

INTERNAL AUDIT REPORT – 2015

Report submitted by the committee constituted for conduct of Internal Audit of Govt. Degree College Baramulla headed by Prof. N.A. Gilani, HOD Mathematics Department.

The internal audit of the accounts of Govt. Degree College Baramulla was conducted for the period from 01-04-2012 to 31-03-2015 in compliance with the order issued by the worthy Principal of the college under No. GCB/Accts/4759-63 dated: 31-03-2015. The following observations are made:

- The Establishment/Accounts section is headed by the Mr. Abdul Aziz Dhobi, Section Officer and the office is provided with trained Accountant of the Finance Department, Mr. Farooq Ahmad Kar.
- The audit of the accounts has been conducted by the Finance Department in the month of October, 2014. However, no audit by the Administrative Department has been conducted during the period in question.

Physical Verification of Stores and Stock

The physical verification of the Stores and Stock for the period 2012-13 and 2013-14 has been conducted but no such verification for the session 2014-15 has been made so far. The same may be got verified as early as possible. Dead stock register be maintained in the departments as well as with the general store keeper.

Service Books

The service books have been maintained properly. However, service verification shall be got done every year (01/04 to 31/03). The register regarding detail of the officers/officials whose service books are existing in the college should be got updated to ascertain the names of employees whose service books are lying in the office.

(2)

Service Stamp Register

The register is not being maintained properly as no balance of stamps is recorded at the end of each month. This should be maintained on monthly basis and balance of service stamps recorded thereof at the end of each month.

Accounts

The register/cash books of various local funds have been maintained up to the mark. As regards general cash book the payments made to the staff should indicate individual names of the employees to whom payment on account of salary/ G.P. Fund/TA etc. is made.

The I/C Dealing Assistant of the accounts be asked to maintain recovery register of advances such as G.P. Fund or any advance payment to watch the recovery of the advance payments made.

It has been seen that usually advances out of local funds are being made to different categories of employees, thereby causing loss to college as the amount advanced could have yielded some income in the shape of interest had the amount remained in the bank.

Library

Library books valuing huge amounts have been written off during some previous years beyond the limit of delegation of powers. Books which are totally torn out due to fair use may be written off as per delegation of powers each year.

Piecemeal purchase of books was seen to have been made. The books so purchased should contain sufficient reasons for the same. Only such books may be purchased which are relevant to the subjects and such certificate should invariably be recorded on the bills before payment is made.

General

During the course of internal audit of the college it has been noticed that departmental stock registers are not maintained properly so as to say that one page

(3)

should be used for each item and it should contain the page no. of the general stock register where from it has been received with date of receipt, cost of the item and its complete specification/make. Each entry be got signed by the concerned HOD and countersigned by the Principal. Page mark certificate on the beginning of the stock register need to be recorded by all the departments on their stock registers and each department must maintain dead stock register.

Since the computer application department is a big department and having costly equipments needs a permanent Lab. Assistant for keeping record up to date which may be provided at an earliest.

There is need of a separate canteen for students and staff in the premises of Computer Application / Commerce Block which may be established at an earliest.

It has been observed that the two committees ,i.e. purchase committee and development committee are headed by a single faculty member which seems to be improper (as other experienced senior faculty members are also available in the college) because the convener development committee generates works and convener purchase committee make purchases which should have been cross checked, so there is need of different conveners for each committee.

EDUSAT

As reported by I/c EDUSAT, Prof. Arshad Ahmad Yattoo that SIT is non-functional since Sep. 2014 which may be got functional as soon as possible. The matter has already been communicated to Director CEC New Delhi but no action has been taken till date.

NCC

As reported by ANO NCC Prof. Zuabir Syeed Masoodi verbally there is huge outstanding of life cycle items i.e. Jersey = 75 Nos., Darries = 05Nos., Snow Jackets and Snow Goggles etc, which have not been resolved by predecessor ANO. Hence no further items are being released to this NCC unit by 3rd J&K Bn due to which cadets have to suffer for various NCC activities.

