



DADI INSTITUTE OF ENGINEERING & TECHNOLOGY

(Approved by A.I.C.T.E., New Delhi & Affiliated to JNTUK, Kakinada)

An ISO 9001:2008; ISO 14001:2004 & OHSAS 18001:2007 Certified Institution

NH-5, Anakapalle – 531002, Visakhapatnam, A.P.

Mobile: +91 9963981111, Website: www.diet.edu.in, E-mail: info@diet.edu.in

INTERNAL AUDIT REPORT (FY 2016-2017)

Internal Audit Team

Date:6/4/2017

S. No.	Name	Designation	Position
1	Dr. P B Rama Kumar	Associate Professor, MBA (Fin)	Coordinator
2	Mrs. V Hareesha	Assistant Professor, MBA (Fin)	Member

Report:

1. The committee obtained all the information and explanation which to the best of knowledge and belief were necessary for the purpose of the audit.
2. Proper books of accounts have been kept in the institution and the information of the accounts is true and fair view. After thorough examination of reports and evidence produced by the institution during the time period are true and fair view and proper audit procedures are followed during the internal audit
3. All the expenditure that are submitted by accounts department are valued according to accounting standards, as per convenience the internal committee observed the data and classified into separate cost centers like Physical and Academic maintenance and Infrastructure Augmentation.
4. The additional physical expenditure for labs is charged at same rate of depreciation under WDV method.

Enclosure 1: Physical Expenses

S.No.	Items	Amount
1	Building upkeeping repair & maintenance	404355
2	Garden Expenses	274347
3	Internet & Website maintenance charges	400600
4	Lab consumables & Maintenance	185535
5	Mineral Water charges	55264
6	computer software expenses	33578
7	Printing stationary & Xerox	748679
8	Repair & maintenance Electricals	44405
9	Repair & maintenance of Computers	42006
10	Repair & maintenance of Generator	34613
11	Sports & Events Expenses	40395
12	Tollgate Expenses	77597
13	Oil Lubricants for vehicle and generator	2783540
14	Vehicle Repairs & maintenances	989403
15	Vehicle Taxes & insurances	947304
16	Advertisement & Publicity	545942
17	Audit Fee	50000
18	Bank charges & Commissions	3639
19	Electricity Charges	1363356
20	Insurance charges	6642
21	Office maintenance	183134
22	Postage, courier, Revenue Stamps and Telegrams	22900
23	Professional Tax	13000
24	Staff Welfare & medical aid	84162
25	Telephone expenses	324616
26	cleaning and sanitation expenses	59790
27	Insurance Staff & Students	41040
28	Student Campaign Charges	41242
29	Freight charges	10278
Total		9811362

Enclosure 2: Academic Expenses

S.No.	Items	2016-2017
1	Campus placement and training expenses	727616
2	Examination Expenses	178412
3	Functions & meeting Expenses	290246
4	Guest Lecturers Honorarium	38000
5	Library subscription & magazines	209190
6	Research & development Expenses	70000
7	Gifts & Prizes to Merit Students	38200
8	Membership Fee for Professional Bodies	91030
9	Travelling conveyance charges	227079
10	Workshop seminar expenses	165883
11	Decennial Expenses	530842
12	JNTUK Staff Ratification	30000
TOTAL		2596498

Audit Procedure:

Determined and evaluated appropriate evidences of the entity concerning the financial statements assertions available from the accounts department of the entity during the time Further evidence are audited in accordance with audit procedure and obtained sufficient audit evidences.

Signature:

S.No.	Name	Signature
1	Dr P B Rama Kumar	<i>Dr. P. B. Rama Kumar</i>
2	Mrs. V Hareesha	<i>V. Hareesha</i>

Enclosure 1: Physical Expenses

Enclosure 2: Academic Expenses

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INTERNAL AUDIT REPORT (FY 2017-18)

Internal Audit Team

Date: 12/4/2018

S. No.	Name	Designation	Position
1	Dr P B Rama Kumar	Associate Professor of MBA (Finance)	Coordinator
2	Mr A. Kiran Kumar	Assistant Professor of MBA (Finance)	Member

Respondents:

1. Mr. P.U.S. Sharma- AO
2. Mr. Sree Ramanjaneyulu - Accountant

Report:

1. The committee obtained all the information and explanation which to the best of knowledge and belief were necessary for the purpose of the audit.
2. Proper books of accounts have been kept in the institution and the information of the accounts is true and fair view. After thorough examination of reports and evidence produced by the institution during the time period are true and fair view and proper audit procedures are followed during the internal audit
3. All the expenditure that are submitted by accounts department are valued according to Accounting standards, as per convenience the internal committee observed the data and classified into separate cost centers like Physical and Academic maintenance and Infrastructure Augmentation.
4. The expenditure incurred by the institution are in gross block value, internal audit team observed and suggested to segregate the total value to departments, functional committees and office expenditure and maintain separate budgets

Enclosure 1: Physical Expenses

S.No.	Items	Amount
1	Building upkeeping repair & maintenance	269298.00
2	Annual maintenance charges UPS, EPBX	174000.00
3	Garden Expenses	115694.00
4	Internet & Website maintenance charges	392000.00
5	Lab consumables & Maintenance	326406.00
6	Mineral Water charges	79948.00
7	computer software expenses	65000.00
8	Printing stationary & Xerox	650269.00
9	Repair & maintenance Electricals	206749.00
10	Repair & maintenance of Computers	120294.00
11	Repair & maintenance & Furniture &	33627.00
12	Repair & maintenance of Generator	19530.00
13	Sports & Events Expenses	140765.00
14	Rain harvesting Pit	27692.00
15	Web Maintenance Charges	13990.00
Vehicle Repairs & maintenances		
16	Tollgate Expenses	106371.00
17	Oil Lubricants for vehicle and generator	3356453.00
18	Vehicle Repairs & maintenances	1355945.00
19	Vehicle Taxes & insurances	991899.00
TOTAL		8445930.00

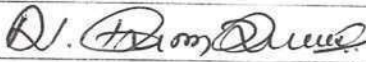
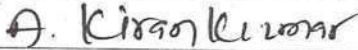
Enclosure 2: Academic Expenses

S.No.	Items	Amount
1	Campus placement and training expenses	869776.00
2	Examination Expenses	470336.00
3	Functions & meeting Expenses	142867.00
4	Guest Lecturers Honorarium	196552.00
5	DIET Utsav Expenditure	492110.00
6	Faculty Training Expenses	23965.00
7	Library subscription & magazines	514935.00
8	Research & development Expenses	146240.00
9	Gifts & Prizes to Merit Students	46725.00
10	Graduation Day Expenses	39769.00
11	Membership Fee for Professional Bodies	259264.00
12	Travelling conveyance charges	208474.00
13	Workshop seminar expenses	33517.00
14	NAAC Expenses / NBA consultancy Charges	186610.00
15	Campus interviews expenses	155003.00
16	Teachers' day faculty Awards	83000.00
TOTAL		3869143.00

Audit Procedure:

Determined and evaluated appropriate evidences of the entity concerning the financial statements assertions available from the accounts department of the entity during the time. Further evidences are audited in accordance with audit procedure and obtained sufficient audit evidences.

Signature:

S.No.	Name	Signature
1	Dr P B Rama Kumar	
2	Mr. A Kiran Kumar	

Enclosure 1: Physical Expenses

Enclosure 2: Academic Expenses


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INTERNAL AUDIT REPORT (FY 2018-19)

Internal Audit Team

Date: 12/4/2018

S. No.	Name	Designation	Position
1	Dr P B Rama Kumar	Associate Professor of MBA (Finance)	Coordinator
2	Mr. A. Kiran Kumar	Assistant Professor of MBA (Finance)	Member

Respondents:

1. Mr. P Srinivas Rao: AO
2. Mr. Sri Ramanjaneyulu: Accountant

Report:

1. The committee obtained all the information and explanation which to the best of knowledge and belief were necessary for the purpose of the audit. Proper books of accounts have been kept in the institution and the information of the accounts is true and fair view.
2. After thorough examination financial reports Incomes and Expenditures of the Institutions evidence produced during the time period are true and fair view and proper audit procedures are followed during the internal audit.
3. All the expenditure that are submitted by accounts department are valued according to accounting standards, as per convenience the internal committee observed the data and classified into separate cost centers like Physical and Academic maintenance and Infrastructure Augmentation.

