

PCI APPROVED • AKTU & BTE AFFILIATED • ISO 9001:2015 CERTIFIED

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/nongovernment organizations) and it conducts financial audits regularly (internal and external)



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Financial Audit



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External Audit				
2018-19	https://www.kit.ac.in/wp- content/uploads/2023/10/Balance- sheeet-F.Y2018-19.pdf			
2019-20	https://www.kit.ac.in/wp- content/uploads/2023/10/BALANCE- SHEET-FY-19-20.pdf			
2020-21	https://www.kit.ac.in/wp- content/uploads/2023/10/BALANCE- SHEET-FY-20-21.pdf			
2021-22	https://www.kit.ac.in/wp- content/uploads/2023/10/BALANCE- SHEET-FY-21-22_compressed.pdf			
2022-23	https://www.kit.ac.in/wp- content/uploads/2023/11/Balance- sheeet-F.Y2022-23.pdf			

Director

Kanpur Institute of Technology And Pharmacy A-1, UPSIDC Industries Area, Rooma

Kanpur-208001



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Internal Audit

A-1 UPSIDC Industrial Area, Rooma Kanpur UP 208001 INTERNAL AUDIT REPORT FOR THE FINANCIAL YEAR 2018-2019

SR NO	PARTICULARS		AUDIT (OBSERVA"	TION		A STATE OF THE PARTY OF THE PAR	FON AUDIT
1	PENDING POINTS IN RESPECT OF PREVIOUS AUDIT REPORT	NO F		NTERNAL AU	JDIT REI	PORT	OBSE	RVATION
II	CASH AND BANK BALANCE CASH:							
Α	PHYSICALLY CASH VERIFIED ON	CASH		DONE ON F	EGULAF	}		
В	WHETHER COMPUTRISED CASH BOOK IS SIGNED BY CASHIER/ACCOUNTANT	(1)	NTED AND ED BY ACC	OUNTS OFFI	CER.			
С	WHETHER ALL THE ENTRIES OF CASH BOOK CHECKED WITH ORIGINAL VOUCHER	ORIG		E CHECKED CHER FOUNI				
BANK	C							
D	RECONCILLATION OF BANK WITH BOOKS	RECO	NCILLED U	PTO 31 MA	RCH 201	9		
E	WHETHER ALL THE ENTRIES OF BANK STATEMENT CHECKED WITH ORIGINAL VOUCHER	YES.		-			-	
111	OUTSTANDING FEES							
А	OUTSTANDING FEES MORE THEN A MONTH	TOTA	AL FEES INC	OME IS RS 3	3,27,43	473		
В	PENDING ENTRIES IF ANY		NOT	FOUND.				
С	PDC CHECQUE IF ANY	NO						
IV	SUNDRY DEBTORS		W MENTIC	N AMOUN	T WAS C	VER		
Α	SUNDRY DEBTOR AFTER DUE DATE MORE THEN THREE MONTHS:	ONLI A PRI	FROM A VE NE EXAMIN	RY LONG TO NATION SER RATE OF IN	ME FOR			
		Sr	Name	Amount	Due from		×	
	:e-	1	NIELIT	6518	Apr- 2018			
		2	Scope Testing	2580	Apr- 2018		- 1	

Director

Canpur Institute of Technology and Pharmacy 4-1, UPSIDC Industrial Area, Rooma Kanpur-2080QJ

В	A LIST OF IRREGULAR ADVANCE TO SUPPLIER, CONTRACTOR, STAFF.	NO				
V		No				
D	ACCOUNT ONLY QUOTATTION FILE MENTION OR NOT	QUO INVO MS C PROF ATTA	OST OF THE OTTATION WAS ICE. IN FEW OFFICE BASED PER QUOTATION CHED WITH OVAL.	NOT ATTA CASES FOU QUTAION ION SHOUI	ACHED WIT JND THAT I LIST MAD LD BE	
E	ALL PURCHASE HAS BEEN DONE WITH AUTHORIZED SUPPLIER		DONE. UTHORISED	VENDOR L	IST FOUND	
VIII	VOUCHERS DISCREPENCY IF ANY: PAYMENT					
		MR.A 20,00	9-04-2018 SA RVIND KUM 00.00 CHQ NO	AR B.PHAR	MA RS OR THE	

Director

Saupur Institute of Technology and Pharmacy

4-1, UPSIDC Industrial Area, Roams

Kanpur-208001

	DT 07-04-2018 CASH PAY TO SHIV	
	BARAN SACHAN RS 5,000.00 AS	
100	IMPREST AND SAME HAS BEEN	
	REVERSED BACK ON 31-07-2018	
	REASON BEST KNOWN TO HIM.	
	DT 10-4-2018 RS 4,500.00 WAS PAID	
	TO MS PREETI GUPTA B.PHAR. VIDE	
	CHQ NO 007730 BUT RECEIVER	
	SIGNATURE WAS NOT MARKED IN	
	VOUCHER	
	DT 20-04-2018 PAYMENT MADE TO	*
	GOOGLE INDIA PVT LTD FOR RS 50,000	
	BUT TDS DEDUCTED @2% IT SHOULD BE	
	DEDUCTED @10% U/S 194J AS GOOGLE	
	G SUIT SERVICES IS CLASSIFY UNDER	
	OTHER INFORMATION TECHNOLOGY	
	SERVICES SAC 998319.	
	DT 29-04-2018 RS 2600 WAS PAID TO	9
k .	MR.AMIT KUMAR SRIVASTAVA FOR	
	REPAIRING OF GRASS CUTTING	190
	MACHINE BUT ORIGINAL BILL WAS NOT	
	ATTACHED WITH VOUCHER ALONG	
	WITH QUOTATION.	
	PHOTOCOPY OF BILL IS ATTACHED WITH	
	VOUCHER	
	DT 29-04-2018 RS 7990 WAS PAID TO	
	AMAZON.COM BUT NOR BILL OR	×
	VOUCHER WAS FOUND.	
-	DT 30-4-2018 RS 3586 WAS DEBITED TO	
	BOYS HOSTEL EXPEN. & CREDITED TO	
	ADITYA PRASAD TRIPATHI IMPREST A/C	
	AND VOUCHER WAS POSTED UNDER	
	PAYMENT VOUCHER IT SHOULD BE	
	POSTED UNDER JOURNAL VOUCHER.	
-	DT 30-04-2018 RS 2304 CASH PAID TO	
	MR ANOOP KUMAR JAISWAL IMPREST	(4)
	ON 28-03-2018 AND BILL SUBMIITED RS	
	733 ON 05-04-2018 & RS 471 ON 16-04-	
	2018 AND BALANCE AMOUNT REVERT	
•	BACK ON 30-04-2018 OF RS 2296.	
=	REVERT ENTRY SHOULD BE POSTED	
	UNDER JOURNAL INSTEAD OF PAYMENT	
<u> </u>	VOUCHER.	
	DT 30-04-2018 RS 50,000 WAS	
	CREDITED TO BOB KIT 3504 ACCOUNT	
	AND DEBITED TO SUSPENSE ACCOUNT	
	UNDER THE NAME OF KAUSHAL NIGAM	. 1

