



Nirmala Memorial Foundation College of Commerce and Science

**Permanently Affiliated to University of Mumbai
Accredited by NAAC, ISO 9001-2015 Certified
Recognised under section 2(f) & 12(B) of the UGC Act 1956**

D.S. Road, Asha Nagar, Thakur Complex, Kandivali (East), Mumbai – 400 101. Tel.: 022 69436400

DEPLOYMENT DOCUMENT OF ACADEMIC YEAR *2018-2019*



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A. Plan for Curricular Aspects

Experiential Learning through hands on training program and educational industrial visits (Year 2018-2019)

Sr. No.	Date	Industrial Visit
1	8/10/2018	Local Industrial Visit to Reserve Bank of India (RBI)
2	10/17/2018	Local Industrial Visit to Navneet
3	10/17/2018	Local Industrial Visit to Mahananda Dairy
4	10/20/2018	Local Industrial Visit to Navneet
5	10/22/2018	Local Industrial Visit to Mahananda Dairy
6	23-10-2018 and 24-10-2018	Visit to Metropolitan Megistrate Court

Value Added Courses

Name of Value-added course	Period (from date - to date)	Duration of course
Diploma in Accounting Professional	04/02/2019 - 20/04/2019	3 months
Diploma in Banking Professional	04/02/2019 - 20/04/2019	30 hours
Diploma in Digital Marketing	04/02/2019 - 29/04/2019	3 months
Diploma in Financial Planner	04/02/2019 - 20/04/2019	30 hours
Diploma in GST	04/02/2019 - 29/04/2019	3 months
Diploma in IFRS	04/02/2019 - 20/04/2019	30 hours
Diploma in Marketing Professional	04/02/2019 - 29/04/2019	3 months
Diploma in SEO Expert	04/02/2019 - 29/04/2019	3 months
Diploma in Tax Professional	04/02/2019 - 29/04/2019	3 months
Diploma in Treasury Management	04/02/2019 - 29/04/2019	3 months
Event Management	11/03/2019 - 24/04/2019	50 hours
Film Making	11/03/2019 - 24/04/2019	52 hours
Graphic Designing	12/03/2019 - 24/04/2019	60 hours
Image Enhancement	11/03/2019 - 24/04/2019	52 hours
Lets Learn English	25/07/2018 - 15/09/2018	30 hours
Personality Development	18/03/2019 - 24/04/2019	48 hours
Spoken Tutorial IIT (Java)	03/09/2018 - 08/12/2018	30 hours
Spoken Tutorial IIT (Pyhton)	03/09/2018 - 08/12/2018	30 hours
Tally	24/01/2019 - 15/02/2019	30 hours
Video Editing	12/03/2019 - 24/04/2019	52 hours

1. Local Industrial Visit to Reserve Bank of India (RBI)

On Friday, 10th August, 2018 students of first year B.Com (A & F) had a visit to RBI museum.

The visit gave a learning to students that money is an introduction complement of the cultural heritage of a country mirroring its socio - economic history.



2. Local Industrial Visit to Navneet

A famous quote says 'The future is a blank sheet of paper, and if you have the courage of your own thought and observation, you can make of it as you will.'

This is what the students of Second Year B.com (Accounting and Finance) of Nirmala Memorial Foundation College witnessed at their visit to Navneet Education Ltd., where a humble piece of paper is transformed into various beautiful and useful forms like notebooks, diaries, files, printed/ published books etc.

The students were privileged to see the different processes involved in this transition, such a cutting of paper, printing, binding etc. They also observed the stock keeping methods of the company and the automated machines available for it.

The students had an very fruitful session where they got practical exposure to the working of an industry. This experience will further help them in their various curricular activities.



3. Local Industrial Visit to Mahananda Dairy

"Industrial visit to Mahananda dairy". the students of Second year Bachelor of Management Studies (SYBMS) visited the premises of Mahananda dairy on Wednesday, 17th October 2018 and witnessed the process by which every household is receiving the pure and safe to drink milk.

Milk is procured from various co-operative societies brought to the plant and then pasteurized and homogenized. Students were taken around the plant and shown how the whole process works. They gained first-hand experience of the real world of milk procurement and how processing happens.



