,61,764	26,97,480
<b>Difference for the year (A-B)</b>	<b>34,07,338</b>	<b>-</b>	<b>2,09,256</b>	<b>-</b>
<b>Total</b>	<b>55,58,123</b>	<b>1,05,71,990</b>	<b>11,88,554</b>	<b>30,68,640</b>



On review of financial statements, it has noted that the school for the first time followed the fund based accounting in the FY 2018-19. However, the receipts and expenditure against the earmarked levies are not routed through the income and expenditure account and the fund balance has been directly shown in the balance sheet. Hereby the school is directed to follow the fund based account in accordance with the guidance note-21 issued by the ICAI.

Based on the above provisions, the earmarked levies are to be collected only from the user students availing the service/facility. In other words, if any service/facility has been extended to all the students of the school, a separate charge should not be levied for the service/facility as the same would get covered either under tuition fee (expenses on curricular activities) or annual charges (expenses other than those covered under tuition fee). The charging of unwarranted fee or charging of any other amount/fee under different heads other than prescribed and accumulation of surplus fund thereof prima-facie is considered as collection of capitation fee in other manner and form. The school is charging Smart Class Fee from the students of all classes. Thus, the fee charged from all students loses its character of earmarked levy, being a non-user-based fees. Thus, based on the nature of the Smart Class Fee details provided by the school in relation to expenses incurred against the same, the school should not charge such fee as earmarked fee. The expenses relating to these services / facilities shall be incurred from tuition fee and annual charges, as the case maybe.

Thus the school is hereby directed to maintain separate fund account depicting clearly the amount collected, amount utilised and balance amount for each earmarked levy collected from students. Unintentional surplus/deficit, if any, generated from earmarked levies shall be utilized or adjusted against earmarked fees collected from the users in the subsequent year. Further, the school should evaluate costs incurred against each earmarked levy and propose the revised fee structure for earmarked levies during subsequent proposal for enhancement of fee ensuring that the proposed levies are calculated on no-profit no-loss basis and not to include fee collected from all students as earmarked levies.

2. Para 99 of Guidance Note on Accounting by Schools (2005) issued by the Institute of Chartered Accountants of India states "*Where the fund is meant for meeting capital expenditure, upon incurrance of the expenditure, the relevant asset account is debited which is depreciated as per the recommendations contained in this Guidance Note. Thereafter, the concerned restricted fund account is treated as deferred income, to the extent of the cost of the asset, and is transferred to the credit of the income and expenditure account in proportion to the depreciation charged every year.*" Further, Para 102 of the aforementioned Guidance Note states "*In respect of funds, schools should disclose the following in the schedules/notes to accounts:*"
- (a) *In respect of each major fund, opening balance, additions during the period, deductions/utilisation during the period and balance at the end;*
  - (b) *Assets, such as investments, and liabilities belonging to each fund separately;*
  - (c) *Restrictions, if any, on the utilisation of each fund balance;*
  - (d) *Restrictions, if any, on the utilisation of specific assets."*

On review of audited financial statements for the FY 2017-18 and FY 2018-19, it is noted that





- The school has transferred an amount equivalent to the purchase cost of assets from development fund and purchase cost of assets from general fund to capital fund. The closing balance of capital fund are equal to written down value of all assets, which is not in accordance with the guidance note as mentioned above.
- As per Para 99 of the guidance note the purchase cost of assets out of development only to be transfer to capital fund and treat it as deferred income to the extent of the cost of the asset, and transfer to the credit of the income and expenditure account in proportion to the depreciation charged every year.

This being a procedural finding, the school is instructed to make necessary rectification entries relating to capital fund/deferred income to comply with the accounting treatment indicated in the Guidance Note.

3. As per Section 18(5) of the DSEA, 1973, the management committee of every recognised private school shall file every year with the Director such duly audited financial and other returns as may be prescribed, and every such return shall be audited by such authority as may be prescribed.

Further, Rule 180 of DSER, 1973 states “ (1) every unaided recognised private schools shall submit the returns and documents in accordance with Appendix-1, (2) Every return or documents referred to in sub-rule (1), shall be submitted to the Director by the 31st day of July of each year.(3) The account and other records maintained by an unaided private school shall be subject to examination by the auditors and inspecting officers authorised by the Director in this behalf and also by any officers authorised by the Comptroller and Auditor General of India”

And Section 24 (2) of DSA. 1973 states “The Director may arrange special inspection of any school on such aspects of its working as may, from time to time, be considered necessary by him”.

Whereas Appendix-II to Rule 180 specify that “final accounts i.e. receipts, and payment account, income and expenditure and balance sheet of the preceding year should be duly audited by Chartered Accountant.

And It has been noticed that Financial Documents/ Certificates Attested by third person misrepresenting themselves as CA Members are misleading the Authorities and Stakeholders. ICAI is also receiving number of complaints of signatures of CAs being forged by non CAs.

To curb such malpractices, the Professional Development Committee of ICAI has come out with an innovative concept of UDIN i.e. Unique Document Identification Number which is being implemented in phased manner. It will secure the certificates attested/certified by practicing CAs. This will also enable the Regulators/Banks/Third parties to check the authenticity of the documents.