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Biometric attendance:

As has already been brought into the notice of worthy Principal by Prof. Zuabir Sayeed Masoodi the problems at are prevalent in the current biometric attendance system still remain unaddressed.

IT & Automation:

There is deficiency of main server and an inverter for proper functioning of the cell as reported by Prof. Sakeel Ahmad Najar. It has also been observed that EPABX is non-functional for the last two years and which needs to be made functional as soon as possible. Also CCTV of the college needs immediate up-gradation. There is need of a person who can assist I/c CCTV / EPABX Systems on a payment of nominal honorarium.

Commerce and Management Department:

During audit of the department, all the desired information / documents required for NAAC inspection, such as departmental profile, teachers profile, departmental calendar, lesson plans etc were found incomplete in all respects.

Sports Department:

During audit of the sports department the concern stock registers have been observed that permanent nature items have not been carried forward for each financial year which needs the necessary entries in the current financial year.


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Departments

It has been observed that chunk of dead stock (wooden as well as steel) is lying in almost all the departments thereby occupying huge space which otherwise could be used for instructional purposes. The Principal is requested to take immediate steps for auction/write off unserviceable items lying in the college since a long time.


(Prof. N.A. Gilani)
Convener,
Internal Audit Committee


(Mr. Abdul Aziz) ,S.O.
Audit Member

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2.

P.G. DEPARTMENT OF MATHEMATICS, GOVT. COLLEGE BARAMULLA.

Sub.: *Conduct of Internal Audit of College*

Ref.: GCB/NAAC/1352-60 Dated:- 11/7/15

Principal Sir,

With regard to the above captioned subject and reference, it is submitted that undersigned along with other faculty members were completely busy with regular class work and conduct of internal assessment of P.G. Mathematics 2nd. Semester students up to 15th. Feb. 2015. From 16th. Feb. 2015 undersigned was deputed to University of Kashmir in order to attend seven days workshop in the Directorate of Distance Education.

Moreover the required information / report is ready for submission and will be submitted in a couple of days. The delay in the submission of the report is only due to the less availability of our section officer because of his busy schedule with other assignments.


Convener,
Internal Audit Committee.
14/7

Copy to:-

1. Convener, NAAC for information.
2. Section Officer for information and necessary action.

OFFICE OF THE PRINCIPAL GOVERNMENT DEGREE COLLEGE BARAMULLA

Telefax: 01952-234214
e-mail: varmulcollege@gmail.com
website: www.baramullacollege.net


Mr. Naseer Ahmad Gilani,
Head,
Department of Mathematics

No. GCB/NAAC/ 1352-60

Dated: 11/7/15

You were given the assignment of conduct of internal audit of college by the NAAC Committee for accomplishment during the winter vacation of 2015. But as reported by the Convener, NAAC Committee the required information is still awaited.

You are, therefore, informed to expedite the submission of requisite information so that the institution does not have to face any problem at the time of forthcoming NAAC peer team visit scheduled for 17 – 19 August, 2015.


Principal,
Govt. Degree College Baramulla

Copy to:

1. Convener, IQAC/NAAC committee of the college for information.
2. Concerned file.

8
OFFICE OF THE PRINCIPAL GOVERNMENT DEGREE COLLEGE BARAMULLA

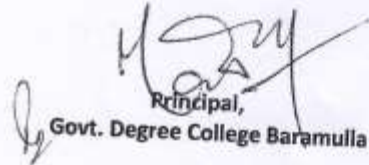
Telefax: 01952-234214
e-mail: varmulcollege@gmail.com
website: www.baramullacollege.net

ORDER

No. GCB/Accts/ 4759-63
Dated: 31-03-2015

A two member committee of the following members of teaching staff as well as non-teaching staff is constituted for the conduct of internal audit of the accounts of the college. The committee will check the accounts for the period from 01-04-2012 to 31-03-2015. The audit shall start from 03-04-2015 to 05-04-2015 and submit its report by 07-04-2015.

