



Vel Tech

Rangarajan Dr. Sagunthala
R&D Institute of Science and Technology
(Deemed to be University Estd. u/s 3 of UGC Act, 1956)

**Attendance Sheet for 30th Meeting of Finance Committee
on 27.03.2023 at 03.00 p.m.
Venue: Vice Chancellor Chamber**

S.NO.	NAME	POSITION	SIGNATURE
1.	Prof.S.Salivahanan Vice Chancellor, Vel Tech Rangarajan Dr. Sagunthala R & D Institute of Science and Technology.	Chairperson	<i>S. Salivahanan</i>
2.	Mrs.Rangarajan Mahalakshmi Kishore, Chairperson Managing trustee, Vel Tech Rangarajan Dr. Sagunthala R & D Institute of Science and Technology.	Sponsoring Trust Nominee	<i>M. Mahalakshmi</i>
3.	Prof. Dr. V. Jayasankar, Professor, Department of Electronics and Communication Engineering Vel Tech Rangarajan Dr. Sagunthala R & D Institute of Science and Technology.	BoM Nominee	<i>V. Jayasankar</i>
4.	Dr.E.Kannan, Registrar, Vel Tech Rangarajan Dr. Sagunthala R & D Institute of Science and Technology.	BoM Nominee	<i>E. Kannan</i>
5.	Mr. P. Sakthi Ajay Finance Officer, Vel Tech Rangarajan Dr. Sagunthala R & D Institute of Science and Technology.	Secretary	<i>P. Sakthi Ajay</i>

S. Salivahanan
VICE CHANCELLOR
Prof. S. Salivahanan
Vice Chancellor



**AGENDA AND MINUTES OF 30th MEETING OF
THE FINANCE COMMITTEE**
on 27.03.2023 AT 03.00 p.m.
VENUE : VICE CHANCELLOR CHAMBER.



AGENDA

30.1	<i>To record the notice of convening 30th Meeting of the Finance Committee scheduled on March 27, 2023.</i>
30.2	<i>To approve and record the Agenda of the 30th Meeting of the Finance Committee scheduled on March 27, 2023.</i>
30.3	<i>To review the action taken on the decisions of the previous meeting held on November 28, 2022.</i>
30.4	<i>To inform the Committee about the leave of absence of the members.</i>
30.5	<i>To approve and record the minutes of the 29th meeting of the Finance Committee held on November 28, 2022.</i>
30.6	<i>To discuss and approve the Proposed Budget for the Financial year 2023-24.</i>
30.7	<i>To approve and record the Audited Balance Sheet for the Financial Year 2021-22.</i>
30.8	<i>To approve and record the Internal Audit report of the Accounts pertaining to the Financial Year 2022-23.</i>
30.9	<i>Any other item with the permission of the Chairperson.</i>
30.10	<i>To fix the date for holding the next meeting of the Planning & Monitoring Board.</i>
VOTE OF THANKS	

S. Sathya

Prof. S. Salivahanan
Vice Chancellor

Vel Tech
Rangarajan Dr. Sagunthala
R&D Institute of Science and Technology
Approved as an Autonomous Instt. with Effect from 2018

MINUTES

MEMBERS PRESENT

- | | |
|--|------------------------------|
| 1. Prof. S. Salivahanan,
Vice Chancellor,
Vel Tech. | Chairperson |
| 2. Mrs. Rangarajan Mahalakshmi Kishore
Chairperson and Managing Trustee,
Vel Tech. | Trust Nominee |
| 3. Prof. Dr. V. Jayasankar,
Professor, Dept. of ECE
Vel Tech. | BoM Nominee |
| 4. Prof. Dr. E. Kannan,
Registrar,
Vel Tech. | BOM Nominee |
| 5. UGC Nominee | Name - not received from UGC |
| 6. Mr. P. Sakthi Ajay
Finance Officer,
Vel Tech. | Secretary |

Quorum was present.

The meeting was called to order.

The Vice Chancellor welcomed the members who were present.

The Agenda was taken up for discussion.

