

Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com Webiste: www.choithramnursing.com

# 6.4.2 Institution conducts internal and external financial audits regularly **INDEX**

S.No.	DOCUMENT	PAGE NO.
1.	Documents pertaining to internal audit (2018-2019)	2-5
2.	Documents pertaining to external audits (2018-2019)	6-9
3.	Documents pertaining to internal audits (2019-2020)	10-13
4.	Documents pertaining to external audit (2019-2020)	14
5.	Documents pertaining to internal audits (2020-2021)	15-18
6.	Documents pertaining to external audits (2020-2021)	19
7.	Documents pertaining to internal audits (2021-2022)	20-23
8.	Documents pertaining to external audits (2021-2022)	24
9.	Documents pertaining to internal audits (2022-2023)	25-28
10.	Documents pertaining to external audits (2022-2023)	29-34



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



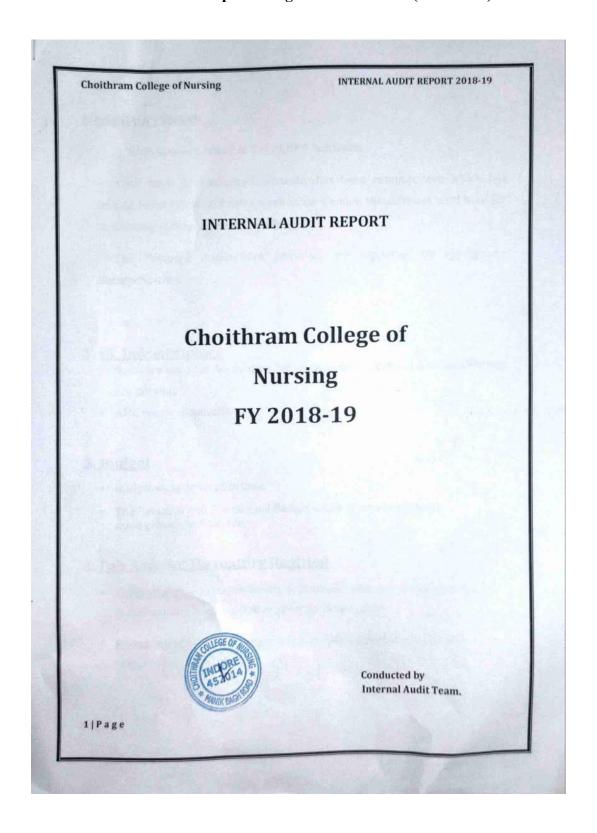
Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

## Documents pertaining to internal audit (2018-2019)





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

**INTERNAL AUDIT REPORT 2018-19** 

#### **OBSERVATIONS:**

Books are accounted in Tally ERP 9 Software.

Cash book is maintained manually has been computerized which has helped reduce time and extra work of the Cashier, the software used here for accounting is Original version of Tally.

The Financial transactions recorded, are supported by appropriate documentation.

#### 1. IT Infrastructure

- Software used for Accounting has access control defined and back entries are possible.
- AMC renewed annually.

## 2. Budget

- · Budget was prepared in time.
- The Financial and Operational Budget which is approved by the management is available.

## 3. Lab Register/Inventory Register

- Audit Observation:- Lab facility is available, and the manual lab register is maintaining properly. lab register is on up to date.
- Recommendation:- We suggest that the lab register be maintained in a computerized system.



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

Choithram College of Nursing

**INTERNAL AUDIT REPORT 2018-19** 

## 4. Verification of income

#### 4.1 Tuition Fees

- Class wise list of tuition fee collected is maintaining properly, and the receipts are properly issued.
- Method of collecting tuition fee is only through bank.
- Records of advance tuition fee and tuition fee receivable are maintained properly.

## 5. Verification of Expenses

#### 5.1 Staff Cost

- List of Teaching and Non-Teaching staffs are maintaining properly.
- ESI and PF calculations are maintaining properly and TDS return is filed within the due date.
- Salary payment is done through bank.

#### 5.2 Expenses Vouching

- It is really appreciated to see new Standard operating procedures adopted for payments of expenses which includes maker and checker concept are done effectively.
- Proper voucher system is followed for each payment; approval of the Management is obtained for transactions wherever required.
- Vouchers are prepared for each transaction and serially numbered.
- Appropriate classification is given for each expense and adequate supporting documents are attached with each voucher



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

**INTERNAL AUDIT REPORT 2018-19** 

## 6. Cash /Bank

- All Bank transactions including Interest and Bank charges were accounted after receiving Bank Statement; Bank transactions are accounted completely.
- Bank reconciliation is done.
- · Cash verification is done.

## 7. Vehicle Department

- There are only two buses under the vehicle department.
- Vehicle Documents available for verification.

#### 8. Hostel

- Hostels are functioning.
- Attendance register maintained properly.