- | | |
|--|----------|
| 1. Prof. N. A. Gilani, HOD Mathematics | Convener |
| 2. Mr. Abdul Aziz Dhobi, Section Officer | Member |


Principal,
Govt. Degree College Baramulla

Copy to:

1. Head of the committee for information.
2. All concerned members for information.
3. Section Officer/College Accountant for information. They are directed to keep all records available to the party for internal audit.
4. Concerned file.

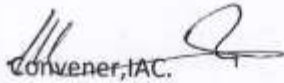
9

CONVENER, COLLEGE INTERNAL AUDIT COMMITTEE.

NOTICE

Dated:-16/7/2015

This is for the information of all HOD's and Co-ordinators that undersigned will visit all the departments including Library from 21st. to 23rd. July 2015 in order to complete the final internal audit report to be submitted to the Convener NAAC .Therefore, all the HOD's and Co-ordinators are informed to keep all the relevant records ready for inspection during the above mentioned dates. It may be mentioned here that the internal audit of accounts and main office of the college has already been completed by the undersigned.


Convener, IAC.

Copy to:-

1. Worthy Principal for information.
2. Convener, NAAC for inf. & necessary action.
3. All HOD's and Co-ordinators for inf. & necessary action.
4. Section Officer for inf. & necessary action.
5. Concerned file.

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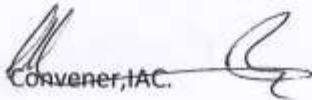
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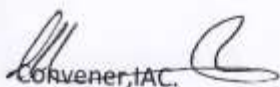
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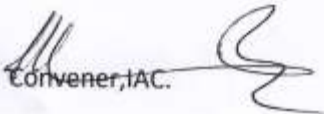
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1/5

INTERNAL AUDIT REPORT FOR 2017-18
GOVT DEGREE COLLEGE BARAMULLA
NAAC Accredited Grade "A"

The role of internal audit is to ensure proper maintenance of records, proper application of rules, regulations and instructions issued by the Govt from time to time as well as by the Council and also ensure accuracy in accounts and efficiency in operation. Basic role of Internal Audit is to point out grey areas where authorities have to immediately focus its attention and help management take timely action for corrective action. Internal Audit of Educational Institute is aimed at Monitoring and assessing the progress made by the individual Institutions through Financial [Internal] cum performance auditing based on action plans prepared by each project institution, implementation schedule and milestones agreed upon and evaluation based on achievements made on a set of Key Performance Indicators (KPIs); physical verification of all Receipts & Vouchers as per Stock Register/Ledger/Cash Book in consonance with pre-determined policies and procedures.

Generic Audit Guidelines:

The steps for audit of educational institutions are as follows:-

- 1) Study of the trust deed or regulations.
- 2) Noting of provisions applicable.
- 3) Examine the minute of the meeting and resolution. (College Committee)
- 4) Examine the previous financial statements.
- 5) Evaluation of internal control system.
- 6) Verification of students fee register.
- 7) Authorization for fee concessions including free studentship
- 8) Verification of cashbook with respect of counterfoils of receipts and payments.
- 9) Verification of Fees Collection made through digital mode
- 10) Examination of capital fund regarding admission fees.
- 11) Confirmation of fines for late payment or absence.
- 12) Check hostel fees collection, dues, recovery, etc.,
- 13) Verification of rental income or expenses.
- 14) Examine the bank pass book, Investment register and Deposit receipts.
- 15) Verify grants from any local bodies or Government with reference to memo or sanction letter. Reporting of any arrears.

