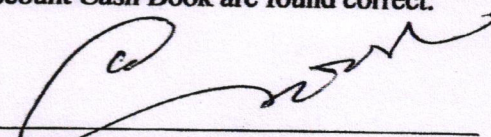


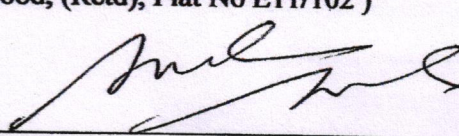
BOARD PROCEEDINGS

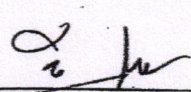
1. Proceeding of : Board of Officers
2. for the purpose : To carry out yearly Audit of Accounts for the period 01 Apr 2022 to 31 Mar 2023 vide Office Circular No. 1027/RWS/GHS-79/2023 dated 01 Jun 2023.
3. On the : 09 Jun 2023 and subsequent dates
4. Presiding officer : Brig K C Sood, (Retd), Flat No E11/102
Members 1. : Col Surinder Singh, (Retd) Flat No D3/403
2. : Col R C Jaswal (Retd), Flat No E7/102

5. The board of officers having assembled pursuant to order proceeded to carry out the Annual Internal audit of accounts for the period 01 Apr 2022 to 31 Mar 2023 of Sandeep Vihar (AWHO) Society, GH-79, Sector-20, Panchkula. All entries in Account Cash Book are found correct.

6. Observations of the Board are appended.

Presiding officer : 
(Brig K C Sood, (Retd), Flat No E11/102)

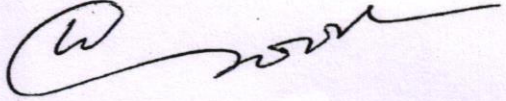
Members 1. : 
(Col Surinder Singh, (Retd) Flat No D3/403)

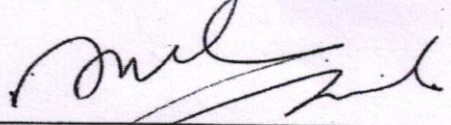
2. : 
(Col R C Jaswal (Retd), Flat No E7/102)

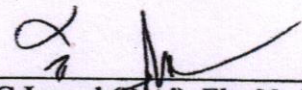
Dated : 22 Jun 2023

OBSERVATIONS OF INTERNAL AUDIT BOARD

1. Accounts of the Society and the Third LEC are properly maintained. Entries of receipts and payments, as well as cash and bank balances have been tallied and are correctly maintained. FDs receipts are tallied.
2. The accounts are maintained on computer and print out of the same is then pasted on the account ledger. In order to avoid tampering with the ledger pages at any later stage, it is advisable that the same be authenticated by signature and stamp across the individual sheet and ledger page.
3. The powers of sanctioning expenditure by various functionaries should be pasted at the start of the ledger.
4. The Long Term Development Fund is presently accounted for under the heading "Miscellaneous". For clarity it should be placed under the heading of "Development Fund". The Development Fund from tenants can be placed under the heading of "Miscellaneous".
5. Expenditure incurred on Taxi Charges for attending NCDRC Case at Delhi are not supported by signed bills PV-24, PV-85.
6. A form needs to be devised for booking of Community Hall/Stalls/Canopies along the same lines as the one for Guest Rooms.
7. Bank Charges on account of returned cheques must be recovered from the concerned member.
8. The Internal Audit Board for Financial Year 2023-24 must verify that the IT refund for Financial Year 2022-2023 has been credited in the bank.

Presiding officer : 
(Brig K C Sood, (Retd), Flat No E11/102)

Members 1. : 
(Col Surinder Singh, (Retd) Flat No D3/403)

2. : 
(Col R C Jaswal (Retd), Flat No E7/102)