B. Plan for Co-Curricular Aspects

Library Activities

A Tour to the Library for English Extravaganza

The English Literary Association and Library Advisory Committee jointly organized 'A Tour to the Library for English Extravaganza' on Friday, 01st February, 2019. The venue, justifiably, was the newly renovated college library. The programme was inaugurated by I/C Principal

Prof. Swiddle D'Cunha and was organised, attended and made successful by B. Com. Students almost singlehandedly. Students participated spiritedly and emerged with flying colours.

There were pronunciation challenge, word war, vocabulary challenge (naming spices, kitchen articles and objects) and Speak Box that tested students' knowledge, enthusiasm and willingness to learn new things in English.

The games rounded off with a tour to every part of the library which was ably conducted by the Students Library Advisory Committee (SLAC) members.

All the visitors were requested to give their feedback at the exit, and the lovely members of the ELA and SLAC were appreciated by the entire staff for their superior efforts and creativity.

I/C Principal Prof. Swiddle D'Cunha inaugurating the program in library

English language based stalls n teams

SLAC Members guided the library tour to visitors



Book Exhibition and Debate Competition

The English Literary Association organised Corporate Lawyer- a Case-based Debate competition on Friday, 23rd February, 2018. It was an innovatively conceptualised event for students to showcase their debating skills in. Participants were made to compete in pairs of two, with both debating on the basis of unsolved court cases assigned to them. A total number of 56 participants took part in the competition, which saw students from all streams competing ardently. Ms Janvi Bhatia and Ms Geeta Bhatia were the judges ,who selected top two winners and a consolation prize winner from the three rounds of the competition. It was heartening to note the judges appreciating students' skill and expressing that they have a spark and potential within them to become successful lawyers in future, and motivated them accordingly.

Following are the winners of the competition:

1st Prize- Inesh Pillai (S.Y. B Sc. IT)

2nd Prize- Madhav Yogesh (SYBAF)

3RD Prize- Manthan Rane (FYBMM)



Just a Minute, Story writing and Poetry Writing Competitions

For the English Literary Association, commencement of the Academic Year 2018-19 has been really lively, vibrant and enriching. 29 th August, 2018 was the day that saw learners with creative minds battling it out in not one but three events- Just a Minute, Story writing and Poetry Writing Competitions based on an array of genres given.

While avid writers submitted their original compositions (poetry and stories), Just a Minute, the extempore competition was held on the same day at the Mini-auditorium. CA Prof. Karuna Nair presided over as the judge as 26 contestants showed their amazing capacity to think on their feet, add humour and even splendid flashes of wisdom in their one-minute speech.

Following are the glorious winners of the event:

Just a Minute Competition:

First Prize : Jashub Anthony (FYBMM Div. B)

Second Prize : Sagar Parekh (TYBMS Div. B)

Third Prize : Yohana Pais (FYBMS Div. B)

Story Writing Competition

First Prize : Devashish Kanthariya (SYBMM Div. B)

Second Prize : Hritika Mayekar (F.Y.B.Com. Div. A)

Third Prize : Manthan Rane (SYBMM Div. A)

Poetry Writing Competition:

First Prize : Riyaan Shaikh (TYBMS Div. A)

Second Prize : Manthan Rane (SYBMM Div. A)

Third Prize : Jash Chauhan (SYBMS Div. A)





C. Plan for Extra Curricular Activities Cultural, Sports Activities

NSS unit of Nirmala Memorial Foundation College – Kandivali organised 7 days (6th to 12th January 2019) residential camp at Belvadi. This village has been adopted by the college and working for the betterment of villagers form last 2 years. This year following activities were carried out by the unit.

1. A free dental check up camp was arranged for villagers around 200 people were benefited through this check up.

2. The team of NSS volunteers worked hard to build 2 soak pits near hand pumps. These hand pumps will help the water to percolate under the ground instead of flowing on the road. This activity also made the village from mosquitoes. The Police Patil of the village has to say that this soak pits will help villagers for next 20 years.

3. In co-ordination with Gaya Foundation 30 trees (mango, chiku, Jamun etc) were given to villagers and a promise from them was taken about preserving these trees.

