



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)

An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212

URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: 8333882444



ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) REPORT 2022-2023



VISION

To produce Professionally Excellent, Knowledgeable, Globally Competitive and Socially responsible Engineers and Entrepreneurs.

MISSION

M1: Providing quality education through state-of-art Infrastructure, Laboratories, and Committed Staff.

M2: Establishing a continuous Industry-Institute Interaction, Participation and Collaboration to contribute Skilled Engineers.

M3: Involving Faculty members and Students in Research and Development to become globally competitive and for the betterment of society.

M4: Developing Human values, Social values, Entrepreneurship skills and Professional Ethics among the Technocrats.

QUALITY POLICY

NRIIT is committed to meet the needs of all its Stakeholders, continually improving the effectiveness of Quality Management System (QMS) by imparting quality education to students and to train faculty in the field of Technical Education for achieving international recognition. Utmost care is taken to maintain all types of Accreditations.

1. About the Institute

An NRI Institute of Technology, Agiripalli was established in the year 2008 under the auspicious of Sri Durga Malleswari Educational Society to provide quality, professional and Technical Education within a stipulated time. NRIIT offers ten B.Tech Courses in Engineering viz., CSE, CSE (AI & ML), CSE(DS), AI & ML, (CSE-Telugu Medium), IT, ECE, EEE, MECH and CIVIL Engineering to a tune of 10 along with PG courses separately 6. Since the top management is from Academic background, it could secure an ISO 9001: 2015 certification, permanent affiliation to JNTUK, Kakinada, NBA Accreditation (CSE, ECE & EEE), NAAC - A grade 3.21 and Autonomous status for a period of 10 years from 2018-19 to 2028-29. NRIIT got 2(f) and 12(B) by University Grants Commission which was recognized in the status of University Research Centre for the department of Computer Science Engineering, Electronics and Communication as well as Mechanical Engineering.



NRI Institute of Technology is getting progressed with the activities related to entrepreneurship. During the flexibility of autonomous we introduced several integrated courses on innovation, IPR, Entrepreneurship in the current curriculum. NRI Institute continuously engage in promoting and supporting innovation and start-up related activities in campus will not only remain restricted to our students with the help of MSME sanctioned Incubation center. It has earmarked dedicated fund / resources for the promotion and support of innovation and start-ups ecosystem with dedicated infrastructure and facilities in the campus. We have established mechanism of financing innovative student projects and ideas for growing them into Start-up in the institute level itself. We can become an end-to-end support providing institution to Entrepreneurs instead of remaining as an entrepreneurship Education Centre. With regards to the Memorandum of Understanding, we bagged as many

as 34 from different organizations/companies related to all the branches. Some of our faculty members applied/published for the patent rights. Few of our students developed technologically the products and made them commercialized. A big facility ready to occupy which helps to network with different industries to establish center of excellences in our college premises. As far as the publications in reputed National as well International are concerned, our faculty members published number of papers, patents and actively involved in research and development activities.

GENERAL INFORMATION

Name & Address of the College		NRI INSTITUTE OF TECHNOLOGY, POTHAVARAPPADU (V), VIA NUNNA, AGIRIPALLI (M), VIJAYAWADA RURAL, KRISHNA DISTRICT, ANDHRA PRADESH- 521212.
Name of the Principal of the College, along with Tel. No. and e-mail ID		Dr. C. Naga Bhaskar Tel. No. : (+91) 0866 – 2469666 (+91) 8333882444 E-mail: principal@nriit.edu.in
Year of grant of the Autonomous status		2018-2019
DEPARTMENTS AND PROGRAM OFFERED		
S. No.	Name of the Department	Title of the Programs Offered
1	Computer Science and Engineering (CSE)	B. Tech. in Computer Science and Engineering
		M. Tech. in Computer Science and Engineering
2	Electronics and Communication Engineering (ECE)	B. Tech. in Electronics and Communication Engineering
		M. Tech. in Digital Electronics and Communication Systems
3	Electrical and Electronics Engineering (EEE)	B. Tech. in Electrical and Electronics Engineering
		M. Tech. in Power Electronics and Drives
4	Mechanical Engineering (ME)	B. Tech. in Electrical and Electronics Engineering
		M. Tech. in Thermal Engineering
5	Civil Engineering (CE)	B. Tech. in Civil Engineering
		M. Tech. in Structural Engineering
6	Information Technology (IT)	B. Tech. in Information Technology
7	Computer Science and Engineering (AI&ML) (CSM)	B. Tech. in Computer Science and Engineering (AI&ML)
8	Computer Science and	B. Tech. in Computer Science and

	Engineering (Data science) (CSD)	Engineering (Data science)
9	Computer Science and Engineering (Regional Language) (CSER)	B. Tech. in Computer Science and Engineering (Telugu Medium)
10	Artificial Intelligence and Machine Learning (AIM)	B. Tech. in Artificial Intelligence and Machine Learning
11	Master of Business Administration (MBA)	Master of Business Administration
Details of Accreditation:		NAAC Accreditation: A Grade NBA Accreditation: 1. B. Tech. (Computer Science and Engineering) 2. B. Tech. (Electronics & Communication Engineering) 3. B. Tech. (Electrical & Electronics Engineering)

1. Academic and Administrative Audit (AAA)

The main objective of the audit is to review and evaluate the performance in fields of teaching-learning process, curricular, extra-curricular, research and administrative aspects relating to different departments of the institution.

The review process is usually carried out by internal committee members and the external academicians. As a part of the audit process, the Internal Quality Assurance Cell (IQAC) has structured a proforma for the evaluation based on the criteria specified by NAAC. The criteria-wise evaluation of the department includes:

1. Curricular Aspects
2. Teaching-Learning and Evaluation
3. Research, Innovations, and Extension
4. Infrastructure and Learning Resources
5. Student Support and Progression
6. Governance, Leadership, and Management
7. Institutional values and best practices

Process Involved:

Two Internal audits and one external Academic Audit will be conducted in every year. The process involved in Academic and Administrative Audit is shown below:

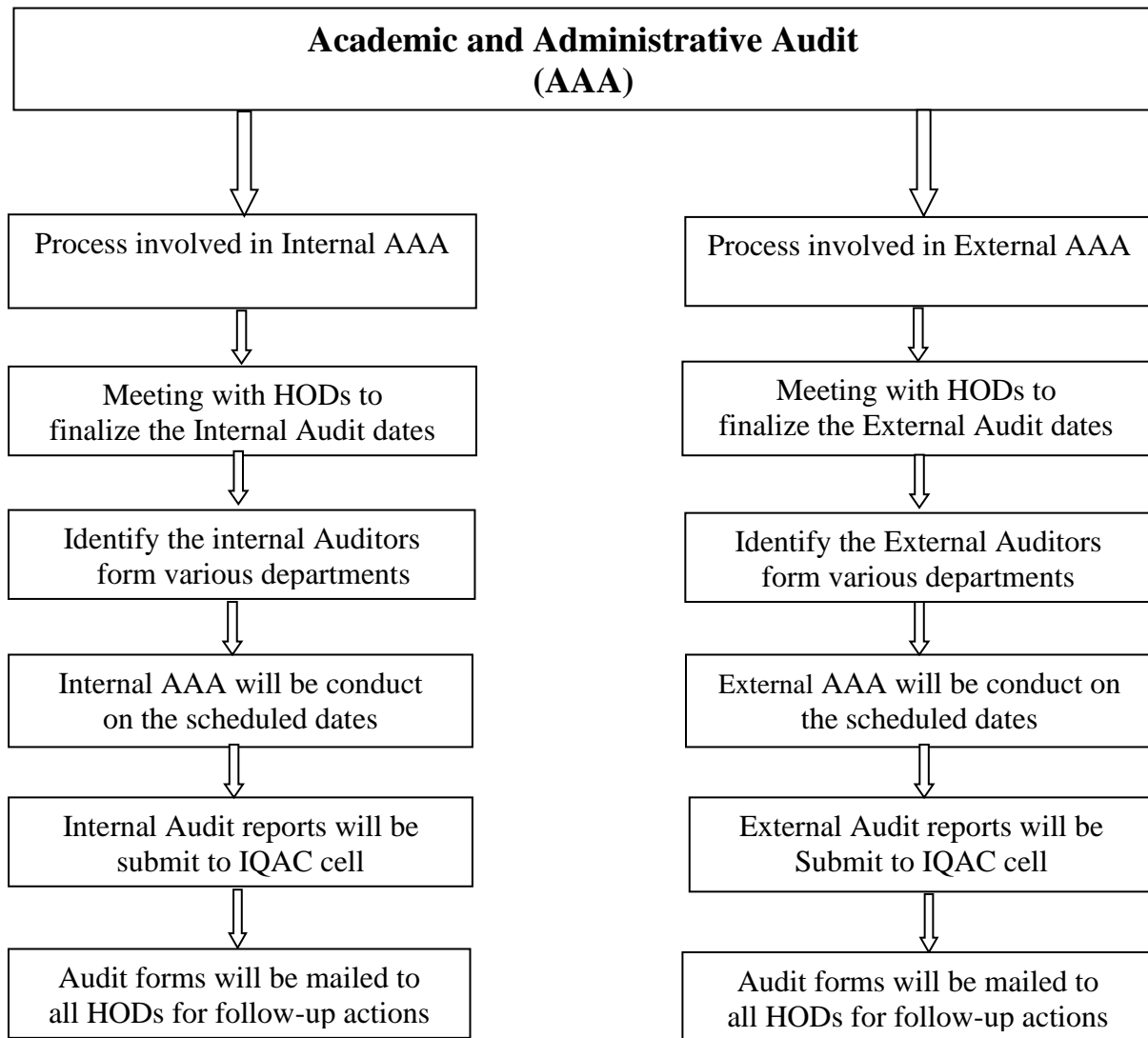


Fig. Process Involved in Academic and Administrative Audit



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ACADEMIC AND ADMINISTRATIVE AUDIT INTERNAL AUDIT - I REPORTS (2022-2023)



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Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 15/03/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of Audit: FED	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Ch. Kiran Babu	Signature of the Auditor 1: [Signature]
Name of the Auditor 2: A. Ravi Kiran	Signature of the Auditor 2: [Signature]
Name of the Auditee: Dr. A. Neeraja Reddy	Signature of the Auditee: [Signature]

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Need to be maintain in ISO format.	
	Faculty Retention	NRIIT/1.1.2/F-01	Maintain as per norms	
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Not maintain	

	Staff Requisition Form	NRIIT/1.1.4/F-01	Ay 2021-23 semi Updated.	
	Faculty/Staff Details	NRIIT/1.2/F-01	Ay 2021-23 semi Updated.	
	Faculty/Staff Profile	NRIIT/1.3/F-01	Ay 2022-23 Updated.	
	Staff Attendance Register	NRIIT/1.4/F-01	A.y 2021-23 Updated and continuously Updated	
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Upto 2021-23 Ay Updated.	
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	— NO-File —	
	Academic Books Statement	NRIIT/2.2/F-02	— NO-File —	
F-03	Leave Application Form	NRIIT/3.1/F-03	Updated Up-to-date	
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	Soft skills & PD Y. Salman Reju partici- pated.	Required more participation.
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	NEP Organized	Need to be organized for every Ay.
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	Attendance sheet maintained for NEP program.	
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	Updated 2021-23 Mr. D. Shrivastava published in SJRH - G4L.	Required more publication for every Ay.
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	Not applicable for Dept.	
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	Continuously Updated.	
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	Poster presentation Organized for Ay 2021-23	Need to be conduct more events.
	Student – Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06	Attendance sheet for poster presentation	

	Sheet			
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	- NIL -	Encourage the students to Attend / Participated.
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	Not Applicable	
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	- NIL - No data.	
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	- NIL -	
	Record of Student Seminars	NRIIT/6.5/F-06	Ruby laser	
	Record of Student Professional Society	NRIIT/6.6/F-06	- NIL -	
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	A-y 2022-23 Updated.	
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	A-y 2022-23 Updated.	
	Faculty Work Load Form	NRIIT/7.3/F-07	A-y 2022-23 Updated.	
F-08	Class Time Table	NRIIT/8.1.1/F-08	A-y 2022-23 Updated.	
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Sem-2 verified & it is updated.	
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	- No-File -	Need to be maintain a proper file.
	Faculty Individual Time Table	NRIIT/8.3/F-08	A-y 2022-23 Updated.	
F-09	Teaching Plan	NRIIT/9.1/F-09	Maintain a recent format	New format need to be maintained.
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	Not Updated continuously.	Need to be updated for every A-y.

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	A-y 2022-23 Updated.	
	CO Attainment	NRIIT/9.4/F-09	Updated upto 2021-22 A-y	Keep updated for every A-y.
	PO & PSO Attainment	NRIIT/9.5/F-09	Not Updated	"
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	Not Updated.	"
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	A-y 2022-23 Updated.	
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	- No - file -	Need to maintain a file.
	Student-Course End Survey	NRIIT/10.3/F-10	Not Applicable for the Dept	
	Program Exit Survey	NRIIT/10.4/F-10	Not Applicable for the Dept.	
	Alumni Survey	NRIIT/10.5/F-10	Not Applicable for the Dept.	
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Not Applicable for the Dept	
	Parent Feedback Form	NRIIT/10.7/F-10	- No - File -	Need to maintain a file.
F-11	Students Counseling Format	NRIIT/11.1/F-11	Maintain up to 2 nd year of the student.	Maintain all the details of the student.
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	- No - File -	Maintain a facility for every 20 students.
F-12	Computing Facility Details	NRIIT/12.1/F-12	- No - file -	Maintain a file.
	Computing Facility - Backup Details	NRIIT/12.2/F-12	Soft copy available	Take printouts & maintain in a file.
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	- No - file -	Maintain a Book.

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	- No data -	
	Equipment Supplier Quotations	NRIIT/13.3/F-13	Previous quote files filed	No recent Orders.
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	- No data -	Prepare a stat
	Equipment Purchase Order	NRIIT/13.5/F-13	Glassware, chemicals purchased in previous A.Y.	
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	Domestic verified.	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Merck verified.	
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	- No file -	Need to maintain a file
	Lab Manual	NRIIT/13.9/F-13	Hand written manuals are available	Need to maintain in a format.
	Lab Log-Register	NRIIT/13.10/F-13	Chemistry lab verified it is ok	
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	I-CSE-B verified it is updated.	
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	Need to be updated	Keep updated for every A.Y.
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	Need to be updated	Keep updated for every A.Y.
	Record of Remedial Classes	NRIIT/14.3.1/F-14	Need to be updated	Keep updated for every A.Y.
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	No recent data.	
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	No recent data.	
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	No recent data	

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	No Present data	Maintain a new file for every A-y
	Record of Makeup Classes	NRIIT/14.5.1/F-14	- No-File -	Maintain a new file for every A-y.
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	- No-File -	Maintain a new file for every A-y.
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	- No-File -	Maintain a new file for every A-y.
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	A-y 2021-23 Updated.	
	Students Attendance Register	NRIIT/15.2/F-15	I-CEB-13 Verified 9+ is updated.	
	Students Monthly Attendance	NRIIT/15.3.1/F-15	A-y 2022-23 Updated.	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	A-y 2022-23 Updated.	
	Attendance: Condonation List	NRIIT/15.3.3/F-15	A-y 2022-23 Updated.	
	Attendance: Detain List	NRIIT/15.3.4/F-15	A-y 2022-23 Updated.	
F-16	Students Mid Marks	NRIIT/16.1/F-16	EM-I Verified 9+ is ok	
	Students Assignment Marks	NRIIT/16.2/F-16	PPSC verified 9+ is ok.	
	Students Lab Marks	NRIIT/16.3/F-16	PPSC verified 9+ is ok.	
	Students Internal Marks	NRIIT/16.4/F-16	Applied Chemistry Verified 9+ is ok	
	Students Project Marks	NRIIT/16.5/F-16	Not Applicable	
	Students Result Analysis	NRIIT/16.6/F-16	I-1 verified 9+ is ok.	

