

# SHRI MADHWA VADIRAJA INSTITUTE OF TECHNOLOGY AND MANAGEMENT

(A Unit of Shri Sode Vadiraja Mutt Education Trust, Udupi)

Accredited by NBA | Accredited by NAAC with 'A' grade | Affiliated to VTU, Belagavi

Approved by AICTE, New Delhi & Recognized by Govt. of Karnataka

Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



Prof. Dr. Thirumaleshwara Bhat

Principal

14/10/2021

R H Channabasappa

Chartered Accountant

Respected sir,

Subject: Invitation for Internal Audit

I hope this letter finds you well. We are reaching out to formally invite you to conduct an internal audit of College. As we continuously strive for excellence in our educational practices and administrative processes, we believe that an internal audit will provide valuable insights to enhance our overall efficiency.

Details of the internal audit are as follows:

- Date : 21-22 October 2021
- Time : 10:30 AM
- Location: SMVITM, Bantakal

Your expertise in auditing will be instrumental in helping us identify areas of improvement and ensuring that our college operates at the highest standards. We kindly request you to confirm your availability for the specified date and time. Additionally, please inform us of any specific requirements or documents you may need in advance to facilitate a smooth and thorough audit process.

Your commitment to excellence aligns with our vision for SMVITM, Bantakal and we eagerly anticipate the positive impact your insights will have on our institution. Your participation in this internal audit is highly valued, and we look forward to working closely with you.

Thank you for considering our invitation. Should you have any questions or require further information, please do not hesitate to contact us.

Sincerely,

  
Principal

CC to: SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT  
1. Office Superintendent (Accounts) – for necessary action  
2. Trust office for information  
Bantakal - 574115

  
Principal  
SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT  
Vishwothama Nagar, Udupi Dist.  
BANTAKAL - 574 115



**R.H. Channabasappa,**  
B. A. B. Com., F.C.A.  
Chartered Accountant

# 119, 4th Cross, 19th Main,  
1st 'N' Block, Rajajinagar,  
Bangalore - 560 010.  
Ph : 23478066 Mob. : 9980405245  
channabasappa1937@gmail.com

Ref.

Date : 16/04/2021

INTERNAL AUDIT REPORT

The internal audit of Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udupi for the 2<sup>nd</sup> half of the financial year 2020-21 was carried out by Mr. Jeethan Phyade of R H Channabasappa Chartered Accountant.

PART-A

Brief Details of the Auditee and the Audit

- a) Name of the Auditee : Shri Madhwa Vadiraja Institute of Technology and Management
- b) Name of Auditors : R H Channabasappa Chartered Accountant
- c) Days of audit : Two days
- d) Period covered in the current audit : 01 October 2020 to 31 March 2021

PART-B

**Executive Summary:**

- a) Objective of audit: The overall objective of internal audit is to ensure the financial discipline of the Institute. The internal auditor appointed by the college management also verifies the accounts, bank statement, cash transaction, procurement, payment, etc. from time to time and suggest the college authorities about the policies/procedures to be revised to maintain financial health of the institute.
- b) Methodology of Audit: The audit for the above period was conducted based on the supporting documents such as vouchers, records and books, statement of books etc, maintained in the college office. The internal audit was conducted focusing on the following points:
  - i. Whether the financial statements have been prepared in accordance with the standards of ICAI.
  - ii. Whether the college has adopted the methods and procedures for purchase of equipment, goods and services.
  - iii. Whether the procedures are followed by the college authorities while processing the payments such as salary, scholarships, payment for suppliers and service providers, mandatory payments like Provident Fund, TDS, and Professional Tax etc.
  - iv. Whether the identified expenditures are covered in the budget allocation.

Executive summary and suggestions/recommendations:

*Jeethan Phyade*

Principal

**SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT**  
Vishwothama Nagar, Udupi Dist,  
BANTAKAL - 574 115



c) Status of implementation of the Financial Management System During the audit we noted that Financial Management System has been implemented for the Financial year 2020-21.

d) **Status of compliance of previous audit report**

The compliance report for the previous Quarters was satisfactory.

e) **Key areas of weakness**

During audit we noted the following key areas of weakness regarding procedural lapse.