Accordingly, the Council in the 379<sup>th</sup> meeting of ICAI held on 17.12.2018 and 18.12.2018, made mandatory for all practicing member to obtain 18 digits UDIN before issuing any audits reports/ certification etc. in the following manner:

- All Certification done by Practising CAs w.e.f. 01.02.2019.



- All GST & Tax Audit Reports w.e.f. 01.04. 2019.
- All other attest functions w.e.f. 01.07.2019.

However, on examination of the financial statements submitted by the school for evaluation of fee increase proposal of FY 2018-19, it been has observed that the financial statements of the school were certified by the Chartered Accountant without mentioning the UDIN as required by the council. This being the procedural finding therefore, the school management are instructed to ensure this compliance from the Auditor of the school.

**After detailed examination of all the material on record and considering the clarification submitted by the school, it was finally evaluated/ concluded that:**

- i. The total available funds for the year 2018-19 amounting to Rs. **20,06,45,391** out of which cash outflow in the year 2018-19 is estimated to be Rs. **17,42,42,613**. This results in net surplus amounting to Rs. **2,64,02,778**. The details are as follows:

Particulars	Amount (in Rs.)
Cash and Bank balances as on 31.03.18 as per Audited Financial Statements of FY 2017-18	1,27,55,146
Investments as on 31.03.18 as per Audited Financial Statements of FY 2017-18	9,24,70,106
<b>Liquid Fund as on 31.03.2018</b>	<b>10,52,25,252</b>
Add: Recovery from the society of additions to the Building. [Refer Financial Discrepancies No. 1 given above]	1,34,85,480
Add: Recovery from the society against purchase of car [Refer Financial Discrepancies No. 3 given above]	17,02,722
Add: Amount Recoverable from the society as remuneration paid to Members of Managing Committee [Refer Financial Discrepancies No. 2 given above]	79,44,000
Add: Fees for FY 2018-19 as per Audited Financial Statements [Refer Note No. 1 below]	13,00,17,305
Add: Other income for FY 2018-19 as per audited Financial Statements [Refer Note No. 1 below]	59,39,100
<b>Total Available Funds for FY 2018-19</b>	<b>26,43,13,859</b>
Less: FDR with joint name of School Manager and DOE as on 31.03.2018	17,43,525
Less: Caution Money Fund as on 31.03.2018	17,28,265
Less: Development Fund [Refer Note No. 2 below]	96,84,425
Less: Staff retirement benefits- Gratuity and Leave Encashment [Refer Financial Discrepancies No. 4 given above]	5,05,12,253
<b>Net Available Funds for FY 2018-19</b>	<b>20,06,45,391</b>
Actual Expenses for the FY 2018-19	13,98,59,106
Less: Salary arrears as per 7th CPC from the Jan 2016 to Mar 2019 (As per School Submission)]	3,43,83,507
<b>Net Surplus</b>	<b>2,64,02,778</b>



**Note 1:** Fee and income as per audited financial statements FY 2018-19 has been considered. Further the interest of Rs. 30,97,185 and Rs. 8,61,984 credited by the school to leave encashment fund and gratuity fund respectively, which were reported directly in the Balance Sheet as at 31.03.2019 instead of routing through the Income and Expenditure Account have also been included in the income of FY 2018-19, being income of the school.

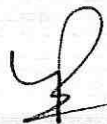
**Note 2:** Supreme Court in the matter of Modern School held that development fees for supplementing the resources for purchase, upgradation and replacements of furniture and fixtures and equipment can be charged from students by the recognized unaided schools not exceeding 15% of the total annual tuition fee. Further, the Directorate's circular no. 1978 dated 16.04.2010 states "All schools must, first of all, explore and exhaust the possibility of utilising the existing funds/ reserves to meet any shortfall in payment of salary and allowances, as a consequence of increase in the salary and allowance of the employees. A part of the reserve fund which has not been utilised for years together may also be used to meet the shortfall before proposing a fee increase." Over a number of years, the school has accumulated development fund and has reflected the closing balance of Rs. 2,89,41,785 in its audited financial statements of FY 2017-18. Accordingly, the accumulated reserve of development fund created by the school by collecting development fee more than its requirement for purchase, upgradation and replacements of furniture and fixtures and equipment has been considered as free reserve available with the school for meeting the financial implication of 7th CPC to be implemented by the school. However, development fund equivalent to amount collected in one year i.e Rs.96,84,425 (FY 2017-18) from students has been considered for deriving the fund position of the school, which is considered sufficient basis the spending pattern of the school in past.

**Note 3:** The depreciation amounting to Rs. 66,23,166 being non-cash expense, it would not result in cash outflow. Thus, it has not been considered in the determination of fee increase for the FY 2018-19.

