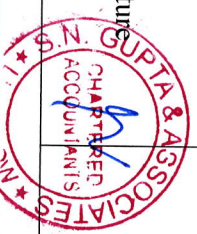


DAYALBAGH EDUCATION INSTITUTE, DAYALBAGH, AGRA

Internal Audit Compliance Report (F.Y.2018-19) as on 10.10.2019

Sr. No /Voucher No	Nature of Audit observation	Amount	Compliance/comments of the institute	Remedial measures to be adopted	Remarks
1/1	Purpose of such expenses not written and Director & TEQIP signature not on approval. Expenses made on Tea, Snack and Lunch but the detail for whom it is made and its justification not written.	680/-	Purpose of such expenses Approval attached (Copy attached) Annex. No.1	We will take care for future	Satisfied
2/2	Purpose of such expenses not written and Director & TEQIP signature not on approval. Expenses made on Tea, Snack and Lunch but the detail for whom it is made and its justification not written.	10,088/-	Purpose of such expenses Approval attached (Copy attached) Annex. No.1	We will take care for future	Satisfied
3/3	Purpose of such expenses not written and Director & TEQIP signature not on approval. Expenses made on Tea, Snack and Lunch but the detail for whom it is made and its justification not written.	8,800/-	Purpose of such expenses Approval attached (Copy attached) Annex. No.1	We will take care for future	Satisfied
4/4	Expenses on Tea and snacks paid but details for whom it is made not written & director signature is not on request form.	2,965/-	Director signature done on request form (Copy attached) Annex. No.2	Take care	Satisfied
5/8	Request approval form not available or attached.	6,400/-	Approval form attached and signed (Copy attached) Annex. No.3	Take care in future	Satisfied
6/9	Stationary items were purchased, but not recorded in consumable stock register, so it can't be certain whom it has been issued.	4,670/-	Recorded in stock register (Copy attached) Annex. No.4	Take care in future	Satisfied
7/10	Proposer and Director's signature were not on approval form, Rs. 5760/- at the rate of Rs. 180 for 32 Thali paid, supporting evidence not available.	14,450/-	Proposer and Director's signature. Attendance has attached for paid Thali (Copy attached) Annex. No.5	Take care in future	Satisfied



8/15	Lakhan Agarwal registration fee receipt not available	3,500/-	Fee Receipt attached Annex. No.6	Take care in future	Satisfied
9/18	They could not justify that by which under this fees was paid. Signature of receiver and Director not found on voucher.	118000/-	Approval form attached and GB approval Fee structure (Copy attached) Annex. No.7	Take care in future	Satisfied
10/19	Purchased Nema for Rs. 5750/- and Ramps for Rs. 3199/-. Entry not found in stock register, beside bills and vouchers signature of competent authority is not there.	10969.82/-	Entered in stock register, TEQIP-III Director has signed there. (Copy attached) Annex. No.8	Take care in future	Satisfied
11/20	No signature on passed for payment. In stock register item issued but receiving not taken in stock register.	31846/-	Passed for Payment and signature (Copy attached) Annex. No.9	Take care in future	Satisfied
12/21	Bus payment of Ambay ji tours for students for various industries: 1. Quotation collected by whom not written 2. Signature of Director not found on approval. 3. Time on the quotation is not written while bus is hired for full day but used for 4 to 5 hours excess payment made. 4. Attendance of student not maintained who went on tour.	102900/-	1. Quotations was received from a. M/s Ambay Ji Tours b. M/s MARVS TOURS c. M/s URASIA TOURS Quotations attached with voucher 2. TEQIP-III Director Signed. 4. Attendance has been attached Annex. No.10	Take care in future	Satisfied



13/23	Payment of G. SaileshBabu& R. C. Gupta made into G. SaileshBabu's Account Rs. 700/- each.	1,400/-	Email of Sh. Ram Chand Gupta to reflect he has received payment from GSS Bsbu (Copy attached) Annex. No.11	Take care in future	Satisfied
14/24	1. Nobody signed bills/voucher of hotel bills signature on taken. 2. Vouchers bill not approved. 3. Bill's photocopy only not original.	21045/-	1. Signature has been done from authorized signatory of Mansingh Palace 2. Signature copies of authorities attached 3. Original copy Shown (Copy attached) Annex. No.12	Take care in future	Satisfied
15/31	Approval form not attached but payment made directly.	2,667/-	Approval Form attached (Copy attached) Annex. No.13	Take care in future	Satisfied
16/32	Approval form not attached but payment made directly.	21,831/-	Approval Form (Copy attached) Annex. No.14	Take care in future	Satisfied
17/33	Approval form not attached but payment made directly.	21,831/-	Approval Form (Copy attached) Annex. No.15	Take care in future	Satisfied
18/34	Approval form not attached but payment made directly.	6,600/-	Approval Form (Copy attached) Annex. No.16	Take care in future	Satisfied
19/35	Approval form for such payment is not attached, which made to Sharp Trading Company, Invoice No. 081.	42,000/-	Approval Form (Copy attached) Annex. No.17	Take care in future	Satisfied
20/36	Approval for such TA is not approved and form is not attached.	58,940/-	Approval Form (Copy attached) Annex. No.18	Take care in future	Satisfied