4. As per the requirement of Ashram school following sessions were conducted for students of the school

- Self defense and health hygiene session by team of NSS volunteers under the guidance of Prof. Rishabh Desai.

- Mr. Balaji Banate, NSS volunteer took a session on photography to develop the skills of selected students.

- Dr. Megha Juvekar, Programme Officer of NSS unit took a session on girls hygiene for girls studying form 8th to 12th std.

5. A cultural evening was spent with villagers in which a Bharud, Maharashtra folk was performed for spreading awareness on different social issues like family planning, women empowerment and maintaining clean environment.

Around, 500 villagers are benefited due to these activities. It was a good practical learning for volunteers to contribute and make a difference in the life of villagers.







D. Plan for Alumni

1. Library & Reading Facility Extended to Alumni

Allow use of library
April 2020

PAGE: _____
DATE: _____

09/07/19

To,
The Principal Ma'am
N.M.E.C., Kandivali (E),
Mumbai - 401

Subj - Application for permission
to study in library.

Respected ma'am,
I, Shukla Yogesh Hariprasad
Siya wants to request you that, I wants
to study in library. Because of some
reasons I am not able to study at home.
So, please allow me for the
same.

Yours faithfully
Yogesh Shukla

Page No.	
Date	

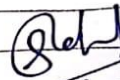
To
The principal,
Nirmala Memorial Foundation
College of Com & Sci.

Respected Mam,

My Name is Sawabh Tiwari.
I am in M.Com, 1 Year. I am also preparing
for Banking Competition but my home
environment is not good for my preparation
currently so I am requesting you to
please allow me to study in college
library with smartphone as everything
is now online.

Date - 16-02-2022.

Thankyou mam


16/02/2022

2. Event conducted by Alumnus

They say “All work and No play make Jack a dull boy”.

Going by this motto BMS Department of Nirmala Memorial Foundation College organised an Outdoor Management Training session on Friday, 15th March, 2019 at Sanjay Gandhi National Park (Borivali) for first year BMS students.

Being the learners of management, they gained knowledge about the principles of management from Mr. Nikhil Vellari an expert trainer as well as an alumnus of the college.

The practical and game-oriented sessions were enjoyed by the students and they took back a lot of learning of the subject as well.



E. Plan for Research Activities

One Day Conference on ‘Multi Disciplinary Approach to Innovation, Transformation and Challenges’.



F. Expansion of Students Support Activities

Event " Show your Entrepreneurship Skills"

The Department of BMS in association with Entrepreneurship Development Cell organised an event " Show your Entrepreneurship Skills" on Thursday, 26th September 2019.

25 stalls were placed by students of second year BMS. Marketing strategies adopted by students were tested. Practical exposure of strategizing marketing mix was experienced by students.

Parallely, students of B.Com (Accounting and Finance) Department played mock stock trading on the stalls displayed by bms department students .

Live experience and learning of terms like IPO , secondary market , market volatility was given to students.



Inauguration Ceremony on Commerce and Accountancy Association

The Commerce and Accountancy Association of Nirmala Memorial Foundation College held its Inauguration Ceremony on 28th July, 2018 to kick start the events of the association for the current academic year. The guest speaker for the event was CA Ajoy Basu, a professional accountant, teacher and also a corporate trainer. He imparted to students invaluable lessons that are required in their academic field as well as their professional field i.e. Commerce. He emphasized on the importance of soft skills and personality development in addition to academics. His concepts of Complete Student, Riyaz i. e. Practice and Self Belief were of immense use to the students. The session concluded with a question and answer session, and on a high motivational note for the next events to come.