Director

Director

Sampur Institute of Technology and Pharmacy

4-1. UPSIDC Industrial Area, Rooma

Kanpur-20800

		DT 30-04-2018 RS 465 PAID TO MR.RAM	•
	4	JEE GUPTA FOR MOBILE & CONVEYANCE	
		CHARGES BUT IN VOUCHER RECEIVER SIG. WAS NOT MARKED.	
		DT 30-04-2018 GARDENING EXP. RS	
		7453PAID TO PURAB VIDE BILL NO 30	
		BUT BILL AND VOUCHER WAS NOT	
		FOUND. ENTRY SHOULD BE DONE	8
		THROUGH JOURNAL VOUCHER INSTEAD	
		OF PAYMENT.	
		LIBRARY FINE FOR THE MONTH OF APR	
		2018 IS RS 8210 (RECEIPT NO 4117 TO	
		4162) BUT LIBRARY FINE BOOKED IN	
		TALLY F/M APR 18 IS RS 945. DIFFRENCE	
		OF RS 7265 ARRISE AS SUCH AMOUNT	
	2	WAS BOOKED IN TALLY ON 31 MARCH 2018. FINANCIAL YEAR HAS BEEN	
		CHANGED.	
		CHARGES.	
D	CONTRA		
		CONTRA VOUCHER SHOUD BE POSTED	
		ONLY WITH TRANSACTION OF CASH	
_	TALLY BACK LIB BATA	WITH BANK AND VIE VERSA.	
E	TALLY BACK UP DATA TAKEN UPTO	DAILY BACK UP TAKEN ON EXTERNAL DRIVE ON DAILY BASIS.	
F	ANY OTHER POINTS IN	VOUCHER SERIAL NUMBER NOT	
	RESPECT OF TALLY	ACTIVATED AND IT'S HELP TO TRACK	
		THE ENTRY.	
		CASH AND DANK DAVAGENT VOLUME	
		CASH AND BANK PAYMENT VOUCHER	
		SHOULD BE DONE UNDER PAYMENT VOUCHER INSTAED OF CONTRA	
		VOUCHER INSTAED OF CONTRA	74
		VOCCIEN.	
		IN MOST OF THE CASES FOUND THAT	
		WHILE ADJUSTING IMPREST ACCOUNT	
		PAYMENT VOUCHER WAS USED	
		INSTEAD OF JOURNAL.	
		ENTRY SHOULD BE DONE UNDER	
		JOURNAL VOUCHER IN REFERENCE.	
		ROUND OFF WAS GROUPED UNDER	4
		BANK CHARGES INSTEAD OF MISC.	
		EXPENSES.	

Director

Director

mpur Institute of Technology and Pharmacy

4-1, UPSIDC Industrial Area, Roome

Kannur-20800!

		ACADEMIC CELL EVENICES WAS ASSESTED	
38		ACADEMIC CELL EXPENSES WAS MOSLT PAID FOR ADVERTISEMENT AND IT SHOULD BE DEBITED INTO MARKETING AND ADVERTISEMENT EXPENSES.	2
A A	FIXED ASSETS REGISTER MAINTAINED AS PER NORMS	NOT MAINTAINED. BUT SHOULD BE MAINTAINED WITH PROPER ACCOUNTABILITY AS WELL DEFINED RESPONSIABILITY.	
В	ROOM WISE FLOOR WISE STOCK REGISTER MAINTAIN OR NOT	NOT MAINTAINED BUT IT SHOULD BE MAINTAIN AS PER NORMS FOR MICRO LEVEL MANAGEMENT REQUIRED LOOKINGAFTER WITH ACCOUNTIABILITY. MOST IMPORTANT POINT FOR BETTER INTERNAL AUDIT PROSPECT.	1
D	ANY DISHNOURED CHEQUE REPORT TO LEGAL DEPARTMENT	NO. NOT FOUND ANY CASES.	
E	WHETHER DAY BOOK IS BEING PRINTED AND CHECKED ON DAILY BASIS	NO DAY BOOK WAS NOT PRINTED.	-
F	WHETHER ALTERATION IN TALLY IS ALLOWED WITH IN 3 DAYS OF ENTRY	NOT ALLOWED. SAME DAY ENTRY WILL DONE.	
G	LOG BOOK OF VEHICLE IS MAINTAINED OR NOT	NOT MAINTAINED BUT IT SHOULD BE MAINTAINED AND MONTHLY CROSS AUDIT SHOULD BE DONE.	9
Н	GENERATOR REPORT IS MAINTAINED OR NOT	YES. LOG BOOK OF GENERATOR IS MAINTAINED.	
1	ROOM WISE ASSETS REGISER IS MAINTAIN OR NOT	NOT MAINTAINED. IT SHOULD BE MAINATINED WITH PROPER FORMAT AND ACCOUNTABILITY AND LIABILITY SHOULD BE DESIGNATED.	
ΧI	HOSTEL:	ASSETS LYING AT HOSTEL (BOYS & GIRLS) ARE NOT MAINTAINED. HOUSE KEEPING STANDARD WAS	
		BELOW PAR. 01 REFREIDGERATOR WAS FOUND DEAD AT GIRLS HOSTEL.	*
XII A	LIBRARY LIBRARY REGISTTER IS MAINTAIN AS PER FORMAT	YES. MAINTAINED AND A SOFTWARE NAMED LIBSYS WAS USED IN LIBRARY CONCERN WITH BOOKS ISSUED AND RETURN AND FINE.	

Director

Lumpur Institute of Technology and Pharmacy

A-1, UPSIDC Industrial Area, Rooma

Kannur-208001

XIII	LABORATORIES		
F	PHARMACY:	IN AUDIT WE FOUND INFRONT OF DR.AKRITI PAL THAT P.AMINO BENZIOC ACID STOCK SHOWING 500 GM QTY PHYSICALLY FOUND 48 GM ONLY.	
		CHINA DISH STOCK SHOWING 130 NO PHYSICALLY FOUND 70 NOS ONLY. DURING THE AUDIT WE FOUND THAT IN CENTRAIL STORE TALLY OFFLINE WAS	
		NOT IN USE. TALLY OFFLINE SHOULD BE INSTALLED. DURING AUDIT WE FOUND THAT NO STOCK REQUISITION SLIP WAS NOT SIGNED BY STORE IN-CHARGE.	
al		IN INTERNAL AUDIT WE FOUND THAT ASSETS LYING IN LAB WAS NOT MAINTAINED. IT SHOULD BE MAINTAINED AS PER NORMS.	
		STOCK REGISTER WAS IN USED FOR A VERY LONG TIME AND ITS SHELF LIFE IS ALMOST OVER.	
		IN ALL LABAORATARIES CONCERN HOD SHOULD BE INSPECTED AND VERIFIED THE STOCK ATLEAST ONCE IN A MONTH.	_
F	WHETHER ANY PURCHASE MADE FROM UNAPPROVED VENDOR	APPROVED VENDOR LIST REQUIRED NO PURCHASE SHOULD BE MADE WITH LOCAL KACCHA BILL.	Ж
XVII	OTHERS:		
А	MYSTREY AUDIT DONE OR NOT	NOT WILL BE DONE IN NEXT AUDIT CIRCLE.	
В	PER SEAT COST BREAK UP CALCULATION DONE OR NOT	WORKING ON IT. WILL BE SHARED IN MY NEXT INTERNAL AUDIT REPORT.	
С	FACULTY & STAFF COST REVIEW SAVING CALCULATION	WORKING ON IT. WILL BE SHARED IN MY NEXT INTERNAL AUDIT REPORT.	B
XVIII	GENERALS:	CURTAINS OF FACULTY AND STAFF ROOM WERE NOT CLEANED FROM A VERY LONG TIME.	

Director
Appur Institute of Technology and Pharmacy
1.1. UPSIDC Industrial Area, Rooma
Kappur-208001

CLEANING STAND WAS FOUND BELOW PAR.A PROPER SUPERVISION IS REQUIRED FOR HOUSE KEEPING. GARBAGE BASKET WAS NOT CLEANED FOR THREE OR FOUR DAYS LYING AT COMMON PASSAGE AREA.

WASH ROOM WAS NOT CLEANED ON DAILY BASIS.

A PROPER FORMAL UNIFORM CODE NEEDS TO BE FOLLOWED BY STUDENT. STICKLY PROHOBITED TO HAVE LIKE KURTA PAIJAMA, SLIPPER, RUFF TUFF JEANS AND VERY STYLISH SHIRT.

AS PER CANTEEN AGREEMENT, A COMPLAINT AND FEEDBACK REGISTER SHOULD BE MAINTAINED BUT NO REGISTER WAS FOUND.

SOME CIVIL WORK WAS REQUIRED IN COMMON AREA FROM ROOM NO 204 AND CLASS ROOM NO 225 FROM A LONG TIME BUT JOB WORK WAS NOT DONE.

