

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

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

INTERNAL AUDIT REPORT JULY TO SEPTEMBER 2017

We have completed verification of transactions for the period of July 2017 To September 2017 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 2017-18

Course	2016-17 (No. Of Students)	2017-18 (No. Of Students)	% Change (Year to year)	% of Admission to Intake
CSE	122	113	-7.96	94.17
CV	107	90	-18.89	75.00
ECE	99	100	1.00	83.33
IS	58	52	-11.54	86.67
ME	96	91	-5.49	75.83
ME-II shift	21	7	-200.00	11.67
MBA	120	105	-14.29	87.50

Employees Details for the period of July 2017 To September 2017

2017-18			
Month	No. Employees	Salary Payable	PF
Jul-17	242	69,62,866	6,13,345
Aug-17	255	76,48,317	5,98,455
Sep-17	256	79,37,114	5,91,445
		2,25,48,297	18,03,245

QUERIES OF DIRECT EXPENSES FOR THE PERIOD OF JULY 2017 TO SEPTEMBER 2017:

Enclosed In Annexure Q2

SL NO.	TALLY DATE	VOUCHER NO.	EXPENSES	AMOUNT	REMARKS
1	01-07-2017	CP/JUL/0004	Sports Exps	500.00	Work Order not issued
2	18-07-2017	CP/JUL/0190	Travelling & Conveyance	1,800.00	Cash Payment Voucher not found.
3	20-07-2017	CP/JUL/0212	Electrical Maintenance	400.00	Cash Payment Voucher not found.
4	31-07-2017	Journal - 2151	Printing & Stationery	22,863.00	Purchase Order Not Issued.
5	09-08-2017	Journal - 2233	Placement Exps	30,000.00	Expense details and bill not found
6	19-08-2017	Journal - 2333	Lab Maintenance	7,995.00	Purchase Order Not Issued.
7	31-08-2017	Journal - 2392	Advertisement	12,921.00	Advertisement Release Order not issued.
8	04-09-2017	BP/3514	Cultural Programme Exp	27,226.00	Expense details and bill not found
9	12-09-2017	Journal - 2576	Cleaning And Maintenance	2,83,500.00	Housekeeping Bill not found
10	15-09-2017	Journal - 2642	Staff Welfare Expenses	2,800.00	Purchase Order Not Issued.
11	16-09-2017	Journal - 2662	Repairs & Maintenance	5,286.00	Work Order not issued
12	21-09-2017	Journal - 2762	Refreshment & Lodging	3,090.00	Bill not found
13	29-09-2017	Journal - 2855	Building Maintenance	2,745.00	Bill not found

Kindly take necessary action in this regard.

For M UMESHA RAO & CO



UMESHA RAO M
Chartered Accountant

Date: 25/11/2017

PRINCIPAL

Dr. Institute of Engg. & Technology,
Majur. MOODBIDRI - 574 225, D.K.