



A.M. REDDY
 Memorial College of Engineering and Technology
 Approved by AICTE, New Delhi, Affiliated to JNTUK-Kakinada
 SPONSORED BY
 ATLURI MASTAN REDDY EDUCATIONAL SOCIETY, REG. NO. 450/2003

An ISO 9001:2015 Certified Institution
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ADMINISTRATIVE AUDIT SUMMARY SHEET

AY: 2021-2022		Date: 06/06/2022			
S.No	Audit Aspects	Audit Observations	HOD'S INPUT	GRADE	AUDITOR REMARKS
1	Vision & Mission of the Institution and Governance	Frame work for evolution & Review of vision, mission statements	Yes	A	
2		Frame work for continuous improvement of the governance with involvement of various apex bodies	Yes	A	
3	Student & Faculty ratio as per norms	Student Teacher ratio as per AICTE norms	Yes	A	
4		Teacher cadre ratio(1:2:6)-improvement over previous year	Yes	A	
5		Existence of Qualified and Experienced Teaching faculty	Yes	A	
6	Availability of Infrastructure and facilities	Avalibility of classrooms-during current year	Yes	A	
7		Avalibility of Laboratories-during current year	Yes	A	
8		Maintenance of Laboratory Equipments-during current year	Yes	A	
9	Student Participations & Welfare	No.of Students participating in extension activities	100	B	
10		No.of placements of outgoing students	169	B	
11		No.of students qualified in competitive examinations	3	B	
12		No.of studnets undertaking field projects/internships	5	B	
13		No.of studnets admitted in higher studies	4	B	
14		Existence Fee Reimbursement policy for students	Yes	A	
15		Professional body membership fee reimbursed-current year	Yes	A	
16	Staff Welfare	Performance appraisal conducted for teaching and Non teaching staff-current year	Yes	A	
17		No.of faculty participated in FDP programs	124	B	
18		Grievance redressal	Yes	A	
19	Facilities to students	Collection of books,manuscripts,special reports or any other knowledge resources for library enrichment	Yes	A	
20		E-journals,E-books,database availability	Yes	A	
21		Availability of digital library	Yes	A	
22		Usage of library by faculty, students	Yes	A	
23		Does the institute have facility for sports	Yes	A	
24		Awards and medals achieved in sports events	Yes	A	
25		Whether Institute frequently updated its IT facilities	Yes	A	
26		Availability of Bandwidth of Internet	Yes	A	
27	Budget & Expenses	Budget for Cur.Yr.& actual exp.for prev. Yr. in respect of-	Cur.Yr.Bud		
28		1. Access to library and library automation	Yes	A	
29		2. Maint. Of existing infrastructure	Yes	A	
30		3. Upgradation of IT infrastructure	Yes	A	
31		4. Maint. Of sports facilities and augmentation	Yes	A	
32		5. Faculty professional development	Yes	A	
33		6. Green initiatives and waste management	Yes	A	
34		7. Alternate energy sources	Yes	A	
35		8. Expenditure incurred on maintains of physical facilities excluding salary compounds	285.73L		
36		9. In-house student Scholarships	Yes	A	

Auditors specific Observations-

S.No	Observations
1	Motivate students in participating in field projects / Internships
2	Motivate students in qualifying in competitive examination
3	
4	
5	

Principal
 A.M. REDDY MEMORIAL COLLEGE,
 ENGINEERING & TECHNOLOGY
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