INTERNAL AUDIT REPORT BY

KKHALID MOHAMMAD

Director

Comput Institute of Technology and Pharmacy

Famure 202001

A-1 UPSIDC Industrial Area, Rooma Kanpur UP 208001 INTERNAL AUDIT REPORT FOR THE FINANCIAL YEAR 2019-2020

SR	PARTICULARS		AUDIT O	BSERVA	TION	REVERT ON AUDIT
NO					navanitētā filtat	OBSERVATION
1	PENDING POINTS IN RESPECT OF PREVIOUS AUDIT REPORT	NO F		TERNAL AL	JDIT REPORT	
11	CASH AND BANK BALANCE CASH:					2
А	PHYSICALLY CASH VERIFIED ON	CASH	I PHYSICAL [S.	OONE ON I	REGULAR	
В	WHETHER COMPUTRISED CASH BOOK IS SIGNED BY CASHIER/ACCOUNTANT	100000000000000000000000000000000000000	TED AND ED BY ACCO	UNTS OFFI	CER.	
С	WHETHER ALL THE ENTRIES OF CASH BOOK CHECKED WITH ORIGINAL VOUCHER	ORIG	ENTRIES ARE SINAL VOUCH REPANCY NO	HER FOUND		
BANI	C					-
D	RECONCILLATION OF BANK WITH BOOKS	RECO	NCILLED UP	TO 31 MAI	RCH 2020.	
E	WHETHER ALL THE ENTRIES OF BANK STATEMENT CHECKED WITH ORIGINAL VOUCHER	YES.				
Ш	OUTSTANDING FEES				-	
А	OUTSTANDING FEES MORE THEN A MONTH	TOTA	AL FEES INCO	ME IS RS		
В	PENDING ENTRIES IF ANY		NOT	FOUND.		
С	PDC CHECQUE IF ANY	NO				
IV	SUNDRY DEBTORS	BELO	W MENTION	N AMOUN	WAS OVER	
A	SUNDRY DEBTOR AFTER DUE DATE MORE THEN THREE MONTHS:	DUE FROM A VERY LONG TIME FOR ONLINE EXAMINATION SERVICES. A PRE DEFINED RATE OF INTEREST SHOULD BE CHARGED.				
		Sr	Name	Amount	Due from	
		3	Symb.Soc Centre for Dis. learning	32193	Jul 2018	

Director

Conpur Institute of Technology and Pharmacy
1-1. UPSIDC Industrial Area, Rooma

Konpur 208001

		5	Aptec Limited Online Exam Arvind Pandey Online Exam	34216	Sep- 2018 Sep- 2018	
В	A LIST OF IRREGULAR ADVANCE TO SUPPLIER, CONTRACTOR, STAFF.	NO		,		
V	SUSPENSE IRREUGULAR SUSPENSE ACCOUNT ONLY	No				
D	QUOTATTION FILE MENTION OR NOT	QUO INVO MS O PROF	OST OF THE TATION WA DICE. IN FEW DEFICE BASE PER QUOTA' ACHED WITH ROVAL.	AS NOT ATTA CASES FOU D QUTAION TION SHOU	ACHED W JND THAT I LIST MA LD BE	лтн г
Е	ALL PURCHASE HAS BEEN DONE WITH AUTHORIZED SUPPLIER		DONE.	VENDOR L	IST FOUN	ID.
VIII	VOUCHERS DISCREPENCY IF ANY: PAYMENT					
		TO FA VOU	6-09-2019 R ACEBOOK IN CHER WAS N 7-09-2019 C AN SACHAN REST BUT VC	NDIA BUT PA NOT FOUND ASH PAY TO RS 8,000.00	SHIV AS	ID
		FOUR DT 20 GOO BUT DEDU G SU OTHE	ND. D-10-2019 P GLE INDIA P TDS DEDUC JCTED @109 IT SERVICES ER INFORMA	AYMENT M VT LTD FOR TED @2% IT % U/S 194J IS CLASSIFY ATION TECH	ADE TO RS 50,00 SHOULD AS GOOG UNDER	BE
		DT 29 MR.A REPA MAC ATTA	ICES SAC 99 9-10-2019 R MIT KUMAI IRING OF GI HINE BUT O CHED WITH I QUOTATIO	S 3850 WAS R SRIVASTA RASS CUTTI RIGINAL BIL I VOUCHER	VA FOR NG L WAS N	

Canpur Institute of Technology and Pharmacy
A-1, UPSIDC Industrial Area, Rooma
Kanpur-208001

		DUOTOCODY OF BUILTS ATTACHED WITH	
		PHOTOCOPY OF BILL IS ATTACHED WITH VOUCHER	
	- 4	DT 29-11-2019 RS 13990 WAS PAID TO	
		AMAZON.COM BUT NOR BILL OR	
		VOUCHER WAS FOUND.	
		DT 30-11-2019 RS 7886 WAS DEBITED	
		TO BOYS HOSTEL EXPEN. & CREDITED	(90)
		TO ADITYA PRASAD TRIPATHI IMPREST	·
		A/C AND VOUCHER WAS POSTED	
		UNDER PAYMENT VOUCHER IT SHOULD	
		BE POSTED UNDER JOURNAL VOUCHER.	
		DT 31-12-2019 RS 735 PAID TO MR.RAM	
		JEE GUPTA FOR MOBILE & CONVEYANCE	
		CHARGES BUT IN VOUCHER RECEIVER	
		SIG. WAS NOT MARKED.	
		DT 16-01-2020 GARDENING EXP. RS	
		9853PAID TO PURAB VIDE BILL NO 30	
	*	BUT BILL AND VOUCHER WAS NOT	
		FOUND. ENTRY SHOULD BE DONE THROUGH JOURNAL VOUCHER INSTEAD	
		OF PAYMENT.	
D	CONTRA	OT PATMENT.	
	1	CONTRA VOUCHER SHOUD BE POSTED	*
		ONLY WITH TRANSACTION OF CASH	
		WITH BANK AND VIE VERSA.	
E	TALLY BACK UP DATA	DAILY BACK UP TAKEN ON EXTERNAL	
	TAKEN UPTO	DRIVE ON DAILY BASIS.	
F	ANY OTHER POINTS IN	VOUCHER SERIAL NUMBER NOT	
	RESPECT OF TALLY	ACTIVATED AND IT'S HELP TO TRACK	
		THE ENTRY.	
		CASH AND BANK PAYMENT VOUCHER	H
		SHOULD BE DONE UNDER PAYMENT	
		VOUCHER INSTAED OF CONTRA	
	,	VOUCHER.	
		V G G C I I E I I I	
		IN MOST OF THE CASES FOUND THAT	
		WHILE ADJUSTING IMPREST ACCOUNT	
		PAYMENT VOUCHER WAS USED	
		INSTEAD OF JOURNAL.	
		ENTRY SHOULD BE DONE UNDER	
		JOURNAL VOUCHER IN REFERENCE.	
		POLIND OFF WAS CROUDED UNDER	
		ROUND OFF WAS GROUPED UNDER	
		BANK CHARGES INSTEAD OF MISC. EXPENSES.	
		LAI LIVSES.	. 1
			11 X