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	Not Applicable	
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	Not Applicable	
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	Not Applicable	
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	Not Applicable	
	Project Details	NRIIT/17.2.1/F-17	Not Applicable	
	Project Attendance Sheet	NRIIT/17.2.2/F-17	Not Applicable	
	Students' Best Project Evaluation	NRIIT/17.3/F-17	Not Applicable	
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	Not Applicable	
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	Not Applicable	
	Record of Student Internship Details	NRIIT/18.2.1/F-18	Not Applicable	
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	Not Applicable	
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	Not in the ISO format.	Need to maintain in ISO format.
	Department Minutes of Meeting	NRIIT/19.2/F-19	Need to be updated.	Keep updated for every m-y.
	Department Committees & Minutes	NRIIT/19.3/F-19	No file	Need to maintain a file.
	Internal Academic Audit Report	NRIIT/19.4/F-19	- No file -	"
	External Academic Audit Report	NRIIT/19.5/F-19	- No file -	"

F-20	Department Budget Proposal	NRIIT/20.1/F-20	Need to be Updated	
	Department Budget Utilization	NRIIT/20.2/F-20	Need to be Updated.	

Probable date of completion of work: _____



Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: 

2. Auditor - 2: 



Signature of Head of the Department

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212



Signature of ISO Coordinator & MR



Signature of I.Q.A.C Coordinator
 I.Q.A.C. Coordinator

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural-521 212



Signature of Principal
NRI Institute of Technology
Pothavaraopadu (V), Agiripalli (M)



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Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 15-03-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of Audit: MECHANICAL ENGINEERING	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

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Name of the Auditor 1: Dr. Abdul Rahman	Signature of the Auditor 1: [Signature]
Name of the Auditor 2: Mrs. K. Swathi	Signature of the Auditor 2: [Signature]
Name of the Auditee: Mrs. B. N. Sudha Rani	Signature of the Auditee: [Signature]

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	SFR : 17.5 for A.Y : 22-23	File updated as per the data. No correction Need
	Faculty Retention	NRIIT/1.1.2/F-01	Retention file updated	NO Need of corrections
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Data Available in Required form	from Mech. Dept to other Depts.

	Staff Requisition Form	NRIIT/1.1.4/F-01	All Details are included	From other Depts. to Mech Dept are available
	Faculty/Staff Details	NRIIT/1.2/F-01	Faculty list for A.Y: 22-23 Available	NO Need of corrective Actions.
	Faculty/Staff Profile	NRIIT/1.3/F-01	faculty profiles are updated	NO suggestions
	Staff Attendance Register	NRIIT/1.4/F-01	Staff Register (Attendance) verified	Updated as on Date
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	SAF's were updated with all details	NO Need to Modify
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	List of Journals and Self Learning facilities was available	Mention the details of Self Learning
	Academic Books Statement	NRIIT/2.2/F-02	Academic Book Statement was updated	facilities updated
F-03	Leave Application Form	NRIIT/3.1/F-03	Available Till Date	NO Need of corrective Actions
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	All details are included.	NO Need of corrective Actions
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	NO FDP is organized in 22-23	NO Data in A.Y ; 22-23
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	file was updated with all details.	NO Need of corrective Actions.
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	26 papers were published in A.Y: 22-23.	—
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	NO Sponsored projects in A.Y : 2022-23.	—
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	All Details were included in file	updated
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	Workshops, paper Presentation, Quiz details included	NO Need of corrective Action

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	Attendance Sheets are updated.	No Need of corrective Actions.
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	participation certificates were included.	updated
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	Data included	—
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	details of Sports conducted in this institution were not Available	
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	List students participants in ECE were included	NO Need of corrective Actions
	Record of Student Seminars	NRIIT/6.5/F-06	Professional Society (IE) details included	—
	Record of Student Professional Society	NRIIT/6.6/F-06	Record of Seminars Available	NO Need of corrective Actions.
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	Data Available in a Required format	updated
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	Available	—
	Faculty Work Load Form	NRIIT/7.3/F-07	Available	—
F-08	Class Time Table	NRIIT/8.1.1/F-08	Data Available	file updated
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Master timetable was available for all sections	data included in file & updated
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Available	Updated
	Faculty Individual Time Table	NRIIT/8.3/F-08	Individual time tables.	updated
F-09	Teaching Plan	NRIIT/9.1/F-09	Teaching & plan of Realization was Available	Updated
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	course files & cover pages Available	check list are Available in file

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	updated	updated
	CO Attainment	NRIIT/9.4/F-09	Available	Updated
	PO & PSO Attainment	NRIIT/9.5/F-09	Available	updated
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	Mapping of co-po-psy in each subject update	—
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	Feed back forms Available	Updated
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	Action Taken Reports - Available	Updated
	Student-Course End Survey	NRIIT/10.3/F-10	Available	NO Need of corrective Action
	Program Exit Survey	NRIIT/10.4/F-10	Available	Updated
	Alumni Survey	NRIIT/10.5/F-10	Alumni Survey of passed out students	Available
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Employer-feedback Available	Updated
	Parent Feedback Form	NRIIT/10.7/F-10	Parent feedback Available	NO Need of corrective Actions
F-11	Students Counseling Format	NRIIT/11.1/F-11	Available	—
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	—	—
F-12	Computing Facility Details	NRIIT/12.1/F-12	Available	—
	Computing Facility - Backup Details	NRIIT/12.2/F-12	Backup details are included	—
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	Available in each lab-file	NO suggestions

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	Updated	—
	Equipment Supplier Quotations	NRIIT/13.3/F-13	Available	—
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	Available for previous years	—
	Equipment Purchase Order	NRIIT/13.5/F-13	Available for previous years	—
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	Available for non consumable equipment	—
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Available	—
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	Maintenance plan is available	Updated
	Lab Manual	NRIIT/13.9/F-13	Available for all labs	Updated
	Lab Log-Register	NRIIT/13.10/F-13	Available	Updated with signatures
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	—	
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	—	Need to be updated.
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	—	Need to be updated.
	Record of Remedial Classes	NRIIT/14.3.1/F-14	Record of Remedial classes for all years - available	Updated
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	Available	NO Need of corrective actions
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	—	Need to be updated
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	—	Need to be updated.

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14		
	Record of Makeup Classes	NRIIT/14.5.1/F-14		
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14		
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14		
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	Available for all years 22-23	Updated
	Students Attendance Register	NRIIT/15.2/F-15	Available	Data Available
	Students Monthly Attendance	NRIIT/15.3.1/F-15	Available	class-wise Data Available
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	consolidated Attendance Available	—
	Attendance: Condonation List	NRIIT/15.3.3/F-15	Updated	—
	Attendance: Detain List	NRIIT/15.3.4/F-15	Updated	—
F-16	Students Mid Marks	NRIIT/16.1/F-16	Available	—
	Students Assignment Marks	NRIIT/16.2/F-16	Available	—
	Students Lab Marks	NRIIT/16.3/F-16	verified data and file updated	—
	Students Internal Marks	NRIIT/16.4/F-16	Available	—
	Students Project Marks	NRIIT/16.5/F-16	student project marks for final year	Available
	Students Result Analysis	NRIIT/16.6/F-16	Result Analysis is Available	Updated

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	completed	NO Need of Corrective Actions
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	Completed	—
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	Available only Mini project details	NO Seminars Need to implement Seminars
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	Attendance sheets verified	Updated
	Project Details	NRIIT/17.2.1/F-17	Titles & Batches of projects were verified	—
	Project Attendance Sheet	NRIIT/17.2.2/F-17	Available	—
	Students' Best Project Evaluation	NRIIT/17.3/F-17	Available with Evaluation Report	—
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	Available	updated
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	Feedback Reports included	—
	Record of Student Internship Details	NRIIT/18.2.1/F-18	included with all details	—
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	feedback Related to Internship Available	—
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	Available	NO Need of corrective Actions
	Department Minutes of Meeting	NRIIT/19.2/F-19	Available	—
	Department Committees & Minutes	NRIIT/19.3/F-19	various dept. committees & Minutes Available	Updated
	Internal Academic Audit Report	NRIIT/19.4/F-19	Available	—
	External Academic Audit Report	NRIIT/19.5/F-19		

F-20	Department Budget Proposal	NRIIT/20.1/F-20	Available	Updated
	Department Budget Utilization	NRIIT/20.2/F-20	Available	Updated

Probable date of completion of work: 24-03-2023

B. Jay Reddy

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: *A. S. Reddy*

2. Auditor - 2: *Subbarao*

P. S. Rao

Signature of Head of the Department

NRI INSTITUTE OF TECHNOLOGY

Pothavarappadu(V), (Via Nunna)

Agiripalli (M), Krishna (Dt)

AP India-521212

S. V. Srinivas

Signature of ISO Coordinator & MR

P. S. Rao

Signature of I.Q.A.C Coordinator

I.Q.A.C. Coordinator

NRI INSTITUTE OF TECHNOLOGY

POTHAVARAPPADU (V), Agiripalli (M)

Eluru Dist., Vijayawada Rural- 521 212

M. S. Rao 28/3/23

Signature of Principal

PRINCIPAL

NRI Institute of Technology

Pothavarappadu (V), Agiripalli (M) g e



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)

An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 16/3/2022	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of Audit: EEE	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: K. Raga Sai	Signature of the Auditor 1: K. Raga Sai
Name of the Auditor 2: E. Srinivas	Signature of the Auditor 2: E. Srinivas
Name of the Auditee:	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	checked	already available
	Faculty Retention	NRIIT/1.1.2/F-01	checked all the years	no pending
	Faculty Requisition Form	NRIIT/1.1.3/F-01	checked all year	no pending

	Staff Requisition Form	NRIIT/1.1.4/F-01	checked all the years	no pending
	Faculty/Staff Details	NRIIT/1.2/F-01	checked all the years	no pending
	Faculty/Staff Profile	NRIIT/1.3/F-01	checked all the years	no pending
	Staff Attendance Register	NRIIT/1.4/F-01	checked all the years	no pending
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	complete &	to keep @ set screen
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	completed	no pending
	Academic Books Statement	NRIIT/2.2/F-02	completed	no pending
F-03	Leave Application Form	NRIIT/3.1/F-03	checked all the years	no pending
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	checked the other years	no pending
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	checked the all years	no pending
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	checked copy, copy, copy	no pending
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	checked all the years	no pending
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	checked all the years	no pending
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	checked all the years	no pending
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	} copy pending	Need to update
	Student – Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06		

	Sheet			
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	Copy Pending	Need to update
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06		
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06		
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06		
	Record of Student Seminars	NRIIT/6.5/F-06		
	Record of Student Professional Society	NRIIT/6.6/F-06		
F-07	Subject Option & Allocation	NRIIT/7.1/F-07		
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	Checked all the years	No pending
	Faculty Work Load Form	NRIIT/7.3/F-07	Checked all years	No pending
F-08	Class Time Table	NRIIT/8.1.1/F-08	CA ₁ , CA ₂ , CA ₃	No pending
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Checked all the years	No pending
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Checked all the years	No pending
	Faculty Individual Time Table	NRIIT/8.3/F-08	Checked all the years	No pending
F-09	Teaching Plan	NRIIT/9.1/F-09	Copy Pending	Need to update
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	"	"

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Checked all the year	No pending
	CO Attainment	NRIIT/9.4/F-09	Checked all the years	No pending
	PO & PSO Attainment	NRIIT/9.5/F-09	Checked all the year	No pending
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	Checked all the years	No pending
	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	Checked all the years	No pending
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	Pending	Need to update
F-10	Student-Course End Survey	NRIIT/10.3/F-10	} can't pending	
	Program Exit Survey	NRIIT/10.4/F-10		
	Alumni Survey	NRIIT/10.5/F-10		Need to update
	Industry Employer Feedback Form	NRIIT/10.6/F-10		
	Parent Feedback Form	NRIIT/10.7/F-10		
		Students Counseling Format		NRIIT/11.1/F-11
F-11	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	Pending	Need to update
F-12	Computing Facility Details	NRIIT/12.1/F-12	Pending	Need to update
	Computing Facility - Backup Details	NRIIT/12.2/F-12	Pending	Need to update
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	Checked all the years	Need to update

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	Checked all the years	No pending
	Equipment Supplier Quotations	NRIIT/13.3/F-13	Checked all the years	No pending
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	Checked all the years	No pending
	Equipment Purchase Order	NRIIT/13.5/F-13	Checked all the years	No pending
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	Checked all the years	No pending
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Checked all the years	No pending
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	Checked all the years	No pending
	Lab Manual	NRIIT/13.9/F-13	Checked all the years	No pending
	Lab Log-Register	NRIIT/13.10/F-13	Checked all the years	No pending
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	Checked all the years	No pending
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	Checked all the years	No pending
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	Checked all the years	No pending
	Record of Remedial Classes	NRIIT/14.3.1/F-14	Checked all the years	No pending
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	Checked all the years	No pending
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	Checked all the years	No pending
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	Checked all the years	No pending

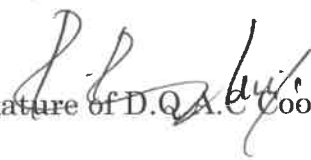
	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	Checked all the years	NO pending
	Record of Makeup Classes	NRIIT/14.5.1/F-14	Checked all the years	NO pending
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	Checked all the years	NO pending
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	Checked all the years	NO pending
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	Checked all the years	NO pending
	Students Attendance Register	NRIIT/15.2/F-15	Checked all the years	NO pending
	Students Monthly Attendance	NRIIT/15.3.1/F-15	Checked all the years	NO pending
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	Checked all the years	NO pending
	Attendance: Condonation List	NRIIT/15.3.3/F-15	Checked all the years	NO pending
	Attendance: Detain List	NRIIT/15.3.4/F-15	Checked all the years	NO pending
F-16	Students Mid Marks	NRIIT/16.1/F-16	Checked all the years	NO pending
	Students Assignment Marks	NRIIT/16.2/F-16	Checked all the years	NO pending
	Students Lab Marks	NRIIT/16.3/F-16	Checked all the years	NO pending
	Students Internal Marks	NRIIT/16.4/F-16	Checked all the years	NO pending
	Students Project Marks	NRIIT/16.5/F-16	Checked all the years	NO pending
	Students Result Analysis	NRIIT/16.6/F-16	Checked all the years	NO pending

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	Pending	need to update
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	Pending	need to update
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	Pending	need to update
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	Pending	need to update
	Project Details	NRIIT/17.2.1/F-17	checked all the years	need to no pending
	Project Attendance Sheet	NRIIT/17.2.2/F-17	checked all the years	no pending
	Students' Best Project Evaluation	NRIIT/17.3/F-17	checked all the years	no pending
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	checked all the years	no pending
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	checked all the years	no pending
	Record of Student Internship Details	NRIIT/18.2.1/F-18	checked all the years	no pending
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	checked all the years	no pending
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	checked all the years	no pending
	Department Minutes of Meeting	NRIIT/19.2/F-19	checked all the years	no pending
	Department Committees & Minutes	NRIIT/19.3/F-19	CAV Pending	Need to update
	Internal Academic Audit Report	NRIIT/19.4/F-19	checked all the years	no pending
	External Academic Audit Report	NRIIT/19.5/F-19	checked all the years	no pending

F-20	Department Budget Proposal	NRIIT/20.1/F-20	Checked all the years	No pending
	Department Budget Utilization	NRIIT/20.2/F-20	Checked all the years	No pending

Probable date of completion of work: 20/3/2023


Signature of D.Q.A.C Coordinator



Signature of Academic Auditor(s)

- 1. Auditor - 1: K. B. Sai
- 2. Auditor - 2: [Signature]