- 16) Vouch counterfoils of receipts taken from donors.
- 17) Confirmation of any deposits and caution money and its treatment.
- 18) Examination of expenses for library books and sports equipments.
- 19) Checking of acknowledgement letter if any with regards to scholarship.
- 20) Examination of payments with respect to prizes, endowment awards, etc.
- 21) Examination of the Payroll records and other social security payments, tax deductions and compliances
- 22) Vouching of all establishment expenses.
- 23) Vouch payment for electricity and water bill.
- 24) Examination of payment for hostel maintenance and any other miscellaneous expenses.
- 25) Inspection of facilities given to students under any schemes associated with

Checklist for Activities Audited

The following coverages have been assessed during the process of Internal Audit for the year 2017-18:

COVERAGES	AUDIT REVIEWS/ FINDINGS
Incomes/Revenues	1. Examination of bank balances with bank statements during the year 17-18 including income from interest on deposits was done and found in line with the cash book maintained in the accounts section of the college. 2. Verification of receipts, and transactions of all sorts of fees Transportation, Hostel, Academic, Registration, Admission, fees paid in the form of penalties, fines, late submissions in the library) paid by students were verified and tallied with their receipt heads. 3. Balances of State cum UGC grants to the institutions. 4. Verification of cashbook with respect of counterfoils of receipts.
Audit of Expenditure [Cash, Bank & Petty Payments]	1) Examination of expenses spent on Library items, sports equipment, books and furniture. 2) Checking of acknowledgement letter if any with regards to scholarship. 3) Examination of payments with respect to prizes, endowment awards, honorarium and protocol items. 24) Vouching of all establishment expenses. 5) Vouch payment for electricity and water bill. 5) Examination of payment for hostel maintenance and any other miscellaneous expenses. 7) Inspection of facilities given to students under any schemes associated with Government.

<p>Assets & Inventory</p>	<ol style="list-style-type: none"> 1. College has attractive and portable items of equipment in its inventory such as computers, televisions, and cameras, smart boards. These assets need to be kept securely and recorded as an inventory. 2. College keeps the proper stock register record manually and include the following details: <ol style="list-style-type: none"> a) Date of acquisition b) Serial number c) Description of item d) Location e) Cost/estimated replacement value f) Disposal Date 3. Records are updated as and when assets are purchased, issued or disposed of. 4. An asset check is carried out annually, by an officer/ official maintaining the inventory. This check is evidenced and the outcome of the check is reported to the Head of the Institution. Where any discrepancies are identified (Example if there are some assets on the record which are not physically located), and are investigated promptly and also reported to the Head of the Institution.
<p>Procurement Policy</p>	<ol style="list-style-type: none"> 1. There should be clear segregation of duties in place so that an individual cannot order, receipt and authorise payment for any single transaction. 2. College uses public funds, it is important that it gets the best value for money it can for all purchases. This includes both goods and services, and is especially important for higher value purchases. Without comparative quotes being sought for higher value purchases, there is a risk that the College may be unable to demonstrate that value for money has been sought. This area is also important to prevent waste, reputational damage and fraud. 3. The auditor will look to ensure purchase orders have been raised and authorised by an individual with the relevant delegated authority to verify there is control over the spending decisions. 4. Upon receiving purchased goods or services from a supplier, it is important to make sure that the correct quantity and quality was received. Without goods/services received checks, there is a risk that payments are made for goods and services that are not received. 5. It is important that adequate arrangements are made at College for proper control to be exercised over the payment of invoices. There needs to be a consistent procedure for the certification of and payment of invoices for goods and services received. 6. As far as possible different people should be involved in authorising orders, checking deliveries, and checking and authorising invoices, in order to reduce the risk of fraud. Without approval and certification of invoices, there is risk that authorisation requirements may be bypassed, duplicate payments may be made, payments may