Enclosure 1: Physical Expenses

S.No.	Items	Amounts
1	Building up keeping repair & maintenance	162846.00
2	Annual maintenance charges UPS, EPBX & LIFT	284776.00
3	Garden Expenses	116414.00
4	Internet & Website maintenance charges	435920.00
5	Lab consumables & Maintenance	119201.00
6	Printing stationary & Xerox	425221.00
7	Repair & maintenance Electricals	20055.00
8	Repair & maintenance of Computers	61872.00
9	Repair & maintenance & Furniture & others	82476.00
10	Repair & maintenance of Generator	1230.00
11	Sports & Events Expenses	45841.00
12	Tollgate Expenses	116273.00
13	Oil Lubricants for vehicle and generator	3493496.00
14	Vehicle Repairs & maintenances	998781.00
15	Vehicle Taxes & insurances	978626.00
16	Generator Insurance expenses	6862.00
17	Transport Charges	11960.00
TOTAL		7361850.00

Enclosure 2: Academic Expenses


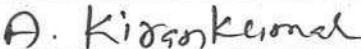
1	Campus placement and training expenses	390107.00
2	Examination Expenses	2688590.00
3	Functions & meeting Expenses	981330.00
4	Guest Lecturers Honorarium	40500.00
5	Faculty Training Expenses	21285.00
6	Library subscription & magazines	268814.00
7	Gifts & Prizes to Merit Students	168226.00
8	Membership Fee for Professional Bodies	98040.00
9	Travelling conveyance charges	333939.00
10	Workshop seminar expenses	202977.00
11	PMKVY training Expenses & Skill Development	1066035.00
12	APITA student's regi. Charges	95250.00
13	Correspondent Honorarium	40500.00
TOTAL		6395593.00

4. As per the internal policy of the institution and internal audit team recommendations of previous year, the budgeted expenditure reports are maintained by each department.
5. The Actual expenditures incurred by the de are departments properly examined.

Audit Procedure:

Determined and evaluated appropriate evidences of the entity concerning the financial statements assertions available from the accounts department of the entity during the time. Further evidences are audited in accordance with audit procedure and obtained sufficient audit evidences.

Signature:

S. No.	Name	Signature
1	Dr P B Rama Kumar	
2	Mr. A. Kiran Kumar	

Enclosure 1: Physical Expenses

Enclosure 2: Academic Expenses





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INTERNAL AUDIT REPORT (FY 2019-20)

Internal Audit Team:

Date:10/7/2020

S. No.	Name	Designation	Position
1	Mrs. J Sowmya	Assistant Professor of MBA (Finance)	Coordinator
2	Mr. A Kiran Kumar	Assistant Professor of MBA (Finance)	Member

Respondents:

1. Mr. P Srinivas Rao (AO)
2. Mr. Sri Ramanjaneyulu (Accountant)

Report:

1. The committee obtained all the information and explanation which to the best of knowledge and belief were necessary for the purpose of the audit. Proper books of accounts have been kept in the institution and the information of the accounts is true and fair view.
2. After thorough examination of reports and evidence produced by the institution during the time period are true and fair view and proper audit procedures are followed during the internal audit
3. All the expenditure that are submitted by accounts department are valued according to accounting standards, as per convenience the internal committee observed the data and classified into separate cost centers like Physical and Academic maintenance and Infrastructure Augmentation.
4. The augmented expenditure and maintenance expenditure are up to the standards.
5. Maximum cash flows are made through digital banking due to pandemic situation.

Enclosure 1: Physical Expenses

S. No.	Items	Amount
1	Building upkeeping repair & maintenance	97165.00
2	Annual maintenance charges UPS, EPBX & LIFT	156215.00
3	Garden Expenses	223422.00
4	Internet & Website maintenance charges	386244.00
5	Lab consumables & Maintenance	763384.00
6	Mineral Water charges	3330.00
7	Printing stationary & Xerox	324715.00
8	Repair & maintenance Electricals	14718.00
9	Repair & maintenance of Computers	38043.00
10	Repair & maintenance & Furniture & others	20530.00
11	Sports & Events Expenses	22854.00
12	Rain harvesting Pit	5070.00
13	Tollgate Expenses	10000.00
14	Oil Lubricants for vehicle and generator	2386416.00
15	Vehicle Repairs & maintenances	67058.00
16	Vehicle Taxes & insurances	1178372.00
17	Generator Insurance expenses	39051.00
TOTAL		5736587.00