Secretary
Choithram College of Nursing
Indore





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



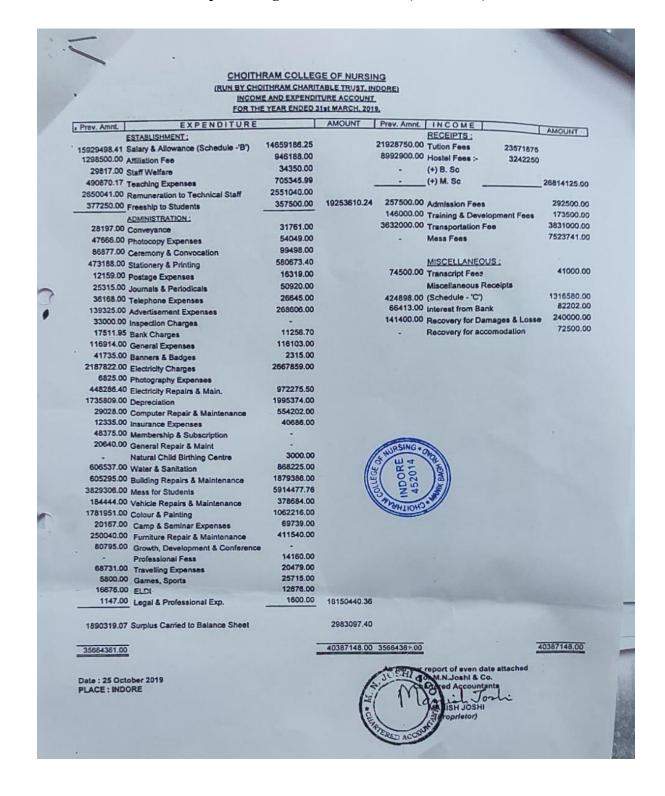
Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

#### **Documents pertaining to external audits (2018-2019)**





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.ln, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)

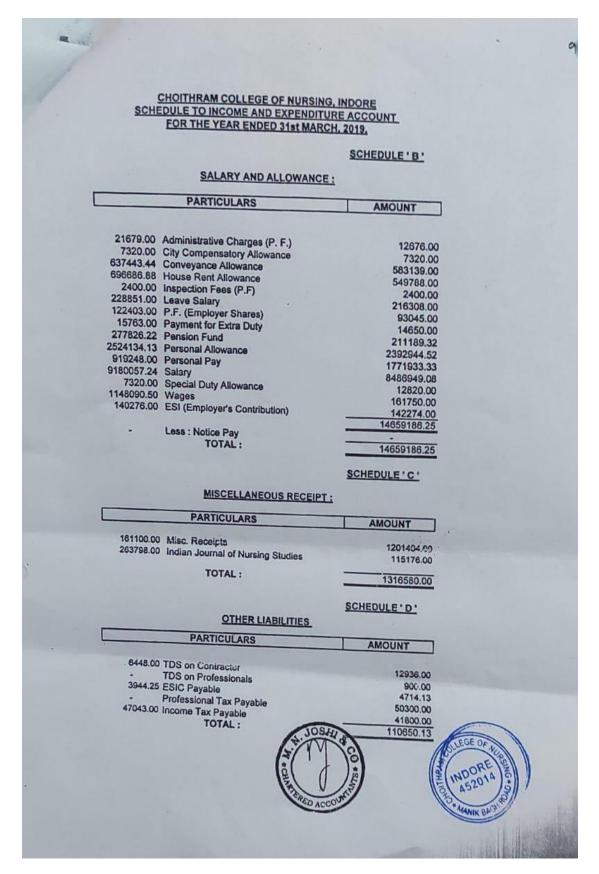


Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
Ext. No.: 407/578
Principal: +91-731-4939909

					OITHRAM COLI HOITHRAM CHA E OF FIXED ASS AS AT 31st	ETS TO BALAN				
				GROSS -		mar, 2019.			SCHEDUL	E-"A"
ASS	ETS	RATE %	COST AS	ADDE	1011	TOTAL AS	UP TO T	PRECIATIO	IN	AS ON
		70	ON 01.04.2018	Before Sept.,18	After Sept.,18	AT 31.03.19	01.04.2018		TOTAL AS ON 31.03.19	31.03.2019
Building		10%	27494378.00			27494378.00	47000001.00			8724676.00
Computer		40%	1117182.87	400000			17800294.00	969408.00	18769702.00	
				12000.00	27160.00	1268242.87	1026457.87	136923.00	1163380.87	
Furniture	and Fixture	10%	3741833.00		194700.00	3936533.00	2009171.00	183001.00	2192172.00	1744361.00
Refrigera	tor	15%	24700.00			24700.00	15091.00		16532.00	2100.00
Musical S	) mto-	15%	400000 00				15091.00	1441.00		20050 00
Wiusical	System	15%	196220.00			196220.00	158272.00	5692.00	163964.00	
Vehicle (	Bus)	15%	1499079.50			1499079.50	1351775.50	22096.00	1373871.50	125208.00
Audio Vi	deo System	15%	295151.80			295151.80	117875.80	26591.00	144466.80	150685.00
Books		40%	1809483.00	180188.00		1989671.00	1074601.00	549042.00	1623643.00	The second second
Electrica	I Installation	10%	35740.00			35740.00	24525.00	1122.00	25647.00	10093.00
Curtain	& Carpets	10%	62705.0	0	-	62705.00	37501.00	2520.00	40021.00	22684.00
										344479.00
Models	for Teaching	10%	870414.0	0	-	870414.00	465144.00	60791.00	525935.00	
Water C	Cooler & Air C	d 15%	115020.0	0		115020.00	45905.00	10367.0	56272.00	58748.00
Kitchen	Equiment	10%	293114.0	0		293114.00	29311.00	26380.0	55691.0	0 237423.00
ratorieri					884860.00	38080969.17	24155924.17	1995374.0	26151298.1	7 11929671.00
	TOTAL	-	37555021.1	7 304088.0	221860.00	38080969.17	24155924.17	1333374.0	20131230.1	71 71525071.001
						14	Pay	SOULEGE INDORE		



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.ln, choithramoffice@gmail.com Webiste: www.cholthramnursing.com

## Documents pertaining to internal audits (2019-2020)

Choithram College of Nursing	INTERNAL AUDIT REPORT 2019-20
The Control on the Control of the Co	
INTERNAL A	AUDIT REPORT
Chaithra	n College of
Nu	rsing
FY 2	019-20
SOULEGE OF MARIE	
(IND A 5 4 1 4 ) (IND A 1 4 ) (	
WANTA BY2.	Conducted by
	Conducted by Internal Audit Team.
1 Page	



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

**INTERNAL AUDIT REPORT 2019-20** 

#### **OBSERVATIONS:**

Books are accounted in Tally ERP 9 Software.