The Vice Chancellor presided over the meeting.

- 30.1 To record the notice of convening 30th Meeting of the Finance Committee scheduled on March 27, 2023.**

A copy of the 30th Finance Committee meeting notice is placed at Appendix-A.

A. 30th FCM Notice



[Appendix-A Click here](#)

RESOLVED to record the notice of convening 30th Meeting of the Finance Committee scheduled on March 27, 2023.

- 30.2 To approve and record the Agenda of the 30th Meeting of the Finance Committee scheduled on March 27, 2023.

The Agenda of the 30th Finance Committee meeting is given in the page number 1.

RESOLVED to record Agenda of the 30th Finance Committee meeting of the Finance Committee scheduled on March 27, 2023.

- 30.3 To review the action taken on the decisions of the previous meeting held on November 28, 2022.

The Action Taken Report on the items of the previous Finance Committee meeting held on November 28, 2022 is given below:

Table: Action Taken Report

Item.No	Item	Decision Taken	Action Taken
29.4	To approve and record the actual expenditure against the budget and committed expenditure for the period from April 01, 2022 to October 31, 2022.	The FC approved the actual expenditure against the budget and committed expenditure for the period from April 01, 2022 to October 31, 2022 and the committee authorized the Finance Officer for re-appropriation of budget allocations according to merit subject to ratification by the Finance Committee.	The Finance Officer has presented the Re-appropriation of budget allocations made in the Budget of 2022-23 as in the <u>Appendix-B</u> given below.
29.5	To record and approve the half-yearly Balance Sheet for the financial year 2022-23.	The Finance Committee approved the half-yearly Balance Sheet for the financial year 2022-23.	RECORDED

B. (29.4) Re-appropriation



[Appendix-B Click here](#)

RESOLVED to record Action Taken Report on the items of the previous Finance Committee meeting held on November 28, 2022.

- 30.4 To inform the Committee about the leave of absence of the members.

All the members of the Finance Committee were present for the Meeting..

- 30.5 To approve and record the minutes of the 29th meeting of the Finance Committee held on November 28, 2022.

A copy of the minutes of the 29th FC meeting is placed below at [Appendix-C](#).

C. 29th FCM Minutes



[Appendix-C Click here](#)

RESOLVED to approve and record the minutes of the 29th meeting of the Finance Committee held on November 28, 2022.

- 30.6 To discuss and approve the Proposed Budget for the Financial year 2023-24.

The Finance Officer has presented the salient features of the Budget 2023-24 at the time of the meeting. After elaborate discussion on the budget allocations provided under different Account heads, the Finance Committee accepted the Budget of 2023-24.

RESOLVED to approve and record the Proposed Budget for the Financial year 2023-24.

- 30.7 To approve and record the Audited Balance Sheet for the Financial Year 2021-22.

The Finance Officer has presented the Audited Balance Sheet for the Financial Year 2021-22 as in the [Appendix-D](#).

D. Audited Balance Sheet



[Appendix-D Click here](#)

RESOLVED approve and record the Audited Balance Sheet for the Financial Year 2021-22.

- 30.8 To approve and record the Internal Audit report of the Accounts pertaining to the Financial Year 2022-23.

The Finance Officer has presented the Internal Audit report of the Accounts pertaining to the Financial Year 2022-23.

E. Internal Audit report



[Appendix-E Click here](#)

RESOLVED *approve and record the Internal Audit report of the Accounts pertaining to the Financial Year 2022-23.*

30.9 Any other items with the permission of the Chairperson.

No Item other than those included in the Agenda was taken up for discussion.

30.10 To fix the date for holding the next Finance Committee Meeting.

It has been decided to hold the next meeting of the Finance Committee in November 2023.

VOTE OF THANKS

The Finance Officer thanked all the members for actively taking active part in the discussions.

With theVote of thanks, the meering has come to a close.