G. Administrative Plan

In 2018, we initiated the ISO audit process to strengthen our commitment to quality and excellence. Since then, we've made significant progress aligning with ISO standards, bolstering our focus on continuous improvement



Ref. No. MUM/QMS Rev./18-19/4133/0

Date 05/12/2018

**Proposal
For
Certification
According to ISO 9001:2015**

Client

NIRMALA MEMORIAL FOUNDATION

90 FEET ROAD, ASHA NAGAR,
THAKUR COMPLEX, KANDIVALI
(EAST)
Pin Code: 400101

TUV INDIA PRIVATE LIMITED

801, Raheja Plaza I, L.B.S.Marg,
Ghatkopar (West)
Mumbai - 400086
Tel: 66477000
Email: mumbai@tuv-nord.com

**H.O. & Regd. Office
TUV INDIA PRIVATE**

801, Raheja Plaza -1, L.B.S Marg,
Ghatkopar (West), Mumbai - 400 086
Tel : 022-6647 7000 Fax: 022-6647 7009
e-mail : mumbai@tuv-nord.com



Ref. No. MUM/QMS Rev./18-19/4133/0

Date 05/12/2018

1. **Client Information**

1.1 Audit Location/s **90 FEET ROAD, ASHA NAGAR, THAKUR COMPLEX, KANDIVALI (EAST)
PinCode: 400101**

1.2 Proposed Scope of Certification **EDUCATIONAL INSTITUTE DEGREE COLLEGE
COMMERCE & SCIENCE.**

1.3 Accreditation **NABCB**

1.4 EAC Code **37.0**



Ref. No. MUM/QMS Rev./18-
19/4133/0

Date 05/12/2018

2. TUV India Scope of Work

2.1 Stage I Audit

- Audit of Management System documentation.
- Evaluation of the location and the location-specific conditions.
- Review Client's status and understanding of the standard, particularly with regard to identification of key performance objectives and operation of the management system;
- To collect necessary information with regard to the scope of the management system, processes and location(s) of the client, and related statutory and regulatory aspects and compliance (e.g. quality, environmental and legal aspects of the client's activities, associated risks etc.),
- Evaluation of internal audits and management reviews and the level of implementation of the management system
- To provide a focus on planning stage II audit.

2.2 Stage II Audit

- To evaluate the implementation, including the effectiveness, of the client's management system.
- Assess Information and evidence about conformity to all requirements of the applicable management system standard or other normative document.
- Assess Performance monitoring, measuring, reporting and reviewing against key performance objectives and targets.
- Assessment of the client's management system and performance as regards to legal compliance
- Assess Operational control of the client's processes;
- Assess Internal Auditing and Management review.
- Assess Management responsibility for the client's policies.

2.3 Surveillance Audit

- The certificate is valid for 3 years. During the period of validity of the Certificate, on-site surveillance audits are carried out to assess the certified client's management system's fulfillment of specified requirements with respect to the standard to which the certification is granted.
- Surveillance Audits shall be conducted at least once a year. The dates of the first/second Surveillance audit shall not be more than 12 /24 Months from the last day of the day of the Stage II Audit.



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Date 05/12/2018

2.4 Follow-up Audit

- In the event of the company not fulfilling the requirements during the Stage II audit/ Surveillance audits a follow-up audit will be carried out. Charges for the same will be extra based on number of days required for follow-up audit depending on the non-conformances found.

2.5 Re-Certification Audit

- After the 3 years period, the company has to go in for fresh certification within 36 months from the last day of the Stage II audit, for which company will enter into new contract.
- Re-Certification Audit shall be conducted to evaluate the continued fulfillment of all the requirements of the relevant management system standards or other normative document. The purpose of the re-certification audit is to conform the continued conformity and effectiveness of the management system as a whole, and its continued relevance and applicability for the scope of Certification.

2.6 Special Audit

a. Extension / Reduction to Scope, Change in Name/Address

Special audit shall be conducted for extension/reduction to the scope of the certification already granted. This may be conducted in conjunction with a Surveillance audit.

Special audit may be conducted in case of change in name and or/change in address of the certified organization.

b. Short - Notice Audit

Special Audit may be conducted at short notice / without notice, to investigate complaints, or in response to changes or as follow up on suspended certificate.



Ref. No. MUM/QMS Rev./18-
19/4133/0

Date 05/12/2018

3. Audit Fees for Certification

3.1 Stage I Audit :	INR	11000	_____
Stage II Audit :	INR	55000	_____
3.2.a Fee for Registration & Issue of Accredited Certificate :	INR	12000	_____
3.3.a. Fee for Surveillance audit (Annual) No of SA : 2	INR	55000	_____
3.4 Total Certification Charges for 3 year period :	INR	133000	_____

4. Optional : NA

4.1 Fee for Pre-Audit (Optional)	INR	_____
4.2 Fee for additional accredited certificate	INR	_____



Ref. No. MUM/QMS Rev./18-19/4133/0

Date 05/12/2018

6. ACCEPTANCE OF QUOTATION

I/We confirm acceptance of TUV India's proposal, General Terms & Condition (attachment-I) and draft contract for certification of Management systems (attachment-II) accompanying with this proposal.