Director

Director

Ompur Institute of Technology and Pharmacy

A-1. UPSIDC Industrial Area, Rooma

Kanpur-208001

		1	
		ACADEMIC CELL EXPENSES WAS MOSLT	
		PAID FOR ADVERTISEMENT AND IT	
		SHOULD BE DEBITED INTO MARKETING	
- IV	FIVED ASSETS DECISION	AND ADVERTISEMENT EXPENSES.	-
IX	FIXED ASSETS REGISTER	NOT MAINTAINED.	
Α	MAINTAINED AS PER	BUT SHOULD BE MAINTAINED WITH	-
	NORMS	PROPER ACCOUNTABILITY AS WELL	
		DEFINED RESPONSIABILITY.	
В	ROOM WISE FLOOR WISE	NOT MAINTAINED BUT IT SHOULD BE	
	STOCK REGISTER	MAINTAIN AS PER NORMS FOR	
	MAINTAIN OR NOT	MICRO LEVEL MANAGEMENT REQUIRED	
		LOOKINGAFTER WITH	
		ACCOUNTIABILITY.MOST IMPORTANT	285
		POINT FOR BETTER INTERNAL AUDIT	
	ANN/ 5161 M 51155	PROSPECT.	
D	ANY DISHNOURED	NO.	
	CHEQUE REPORT TO	NOT FOUND ANY CASES.	
	LEGAL DEPARTMENT	NO.	
Е	WHETHER DAY BOOK IS	NO DAY BOOK WAS NOT DRINTED	
	BEING PRINTED AND	DAY BOOK WAS NOT PRINTED.	*
Г	CHECKED ON DAILY BASIS	NOT ALLOWED	
F	WHETHER ALTERATION IN	NOT ALLOWED.	*
	TALLY IS ALLOWED WITH	SAME DAY ENTRY WILL BE DONE.	
_	IN 3 DAYS OF ENTRY		
G	LOG BOOK OF VEHICLE IS	NOT MAINTAINED	
	MAINTAINED OR NOT	BUT IT SHOULD BE MAINTAINED AND	
		MONTHLY CROSS AUDIT SHOULD BE DONE.	
Н	GENERATOR REPORT IS	YES. LOG BOOK OF GENERATOR IS	
11	MAINTAINED OR NOT	MAINTAINED.	
1	ROOM WISE ASSETS	NOT MAINTAINED. IT SHOULD BE	
	REGISER IS MAINTAIN OR	MAINATINED WITH PROPER FORMAT	-
	NOT	AND ACCOUNTABILITY AND LIABILITY	
	1101	SHOULD BE DESIGNATED.	
ΧI	HOSTEL:	ASSETS LYING AT HOSTEL (BOYS &	
	1.00128	GIRLS) ARE NOT MAINTAINED.	
	*		
		HOUSE KEEPING STANDARD WAS	
		BELOW PAR.	
		transference automorphic (Strict Controlled)	
	-	01 REFREIDGERATOR WAS FOUND DEAD	
		AT GIRLS HOSTEL.	
XII	LIBRARY	YES. MAINTAINED AND A SOFTWARE	
Α	LIBRARY REGISTTER IS	NAMED LIBSYS WAS USED IN LIBRARY	
	MAINTAIN AS PER	CONCERN WITH BOOKS ISSUED AND	
	FORMAT	RETURN AND FINE.	a 1
			(hund)

Director

Director

Suppur Institute of Technology and Pharmacy

1-1. UPSIDC Industrial Area, Rooma

Kannur-208001

XIII	LABORATORIES		
F	PHARMACY:	IN AUDIT WE FOUND INFRONT OF DR.AKRITI PAL THAT P.AMINO BENZIOC ACID STOCK SHOWING 750 GM QTY PHYSICALLY FOUND 129 GM ONLY.	
		CHINA DISH STOCK SHOWING 130 NO PHYSICALLY NOT FOUND.	
		DURING THE AUDIT WE FOUND THAT IN CENTRAIL STORE TALLY OFFLINE WAS NOT IN USE.	
		TALLY OFFLINE SHOULD BE INSTALLED. DURING AUDIT WE FOUND THAT NO	
		STOCK REQUISITION SLIP WAS NOT SIGNED BY STORE IN-CHARGE.	
al		IN INTERNAL AUDIT WE FOUND THAT ASSETS LYING IN LAB WAS NOT MAINTAINED. IT SHOULD BE MAINTAINED AS PER NORMS.	
		STOCK REGISTER WAS IN USED FOR A VERY LONG TIME AND ITS SHELF LIFE IS ALMOST OVER.	
		IN ALL LABAORATARIES CONCERN HOD SHOULD BE INSPECTED AND VERIFIED THE STOCK ATLEAST ONCE IN A MONTH.	
F	WHETHER ANY PURCHASE MADE FROM UNAPPROVED VENDOR	APPROVED VENDOR LIST REQUIRED NO PURCHASE SHOULD BE MADE WITH LOCAL KACCHA BILL.	1907
XVII	OTHERS:		
А	MYSTREY AUDIT DONE OR NOT	NOT WILL BE DONE IN NEXT AUDIT CIRCLE.	W.
В	PER SEAT COST BREAK UP CALCULATION DONE OR NOT	WORKING ON IT. WILL BE SHARED IN MY NEXT INTERNAL AUDIT REPORT.	
С	FACULTY & STAFF COST REVIEW SAVING CALCULATION	WORKING ON IT. WILL BE SHARED IN MY NEXT INTERNAL AUDIT REPORT.	
XVIII	GENERALS:	CURTAINS OF FACULTY AND STAFF ROOM WERE NOT CLEANED FROM A VERY LONG TIME.	

Director

Comput Institute of Technology and Pharmacy

1-1. UPSIDC Industrial Area, Rooma

Rannur-2080ft.

CLEANING STAND WAS FOUND BELOW PAR.A PROPER SUPERVISION IS REQUIRED FOR HOUSE KEEPING. GARBAGE BASKET WAS NOT CLEANED FOR THREE OR FOUR DAYS LYING AT COMMON PASSAGE AREA.

WASH ROOM WAS NOT CLEANED ON DAILY BASIS.

A PROPER FORMAL UNIFORM CODE NEEDS TO BE FOLLOWED BY STUDENT. STICKLY PROHOBITED TO HAVE LIKE KURTA PAIJAMA, SLIPPER, RUFF TUFF JEANS AND VERY STYLISH SHIRT.

AS PER CANTEEN AGREEMENT, A COMPLAINT AND FEEDBACK REGISTER SHOULD BE MAINTAINED BUT NO REGISTER WAS FOUND.

SOME CIVIL WORK WAS REQUIRED IN COMMON AREA FROM ROOM NO 204 AND CLASS ROOM NO 225 FROM A LONG TIME BUT JOB WORK WAS NOT DONE.

INTERNAL AUDIT REPORT BY

KKHALID MOHAMMAD

Kanpur Institute of Technology and Pharmacy A-1. UPSIDC Industrial Area, Rooma

Kanpur-208001

A-1 UPSIDC Industrial Area, Rooma Kanpur UP 208001 INTERNAL AUDIT REPORT FOR THE FINANCIAL YEAR 2020-2021

SR	PARTICULARS	AUDIT OBSERVATION	REVERT ON AUDIT
NO			OBSERVATION
1	PENDING POINTS IN RESPECT OF PREVIOUS AUDIT REPORT	NO PREVIOUS INTERNAL AUDIT REPORT FOUND.	
0.000	CASH AND BANK BALANCE CASH:		-
А	PHYSICALLY CASH VERIFIED ON	CASH PHYSICAL DONE ON REGULAR BASIS.	
В	WHETHER COMPUTRISED CASH BOOK IS SIGNED BY CASHIER/ACCOUNTANT	PRINTED AND SIGNED BY ACCOUNTS OFFICER.	
С	WHETHER ALL THE ENTRIES OF CASH BOOK CHECKED WITH ORIGINAL VOUCHER	YES ALL ENTRIES ARE CHECKED WITH ORIGINAL VOUCHER FOUND DISCREPANCY NOTED.	NA.
BANK			
D	RECONCILLATION OF BANK WITH BOOKS	RECONCILLED UPTO 31 MARCH 2021.	
Е	WHETHER ALL THE ENTRIES OF BANK STATEMENT CHECKED WITH ORIGINAL VOUCHER	YES.	A
III	OUTSTANDING FEES		
А	OUTSTANDING FEES MORE THEN A MONTH	TOTAL FEES INCOME IS RS	
В	PENDING ENTRIES IF ANY	NOT FOUND.	
С	PDC CHECQUE IF ANY	NO	
IV	SUNDRY DEBTORS	BELOW MENTION AMOUNT WAS OVER	
A	SUNDRY DEBTOR AFTER DUE DATE MORE THEN THREE MONTHS:	ONLINE EXAMINATION SERVICES. A PRE DEFINED RATE OF INTEREST SHOULD BE CHARGED.	
		Sr Name Amount Due from	
	u u	1 Symb.Soc 178430 Sep Centre 2020 for Dis.	