Signature of Head of the Department




NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212

Signature of ISO Coordinator & MR



Signature of I.Q.A.C Coordinator



NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Euru Dist., Vijayawada Rural - 521 212

Signature of Principal



PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

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An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 14-03-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of Audit: ECE	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: A. Neeraja Padma	Signature of the Auditor 1:
Name of the Auditor 2: R. Sridevi	Signature of the Auditor 2:
Name of the Auditee: Dr. K. Pratyusha	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Updated SFR-18	
	Faculty Retention	NRIIT/1.1.2/F-01	80% Retention is maintained	
	Faculty Requisition Form	NRIIT/1.1.3/F-01	This file is updated	

	Staff Requisition Form	NRIIT/1.1.4/F-01	This file is also updated	
	Faculty/Staff Details	NRIIT/1.2/F-01	Updated file Prof-5 Assoc Prof-16	-
	Faculty/Staff Profile	NRIIT/1.3/F-01	Staff Profile file updated	-
	Staff Attendance Register	NRIIT/1.4/F-01	Attendance Register file updated on daily basis	-
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	21-22 year F.S.A. is updated	in file updated
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	A.C	
	Academic Books Statement	NRIIT/2.2/F-02	Academic Book Statement are provided for the year 2022-23.	
F-03	Leave Application Form	NRIIT/3.1/F-03	File is updated accordingly	
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	Updated	
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	2 F.D.Ps are organised and	File is updated
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	Updated	
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	7 Scopus papers Published	
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	last updation was in 2018	
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	updated	
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	In the year 22-23 total (10) events	
	Student – Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06	was reorganised and the file is updated along with attendance sheet	-

	Sheet			
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	File updated Index is not modified.	
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	Sem-II Applicable for	
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	Two events and the file is updated	
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	No participation	
	Record of Student Seminars	NRIIT/6.5/F-06	N. A	
	Record of Student Professional Society	NRIIT/6.6/F-06	96 Students next for IETE (I works and 2 Activities are organized Quiz	
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	File updated	
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	- Updated	
	Faculty Work Load Form	NRIIT/7.3/F-07	updated	
F-08	Class Time Table	NRIIT/8.1.1/F-08	Sem & year wise timetable file is updated	
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	updated	
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	updated	
	Faculty Individual Time Table	NRIIT/8.3/F-08	Faculty Individual updated	
F-09	Teaching Plan	NRIIT/9.1/F-09	T-Plan file is updated	
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	updated	

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Sem-I Syllabus Coverage updated	
	CO Attainment	NRIIT/9.4/F-09	updated upto (batch) 2-1	
	PO & PSO Attainment	NRIIT/9.5/F-09	Attainment file is updated	
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	22-23 file updated	
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	22-23 file updated	
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	Action taken for the faculty who got 100% feedback	
	Student-Course End Survey	NRIIT/10.3/F-10	updated	
	Program Exit Survey	NRIIT/10.4/F-10	Batch-18 file was updated	
	Alumni Survey	NRIIT/10.5/F-10	18 Batch file is updated	
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Online	
	Parent Feedback Form	NRIIT/10.7/F-10		
F-11	Students Counseling Format	NRIIT/11.1/F-11	In the dep only one faculty has submitted (only Swathi main remaining faculty didn't submit)	
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	"	
F-12	Computing Facility Details	NRIIT/12.1/F-12	updated	
	Computing Facility - Backup Details	NRIIT/12.2/F-12	updated	
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	updated	

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	updated	
	Equipment Supplier Quotations	NRIIT/13.3/F-13	updated	
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	updated	
	Equipment Purchase Order	NRIIT/13.5/F-13	file is updated	
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	updated	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	updated	
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	updated	
	Lab Manual	NRIIT/13.9/F-13	updated	
	Lab Log-Register	NRIIT/13.10/F-13		
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14		
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	2022-23 file is updated	
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	updated (Attendance reg.)	
	Record of Remedial Classes	NRIIT/14.3.1/F-14	updated	
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	updated	
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	As per results file is updated	
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	Additional Topics are found in course file	

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	-	
	Record of Makeup Classes	NRIIT/14.5.1/F-14	updated	
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	- updated	
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	Need to be updated for 22-23	(result given out)
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	As per the format @ ECE-A file is updated 7-16	
	Students Attendance Register	NRIIT/15.2/F-15	- updated	
	Students Monthly Attendance	NRIIT/15.3.1/F-15	updated	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	Updated	
	Attendance: Condonation List	NRIIT/15.3.3/F-15	Sem, Academic year not mentioned.	
	Attendance: Detain List	NRIIT/15.3.4/F-15	Updated	
F-16	Students Mid Marks	NRIIT/16.1/F-16	} updated But the cover page is Not changed as per ISO format	
	Students Assignment Marks	NRIIT/16.2/F-16		
	Students Lab Marks	NRIIT/16.3/F-16		
	Students Internal Marks	NRIIT/16.4/F-16		
	Students Project Marks	NRIIT/16.5/F-16		
	Students Result Analysis	NRIIT/16.6/F-16		

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	Pending	
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	Updated	
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	Well Maintained	
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	Well Maintained	
	Project Details	NRIIT/17.2.1/F-17	Not Applicable	
	Project Attendance Sheet	NRIIT/17.2.2/F-17	Not Applicable	
	Students' Best Project Evaluation	NRIIT/17.3/F-17		
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	Student rules BSNL & game feedback Updated Updated SCR feedback Provided	
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18		
	Record of Student Internship Details	NRIIT/18.2.1/F-18		
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18		
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	updated	
	Department Minutes of Meeting	NRIIT/19.2/F-19	updated	
	Department Committees & Minutes	NRIIT/19.3/F-19	Only one meeting held in Sep	
	Internal Academic Audit Report	NRIIT/19.4/F-19	updated	
	External Academic Audit Report	NRIIT/19.5/F-19	updated	

F-20	Department Budget Proposal	NRIIT/20.1/F-20	Available for 22-23	
	Department Budget Utilization	NRIIT/20.2/F-20	Need to get from Principal's office	

Probable date of completion of work: 17-03-2023

[Handwritten Signature]

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

- Auditor - 1: A. Neeraja Padar
- Auditor - 2: R. Sridhar

[Handwritten Signature]
14/2/23

Signature of Head of the Department

[Handwritten Signature]
Signature of ISO Coordinator & MR

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212

[Handwritten Signature]

Signature of I.Q.A.C Coordinator

[Handwritten Signature]

Signature of Principal

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212

NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)

An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 13/03/2023 -	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of Audit: Information Technology.	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: S. Ramyaka	Signature of the Auditor 1:
Name of the Auditor 2: G. Devanand.	Signature of the Auditor 2:
Name of the Auditee: Ch. Kiran Babu.	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Updated upto A.Y 2022-23	
	Faculty Retention	NRIIT/1.1.2/F-01	Updated	Good
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Updated	Good -

	Staff Requisition Form	NRIIT/1.1.4/F-01	Updated	Good-
	Faculty/Staff Details	NRIIT/1.2/F-01	Updated	'
	Faculty/Staff Profile	NRIIT/1.3/F-01	Need to be updated	No single page profile of faculty
	Staff Attendance Register	NRIIT/1.4/F-01	Updated	✓
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Not found	No records of Current A.Y.
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	Not Updated	—
	Academic Books Statement	NRIIT/2.2/F-02	Not Updated	—
F-03	Leave Application Form	NRIIT/3.1/F-03	Updated.	Verified ✓
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	File updated upto A.Y 22-23.	
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	Nil-	—
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	FDP Participation Certificates are there in the file -	
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	Publications are there.	format is not in ISO.
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	file not there	—
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	updated	updated upto 19/2/23
	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	updated	
F-06	Student – Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06	No attendance.	

	Sheet			
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	Need to be in ISO format	
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	Updated	
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	Need to be updated	
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	No attendance	
	Record of Student Seminars	NRIIT/6.5/F-06	No file	
	Record of Student Professional Society	NRIIT/6.6/F-06	Soft Copy Updated	Need to be Printed
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	Need to be updated	only one option form found
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	No data found	
	Faculty Work Load Form	NRIIT/7.3/F-07	No file	
F-08	Class Time Table	NRIIT/8.1.1/F-08	Updated	
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Need to be updated	
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Lab Time Tables updated	Signatures pending
	Faculty Individual Time Table	NRIIT/8.3/F-08	Updated	
F-09	Teaching Plan	NRIIT/9.1/F-09	Updated	
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	No files	

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Updated ✓	
	CO Attainment	NRIIT/9.4/F-09	Only need to be printed	Upto 2018-22 soft copy available
	PO & PSO Attainment	NRIIT/9.5/F-09	u	u
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	u	u
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	Updated ✓	
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	No need of ATR bcz all got	>3.5
	Student-Course End Survey	NRIIT/10.3/F-10	No file.	
	Program Exit Survey	NRIIT/10.4/F-10	No file	
	Alumni Survey	NRIIT/10.5/F-10	No file	
	Industry Employer Feedback Form	NRIIT/10.6/F-10	No file	
	Parent Feedback Form	NRIIT/10.7/F-10	No file.	
F-11	Students Counseling Format	NRIIT/11.1/F-11	Not updated	
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	No file	
F-12	Computing Facility Details	NRIIT/12.1/F-12	File there but ISO file no's not there.	
	Computing Facility - Backup Details	NRIIT/12.2/F-12	File there.	HOD signs & dates missing ✓
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	No file	

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	No file.	
	Equipment Supplier Quotations	NRIIT/13.3/F-13	No file.	
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	No file	
	Equipment Purchase Order	NRIIT/13.5/F-13	No file Updated	
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	File there Updated	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Updated	But no new ones are purchased
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	Updated	✓
	Lab Manual	NRIIT/13.9/F-13	Updated	✓
	Lab Log-Register	NRIIT/13.10/F-13	Updated	✓
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	No file	—
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	No file	—
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	←	—
	Record of Remedial Classes	NRIIT/14.3.1/F-14	updated upto A.Y: 21-22	
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	need to be updated for A.Y: 22-23	
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	4	
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14		

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	Updated upto 21-22	
	Record of Makeup Classes	NRIIT/14.5.1/F-14	u	
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	u	
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	u	
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	Updated	
	Students Attendance Register	NRIIT/15.2/F-15	Updated	
	Students Monthly Attendance	NRIIT/15.3.1/F-15	Updated	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	Updated	need to maintain Properly -
	Attendance: Condonation List	NRIIT/15.3.3/F-15	Updated -	✓
	Attendance: Detain List	NRIIT/15.3.4/F-15	Updated -	✓
F-16	Students Mid Marks	NRIIT/16.1/F-16	Updated	Good,
	Students Assignment Marks	NRIIT/16.2/F-16	Updated	u
	Students Lab Marks	NRIIT/16.3/F-16	Updated	u
	Students Internal Marks	NRIIT/16.4/F-16	Updated	u
	Students Project Marks	NRIIT/16.5/F-16	u	u
	Students Result Analysis	NRIIT/16.6/F-16	u	u

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	Updated	
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	Updated	
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	need to be updated	
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	need to be updated	
	Project Details	NRIIT/17.2.1/F-17	Updated	
	Project Attendance Sheet	NRIIT/17.2.2/F-17	Updated	
	Students' Best Project Evaluation	NRIIT/17.3/F-17	need to be updated for 22-23	
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	No file.	
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	feedback not there.	
	Record of Student Internship Details	NRIIT/18.2.1/F-18	Certificates are there.	
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	No feedback file.	
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	Updated	not in ISO format.
	Department Minutes of Meeting	NRIIT/19.2/F-19	No file	
	Department Committees & Minutes	NRIIT/19.3/F-19	No file	
	Internal Academic Audit Report	NRIIT/19.4/F-19	Updated	
	External Academic Audit Report	NRIIT/19.5/F-19	Updated	

F-20	Department Budget Proposal	NRIIT/20.1/F-20	Updated upto AY 21-22
	Department Budget Utilization	NRIIT/20.2/F-20	Updated upto A.Y: 22-23

Probable date of completion of work: 17-03-2023



Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1:



2. Auditor - 2:




Signature of Head of the Department
Head, IT Department
NRI Institute of Technology
POTHAVARAPPADU (V)
Agiripalli (M), Krishna Dist



Signature of ISO Coordinator & MR



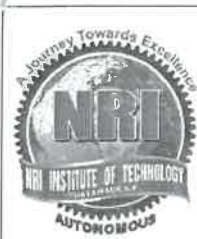
Signature of I.Q.A.C Coordinator

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212



Signature of Principal

NRI Institute of Technology
Pothavarappadu (V), (Via) Nunna
Agiripalli (M), Eluru Dist. A.P-521212



NRI INSTITUTE OF TECHNOLOGY

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URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 13-03-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of Audit: CSE	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: G. Durga Prasad	Signature of the Auditor 1:
Name of the Auditor 2: K. BABURAJA	Signature of the Auditor 2:
Name of the Auditee: 1. Dr. G. Shobana 2. CA. Santhi	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Available	File to be maintained
	Faculty Retention	NRIIT/1.1.2/F-01	Available	File to be maintained
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Available	File to be maintained

	Staff Requisition Form	NRIIT/1.1.4/F-01	AVAILABLE	File to be maintained.
	Faculty/Staff Details	NRIIT/1.2/F-01	AVAILABLE	—
	Faculty/Staff Profile	NRIIT/1.3/F-01	AVAILABLE	—
	Staff Attendance Register	NRIIT/1.4/F-01	AVAILABLE	—
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	AVAILABLE SOFTCOPIES.	FILE TO BE MAINTAINED
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	AVAILABLE	—
	Academic Books Statement	NRIIT/2.2/F-02	AVAILABLE	—
F-03	Leave Application Form	NRIIT/3.1/F-03	AVAILABLE	—
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	AVAILABLE	—
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	UPTO 2021-22 AVAILABLE	2022-23 FILE TO BE MAINTAINED.
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	NOT AVAILABLE	TO MAINTAIN FILE.
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	AVAILABLE	—
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	UPTO 2021-22 AVAILABLE	2022-23 FILE TO BE MAINTAINED
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	AVAILABLE	—
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	AVAILABLE	—
	Student – Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06	AVAILABLE	—

	Sheet		AVAILABLE	—
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	AVAILABLE	—
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	AVAILABLE	—
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	NOT AVAILABLE	TO MAINTAIN FILE
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	AVAILABLE	—
	Record of Student Seminars	NRIIT/6.5/F-06	AVAILABLE	—
	Record of Student Professional Society	NRIIT/6.6/F-06	NOT AVAILABLE	TO MAINTAIN FILE
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	AVAILABLE	—
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	"	—
	Faculty Work Load Form	NRIIT/7.3/F-07	"	—
F-08	Class Time Table	NRIIT/8.1.1/F-08	"	—
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	"	—
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	"	—
	Faculty Individual Time Table	NRIIT/8.3/F-08	"	—
F-09	Teaching Plan	NRIIT/9.1/F-09	"	—
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	"	—

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	AVAILABLE	—
	CO Attainment	NRIIT/9.4/F-09	UP TO 2021-22 AVAILABLE	TO MAINTAIN 2022-23, ISEM
	PO & PSO Attainment	NRIIT/9.5/F-09	"	"
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	"	"
	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	AVAILABLE	—
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	AVAILABLE	
	Student-Course End Survey	NRIIT/10.3/F-10	} SOFT COPIES	SAMPLE COPIES TO BE MAINTAINED
F-10	Program Exit Survey	NRIIT/10.4/F-10		"
	Alumni Survey	NRIIT/10.5/F-10		"
	Industry Employer Feedback Form	NRIIT/10.6/F-10		"
	Parent Feedback Form	NRIIT/10.7/F-10		"
	Students Counseling Format	NRIIT/11.1/F-11		} AVAILABLE
F-11	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	—	
	Computing Facility Details	NRIIT/12.1/F-12	} AVAILABLE	—
F-12	Computing Facility - Backup Details	NRIIT/12.2/F-12		—
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	NOT AVAILABLE	—