Client Signature Company's Seal _____ Date _____

Name / Designation: _____

Payment Details

I/We enclose herewith a D.D/ cheque of Rs...../- Vide No.....
Dated.....favouring TUV India Pvt. Ltd as an advance.

Teaching and Non-Teaching Staff Members

Day and Date	Title
Thursday, 30th August, 2018	Faculty Development Programme on optimizing the use of INFILBNET N-LIST
Saturday, 9th March, 2019	Faculty Development Programme on "Designing and Developing Flipped Classroom for E-learning Instructions*"
Tuesday, 17th December, 2019	Faculty Development Programme to enhance the teaching techniques of faculty members. Dr Agnes Dcosta, Associate Professor at Pushpanjali College of Education

Faculty Development Programme on optimizing the use of INFILBNET N-LIST



The LAC commenced its activities by organizing an FDP, Creating Awareness about N-List, on Thursday, 30 August, 2018

The Resource Person was Ms. Nalini Raja, Coordinator, INFLIBNET NLIST Soul Service Centre, Maharashtra. She shared relevant information and the latest developments in the area. The session was greatly beneficial for the attendees- the staff members of the institute as it threw light on ways to optimize the use of INFLIBNET N-List, an essential tool in today's academic sphere.

Faculty Development Programme on "Designing and Developing Flipped Classroom for E-learning Instructions"





Faculty Development Programme to enhance the teaching techniques of faculty members. Dr Agnes Dcosta, Associate Professor at Pushpanjali College of Education



Financial Audits

NIRMALA MEMORIAL FOUNDATION DEGREE COLLEGE OF COMMERCE & SCIENCE

BALANCE SHEET AS ON 31st MARCH 2019

LIABILITIES	AMOUNT (₹)	ASSETS	AMOUNT (₹)
Sundry Creditors and Outstanding As per Annexure M- (NMFDC)	43,61,351.00	Fixed Assets: (As per Annexure N - NMFDC)	
		Gross Block	60,60,518.00
		Less: Accumulated Depreciation	50,98,223.00
			9,62,295.00
Nirmala Memorial Foundation		Reserve A/c with UCO Bank (4851)	
Opening Balance	28,26,500.00	Opening Balance	3,51,463.00
Add: Received during Year	64,76,903.00	Add: Deposited During the Year	20,000.00
Less : Transfer from Income & Expenditure A/c	(95,30,352.00)	Add: Bank Interest during the year	12,573.00
	(2,26,949.00)		3,84,036.00
		Advances & Receivables (As per Annexure O - NMFDC)	13,32,309.00
		Nirmala Memorial Foundation	2,26,949.00
Income & Expenditure A/c		Cash and Bank Balance	
Opening Balance	-	Cash in hand	7,204.00
Less: Excess of Expenditure over Income	95,30,352.00	Abhyudaya Co-op Bank	1,34,247.00
	95,30,352.00	Hdfc Bank	5,01,851.00
Add: Transfer to Nirmala Memorial Foundation	(95,30,352.00)	Hdfc Bank-Current A/c	40,000.00
		The SVC Bank (SB A/c No 3)	3,68,782.00
		The SVC Bank (SB A/c No 4)	3,06,851.00
		The SVC Bank - (SB A/c No.4763)	37,201.00
		HDFC Bank	21,049.00
		IDBI Bank	10,699.00
		UCO Bank	28,078.00
			14,55,762.00
	43,61,351.00		43,61,351.00

As per Our Report of even date;

For SNH & Associates
Chartered Accountants
FRN : 122819W

(Signature)
M. Sudhir R. Shah
(Partner)