Director

Kanpur Institute of Technology and Pharmacy
A-1, UPSIDC Industrial Area, Rooma
Kanpur 208001

		Learning		
В	A LIST OF IRREGULAR ADVANCE TO SUPPLIER, CONTRACTOR, STAFF.	NO		~
V	SUSPENSE IRREUGULAR SUSPENSE ACCOUNT ONLY	FOUND BUT SAME HAS BEE		
D	QUOTATTION FILE MENTION OR NOT	IN MOST OF THE CASES FOR QUOTATION WAS NOT ATT INVOICE. IN FEW CASES FOR MS OFFICE BASED QUTAION PROPER QUOTATION SHOULD ATTACHED WITH PROPER CAPPROVAL.	ACHED WITH UND THAT N LIST MADE. ILD BE	
E	ALL PURCHASE HAS BEEN DONE WITH AUTHORIZED SUPPLIER	NOT DONE. NO AUTHORISED VENDOR I	IST FOUND.	
VIII	VOUCHERS DISCREPENCY IF ANY: PAYMENT			4
		DT 20-10-2020 PAYMENT M GOOGLE INDIA PVT LTD FOR BUT TDS DEDUCTED @2% I' DEDUCTED @10% U/S 194J G SUIT SERVICES IS CLASSIF OTHER INFORMATION TECH SERVICES SAC 998319.	R RS 50,000 F SHOULD BE AS GOOGLE Y UNDER INOLOGY	
		DT 29-10-2020 RS 5620 WA MR.AMIT KUMAR SRIVASTA REPAIRING OF GRASS CUTTI MACHINE BUT ORIGINAL BILATTACHED WITH VOUCHER WITH QUOTATION. PHOTOCOPY OF BILL IS ATTAVOUCHER	VA FOR NG LL WAS NOT ALONG	
		DT 29-11-2020 RS 13990 WARUN KUMAR FOR EXAMIN EXPENSES BUT NOR BILL OR WAS FOUND.	ATION CELL VOUCHER	
		2020 AND RS 3421 DT 08-12 DT 17-12-2019 RS 4886 WAS TO BOYS HOSTEL EXPEN. & (DEBITED	



		TO ADITYA PRASAD TRIPATHI IMPREST	
		A/C AND VOUCHER WAS POSTED	
8		UNDER PAYMENT VOUCHER IT SHOULD	(4.
		BE POSTED UNDER JOURNAL VOUCHER.	
	-	DT 31-12-2020 RS 435 PAID TO MR.RAM	
		JEE GUPTA FOR MOBILE & CONVEYANCE	
		CHARGES BUT IN VOUCHER RECEIVER	
		SIG. WAS NOT MARKED.	
		DT 16-01-2021 GARDENING EXP. RS	
		7459 PAID TO PURAB VIDE BILL NO 24	
		BUT BILL AND VOUCHER WAS NOT	
		FOUND. ENTRY SHOULD BE DONE	6
		THROUGH JOURNAL VOUCHER INSTEAD	
		OF PAYMENT.	
D	CONTRA		
		CONTRA VOUCHER SHOUD BE POSTED	
		ONLY WITH TRANSACTION OF CASH	
		WITH BANK AND VIE VERSA.	
E	TALLY BACK UP DATA	DAILY BACK UP TAKEN ON EXTERNAL	9/
	TAKEN UPTO	DRIVE ON DAILY BASIS.	
F	ANY OTHER POINTS IN	VOUCHER SERIAL NUMBER NOT	364
	RESPECT OF TALLY	ACTIVATED AND IT'S HELP TO TRACK	
		THE ENTRY.	
		CASH AND BANK PAYMENT VOUCHER	
		SHOULD BE DONE UNDER PAYMENT	
		VOUCHER INSTAED OF CONTRA	
		VOUCHER.	**
		IN MOST OF THE CASES FOUND THAT	
		WHILE ADJUSTING IMPREST ACCOUNT	
		PAYMENT VOUCHER WAS USED	
		INSTEAD OF JOURNAL.	
		ENTRY SHOULD BE DONE UNDER	
		JOURNAL VOUCHER IN REFERENCE.	90
		DOLIND OFF WAS ORDERED TO THE	
		ROUND OFF WAS GROUPED UNDER	100 M
		BANK CHARGES INSTEAD OF MISC.	
		EXPENSES.	
		ACADEMIC CELL EXPENSES WAS ASSET	
		ACADEMIC CELL EXPENSES WAS MOSLT	
		PAID FOR ADVERTISEMENT AND IT	
		SHOULD BE DEBITED INTO MARKETING	100
IX	FIXED ASSETS REGISTER	AND ADVERTISEMENT EXPENSES.	
A		NOT MAINTAINED.	
^	MAINTAINED AS PER NORMS	BUT SHOULD BE MAINTAINED WITH PROPER ACCOUNTABILITY AS WELL	
	MURINIS	DUMBLE ACCOUNTABILITY ACTAINS	1

Director

Kanpur Institute of Technology and Pharmacy
1-1, UPSIDC Industrial Area, Rooma
Kanpur 208001

0	DOOMAN WAS SHOOT	DEFINED RESPONSIABILITY.	
В	ROOM WISE FLOOR WISE STOCK REGISTER MAINTAIN OR NOT	NOT MAINTAINED BUT IT SHOULD BE MAINTAIN AS PER NORMS FOR MICRO LEVEL MANAGEMENT REQUIRED LOOKINGAFTER WITH ACCOUNTIABILITY.MOST IMPORTANT POINT FOR BETTER INTERNAL AUDIT	*
D	ANY DISHNOURED	PROSPECT.	
	CHEQUE REPORT TO LEGAL DEPARTMENT	NOT FOUND ANY CASES.	
Ε	WHETHER DAY BOOK IS BEING PRINTED AND CHECKED ON DAILY BASIS	NO DAY BOOK WAS NOT PRINTED.	
F	WHETHER ALTERATION IN TALLY IS ALLOWED WITH IN 3 DAYS OF ENTRY	NOT ALLOWED. SAME DAY ENTRY WILL BE DONE.	
G	LOG BOOK OF VEHICLE IS MAINTAINED OR NOT	NOT MAINTAINED BUT IT SHOULD BE MAINTAINED AND MONTHLY CROSS AUDIT SHOULD BE DONE.	-
Н	GENERATOR REPORT IS MAINTAINED OR NOT	YES. LOG BOOK OF GENERATOR IS MAINTAINED.	
I	ROOM WISE ASSETS REGISER IS MAINTAIN OR NOT	NOT MAINTAINED. IT SHOULD BE MAINATINED WITH PROPER FORMAT AND ACCOUNTABILITY AND LIABILITY SHOULD BE DESIGNATED.	
ΧI	HOSTEL:	ASSETS LYING AT HOSTEL (BOYS & GIRLS) ARE NOT MAINTAINED. HOUSE KEEPING STANDARD WAS BELOW PAR. 01 REFREIDGERATOR WAS FOUND DEAD AT GIRLS HOSTEL.	
XII A	LIBRARY LIBRARY REGISTTER IS MAINTAIN AS PER FORMAT	YES. MAINTAINED AND A SOFTWARE NAMED LIBSYS WAS USED IN LIBRARY CONCERN WITH BOOKS ISSUED AND RETURN AND FINE.	
XIII	LABORATORIES		
F.	PHARMACY:	IN AUDIT WE FOUND INFRONT OF DR.AKRITI PAL THAT CHINA DISH STOCK SHOWING 78 NO PHYSICALLY FOUND ONLY 59.	4

Director

Kanpur Institute of Technology and Pharmacy A-1, UPSIDC Industrial Area, Rooma Kanpur-208081

		DURING THE AUDIT WE FOUND THAT IN CENTRAIL STORE TALLY OFFLINE WAS NOT IN USE. TALLY OFFLINE SHOULD BE INSTALLED. DURING AUDIT WE FOUND THAT NO STOCK REQUISITION SLIP WAS NOT SIGNED BY STORE IN-CHARGE.	
al		IN INTERNAL AUDIT WE FOUND THAT ASSETS LYING IN LAB WAS NOT MAINTAINED. IT SHOULD BE MAINTAINED AS PER NORMS.	
		STOCK REGISTER WAS IN USED FOR A VERY LONG TIME AND ITS SHELF LIFE IS ALMOST OVER.	
		IN ALL LABAORATARIES CONCERN HOD SHOULD BE INSPECTED AND VERIFIED THE STOCK ATLEAST ONCE IN A MONTH.	
F	WHETHER ANY PURCHASE MADE FROM UNAPPROVED VENDOR	APPROVED VENDOR LIST REQUIRED NO PURCHASE SHOULD BE MADE WITH LOCAL KACCHA BILL.	
XVII	OTHERS:		
A	PER SEAT COST BREAK UP CALCULATION DONE OR NOT	WORKING ON IT. WILL BE SHARED IN MY NEXT INTERNAL AUDIT REPORT.	-
В	FACULTY & STAFF COST REVIEW SAVING CALCULATION	WORKING ON IT. WILL BE SHARED IN MY NEXT INTERNAL AUDIT REPORT.	9
XVIII	GENERALS:	CURTAINS OF FACULTY AND STAFF ROOM WERE NOT CLEANED FROM A VERY LONG TIME.	
		CLEANING STAND WAS FOUND BELOW PAR.A PROPER SUPERVISION IS REQUIRED FOR HOUSE KEEPING. GARBAGE BASKET WAS NOT CLEANED FOR THREE OR FOUR DAYS LYING AT COMMON PASSAGE AREA.	
		WASH ROOM WAS NOT CLEANED ON DAILY BASIS.	a 1

Director

Canpur Institute of Technology and Pharmacy

4-1, UPSIDC Industrial Area, Rooma

Kanpur-208001

A PROPER FORMAL UNIFORM CODE NEEDS TO BE FOLLOWED BY STUDENT. STICKLY PROHOBITED TO HAVE LIKE KURTA PAIJAMA, SLIPPER, RUFF TUFF JEANS AND VERY STYLISH SHIRT.