The Financial transactions recorded, are supported by appropriate documentation.

## 1. IT Infrastructure

- Software used for Accounting has access control defined and back entries are possible.
- AMC renewed annually.

## 2. Budget

- Budget was prepared in time.
- The Financial and Operational Budget which is approved by the management is available.

## 3. Lab Register/Inventory Register

 Audit Observation:- Lab facility is available, and the manual lab register is maintaining properly. lab register is on up to date.

# 4. Verification of income

# TOLLEGE OF THE SECOND S

#### 4.1 Tuition Fees

- Class wise list of tuition fee collected is maintaining properly, and the receipts are properly issued.
- Method of collecting tuition fee is only through bank.
- Records of advance tuition fee and tuition fee receivable are maintained



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

**INTERNAL AUDIT REPORT 2019-20** 

properly.

# 5. Verification of Expenses

#### 5.1 Staff Cost

- List of Teaching and Non-Teaching staffs are maintaining properly.
- ESI and PF calculations are maintaining properly and TDS return is filed within the due date.
- Obtain Attendance record.
- Salary payment is done through bank.

#### 5.2 Expenses Vouching

- It is really appreciated to see new Standard operating procedures adopted for payments of expenses which includes maker and checker concept are done effectively.
- Proper voucher system is followed for each payment; approval of the Management is obtained for transactions wherever required.
- Vouchers are prepared for each transaction and serially numbered.
- Appropriate classification is given for each expense are as follows:-
- Student Activities- in which head expenses related student activity any function and celebration farewell expenses accounted for and adequate supporting documents are attached with each voucher.
- Infrastructure Development- Various capital asset purchases during the period like an Attendance machine for recording of attendance in digital mode. It's help HR person to work efficiently.





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

## **Choithram College of Nursing**

**INTERNAL AUDIT REPORT 2019-20** 

## 6. Cash /Bank

- All Bank transactions including Interest and Bank charges were accounted after receiving Bank Statement; Bank transactions are accounted completely.
- Bank reconciliation is done.
- Cash verification is done.

## 7. Vehicle Department

- There are only two buses under the vehicle department.
- Vehicle Documents available for verification.
- Bus insurance renew timely and all documents kept in record.

#### 8. Hostel

- Hostels are functioning.
- Attendance register maintained properly.
- Due to covid-19, hostel not functioning in march month.

Secretary Choithram College of Nursing

Indore





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



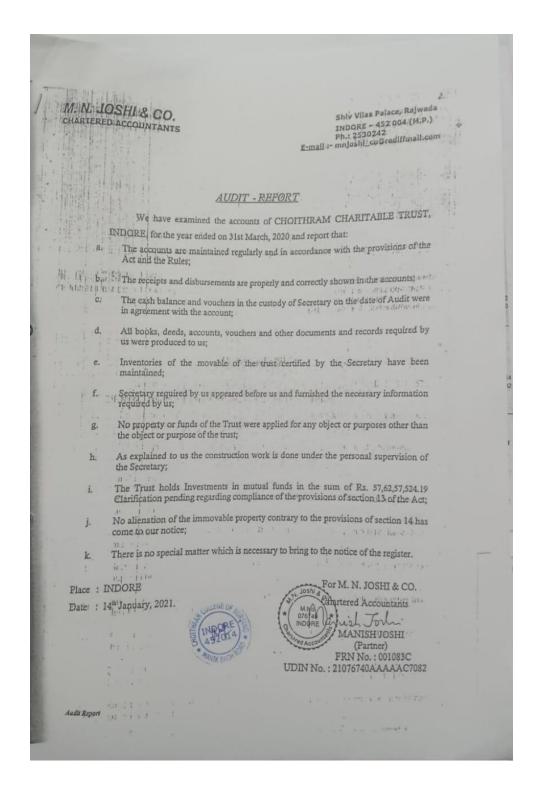
Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

#### Documents pertaining to external audit (2019-2020)





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.ln, choithramoffice@gmail.com Webiste: www.cholthramnursing.com

## **Documents pertaining to internal audits (2020-2021)**

Choithram College of Nursing	INTERNAL AUDIT REPORT 2020-21
INTERNAL.	AUDIT REPORT
	m College of
	ırsing
	the state of manifest of the same of the s
	2020-21
(COVII	D PERIOD)
SCOURCE	
INDORE S	
1 Page	Conducted by
Illage	Internal Audit Team.



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

**INTERNAL AUDIT REPORT 2020-21** 

## **OBSERVATIONS:**

Books are accounted in Tally ERP 9 Software.

The Financial transactions recorded, are supported by appropriate documentation.

## 1. IT Infrastructure

- Software used for Accounting has access control defined and back entries are possible.
- AMC renewed Annually.

## 2. Budget

- Budget was prepared in time.
- The Financial and Operational Budget which is approved by the management is available.

# 3. Lab Register/Inventory Register

• <u>Audit Observation</u>:- Lab facility is available, and the manual lab register is maintaining properly. lab register is on up to date.