	<p>be made for goods and services that have not been received and/or inappropriate expenditure may be incurred.</p>
Financial Procedures	<p>1. College should have written financial procedures covering the key financial activities e.g. ordering & payment, approval of free petty cash use, maintaining inventories, lettings, procurement cards, expenses.</p> <p>2. Procedures are usually set and are approved by the Principal of the College and this should be evidenced in minutes. Procedures should be reviewed periodically. And this should be evidenced so that the auditor can verify this.</p>
Governance & Management	<p>1. Committee meetings with Head of the Institution and staff council of the college are held in line with their terms of reference.</p> <p>2. Timings of meetings are reasonable taking into account financial deadlines such as setting up of the budget for the development of the Institution.</p> <p>3. Meeting minutes are agreed and signed as an accurate record by the chair at the following meeting. These are made available for the council to review.</p> <p>4. Council meeting minutes demonstrate that actions to address any issues are being monitored and regular updates are being provided by Committees.</p> <p>Inspection the Minutes of Meeting of institution's Meeting Committee or Governing Body.</p> <p>5. A terms of reference is held for each committee, defining the responsibilities delegated to the committee, financial authorisation limits, quorum and frequency of meetings. Each committee shall report to the Head of the Institution.</p> <p>6. The Administrative Department formally delegates financial authority. The delegations should be up to date reflecting delegations for current staff and have been formally approved.</p> <p>7. Financial limits are clearly specified and reasonable. It should be clear what these limits relate to e.g. raising orders, approving invoices for payment, signing contracts.</p>
Budgetary Control	<p>1. Budgeting is essential to good financial management of the College. It provides the College with a clear view of how it intends to use its resources and sets out in clear terms how the College apply its financial resources to implement its development plan. Regular monitoring of the budget by the College Accountant and the principal of the college and staff is essential to effective financial control. Regular monitoring enables potential overspends to be identified promptly so that remedial action can be taken.</p> <p>2. The budget is prepared by the Administrative Deptt in parallel with the College development plan and considers long term objectives.</p> <p>3. There should be documented evidence that progress against the budget including income, both actual and committed expenditure</p>

	and year end forecasts of income and expenditure is monitored on a frequent basis in the College. 4. In addition to the budget position, the College should monitor cash flow and ensure bank balances are not overdrawn.
Statutory Compliance	Review of computation of dues and filling of returns and remittance for statutory dues such as GST, Income Tax Deposits are being managed and maintained on timely basis. Examination of the Payroll records and other social security payments, tax deductions and compliances. Compliance with specific statutes –UGC and Administrative Department.

Main Findings of the Audit:

- 1). Details with regard to Programmes offered, Number of students in each programme, number of male and female students, number of reservation students, number of students from outside the state, scholarship obtained, list of MoUs, list of linkages, details of field trips have thoroughly been examined by the Audit committee of the college.
- 2). The system of internal control exists and is working effectively.
- 3). Annual accounts has been properly drawn up, considered all known liabilities and depict a true and correct picture on the finances of the Institute.
- 4). Resources procured for the college like Teaching Aids, Laboratory equipments and consumables, Library books, Machineries like Xerox and printers and Air conditioners are fairly utilised.
- 5). Assets (more than 10 years old) not in use like Computer systems, Electronic equipments, Printing machines, Laboratory instruments need to be written off.
- 6). Compliance with Govt. rules and Internal Governance procedures wherever applicable were in place in letter and spirit.


Convener Audit Committee


Member Audit Committee

INTERNAL AUDIT REPORT FOR 2016-17
GOVT DEGREE COLLEGE BARAMULLA
NAAC Accredited Grade "A"

Background:

The Internal Audit is an internal process performed by the auditor and accountant working as employees inside the organization, to evaluate and record institution's annual reports on financial income cumulated via various sources, and expenditures spent on pays of employees as salaries, taxes, Statuary Compliances i.e. PF, Income Tax, etc., maintenance, and many more. Conducting this type of auditing simplifies the preparation of audit procedures at the planning stages; provides foresight of risk factors; improves internal procedures, administrative operations, risk control & management, and governance whilst ensuring quality assurance in an organisation in carrying out its day to day activities.

Internal Audit Objectives:

1. Assess the extent of compliance with statutory requirements, financial regulations, policies & Procedures, and other relevant codes of practice;
2. Evaluate the internal control environment to determine the extent to which controls promote compliance with statutory requirements, policies and procedures prescribed in Financial Regulations, and other policies in respect of College; and
3. Assess the extent to which College Administration has implemented adequate and effective financial and management controls to safeguard the assets of the College and to ensure the economical, efficient, and effective use of resources.

