

**GURU NANAK KHALSA COLLEGE FOR WOMEN,
GUJARKHAN CAMPUS, MODEL TOWN**



Session: 2024-2025

SUPPORTING DOCUMENT

6.4.1 - Institution conducts internal and external financial audits regularly enumerate the various internal and external financial audits carried out during the year

Dr. Maneeta Kahlon
Principal

Dr. MANEETA KAHLON
Principal
G.N.Kh. College for Women
Gujarkhan Campus

6.4 - Financial Management and Resource Mobilization

6.4.1 - Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words.

INTERNAL AUDIT

To maintain transparency, accuracy, and accountability in the college's financial operations, an Internal Audit is conducted annually under the supervision of Principal Madam, Dr. Maneeta Kahlon. For the financial year 1 April 2024 to 31 March 2025, the Internal Audit Team undertook regular monthly reviews of all financial transactions. The team consists of the Bursar, Mrs. Maninder Kaur; the Finance-cum-Purchase Officer, Mrs. Manmeet Kaur; and Clerk, Mr. Suresh Kumar. During these audits, all vouchers, bills, and financial records—excluding those related to salary and allowances—are carefully checked, verified, and vouched to ensure proper financial control.

EXTERNAL AUDIT

College also undergoes a detailed annual External Audit carried out by an independent and authorized audit team. The results of this audit are submitted to the College Governing Body for review and documentation. Additionally, a statutory audit is performed each year by a certified Chartered Accountant appointed by the institution. For the stated financial year, the statutory audit is handled by CA Gurbir Singh of Pavan K. Gupta & Co. (FRN 002244N). All income and expenditure records are examined and any queries arising during internal or external audits are promptly resolved by providing the necessary documents, ensuring a transparent and efficient audit process.