# 4. Verification of income

# INDORE 452014 &

#### 4.1 Tuition Fees

- Class wise list of tuition fee collected is maintaining properly, and the receipts are properly issued.
- Method of collecting tuition fee is only through bank.
- Records of advance tuition fee and tuition fee receivable are maintained properly.



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

**INTERNAL AUDIT REPORT 2020-21** 

# 5. Verification of Expenses

#### 5.1 Staff Cost

- List of Teaching and Non-Teaching staffs are maintaining properly.
- ESI and PF calculations are maintaining properly and TDS return is filed within the due date.
- Teaching staff working online during the lockdown period..
- Salary payment is done through bank.

#### 5.2 Expenses Vouching

- It is really appreciated to see new Standard operating procedures adopted for payments of expenses which includes maker and checker concept are done effectively.
- Proper voucher system is followed for each payment; approval of the Management is obtained for transactions wherever required.
- Vouchers are prepared for each transaction and serially numbered.
- Appropriate classification is given for each expense are as follows:-
- Infrastructure Development- Due to covid, management has not invested in infrastructure development.





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

INTERNAL AUDIT REPORT 2020-21

## 6. Cash /Bank

- All Bank transactions including Interest and Bank charges were accounted after receiving Bank Statement; Bank transactions are accounted completely.
- The bank reconciliation for April 2020 to June 2020 has been prepared late.
  After the June reconciliation done in continuity.
- Cash verification is done.

## 7. Hostel

- Hostels were not functioning from April 2020 to October 2020. They were functioning from November 2020 to February 2021. In March 2021, hostels were not functioning due to the second wave of COVID.
- Hostel is not functioning due to COVID, but some students reside in the hostel those who are unable to go home.

Secretary
Choithram College of Nursing
Indore





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.choithramnursing.com

## Documents pertaining to external audits (2020-2021)

SHIV VILAS PALACE, RAJWADA, INDORE-452 004(M.P.) M. N. JOSHI & Co. CHARTERED ACCOUNTANTS (0731) 2530242/2543289 mnjoshi\_co@rediffmail.com AUDIT - REPORT We have examined the accounts of CHOITHRAM CHARITABLE TRUST, INDORE, for the year ended on 31st March, 2021 and report that: The accounts are maintained regularly and in accordance with the provisions of the Act and the Rules and the Rules; The receipts and disbursements are properly and correctly shown in the accounts; b. The cash balance and vouchers in the custody of Secretary on the date of Audit were in C. agreement with the account; All books, deeds, accounts, vouchers and other documents and records required by us d. were produced to us; Inventories of the movable of the trust certified by the Secretary have been maintained; e. Secretary required by us appeared before us and furnished the necessary information f. required by us; No property or funds of the Trust were applied for any object or purposes other than the object or purpose of the trust; As explained to us the construction work is done under the personal supervision of the h. Secretary; The Trust holds Investments in mutual funds in the sum of Rs. 59,64,71,057.24 i. Clarification pending regarding compliance of the provisions of section 13 of the Act; No alienation of the immovable property contrary to the provisions of section 14 has j. come to our notice; There is no special matter which is necessary to bring to the notice of the register. Eqr M. N. JOSHI & CO. Place : INDORE Date: 14.02.2022 artered Accountants ANISH JOSHI (Partner) M. No. 076740 FRN:001083C UDIN: 22076740ACANTE2498 Audit Report



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



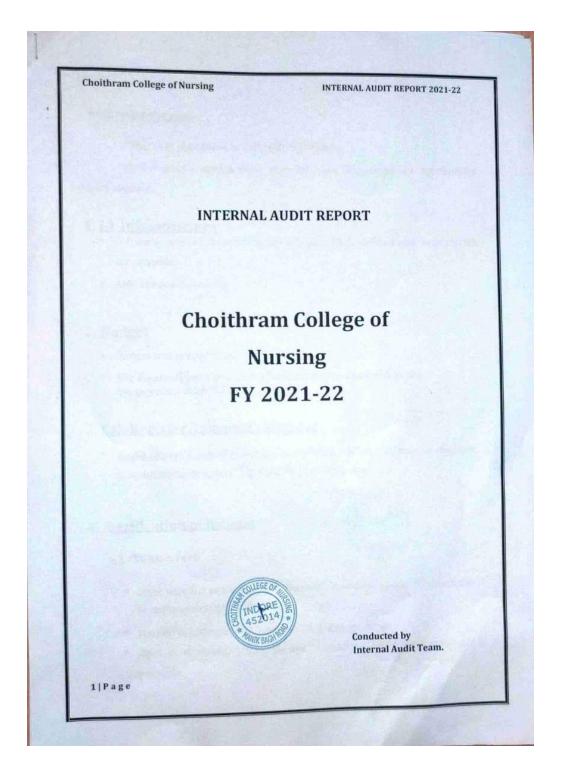
Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

## **Documents pertaining to internal audits (2021-2022)**





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.choithramnursing.com

Choithram College of Nursing

**INTERNAL AUDIT REPORT 2021-22** 

#### OBSERVATIONS:

Books are accounted in Tally ERP 9 Software.

The Financial transactions recorded, are supported by appropriate documentation.

### 1. IT Infrastructure

- Software used for Accounting has access control defined and back entries are possible.
- AMC renewed annually.

#### 2. Budget

- Budget was prepared in time.
- The Financial and Operational Budget which is approved by the management is available.

# 3. Lab Register/Inventory Register

• Audit Observation:- Lab facility is available, and the manual lab register is maintaining properly. lab register is on up to date.

## 4. Verification of income



#### 4.1 Tuition Fees

- Class wise list of tuition fee collected is maintaining properly, and the receipts are properly issued.
- Method of collecting tuition fee is only through bank.
- Records of advance tuition fee and tuition fee receivable are maintained properly.