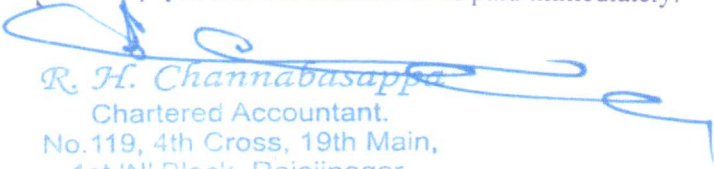
PART-C

**Observations:**

- a) A certian amount has been paid as Approval Expenses.
- b) The Bank Reconciliation was not updated
- c) In spite of audit observation during last half of the financial year the cash transactions have not came down
- d) Cash balance inspected and matching with the books of account

PART-D

- a) The accountant has been given instructions to finalize the Bank Reconciliation
- b) As far as possible the cash transactions to be minimized.
- c) The amount payable to the students to be paid immediately.

  
R. H. Channabasappa  
Chartered Accountant.  
No.119, 4th Cross, 19th Main,  
1st 'N' Block, Rajajinagar,  
BANGALORE - 560 010

UDIN:- 24016330BKLPD4687

  
Principal  
SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT  
Vishwothama Nagar, Udupi Dist.  
BANTAKAL - 574 115

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Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



Dr. Thirumaleshwara Bhat

Principal

23 October 2021

Office Superintendent (Accounts)

SMVITM, Bantakal

Dear Sir,

Subject: Compliance for the internal audit for the first half of the financial year 2021-22

held on 21,22 October 2021

With reference to above, Mr. Jeethan Phyade of R H Channabasappa Chartered Accountant has carried out internal audit for the first half of the financial year 2021-22 held on 21,22 October 2021 and the following were the observations during the audit.

**Observations:**

- Cash payments have been done as labor charges
- Certain transactions have been done. But Quotation not obtained.
- Cash balance inspected and matching with the books of account

I am herewith instructing you to comply with all the above observations at the earliest.

Principal

Principal

SHRI MADHWA VADIRAJA

INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwothama Nagar, Udupi Dist.  
Secretary, SSVMET, for information

Trust Office – for information

Principal

SHRI MADHWA VADIRAJA

INSTITUTE OF TECHNOLOGY & MANAGEMENT

Vishwothama Nagar, Udupi Dist.  
BANTAKAL - 574 115

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Prof. Dr. Thirumaleshwara Bhat

Principal

20/04/2022

R H Channabasappa

Chartered Accountant

Respected sir,

Subject: Invitation for Internal Audit

I hope this letter finds you well. We are reaching out to formally invite you to conduct an internal audit of College. As we continuously strive for excellence in our educational practices and administrative processes, we believe that an internal audit will provide valuable insights to enhance our overall efficiency.

Details of the internal audit are as follows:

- Date : 25-26 April 2022
- Time : 10:30 AM
- Location: SMVITM, Bantakal

Your expertise in auditing will be instrumental in helping us identify areas of improvement and ensuring that our college operates at the highest standards. We kindly request you to confirm your availability for the specified date and time. Additionally, please inform us of any specific requirements or documents you may need in advance to facilitate a smooth and thorough audit process.

Your commitment to excellence aligns with our vision for SMVITM, Bantakal and we eagerly anticipate the positive impact your insights will have on our institution. Your participation in this internal audit is highly valued, and we look forward to working closely with you.

Thank you for considering our invitation. Should you have any questions or require further information, please do not hesitate to contact us.

Sincerely,



Principal

Principal

SHRI MADHWA VADIRAJA

CC to:

1. Office Superintendent (Accounts) – for necessary action
2. Trust office – for information



Principal

SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT  
Vishwothama Nagar Udupi Dist.  
BANTAKAL - 574 115



R.H. Channabasappa,  
B. A. B. Com., F.C.A.  
Chartered Accountant

# 119, 4th Cross, 19th Main,  
1st 'N' Block, Rajajinagar,  
Bangalore - 560 010.  
Ph : 23478066 Mob. : 9980405245  
channabasappa1937@gmail.com

Ref.

