



**AUDITORS REPORT TO THE GOVERNING MEMBER OF PROJECT
TERRA FIRMA**

Details:

| Sl. No. | Particulars | Remarks |
|---------|-----------------|--|
| 1. | Audit Team | Shyam S |
| 2. | Audit Date | 24.01.2018 |
| 3. | Schools Visited | - Mangala HPS - Kannur Hatti - Hanur HPS |

We have visited the above schools and conducted the audit as per the engagement. Detailed observations have been annexed to this report.

Key Feedbacks:

1. We suggest a detailed list of inventories be made by each school before any procurements for the annual day event. This will reduce the expenditure wastage of materials.
2. As suggested last years a register has been maintained giving a brief calculation of the receipts and payments along with the supporting bills attached to the same for every month and same has been verified during my visit.
3. We suggest that the science experiments under each module be revised every year. This will help to retain the interest of the students who are selected each year for the same programme.
4. Art Programme should identify drawings to be taught under each module based on the syllabus of class 4-8th. This will be relevant for their studies. Completion of all the modules would be difficult, as only 3 months of the current academic year is remaining. We suggest taking stock of the modules completed and revise the syllabus to suit the time available.
5. As the academic year is close to the end, we suggest procuring material required for art and science be based on the completion of the modules.

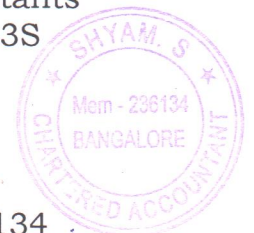
Date: 02.02.2018
Place: Bangalore

For Shyam S & Co,
Chartered Accountants
Firm No. 015813S

Shyam S

Shyam .S
Proprietor

Mem No. 236134





| Audit Date School(s) Visited | 24.01.2018 Mangala HPS | Program | Topic | Audit Remarks |
|---|---|---|-------|---------------|
| Library | Activities Based Learning | Few activities have been conducted and learning have been recorded. | | |
| | Board Games | Most of the board games are in dilapidated state | | |
| | Break Time Quiz (around Books) | Quiz has been conducted and the results have been presented for our verification. | | |
| | Class Research Projects using Book Material | Activity has been conducted. Projects prepared for programme were presented for verification. | | |
| | Books Issued | Register of books issued and the library visit register have been updated and were presented for verification during our visit. Best student views on the books are collected in a form. This is a great effort from the team. New books added to library have been numbered. | | |
| | Modules - Heat | Experiments have been conducted and records books have been updated. | | |
| | Modules - Sound | | | |
| | Modules - Matter | | | |
| | Modules - Air | | | |
| | Modules - Density | Experiments have been conducted and records books have to be updated. | | |
| Modules - Light | | | | |
| Arvind Gupta Science Experiments | Programme not conducted | | | |
| Events - Science Video Viewing & Discussion | | | | |
| Events - Field Trip to Science Museum | Drawings done by the students were presented, and found to be satisfactory. | | | |
| Events - Essay Competition about Science Masters | | | | |
| Events - External Science Competitions | | | | |
| Events - Final Science Exam with Certifications | | | | |
| Modules - Sketching with Pencils | | | | |
| Modules - Shading with Pencils | | | | |
| Modules - Landscape Painting | Activity has not been conducted | | | |
| Modules - Still Life Painting | | | | |
| Modules - Portrait Painting | | | | |
| Events - Paint Murals in the School | | | | |
| Events - Encounter with Nature | | | | |
| Events - Field Trip to Jagannohan Art Palace | | | | |
| Events - Essay Competition about Art Masters | We were presented with the material used for conducting the program. Generally the opinion written by students are same for every book. Librarian should read and suggest changes to the opinion written. | | | |
| Events - External Art Competitions | | | | |
| Events - Final Art Exam with Certifications | | | | |
| Book of the Month Club Sessions | | | | |
| Newspaper Quizzes (Conducted by Librarians) | | | | |
| Kannada Remedy Sessions - Batch 1 | | | | |
| Kannada Remedy Sessions - Batch 2 | Completed | | | |
| Kannada Remedy Sessions - Batch 3 | | | | |
| All Program Schedules Signed off by School HMs | Programme has commenced and records presented for verification. | | | |
| Monthly Time Sheets (Signed by HMs) Submitted on Time | | | | |
| Monthly (Finances, Attendance, Work & Asset) Audits | Program Schedule sheet has been signed off by the HMs. | | | |
| Monthly Work Proofs Submitted on Time | | | | |
| Monthly Receipts (Salary and Expenditure) Submitted | Verified and submitted on time. | | | |
| GROWBY Tests | | | | |
| In-face Meetings with HMs from all Schools | Mr. Ravi has presented all the bills for expenditures during the month. Same is found to be correct | | | |
| Ashraya Newsletters | | | | |
| Learning Enhancement | Monthly Receipts (Salary and Expenditure) Submitted | All activity records all other materials were found satisfactory. | | |
| | GROWBY Tests | Mr. Ravi has presented the records for expenditure on salaries. | | |
| | In-face Meetings with HMs from all Schools | GROWBY tests were under progress. | | |
| | Ashraya Newsletters | HM was present during the visit. | | |
| Program Operations | Monthly Receipts (Salary and Expenditure) Submitted | GROWBY tests were under progress. | | |
| | GROWBY Tests | | | |