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.choithramnursing.com

Choithram College of Nursing

**INTERNAL AUDIT REPORT 2021-22** 

# 5. Verification of Expenses

#### 5.1 Staff Cost

- List of Teaching and Non-Teaching staffs are maintaining properly.
- ESI and PF calculations are maintaining properly and TDS return is filed within the due date.
- Obtain Attendance record.
- Salary payment is done through bank.

#### 5.2 Expenses Vouching

- It is really appreciated to see new Standard operating procedures adopted for payments of expenses which includes maker and checker concept are done effectively.
- Proper voucher system is followed for each payment; approval of the Management is obtained for transactions wherever required.
- Vouchers are prepared for each transaction and serially numbered.
- Appropriate classification is given for each expense are as follows:-
- Student Activities- in which head expenses related student activity any function and celebration farewell expenses accounted for and adequate supporting documents are attached with each voucher.
- Infrastructure Development- Various capital asset purchases during the period like "Models for teaching" for providing Quality education to students.





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

**INTERNAL AUDIT REPORT 2021-22** 

## 6. Cash /Bank

- All Bank transactions including Interest and Bank charges were accounted after receiving Bank Statement; Bank transactions are accounted completely.
- Bank reconciliation is done.
- Cash verification is done.

# 7. Vehicle Department

- There are only two buses under the vehicle department.
- Vehicle Documents available for verification.
- Bus insurance renew timely and all documents kept in record.

## 8. Hostel

- Hostels were not functioning from April 2021 to May 2021 due to the second wave of COVID.
- They were functioning from June 2021 onwards.
- Attendance register maintained properly.

Secretary Choithram College of Nursing Indore INDORE ASSAURA BAGANGA



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.choithramnursing.com

# **Documents pertaining to external audits (2021-2022)**

M. N. JOSHI & Co. CHARTERED ACCOUNTANTS SHIV VILAS PALACE, RAJWADA, INDORE-452 004(M.P.) (0731) 2530242/2543289 mnjoshi\_co@rediffmail.com

# AUDIT - REPORT

We have examined the accounts of CHOITHRAM CHARITABLE TRUST,

INDORE, for the year ended on 31st March, 2022 and report that: The accounts are maintained regularly and in accordance with the provisions of the Act and the Rules:

- The receipts and disbursements are properly and correctly shown in the accounts; and the Rules;
- Ъ.
- The cash balance and vouchers in the custody of Secretary on the date of Audit were in agreement with the account;
- All books, deeds, accounts, vouchers and other documents and records required by us d. were produced to us;
- Inventories of the movable of the trust certified by the Secretary have been maintained; e.
- Secretary required by us appeared before us and furnished the necessary information required by us;
- No property or funds of the Trust were applied for any object or purposes other than the g. object or purpose of the trust;
- As explained to us the construction work is done under the personal supervision of the h. Secretary;
- The Trust holds Investments in mutual funds in the sum of Rs. 65,80,80,398.56 Clarification pending regarding compliance of the provisions of section 13 of the Act;
- No alienation of the immovable property contrary to the provisions of section 14 has come to our notice;
- There is no special matter which is necessary to bring to the notice of the register.

Place : INDORE Date : 29.09.2022

For M. N. JOSHI & CO. Chartered Accountants John MANISH JOSHI (Partner) M. No. 076740 FRN:001083C UDIN: 22076740AXIBLK3602

Audit Report



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.ln, choithramoffice@gmail.com Webiste: www.cholthramnursing.com

## Documents pertaining to internal audits (2022-2023)

Choithram Colle <mark>ge of Nursing</mark>	INTERNAL AUDIT REPORT 2022-2023
INTERNAL	AUDIT REPORT
Choithra	m College of
Nu	ırsing
FY 20	22-2023
TINDORE SE AS 2014 +	Conducted by Internal Audit Team.
1 Page	



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.choithramnursing.com

**Choithram College of Nursing** 

INTERNAL AUDIT REPORT 2022-2023

#### **OBSERVATIONS:**

Books are accounted in Tally ERP 9 Software.

The Financial transactions recorded, are supported by appropriate documentation.

## 1. IT Infrastructure

- Software used for Accounting has access control defined and back entries are possible.
- AMC renewed annually.

## 2. Budget

- Budget was prepared in time.
- The Financial and Operational Budget which is approved by the management is available.

# 3. Lab Register/Inventory Register

 Audit Observation:- Lab facility is available, and the manual lab register is maintaining properly. lab register is on up to date.

## 4. Verification of income



#### 4.1 Tuition Fees

- Class wise list of tuition fee collected is maintaining properly, and the receipts are properly issued.
- Method of collecting tuition fee is only through bank.
- Records of advance tuition fee and tuition fee receivable are maintained properly.



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, • Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

Choithram College of Nursing

**INTERNAL AUDIT REPORT 2022-2023** 

## 5. Verification of Expenses

#### 5.1 Staff Cost

- List of Teaching and Non-Teaching staffs are maintaining properly.
- ESI and PF calculations are maintaining properly and TDS return is filed within the due date.
- Obtain Attendance record.
- Salary payment is done through bank.

#### 5.2 Expenses Vouching

- It is really appreciated to see new Standard operating procedures adopted for payments of expenses which includes maker and checker concept are done effectively.
- Proper voucher system is followed for each payment; approval of the Management is obtained for transactions wherever required.
- Vouchers are prepared for each transaction and serially numbered.
- Ensure that adequate supporting documents are attached with each youcher like bills.
- Appropriate classification is given for each expense are as follows:-
- Infrastructure Development- Various capital assets purchased during the period, such as books, computers, and bus and capitalized under the appropriate category, with depreciation calculated for all capital assets.





Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.cholthramnursing.com

**Choithram College of Nursing** 

INTERNAL AUDIT REPORT 2022-2023

## 6. Cash /Bank

- All Bank transactions including Interest and Bank charges were accounted after receiving Bank Statement; Bank transactions are accounted completely.
- Bank reconciliation is done.
- Cash verification is done.

## 7. Vehicle Department

- There are three buses under the vehicle department. 1 new bus purchase during the year.
- Vehicle Documents available for verification.
- Bus insurance renew timely and all documents kept in record.
- Bus number MP09-PA0653 Purchased during the year. All documents related to bus like a Permit from RTO, fitness certificate, Insurance paper is available.

#### 8. Hostel

- Hostels are functioning.
- Attendance register maintained properly.

TOLLEGE OF THE REPORT OF THE R

Choithram College of Nursing Indore



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com Webiste: www.choithramnursing.com

#### **Documents pertaining to external audits (2022-2023)**

4	* - * * * * * * * * * * * * * * * * * *	CHOITHRAM COLI	A STATE OF THE PARTY OF THE PAR	1 11.	SER-TAGE TAN
د	PARTICULARS	BALANCE SHEET AS A	T3IST MARCH, 2023 FCRA	INDIAN	. Consolidated
-	LIABILITIES Cholthram Charltable Trust		4	(9,95,03,490,12)	(9,95,03,490 12)
	Chouthram Hospital & Reasearch Centre			11,53,53,663.79	11,53,53,663.79
	Corpus Fund			1	100
	Other Current Liabilities	4		-2,09,63,122.19	2,09,63,122.19
T.	TOTAL			3,68,13,295.86	3,68,13,295.86
	ASSETS Property, Plant & Equipment- already treated a	capital			1,04,51,045.08
->	application in earlier years and not eligible for	depreciation		1,04,51,045.08	1,04,51,045.00
-	Property, Plant & Equipment-Created from sou Income and eligible for depreciation	rees other than		39,97,957.00	39,97,957.00
1	Cath & Cath Equivalent	5		18,13,280.11	18,13,280.11
	Accrued Interest	6		2,49,062.00	2,49,062.00
~	Other Current Assets	7		2,03,01,951.67	2,03,01,951.67
-	TOTAL			3,68,13,295.86	3,68,13,295.86
9	[TRUSTEE] PLACE: INDORÉ DATE: 30.10.2023	[SECRETARY]		INR RAYEC PARTNER M. No: 055448	EUTTACK PART ACCO
6				COLLEGE	
6				NCOLLEGE OF A SECOND SE	MISSING
6				INDORE	A CONTRACTOR OF THE CONTRACTOR



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
Ext. No.: 407/578
Principal: +91-731-4939909

CHOTTHEAM COLLEGE		
CHULLHEATH COLLEG		
CHOITHRAM COLLEG	E OF NURSING	
CEUN BY: CHOITHEAM CHARD	TABLE TRUST TAPORET	
holdren Chantable Trust	Note Nord	
PARTICULARS	INDIAN	FCRA
Dening Rahaco (As per last year Audit Report)	20,215,15,03,02	
Add Eleas of Eleanditure over Instance	-73,51,202.10	
Add: Transactions during the year Less: Consolidated Loss of Previous Year 2019-20	39,19,450,00	
Total	-9,95,03,490,13	• •
1	operation	0.0 0000
	100	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Chalthram Hospital & Research Fund	Note Not 3	FCRA
PARTICULARS	INDIAN 11,04,04,654,59	PC-NC
Opening (As per last year-Audit Report) Add: Transaction during the year	41,40,990,50	
Total	11,53,53,663,79	•
1 1	Note Nor3	
Corpus Fund PARTICULARS	INDIAN'	FCRA
Opening (As per last year Audit Report)		•
Add Adding during the year		1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
Less Amount Transferred to General Rand		• .
Tetal		
ü	· · · · · · · · · · · · · · · · · · ·	
Current Liabilities	Note Not 4	FCRA
Details of Current Linbilities	22,45,200,00	
Caution Money (3, Sc.) Caution Money Mass	2,16,000,00	
Caution Money ( tout Basis)	25,000,00	
Charica Money (M.Sc.) A/c	10,98,222.24	
Outstand Income	1,52,70,376.00	•
Uspaid Extra Duty	1,430.00	
Fees Refundable	25,750,00	
Uncaid Salary Uncaid Wages	\$,\$92.00	
TDS on Contractor	11,569,00	
TDS to Professionals	5,942.75	44.00 M
ESIC Payable Professional Tax Payable	1,700.16	100 8 1
Income Tex Payable	\$2,611.01 \$8,107.00	•
Mis Manchar Singh (Cont.)	5,960.00	
Mis Imprint Graphics Mis Shroeli Enterprises(Cont.)	7,02,000.00	•
AUG SRS Enterprises	65,746.00	. ILEGA
M/s Super Cool Engineering ( Cont )	2,223.00	
Navdeep Creation	3,31,553.00	E MOO
CHO Project	2,09,63,122.19	HE (NO. 452
-	vš	13.
Louis Carl Vanhalini	Note No: 5	- Common of the
Cash & Cash Equivalent PARTICULARS	INDIAN	FCRA
Opening Balance ( As per Last year Audit Report)	31,77,019.10	
Clasing Balance Cash is Hand		
C338 B 7620	2 12 2	180
	1, 22	
Cash At Bank of India	1,45,242.00	2 CUTTAL