Enclosure 2: Academic Expenses

S.No.	Items	Amount
1	Campus placement and training expenses	1227567.00
2	Examination Expenses	2444897.00
3	Functions & meeting Expenses	275303.00
4	Guest Lecturers Honorarium	159070.00
5	DIET Utsav Expenditure	518220.00
6	Faculty Training Expenses	589689.00
7	Library subscription & magazines	1079906.00
8	Gifts & Prizes to Merit Students	19350.00
9	Graduation Day Expenses	114694.00
10	Membership Fee for Professional Bodies	381572.00
11	Travelling conveyance charges	187454.00
12	Workshop seminar expenses	101176.00
13	NAAC Expenses / NBA consultancy Charges	121000.00
14	PMKVY training Expenses & Skill Development	71231.00
15	Correspondent Honorarium	240000.00
16	Student project kits	25000
17	Engineer's Day	35640
18	Students IEEE Service	161380.00
TOTAL		7753149.00

Audit Procedure:

Determined and evaluated appropriate evidences of the entity concerning the financial statements assertions available from the accounts department of the entity during the time. Further evidences audited in accordance with audit procedure and obtained sufficient audit evidences.

Signature:

S. No.	Name	Signature
1	Mrs. J Sowmya	J. Sowmya
2	Mr. A Kiran Kumar	A. Kiran Kumar

Enclosure 1: Physical Expenses

Enclosure 2: Academic Expenses


A.O.

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INTERNAL AUDIT REPORT (FY 2020-21)

Internal Audit Team:

Date: 7/7/2021

S. No.	Name	Designation	Position
1	Mrs. J Sowmya	Assistant Professor	Coordinator
2	Mr. A Venkateswara Rao	Assistant Professor	Member
3	Mr. Y S V S Chaitanya	Assistant Professor	Member

Respondents:

1. Mr. Srinivasa Rao (AO)
2. Mr. Sri Ramanjaneyulu (Accountant)

Report:

1. The committee obtained all the information and explanation which to the best of knowledge and belief were necessary for the purpose of the audit. Proper books of accounts have been kept in the institution and the information of the accounts is true and fair view.
2. After thorough examination of reports and evidence produced by the institution during the time period are true and fair view and proper audit procedures are followed during the internal audit
3. All the expenditure that are submitted by accounts department are valued according to Accounting standards, as per convenience the internal committee observed the data and classified into separate cost centers like Physical and Academic maintenance and Infrastructure Augmentation.
4. As per the standards the augmented expenditure should be appreciated to 40% recommended to the institution.
5. Digital accounting software system Tally version is updated to Tally Pro.

Enclosure 1: Physical Expenses

S. No.	Items	2020-21
1	Building up keeping repair & maintenance	76869.00
2	Annual maintenance charges UPS, EPBX & LIFT	163665.00
3	Garden Expenses	136647.00
4	Internet & Website maintenance charges	225736.00
5	Lab consumables & Maintenance	634817.00
6	Mineral Water charges	204817.00
7	computer software expenses	41093.00
8	Printing stationary & Xerox	123009.00
9	Repair & maintenance Electricals	154920.00
11	Repair & maintenance of Computers	199221.00
12	Repair & maintenance & Furniture & others	143445.00
13	Repair & maintenance of Generator	116800.00
14	Sports & Events Expenses	235982.00
15	Web Maintenance Charges	97940.00
	<u>Vehicle Repairs & maintenances</u>	
16	Tollgate Expenses	4370.00
17	Oil Lubricants for vehicle and generator	1671337.00
18	Vehicle Repairs & maintenances	463036.00
19	Vehicle Taxes & insurances	711703.00
20	Transport Charges	7286
TOTAL		5412693.00

Enclosure 2: Academic Expenses

S.No.	Items	2020-21
1	Campus placement and training expenses	1329272.00
2	Examination Expenses	3032232.00
3	Functions & meeting Expenses	28844.00
4	Guest Lecturers Honorarium	531000.00
7	Library subscription & magazines	1432918.00
9	Gifts & Prizes to Merit Students	320000.00
10	Graduation Day Expenses	107155.00
11	Membership Fee for Professional Bodies	126511.00
12	Travelling conveyance charges	13627.00
13	Workshop seminar expenses	424100.00
14	PMKVY training Expenses & Skill Development	25000.00
15	International Women's Day	16775
	TOTAL	7387434.00

Audit Procedure:

Determined and evaluated appropriate evidences of the entity concerning the financial statements assertions available from the accounts department of the entity during the time. Further evidences are audited in accordance with audit procedure and obtained sufficient audit evidences.

Signature:

S. No.	Name	Signature
1	Mrs. J Sowmya	J. Sowmya
2	Mr. A Venkateswara Rao	A. Venkateswara Rao
3	Mr. Y S V S Chaitanya	Y. S. V. S. Chaitanya

Enclosure 1: Physical Expenses

Enclosure 2: Academic Expenses


A. O.