



**VIGNAN'S**

**INSTITUTE OF INFORMATION TECHNOLOGY  
(AUTONOMOUS)**

(Approved by AICTE - New Delhi & Affiliated to JNTUK, Kakinada)  
Beside VSEZ, Duwada, Vadlapudi Post, Gajuwaka, Visakhapatnam - 530 049.

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# **Administrative Audit**

## **Academic Year 2020-21**



VIGNAN'S INSTITUTE OF INFORMATION TECHNOLOGY (AUTONOMOUS)

VISAKHAPATNAM

## Administrative Audit Summary Sheet

Academic Year : 2020-21

Date: 04/01/2021

S.No	Audit Aspects	Audit Observations	Credit Values / % Compliance		
1	Vision & Mission of the Institution and Governance	Frame work for evolution & review of Vision , Mission statements	Yes	No	100%
2		Frame work for Continuous improvement of the governance with involvement of various apex bodies	Yes	No	100%
3	Student & Family ratio as per norms	Student Teacher ration as per AICTE norms	Yes	No	95%
4		Teachers cadre ration (1:2:6) - improvement over previous year	Yes	No	100%
5		Existence of Qualified and Experienced Teaching faculty	Yes	No	100%
6	Availability of Infrastrucure and facilities	Availability of Classrooms - during current year	Yes	No	100%
7		Availability of Laboratories - during current year	Yes	No	100%
8		Maintenance of Laboratories Equipments - during current year	Yes	No	100%
9	Student Welfare	Existence free Reimbursement policy for students	Yes	No	100%
10	Staff Welfare	Propessional body membership fee reimbursed- current year	Yes	No	95%
11		Performance appraisal conducted for teaching and Non Teaching staff - current year	Yes	No	100%
12		Grievence redressal	Yes	No	100%
13	Facilities to student	Collection of books , manuscripts, Special reports or any other knowledge resources for library enrichment	Yes	No	100%
14		E-journals , E-books, Database availability	Yes	No	100%
15		Availability of Digital library with remote access	Yes	No	100%
16		use of Library by faculty, Students	Yes	No	100%
17		Does the Institute have facility for sports	Yes	No	100%
18		Awards and Medals achieved insports events	Yes	No	100%
19		Whether Institute frequently upated its IT facilities	Yes	No	100%
20		Availability of Bandwidth of Internet	Yes	No	100%
21	Budget & Expenses	Budget for Cur.Yr & actual Exp.for Pre. Yr in repect of -	Cur. Yr Bud		Prev. Act
22		1. Access to Library and Library automation - Rs.'000	4,82,000/-	3,43,977/-	
23		2. Maint.of exsting infrstr.- Rs.'000	34,25,000/-	6,505,614/-	
24		3. Upgradation of IT infrstructure - Rs.'000	9,35,000/-	3,422,219/-	
25		4. Maint. and udation of Academic support facilities - Rs.'000	95,45,000/-	32,960,238/-	
26		5. Maint. of Sports facilities and augmentation - Rs.'000		14,905/-	
27		6. Faculty personal Development - Rs.'000			
28		7. Green initiatives and waste management - Rs.'000	48,000/-	5281/-	
29		8. Alternative energy sources- Rs.'000	170,000/-	2,25,001/-	
30		9.In-house Student Scholarships - Rs.'000			

## Auditors specific Observations -

S.No	Observation
1	Maintenance of laboratory equipments not adequate
2	due to Covid-19.
3	Lack of improvement in Green initiatives due
4	to Covid-19.
5	

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PRINCIPAL  
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