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13		TO MAINTAIN FILE
	Equipment Supplier Quotations	NRIIT/13.3/F-13	NOT	"
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	AVAILABLE	"
	Equipment Purchase Order	NRIIT/13.5/F-13		"
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	AVAILABLE	—
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13		—
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	AVAILABLE	—
	Lab Manual	NRIIT/13.9/F-13	SOFT COPY AVAILABLE	TO MAINTAIN SAMPLE COPY.
	Lab Log-Register	NRIIT/13.10/F-13	AVAILABLE	—
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	AVAILABLE	—
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	"	—
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	"	—
	Record of Remedial Classes	NRIIT/14.3.1/F-14	"	—
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	"	—
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	"	—
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	NOT AVAILABLE	TO MAINTAIN FILE

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	AVAILABLE	✓
	Record of Makeup Classes	NRIIT/14.5.1/F-14	"	✓
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	"	✓
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	"	✓
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	"	✓
	Students Attendance Register	NRIIT/15.2/F-15	"	✓
	Students Monthly Attendance	NRIIT/15.3.1/F-15	"	✓
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	"	✓
	Attendance: Condonation List	NRIIT/15.3.3/F-15	"	✓
	Attendance: Detain List	NRIIT/15.3.4/F-15	"	✓
F-16	Students Mid Marks	NRIIT/16.1/F-16	"	✓
	Students Assignment Marks	NRIIT/16.2/F-16	"	✓
	Students Lab Marks	NRIIT/16.3/F-16	"	✓
	Students Internal Marks	NRIIT/16.4/F-16	"	✓
	Students Project Marks	NRIIT/16.5/F-16	"	✓
	Students Result Analysis	NRIIT/16.6/F-16	AVAILABLE	✓

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16		
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	UPTO 2020-21 available	TO MAINTAIN 2021-22, 2022-23. FILES
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	AVAILABLE	—
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	"	—
	Project Details	NRIIT/17.2.1/F-17	"	—
	Project Attendance Sheet	NRIIT/17.2.2/F-17	"	—
	Students' Best Project Evaluation	NRIIT/17.3/F-17		—
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	NOT AVAILABLE	TO MAINTAIN
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	NOT AVAILABLE	"
	Record of Student Internship Details	NRIIT/18.2.1/F-18	AVAILABLE	—
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	UPTO 2021-22 AVAILABLE	TO MAINTAIN 2022-23.
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	AVAILABLE	—
	Department Minutes of Meeting	NRIIT/19.2/F-19	"	—
	Department Committees & Minutes	NRIIT/19.3/F-19	"	—
	Internal Academic Audit Report	NRIIT/19.4/F-19	"	—
	External Academic Audit Report	NRIIT/19.5/F-19	AVAILABLE	—

F-20	Department Budget Proposal	NRIIT/20.1/F-20	AVAILABLE	—
	Department Budget Utilization	NRIIT/20.2/F-20	"	—

Probable date of completion of work: 17-03-2023

1. 

2. 
Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: 

2. Auditor - 2: 



Signature of Head of the Department

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212


Signature of ISO Coordinator & MR


Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural-521 212


Signature of Principal
PRINCIPAL

NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)

An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 14/03/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of Audit: Civil Engineering Department	A.Y: 2022-2023	Sem: I
Description of Audit: <p>The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.</p> <p>As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.</p>		
Name of the Auditor 1: Dr. G. Sobhana	Signature of the Auditor 1:	
Name of the Auditor 2: Shanthi	Signature of the Auditor 2:	
Name of the Auditee: K. Raga Sai C. Srivinees	Signature of the Auditee:	

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Completed	No correction
	Faculty Retention	NRIIT/1.1.2/F-01	At the edge of SFR,	To apply request for faculty members
	Faculty Requisition Form	NRIIT/1.1.3/F-01	current A-Y missing	update

	Staff Requisition Form	NRIIT/1.1.4/F-01	Completed	No corrections
	Faculty/Staff Details	NRIIT/1.2/F-01	Completed	No corrections
	Faculty/Staff Profile	NRIIT/1.3/F-01	Completed	No correction
	Staff Attendance Register	NRIIT/1.4/F-01	Completed	No corrections
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	work was done	Need to kept record in dept
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	Completed	No correction
	Academic Books Statement	NRIIT/2.2/F-02	Completed	No corrections
F-03	Leave Application Form	NRIIT/3.1/F-03	Completed	No corrections
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	CAY missing	update
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	Completed	No correction
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	CAY missing	update
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	CAY missing	update
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	Completed	No corrections
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	Completed	No corrections
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	Completed	No corrections
	Student – Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06	CAY Pending	Need to complete

	Sheet		Copy Pending	Need to Complete
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	Completed	No Collection
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	Completed	No Collection
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	Completed	No Collection
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	Completed	No Collection
	Record of Student Seminars	NRIIT/6.5/F-06	Copy Pending	Need to complete
	Record of Student Professional Society	NRIIT/6.6/F-06	Copy Pending	Need to complete
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	Completed	No Collection
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	Copy Pending	Need to complete
	Faculty Work Load Form	NRIIT/7.3/F-07	Copy Pending	Need to complete
F-08	Class Time Table	NRIIT/8.1.1/F-08	Copy M ₁ , M ₂ , M ₃ previous missing	Need to update
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Completed	No Collection
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Completed	No Collection
	Faculty Individual Time Table	NRIIT/8.3/F-08	Copy Missing	Complete
F-09	Teaching Plan	NRIIT/9.1/F-09	Completed	No Collection
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	Missing	Need to complete

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Completed	No correction
	CO Attainment	NRIIT/9.4/F-09	Completed	No correction
	PO & PSO Attainment	NRIIT/9.5/F-09	Completed	No corrections
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	Completed	No corrections
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	CAY Pending	Need to complete, take support from Dasraachan Sir.
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10		
	Student-Course End Survey	NRIIT/10.3/F-10		
	Program Exit Survey	NRIIT/10.4/F-10		
	Alumni Survey	NRIIT/10.5/F-10		
	Industry Employer Feedback Form	NRIIT/10.6/F-10		
	Parent Feedback Form	NRIIT/10.7/F-10		
F-11	Students Counseling Format	NRIIT/11.1/F-11		
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11		
F-12	Computing Facility Details	NRIIT/12.1/F-12	Completed	No corrections
	Computing Facility - Backup Details	NRIIT/12.2/F-12	Completed	No corrections
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	Completed	No corrections

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	Completed	No corrections
	Equipment Supplier Quotations	NRIIT/13.3/F-13	Completed	No corrections
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	Completed	No corrections
	Equipment Purchase Order	NRIIT/13.5/F-13	Completed	No corrections
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	Completed	No corrections
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Completed	No corrections
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	Completed	No corrections
	Lab Manual	NRIIT/13.9/F-13	Completed	No corrections
	Lab Log-Register	NRIIT/13.10/F-13	Completed	No corrections
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	Completed	No corrections
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	Completed	No corrections
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	Completed	No corrections
	Record of Remedial Classes	NRIIT/14.3.1/F-14	Completed	No corrections
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	Completed	No corrections
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	Completed	No corrections
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	Copy Missing	Need to complete

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	Completed	No corrections
	Record of Makeup Classes	NRIIT/14.5.1/F-14	Completed	No corrections
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	Completed	No corrections
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	Completed	No corrections
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	Completed	No corrections
	Students Attendance Register	NRIIT/15.2/F-15	Completed	No corrections
	Students Monthly Attendance	NRIIT/15.3.1/F-15	Completed	No corrections
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	Completed	No corrections
	Attendance: Condonation List	NRIIT/15.3.3/F-15	Completed	No corrections
	Attendance: Detain List	NRIIT/15.3.4/F-15	Completed	No corrections
F-16	Students Mid Marks	NRIIT/16.1/F-16	Completed	No corrections
	Students Assignment Marks	NRIIT/16.2/F-16	Completed	No corrections
	Students Lab Marks	NRIIT/16.3/F-16	Completed	No corrections
	Students Internal Marks	NRIIT/16.4/F-16	Completed	No corrections
	Students Project Marks	NRIIT/16.5/F-16	Completed	No corrections
	Students Result Analysis	NRIIT/16.6/F-16	CA/2-1 pending	Need to update

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	CAU, CAAM, CAYM Pending	Need to
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	CAU, CAAM, CAYM Pending	Complete
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	} CAU Pending	Need to update
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17		
	Project Details	NRIIT/17.2.1/F-17		
	Project Attendance Sheet	NRIIT/17.2.2/F-17		
	Students' Best Project Evaluation	NRIIT/17.3/F-17		
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	Completed	NO collection
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	Completed	NO collection
	Record of Student Internship Details	NRIIT/18.2.1/F-18	Completed	NO collection
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	Completed	NO collection
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	} CAU Pending	Need to update
	Department Minutes of Meeting	NRIIT/19.2/F-19		
	Department Committees & Minutes	NRIIT/19.3/F-19		
	Internal Academic Audit Report	NRIIT/19.4/F-19		
	External Academic Audit Report	NRIIT/19.5/F-19		



F-20	Department Budget Proposal	NRIIT/20.1/F-20	Completed	No correction
	Department Budget Utilization	NRIIT/20.2/F-20	Completed	No correction

Probable date of completion of work: 25/03/2023

Signature of D.Q.A.C Coordinator



Signature of Academic Auditor(s)

1. Auditor - 1: 
 2. Auditor - 2: 



 Signature of Head of the Department



**Head of The Department
 CIVIL ENGINEERING
 NRI Institute of Technology
 POTHAVARAPPADU.**


 Signature of ISO Coordinator & MR


 Signature of I.Q.A.C Coordinator

**NRI INSTITUTE OF TECHNOLOGY
 POTHAVARAPPADU (V), Agiripalli (M)
 Eluru Dist, Vijayawada Rural - 521 212**


 Signature of Principal
**NRI Institute of Technology
 Pothavarappadu (V), Agiripalli (M)**

	<h1>NRI INSTITUTE OF TECHNOLOGY</h1> <p>(An Autonomous Institution)</p> <p>Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE) An ISO 9001:2015 Certified Institution</p> <p>Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212 URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444</p>	
Internal Academic Audit Report		




NRIIT/19.4/F-19

Date of Audit: 16/03/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I
Department of Audit: MBA	A.Y: 2022-2023 Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Ch. Kiran Babu	Signature of the Auditor 1: 
Name of the Auditor 2: A. Ravi Kiran	Signature of the Auditor 2: 
Name of the Auditee: G. Dhameeswari	Signature of the Auditee: 

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Upto 2022-23 Updated.	Need to be sign on copy.
	Faculty Retention	NRIIT/1.1.2/F-01	No file	Need to be maintain a file
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Upto 2022-23 Updated	—

	Staff Requisition Form	NRIIT/1.1.4/F-01	A.Y 2022-23 Updated	
	Faculty/Staff Details	NRIIT/1.2/F-01	A.Y 2022-23 Updated	
	Faculty/Staff Profile	NRIIT/1.3/F-01	A.Y 2022-23 Updated.	
	Staff Attendance Register	NRIIT/1.4/F-01	A.Y 2022-23 Updated	
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Not maintained.	Need to be maintain a file.
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	Need to be maintained updated data.	Keep maintenance.
	Academic Books Statement	NRIIT/2.2/F-02	A.Y. 2022-23 Updated.	
F-03	Leave Application Form	NRIIT/3.1/F-03	A.Y 2022-23 Updated	
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	Not Attended/ participated in A.Y 2022-23	Maintain Faculty QIP for every A.Y
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	Not organised. in A.Y 2022-23.	Conducted QIP for faculty is necessary for every A.Y
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	Not update for A.Y 2022-23	Filing of QIP Attendance sheets
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	No published papers in A.Y 2022-23.	publishing papers of faculty need to be maintained.
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	No R&D projects.	Encourage the faculty for R&D
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	Updated	Keep maintain the file
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	A.Y 2022-23 Updated	-
	Student – Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06	A.Y 2022-23 Updated.	-

	Sheet			
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	A.Y 2022-23 Updated.	
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	No published papers	Advice the students to publish papers
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	No change from previous verification	Need to be maintained
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	No change from previous verification	Need to be maintained
	Record of Student Seminars	NRIIT/6.5/F-06	No Data found.	Need to be maintained
	Record of Student Professional Society	NRIIT/6.6/F-06	No Data found	Need to be found/maintained
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	A.Y 2022-23 Updated.	
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	No need for the department	
	Faculty Work Load Form	NRIIT/7.3/F-07	A.Y 2022-23 Updated.	
F-08	Class Time Table	NRIIT/8.1.1/F-08	A.Y 2022-23 Updated	
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	A.Y 2022-23 Updated.	
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Lab are not maintained by the Dept	
	Faculty Individual Time Table	NRIIT/8.3/F-08	A.Y 2022-23 Updated	
F-09	Teaching Plan	NRIIT/9.1/F-09	SDH copy available	need to maintain a file.
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	soft copy available	need to maintain a file.

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	A-y 2022-23 Updated.	
	CO Attainment	NRIIT/9.4/F-09	No file	
	PO & PSO Attainment	NRIIT/9.5/F-09	No file	
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	No file.	
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	A-y 2022-23 Updated	
	Students Feedback - {Action Taken Report (A.T.R.)}	NRIIT/10.2/F-10	No file	Need to be maintained.
	Student-Course End Survey	NRIIT/10.3/F-10	No change from previous verification	Need to maintain a file.
	Program Exit Survey	NRIIT/10.4/F-10	Soft copy Available	Need to maintain a file.
	Alumni Survey	NRIIT/10.5/F-10	Soft copy Available	Need to maintain a file.
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Soft copy Available	Maintain a file.
	Parent Feedback Form	NRIIT/10.7/F-10	Soft copy Available	Maintain a file.
F-11	Students Counseling Format	NRIIT/11.1/F-11	A-y 2022-23 Updated	
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	maintained from A-y: 2022-23.	collect previous data
F-12	Computing Facility Details	NRIIT/12.1/F-12	NA	
	Computing Facility - Backup Details	NRIIT/12.2/F-12	NA	
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	NA	

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	NA	
	Equipment Supplier Quotations	NRIIT/13.3/F-13	NA	
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	NA	
	Equipment Purchase Order	NRIIT/13.5/F-13	NA	
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	NA	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	NA	
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	NA	
	Lab Manual	NRIIT/13.9/F-13	NA	
	Lab Log-Register	NRIIT/13.10/F-13	NA	
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	Updated upto Ay: 2022-23	
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	Not Updated for Ay 2022-23.	Keep maintaining file
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	Not Updated.	Keep maintained & file
	Record of Remedial Classes	NRIIT/14.3.1/F-14	No data	Maintain a file
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	No data.	Maintain a file
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	No data	Maintain a file
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	No data	Maintain a file

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	Not updated for AY - 2022-23.	Keep Updated for every Ay.
	Record of Makeup Classes	NRIIT/14.5.1/F-14	NO data	maintain a file
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	NO data	maintain a file
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	NO data	maintain a file.
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	A-y 2022-23 Updated	
	Students Attendance Register	NRIIT/15.2/F-15	A-y 2022-23 Updated.	
	Students Monthly Attendance	NRIIT/15.3.1/F-15	A-y 2022-23 Updated	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	A-y 2022-23 Updated.	
	Attendance: Condonation List	NRIIT/15.3.3/F-15	A-y 2022-23 Updated	
	Attendance: Detain List	NRIIT/15.3.4/F-15	A-y 2022-23 Updated	
F-16	Students Mid Marks	NRIIT/16.1/F-16	A-y 2022-23 Updated.	
	Students Assignment Marks	NRIIT/16.2/F-16	A-y 2022-23 Updated	
	Students Lab Marks	NRIIT/16.3/F-16	A-y 2022-23 Updated	
	Students Internal Marks	NRIIT/16.4/F-16	A-y 2022-23 Updated	
	Students Project Marks	NRIIT/16.5/F-16	A-y 2022-23 Updated	
	Students Result Analysis	NRIIT/16.6/F-16	A-y 2022-23 Updated.	