AS PER CANTEEN AGREEMENT, A COMPLAINT AND FEEDBACK REGISTER SHOULD BE MAINTAINED BUT NO REGISTER WAS FOUND.

SOME CIVIL WORK WAS REQUIRED IN COMMON AREA FROM ROOM NO 204 AND CLASS ROOM NO 225 FROM A LONG TIME BUT JOB WORK WAS NOT DONE.

INTERNAL AUDIT REPORT BY

KKHALID MOHAMMAD

Director

Coupur Institute of Technology and Pharmacy

July UPSIDC Industrial Area, Rooma

Kennur-208001

A-1 UPSIDC Industrial Area, Rooma Kanpur UP 208001 INTERNAL AUDIT REPORT FOR THE FINANCIAL YEAR 2021-2022

SR NO	PARTICULARS	AUDIT OBSERVATION	REVERT ON AUDIT
1	PENDING POINTS IN RESPECT OF PREVIOUS AUDIT REPORT	NO PREVIOUS INTERNAL AUDIT REPORT FOUND.	OBSERVATION
II	CASH AND BANK BALANCE CASH:		
А	PHYSICALLY CASH VERIFIED ON	CASH PHYSICAL DONE ON REGULAR BASIS.	
В	WHETHER COMPUTRISED CASH BOOK IS SIGNED BY CASHIER/ACCOUNTANT	PRINTED AND SIGNED BY ACCOUNTS OFFICER.	
С	WHETHER ALL THE ENTRIES OF CASH BOOK CHECKED WITH ORIGINAL VOUCHER	YES ALL ENTRIES ARE CHECKED WITH ORIGINAL VOUCHER FOUND DISCREPANCY NOTED.	
BANK	C		
D	RECONCILLATION OF BANK WITH BOOKS	RECONCILLED UPTO 31 MARCH 2022.	
E	WHETHER ALL THE ENTRIES OF BANK STATEMENT CHECKED WITH ORIGINAL VOUCHER	YES.	
111	OUTSTANDING FEES		
А	OUTSTANDING FEES MORE THEN A MONTH	TOTAL FEES INCOME IS RS	[e]
В	PENDING ENTRIES IF ANY	NOT FOUND.	
С	PDC CHECQUE IF ANY	NO	
IV	SUNDRY DEBTORS	BELOW MENTION AMOUNT WAS OVER	
Α	SUNDRY DEBTOR AFTER DUE DATE MORE THEN THREE MONTHS:	DUE FROM A VERY LONG TIME FOR ONLINE EXAMINATION SERVICES. A PRE DEFINED RATE OF INTEREST SHOULD BE CHARGED.	
		Sr Name Amount Due from 1 Symb.Soc 78340 Aug	
		Centre 2021 for Dis.	

Director

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			- 10			
*		2	Aptec Limited Online Exam	67392	Sep- 2021	
		3	Sanprint Pvt Ltd	34203	Jul- 2021	
		4	Alaska Digital Solution	21890	Sep- 2021	
		5	Ranjana Online Exam Solu	65720	Oct- 2021	
		6	FAA & Comp	45372	Dec- 2021	
		7	Arvind Pandey Online Exam	45890	Sep- 2021	
В	A LIST OF IRREGULAR ADVANCE TO SUPPLIER, CONTRACTOR, STAFF.	NO		1		
٧	SUSPENSE IRREUGULAR SUSPENSE ACCOUNT ONLY	No	7			
D	QUOTATTION FILE MENTION OR NOT	QUO INVO MS O PROF ATTA	OST OF THE TATION WAD ICE. IN FEW DEFICE BASE PER QUOTATACHED WITH ROVAL.	S NOT ATT CASES FOO D QUTAION TION SHOU	ACHED WIT UND THAT N LIST MAD ILD BE	
E	ALL PURCHASE HAS BEEN DONE WITH AUTHORIZED SUPPLIER		DONE. AUTHORISED	VENDOR L	IST FOUND).
VIII	VOUCHERS DISCREPENCY IF ANY: PAYMENT					
		TO F	8-06-2021 R ACEBOOK IN CHER WAS N	DIA BUT P	AYMENT)
		BARA IMPR FOUR AMO	O-06-2021 CAN SACHAN REST BUT VO ND.LATER OF UNT HAS BE	RS 14,000. UCHER WANDT 30-06 EN REVERS	00 AS AS NOT -2021 SAM	(20)



	DT 29-07-2021 PAYMENT MADE TO GOOGLE INDIA PVT LTD FOR RS 50,000 BUT TDS DEDUCTED @2% IT SHOULD BE DEDUCTED @10% U/S 194J AS GOOGLE G SUIT SERVICES IS CLASSIFY UNDER OTHER INFORMATION TECHNOLOGY SERVICES SAC 998319.	
	DT 10-09-2021 RS 4350 WAS PAID TO MR.AMIT KUMAR SRIVASTAVA FOR REPAIRING OF CYLING FAN REPAIR BUT ORIGINAL BILL WAS NOT ATTACHED WITH VOUCHER ALONG WITH QUOTATION. PHOTOCOPY OF BILL IS ATTACHED WITH VOUCHER	*
	DT 05-11-2021 RS 7990 WAS PAID TO AMAZON.COM BUT NOR BILL OR VOUCHER WAS FOUND.	
	DT 09-12-2021 RS 4426 WAS DEBITED TO BOYS HOSTEL EXPEN. & CREDITED TO ADITYA PRASAD TRIPATHI IMPREST A/C AND VOUCHER WAS POSTED UNDER PAYMENT VOUCHER IT SHOULD BE POSTED UNDER JOURNAL VOUCHER.	
	DT 09-11-2021 RS 735 PAID TO MR.RAM JEE GUPTA FOR MOBILE & CONVEYANCE CHARGES BUT IN VOUCHER RECEIVER SIG. WAS NOT MARKED.	ad)
	DT 16-01-2022 GARDENING EXP. RS 7836 PAID TO PURAB VIDE BILL NO 30 BUT BILL AND VOUCHER WAS NOT FOUND. ENTRY SHOULD BE DONE THROUGH JOURNAL VOUCHER INSTEAD OF PAYMENT.	
D CONTRA		
	CONTRA VOUCHER SHOUD BE POSTED ONLY WITH TRANSACTION OF CASH WITH BANK AND VIE VERSA.	
E TALLY BACK UP DATA TAKEN UPTO	DAILY BACK UP TAKEN ON EXTERNAL DRIVE ON DAILY BASIS.	
F ANY OTHER POINTS IN RESPECT OF TALLY	VOUCHER SERIAL NUMBER NOT ACTIVATED AND IT'S HELP TO TRACK THE ENTRY.	8

