

**Umesha Rao M.** B.Com, FCA, DISA (ICAI)  
Chartered Accountant

No. 4-31 V-1, 1<sup>st</sup> Floor,  
Arihantha Complex, Main Road,  
Moodbidri – 574227, Mangalore Tq., D.K.  
**Ph: 08258 – 238769, +91 9448300325**  
E-mail: umeshraom@rediffmail.com

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

### **INTERNAL AUDIT REPORT JULY TO SEPTEMBER 2016**

We have completed verification of transactions for the period of July 2016 To September 2016 of Alva's Institute of Engineering and Technology. Report for the same is enclosed here.

The areas covered are Student Admission, Employees Salary and payroll, Purchases, Expenses and Bank Payments.

#### **AIET Admission Details 2016-17**

<b>Course</b>	<b>2015-16 (No. Of Students)</b>	<b>2016-17 (No. Of Students)</b>	<b>% Change (Year to year)</b>	<b>% of Admission to Intake</b>
<b>CSE</b>	108	122	12.96	101.67
<b>CV</b>	107	107	0.00	89.17
<b>ECE</b>	103	99	-3.88	82.50
<b>IS</b>	51	58	13.73	96.67
<b>ME</b>	99	96	-3.03	80.00
<b>ME-II shift</b>	36	21	-41.67	35.00
<b>MBA</b>	91	120	31.87	100.00

#### **Employees Details for the period of July 2016 To September 2016**

<b>2016-17</b>			
<b>Month</b>	<b>No. Employees</b>	<b>Salary Payable</b>	<b>PF</b>
Jul-16	251	64,32,692	6,70,376
Aug-16	256	69,61,728	7,08,341
Sep-16	258	70,07,070	7,10,131
		<b>2,04,01,490</b>	<b>20,88,848</b>



**QUERIES OF DIRECT EXPENSES FOR THE PERIOD OF JULY 2016 TO SEPTEMBER 2016: Enclosed in Annexure Q2**

SL NO.	TALLY DATE	VOUCHER NO.	EXPENSES	AMOUNT	REMARKS
1	25-07-2016	Journal - 2128	Advertisement	23,920.00	Bill not found.
2	25-07-2016	Journal - 2154	Advertisement	7,24,000.00	Approval from Management not obtained.
3	26-07-2016	Journal - 2193	Student Welfare Expense	1,71,500.00	Approval from Management not obtained.
4	30-07-2016	Journal - 2335	Printing & Stationery	16,200.00	Purchase Order not issued
5	02-08-2016	CP/AUG/0043	Honorarium	10,000.00	Cash Payment Voucher not found.
6	05-08-2016	Journal - 2460	Building Maintenance	8,26,000.00	Approval from Management not obtained.
7	11-08-2016	Journal - 2549	Generator Expense	29,030.00	Bill not found.
8	26-08-2016	Journal - 2794	Student Welfare Expense	1,36,000.00	Bill not found.
9	07-09-2016	BP/2702	Refreshment & Lodging	18,845.00	Details not found
10	12-09-2016	Journal - 3044	Refreshment & Lodging	4,263.00	Bill not found.
11	22-09-2016	BP/3014	Allowances	467.00	Details not found
12	24-09-2016	CP/SEP/0406	Shifting Work	5,020.00	Cash Payment Voucher not found.

Kindly take necessary action in this regard.

**For M UMESHA RAO & CO**



**UMESHA RAO M**  
Chartered Accountant

Date: 10/11/2016

PRINCIPAL

Shri's Institute of Engg. & Technology,  
Hijer. MOODBIDRI - 574 225, D.K.