

Ref. No. ASM/CSITI 403A/39/2024-25

Date: 28/09/2024

To,

The Director,

ASM's IPS

Pimpri-Pune 411018

Subject:- Deputation Of Account Personal(s) for Internal Audit

Respected Sir,

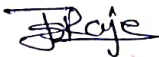
With reference to above mentioned subject,we request you to depute two  
Accountant from your institute to conduct internal Audit of our College for the  
First half of the F.Y.2023-24.

Waiting for your positive response.

Thank You,

Yours Truly,

  
Principal  
CSIT College

Mrs. Jyoti Rajee Ramesh Bhargat  
  
Accountant. (Sr. Accountant)

**Audyogik Shikshan Mandal**  
**College of Commerce, Science & Information Technology**

(Approved by AICTE, Affiliated to the Savitribai Phule Pune University  
& Recognised by the Govt. of Maharashtra)

Sr. No. 29/1+2A, Behind Sterling Honda, Pune - Mumbai Highway,  
Pimpri, Pune - 411 018. Tel. : (020) 66351700  
E-mail ID : csit@asmedu.org Website : www.csit.edu.in

Ref. No. ASM/CSIT/403A/39/2024-25

Date: 28/09/2024

To,

Ramesh Bhagat

Institute of Professional Studies

Pune 411018.

Sub: Appointment as Internal Auditor

Dear sir,

With Reference to above mention Subject, you are hereby appointed as Internal Accounts Auditor for ASM's College of Commerce, Science & Information Technology.

You are hereby requested to check the book on Accounts for the period from 01.04.23 to 30.09.24 and submit the details Audit report on or before 12.10.24.

Sr. No.	Name	Designation
1	Mr. Ramesh Bhagat	Chairman
2	Mrs. Jyoti Raje	Member

With Thanks



Principal

CSIT College

Ref. No. ASM/CSITI 403A/39/2024-25

Date: 28/09/2024

Internal Audit Report

ASM's College of Commerce, Science & Information Technology.

01-04-2024 To 30-09-2024

Audit Remarks as below:

1. Accounting system is appropriate and is being run efficiently in Tally.
2. Books of Account maintained regularly
3. Verified Administrative Exp. Bill and Other Payment checked.
4. Bank Reconciliation Verified and found correct.
5. Proper P.O. given but proper comparison with quotation not seen.
6. Voucher Date miss match with the payments
7. Addition to fixed Assets has been verified with bills
8. Cash book and receipt book checked and balance confirm.
9. Provided guidance to staff on compliance issues.

  
Ramesh Bhagat

(Internal Auditor)

Ref. No. ASM/CSIT/ 29A/06/2023-24

Date: 25/03/2024

To  
The Director,  
ASM'S IPS  
Pimpri-Pune 411018.

Subject: Deputation of Account Personal(s) for Internal Audit


Respected Sir,

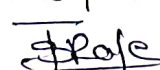
With reference to above mentioned subject, we request you to depute two accountant from your institute to conduct internal Audit of our college for the second half of the F.Y.2023-24.


Waiting for your positive response.

Thanking You,

Yours Truly,

  
Principal  
CSIT College

Mrs. Jyoti Raje  
  
Accountant

<sup>B</sup>  
Ramesh Bhagat  
  
(Sr. Accountant)

Ref. No. ASM/CSIT/ 29A/06/2023-24

Date: 23/03/2024

To,

Ramesh Bhagat

Institute of Professional Studies

Pune 411018.

Sub: Appointment as Internal Auditor

Dear sir,

With Reference to above mention Subject, you are hereby appointed as Internal Accounts Auditor for ASM's College of Commerce, Science & Information Technology.

You are hereby requested to check the book on Accounts for the period from 01.10.23 to 31.03.24 and submit the details.

Audit report on or before 18.04.24.

Sr. No.	Name	Designation
1	Mr. Ramesh Bhagat	Chairman
2	Mrs. Jyoti Raje	Member

With Thanks

  
Principal

Ref. No. ASM/CSIT/ 29A/06/2023-24

Date: 23/03/2024


Internal Audit Report

ASM's College of Commerce, Science & Information Technology.

01-10-2023 to 31-03-2024

Audit Remarks as below:

1. Accounting system is appropriate and is being run efficiently in Tally.
2. Books of Account maintained regularly
3. Verified Administrative Exp. Bill and Other Payment checked.
4. Bank Reconciliation Verified and found correct.
5. Proper P.O. given but proper comparison with quotation not seen.
6. Voucher Date miss match with the payments
7. Addition to fixed Assets has been verified with bills
8. Cash book and receipt book checked and balance confirm.
9. Provided guidance to staff on compliance issues.

  
Ramesh Bhagat  
(Internal Auditor)