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 JANUARY TO MARCH 2018

We have completed verification of transactions for the period of January2018 To March 2018 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 January 2018 To March 2018

2017-18			
Month	**No. Employees**	**Salary Payable**	**PF**
Jan-18	261	80,38,848	5,97,382
Feb-18	259	81,31,603	6,49,600
Mar-18	257	81,19,507	6,51,362
		2,42,89,958	**18,98,344**

QUERIES OF DIRECT EXPENSES FOR THE PERIOD OF JANUARY 2018 TO MARCH 2018:

Enclosed in Annexure Q4

SL NO.	TALLY DATE	VOUCHER NO.	EXPENSES	AMOUNT	REMARKS
1	06-01-2018	Jv-Creditor-Exp - 52	Cultural Programme Exp	29,125.00	Expense details and bill not found
2	09-01-2018	Jv-Creditor-Exp - 54	Computer Maintenance	64,500.00	Purchase Order Not Issued.
3	10-01-2018	Jv-Creditor-Exp - 68	Lab Maintenance	6,583.00	Purchase Order Not Issued.
4	27-01-2018	Jv-Creditor-Exp - 112	Repairs & Maintenance	2,832.00	Work Order not issued
5	14-02-2018	Jv-Creditor-Exp - 228	Travelling & Conveyance	20,919.00	Bill not found
6	27-02-2018	Jv-Creditor-Exp - 320	Cleaning And Maintenance	82,900.00	Housekeeping Bill not found
7	28-02-2018	JOURNAL - 4889	Printing & Stationery	17,000.00	Purchase Order Not Issued.
8	09-03-2018	JOURNAL - 2392	Advertisement	15,930.00	Advertisement Release Order not issued.
9	15-03-2018	Jv-Creditor-Exp - 460	Sports Exps	93,082.00	Approval from Management not obtained.
10	16-03-2018	Jv-Creditor-Exp - 472	Electrical Maintenance	690.00	Work Order not issued
11	17-03-2018	JOURNAL - 5157	Staff Welfare Expenses	10,000.00	Voucher not found
12	22-03-2018	Jv-Creditor-Exp - 486	Placement Exps	9,602.00	Expense details and bill not found
13	31-03-2018	Jv-Creditor-Exp - 611	Building Maintenance	12,137.00	Bill not found
14	31-03-2018	JOURNAL - 5551	Refreshment & Lodging	33,597.00	Bill not found
15	31-03-2018	Jv-Creditor-Exp - 650	Fest Expense	1,691.00	Purchase Order Not Issued.

Kindly take necessary action in this regard.

For M UMESHA RAO & CO

M. UMESHA RAO & CO.

M.NO.207830

FRN:0418

UMESHA RAO M
Chartered Accountant

Date : 20/07/2018

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