- ii. The school has sufficient funds to carry on the operation of the school for the academic session 2018-19 on the existing fees structure. In this regard, Directorate of Education has already issued directions to the schools vide order dated 16.04.2010 that,

*"All schools must, first of all, explore and exhaust the possibility of utilising the existing funds/ reserves to meet any shortfall in payment of salary and allowances, as a consequence of increase in the salary and allowance of the employees. A part of the reserve fund which has not been utilised for years together may also be used to meet the shortfall before proposing a fee increase."*

AND WHEREAS, in the light of above evaluation which is based on the provisions of DSEA, 1973, DSER, 1973, guidelines, orders and circulars issued from time to time by this Directorate, it was recommended by the team of Chartered Accountants that along with certain financial and other discrepancies, that the sufficient funds are available with the school to carry out its operations for the academic session 2018-19, the fee increase proposal of the school may be rejected.





AND WHEREAS, it is also noticed that the School has incurred Rs.1,34,85,480 for addition to building out of the school fund which is not in accordance with clause 2 of public notice dated 04.05.1997 and rules Rule 177. Further, the school has recoverable balance with society for paid remuneration to members of managing committee of Rs.79,44,000 to without complying rule 177 and incurred capital expenditure of Rs. 17,02,722 on purchasing cars in

contravention of order date 10.02.2005. Thus, the school is directed to recover Rs.2,31,32,202 from the society. The amount of above receipt along with copy of bank statement showing the receipt of above-mentioned amount should be submitted with DoE, in compliance of the same, within thirty days from the date of issuance of this order. Non-compliance of this shall be taken up as per DSEA&R, 1973.

AND WHEREAS, the act of the school of charging unwarranted fee or any other amount/fee under head other than the prescribed head of fee and accumulation of surplus fund thereof tantamount to profiteering and commercialization of education as well as charging of capitation fee in other form.

AND WHEREAS, there are sufficient funds available with the school and in order to protect the interests of the staff the school is directed to deposit to LIC (or similar agency) amount equivalent to the liabilities for gratuity and leave encashment. Moreover, school is also required to make investments in the joint name of Dy. Director Education (District) and the Manager, School equivalent to the 3 months' salary as salary reserve.

AND WHEREAS, recommendation of the team of Chartered Accountants along with relevant materials were put before the Director of Education for consideration and who after considering all the material on the record, and after considering the provisions of section 17 (3), 18(5), 24(1) of the DSEA, 1973 read with Rules 172, 173, 175 and 177 of the DSER, 1973 has found that the school has sufficient funds for meeting financial implication for the academic session 2018-19. Therefore, Director (Education) has rejected the proposal submitted by the school to increase the fee for the academic session 2018-19.

Accordingly, it is hereby conveyed that the proposal of fee increase for academic session 2018-19 of **New Green Field Public School (School ID-1925350), 22 Marg, Saket, New Delhi-110017**, has been rejected by the Director of Education.

Further, the management of said school is hereby directed under section 24(3) of DSEAR 1973 to comply with the following directions:

1. Not to increase any fee in pursuance to the proposal submitted by school on any account for the academic session 2018-19 and if the fee is already increased and charged for the academic session 2018-19, the same shall be refunded to the parents or adjusted in the fee of subsequent months.
2. To communicate the parents through its website, notice board and circular about rejection of fee increase proposal of the school by the Directorate of Education.





3. To rectify all the financial and other irregularities/violations as listed above and submit the compliance report within 30 days to the D.D.E (PSB).
4. To ensure that the salaries and allowances shall come out from the fees whereas capital expenditure will be a charge on the savings in accordance with the principles laid down by Hon'ble Supreme Court of India in its Judgment of Modern School vs Union of India. Therefore, school not to include capital expenditure as a component of fee structure to be submitted by the school under section 17(3) of DSEA, 1973.
5. To utilise the fee collected from students in accordance with the provisions of Rule 177 of the DSER, 1973 and orders and directions issued by this Directorate from time to time.
6. In case of submission of any proposal for increase in fee for the next academic session, the compliance of the above listed financial and other irregularities/violations will also be attached.

Non-compliance of this order or any direction herein shall be viewed seriously and will be dealt with the provision of section 24(4) of DSEA, 1973 and DSER, 1973.

This order is issued with the prior approval of the Competent Authority.



(Yogesh Pal Singh)  
Deputy Director of Education  
(Private School Branch)  
Directorate of Education, GNCT of Delhi

To:

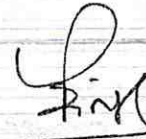
The Manager/ HoS  
New Green Field Public School (School ID-1925350),  
22 Marg, Saket,  
New Delhi-110017

No. F.DE.15(268)/PSB/2021/4681-4686

Dated: 12/11/21

Copy to:

1. P.S. to Principal Secretary (Education), Directorate of Education, GNCT of Delhi.
2. P.S. to Director (Education), Directorate of Education, GNCT of Delhi.
3. DDE (South) ensure the compliance of the above order by the school management.
4. In-charge (I.T Cell) with the request to upload on the website of this Directorate.
5. Guard file.



(Yogesh Pal Singh)  
Deputy Director of Education  
(Private School Branch)  
Directorate of Education, GNCT of Delhi