



INTERNAL AUDIT REPORT

INTERNAL AUDITORS' REPORT for the Period from April 01, 2020 to March 31, 2021.

Part A – Brief Details of the Audit

- a) Name of the Auditee : SHREE DNYANRAJ MAULI SHIKSHAN SEVA MANDAL, The Trust and its sub Units.
- b) Address of the Auditee : Achievers College, Near HDFC Bank, Navjeevan Vidhyalaya, Santoshi Mata Mandir Road, Kalyan (W) – 421 301
- c) Name of the Institutions : Achievers College of Commerce & Mgt. Achiever High Pubic School & Junior College
- d) Name & Designation of KMP's : CHAIRMAN - DR (CA) MAHESH BHIWANDIKAR
TRUSTEE - CA GAURANG BHIWANDIKAR

Part – B – Executive Summary

We have audited the accounting records and other documents of SHREE DNYANRAJ MAULI SHIKSHAN SEVA MANDAL a society registered under The Societies Registration Act, 1860, for the period ended March 31, 2021 and the related statements of revenue expenses and reconciliations for the period then ended, and the related notes to accounting policies and procedures.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation, updating and fair presentation of these accounting records in accordance with the General Accepted Accounting Principles and the relevant accounting standards prevalent in India. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

The objective of this audit was to ensure that adequate Policies and procedures are in place to control the Institution's income and expenditure and evaluate the compliance with Financial Regulations and Standing Orders of the authorities concerned. We conducted our audit in accordance with auditing standards generally accepted in the India and the audit requirements as prescribed.

Methodology

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Report on Internal Control System:

In planning and performing our audit, we considered the internal control over financial reporting to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of internal control implemented by the Management. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

Detailed Report on Internal Control system is exhibited in **ANNEXURE – 1** to this report.

Compliance and Other Matters:

As part of obtaining reasonable assurance about whether the accounting records, polices and procedural compliances followed are free from material misstatements, errors, etc., we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported.



The Details are prescribed under **ANNEXURE - 2**

Opinion

In our opinion, the accounting records, registers and other documents maintained for the period from April 01, 2020 to March 31, 2021 present fair and true view of the transactions recorded therein in all material respects of Achievers College of Commerce & Management and Achievers High Pubic School Junior College.



CA LEENA JETHANI

CHARTERED ACCOUNTANT, A.C.A., B.A.F.

MEM. NO : 199528

DATE : 30/04/2021

ANNEXURE – 1

REPORT ON THE INTERNAL CONTROL SYSTEM

The internal control system implemented has been audited under the following five components of Internal Control mechanism. These mechanisms were analysed and the observations are presented below for continuous process improvement by the management.

| Components | Sub-Components | Observations |
|-----------------------------|--|---|
| Control Environment | <ul style="list-style-type: none">• Integrity and Ethical Values• Commitment to Competence• Board of Management• Management Philosophy and Operating Style• Organization Structure• Assignment of Authority and Responsibility• Human Resource Policies and Procedures | We have verified the same by understanding the entity's management and its internal controls. We have satisfied ourselves with the observations from the same |
| Risk Assessment | <ul style="list-style-type: none">• Identification of Risks• Estimation the Significance of Risks• Risk Management / Mitigation Techniques [Acceptance / Avoidance / Reduction/Sharing] | The auditee has efficient internal controls to identify and manage the Risks |
| Control Activities | <ul style="list-style-type: none">• Segregation of Duties<ul style="list-style-type: none">- Authorization- Custody of Resources- Recordkeeping- Reconciliation function | The hierarchy of the various positions in the organisation are found to be in order |
| Information & Communication | <ul style="list-style-type: none">• Nature of Communication & Information• Sharing with Stakeholders [Employees, Management, Government, Students, Parents, etc.] | The information is duly communicated to the various stakeholders through websites, emails or through voice calls. |
| Monitoring | Continuous Evaluation of the Administration | The Chairman continuously monitors the administration and takes necessary decisions from time to time. |

ANNEXURE – 2

Compliance & Other Matters

1. Status of compliance of previous audit reports, including major audit observations pending compliance.

We observed that as per the Internal Audit Report dated 25/10/2020, the management has complied with the following:

- a) The entity has adopted a new software for Fee collection namely "Qfix" and also adopted to online payment of Fees option to the Students.
- b) Daily Cash Report is being prepared by the management digitally and audited with daily cash collected.

2. Key Areas of Procedural / Policy Lapses identified in the Audit

[Accounting, Financial Performance, Deviation from Prescribed Set of Rules & Regulations, Violation of Statutory Norms, etc.]

We observed no such Lapses during the course of the Audit. The financial performance of the Auditee has been reduced as compared to previous year due to the effect of Covid-19 pandemic.

3. Details of Records / Register Not Maintained

The auditee maintains all the records and registers as prescribed by the statutory authorities. We observed that the auditee also prepares 15 Days Cash Book and audits the same with the Cash Report prepared on daily basis.

4. Examine the minute of the meeting and resolution

We have broadly reviewed the minutes of the meetings for the year 2020-21 and the same were found to be in order.

5. Details of Delayed Payment / Non-Payment of Statutory Dues

The auditee regularly makes payments of all the Statutory dues to the University of Mumbai and other fees to the authorities in relation to various courses offered by the auditee to its student fraternity.



6. Authorization for fee concessions

Verified applications received from students, duly authorized by respective authorities.

7. Verification of investment register and also ask about any interest and dividend from investment if any

Verified original fixed deposit reconciled with the books and its confirmation with bank and recording of interest reconciled with 26AS.

8. Details of Statutory Filings – Non-Compliance

We observed that the auditee complies with all the statutory compliance and files all the required Returns and Submissions to the respective authorities.

9. Examination of Payroll and Remunerations

Salary records are maintained in excel form. Each month the salaries are determined based on the bio-metric attendance and duly processed through respective bank channels.

10. Non-Compliance with Income Tax Act, 1961 / Goods & Services Tax, 2017 /

Societies Act, etc.

The auditee has performed the following compliances:

a) Income Tax Act, 1961

We observed that the auditee has filed all its Income Tax Returns within the requisite due dates and have its books audited as per the provisions of Section 12 of the Income-tax Act, 1961.

b) Goods & Services Tax, 2017

Since the auditee is an Institution engaged in providing Educational services, it is exempted from the Goods & Services Tax, 2017.

c) Societies Registration Act, 1860

The auditee has duly filed the returns as prescribed by the Charity Commissioner and has duly submitted its accounts and other details with the statutory authorities.



CA LEENA JETHANI

30/04/2021