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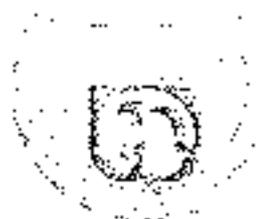
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VIT-ILIRIYANGARAIWAKKINAM & RAMP INSTITUTE OF SCIENCE AND TECHNOLOGY

PARTICULARS	BUDGET VS ACTUALS (As at 24th May 2022)		COMMITTED EXPENSES	TOTAL EXPENSES	BUDGET BEFORE REAPPROPRIATION	BUDGET AFTER REAPPROPRIATION	REMAINING BUDGET AVAILABLE
	BUDGET FY 2022-23	ACTUALS UTILIZATION (Till May 24th)					
FIXED ASSETS							
LIBRE & BULLDOZE							
GRASS	11,541,420	11,541,420		11,541,420	11,541,420	11,541,420	
GRAVEL	9,521,500	9,521,500		9,521,500	9,521,500	9,521,500	
SUB-TOTAL	19,026,000	19,026,000		19,026,000	(19,026,000)	19,026,000	
LABORATORY EXPENSES							
LABORATORY & FIELD TRIP EXPENSES	20,250,350	20,250,350		20,250,350	20,250,350	20,250,350	
LABORATORY EQUIPMENT PURCHASES	9,660,000	1,175,000		11,250,000	3,215,000	1,175,000	
LABORATORY SUPPLIES	5,153,000	5,153,000		5,153,000	5,153,000	5,153,000	
SUB-TOTAL	34,349,348	35,809,348		35,809,348	(11,149,080)	35,809,348	
LIBRARY BOOKS							
LIBRARY BOOKS	7,823,000	7,100,000		7,100,000	722,174	5,900,000	
PLANT & MAINTENANCE AND OTHERS							
MAINTENANCE OF BLDG	2,910,000	3,950,721		3,950,721	940,721	3,950,721	
MAINTENANCE OF EQUIPMENTS	40,000	50,000		50,000	10,000	30,000	
MAINTENANCE OF VEHICLES & MTRGS	5,017,000	4,870,000		4,870,000	147,000	4,870,000	
MAINTENANCE OF UTILITIES	10,000			10,000			
UTILITIES EXPENSES		790,270		790,270	790,270	790,270	
UTILITIES - WATER SUPPLY SYSTEM		80,000		80,000	10,000	70,000	
SUB-TOTAL	9,101,799	16,771,991		16,771,991	(7,450,144)	16,771,991	
TOTAL FIXED ASSETS	66,109,103	92,887,014		92,887,833	(26,767,630)	92,887,833	
EXPENSES							
STAFF SALARY & BENEFITS							
STAFF SALARY	351,12,289	306,99,311	2,050,000	31,693,311	2,050,000	31,693,311	2,790,000
STAFF BENEFITS	57,56,000	41,81,111	7,600,000	14,551,111	2,250,000	14,551,111	
STAFF TRAVEL	50,00,000	49,50,000		49,50,000	4,00,000	49,50,000	
STAFF MEALS & OTHERS		2,20,000		2,20,000	2,20,000	2,20,000	
SUB-TOTAL	67,17,829	59,91,422	10,650,000	63,704,422	(10,552,093)	63,704,422	2,750,000
STUDENT AID EXPENSES							
STUDENT AID	4,138,721	4,138,721		4,138,721	4,138,721	4,138,721	
STUDENT AID - SCHOLARSHIP	200,000	69,941		69,941	100,000	69,941	
STUDENT AID - OTHERS	9,13,721	5,53,780		5,53,780	6,03,721	5,53,780	
STUDENT AID - TRAVEL	19,91,000	3,69,800		3,69,800	2,30,000	3,69,800	
STUDENT AID - OTHERS	19,17,100	9,05,220		9,05,220	1,00,000	9,05,220	
STUDENT AID - SCHOLARSHIP	11,30,000	9,93,816		9,93,816	2,75,000	9,93,816	
STUDENT AID - OTHERS	50,00,000	47,29,139		47,29,139	2,70,861	47,29,139	
STUDENT AID - TRAVEL	1,30,000	67,841		67,841	60,000	67,841	
STUDENT AID - OTHERS	1,06,000	1,90,000		1,90,000	1,00,000	1,90,000	
STUDENT AID - TRAVEL	3,52,221	13,56,371		13,56,371	1,100,000	13,56,371	

