

**ST THOMAS COLLEGE**  
**(AUTONOMOUS)**

**INTERNAL AUDIT**  
**REPORT**  
**2021-2022**

To  
The Accounts Manager  
St. Thomas College (Autonomous)  
Thrissur, Kerala, India, 680001

### **Internal Audit Report for the year ended FY 2021-2022**

Dear Sir,

The internal audit of your College for the FY 2021-22 has been carried out by our internal auditors. The Soft copy of the internal audit report has been sent to you on 30/11/2022.

In our opinion Books of accounts: -

a. giving a true and fair view of:

- the state of affairs of the college at 31/03/2022 and of the results and cash flows of the college for the year ended on that date, and
- the other matters required by Relevant provisions of the applicable act.

b. complying with applicable Accounting Standards and other mandatory professional reporting requirements.

2. The accounting records and other records, and the registers required by the Act to be kept by the college have been properly kept in accordance with the relevant provisions.

We have been given all information, explanations, and assistance necessary for the conduct of the audit.



**Now the final Internal audit report for the year ended 2021-22 is enclosed herewith.**

Sl No	Particulars	Auditors Observation
1	<b>Contravention to provision under sec 40A(3) of Income tax Act</b>	<p>We observed That cash payment above 10,000 has been made for the FY 2021-22. which is considered to be prohibited under income tax Act.</p> <p>We recommend that necessary action may be taken for the Below Transactions in the books of accounts.</p> <p>Such payments have been furnished as below</p> <p>i) Paid to Vincent (Advance) amounting to Rs. 13,500/- as on 11/08/2021.</p> <p>ii) Paid to Sivaji (Advance) amounting to Rs. 15,000/- as on 30/07/2021.</p> <p><b><u>Management Response:</u></b></p> <p><b>Strict action has been taken to prevent the above contravention.</b></p>

2.	<b>TDS Receivable</b>	<p>TDS receivable in financial statement includes the following.</p> <table border="1"> <thead> <tr> <th>Financial Year</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>2020-21</td> <td>39,061/-</td> </tr> </tbody> </table>	Financial Year	Amount	2020-21	39,061/-
Financial Year	Amount					
2020-21	39,061/-					

		<p>We Recommend necessary action against the recovery. In case the recovery is not possible outstanding amount is required to be write-off from books of accounts.</p> <p><b><u>Management Response:</u></b></p> <p><b>TDS receivable for the year 2020-21 is under process of the income tax department. proper follow up is made under this regard.</b></p>
3.	<b>TDS not Deducted</b>	<p>TDS not deducted for the following transactions</p> <p>I) Payment made to Motion Web Hosting amounting to Rs. 49,200/- on 04/08/21.TDS required to be deducted as per Sec 194C of Income Tax Act 1961–TDS on Contract.</p> <p><b><u>Management Response</u></b></p> <p><b>Action will be taken.</b></p>

**Other Matters:**

<b>SL NO.</b>	<b>PARTICULARS</b>	<b>AUDITORS' OBSERVATION AND COMMENT</b>	<b>MANAGEMENT REMARKS</b>
1	<b>Physical verification of cash</b>	Physical Verification of cash was conducted. It tallies with the amount derived from physical verification of Cash. Cash balance Verified as on 30-08-2021 amounting to Rs. 13,994/- of Management department and Rs. 1,66,649.39/- of Self-finance department.	Noted.
2	<b>Whether person other than the Cashier physically verifies the daily cash?</b>	Internal Audit team is physically verifying cash on a monthly basis, since 2019-20.	Daily cash book is tallied with physical cash.
3	<b>Sectional Vouchers</b>	Controls over vouchers are in place .	Now control over sectional vouchers are in place.
4	<b>Bank Reconciliation Statements (BRS)</b>	Significant delays were observed in the preparation and approval of BRS.	Bank reconciliation is updated. However, certain delay has been happened due to some issue from the bank side.
5	<b>Accounting delay</b>	We observe an accounting delay.	The delay in accounting vouchers is due to non-receipt of details from bank or receipt of wrong details from bank. Other accounting delay has been resolved
6	<b>Statutory Dues</b>	Payment of Statutory dues are up to date.	Noted.
7	<b>Scrutiny of Trial Balance</b>	Audit for the FY 2021-22 yet to be completed, however closing balances are not carried forward to 2022-23.	Closing entries will be made and closing balance will be carried forwarded after statutory audit.

**Based on our audit, we report that:**

- 1) We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purposes of our audit.
- 2) Subject to the detailed observations. We report that the Balance Sheet and the Income and Expenditure Account dealt with by this report are properly drawn up and are in agreement with the books of accounts
- 3) In my opinion and to the best of my information and according to the explanations given to me:
  - (i) the accounts give the information required under the prescribed format of accounts.
  - (ii) the said Balance Sheet, Income and Expenditure Account read together with the Accounting Policies and Notes thereon and other matters mentioned in the Audit Report annexed herewith give a true and fair view.

Thrissur  
06/02/2023 .

For **AJU & Co.**  
**CHARTERED ACCOUNTANTS**  
*AJU*  
**AJU & Co.**  
**(Proprietor)**  
MEMBERSHIP No. 234280  
ICAI FIRM REG. No: 018559S

