



SBES College of Arts and Commerce

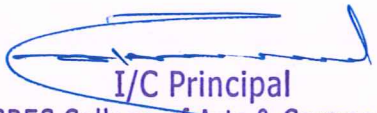
Makarand Arvind Paithankar

In charge Principal and Professor

www.sbaccollege.in

Specimen of internal audit schedule




I/C Principal
SBES College of Arts & Commerce
Aurangabad.

**SBES COLLEGE OF ARTS AND COMMERCE, AURANGABAD
INTERNAL AUDIT SCHEDULE**

FM/QS/09

Rev No: 00

Date : 28/06/2018

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I. A. No. : 01

Sr. No.	Departments	Auditee	Auditor	Audit Timings	Audit Clauses
1	Course delivery A) Senior College				
	English	Dr. K.D. Bhandari	Dr. V. V. Deshpande	03:00 to 04:30	
	Marathi	Dr. R.B. Kamble	Prof. F. A Baig	03:00 to 04:30	
	Hindi	Dr. G.G. Rajput	Dr. A. V. Choudhari	03:00 to 04:30	
	Political Science	Dr. N.B. Aghav	Dr. S.M. Mohad	03:00 to 04:30	
	Sociology	Dr. S. S. Mankar	Dr. G. P. Kakde	03:00 to 04:30	
	Economics	Dr. M. M. Gaikwad	Dr. S. G. Joshi	03:00 to 04:30	
	Public Administration	Dr. M. A. Paithankar	Prof. S.S. Ranmare	03:00 to 04:30	
	History	Dr. S. S. Shinde	Dr. D. S. Chavan	03:00 to 04:30	
	Physical Education	Dr. D. R. Kamble	Prof. S.M. Chaudhari	03:00 to 04:30	
	TAAC	Mr. P. G. Gorme	Dr. H.N. Deshmukh	03:00 to 04:30	
	Library	Mr. Karbhari Susundre	Dr. P. P. Deo	03:00 to 04:30	



Prepared by: Mr. K.V. Shirsat

Approved by: Dr. J.S. Khairnar

Principal/
S.B.E.S. Arts & Comm
College, Aurangabad.

SBES COLLEGE OF ARTS AND COMMERCE, AURANGABAD
INTERNAL AUDIT SCHEDULE

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I. A. No. : 01

Sr. No.	Departments	Auditee	Auditor	Audit Timings	Audit Clauses
2	Course delivery A) Senior College				
	Commerce and Mgmt Science	Dept Profile	Dr. G. P. Kakde	03:00 to 04:30	
		Staff Profile	Dr. V. V. Deshpande	03:00 to 04:30	
		T-L-R	Dr. M. A. Paithankar	03:00 to 04:30	
		Results Analysis	Mr. K.V. Shirsat	03:00 to 04:30	
		Syllabus	Dr. R.B. Kamble	03:00 to 04:30	
		Work Load	Dr. S.M. Mohad	03:00 to 04:30	
		Diaries	Dr. S. S. Shinde Dr. M. M. Gaikwad Dr. S. S. Mankar	03:00 to 04:30	
3	Student Support				
	Scholarships	Shri. V.M. Hapsenkar	Mr. K.V. Shirsat Dr. M. A. Paithankar	05:30 to 06:30	
	Issue	Shri. V.R. Pandit Shri. S.L.Raut	Dr. M. M. Gaikwad Dr. G. P. Kakde	05:30 to 06:30	



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I. A. No. : 01

Sr. No.	Departments	Auditee	Auditor	Audit Timings	Audit Clauses
4	Admissions	Shri. R.S. Deshmukh	Mr. K.V. Shirsat Dr. M. A. Paithankar	05:30 to 06:30	
5	Academic Administration	Shri. V.R. Pandit	Dr. M. M. Gaikwad Dr. G. P. Kakde	05:30 to 06:30	
6	Course delivery A) Senior College				
	Dramatics	Mr. K.V. Shirsat	Dr. A. V. Choudhari	03:00 to 04:30	
	Music	Dr. S.M. Mohad	Dr. G.G. Rajput	03:00 to 04:30	
	Course delivery B) Junior College				
	Languages	Prof. K. B. Andhare	Prof. S.R. Borde	03:00 to 04:30	
	MCVC	Prof. S. J. Dabhade	Prof. S.S. Nakil	03:00 to 04:30	
	Arts	Prof. S.S. Kolhe	Prof. S.R. Patil	03:00 to 04:30	
	Commerce	Prof. S.B. Mahore	Prof. S.S. Gaikwad	03:00 to 04:30	
7	Learning Resources				
	Computer Centre [CC]	Dr. G. P. Kakde	Dr. P. P. Deo Dr. F.A. Baig	03:00 to 04:30	
	Language Laboratory	Dr. K. D. Bhandari	Dr. M. A. Paithankar	03:00 to 04:30	
	NCC	Dr. N.B. Aghav	Dr. J.S. Khairnar	03:00 to 04:30	
	NSS	Dr. H.N. Deshmukh	Dr. S. S. Mankar Dr. R.B. Kamble	03:00 to 04:30	
	Career Counseling and Placement Cell [CCPC]	Dr. D.S. Chavan	Dr. G. P. Kakde Dr. D. R. Kamble	03:00 to 04:30	
	Equal Opportunity Cell[EOC]	Prof. S.S. Ranmare	Dr. M. M. Gaikwad Prof. S.M. Choudhari	03:00 to 04:30	
	Remedial and Bridge Coaching	Dr. S. G. Joshi	Dr. V. V. Deshpande	03:00 to 04:30	
	CPT	Pande Madame	Dr. S.S. Shinde	03:00 to 04:30	