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	No change from previous verification	Maintain a file.
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	No data found.	Maintain a file.
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	A-y 2022-23 Updated	
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	A-y 2022-23 Updated	
	Project Details	NRIIT/17.2.1/F-17	A-y 2022-23 Updated	
	Project Attendance Sheet	NRIIT/17.2.2/F-17	A-y 2022-23 Updated	
	Students' Best Project Evaluation	NRIIT/17.3/F-17	No data found	Need to maintain a file.
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	Updated up to 2021-22 A.Y.	Keep Updated
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	Updated up to 2021-22 A.Y.	Keep Updated
	Record of Student Internship Details	NRIIT/18.2.1/F-18	NA	
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	NA.	
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	A file kept to be maintained.	Maintain a file
	Department Minutes of Meeting	NRIIT/19.2/F-19	A-y 2022-23 Updated	
	Department Committees & Minutes	NRIIT/19.3/F-19	No Committee formation in dept	
	Internal Academic Audit Report	NRIIT/19.4/F-19	No change from previous verification	Need to maintain a file
	External Academic Audit Report	NRIIT/19.5/F-19	No data	Maintain a file.

F-20	Department Budget Proposal	NRIIT/20.1/F-20	Updated for AY 2022-23	
	Department Budget Utilization	NRIIT/20.2/F-20	Updated for AY 2022-23.	

Probable date of completion of work: _____



Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: _____ 

2. Auditor - 2: _____ 



Signature of Head of the Department



Signature of ISO Coordinator & MR

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212



Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212



Signature of Principal
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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Internal Audit Report – Training & Placement

NRIIT/19.7/F-19

Date of Audit: 18/3/23	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of: Training & Placement	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of training & placements through proper guidelines, so as to enhance the placements in NRIIT. For proper functioning of Training & Placement Cell and to quantify the efforts dispensed by the faculty and staff, some assessment components have been designed for the delivery of the duties and responsibilities for the student welfare.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: K. Raga Sen	Signature of the Auditor 1: K. Raga Sen
Name of the Auditor 2: C. Srinivas	Signature of the Auditor 2: C. Srinivas
Name of the Auditee:	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Staff Attendance Register	NRIIT/1.4/F-01	Checked. CAY, CAY, CAY	Completed
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Current AC missing	Completed but need to take over

F-03	Leave Application Form	NRIIT/3.1/F-03	Checked all the years	No pending
F-05	Material Indent Form (Consumables, Non- Consumables & General Items)	NRIIT/5.1/F-05	checked. all the years	No pending
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	checked all the years	No pending
	Inter Departmental Faculty Requisition-Alloted Form	NRIIT/7.2/F-07	checked all the years	No pending
	Faculty Work Load Form	NRIIT/7.3/F-07	Checked all the years	No pending
F-08	Class Time Table	NRIIT/8.1.1/F-08	checked all the years	No pending
	Master Time Table (Year-wise)	NRIIT/8.1.2/F-08	CAY, CAY, CAY checked.	No pending
	Faculty Individual Time Table	NRIIT/8.3/F-08	available all the years	No pending
F-09	Teaching Plan & Realization	NRIIT/9.1/F-09	Checked all the years	No pending
	Course File – Cover Page & Check-list	NRIIT/9.2/F-09	checked all the years	No pending
	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	checked. all the years	No pending
F-10	Students Feedback (Offline)	NRIIT/10.1/F-10	Checked all the years	No pending



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Internal Audit Report – Training & Placement

	Students Feedback – {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	Checked all the years	No pending
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Checked all the years	No pending
F-14	Daily Classwork – Log Register	NRIIT/14.1/F-14	Checked all the years	No pending
F-15	Students Nominal Rolls List	NRIIT/15.1/F-15	Checked all the years	No pending
	Students Attendance Register	NRIIT/15.2/F-15	Checked all the years	No pending
	CPT Registered Students List	NRIIT/10.1/F-10	Checked all the years	No pending
F-16	Statistics on Students Placements & Higher Studies	NRIIT/16.8/F-16	Checked all the years	No pending
	Statistics on Student's Placements Summary	NRIIT/16.9/F-16	Checked all the years	No pending
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	Checked all the years	No pending
	Department Minutes of Meeting	NRIIT/19.2/F-19	Checked all the years	No pending
	Department Committees & Minutes	NRIIT/19.3/F-19	Checked all the years	No pending

	Internal Academic Audit Report	NRIIT/19.4/F-19	checked all the yes	no pending
F-20	Department Budget Details	NRIIT/20.1/F-20	checked all the yes	no pending
	Department Budget Utilization	NRIIT/20.2/F-20	checked all the yes	no pending

Probable date of completion of work: 19/3/23

[Handwritten signature]

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

- 1. Auditor - 1: *[Handwritten signature]*
- 2. Auditor - 2: *[Handwritten signature]*

[Handwritten signature: N.V. Suresh]
Signature of Head of the Department

[Handwritten signature]
Signature of ISO Coordinator & MR

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunnab)
Agiripalli (M), Krishna (Dt)
AP India-521212

[Handwritten signature: Ray]
Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212

[Handwritten signature]
Signature of Principal
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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Internal Audit Report – Library

NRIIT/19.4/F-19

Date of Audit: <u>18-03-2023</u>	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of: LIBRARY	A.Y: 2022-2023	Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: <u>S. Ramyaka</u>	Signature of the Auditor 1:
Name of the Auditor 2: <u>G. Devanand</u>	Signature of the Auditor 2:
Name of the Auditee: <u>K. Saranya</u>	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Material Indent (Lab, General Items)	NRIIT/7.4.2/FT-01	Recent Indents was found.	Good maintenance
F-02	Staff Requisition Form	NRIIT/6.2.2/FT-01	Updated for 2 years	
F-03	Leave Application Form	NRIIT/6.2.2/FT-05	No leaves from december to fill date updated	
F-04	Library Borrower's card	NRIIT/6.3/RC-08	All signs are upto date	
F-05	Inspection plan for purchased materials (Books, Journals, Magazines)	NRIIT/7.4.1/DO-01	File is updated with current & previous Academic year	

F-06	List of suppliers with approval status	NRIIT/7.4.1/FT-01	Updated with all years.	Need to maintain dates
F-07	Supplier's assessment form	NRIIT/7.4.1/FT-02	File is upto date	
F-08	Record of supplier's evaluation, re-evaluation	NRIIT/7.4.1/RC-01	All years along with current year is filed.	
F-09	Academic books statement (Suppliers offers)	NRIIT/7.4.2/FT-02	Updated for all departments	
F-10	Comparative statement (suppliers offers)	NRIIT/7.4.2/RC-01	No Comparative statements	
F-11	Supplier quotation	NRIIT/7.4.2/RC-02	Updated	
F-12	Purchase order	NRIIT/7.4.2/FT-03	Purchase orders are there	
F-13	Library accession register (Material traceability register))	NRIIT/7.4.3/RC-04	No Remark. File is OK.	
F-14	Magazines, Journals, CDs register	NRIIT/7.4.3/RC-05	No Journals in Covid time After date is there	
F-15	Record of competence of staff	NRIIT/6.2.2/RC-01	File is upto date	
F-16	Copy of internal audit non-conformance report	NRIIT/8.2.2/FT-02	All audit reports are filed	
F-17	Library gate register	NRIIT/8.4/RC-04	File is updated	
F-18	Library utility analysis	NRIIT/8.4/RC-05	Utility analysis is there for all years	



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Internal Audit Report – Library

Probable date of completion of work: 1-2 _____

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: _____

2. Auditor - 2: _____


Signature of Head of the Department


Signature of ISO Coordinator & MR

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212


Signature of I.Q.A.C Coordinator

I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212


Signature of Principal

PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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Internal Audit Report – Physical Education Department

NRIIT/19.4/F-19

Date of Audit: 18/3/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I
Department of: Physical Education Department	A.Y: 2022-2023 Sem: I

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: A. Neeraja Padma	Signature of the Auditor 1: A. Neeraja Padma
Name of the Auditor 2: R. Sridevi	Signature of the Auditor 2: R. Sridevi
Name of the Auditee:	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Record of students identified for participating in tournaments	NRIIT/7.5.1/RC-30	Verified all the particulars	
F-02	University circular related to selection trails & tournaments	NRIIT/7.5.1/RC-31	Total 4 circulars from JNTUK, along with other documents	
F-03	Internal circular related to selection trails & tournaments	NRIIT/7.5.1/RC-32	All circulars are verified. Need some photos	Need some photos
F-04	Record of training given to students before participation	NRIIT/7.5.1/RC-33	All are verified. Need some photos	Need some photos

F-05	Record of student's Extra/ Co-curricular activities	NRIIT/7.5.1/RC-17	(Need to be) All the details are updated.
F-06	Sports material stock register	NRIIT/7.4.3/RC-06	All the details are verified in the verified
F-07	Leave application forms	NRIIT/6.2.2/FT-05	All the particulars are to be updated.
F-08	Material indent (Lab general items)	NRIIT/7.4.2/FT-01	All the bills are verified for the year 2022-23
F-09	Analysis of student's Co-curricular activities	NRIIT/8.4/RC-08	All the certificates are verified.

Probable date of completion of work: 30/3/2023

[Handwritten Signature]

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: A Neenja Padme
2. Auditor - 2: R. Sridhar

[Handwritten Signature]

Signature of Head of the Department

[Handwritten Signature]

Signature of ISO Coordinator & MR

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212

[Handwritten Signature]

Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator

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Eluru Dist., Vijayawada Rural - 521 212

[Handwritten Signature]

Signature of Principal
PRINCIPAL

NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 17/3/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I
Department of: Administration Department	A.Y: 2022-2023 Sem: I

Description of Audit:
 The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

Name of the Auditor 1: G. Durga Prasad	Signature of the Auditor 1:
Name of the Auditor 2: K. BABURAJA	Signature of the Auditor 2:
Name of the Auditee: V. KALYANI	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Internal Circulars	NRIIT/5.5.3/RC 01	AVAILABLE	—
F-02	Visitors Book (General)	NRIIT/6.2.1/RC 01	WPO 2020	to be updated
F-03	Visitors Book (Officials)	NRIIT/6.2.1/RC 02	AVAILABLE	to be updated
F-04	Anti Ragging record	NRIIT/6.2.1/RC 03	AVAILABLE	—
F-05	Disciplinary action record	NRIIT/6.2.1/RC 04	AVAILABLE	—
F-06	In-ward Register	NRIIT/6.2.1/RC 05	AVAILABLE	—

F-07	Out-ward Register	NRIIT/6.2.1/RC 06	AVAILABLE UPTO 2012, after that only mails	ⓐ
F-08	Feedback from Faculty / Staff	NRIIT/6.2.1/RC 07	AVAILABLE	—
F-09	Staff requisition form	NRIIT/6.2.2/FT 01	NOT AVAILABLE	TO BE UPDATED
F-10	Staff appointment orders	NRIIT/6.2.2/RC 03	AVAILABLE	—
F-11	Student complaints / analysis register	NRIIT/7.2.3/RC 01	NOT AVAILABLE	TO MAINTAIN FILE.
F-12	Staff joining report	NRIIT/6.2.2/FT 02	AVAILABLE	—
F-13	Leave Application Form	NRIIT/6.2.2/FT 05	AVAILABLE	—
F-14	Faculty / Staff exit interview form	NRIIT/6.2.2/FT 06	AVAILABLE	—
F-15	No dues form (staff /faculty)	NRIIT/6.2.2/FT 07	AVAILABLE	—
F-16	Relieving order (staff / faculty)	NRIIT/6.2.2/FT 08	AVAILABLE	—
F-17	List of student admissions received for convener (year wise)	NRIIT/7.2.2/RC 01	AVAILABLE	—
F-18	Student Identification card	NRIIT/7.2.2/RC 02	UPTO 2021 AVAILABLE	TO BE UPDATED 2022-23
F-19	Application for student admission (Admission form)	NRIIT/7.2.2/RC 03	AVAILABLE	—
F-20	Students Admission register	NRIIT/7.2.2/RC 04	AVAILABLE	—
F-21	Copy of AICTE Reports (renewal / enhancing of seats)	NRIIT/7.2.2/RC 05	AVAILABLE	—
F-22	Feedback from Parents	NRIIT/7.2.3/FT 03	AVAILABLE	—

F-23	Material indent (Lab, General items)	NRIIT/7.4.2/FT 01	AVAILABLE IN CORRESPONDING LABS, GENERAL AVAILABLE.	—
F-24	No Dues application Form (Application for return of Certificates)	NRIIT/7.5.4/FT 01	AVAILABLE	—
F-25	Check list for student property	NRIIT/7.5.4/CL 01	AVAILABLE	—
F-26	Record of Student Property (Individual files)	NRIIT/7.5.4/RC 01	AVAILABLE	—
F-27	Internal audit non-conformance report (Copy).	NRIIT/8.2.2/FT 02	UPTO 2018 ONLY.	TO MAINTAIN FILE AFTER 2018.
F-28	Students' admission analysis	NRIIT/8.4/RC 01	AVAILABLE	—
F-29	Incentives / Rewards – Staff /faculty	NRIIT/6.2.2/FT 15	NOT AVAILABLE	FILE HAS TO BE MAINTAINED
F-30	Record of competence of key staff / faculty	NRIIT/6.2.2/RC 01	?	
F-31	Purchase order – (original Copy)	NRIIT/7.4.2/FT 03	AVAILABLE	—
F-32	Student nominal roll list	NRIIT/6.2.1/RC 08	AVAILABLE	—
F-33	Student fee structure record from APSCHE	NRIIT/6.2.1/RC 09	NOT AVAILABLE	TO MAINTAIN STUDENTS FEE FILE.
F-34	Student transfer NOC file	NRIIT/7.5.1/RC 30	NOT APPLICABLE UPTO 2017, UPTO 2021 available	TO UPDATE 2021-22, 2022-23.
F-35	Student detained list	NRIIT/7.5.1/RC 31	AVAILABLE	—
F-36	Student scholarship record / register	NRIIT/6.2.1/RC 10	UPTO 2023, available	NO UPDATED 2022-23, JANABHUMI
F-37	Student Certificates Register(TC, SC,CC)	NRIIT/7.2.2/RC 06	AVAILABLE	—
F-38	Record of service rules for Staff / faculty	NRIIT/6.2.1/RC 11	AVAILABLE	—

F-39	Record of rules & regulations- student (prospectus)	NRIIT/7.2.2/RC 07	AVAILABLE	—
F-40	Record of staff / faculty property (Individual files)	NRIIT/6.2.2/FT 16	AVAILABLE	—
F-41	Staff / Faculty leaves register	NRIIT/6.2.1/RC 12	AVAILABLE	—
F-42	Staff / Faculty Provident funds record	NRIIT/6.2.1/RC 13	AVAILABLE UPTO 2021-22	} TO BE UPDATED 2022-23.
F-43	TDS record for Staff / Faculty (Form-16, IT Returns)	NRIIT/6.2.1/RC 14	AVAILABLE UPTO 2021-22	
F-44	Monthly salary statement of staff / faculty	NRIIT/6.2.1/RC 15	AVAILABLE UPTO 2021-22	
F-45	Salary acquaintance register	NRIIT/6.2.1/RC 17	AVAILABLE UPTO 2021-22	
F-46	Record of General equipment Maintenance with service realization	NRIIT/6.3/RC 09	AVAILABLE	—
F-47	Record of licensed software available	NRIIT/6.3/RC 10	UPTO 2017. 2017	TO RENEW SOFTWARE LICENSES.
F-48	Furniture stock register	NRIIT/6.3/RC 11	NOT AVAILABLE	NEED TO MAINTAIN FILE.
F-49	Record of associated utilities (facilities)	NRIIT/6.3/RC 12	NOT AVAILABLE	
F-50	Stationery stock register	NRIIT/7.4.3/RC 06	AVAILABLE	—
F-51	Students Fee register	NRIIT/6.2.1/RC 18	AVAILABLE	—
F-52	Daily collection register	NRIIT/6.2.1/RC 19	AVAILABLE	—
F-53	Auditor reports (yearly)	NRIIT/6.2.1/RC 20	AVAILABLE	—
F-54	Cash receipt book	NRIIT/6.2.1/RC 21	AVAILABLE	—

