

UMESHA RAO MIJAR
B.com, FCA, DISA (ICAI)

Date: 13-04-2024
Place: Moodbidri

To,
The Chairman/ Managing Trustee
Alva's Education Foundation
Moodbidri


INTERNAL AUDIT REPORT OCTOBER 2023 TO DECEMBER 2023

Details of Colleges Audited under Alva's Education Foundation are as below:

1. Alvas Ayurveda Medical College
2. Alvas College
3. Alvas Central School
4. Alvas College Of Education
5. Alvas College Of Hospital Administration
6. Alvas College Of Medical Laboratory Technology
7. Alvas College Of Nursing
8. Alvas College Of Naturopathy & Yogic Science
9. Alvas College Of Physiotherapy
10. Alvas College Of Physical Education
11. Alvas English Medium Higher Primary School
12. Alvas English Medium High School
13. Alvas English Medium Primary School
14. Alvas Homeopathic Medical College
15. Alvas Institute Of Engineering & Technology
16. Alvas Institute Of Nursing
17. Alvas Kannada Medium Higher Primary School
18. Alvas Kannada Medium High School
19. Alvas Post Graduate Studies
20. Alvas Pre-Primary School
21. Alvas Pre-University College

We have completed verification of transactions for the period of OCTOBER 2023 TO DECEMBER 2023. Report for the same is enclosed here.

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PRINCIPAL

Alva's Institute of Engg. & Technology,
Mijar, MOODBIDRI - 574 225, D.K

Annexure-XXII-Q3

ALVAS EDUCATION FOUNDATION *								
COLLEGE WISE OTHER QUERIES FOR THE PERIOD OCTOBER 2023 TO DECEMBER 2023								
SL NO.	DATE	VOUCHER NO.	INSTITUTION	EXPENSES	NAME OF THE PARTY/NARRATION	AMOUNT	REMARKS	REMARKS BY THE FINANCE OFFICE
1	03-10-2023	AIET/IV-CRS/EXP/00211/23-24	AIET	Placement Expenses	Kudlia Ink LLP	7,00,000.00	Wrong voucher found. In voucher Total Amount Rs.3,50,000 but In Tally Rs.7,00,000.	This happened due to entry rectified but not updated the revised voucher in Document file. These kind of errors are avoided in the future.
2	04-10-2023	AIET/IV-CRS/EXP/00216/23-24	AIET	Admission Expenses	Artha Media Solutions Pvt Ltd	35,400.00	Bill belongs to FY 2022-23 dated 31-10-2022.Work order/Purchase order and Quotation not found.	Refer general reply in the Audit query reply file (Point no:4)
3	06-10-2023	AIET/IV-CRS/MED/00009/23-24	AIET	Advertisement Expenses	Bhartiya Tripureshwari Shakti Peeth	15,000.00	Proof (Copy) of Advertisement and advertisement release order not found.Chairman Authorisation not found.	Henceforth, these kinds of errors will be avoided in the future.
4	07-10-2023	AIET/IV-CRS/EXP/00222/23-24	AIET	Admission Expenses	Artha Media Solutions Pvt Ltd	35,400.00	Bill belongs to FY 2022-23 dated 30-09-2022.Work order/Purchase order and Quotation not found.	Refer general reply in the Audit query reply file (Point no:4)
5	27-10-2023	AIET/IV-CRS/EXP/00257/23-24	AIET	Seminar & Workshop Expenses	Mahaveer Caterers	7,80,000.00	Work order/Purchase order and Quotation not found.	Work order not raised due to urgency in work. But prior approval from the concerned department is taken.
6	30-10-2023	AIET/BP/00251/23-24	AIET		Hotel Pancharathna International.	64,312.00	Wrong bank reconciliation Bank date as per tally 27-10-2023 as per Bank statement 30-10-2023.	Bank date rectified
7	31-10-2023	AIET/IV-ADV/EXP/00158/23-24	AIET	Seminar & Workshop Expenses	Expenses incurred for 46TH series of KSCST state level seminar & Project Exhibition.	18,717.00	Documents related to Hariprasad Shetty not enclosed.	The document is available and will be provided whenever it is required.
8	10-11-2023	AIET/IV-CRS/EXP/00273/23-24	AIET	Security Expenses	-	1,13,000.00	Gst liability on security service under RCM basis not discharged.	Refer general reply in the Audit query reply file (Point no:5)
9	11-11-2023	AIET/IV-CRS/EXP/00275/23-24	AIET	Lab Maintenance	Emantra Technologies	9,630.00	Purchase order and Quotation not found.	Purchase order not raised due to urgency in work. But prior approval from the concerned department is taken.
10	22-11-2023	AIET/IV-ADV/EXP/00172/23-24	AIET	Travelling & Conveyance	Expenses incurred for visiting Krishi-mela at UAS banglore.	4,260.00	Document not enclosed for DA paid for 2 staff Rs.800(Debit/Credit voucher).	The document is available and will be provided whenever it is required.
11	23-11-2023	AIET/BP-SAL/00095/23-24	AIET	Honorarium Payable	Honorarium paid to guest staffs for the month of oct 2023.	49,750.00	Wrong bank reconciliation.Bank date as per tally 23-11-2023 as per Bank statement 24-11-2023.	Bank date rectified
12	29-11-2023	AIET/IV-CRS/EXP/00297/23-24	AIET	Cultural Program Expenses	Hansi Gold & Diamonds	73,200.00	Purchase order and Quotation not found.Purpose of the expense not known.	Purchase order not raised due to urgency in work. But prior approval from the concerned department is taken.
13	30-11-2023	AIET/IV-CRS/EXP/00298/23-24	AIET	Cleaning & Maintenance	A2 Associates	1,25,000.00	Proportionate charges of leave days not deducted.	If the workers are absent for more than 15 days in a month, no deduction in the bill is made. If the attendance is less than 15 days, the bill value is reduced proportionately.



