



INTERNAL AUDIT REPORT

INTERNAL AUDITORS' REPORT for the Period from April 01, 2023 to March 31, 2024

Part A – Brief Details of the Audit

- a) Name of the Auditee : SHREE DNYANRAJ MAULI SHIKSHAN SEVA MANDAL, the Trust and its Institutions.
- b) Address of the Auditee : Achievers College, Near Santoshi Mata Mandir Road, Malhar Nagar, Joshibaug, Kalyan (W) – 421 301
- c) Name of the Institutions : Achievers College of Commerce & Management and Achiever High Pubic School & Junior College
- d) Name & Designation of KMP's : TRUSTEE - 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, 2024 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 ("GAAP") and the relevant accounting standards prevalent in India.





Management is also responsible for the design, implementation, and maintenance of internal control system 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 internal audit in accordance with auditing standards generally accepted in the India and the audit requirements as prescribed.

Methodology

Internal 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 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, policies 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, 2023 to March 31, 2024 presents 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 SANDEEP SAHASRABUDHE

CHARTERED ACCOUNTANT, B Com, A.C.A.

MEM. NO : 0118284

DATE :23-05-2024





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 analyzed 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 control system. We have satisfied ourselves with the observations from the same. The entity has proper hierarchy in all of its institutions and the system of work delegation and supervision is duly in place. Further, meetings of Board are timely conducted for making important decisions for the welfare and smooth management of the Institutions.
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, manage and mitigate the Risks. The accounting performed the Junior accounts staff member is verified on daily basis by the Senior accounts staff member. Later, the same is audited by the internal auditor of the institution on a daily basis to ensure correctness in the accounts.
Control Activities	<ul style="list-style-type: none"> Segregation of Duties <ul style="list-style-type: none"> - Authorization - Custody Resources <ul style="list-style-type: none"> - Recordkeeping - Reconciliation function	The hierarchy of the various positions in the organization are found to be in order.





CA SANDEEP MOHAN SAHASRABUDHE
Chartered Accountant

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, voice calls, Social Media applications like WhatsApp Groups and also timely display on the Notice Board in the premises. Timely meetings of all stakeholders were duly conducted at reasonable intervals of time for making important decisions for the benefit of the institution.
Monitoring	Continuous Evaluation of the Administration	The Trustees continuously monitors the administration at each level and takes necessary decisions and actions as and when required for the welfare of the Institution.





ANNEXURE – 2

Compliance & Other Matters

1. Status of compliances of previous audit reports, including major audit observations

Pending compliance.

We observed that as per the Internal Audit Report for the FY 2022-2023, the management with all the necessary observations from the previous year reports.

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 improved and internal control systems were found in place.

Further, the Auditee has duly complied with all the necessary Statutory compliances as per the Income-tax Act, 1961, Societies Act etc. The auditee has also got its books of accounts audited under section 12A(b)(ii) of the Income-tax Act, 1961 from a certified practising chartered accountant. Further, audit under Societies act has been conducted and submitted with the authorities.

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 has implemented 100% system-based accounting and hence all records are maintained in a proper manner and a system for timely back-up of the data was also found in place.

4. Examine the minute of the meeting and resolution

We have broadly reviewed the minutes of the Board meetings for the year 2023-2024 and the same were duly found to be in order. The meetings of the Board are held in reasonable interval of time.





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

The auditee regularly processes the payments of all the Statutory Authorities like Income Tax, Property Taxes levied by KDMC, University of Mumbai and other fees in relation to various courses offered by the auditee to its student fraternity.

6. Verification of Purchases and Major Expenses

Verified the purchase orders as sanctioned by the "BBC" Best Bargain Committee who critically analyse the cost-effective procurements and at competitive price. The BBC Committee takes sufficient quotations from different vendors and the best rate quoted is finalised and due orders are placed. The major expenses are duly reviewed by the Chairman and the Trustees of the organisation.

7. Authorization for fee concessions

We have verified the applications as received from the students and duly authorization by respective authorities were found in order. The authority for sanctioning the fees concessions is duly with the managing trustees of the institution.

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

Verified original fixed deposit receipts and reconciled the same with the books of accounts. Further, recording of interest was duly reconciled with FORM 26AS as per the Income Tax Act and Annual Information Statement "AIS" as furnished on the Income Tax Portal.

9. 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 well before the due dates.



10. Examination of Payroll and Remunerations

The daily attendance of all the Employees is duly recorded on the Bio-Metric and Face recognition system as installed by the Auditee. The report from the said system is duly considered for the monthly payroll and remuneration. The entire payroll is processed through Banking mode. We have verified the process and internal control system and the same was found to be in order.

11. 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 duly files the Income Tax Returns within the requisite due dates as per section 139(4A) of the Income-tax Act, 1961 and the books of accounts audited as per the provisions of the Income-tax Act, 1961.

b) Goods & Services Tax, 2017

Since the auditee is an Institution engaged in providing Educational services and has registrations under section 12AB and 80G of the Income-tax Act, 1961, it is exempted from the provisions of the Goods & Services Tax, 2017 vide Entry No 01 of Notification No 12/2017 Central Tax (Rate) dated 28/06/2017.

c) Societies Registration Act, 1860

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



SANDEEP M. SAHASRABUDHE
Chartered Accountant
Membership Number :118284