Checklist for Activities Audited

SCOPE	AUDIT REVIEWS/ FINDINGS
Governance & Management	<ol style="list-style-type: none">1. Committee meetings with Head of the Institution and staff council of the college are held in line with their terms of reference.2. Timings of meetings are reasonable taking into account financial deadlines such as setting up of the budget for the development of the Institution.3. Meeting minutes are agreed and signed as an accurate record by the chair at the following meeting. These are made available for the council to review.4. Council meeting minutes demonstrate that actions to address any issues are being monitored and regular updates are being provided by Committees.

	<p>5. A terms of reference is held for each committee, defining the responsibilities delegated to the committee, financial authorisation limits, quorum and frequency of meetings. Each committee shall report to the Head of the Institution.</p> <p>6. The governing body should formally delegate financial authority. The delegations should be up to date reflecting delegations for current staff and have been formally approved.</p> <p>7. Financial limits are clearly specified and reasonable. It should be clear what these limits relate to e.g. raising orders, approving invoices for payment, signing contracts.</p>
Financial Procedures	<p>1. College should have written financial procedures covering the key financial activities e.g. ordering & payment, approval of free petty cash use, maintaining inventories, lettings, procurement cards, expenses.</p> <p>2. Procedures are usually set and are approved by the Principal of the College and this should be evidenced in minutes. Procedures should be reviewed periodically. And this should be evidenced so that the auditor can verify this.</p>
Budgetary Control	<p>1. Budgeting is essential to good financial management of the College. It provides the College with a clear view of how it intends to use its resources and sets out in clear terms how the College apply its financial resources to implement its development plan. Regular monitoring of the budget by the College Accountant and the principal of the college and staff is essential to effective financial control. Regular monitoring enables potential overspends to be identified promptly so that remedial action can be taken.</p> <p>2. The budget is prepared by the Administrative Deptt in parallel with the College development plan and considers long term objectives.</p> <p>3. There should be documented evidence that progress against the budget including income, both actual and committed expenditure and year end forecasts of income and expenditure is monitored on a frequent basis in the College.</p> <p>4. In addition to the budget position, the College should monitor cash flow and ensure bank balances are not overdrawn.</p>
Procurement Policy	<p>1. There should be clear segregation of duties in place so that an individual cannot order, receipt and authorise payment for any single transaction.</p> <p>2. College uses public funds, it is important that it gets the best value for money it can for all purchases. This includes both goods and services, and is especially important for higher value purchases. Without comparative quotes being sought for higher value purchases, there is a risk that the College may be unable to demonstrate that value for money has been sought. This area is also important to prevent waste, reputational damage and fraud.</p> <p>3. The auditor will look to ensure purchase orders have been raised</p>

	<p>and authorised by an individual with the relevant delegated authority to verify there is control over the spending decisions.</p> <p>4. Upon receiving purchased goods or services from a supplier, it is important to make sure that the correct quantity and quality was received. Without goods/services received checks, there is a risk that payments are made for goods and services that are not received.</p> <p>5. It is important that adequate arrangements are made at College for proper control to be exercised over the payment of invoices. There needs to be a consistent procedure for the certification of and payment of invoices for goods and services received.</p> <p>6. As far as possible different people should be involved in authorising orders, checking deliveries, and checking and authorising invoices, in order to reduce the risk of fraud. Without approval and certification of invoices, there is risk that authorisation requirements may be bypassed, duplicate payments may be made, payments may be made for goods and services that have not been received and/or inappropriate expenditure may be incurred.</p>
<p>Audit of Expenditure [Cash, Bank & Petty Payments]</p>	<p>All claims should be:</p> <ol style="list-style-type: none"> 1. Reasonable and relate to the College. 2. Submitted promptly. 3. Supported with a completed claim form (setting out the reason for spend and signed by the claimant) and valid receipts. 4. Approved by an authorised officer who is independent of (and preferably more senior than) the claimant; and 5. Signed by the claimant to confirm receipt of the money. 6. Verification and checking of financial transactions from cash book, bank-book and other ancillary record maintained by the institution need to be done quarterly basis. 7. Review of Subsidiary Accounts at a quarterly Intervals.
<p>Incomes/Revenues</p>	<ol style="list-style-type: none"> 1. All income received by the College should be recorded at the point of receipt (through issuing receipts or maintaining cash collection records). 2. All income should be identified, collected and banked in full into the imprest account on a prompt basis with adequate records being maintained. Regular banking should be taking place. 3. There should be adequate segregation of duties. For example, one officer should not be responsible for collecting, recording, carrying out daily reconciliation, preparing paying in slips, and recording onto records & Registers. 4. A clear audit trail should be maintained from income collection through to banking.
<p>Assets & Inventory</p>	<ol style="list-style-type: none"> 1. College has attractive and portable items of equipment in its inventory such as computers, televisions, and cameras, smart boards. These assets need to be kept securely and recorded as an inventory,