F-55	Record of Minutes of GB (Governing body) meeting	NRIIT/5.5.3/RC 02	AVAILABLE	—
F-56	Copy of JNTUK Reports (affiliation)	NRIIT/6.3/RC 13	AVAILABLE	—
F-57	Grievance redressed record	NRIIT/7.2.3/RC 02	AVAILABLE	—
F-58	Record of Minutes of staff / faculty selection committee	NRIIT/6.2.2/FT 17	UPTO 2022 AVAILABLE	TO MAINTAIN 2023.
F-59	Record of NSS activities	NRIIT/6.2.1/RC 22	UPTO 2021-22 AVAILABLE.	TO MAINTAIN 2022-23
F-60	Academic Calendar(NRIIT)	NRIIT/7.5.1/RC 32	AVAILABLE	—
F-61	Record of Advertisements published in news papers	NRIIT/7.5.1/RC 33	UPTO 2022 AVAILABLE	TO MAINTAIN 2023.
F-62	Record of minutes of meeting with principal	NRIIT/5.5.3/RC 04	AVAILABLE	—

Probable date of completion of work: _____

V. Kalyani

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: [Signature]
2. Auditor - 2: [Signature]

Signature of Head of the Department

[Signature]
Signature of ISO Coordinator & MR

Signature of I.Q.A.C Coordinator

I.Q.A.C. Coordinator

Signature of Principal

[Signature]
PRINCIPAL

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212

NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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(An Autonomous Institution)

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Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Audit Report - Examination Cell

NRIIT/19.6/F-19

Date of Audit: 20/03/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I			
Department of Audit: Examination Cell	A.Y: 2022-2023	Sem: I		
Description of Audit:				
<p>The Auditing intends to monitor and enhance the quality of examinations through proper guidelines for both teaching faculty and staff, so as to ensure fair conduct of examinations in NRIIT. For proper functioning of examinations and to quantify the efforts dispensed by the faculty and staff, some assessment components have been designed for the delivery of the duties and responsibilities for the student welfare.</p> <p>As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.</p>				
Name of the Auditor 1: K. Swathi	Signature of the Auditor 1:			
Name of the Auditor 2: S A Rahiman	Signature of the Auditor 2:			
Name of the Auditee: BVRV Prasad	Signature of the Auditee:			
Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):				
FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-16	Students Mid Marks	NRIIT/16.1/F-16	Absentees are not marked in few subjects	Asked to mark absentees.
	Students Assignment Marks	NRIIT/16.2/F-16	Question wise marks are not entered in few subjects	Instructed to inform faculty.
	Students Lab Marks	NRIIT/16.3/F-16	Available for all departments	—

	Students Internal Marks	NRIIT/16.4/F-16	A.Y. 22-23 I Sem updated with all depts	—
	Students Project Marks	NRIIT/16.5/F-16	Well maintained & updated for A.Y. 22-23 Sem-I	—
	Students Result Analysis	NRIIT/16.6/F-16	Result analysis is done upto A.Y. 22-23 I Sem	—
	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	Branchwise statistics are available	—
F-19	Internal Audit Report- Examination Cell	NRIIT/19.6/F-19	Updated upto A.Y. 2021-22.	—
F-22	Examinations Circular	NRIIT/22.1/F-22	All circulars are available upto A.Y. 22-'23	—
	Faculty Requisition Form – Examination Cell	NRIIT/22.2.1/F-22	Not Applicable	
	Staff Requisition Form – Examination Cell	NRIIT/22.2.2/F-22	Not Applicable	
	Faculty/Staff Profile – Examination Cell	NRIIT/22.3/F-22	Not Applicable	
	Computing Facility Details – Examination Cell	NRIIT/22.4.1/F-22	Available	—
	Computing Facility Backup Details – Examination Cell	NRIIT/22.4.2/F-22	Available	—
	Examinations Notification	NRIIT/22.5/F-22	Available & updated till Sem-I of A.Y. 22-'23	—



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Internal Audit Report - Examination Cell

D-Forms	NRIIT/22.6/F-22	B.Tech I, II, III, IV Sem-I of A.Y 22-23 is updated.	—
Recounting/Revaluation	NRIIT/22.7/F-22	Well maintained. Updated for A.Y: 22-23 Sem-I	—
Provisional Certificate`	NRIIT/22.8/F-22	Issue register is maintained. Soft copies available.	—
Examination Question Papers	NRIIT/22.9/F-22	Updated. 18A4103402 21st Sep 22 is verified	—
Answer Sheets	NRIIT/22.10/F-22	Available for all departments	—
Examination Cell Infrastructure Details	NRIIT/22.11/F-22	Available	—
Internal Examinations Committee & Minutes	NRIIT/22.12/F-22	Available. Verified results release minutes on 27-8-22	—

Principal
 NRI Institute of Technology
 Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India

Principal
 NRI Institute of Technology
 Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India

Probable date of completion of work: 29/03/2023



Signature of B.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: [Signature]

2. Auditor - 2: [Signature]



Signature of Head of the Department

20/3/23



Signature of ISO Coordinator & MR

NRI INSTITUTE OF TECHNOLOGY
Pothavarappadu(V), (Via Nunna)
Agiripalli (M), Krishna (Dt)
AP India-521212



Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural-521 212



Signature of Principal

PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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ACADEMIC AND ADMINISTRATIVE AUDIT INTERNAL AUDIT - II REPORTS (2022-2023)

	<h1>NRI INSTITUTE OF TECHNOLOGY</h1> <p>(An Autonomous Institution) Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE) An ISO 9001:2015 Certified Institution Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212 URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444</p>	
Internal Academic Audit Report		


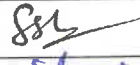

NRIIT/19.4/F-19

Date of Audit: 09/10/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II
Department of Audit: FED	A.Y: 2022-2023 Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Yms. Satyanarayana	Signature of the Auditor 1: 
Name of the Auditor 2: S. Soledad B. B. B.	Signature of the Auditor 2: 
Name of the Auditee: Dr. Angad R. S. D. G.	Signature of the Auditee: 

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	All updated	no need
	Faculty Retention	NRIIT/1.1.2/F-01	All updated	no need
	Faculty Requisition Form	NRIIT/1.1.3/F-01	All updated	no need

	Staff Requisition Form	NRIIT/1.1.4/F-01	All updated	No need
	Faculty/Staff Details	NRIIT/1.2/F-01	All updated	No need
	Faculty/Staff Profile	NRIIT/1.3/F-01	All updated	No need
	Staff Attendance Register	NRIIT/1.4/F-01	All updated	No need
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Need some updates	Attach proof
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	Completed	All signatures done.
	Academic Books Statement	NRIIT/2.2/F-02	Up to date	No need
F-03	Leave Application Form	NRIIT/3.1/F-03	Up to date	No need
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	done	No need
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	Completed	No need
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	done	No need
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	updated	No need
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	- NA -	- NA -
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	Completed	All bills are intact.
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	All updated	No need

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	All updated with certificates	No need
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	All updated with certificates	No need
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	- Nil -	- Nil -
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	- Nil -	- Nil -
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	- Nil -	- Nil -
	Record of Student Seminars	NRIIT/6.5/F-06	Updated	
	Record of Student Professional Society	NRIIT/6.6/F-06	- Nil -	- Nil -
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	Updated	
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	All done	No need
	Faculty Work Load Form	NRIIT/7.3/F-07	Updated.	
F-08	Class Time Table	NRIIT/8.1.1/F-08	Updated	not required
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Updated	No need
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Updated	No need.
	Faculty Individual Time Table	NRIIT/8.3/F-08	All done	No need
F-09	Teaching Plan	NRIIT/9.1/F-09	Updated	not required
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	Updated.	- Nil -

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Updated	- Nil -
	CO Attainment	NRIIT/9.4/F-09	Updated	No need.
	PO & PSO Attainment	NRIIT/9.5/F-09	Updated	
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	Updated	
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	All done	No need.
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	Completed	
	Student-Course End Survey	NRIIT/10.3/F-10	- NA -	- NA -
	Program Exit Survey	NRIIT/10.4/F-10	- NA -	- NA -
	Alumni Survey	NRIIT/10.5/F-10	- NA -	- NA -
	Industry Employer Feedback Form	NRIIT/10.6/F-10	- NA -	- NA -
	Parent Feedback Form	NRIIT/10.7/F-10	- NA -	- NA -
F-11	Students Counseling Format	NRIIT/11.1/F-11	Completed.	
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	Completed	Not required
F-12	Computing Facility Details	NRIIT/12.1/F-12	Completed.	no need.
	Computing Facility - Backup Details	NRIIT/12.2/F-12	Same as previous years	
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	Server room	

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13		
	Equipment Supplier Quotations	NRIIT/13.3/F-13	} Server room.	-Nil-
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13		
	Equipment Purchase Order	NRIIT/13.5/F-13		
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	Updated	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Updated.	
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	log books are updated.	not required.
	Lab Manual	NRIIT/13.9/F-13	All done	
	Lab Log-Register	NRIIT/13.10/F-13	All done	
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	All done	no need.
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	Completed	no need.
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	Completed	
	Record of Remedial Classes	NRIIT/14.3.1/F-14	Completed	not required.
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	All updated	no need.
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	Time tables pending.	
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	All updated.	-Nil-

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	All updated	no need.
	Record of Makeup Classes	NRIIT/14.5.1/F-14	All updated.	not required
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	All done	
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	All done	no need.
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	Completed	-NA-
	Students Attendance Register	NRIIT/15.2/F-15	Completed	-NA-
	Students Monthly Attendance	NRIIT/15.3.1/F-15	Completed	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	Updated	not required
	Attendance: Condonation List	NRIIT/15.3.3/F-15	Updated	no need.
	Attendance: Detain List	NRIIT/15.3.4/F-15	Updated	
F-16	Students Mid Marks	NRIIT/16.1/F-16	Completed	
	Students Assignment Marks	NRIIT/16.2/F-16	Completed	
	Students Lab Marks	NRIIT/16.3/F-16	Completed	not required
	Students Internal Marks	NRIIT/16.4/F-16	All done	
	Students Project Marks	NRIIT/16.5/F-16	All done.	-NA-
	Students Result Analysis	NRIIT/16.6/F-16	-NA-	-NA-

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	-NA-	-NA-
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	-NA-	-NA-
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17		
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	-NA-	Not required
	Project Details	NRIIT/17.2.1/F-17		
	Project Attendance Sheet	NRIIT/17.2.2/F-17		
	Students' Best Project Evaluation	NRIIT/17.3/F-17		
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18		
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	-NA-	no need
	Record of Student Internship Details	NRIIT/18.2.1/F-18		
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18		
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	All done	
	Department Minutes of Meeting	NRIIT/19.2/F-19	Completed	no need
	Department Committees & Minutes	NRIIT/19.3/F-19	Completed	-NA-
	Internal Academic Audit Report	NRIIT/19.4/F-19	All updated	not required
	External Academic Audit Report	NRIIT/19.5/F-19	Updated	

F-20	Department Budget Proposal	NRIIT/20.1/F-20	All done	
	Department Budget Utilization	NRIIT/20.2/F-20	Completed	no needs

Probable date of completion of work: 20/10/23

Signature of D.Q.A.C Coordinator

1. Dr. Anil
2. R. Sride

Signature of Academic Auditor(s)

1. Auditor - 1: [Signature]
2. Auditor - 2: [Signature]

Signature of Head of the Department

H.O.D. Dept. of Basic Sciences & Humanities
N.R.I. Institute of Technology
POTHAVARAPPADU-521 212
Agiripalli (M), Krishna Dist.

Signature of ISO Coordinator & MR

Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator

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Signature of Principal
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Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 10/10/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of Audit: Computer Science Engineering	A.Y: 2022-2023	Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: K. Raga Sai	Signature of the Auditor 1: K. Raga Sai
Name of the Auditor 2: E. Shrinwas	Signature of the Auditor 2: E. Shrinwas
Name of the Auditee: 1. Ch. Santhi 2. S. Sindhu	Signature of the Auditee: 1. Ch. Santhi 2. S. Sindhu

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Maintained 1:20 Completed	Nil
	Faculty Retention	NRIIT/1.1.2/F-01	Completed	Nil
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Completed.	well maintained.

	Staff Requisition Form	NRIIT/1.1.4/F-01	Completed	well maintained
	Faculty/Staff Details	NRIIT/1.2/F-01	Completed.	Ok
	Faculty/Staff Profile	NRIIT/1.3/F-01	Completed	Ok
	Staff Attendance Register	NRIIT/1.4/F-01	Completed	Ok
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Completed	Nil
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	Completed	Well maintained
	Academic Books Statement	NRIIT/2.2/F-02	Completed	Nil
F-03	Leave Application Form	NRIIT/3.1/F-03	Completed	Good upto date was available
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	Completed	good
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	Completed	good
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	Completed.	good
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	Completed	good
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	Completed	good.
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	Completed	well maintained upto date
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	Completed	Nil

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	Completed	ok
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	Completed	Will
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	ok	Suggested to Improve the count
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	Completed	Need more no. of participants
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	Completed	Need more no. of participants
	Record of Student Seminars	NRIIT/6.5/F-06	ok	Suggested to Improve the count
	Record of Student Professional Society	NRIIT/6.6/F-06	ok	Better to have more activities in chapters
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	Completed	Will
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	Completed	Will
	Faculty Work Load Form	NRIIT/7.3/F-07	Completed	Will
F-08	Class Time Table	NRIIT/8.1.1/F-08	Completed	well maintained
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Completed	well maintained
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Completed	well maintained
	Faculty Individual Time Table	NRIIT/8.3/F-08	Completed	well maintained.
F-09	Teaching Plan	NRIIT/9.1/F-09	Completed	ok
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	Completed	ok

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Completed.	well maintained
	CO Attainment	NRIIT/9.4/F-09	Done	Nice improve ^{ments} in attainments
	PO & PSO Attainment	NRIIT/9.5/F-09	Done	Nice improvements in attainments
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	Done	Nice improvements in attainments
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	Completed	good
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	Completed	available at good level
	Student-Course End Survey	NRIIT/10.3/F-10	Completed	ok
	Program Exit Survey	NRIIT/10.4/F-10	Completed	ok
	Alumni Survey	NRIIT/10.5/F-10	Completed	ok
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Completed	good.
	Parent Feedback Form	NRIIT/10.7/F-10	Completed	good.
F-11	Students Counseling Format	NRIIT/11.1/F-11	Completed	update the attendance in ^{semester wise}
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	Completed	Prefer to maintain ATR
F-12	Computing Facility Details	NRIIT/12.1/F-12	Completed	good.
	Computing Facility - Backup Details	NRIIT/12.2/F-12	Completed	ok
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	Completed	well maintained

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	Completed	well maintained.
	Equipment Supplier Quotations	NRIIT/13.3/F-13	Completed	well maintained.
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	Completed	well maintained.
	Equipment Purchase Order	NRIIT/13.5/F-13	Completed	good
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	Completed	good.
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Completed	ok
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	Completed	well maintained.
	Lab Manual	NRIIT/13.9/F-13	available	ok
	Lab Log-Register	NRIIT/13.10/F-13	available.	ok
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	available	ok
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	recorded	good.
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	maintained	good.
	Record of Remedial Classes	NRIIT/14.3.1/F-14	completed	ok
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	completed	ok
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	maintained	improved results
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	available	good.