Membership No.: 035592
Date : 25th September, 2019
Place: Mumbai



For Nirmala Memorial Foundation Degree College
of Commerce & Science

(Signature) Principal
(Signature) Chairman
(Signature) Secretary

**NIRMALA MEMORIAL FOUNDATION DEGREE COLLEGE OF COMMERCE
& SCIENCE**

INCOME & EXPENDITURE A/C FOR THE YEAR ENDED ON 31st MARCH 2019

EXPENSES	AMOUNT (₹)	INCOME	AMOUNT (₹)
Advertising Expenses	23,625.00	Bank Interest	4,43,738.00
Audit Fees	34,000.00	Fees (Including other various fees)	8,40,03,150.00
Bank Charges	8,546.00	Interest on FDR	10,75,983.00
Books and Periodicals	1,313.00	Other Fees	1,85,200.00
Class Attendent Expenses	28,32,000.00	Other Income	17,000.00
Cleaning Expenses	28,32,000.00	Revaluation & Photocopy	11,650.00
Compensation of Premises	76,80,960.00	Sale of Admission Form	2,25,300.00
Consultancy Services	16,11,758.00		
Conveyance Expenses	1,69,006.00		
Cultural Expenses	37,78,661.00		
Depreciation As per Annexure - N	3,48,071.00		
Development Fees	1,68,00,630.00		
Electricity Expenses	21,13,580.00		
Examination Expenses	32,74,015.00		
Honorarium and Remuneration	20,805.00		
Industrial Visit Expenses	3,67,476.00		
Insurance Expenses	19,958.00		
Library & Newspaper Expenses	18,755.00		
Magzine Expenses	75,693.00		
Motor Car Expenses	4,950.00		
NSS Expenditure	(19,826.00)		
PF Contribution	11,22,121.00		
Postage Expenses	65,987.00		
Printing & Stationery Expenses	9,40,047.00		
Refreshment Expenses	71,405.00		
Registration Expenses	12,000.00		
Repairs & Maintainance Expenses	38,40,949.00		
Salary Expenses	3,98,43,191.00		
Science Material Expenses	2,266.00		
Security Expenses	4,24,379.00		
Seminar & Workshop Expenses	46,400.00		
Software Expenses	25,370.00		
Sports Expenses	5,69,852.00		
Students & Staff Welfare Expenses	5,34,229.00		
Subsction & Membership Expenses	6,074.00		
Sundry Expenses	38,905.00		
Telephone Expenses	53,220.00		
Travelling Expenses	22,872.00		
University of Mumbai Expenses	58,63,283.00		
Water Charges	13,847.00		
TOTAL EXPENSES	9,54,92,373.00	TOTAL INCOME	8,59,62,021.00
		<i>Excess of Expenditure Over Income</i>	<i>95,30,352.00</i>
	9,54,92,373.00		9,54,92,373.00

As per Our Report of even date;

For SNH & Associates
Chartered Accountants
FRN:132819W

Mr. Sudhir R. Shah
(Partner)

Membership No.:- 035592
Date : 25th September, 2019
Place: Mumbai



For Nirmala Memorial Foundation Degree
College of Commerce & Science

Principal Chairman Secretary

K. Collaborations

Name of the institution / industry with whom the MoU / linkage is made, with contact details	Year of signing MoU / linkage	Purpose of the MoU/Linkage (nternship, on-the-job training, project work, student / faculty exchange and collaborative research)	Duration of MoU / linkage	List the actual activities under each MOU/ Linkage and web - links year-wise
ATS Infotech Pvt. Ltd. L-107 Lajpat Nagar - II, New Delhi 110024	2017 - 18	To enhance technical skills and learn about security fundamentals	4 years	Microsoft Technology Associate- Security Fundamentals Certification course dated 13th July 2019.
Endeavour Careers Pvt ltd, Borivali West.	2018-19	To get sponsorship for intercollegiate festivals.	Mutual Understanding	Sponsorship for Intercollegiate Festival Elaan
Navayuk Entrepreneur PVT LTD, Mumbai	2018 - 19	To impart qualitative education on entrepreneurship by sensitizing the students	Mutual Understanding	
Lions Club of Mumbai, Mahavir Nagar	2018 - 19	To carry out social activities	2 years	Blood Donation Camp on Thursday, 25th July 2019