4/4

	<p>2. College keeps the record manually and include the following details: a) Date of acquisition b) Serial number c) Description of item d) Location e) Cost/estimated replacement value f) Disposal Date</p> <p>3. Records are updated as and when assets are purchased or disposed of</p> <p>4. An asset check is carried out annually, by an officer/ official maintaining the inventory. This check is evidenced and the outcome of the check is reported to the Head of the Institution. Where any discrepancies are identified (Example if there are some assets on the record which are not physically located), and are investigated promptly and also reported to the Head of the Institution.</p>
Statutory Compliance	<p>1. Review of computation of dues and filling of returns and remittance for statutory dues such as GST, Income Tax Deposits are being managed and maintained on timely basis.</p>

Main Findings of the Audit:

1. Planning and budgetary mechanism is in place, adequate and effective.
2. Funds were utilized in an economic and effective manner for the intended purpose.
3. Procurement was made in a transparent and fair manner and were effectively utilized.
4. Assets were created in economic, efficient and effective manner
5. Statutory provisions of law and administrative instructions issued by the Institute have been duly complied with
6. The system of internal control exists and is working effectively
7. Annual accounts has been properly drawn up, considered all known liabilities and depict a true and correct picture on the finances of the Institution.
8. Compliance with Govt. rules and Internal Governance procedures wherever applicable were in place in letter and spirit.


Convener Audit Committee


Member Audit Committee

CA NAZIR & ASSOCIATES

Phone : 0194-2480566

CHARTERED ACCOUNTANTS

AUQAF BUILDING, BUDSHAH CHOWK, SRINAGAR, KASHMIR

UTILIZATION CERTIFICATE

Certified that the total grant of Rs. 90.00Lacs (Rupees Ninety Lacs only) approved and sanctioned to Govt. Degree College, Baramulla Khawaja Bagh Baramulla – 193103 (J&K) by the University Grants Commission vide UGC letter No.F.No.10-33/2016 (NS/PE) dated: 22-07-2016 towards the scheme Colleges with Potential for Excellence (CPE) Phase-I under Capital Assets – 35 (Non-Recurring) headfor a period of five years w.e.f. 1st April, 2016 to 31st March, 2021 out of which Rs. 31,02,384/- (Rupees Thirty One Lacs Two Thousand Three Hundred Eighty Four only) have been utilized by the college as per details given in the attached statement of expenditure from 01-01-2019 to 31-03-2019 in accordance with the terms and conditions as laid down by the Commission and that all the terms and conditions have been fulfilled by the college. Remaining Balance Amount of Rs 1,182.00 unutilized will be Carry Forward to the next Years for the purpose of addition of capital assets for which it is sanctioned..

It is further certified that inventories of permanent or semi-permanent assets created/acquired wholly or mainly out of the grants given by the University Grants Commission as indicated in the above enclosed statement are being maintained in the prescribed form and are being kept up-to-date and these assets have not been disposed off, encumbered or utilized for any other purpose.

If as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken by the college to refund or regularize the objected amount.

Signature _____
Principal (with seal)

Place: Srinagar
Date: 18/06/2019

Signature _____
Chartered Accountant/
Government Auditor (with seal)





Phone : 0194-2480566

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It is further certified that inventories of permanent or semi-permanent assets created/acquired wholly or mainly out of the grants given by the University Grants Commission as indicated in the above enclosed statement are being maintained in the prescribed form and are being kept up-to-date and these assets have not been disposed off, encumbered or utilized for any other purpose.