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
Ext. No.: 407/578
Principal: +91-731-4939909

Description   Particulars			
Dening (As per last year Audit Report)		18,13,280.11	rued Interest
Addi: Addition during the year   2,29,965.00			
Details of Other Current Asset			ening (As per last year Audit Remark
Details of Other Current Asset   Note Note 7	FCRA .	2.00 0.65 0.01	S. Amount D.
Details of Other Current Asset   Note Not 7		10,002,00	tal Received during the year
Details of Other Current Asset	-		A total
Note Note			her Current !
M/s TRK Business Media P.Ltd		Note No. 7	tails of Other Current
Choithram College of Paramedical	FCRA	INDIAN FCRA	duttalia Michal
Choithram Collese of Personedical   2,31,854,79     FEES RECEIVABLE   1,98,24,980,88     GAS-O-INDANE DEPOSIT   10,000,00     TCS Receivable by Patel Motors (India ) Ltd   24,400,00     Total   2,03,01,951,67     Student & Other Fees   Note Note St.     Tution Fees   1,654,208,00     Hostel Fees   2,16,54,208,00     Admission Fee   18,750,00     Training & Placement Fees   25,05,167,00     Mess Fees   25,05,167,00     Mess Fees   25,05,167,00     Library Fees   22,05,167,00     Total   2,321,94,428,00     Interest Income   Note Not 9     Interest On SB/FD Account   1,16,123,00     Total   1,16,123,00     Miscellaneous Receipts   Note Not 10     Miscellaneous Receipts   Note Not 11     Other Income   PARTICULARS   Indian   Fee     Other Income   Note Not 11     Total   Note Not 12     T			/s TRK Business Media P.Ltd
PREPAID EXPENSES	-		hoithram College of Person
PREPAID EXPENSES	-	. 2,31,854.79	EES RECEIVARI P
TCS   Receivable by Patel Motors (India ) Ltd   24,400.00			REPAID EXPENSES
Student & Other Fees			CS Receivable by Patel Motors (India ) I to
Note Note   Note Note	-		· Total · · ·
Note Note   Student & Other Fees			
Tution Fees			tudent & Other Fees
Hostel Fees	TCRA	INDIAN FCRA	PARTICULARS
Admission Fee			
Transportation Fee   25,05,167,00	-		
Mess Fees	-		
Library Fees	-	55,89,136.00	
Interest Income			ibrary Fees ·
Interest Income		3,21,34,420.00	
Interest Income		N. C. Stee D. C.	The same of the sa
Interest on SB/FD Account	FCRA .	1 2 2 2 2	iterest Income
Miscellaneous Receipts PARTICULARS PARTICULARS PARTICULARS PARTICULARS PARTICULARS PARTICULARS Note No: 11  Note No: 11  Note No: 11  Total  Note No: 11			
Miscellaneous Receipts  PARTICULARS  PARTICULARS  PARTICULARS  PARTICULARS  Note No: 11  Note No: 11  INDIAN  PARTICULARS  PARTICULARS  Note No: 11  Note No: 11  Note No: 11			
Miscellaneous Receipts PARTICULARS PARTICULARS PARTICULARS PARTICULARS Note No: 11  Total  Total  Note No: 11	1 1		
Miscellaneous Receipts 2,70,000.00  Total Note No: 11  PARTICULARS INDIAN FO	·FCRA·	Note No: 10 PECRA	Gerellaneous Recelpis
Miscellaneous Receipts  Total  Other Income  PARTICULARS  Total  FOR Selection Selecti	11. 12	2.70,000.00	PARTICULARS
Other Income  PARTICULARS  INDIAN  FO  Total  Note No: 11		2,70,000.00	fiscellaneous Receipts
Other Income PARTICULARS INDIAN FO		4 9 45	
Other Income PARTICULARS INDIAN FOR Total Note	non.		
Total Expenses Note	FCRA	INDIAN' FCRA	ther Income PARTICIN ARS
Total Expenses Note	1	F March	PARTICULARIO
Expenses Note		J. 3500	otal ·
	Note No: 12	Note No: 12	Expenses.
	FCRA .	INDIAN FCRA	
- Staff Salary PARTICULARS 207.93;223.56		2 07.93;223.56	PARTICULARS
Total Salary 20,22,225.00		20,22,223,00	otal Salary
Affiliation Fee			filliation Fee
NDOR	DRE E	INDORE SS	· · · · · · · · · · · · · · · · · · ·
(a) (a) (a) (a) (b) (a) (a) (b) (a) (a) (a) (a) (a) (a) (a) (a) (a) (a	2014	452014	(4/2)



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578
 Principal: +91-731-4939909