PARTICULARS	BUDGET FY 2023-23	ACTUALS LIQUIDATION till Mar 2023	COMMITTED EXPENSES	TOTAL EXPENSES	BUDGET RE-ESTIMATION	BUDGET AFTER RECAPITULATION	REMAINING BUDGET AVAILABLE
SCHEMATIC CHARGES	39,100,000	40,203,070	4,604,300	33,407,070	(14,403,070)	1,335,663,000	2,759,661
TOTAL EXPENSES	1,53,57,26,406	1,33,49,35,179	117,694,624	1,32,40,109	30,113,907	1,32,857,690	2,759,661
TOTAL BUDGET	1,50,10,26,200	1,407,823,013	117,695,024	1,525,490,033	36,320,237	1,52,857,690	2,759,661
ADVANCE CASE TO STAFF & ADVANCE MADE TO VENDOR	-	-	53,506,596	53,506,596	(53,506,596)	94,337	-
TOTAL BUDGET AVAILABLE	1,50,10,26,200	1,407,823,013	171,241,646	1,579,066,629	2,759,661	1,50,10,26,200	2,759,661



**MINUTES OF THE 20th MEETING
OF FINANCE COMMITTEE
on 28.11.2022 at 12.00 Noon
VENUE : VC CHAMBER**

MEMBERS

- | | |
|---|------------------------------|
| 1. Prof. S. Sathyanathan,
Vice-Chancellor
Viduthi | Chairperson |
| 2. Mrs. Rajarajan Mahalingam Kishore,
Chairperson and Managing Trustee,
Viduthi | Trustee Member |
| 3. Prof. Dr. A. Jayaraman,
Dean, S&T
Viduthi | BOM Member |
| 4. Prof. Dr. L. Kannan,
Registrar
Viduthi | BOM Member |
| 5. UCC Member | Name - Not Received from UCC |
| 6. Mr. Sakthi Vijay
Finance Officer
Viduthi | Secretary |

Quorum was present.

The meeting was called to order.

The Vice-Chancellor welcomed the members who were present.

The Agenda was taken up for discussion.

The Vice-Chancellor presided over the meeting.

20.1 To record the notice of convening 20th Meeting of the Finance Committee scheduled on November 28, 2022.

The Meeting Notice along with the Agenda for the 20th Meeting of the Finance Committee scheduled on November 28, 2022 has been sent to all the members through E-Mail. The Agenda of the Meeting is put up at Appendix A.



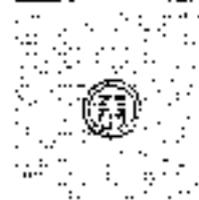
Appendix A (Continued)

RESOLVED to record the Meeting Minutes and the Agendas of the 29th Meeting of the Finance Committee scheduled on 28th 04 2022.

- 29.2 To confirm and record the minutes of the meeting of the 28th Finance Committee held on March 30, 2022.

The Minutes of the 28th Meeting of the Finance Committee held on March 30, 2022 is placed below Appendix B.

Appendix B (Continued)



Appendix B (Continued)

RESOLVED to approve the Minutes of the 28th Meeting of the Finance Committee held on March 30, 2022.

- 29.3 To review the Action Taken Report on the decisions taken at the 28th Meeting of the Finance Committee held on March 30, 2022.

The Action Taken Report on the items of the previous Finance Committee meeting held on March 30, 2022 is given below:

Table: Action Taken Report			
Item No.	Item	Decision Taken	Action Taken
28.6	To discuss and approve the revision schedule of the Fee Disbursement Committee for implementation from 2022-23 onwards.	The committee has approved the recommendation of the Fee Disbursement Committee for implementation from 2022-23 onwards.	Being implemented.
28.7	To discuss and approve the Proposed Budget for the financial year 2022-23.	The committee has approved the Proposed Budget for the financial year 2022-23.	The copies of the Budget have been sent to the Deans and Holders for their opinion and further action.