Director

Kanpur Institute of Technology and Pharmacy

4-1, UPSIDC Industrial Area, Rooma

		VOUCHER INSTAED OF CONTRA VOUCHER.	
		IN MOST OF THE CASES FOUND THAT WHILE ADJUSTING IMPREST ACCOUNT PAYMENT VOUCHER WAS USED INSTEAD OF JOURNAL. ENTRY SHOULD BE DONE UNDER JOURNAL VOUCHER IN REFERENCE.	
		ROUND OFF WAS GROUPED UNDER BANK CHARGES INSTEAD OF MISC. EXPENSES.	
		ACADEMIC CELL EXPENSES WAS MOSLT PAID FOR ADVERTISEMENT AND IT SHOULD BE DEBITED INTO MARKETING AND ADVERTISEMENT EXPENSES.	A
IX	FIXED ASSETS REGISTER	NOT MAINTAINED.	4
Α	MAINTAINED AS PER NORMS	BUT SHOULD BE MAINTAINED WITH PROPER ACCOUNTABILITY AS WELL DEFINED RESPONSIABILITY.	
В	ROOM WISE FLOOR WISE STOCK REGISTER MAINTAIN OR NOT	NOT MAINTAINED BUT IT SHOULD BE MAINTAIN AS PER NORMS FOR MICRO LEVEL MANAGEMENT REQUIRED LOOKINGAFTER WITH ACCOUNTIABILITY. MOST IMPORTANT POINT FOR BETTER INTERNAL AUDIT PROSPECT.	
D	ANY DISHNOURED CHEQUE REPORT TO LEGAL DEPARTMENT	NO. NOT FOUND ANY CASES.	
Е	WHETHER DAY BOOK IS BEING PRINTED AND CHECKED ON DAILY BASIS	NO DAY BOOK WAS NOT PRINTED.	
F	WHETHER ALTERATION IN TALLY IS ALLOWED WITH IN 3 DAYS OF ENTRY	NOT ALLOWED. SAME DAY ENTRY WILL BE DONE.	-
G	LOG BOOK OF VEHICLE IS MAINTAINED OR NOT	NOT MAINTAINED BUT IT SHOULD BE MAINTAINED AND MONTHLY CROSS AUDIT SHOULD BE DONE.	*
Н	GENERATOR REPORT IS MAINTAINED OR NOT	YES. LOG BOOK OF GENERATOR IS MAINTAINED.	
1	ROOM WISE ASSETS REGISER IS MAINTAIN OR NOT	NOT MAINTAINED. IT SHOULD BE MAINATINED WITH PROPER FORMAT AND ACCOUNTABILITY AND LIABILITY	

Director

Kanpur Institute of Technology and Pharmacy

4-1, UPSIDC Industrial Area, Rooma

		SHOULD BE DESIGNATED.	
XI	HOSTEL:	ASSETS LYING AT HOSTEL (BOYS &	
		GIRLS) ARE NOT MAINTAINED.	
		HOUSE KEEPING STANDARD WAS	
		BELOW PAR.	
		O4 DEEDELD CEDATOR WAS FOUND DEAD	
		01 REFREIDGERATOR WAS FOUND DEAD	
	ar ar	AT GIRLS HOSTEL.	
XII	LIBRARY	YES. MAINTAINED AND A SOFTWARE	*
Α	LIBRARY REGISTTER IS	NAMED LIBSYS WAS USED IN LIBRARY	
	MAINTAIN AS PER	CONCERN WITH BOOKS ISSUED AND	
	FORMAT	RETURN AND FINE.	
XIII	LABORATORIES		
F	PHARMACY:	IN AUDIT WE FOUND INFRONT OF	
		DR.AKRITI PAL THAT	•
		CHINA DISH STOCK SHOWING 89 NO	
		PHYSICALLY NOT FOUND.	
		DURING THE AUDIT WE FOUND THAT IN	
		CENTRAIL STORE TALLY OFFLINE WAS	
		NOT IN USE.	
		TALLY OFFLINE SHOULD BE INSTALLED.	
		DURING AUDIT WE FOUND THAT NO	
		STOCK REQUISITION SLIP WAS NOT	
		SIGNED BY STORE IN-CHARGE.	
аl		IN INTERNAL AUDIT WE FOUND THAT	
		ASSETS LYING IN LAB WAS NOT	
		MAINTAINED. IT SHOULD BE	
		MAINTAINED AS PER NORMS.	
		STOCK DECISTED WAS IN LISED FOR A	
		STOCK REGISTER WAS IN USED FOR A VERY LONG TIME AND ITS SHELF LIFE IS	
		ALMOST OVER.	
		ALIVIOST OVEIV.	
		IN ALL LABAORATARIES CONCERN HOD	
		SHOULD BE INSPECTED AND VERIFIED	
		THE STOCK ATLEAST ONCE IN A MONTH.	
F	WHETHER ANY PURCHASE	APPROVED VENDOR LIST REQUIRED	
	MADE FROM	NO PURCHASE SHOULD BE MADE WITH	
	UNAPPROVED VENDOR	LOCAL KACCHA BILL.	
XVII	OTHERS:		

Director

Kanpur Institute of Technology and Pharmacy
A-1, UPSIDC Industrial Area, Rooma

Kanpur-20800)

Α	MYSTREY AUDIT DONE OR	NOT	
	NOT	WILL BE DONE IN NEXT AUDIT CIRCLE.	
В	PER SEAT COST BREAK UP	WORKING ON IT.	46
	CALCULATION DONE OR	WILL BE SHARED IN MY NEXT INTERNAL	
	NOT	AUDIT REPORT.	
С	FACULTY & STAFF COST	WORKING ON IT.	
	REVIEW SAVING	WILL BE SHARED IN MY NEXT INTERNAL	
	CALCULATION	AUDIT REPORT.	
XVIII	GENERALS:	CURTAINS OF FACULTY AND STAFF	
		ROOM WERE NOT CLEANED FROM A	
		VERY LONG TIME.	
		CLEANING STAND WAS FOUND BELOW	
		PAR.A PROPER SUPERVISION IS	
		REQUIRED FOR HOUSE KEEPING.	
		GARBAGE BASKET WAS NOT CLEANED	
		FOR THREE OR FOUR DAYS LYING AT	
		COMMON PASSAGE AREA.	
			-
		WASH ROOM WAS NOT CLEANED ON	
	*	DAILY BASIS.	
		A PROPER FORMAL UNIFORM CODE	
		NEEDS TO BE FOLLOWED BY STUDENT.	
		STICKLY PROHOBITED TO HAVE LIKE	
		KURTA PAIJAMA, SLIPPER, RUFF TUFF	
		JEANS AND VERY STYLISH SHIRT.	
	-	AS PER CANTEEN AGREEMENT, A	
		COMPLAINT AND FEEDBACK REGISTER	
		SHOULD BE MAINTAINED BUT NO	
		REGISTER WAS FOUND.	400
	9	2015 2000 200	
		SOME CIVIL WORK WAS REQUIRED IN	
	7	COMMON AREA FROM ROOM NO 204	
		AND CLASS ROOM NO 225 FROM A	
	*	LONG TIME BUT JOB WORK WAS NOT	
		DONE.	

INTERNAL AUDIT REPORT BY

KKHALID MOHAMMAD

Canpur Institute of Technology and Pharmacy A-1, UPSIDC Industrial Area, Rooma Kannur-208001

	KANPUR INSTITUTE	OF TECHNOLOGY And PHARMACY	
	A-1 UPSIDC Indusrtrial	Area , Rooma Kanpur UP -208011	
	INTERNAL AUDIT REPO	ORT FOR THE FOR THE FY -2022-2023	
-	TARTICIU ARS	AUDIT OBSERVATION	REMARK
)	PARTICULARS		
	CASH & BANK	VERIFICATION DONE NO SHORTAGE	
	PHYSICALLY VERIFIED	FOUND	
-			*
+		DV ACCOUNTANT	
+	COMPUTERISED CASH	NOT PRINTED & SIGNED BY ACCOUNTANT	
	воок		
		VEC	
	CASH VOUCHER	YES	
1	CHECKED & GENRATED		
	BANK	RECONCILED UP TO 31/03/2023	
	RECONCILLATION	RECONCILED OF 10 32/00/2010	
		CHECKED & Reconciled	MONTHLY
	BANK STATEMENT	CHECKED &	
	TANK A /C DETAILS	BALANCE AS ON 31.3.2023	
	BANK A/C DETAILS	740595.16	RECONCILLED
	BOB KIT P 40050100003505	31874.9	RECONCILLED
	HDFC KIT 50100295168520 HDFC KIT 0127145000035	67529.35	RECONCILLED
	ICICI KIT 158301003164	4771967.2	RECONCILLED
	ICICI KIT 138301003104		
3	PENDING ENTRIES	NOT FOUND	
A	POST DATED CHEQUE	NOT FOUND	
		ATER VERSION IS BEING LISED FOR	
	ACCOUNTING SOFTWARE	TALLY ERP 9 UPDATED VERSION IS BEING USED FOR ACCOUNTING ENTRIES ONLY AUTHORISED PERSON	
		WHO HAVE ACCESS RIGHTS CAN ALTER THE ENTRIES	
		WHO HAVE ACCESS RIGHTS CAN ALTER THE	
		DAILY BACK UP IS BEING TAKEN ON EXTERNAL DRIVE	
	TALLY BACK UP	DAILY BACK OF 13 BEING TAKEN ON E.	-
	CASH IMPREST		
	CASIT IVII RES	DURING THE AUDIT IT HAS BEEN FOUND THAT	
		IMPREST BALANCES IS CARRIED OVER	
		LONG TIME IT MUST BE SETTELED IN A EVERY	
		MONTH	0 1
			Plus
	SUNDRY CREDITORS /		Director