Date : 26/04/2022

INTERNAL AUDIT REPORT

The internal audit of Shri Madhwa Vadiraja Institute of Technology and Management, Bantakal, Udipi for the second half of the financial year 2021-22 was carried out by Mr. Jeethan Phyade of R H Channabasappa Chartered Accountant.

PART-A

Brief Details of the Auditee and the Audit

- a) Name of the Auditee : Shri Madhwa Vadiraja Institute of Technology and Management
- b) Name of Auditors : R H Channabasappa Chartered Accountant.
- c) Days of audit : Two days
- d) Period covered in the current audit : 01 October 2021 to 31 March 2022

PART-B

**Executive Summary:**

- a) Objective of audit: The overall objective of internal audit is to ensure the financial discipline of the Institute. The internal auditor appointed by the college management also verifies the accounts, bank statement, cash transaction, procurement, payment, etc. from time to time and suggest the college authorities about the policies/procedures to be revised to maintain financial health of the institute.
- b) Methodology of Audit: The audit for the above period was conducted based on the supporting documents such as vouchers, records and books, statement of books etc, maintained in the college office. The internal audit was conducted focusing on the following points:
  - i. Whether the financial statements have been prepared in accordance with the standards of ICAI.
  - ii. Whether the college has adopted the methods and procedures for purchase of equipment, goods and services.
  - iii. Whether the procedures are followed by the college authorities while processing the payments such as salary, scholarships, payment for suppliers and service providers, mandatory payments like Provident Fund, TDS, and Professional Tax etc.
  - iv. Whether the identified expenditures are covered in the budget allocation.
- c) Status of implementation of the Financial Management System During the audit we noted that Financial Management System has been implemented for the Financial year 2021-22.

Principal  
SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT  
Vishwothama Nagan, Udipi Dist.  
BANTAKAL - 574 115



d) **Status of compliance of previous audit report**

The compliance report for the previous Quarters was satisfactory.

e) **Key areas of weakness**

During audit we noted the following key areas of weakness regarding procedural lapse.

PART-C

**Observations:**

- a) The Bank Reconciliation was not updated
- b) Certain amount of has been paid. But bills not received
- c) Certain amount has been paid as security deposit
- d) Cash balance inspected and matching with the books of account.

PART-D

**Executive summary and suggestions/recommendations:**

- a) The accountant has been given instructions to finalize the Bank Reconciliation
- b) The amount payable to the third parties as deposits to be kept as Fixed.

  
R. H. Channabasappa  
Chartered Accountant.  
No.119, 4th Cross, 19th Main,  
1st 'N' Block, Rajajinagar,  
BANGALORE - 560 010

UDIN: 24016330BKCPPF7533

  
Principal  
SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT  
Vishwothama Nagar, Udupi Dist.  
BANTAKAL - 574 115

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Vishwothama Nagar, Bantakal - 574115, Udupi District, Karnataka.



Dr. Thirumaleshwara Bhat

Principal

27 April 2022

Office Superintendent (Accounts)

SMVITM, Bantakal

Dear Sir,

Subject: Compliance for the internal audit for the second half of the financial year 2021-22

held on 25,26 April 2022

With reference to above, Mr. Jeethan Phyade of R H Channabasappa Chartered Accountant has carried out internal audit for the second half of the financial year 2021-22 held on 25,26 April 2022 and the following were the observations during the audit.

## Observations:

- The Bank Reconciliation was not updated
- Certain amount of has been paid. But bills not received
- Certain amount has been paid as security deposit
- Cash balance inspected and matching with the books of account.

I am herewith instructing you to comply with all the above observations at the earliest.

Principal

Principal

SHRI MADHWA VADIRAJA  
INSTITUTE OF TECHNOLOGY & MANAGEMENT  
Vishwothama Nagar Udupi Dist.  
BANTAKAL - 574115  
Secretary, SSVMBETH for information

Trust Office – for information

Principal

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