

The Principal,  
Khalsa College,  
Amritsar.

**TEJINDER SINGH KHALSA**  
B.Com, C A I I B  
25/1 , Sant Avenue, G.T. Road, Amritsar  
☎9417248658 ✉ts.tskhalsa@gmail.com

No. TSK/PER/7

Dated: 25.05.2018

ADMINISTRATIVE AUDIT REPORT : SESSION 2017-18

This Administrative Audit report of Khalsa College Amritsar is submitted as under in response to their assignment letter 1944 dated 08.05.2018 received by us. The audit was conducted with due diligence by random examination of relevant records and interactions on spot.

1. The college campus has merits of its having heritage premises with advantageous location at G T Road Amritsar.
2. The campus is proudly imparting education for almost all academic courses up to PG level.
3. Non curricular activities like Sports , Competitions & Contests, Stage Shows , folk dances (like Bhangra , Gidda , Jhoomar ), Gubani, NCC, NSS, etc. are encouraged for all-round personality development of students in the broader interest of the society .
4. The campus is having unique infrastructure with spacious administrative and academic blocks with modern facilities like updated media and science labs, library etc.
5. Welfare activities are enriched with health center, canteen facilities, scholarships, campus placements, trainings & guidance, course and general books through library etc.
6. Spiritual inbuilt of humanity is possible with excellent spirit & vibes from their own gurudwara sahib within the campus premises.
7. College administration has good control over overall discipline of students and staff.
8. Budgeted expenditure, income leakage, wastage control, cleanliness, sanitation etc. are well managed.
9. While the undersigned has all the good impressions on the performance and achievements of the institute under able administration , a few of observations are understood to be recorded as advisories towards some value additions at the campus:
  - a. There is need to provide adequate vigil through CCTV cameras to be well spread widely in the whole campus.
  - b. Coverage of in house power generation needs to be expanded for the reasons implied.
  - c. Faculty Development Programmes are advised to cover inputs on preparing the students to become self reliant / self dependent.
  - d. E governance software need be upgraded to be more compatible in all fields entrusted upon.
  - e. College building is very old but beautiful, as it is well maintained to ensure good outlook as well as safety aspects. For its being very old and large, the maintenance needs to be an ongoing process.
  - f. Hostel areas and lodges are advised to be inspected regularly followed by required improvements.
  - g. Street lights are suggested to be increased to cover sensitive nooks and corners of the vast campus areas.

  
Tejinder Singh Khalsa  
(Expert in Audit & Inspection)