Prepared by: Mr. K.V. Shirsat

Approved by: Dr. J.S. Khairnar

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SBES COLLEGE OF ARTS AND COMMERCE, AURANGABAD AUDIT SCHEDULE	FM/QS/09 Rev No: 00 Date: 04/05/2023 Page No. 01 of 02
A. No.: 01	

Sr. No.	Departments	Auditee	Auditor	Audit Timings	Audit Clauses
1	Course delivery- Senior College				
	Commerce	Dr. H.N. Deshmukh	External Auditor + Dr. G.P. Kakade (MR)	10:30 to 12:30	
	English	Dr. Ninad Vitekar			
	Marathi	Dr. V.V. Deshpande			
	Hindi	Dr. G.G. Rajput			
	Dramatics	Dr. K.V. Shirsath			
	Music	Dr. S.M. Mohad			
	Political Science	Dr. Amreen Sultana/Dr. Ghuge			
	Sociology	Dr. S.M. Chaudhari			
	Economics	Dr. M.M. Gaikwad			
	Public Administration	Dr. M. A. Paithankar			
	History	Dr. S.S. Shinde			
	Physical Education	Dr. D. R. Kamble			
	Management Science	Dr. V.U. Panchal			
2	Cells/Centers/Committees				
	1. Computer Centre [CC]	Dr. G.P. Kakade/ Dr. V.U. Panchal	External Auditor + Dr. G.P. Kakade (MR)	12:30 to 1:30	
	2. Library	Dr. S.M. Chaudhari/ Shri. Susundre			
	3. Language Laboratory	Dr. Ninad Vitekar			
	4. NCC	Mr. Shahu Patil			
	5. NSS	Dr. S.M. Mohad/ Dr. S.S. Shinde			
	6. Career Counseling and Placement Cell [CCPC]	CA. Rushikesh Rathi			



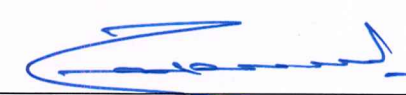
Prepared by: Dr. G.P. Kakade

Approved by: Dr. M.A. Paithankar

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Aurangabad.

Sr. No.	Departments	Auditee	Auditor	Audit Timings	Audit Clauses
	7. Trekking and Adventure Activities Cell [TAAC]	Shri. Prem Gorme			
	8. Remedial and Bridge Coaching	Dr. S.S. Shinde/ Dr. Savita Joshi			
3	Office				
	Admissions	Shri. M.M. Gajre	External Auditor	3:00 to 5:30	
	Academic Administration	Ms. M. R. Bhalerao	+		
	Scholarships	Shri. B.S. Bhoye	Dr. G.P. Kakade (MR)		
	Issue	Shri. S.V. Inamdar			
	House Keeping	Shri. V.B. Bandewar			
	Service Records	Ms. M. R. Bhalerao			
	PR and Communication	Shri. D.G. Wagh			
	Pay Unit	Shri. S.O. Dighule			
	Purchase, Stores and Maintenance	Shri. V.B. Bandewar			
	Accounts and Audit	Shri. S.S. Nigvekar			
	Examination Administration	Shri. M.M. Gajre			
	Conduct of Examination; and Centre Assessment [CAS]	Dr. D.R. Kamble			
4	Top Management	Dr. M.A. Paithankar	External Auditor	5:30 to 6:30	
5	IQAC	Dr. P.P. Deo	+		
6	Management Representative	Dr. G.P. Kakade	Dr. G.P. Kakade (MR)		

 Prepared by: Dr. G.P. Kakade

 Approved by: Dr. M.A. Paithankar



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