14	30-11-2023	AIET/IV-CRS/EXP/00299/23-24	AIET	Cleaning & Maintenance	Ujwal Services	62,500.00	Proportionate charges of leave days not deducted.	If the workers are absent for more than 15 days in a month, no deduction in the bill is made. If the attendance is less than 15 days, the bill value is reduced proportionately.
15	30-11-2023	AIET/IV-CRS/EXP/00300/23-24	AIET	Cleaning & Maintenance	Giri Nandini	1,37,500.00	Proportionate charges of leave days not deducted.	If the workers are absent for more than 15 days in a month, no deduction in the bill is made. If the attendance is less than 15 days, the bill value is reduced proportionately.
16	01-12-2023	AIET/IV-ADV/EXP/00186/23-24	AIET	Placement Expenses	Being the cas per details enclosed through Don Hencel Countinho.	2,520.00	Document not enclosed for DA paid Rs.300 (Debit/credit voucher).	The document is available and will be provided whenever it is required.
17	02-12-2023	AIET/IV-ADV/EXP/00187/23-24	AIET	Placement Expenses	Expenses incurred for refreshment charges conducting various drives & Visiting Bangalore company visit.	10,033.00	Document not enclosed for DA paid Rs.1200 (Debit/credit voucher).	The document is available and will be provided whenever it is required.
18	02-12-2023	AIET/IV-CRS/EXP/00302/23-24	AIET	Building Maintenance	Annapoorneshwari Transport	13,650.00	Quotation not found.	Quotation not taken due to urgency in work. But prior approval from the concerned department is taken.
19	11-12-2023	AIET/IV-CRS/EXP/00317/23-24	AIET	Students Welfare Expenses	New Padiwal's Restaurant	22,500.00	Work order/Purchase order and quotation not found.	Purchase order not raised due to urgency in work. But prior approval from the concerned department is taken.
20	12-12-2023	AIET/IV-ADV/EXP/00195/23-24	AIET	Seminar & Workshop Expenses	Expenses incurred for conducting technical talk.	6,245.00	Document not enclosed for Travelling allowances of Dr.Prathviraj N Rs.960.	The document is available and will be provided whenever it is required.
21	19-12-2023	AIET/IV-CRS/EXP/00326/23-24	AIET	Cleaning & Maintenance	A2 Associates	1,37,500.00	Proportionate charges for leave days not deducted.	If the workers are absent for more than 15 days in a month, no deduction in the bill is made. If the attendance is less than 15 days, the bill value is reduced proportionately.
22	19-12-2023	AIET/IV-CRS/EXP/00327/23-24	AIET	Cleaning & Maintenance	Ujwal Services	50,000.00	Proportionate charges for leave days not deducted.	If the workers are absent for more than 15 days in a month, no deduction in the bill is made. If the attendance is less than 15 days, the bill value is reduced proportionately.
23	22-12-2023	AIET/IV-CRS/EXP/00330/23-24	AIET	Cleaning & Maintenance	Giri Nandini	1,25,000.00	Proportionate charges for leave days not deducted.	If the workers are absent for more than 15 days in a month, no deduction in the bill is made. If the attendance is less than 15 days, the bill value is reduced proportionately.



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