RESOLVED to approve the action taken report on the Minutes of the 28th Meeting of the Finance Committee held on March 30, 2022.

- 29.4 To approve and record the actual expenditure against the budget and committed expenditure for the period from April 01, 2022 to October 31, 2022.

The Finance Office has presented the actual expenditure against the budget allocations and committed expenditure for the period from April 01, 2022 to October 31, 2022 and the status of the major expenditure in the respective accounts for the period of November 01.

The Finance Office has highlighted the comparison of the account heads. The expenditure sheets are found to be consistent and in some cases, the allocation of funds are not fully or partially utilized. The Members after examining these facts, have come to a conclusion that re-appropriation of funds allocations can be made based on the results of the determination of the original budget and the finance officer shall submit the budget re-appropriation a ratification of the Finance Committee after the completion of this process.

Committee Report on



Appendix C Clerk's Report

RESOLVED to request the Finance officer to submit the re-appropriation of the budget allocations based on needs without detrimental to the overall budget and submit the same at the ensuing meeting of the Finance Committee for ratification.

- 29.5 To record and approve the half-yearly Balance Sheet for the financial year 2022-23.

The half-yearly Balance Sheet for the financial year 2022-23 is placed in at Appendix D

The Finance officer has presented the half-yearly Balance Sheet for the financial year 2022-23 with all supporting documents.

Final Yearly Balance Sheet



Appendix D Clerk's Report

RESOLVED to approve and record the half-yearly Balance Sheet for the financial year 2022-23.

29.6 Any other subject with the permission of the Chairperson.

None other than the items included in the approved Agenda has been set up for discussion.

29.7 To fix the date for holding the next Finance Committee Meeting.

It has been decided to hold the next meeting of the Finance Committee in March 2023 and the exact date of the meeting would be notified to the members in due course.

VOTE OF THANKS

The Finance Officer thanked all the members for their active participation in the meeting and for their valuable suggestions. He has personally thanked all the staff for their support and co-operation to finalise the Budget for 2022-23. With this Vote of Thanks, the meeting came to a close.

VILLAGE OF CHRYSLER, MARYLAND, PURCHASES FROM VENDOR'S LIST FOR 9 MONTHS ENDING 31/03/2023
AA 2022-2023

TDS Details

S No	Supplier Name	TAN	Nature of Receipts	Location	Amount Paid	Ref No
1	Wong, Angel Activated carb Industrial Filter	311200122	Consumables	Plant	1,000.00	
2	Wakame Address India NUTEL	011200122	Consumables	Plant	1,000.00	
3	Paragon International Pvt Ltd India	011200122	Equip	Plant	1,000.00	
4	Corporation Limited					
5	Essipri India Private Limited	001200122	Consumables	Plant	1,000.00	
6	Waste of India	011200122	Equip	Plant	1,000.00	
7	India, New, Limited	011200122	Equip	Plant	1,000.00	
8	Waste of India, India DNSH	011200122	Equip	Plant	1,000.00	
9	Waste of India, India	011200122	Equip	Plant	1,000.00	

TDS Details

1	Waste of India, India	011200122	Equip	Plant	1,000.00	
2	Waste of India, India	011200122	Equip	Plant	1,000.00	
3	Waste of India, India	011200122	Equip	Plant	1,000.00	
4	Waste of India, India	011200122	Equip	Plant	1,000.00	
5	Waste of India, India	011200122	Equip	Plant	1,000.00	
6	Waste of India, India	011200122	Equip	Plant	1,000.00	
7	Waste of India, India	011200122	Equip	Plant	1,000.00	
8	Waste of India, India	011200122	Equip	Plant	1,000.00	
Total					1,00,260.00	