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	available	ok
	Record of Makeup Classes	NRIIT/14.5.1/F-14	available	ok
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	maintained	good
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	completed.	improved
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	available	well maintained
	Students Attendance Register	NRIIT/15.2/F-15	available	well maintained
	Students Monthly Attendance	NRIIT/15.3.1/F-15	available	good
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	available	well maintained
	Attendance: Condonation List	NRIIT/15.3.3/F-15	available	good
	Attendance: Detain List	NRIIT/15.3.4/F-15	available	ok
F-16	Students Mid Marks	NRIIT/16.1/F-16	available	good
	Students Assignment Marks	NRIIT/16.2/F-16	available	good
	Students Lab Marks	NRIIT/16.3/F-16	available	good.
	Students Internal Marks	NRIIT/16.4/F-16	available	well maintained
	Students Project Marks	NRIIT/16.5/F-16	available	good
	Students Result Analysis	NRIIT/16.6/F-16	available	Excellent record of results

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	available	ok
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	available	Good placement record.
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	available	Suggested to conduct more seminars
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	available	ok
	Project Details	NRIIT/17.2.1/F-17	available	good
	Project Attendance Sheet	NRIIT/17.2.2/F-17	available	good
	Students' Best Project Evaluation	NRIIT/17.3/F-17	available	ok
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	available	Suggested to improve the content of visits
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	available	ok
	Record of Student Internship Details	NRIIT/18.2.1/F-18	available	ok
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	available	ok
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	available	good
	Department Minutes of Meeting	NRIIT/19.2/F-19	available	good
	Department Committees & Minutes	NRIIT/19.3/F-19	available	ok
	Internal Academic Audit Report	NRIIT/19.4/F-19	available	ok
	External Academic Audit Report	NRIIT/19.5/F-19	available	ok

F-20	Department Budget Proposal	NRIIT/20.1/F-20	available	NOI
	Department Budget Utilization	NRIIT/20.2/F-20	available	NOI

Probable date of completion of work: 16/10/23

Ch. Santhi
Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: *K. B. Sai*
2. Auditor - 2: *[Signature]*

[Signature]
Signature of Head of the Department
Head, CSE Department
NRI Institute of Technology
POTHAVARAPPADU (VIII)
Agiripalli (Md.), Krishna Dist

[Signature]
Signature of ISO Coordinator & MR

[Signature]
Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212

[Signature]
Signature of Principal
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)
An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 12-10-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II
Department of Audit: Information Technology	A.Y: 2022-2023 Sem: II
Description of Audit: <p>The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.</p> <p>As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.</p>	
Name of the Auditor 1: Dr. A. Rahman S	Signature of the Auditor 1: [Signature]
Name of the Auditor 2: Dr. K. Prathiyaban	Signature of the Auditor 2: [Signature]
Name of the Auditee: Ch. Kiran Babu	Signature of the Auditee: [Signature]

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	File updated Maintained as per AICTE Norms	Met
	Faculty Retention	NRIIT/1.1.2/F-01	File updated Good	-
	Faculty Requisition Form	NRIIT/1.1.3/F-01	File updated	-

	Staff Requisition Form	NRIIT/1.1.4/F-01	NO File	-
	Faculty/Staff Details	NRIIT/1.2/F-01	File updated Prof, Assoc, Assist Professor.	-
	Faculty/Staff Profile	NRIIT/1.3/F-01	File updated. Bio data of all faculty maintained.	-
	Staff Attendance Register	NRIIT/1.4/F-01	File updated Maintained.	-
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	File updated Maintained.	-
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	NO File	-
	Academic Books Statement	NRIIT/2.2/F-02	File updated, Request sent to Central Library	Signatures to be updated.
F-03	Leave Application Form	NRIIT/3.1/F-03	File updated Maintaining file.	-
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	File updated Faculty attended	-
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	Seminars, workshops. File updated	-
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	File updated	-
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	File updated	-
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	NO File	-
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	File updated	-
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	file updated	-

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	File updated Attendance Maintained.	-
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	File updated Students encouraged to participate	-
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	File updated papers published.	-
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	File updated	-
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	File updated Attended.	-
	Record of Student Seminars	NRIIT/6.5/F-06	File updated	-
	Record of Student Professional Society	NRIIT/6.6/F-06	File updated	Helping Hands club, AIMER, CSE, GOOD.
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	File updated	-
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	File updated File maintained.	-
	Faculty Work Load Form	NRIIT/7.3/F-07	File updated Total workload Per week maintained.	-
F-08	Class Time Table	NRIIT/8.1.1/F-08	File updated Maintained.	-
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	File updated prepared.	-
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	File updated Maintained.	-
	Faculty Individual Time Table	NRIIT/8.3/F-08	File updated Maintained.	-
F-09	Teaching Plan	NRIIT/9.1/F-09	& Distributed individual Time Table, File updated Lesson plan prepared.	-
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	File updated Maintained.	-

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	File updated Co-attainments are maintained.	-
	CO Attainment	NRIIT/9.4/F-09	File updated Maintained.	-
	PO & PSO Attainment	NRIIT/9.5/F-09	File updated Maintained.	-
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	File updated Maintained.	-
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	File updated	-
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	File updated.	Above 2.5, to 2.0 2.0 2.0 .
	Student-Course End Survey	NRIIT/10.3/F-10	File updated every student given.	-
	Program Exit Survey	NRIIT/10.4/F-10	File updated Every student given.	-
	Alumni Survey	NRIIT/10.5/F-10	File updated Survey is conducted.	-
	Industry Employer Feedback Form	NRIIT/10.6/F-10	File updated Feedback is taken from Industry	-
	Parent Feedback Form	NRIIT/10.7/F-10	File updated	Taken
F-11	Students Counseling Format	NRIIT/11.1/F-11	File updated Mentoring to students.	-
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	File updated	-
F-12	Computing Facility Details	NRIIT/12.1/F-12	File updated	-
	Computing Facility - Backup Details	NRIIT/12.2/F-12	File updated Maintaining backup.	-
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	NO File	-


	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	NO File	-
	Equipment Supplier Quotations	NRIIT/13.3/F-13	File updated	-
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	Need to be 100 updated	-
	Equipment Purchase Order	NRIIT/13.5/F-13	File updated	-
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	File updated.	-
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	File updated updated.	-
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	File updated	-
	Lab Manual	NRIIT/13.9/F-13	File updated	Maintained
	Lab Log-Register	NRIIT/13.10/F-13	File updated	Maintained.
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	NO File	File -
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	File updated	-
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	File updated	-
	Record of Remedial Classes	NRIIT/14.3.1/F-14	File updated	-
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	File updated	-
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	File updated	-
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	File updated.	-

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	File updated	-
	Record of Makeup Classes	NRIIT/14.5.1/F-14	File updated Records	-
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	File updated	-
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	File updated	-
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	File updated	Maintained well!
	Students Attendance Register	NRIIT/15.2/F-15	File updated	Maintained well
	Students Monthly Attendance	NRIIT/15.3.1/F-15	File updated	Maintained well.
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	File updated	At the end of semester cumulative attendance maintained.
	Attendance: Condonation List	NRIIT/15.3.3/F-15	File updated	-
	Attendance: Detain List	NRIIT/15.3.4/F-15	File updated	Prepared at the end of semester - students less than 65%.
F-16	Students Mid Marks	NRIIT/16.1/F-16	File updated	Available.
	Students Assignment Marks	NRIIT/16.2/F-16	File updated	Marks are given for 5.
	Students Lab Marks	NRIIT/16.3/F-16	File updated	Maintained.
	Students Internal Marks	NRIIT/16.4/F-16	File updated	Lab & Internal marks maintained.
	Students Project Marks	NRIIT/16.5/F-16	File updated	-
			Project data maintained.	
	Students Result Analysis	NRIIT/16.6/F-16	File updated	-
		Result analysis prepared & maintained.		


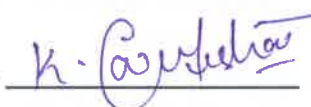
	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	File updated	Good.
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	File updated	Placements Data well maintained.
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	File updated Maintained.	-
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	File updated Maintained.	-
	Project Details	NRIIT/17.2.1/F-17	File updated	Project team formed by coordinator.
	Project Attendance Sheet	NRIIT/17.2.2/F-17	File updated Maintained.	-
	Students' Best Project Evaluation	NRIIT/17.3/F-17	File updated	Based on evaluation sheet selected best project.
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	File updated Maintained.	-
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	File updated Maintained.	-
	Record of Student Internship Details	NRIIT/18.2.1/F-18	File updated Maintained.	-
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	File updated Maintained.	-
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	File updated	class rooms, labs, seminar hall staff rooms.
	Department Minutes of Meeting	NRIIT/19.2/F-19	File updated mai	well maintained.
	Department Committees & Minutes	NRIIT/19.3/F-19	File updated	Maintained.
	Internal Academic Audit Report	NRIIT/19.4/F-19	File updated	Internal Audit is done once in semester.
	External Academic Audit Report	NRIIT/19.5/F-19	File updated	External Audit done once in a year.

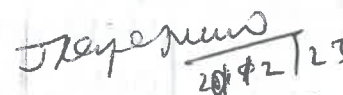
F-20	Department Budget Proposal	NRIIT/20.1/F-20	File updated	Maintained
	Department Budget Utilization	NRIIT/20.2/F-20	File updated	Maintained,

Probable date of completion of work: 26/10/23.



Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: 
2. Auditor - 2: 


Signature of Head of the Department
Head, IT Department
NRI Institute of Technology
POTHAVARAPPADU (V)
Agiripalli (M), Krishna Dist


Signature of ISO Coordinator & MR


Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212


Signature of Principal
Principal

NRI Institute of Technology
Pothavarappadu (V), (Via) Nunna
Agiripalli (M), Eluru Dist. A.P-521212



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

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Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIT/19.4/F-19

Date of Audit: 10/10/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of Audit: ECE	A.Y: 2022-2023	Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Dr. P. Seva Nagasree	Signature of the Auditor 1:
Name of the Auditor 2: B. Naga Susha Ranj	Signature of the Auditor 2:
Name of the Auditee: Dr. K. Prathyusha	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	file is updated	OK
	Faculty Retention	NRIIT/1.1.2/F-01	file is ready	files are
	Faculty Requisition Form	NRIIT/1.1.3/F-01	it is available	updated properly

	Staff Requisition Form	NRIIT/1.1.4/F-01	file is updated	updated upto 21-23 Sem II
	Faculty/Staff Details	NRIIT/1.2/F-01	it is available	
	Faculty/Staff Profile	NRIIT/1.3/F-01	file is available	
	Staff Attendance Register	NRIIT/1.4/F-01	available	
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	it is updated	
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	file is updated	files are maintained properly
	Academic Books Statement	NRIIT/2.2/F-02	it is available	
F-03	Leave Application Form	NRIIT/3.1/F-03	it is updated	
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	file is maintained	files are maintained properly
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	it is updated	
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	file is updated	
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	published in IJIRT, JECA etc	
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	NO RSD projects	
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	file is updated	
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	it is available	

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	file is available	} maintained	
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	file is ready		
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	it is updated		
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	organized under professional society IETE		
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	file is available with date		property
	Record of Student Seminars	NRIIT/6.5/F-06	it is available		
	Record of Student Professional Society	NRIIT/6.6/F-06	IETE with 96 member data		
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	file is updated	} updated	
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	it is available		
	Faculty Work Load Form	NRIIT/7.3/F-07	file is ready		
F-08	Class Time Table	NRIIT/8.1.1/F-08	date is available	} upto 22-23 Sem II	
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	file is updated		
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	file is updated		
	Faculty Individual Time Table	NRIIT/8.3/F-08	it is available		
F-09	Teaching Plan	NRIIT/9.1/F-09	file is updated	} updated	
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	file is updated		

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	file is updated	files are OK.	
	CO Attainment	NRIIT/9.4/F-09	file is ready		
	PO & PSO Attainment	NRIIT/9.5/F-09	file is available		
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	it is ready		
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	to be updated for SEM-II	needs updation	
	Students Feedback - {Action Taken Report (A.T.R.)}	NRIIT/10.2/F-10	to be updated for section 'c'		
	Student-Course End Survey	NRIIT/10.3/F-10	file is available	OK	
	Program Exit Survey	NRIIT/10.4/F-10	file is ready		
	Alumni Survey	NRIIT/10.5/F-10	file is updated		
		Industry Employer Feedback Form	NRIIT/10.6/F-10	Maintained at Central	needs to
		Parent Feedback Form	NRIIT/10.7/F-10	"	Maintain a copy at dept level.
F-11	Students Counseling Format	NRIIT/11.1/F-11	to be updated	Maintain the counselling format	
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	updated properly		
F-12	Computing Facility Details	NRIIT/12.1/F-12	updated	files are available	
	Computing Facility - Backup Details	NRIIT/12.2/F-12	file is ready		
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	not available	to be maintained	

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	not available	to be maintained
	Equipment Supplier Quotations	NRIIT/13.3/F-13	file is updated	OK
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	not available	to be maintained
	Equipment Purchase Order	NRIIT/13.5/F-13	file is available & updated	} file is maintained properly
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	file is updated	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	file is ready	
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	file is updated	
	Lab Manual	NRIIT/13.9/F-13	it is available	
	Lab Log-Register	NRIIT/13.10/F-13	file is updated	
	Daily Classwork - Log-Register	NRIIT/14.1/F-14	file is available	
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	file is updated	
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	file is ready	
F-14	Record of Remedial Classes	NRIIT/14.3.1/F-14	maintained properly	
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	file is updated	
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	file is available	
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	file is ready	

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	updated files	files are OK
	Record of Makeup Classes	NRIIT/14.5.1/F-14	file is ready	
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	file is available	
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	updated file	
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	file is updated	files are OK
	Students Attendance Register	NRIIT/15.2/F-15	file is maintained	
	Students Monthly Attendance	NRIIT/15.3.1/F-15	maintained properly	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	file is updated	
	Attendance: Condonation List	NRIIT/15.3.3/F-15	file is available	
	Attendance: Detain List	NRIIT/15.3.4/F-15	maintained properly	
F-16	Students Mid Marks	NRIIT/16.1/F-16	updated file	files are available with updated data
	Students Assignment Marks	NRIIT/16.2/F-16	file is available	
	Students Lab Marks	NRIIT/16.3/F-16	file is updated	
	Students Internal Marks	NRIIT/16.4/F-16	file is ready	
	Students Project Marks	NRIIT/16.5/F-16	file is updated	
	Students Result Analysis	NRIIT/16.6/F-16	file is maintained	

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	date is available at central	one copy is to be maintained at dept
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	file is updated	
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	file is ready	files are updated properly
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	Maintained properly	
	Project Details	NRIIT/17.2.1/F-17	file is updated	
	Project Attendance Sheet	NRIIT/17.2.2/F-17	file is maintained	
	Students' Best Project Evaluation	NRIIT/17.3/F-17	It is updated	
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	file is updated	files are updated properly
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	file is ready	
	Record of Student Internship Details	NRIIT/18.2.1/F-18	updated	
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	file is updated	
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	file is maintained	files are OK.
	Department Minutes of Meeting	NRIIT/19.2/F-19	file is maintained	
	Department Committees & Minutes	NRIIT/19.3/F-19	updated	
	Internal Academic Audit Report	NRIIT/19.4/F-19	Maintained properly	
	External Academic Audit Report	NRIIT/19.5/F-19	file is updated	

F-20	Department Budget Proposal	NRIIT/20.1/F-20	file is ready } files are OK.
	Department Budget Utilization	NRIIT/20.2/F-20	

Probable date of completion of work: 20/10/2023

K. Jayashankar

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: *BS*

2. Auditor - 2: *AS*

[Signature]

Signature of Head of the Department
 Head, ECE Department
 NRI Institute of Technology
 POTHAVARAPPADU (Vill)
 Agiripalli (Mdl), Krishna Dist.