		3	
Staff Welfare	7	¥	
Teaching Exponses			
Freeship to Students	38,514.00	1	38,51 2,12,17
Total	9,12,177.00	-	31,75
	2,37,97,889,56	-	2,37,07,88
Salary Details 3	277777600,50		
Administrative Charges (D. P.)			
City Compensatory Allowanse	12,715.00		12,71
Conveyance Allowance	5,151.00		5,15
House Rent Allowance	35,280.00		5,33,65
EDLI	5,33,651.00		12,71
Leave Salary	12,715.00	1 1 2	· 83,24
P.F. (Employer Shares)	193,327.00		93,37
Pension Pund	2,11,828.00		2,11,82
Personal Allowance	28,46,490.00	and the ser	22,A6,A9
LT Allowance Personal Pay	- 9,50,860.00		1275026
Salary.	13,25,961.00		1,43,25,96
Special Duty Allowance	1,43,29,970.56		62,65
Extra Duty	718.00		71
Wages	-2,12,931.00		2,12,93
ESI (Employer's Contribution)	98,133.00		98,13
	2,08;16;223.56.		- 2,03,16,22
Less: Notice Pay	-23,000.00		2,07,93,22
Total Salary .	.2,07,93,223.56		2010302
P. Levelin P.	1	Note No: 13	
Repair & Maintenance Expenses PARTICULARS	'INDIAN	FCRA	- · · Total
Building Repairs & Maintenance	12,81,160.02		12,21,16
Housekeeing Exp.	5,96,688.00		-5,96,68
Computer Repair & Maintenance	72,660.00		72,66
Electricity Repairs & Main.	2,14,448.00		2,14,44
- Furniture Repair & Maintenance	82,089.00		5,02
General Repair & Maint  Vehicle Repairs & Maintenance (street bother		5	1,0131
Colour & Painting .	5 8,40,711.00		8,40,71
Total			31,94,10
	N.W.		
Office Adminstration Expenses		Note No: 14	Total
PARTICULARS	INDIAN. 43,885.00	FCRA	43,22
Conveyance	39,633.00		39,63
Photocopy Expenses	2,80,301.00	· n · + · · ·	2,80,30
Ceremony & Convocation			- : 43,65
Stationery & Printing Postage Expenses	6,088.00	7 4 76	-6,06
Journals & Periodicals	22,545.00		22.54
Telephone Expenses	2.177:36,890.00	.000 -	36,89
Bank Charges	1,251.52		1,25
General Expenses	1,17,173.00		1,17,17
Games, Sports & Other.	16,512.00		45,54
Travelling Exp	21,61,325.00		21,61,32
Electricity Charges	38,580.00		
Lamp Ughting Caremony Exp	15,613.00		15,61
Banner & Badges	. 1,86,295.00		1,86,29
Insurance Expenses			21.000
Advertion trap.	38,121.00	The state of	- ALIE
Nutrition Lab Exp.	. 3,59,471.00		3,89,47
Water & Sanitation Mess for Students	3. 32.81,27,275.00	-	3 763
Legal & Professional Fees/ Exp.	10,000.00		10 10 coo
Total "	7 20 31,16,16,133.52	-	419:10:13
Total	A . 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1. 1		- Jan
	the Residence of Street, Square or other party of the last of the		
Other Expenses	A INDIAN-	Note No: 15	· Total



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99,
 Ext. No.: 407/578
 Principal: +91-731-4939909

STAT	EMENT OF IN	N NY : CHO	THRAM COLLEGE THRAM CHARIT KPENDITURE FOR	OF NURSING	NDORE) IDED JIST MARCH, 20	
	Vac	COME & EX	KPENDITURE FOR	THE YEAR EN	DED 31ST MARCH 20	
Student & Other Fees Interest Income	NCOME .	F	Note No.			
Miscellaneous Receipts			. S 8	. FCRA	3,21,94,428,00	Consolidat
			9	1	1,16,123.00	3,21,94
TOTAL			10		2,70,000.00	2,70
EXPENDITURE					3,25,80,551.00	3,25,80
Staff Salary	A		Note No.	FCRA	INDIAN	
Repair & Maintenance Expe	enses		12		2,37,97,889.56	Consolidar 2,37,97
Other Expenses	nses		. 13 .	- 1	31,94,101.02	31.94
Depreciation			15		1,16,16,133.52	1,16,16
Capital Application		÷ .	A	1	13,23,629.00	13,23
Excess of Income Over Exp	endituro	* "	В		-73,51,202,10	
TOTAL						(73,5
IN TERMS OF OUR ATTA	CUIPD POP				3,25,80,551.00	3,25,8
· · · · · · · · · · · · · · · · · · · ·	CHED REPOR	TOFEVENI	DATE			
		1		.~		
	FOR: CH	OTHRAMO	COLLEGE OF HURSI		FORNESMA	ASSOCIATES
		· ·	OLLEGE OF NORSI	NG.	CHARTERED A	CCOUNTANTS
		4 . 3	1 215			1. 1
			1 1			1 -11 -1
			- W. W.	1		111./
	TRUSTEE	T.	00		: (	1. V/2/
	THOUSE I		h [SECRETA	RY]	THER	1 / 0-
PLACE: INDORE						THER E
DATE: 30,10,2023					M. No:	055448
			-			一
	**		10 10			
			The second second			
			415		OLLEGE	
			244	//3	COLLEGE	
			200	(E)	INDORE E	
2 082	narion .	通	10-1	18	452014	
	"and we		, k#	1/3	Sil	
		76 . 19			MANDY BAGH	
				•		
			-			i.
				*		
			NC.			
			T.			
			\$1.00 m.			
			70.			
	and the second second	· · · · · · · · · · · · · · · · · · ·	4		No.	
	and the	₩	10 m			
	Andrew Comment	· · · · · · · · · · · · · · · · · · ·	10. No. 10. No			
	Anger	₩	10.			
		<b>₽</b>	10			
	and the second	· · · · · · · · · · · · · · · · · · ·				



Accredited by NAAC, Affiliated to INC, MPNRC Bhopal, MPMSU Jabalpur Choithram Hospital & Research Centre Manik Bagh Road, Indore 452014 (M.P.)



Phone: 0731-2362491 to 99, Ext. No.: 407/578

Principal: +91-731-4939909

E-mail: cconursing@yahoo.co.in, choithramoffice@gmail.com

Webiste: www.choithramnursing.com