ASSETS

Cash Accounts receivable Prepaid expenses Investments Equipment Buildings Land Intangible assets Other assets	\$ 1,200 2,500 500 10,000 15,000 20,000 5,000 1,000 1,000 1,000	31,200
		31,200
		7,18,741.64

LIABILITIES

Accounts payable Long-term debt Other liabilities	1,000 1,000 1,000	3,000
		3,000
		7,18,741.64

NET ASSETS & DEPOSITS CASSETTES

Cash U.S. Treasury U.S. Savings Bonds U.S. Government Securities U.S. Corporate Bonds U.S. Municipal Bonds U.S. International U.S. Real Estate U.S. Commodities U.S. Art U.S. Collectibles U.S. Other	\$ 1,000 2,000 3,000 4,000 5,000 6,000 7,000 8,000 9,000 10,000 11,000 12,000	71,200
		71,200
		7,18,741.64

1970-1971
 National Survey of the Health of the Nation
 Final Report
 Volume 1: National Survey
 NATIONAL SURVEY OF THE HEALTH OF THE NATION

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THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
5301 SOUTH DIVISION STREET
CHICAGO, ILLINOIS 60637

1. The first part of the paper
describes the experimental
method used to determine
the rate constants for the
reaction of the radical
with oxygen. The results
are shown in Figure 1.
The rate constants are
independent of the initial
concentration of the radical
and of the oxygen concentration.
This indicates that the
reaction is first order in
the radical and zero order
in oxygen. The rate
constant is 1.5×10^4 s⁻¹.

2. The second part of the
paper describes the
theoretical treatment of
the reaction. The rate
constant is calculated to
be 1.5×10^4 s⁻¹,
which is in good agreement
with the experimental
value.

REFERENCES

1. J. H. Goldstein,
J. Chem. Phys., 17, 105
(1949).

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1950	1951	1952	1953	1954	1955	1956	1957	1958	1959	1960	1961	1962	1963	1964	1965	1966	1967	1968	1969	1970	1971	1972	1973	1974	1975	1976	1977	1978	1979	1980	1981	1982	1983	1984	1985	1986	1987	1988	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050
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VIF HUBERANGKARAN DR SYAM N HAJAJA R&P (S-114) LTD (INCORPORATED IN INDIA)
A.Y. 2022-2023 (U.T. 31.03.2023)

Particulars	W.D. as on		Additions/Deletions		Total	Depreciation	W.D. as on
	31.03.2021	31.03.2022	Fixed Assets	Other Stp			
Block - A							
Land	18,61,12,810	18,61,12,810			18,61,12,810		18,61,12,810
Total of Block - A	18,61,12,810	18,61,12,810			18,61,12,810		18,61,12,810
Block - B - 10% Agitation							
Land	8,33,79,986	8,33,79,986			8,33,79,986		8,33,79,986
Buildings	8,17,24,775	8,17,24,775			8,17,24,775		8,17,24,775
Total of Block - B	16,51,04,761	16,51,04,761			16,51,04,761		16,51,04,761
Block - C - 15% Depreciation							
Plant & Machinery	1,55,67,338	1,55,67,338			1,55,67,338		1,55,67,338
Office Equipments	5,67,79,937	5,67,79,937			5,67,79,937		5,67,79,937
Other Block Assets	1,00,72,975	81,00,000			1,81,72,975		1,81,72,975
Total of Block - C	8,24,19,250	8,04,17,275			16,28,36,525		16,28,36,525
Total of Block - A & B & C	33,36,14,861	33,16,14,836			66,52,29,671		66,52,29,671
Less: Depreciation	8,97,29,000	8,97,29,000			8,97,29,000		8,97,29,000
Total of Block - C	24,38,85,861	24,18,85,836			47,55,00,646		47,55,00,646
Total of Block - C	17,43,84,995	17,43,84,995	12,06,818	1,17,45,191	19,68,17,004	1,17,45,191	19,68,17,004