21/37	Approval form is not attached and no approval document found.	1,74,750/-	Approval Form (Copy attached) Annex. No.19	Take care in future	Satisfied
22/38	1. Voucher and bills are not verified. 2. Not signed by any competent authority 3. Attendance of 200 to whom Breakfast and Lunch was provided but no attendance recorded.	70,000/-	1. Vouchers and bills are verified (Copy attached) 2.competent authority has signed (Copy attached) 3.Attendance attached Annex. No.20	Take care in future	Satisfied
23/45	Air flight ticket bill not attached.	18,067/-	Air flight ticket attached in voucher No. 29& copy of that ticket attached Annex. No.21	Take care in future	Satisfied
24/46	Air flight ticket bill not attached.	18,067/-	Air flight ticket attached in voucher No. 29& copy of that ticket attached Annex. No.22	Take care in future	Satisfied
25/47	Due to calculation mistake, amount debited Rs. 18,750/- instead of Rs. 18,570/-. Excess of Rs. 180/- must be recovered.	18,750/-	180 rs recovered from Prof. K. Hans Raj and deposited in NPIU A/c and (Copy attached) Annex. No.23	Take care and deposit any amount in time	Satisfied
26/73	TDS not deducted on payment made to Naveen Air Services	56,684/-	Only Ticket provided no services charges charged by party so no TDS deducted		Satisfied
27/76	RC of Dr. Ganeshwar required who claimed T.A and travelled by own car.	5,690/-	RC copy of attached Prof. Dr. Ganeshwar Rao Annex. No.24	Take care in future	Satisfied
28/77	RC of Ashok Yadav required who claimed T.A and travelled by own car.	5,690/-	RC copy of Mr. Ashok Yadav attached Annex. No.25	Take care in future	Satisfied



29/87	Bank passbook first page and payment report not attached.	5,300/-	Passbook copy and PFMS Payment Advice attached Annex. No.26	Take care in future	Satisfied
30/88	1) No requisition by department. 2) Specification has to be checked. 3) Purchase committee meeting for purchase through GEM not constituted. Purchased from company directly is lesser than the GEM rate, but not signature of Purchase committee. 4) No signature of quality checked/ testing of equipment committee which is of: a) Concerned Teacher b) Faculty Member of Dep. c) TEQIP-III Director nominee expert. 5) TDS not deducted on payment made for Installation of Software. [Open bidding exceeding 30Lakhs.]	49,08,075 /-	1. Requisition form attached 2. Specification checked and signed in verification report 3. We have Purchase committee which has approved 110 computer and we will form separate purchase committee for purchasing through GeM 4. Verification Minutes attached 5. TDS Challan (Copy attached) Annex. No.27	Take care in future	Satisfied
31/89	RC of Atul Suri not attached for verification.	855/-	RC copy of Mr. Atul Suri attached Annex. No.28	Take care in future	Satisfied
32/95	Blank approval form attached, no information available neither any authorities' signature were on such form.	10,562/-	Approval attached (Copy attached) Annex. No.29	Take care in future	Satisfied
33/96	TDS not deducted On payment made for purchase of desktop. Requisition not attached and software purchased.	5,10,000/-	TDS cannot be deducted because we have purchased only Software and we have not paid for service charge Requisition form attached		Satisfied



34/97	TDS not deducted on payment made against purchase of hardware.	4,71,410/-	TDS not be deducted because we have purchase hardware we have not paid any service charged to vendor		Satisfied
35/115	Particular, purpose and detail are not filled; therefore purpose of such expenses can't be certain. TDS not deducted on payment made against services.	35,400/-	Faculty of engineering running on Complete Solar power system for saving electric Energy Our Solar system is drop down so we have purchase Power driver Card we have not paid any service charges so we have not deduct and TDS Annex. No.30	We will take care to book expenditure as per PFMS head	Satisfied
36/118	Payment made to purchase of items but recorded in Stock Register.	25600/-	Record in stock register (Copy attached) Annex. No.31	Take care in future	Satisfied



(S.N. Gupta)



Internal Auditor and Chartered Accountant