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Signature _____
Principal (with seal)

Signature _____
Chartered Accountant/
Government Auditor (with seal)



Place : Srinagar
Date: 18-06-2019

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Signature _____
Principal (with seal)

Signature _____
Chartered Accountant/
Government Auditor (with seal)



Place: Srinagar
Date: 18/06/2019

Phone : 0194-2480566



CA NAZIR & ASSOCIATES

CHARTERED ACCOUNTANTS

AUQAF BUILDING, BUDSHAH CHOWK, SRINAGAR, KASHMIR

FORM GFR 19-A

(See Government of India's decision (1) below rule 150)

UTILIZATION CERTIFICATE

S.No.	Particulars	Amount
1.	Ch. No. 191338 Dated: 20/01/2015	Rs. 92500/=
	Total	Rs. 92,500/=

Certified that out of Rs. 92500/= of Grant -in-Aid sanctioned during the year 2014-15 in favor of Govt. Degree College, Baramulla J&K by the University of Kashmir Srinagar Vide Cheque No given in the margin, Rs. 56,670 on account of unspent amount of the previous balance, a sum of Rs. 92500/= has been utilized for the purpose for which it was sanctioned and that

the balance of Rs. Nil remaining unutilized at the end of the year for the Purpose it was sanctioned.

Certified that I have satisfied my self that the conditions on which the grant in-aid was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of Check Exercised:

1. Cash Books
2. Ledgers
3. Vouchers
4. Bank Statement

Place: Srinagar
Date: 17/04/2019

Nazir & Associates
Chartered Accountant

Prop. Nazir Ahmad
Membership No. 082615

Phone : 0194-2480566



NAZIR & ASSOCIATES

CHARTERED ACCOUNTANTS

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If as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken by the college to refund or regularize the objected amount.

Signature _____
Principal (with seal)

Signature _____
Chartered Accountant/
Government Auditor (with seal)



Place : Srinagar
Date: 18-06-2019



Phone : 0194-2480566
email: nshikari@gmail.com

NAZIR & ASSOCIATES

CHARTERED ACCOUNTANTS

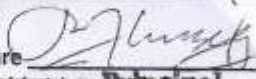

AUQAF BUILDING, BUDSHAH CHOWK, SRINAGAR, KASHMIR

UTILIZATION CERTIFICATE

Certified that the total grant of Rs. 6.00 Lacs (Rupees Six Lacs only) sanctioned to Govt. Degree College, Baramulla District Baramulla, Jammu & Kashmir – 193103 by the University Grants Commission vide UGC letter No. F.14-1/2013(SCT) dated: September, 2015 towards Grant in Aid for Entry into Services for SC/ST/OBC(Non Creamy Layer) and Minority community Students under Recurring (31) and Non-Recurring (35) components during 12th Plan Period against of which Rs. 200000/- (Recurring) + Rs. 400000/- (Non-Recurring) Total = Rs. 6,00,988/- (Rupees Six Lac Nine Hundred Eighty Eight only) has been utilized by the college as per details given in the attached statement of expenditure in accordance with the terms and conditions as laid down by the Commission and that all the terms and conditions have been fulfilled by the college and the excess amount of Rs. 988/- will be meet out in accordance with the terms and conditions as laid down by the agency.

It is further certified that inventories of permanent or semi-permanent assets created/acquired wholly or mainly out of the grants given by the University Grants Commission as indicated in the above enclosed statement are being maintained in the prescribed form and are being kept up-to-date and these assets have not been disposed off, encumbered or utilized for any other purpose.

If as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken by the college to refund or regularize the objected amount.

Signature 
Principal (with seal) 
Principal
Govt. Degree College
Baramulla

Place: Srinagar
Date: 24/09/2019

Signature 
Chartered Accountant/
Government Auditor (with seal)  2613