APL TECH PURANGARAVAN BRICKS AND BATHING PRODUCTS PRIVATE LIMITED
APRIL 2022 - 2023

Particulars	WDA as on		Additions/Deletions		Total	Representations	By 2
	01.01.2021	31.03.2021	01.04.2021	31.03.2022			
Block - B - 25%							
Balance	1,42,916	1,42,916	68,000	68,000	1,10,916	1,10,916	1,10,916
Total of Block - B	1,42,916	1,42,916	68,000	68,000	1,10,916	1,10,916	1,10,916
Block - F - 40%							
Common & Part WDA	1,07,111	1,07,111	8,00,000	8,00,000	9,07,111	9,07,111	9,07,111
Special	81,95,132	81,95,132	2,00,000	2,00,000	83,95,132	83,95,132	83,95,132
Total of Block - F	1,89,06,243	1,89,06,243	8,08,000	8,08,000	9,91,06,243	9,91,06,243	9,91,06,243
Block - F							
Call by WIP	5,30,35,132	5,30,35,132	27,50,000	27,50,000	5,57,85,132	5,57,85,132	5,57,85,132
Total of Block - F	5,30,35,132	5,30,35,132	27,50,000	27,50,000	5,85,35,132	5,85,35,132	5,85,35,132
Total of Blocks - A to F	1,84,44,03,783	1,84,44,03,783	8,35,00,000	8,35,00,000	1,92,79,03,783	1,92,79,03,783	1,92,79,03,783

THE UNIVERSITY OF CHICAGO
DIVISION OF THE PHYSICAL SCIENCES
DEPARTMENT OF CHEMISTRY

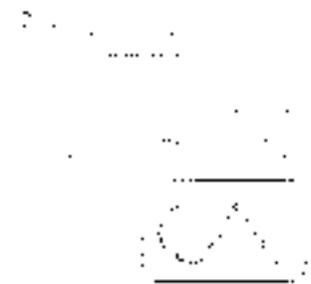
PHYSICAL CHEMISTRY

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Veltech Rangarajan Dr Sagunthala R&D Institute of Science and Technology Trust, Veltech Road, Avadi, Chennai - 600 028.

Internal Audit report of Veltech Rangarajan Dr Sagunthala R&D Institute of Science and Technology Trust for the FY 2022-23 PAN: AABTV8852A – Registered at: No.42, Veltech Road, Avadi, Chennai – 600 028.

Scope of Audit (Sample months verified – May 2022, Sep 2022 and Jan 2023)

1. Random Vouching of Expenses
2. Vouching of Purchase Bills
3. Vouching of Fixed Assets Bills
4. Bank & Loan Reconciliation
5. Purchase orders Verification
6. Payroll Process

On Vouching of payment/receipt vouchers there are no major discrepancies found. We found that the institution has made the maximum payments through Digital mode (Online Banking) and accepting the fees also through Bank Fee Five only.

Purchase Scrutiny

On verification purchases, it was supported with Purchase orders which were duly signed by the Authorities. Purchase bills were accompanied with GRN and proper gate pass to ensure the quantity verification.

Fixed Assets Bills

Purchase of equipment, plant and machinery, computers and other fixed asset bills were verified with bills and fixed asset registers maintained by the institution.

Bank & Loan Reconciliation



10, Pookkuzhi Street, Kothamangalam, Ernakulam, Kerala, PIN - 686 012. E-Mail: vyappan@vyappan.com Phone: 9799 164026

All bank & loan accounts have been reconciled with the respective statements and we were able to see some suspense accounts and instructions have been given to our suspension with instructions about correct bank and loan statements and reconciled with the books of accounts.

Purchase Orders

Purchase orders were duly supported by Quotation and the purchase committee has approved the quotations followed by purchase order received.

Payroll Process

Salary process verified for salary with the following aspect:

- Attendance
- Payroll Working
- Payment of Salaries

It is found proper in records.

Conclusion:

Overall verification of records it is found that proper books of accounts have been maintained and it is true and fair.

For V VYAPPAN & ASSOCIATES
CHARTERED ACCOUNTANTS

V. VYAPPAN
M.N.O. 220287



UDIN: 25330987GRCW05149
Date: 27.03.2024