	SUPPILIERS LIST	THE STATE OF LIST FOUND	
		NO APPROVED VENDOR LIST FOUND	
		THE PART AND THE PART OF THE P	
-	QUOTATION	NO SUCH FILE WAS FOUND HAND MADE	
		QUATATION IS BEING GENRATED	
		NO SUCH VERIFIED QUATION WERE FOUND	
-	VOUCHERS DISCRIPENCY		
-	VOGCHERS BISCHII 2005	NO ONLINE PAYMENT HAS BEEN DONE FOR	
-		COMPUTER LAB EXPENSES	
		CONVENCE PAID TO ANUKOOL SHUKLA BUT	
1		APPROVAL TAKEN JIONTLY OF A ANOTHER STAFF	
+		APPROVAL TAKENSTOWNER CO.	
t		TO THE WORLD'S DANK DECEIPT AND RECEIPT	
		IN SOME VOUCHERS BANK RECEIPT AND RECEIPT	
		AMOUNT ARE DIFFERENT	
	FIXED ASSETS REGISTER	NOT MAINTAINED AS PER NORMS	
+	FIXED ASSETS REGISTER	NO MOVMENT REGISTER OF COPMPUTER &	
+		ACCESSSRIES IS BEING MAINTAINED	
+			
		STOCK REGISTER IS FOUND BUT SOME ENTRIES	
	STOCK	ARE NOT ENTERED	
-		ARE NOT ENTENES	
	LOG BOOK	MAINTAINED	
		DEDOCATO IS DEING MAINTAINED	
	DG SET ROOM	ALL REPORTS IS BEING MAINTAINED	
	NATES	NO STOCK REGISTER IS MAINTAINED	
	MESS	OF PHARMACY STUDENTS	
	HOSTEL	ASSETS REGISTER IN HOSTEL IS NOT BEING	
	HOSTEE	MAINTAINED	
		IN LIBRARY A SOFTWARE LYBSISIS WHICH IS	
	LIBRARY	USER FRIENDLY IS BEING USED	
		ALL ENTRIES WERE FOUND BUT LIBRARY FINE	
		SLIPS WERE FOUND IN CENTRAL LIBRARY	
		LIBRARY REGISTER STUDENT ENTRY REGISTER IS	
		BEING MAINTAINED	
		REING IMAIN LAINED	
6	BOOK BANK CHARGES	TOTAL BOOK BANK CHERGES B PHARMA RS 13000/-	
		16	0 1
	MISSING BOOK DETAIL	5559/- COST	hind

A-1. UPSIDC Industrial Area, Rooma
Kennur-208901

	TOTAL BOOK BANK FINE	36067/-	
	TOTAL STAFF OF LIBRARY	6	
T	MEDICAL ROOM		
		DAYI STOCK REGISTER IS BEING MAINTAINED	
		MEDICICINES WERE PHYCIALY VERIFIED FROM	
		STOCK REGISTER	
		AAAINTAINED	
	ATTENDENCE REGISTER	MAINTAINED	
		SEPRATE REGISTER REQIRES FOR FACLITY & STAFF	
		PROPER ADMISSION FORM IS BEING MAINTAINED	
	ADMISSION	PROPER ADMISSION REGISTER IS BEING MAINTAINED	
	ADMISSION REGISTER	PROPER ADMISSION REGISTER IS BEING WARTEN	
	TO ALL COCEDIATIONS		
	GENRAL OBSERVATIONS	COMPUTER LABS WERE FOUND IN GOOD CONDITION	
	COMPUTER LABS	STUDENT ENTRY REGISTER IS BEING MAINTAINED	
		COMPUTER ACCESSERIES MOVMENT REGISTER WERE	
		NOT FOUND	
4		NO. 100	
	COMPUTER & ACCESSRIES		
	COMPUTER & ACCESSIVES	TFT -51	
		CPU -51	
-		KEY BOARD-51	
-	-	MOUSE -51	
-		UPS -51	
		DEAD STOCK -6	
		REPAIR- 8	
		PRINTER ALL IN ONE INCLUDING SCANNER -2	
4	CAMERA	51	
5	SECURITY REGISTERS	SECURITY REGISTERS ARE BEING MAINTAINED	
		DULY SIGNEED BY SECURITY GAURDS	
		TOUR TOUR TOUR	
0	FIXED ASSETS REGISTER	NO SUCH REGISTER FOUND	
	LAB EQIPMENT		
		INTERNAL AUDITOR	
		INTERNAL ADDITOR	
		Udit Batpai	
		UDIT BAJPAI	
		0011 011111	
		A	1
		NI NI	1



PCI APPROVED • AKTU & BTE AFFILIATED • ISO 9001:2015 CERTIFIED

Fee Structure



A-1, UPSIDC Industrial Area, Rooma, Kanpur-208001 (U.P.) India Ph: 7705011891 • E-Mail-ID: info.kitp@kit.ac.in, director.kitp@kit.ac.in

Course	Branch	Branch Tuition Fee		Day Boarding Fees	Annual Fee
Course	Dranch	2018	Scholarship	1 663	Ailliual Fees
B.Pharm.	B.Pharm.	80406	0	12500	92906
3.Pharm.(Lateral)	B.Pharm.	80406	0	12500	92906

Director

npur Institute of Technology and Pharmacy i-1, UPSIDC Industrial Area, Rosma Kannur-208001



A-1, UPSIDC Industrial Area, Rooma, Kanpur-208001 (U.P.) India Ph: 7705011891 • E-Mail-ID: info.kitp@kit.ac.in, director.kitp@kit.ac.in

	5	Session- 201	9-20		
Course	Branch	Tuition Fee	Merit Scholarship	Day Boarding Fees	Annua Fees
		2019		The same of the	
B.Pharm.		80406	0	34594	115000
B.Pharm.(Lateral)		80406	30406	0	50000
M.Pharm.	Pharmaceutics	68750	0	16250	85000

Director

Kennour Institute of Technology And Pharmacy A-1, UPSIDC Industries Area, Rooma

Kanpur-208001



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		Session- 202	0-21		
Course	Branch	Tuition Fee	Merit Scholarship	Day Boarding Fees	Annua Fees
		2020		A SHAPARATE	
B.Pharm.		80406	0	34594	115000
B.Pharm.(Lateral)		80406	30406	0	50000
M.Pharm.	Pharmaceutics	80406	406	0	80000
M.Pharm.	Pharmaceutical Chemistry	80406	406	0	80000

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		Sessio	on 2021-22		
Course	Branch	Tuition Fee	Day Boarding Fee	Merit Scholarship	Total Fee
B.Pharm.		80406	29594	0	110000
B.Pharm(lateral)		80406	0	25406	55000
M.Pharm.	Pharmaceutics	80406	0	5406	75000
M.Pharm.	Pharmaceutical Chemistry	80406	0	406	80000
Hostel Charges		67000			
Bus Ch	Bus Charges				

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Session 2022-23								
Course	Branch	Tuition Fee	Day Boarding Fee	Merit Scholarship	Total Fee			
B.Pharm.		80406	29594	0	110000			
B.Pharm(lateral)		80406	0	20406	60000			
M.Pharm.	Pharmaceutics	80406	0	5406	75000			
M.Pharm.	Pharmaceutical Chemistry	80406	0	5406	75000			
Hostel Charges		73000						
Bus Charges		30000	¥					

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