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|-------------------|------------|
| Audit Date | 24.01.2018 |
| School(s) Visited | Kannur HPS |

| Program | Topic | Audit Remarks |
|--|---|--|
| Library | Activities Based Learning | Few activities have been conducted and learning have been recorded. |
| | Board Games | We have been requested to add new board games. |
| | Break Time Quiz (around Books) | Quiz has been conducted and the results have been presented for our verification. |
| | Class Research Projects using Book Material | Activity has been conducted. Projects prepared for programme were presented for verification. |
| | Books Issued | Register of books issued and the library visit register have been updated and were presented for verification during our visit. |
| | Modules - Heat | Experiments have been conducted and records books have been updated. |
| | Modules - Sound | |
| | Modules - Matter | |
| | Modules - Air | |
| | Modules - Density | Experiments have been conducted and records books have to be updated. |
| Modules - Light | | |
| Arvind Gupta Science Experiments | Programme not conducted | |
| Events - Science Video Viewing & Discussion | | |
| Events - Field Trip to Science Museum | Drawings done by the students were presented, and found to be satisfactory. | |
| Events - Essay Competition about Science Masters | | |
| Events - External Science Competitions | | |
| Events - Final Science Exam with Certifications | | |
| Modules - Sketching with Pencils | | |
| Modules - Shading with Pencils | | |
| Modules - Landscape Painting | | |
| Modules - Still Life Painting | | |
| Modules - Portrait Painting | | |
| Modules - Paint the Local Village | | |
| Events - Encounter with Nature | Programme not conducted | |
| Events - Field Trip to Jagannohan Art Palace | | |
| Events - Essay Competition about Art Masters | | |
| Events - External Art Competitions | | |
| Events - Final Art Exam with Certifications | | |
| Book of the Month Club Sessions | | |
| Newspaper Quizzes (Conducted by Librarians) | | |
| Kannada Remedy Sessions - Batch 1 | | |
| Kannada Remedy Sessions - Batch 2 | | |
| All Program Schedules Signed off by School HMs | | |
| Program Operations | Monthly Time Sheets (Signed by HMs) Submitted on Time | verified of the effectiveness of the programme was done and found satisfactory. Program Schedule sheet has been signed off by the HMs. |
| | Monthly (Finances, Attendance, Work & Asset) Audits | Verified and submitted on time. |
| | Monthly Work Proofs Submitted on Time | Verified and submitted on time. |
| | Monthly Receipts (Salary and Expenditure) Submitted | All activity records all other materials were found satisfactory. |
| | GROWBY Tests | Mr. Ravi has presented the records for expenditure on salaries. |
| | In-face Meetings with HMs from all Schools | GROWBY tests were under progress. HM was present during the visit. And is happy with program. |



| Audit Date | 24.01.2018 | | |
|--|---|--|---|
| School(s) Visited | Hannur HPS | | |
| Program | Topic | Audit Remarks | |
| Library | Board Games | We have been requested to add new board games. | |
| | Break Time Quiz (around Books) | Quiz has been conducted and the results have been presented for our verification. | |
| | Class Research Projects using Book Material | Programme has commenced. We were presented with the one page report written by the students. | |
| | Books Issued | Register of books issued and the library visit register have been updated and were presented for verification during our visit. | |
| | Modules - Heat | Experiments have been conducted and records books have been updated. | |
| | Modules - Sound | | |
| | Modules - Matter | | |
| | Modules - Air | | |
| | Modules - Density | | |
| | Modules - Light | Experiments have been conducted and records books have to be updated. | |
| Arvind Gupta Science Experiments | | | |
| Events - Science Video Viewing & Discussion | Programme not conducted | | |
| Events - Field Trip to Science Museum | | | |
| Events - Essay Competition about Science Masters | | | |
| Events - External Science Competitions | | | |
| Art | Events - Final Science Exam with Certifications | NA | |
| | Modules - Shading with Pencils | | |
| | Modules - Landscape Painting | | |
| | Modules - Still Life Painting | | |
| | Modules - Portrait Painting | | |
| | Events - Paint Murals in the School | | |
| | Events - Paint the Local Village | | |
| | Events - Encounter with Nature | | |
| | Events - Field Trip to Jagannathan Art Palace | | |
| | Events - Essay Competition about Art Masters | | |
| | Events - External Art Competitions | | |
| | Events - Final Art Exam with Certifications | | |
| | Book of the Month Club Sessions | | We were presented with the material used for conducting the program. A sample |
| | Learning Enhancement | | Newspaper Quizzes (Conducted by Librarians) |
| Kannada Remedy Sessions - Batch 1 | | We were presented with the test conducted for remedial students. A sample | |
| Program Operation | Kannada Remedy Sessions - Batch 2 | verification of the effectiveness of the programme was done and found satisfactory. Program Schedule sheet has been signed off by the HMs. | |
| | All Program Schedules Signed off by School HMs | Monthly Time sheets have been signed off by the HMs for the month. | |
| | Monthly Time Sheets (Signed by HMs) Submitted on Time | Verified and submitted on time. | |
| | Monthly (Finances, Attendance, Work & Asset) Audits | All activity records all other materials were found satisfactory. | |
| | Monthly Work Proofs Submitted on Time | Mr. Ravi has presented the records for expenditure on salaries. | |
| | Monthly Receipts (Salary and Expenditure) Submitted | GROWBY tests were under progress. | |
| | GROWBY Tests | HM was present not during the visit. | |
| | In-face Meetings with HMs from all Schools | | |