[Signature]

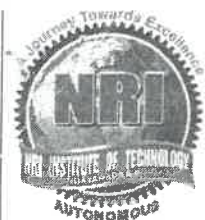
Signature of ISO Coordinator & MR

[Signature]

Signature of I.Q.A.C Coordinator
 I.Q.A.C. Coordinator
 NRI INSTITUTE OF TECHNOLOGY
 POTHAVARAPPADU (V), Agiripalli (M)
 Eluru Dist., Vijayawada Rural - 521 212

[Signature]

Signature of Principal
PRINCIPAL
 NRI Institute of Technology
 Pothavarappadu (V), Agiripalli (M)



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)

An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 9/10/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of Audit: EEE	A.Y: 2022-2023	Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Santhi Chavala	Signature of the Auditor 1:
Name of the Auditor 2: Surapaneni Sindhu	Signature of the Auditor 2:
Name of the Auditee: S. Ramyala, G. Dardarani	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	completed	
	Faculty Retention	NRIIT/1.1.2/F-01	completed	
	Faculty Requisition Form	NRIIT/1.1.3/F-01	completed	

	Staff Requisition Form	NRIIT/1.1.4/F-01	completed	
	Faculty/Staff Details	NRIIT/1.2/F-01	completed	
	Faculty/Staff Profile	NRIIT/1.3/F-01	completed	
	Staff Attendance Register	NRIIT/1.4/F-01	completed	
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	completed	
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	completed	
	Academic Books Statement	NRIIT/2.2/F-02	Completed	
F-03	Leave Application Form	NRIIT/3.1/F-03	completed	Well Maintained fill date
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	completed	
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	completed	
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	completed	
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	completed	
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	Completed	
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	completed	
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	completed	

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	Completed	
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	Completed	
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	completed	
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	Completed	Nil
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	Completed	Nil
	Record of Student Seminars	NRIIT/6.5/F-06	completed	
	Record of Student Professional Society	NRIIT/6.6/F-06	-	Nil
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	completed	
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	completed	
	Faculty Work Load Form	NRIIT/7.3/F-07	completed	
F-08	Class Time Table	NRIIT/8.1.1/F-08	completed	Well Maintained
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	completed	Well Maintained
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	completed	Well Maintained
	Faculty Individual Time Table	NRIIT/8.3/F-08	completed	Well Maintained
F-09	Teaching Plan	NRIIT/9.1/F-09	completed	
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	completed	

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	completed	
	CO Attainment	NRIIT/9.4/F-09	completed	
	PO & PSO Attainment	NRIIT/9.5/F-09	completed	
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	completed	
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	completed	
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	completed	
	Student-Course End Survey	NRIIT/10.3/F-10	completed	
	Program Exit Survey	NRIIT/10.4/F-10	completed	
	Alumni Survey	NRIIT/10.5/F-10	completed	
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Completed	
	Parent Feedback Form	NRIIT/10.7/F-10	completed	
F-11	Students Counseling Format	NRIIT/11.1/F-11	completed	
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	completed	
F-12	Computing Facility Details	NRIIT/12.1/F-12	Completed	
	Computing Facility - Backup Details	NRIIT/12.2/F-12	Completed	
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	Completed	

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	Completed	
	Equipment Supplier Quotations	NRIIT/13.3/F-13	Completed	
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	Completed	
	Equipment Purchase Order	NRIIT/13.5/F-13	Completed	
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	Completed	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	Completed	
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	Completed	
	Lab Manual	NRIIT/13.9/F-13	Completed	
	Lab Log-Register	NRIIT/13.10/F-13	Completed	
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	completed	
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	completed	
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	completed	
	Record of Remedial Classes	NRIIT/14.3.1/F-14	completed	
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	completed	
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	Completed	
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	Completed	

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	Completed	
	Record of Makeup Classes	NRIIT/14.5.1/F-14		Pending (2022-2023)
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	Completed	
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	Completed	
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	completed	
	Students Attendance Register	NRIIT/15.2/F-15	completed	
	Students Monthly Attendance	NRIIT/15.3.1/F-15	completed	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	completed	
	Attendance: Condonation List	NRIIT/15.3.3/F-15	completed	
	Attendance: Detain List	NRIIT/15.3.4/F-15	completed	
F-16	Students Mid Marks	NRIIT/16.1/F-16	completed	
	Students Assignment Marks	NRIIT/16.2/F-16	completed	
	Students Lab Marks	NRIIT/16.3/F-16	completed	
	Students Internal Marks	NRIIT/16.4/F-16	completed	
	Students Project Marks	NRIIT/16.5/F-16	completed	
	Students Result Analysis	NRIIT/16.6/F-16	completed	



	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	—	22-23 not found
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	—	22-23 Pending
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	—	Nil
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	—	Nil
	Project Details	NRIIT/17.2.1/F-17	completed	—
	Project Attendance Sheet	NRIIT/17.2.2/F-17	completed	—
	Students' Best Project Evaluation	NRIIT/17.3/F-17	Completed	.
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	completed	—
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	completed	—
	Record of Student Internship Details	NRIIT/18.2.1/F-18	completed	—
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	—	Pending 22-23
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	completed	—
	Department Minutes of Meeting	NRIIT/19.2/F-19	completed	—
	Department Committees & Minutes	NRIIT/19.3/F-19	completed	—
	Internal Academic Audit Report	NRIIT/19.4/F-19	completed	—
	External Academic Audit Report	NRIIT/19.5/F-19	completed	—


F-20	Department Budget Proposal	NRIIT/20.1/F-20	Completed	
	Department Budget Utilization	NRIIT/20.2/F-20	Completed	

Probable date of completion of work: 16/10/2023



Signature of D.Q.A.C Coordinator


Signature of Academic Auditor(s)

- 1. Auditor - 1: 
- 2. Auditor - 2: 


Signature of Head of the Department
NRI Institute of Technology
POTHAVARAPPADU (V)
Agiripalli (Mdl.), Krishna Dist.


Signature of ISO Coordinator & MR


Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212


Signature of Principal
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 11-10-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-I	
Department of Audit: Mechanical Engineering	A.Y: 2022-2023	Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: S. Ramyaka	Signature of the Auditor 1:
Name of the Auditor 2: G. Devanand	Signature of the Auditor 2:
Name of the Auditee: Dr. P. Siva Naga Sree B. Naga Sudhakarani	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	updated S.F.R-16	File is maintained.
	Faculty Retention	NRIIT/1.1.2/F-01	Retention forms are available	ok.
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Requisition forms are available	well maintained.

	Staff Requisition Form	NRIIT/1.1.4/F-01	Forms are available	Maintained
	Faculty/Staff Details	NRIIT/1.2/F-01	Staff details are maintained	OK.
	Faculty/Staff Profile	NRIIT/1.3/F-01	Biodata forms are available	Well maintained
	Staff Attendance Register	NRIIT/1.4/F-01	Attendance Registers are maintained at department	Maintained
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Pending	Need to update
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	updated	Maintained
	Academic Books Statement	NRIIT/2.2/F-02	updated	Maintained
F-03	Leave Application Form	NRIIT/3.1/F-03	File available with H.O.D	Regularly Maintained
F-04	Faculty - Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	Attended list proofs are maintained	Good filing
	Faculty - Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	No FDP was organised	—
	Faculty - Quality Improvement Program (Attended/ Participated/ Deputed) - Attendance Sheet	NRIIT/4.2.2/F-04	—	—
	Faculty - Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	No Books published Papers were published	file Maintained.
	Faculty - R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	No R&D Funded - 02	① PEP - KVIC, VZG ② Capacity Building NCW, NEW DELHI
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	updated	file maintained at respective labs
F-06	Student - Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	Maintained properly	Good filing
	Student - Co-curricular Activities (Organised in the Institution) - Attendance	NRIIT/6.1.2/F-06	Updated	OK.

	Sheet		updated	ok
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	updated	Maintained
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	updated proofs are there	Maintained
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	NIL	NIL
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	—	—
	Record of Student Seminars	NRIIT/6.5/F-06	List was available	Maintained
	Record of Student Professional Society	NRIIT/6.6/F-06	Institute of Engineers	File Maintained
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	File Maintained	ok
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	Forms are available	Maintained properly
	Faculty Work Load Form	NRIIT/7.3/F-07	Work Load Forms are available	ok
F-08	Class Time Table	NRIIT/8.1.1/F-08	updated	File is maintained
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	Updated upto A-4 2022-23 sem I, II	Good Filing
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	updated	ok .
	Faculty Individual Time Table	NRIIT/8.3/F-08	updated	Well maintained .
F-09	Teaching Plan	NRIIT/9.1/F-09	updated	ok .
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	updated	ok .

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	updated	File Maintained
	CO Attainment	NRIIT/9.4/F-09	updated	Filing is done
	PO & PSO Attainment	NRIIT/9.5/F-09	updated	Good Filing
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	updated	o/c
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	updated	Maintained ^{well}
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	A.T.R are found	o/c
	Student-Course End Survey	NRIIT/10.3/F-10	updated	Good Filing
	Program Exit Survey	NRIIT/10.4/F-10	updated	Good Maintenance
	Alumni Survey	NRIIT/10.5/F-10	updated	o/c
	Industry Employer Feedback Form	NRIIT/10.6/F-10	updated	Filing was done
	Parent Feedback Form	NRIIT/10.7/F-10	Forms are available	File available
F-11	Students Counseling Format	NRIIT/11.1/F-11	Attendance to be updated	o/c
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	updated Principal sign availability	Need to update
F-12	Computing Facility Details	NRIIT/12.1/F-12	Details are found	o/c
	Computing Facility - Backup Details	NRIIT/12.2/F-12	updated Centrally	Filing was done
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	—	—

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	—	—
	Equipment Supplier Quotations	NRIIT/13.3/F-13	—	—
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	—	—
	Equipment Purchase Order	NRIIT/13.5/F-13	updated	file was maintained
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	updated	ok
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	updated	well maintained
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	Maintenance register available	ok
	Lab Manual	NRIIT/13.9/F-13	Lab manuals are at respective labs	Available
	Lab Log-Register	NRIIT/13.10/F-13	updated	file was maintained
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	Book was available with H.O.D	well maintained
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	updated	file was maintained
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	updated	ok
	Record of Remedial Classes	NRIIT/14.3.1/F-14	updated	ok
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	updated	ok
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	Good Maintenance	well maintained
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	Good Maintenance	OK

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	updated	o/c
	Record of Makeup Classes	NRIIT/14.5.1/F-14	updated	Well maintained
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	Available List of students	Good filing
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	Result Analysis	Well Maintained -
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	updated	Good filing
	Students Attendance Register	NRIIT/15.2/F-15	updated	o/c
	Students Monthly Attendance	NRIIT/15.3.1/F-15	Available	Well Maintained
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	Verified	File available
	Attendance: Condonation List	NRIIT/15.3.3/F-15	Signs were missing	update ^{Need to}
	Attendance: Detain List	NRIIT/15.3.4/F-15	Principal signs were not there	Need to update
F-16	Students Mid Marks	NRIIT/16.1/F-16	update	Good filing
	Students Assignment Marks	NRIIT/16.2/F-16	updated	Maintained
	Students Lab Marks	NRIIT/16.3/F-16	Lab marks were available	o/c
	Students Internal Marks	NRIIT/16.4/F-16	updated sem wise	Good filing
	Students Project Marks	NRIIT/16.5/F-16	updated	Well Maintained
	Students Result Analysis	NRIIT/16.6/F-16	updated	File available

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	updated	ok
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	updated	File is Maintained
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	updated	Good File
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	updated	ok.
	Project Details	NRIIT/17.2.1/F-17	Principal So sign ministry updated	Good File
	Project Attendance Sheet	NRIIT/17.2.2/F-17	updated	ok.
	Students' Best Project Evaluation	NRIIT/17.3/F-17	Need to update	—
		Record of Student Industrial Visit	NRIIT/18.1.1/F-18	updated G-S Alloys.
F-18	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	updated	Good maintenance
	Record of Student Internship Details	NRIIT/18.2.1/F-18	Good maintenance	Available
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	Available	ok.
		Department Infrastructure Details	NRIIT/19.1/F-19	updated
F-19	Department Minutes of Meeting	NRIIT/19.2/F-19	updated Conducted last on 13-05-2023	Available
	Department Committees & Minutes	NRIIT/19.3/F-19	updated R&D Committed	Held on 05-2-2023.
	Internal Academic Audit Report	NRIIT/19.4/F-19	Available upto 2020 21-22	Available
	External Academic Audit Report	NRIIT/19.5/F-19	Available	Updated

F-20	Department Budget Proposal	NRIIT/20.1/F-20	A.Y 2022-23 5.19 lach were sanctioned	Maintained List
	Department Budget Utilization	NRIIT/20.2/F-20	No Supporting file for utilization	—

Probable date of completion of work: 31-10-2023

B. Nay Reddy

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: *Ramya*

2. Auditor - 2: *G. D. S.*

Preethi

Signature of Head of the Department
Head, Mechanical Department
NRI Institute of Technology
POTHAVARAPPADU (VIII)
Agiripalli (Mdl), Krishna Dist.

S. V. Dhanu
Signature of ISO Coordinator & MR

Ravi

Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist, Vijayawada Rural - 521 212

N. Rama
Signature of Principal
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)

An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 11-10-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II
Department of Audit: CIVIL Engineering	A.Y: 2022-2023 Sem: II
Description of Audit: The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances. As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.	
Name of the Auditor 1: Dr. Y. Aspitha	Signature of the Auditor 1:
Name of the Auditor 2: Mr. Ch. Ganesh Kumar	Signature of the Auditor 2:
Name of the Auditee: Mr. K. Raga Sai	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	updated	-
	Faculty Retention	NRIIT/1.1.2/F-01	Need to update	CAY, CAYMI Pending.
	Faculty Requisition Form	NRIIT/1.1.3/F-01	updated	-

	Staff Requisition Form	NRIIT/1.1.4/F-01	updated	—
	Faculty/Staff Details	NRIIT/1.2/F-01	Need to update	New faculty details missing
	Faculty/Staff Profile	NRIIT/1.3/F-01	Need to update	—
	Staff Attendance Register	NRIIT/1.4/F-01	updated	—
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	updated	—
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	updated	—
	Academic Books Statement	NRIIT/2.2/F-02	updated	—
F-03	Leave Application Form	NRIIT/3.1/F-03	updated	—
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	updated	—
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	updated	—
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	updated	—
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	Papers published	NIL Books published
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	NIL	—
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	updated	—
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	updated	—

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	Need to update	—
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	Need to update	Attendance sheets pending
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	NIL	—
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	updated	—
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	updated	—
	Record of Student Seminars	NRIIT/6.5/F-06	NIL	—
	Record of Student Professional Society	NRIIT/6.6/F-06	updated	—
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	updated	—
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	updated	—
	Faculty Work Load Form	NRIIT/7.3/F-07	updated	—
F-08	Class Time Table	NRIIT/8.1.1/F-08	updated	—
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	updated	—
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	updated	—
	Faculty Individual Time Table	NRIIT/8.3/F-08	updated	—
F-09	Teaching Plan	NRIIT/9.1/F-09	updated	—
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	pending	—

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	updated	-
	CO Attainment	NRIIT/9.4/F-09	updated	-
	PO & PSO Attainment	NRIIT/9.5/F-09	updated	-
	CO-PO-PSO Mapping	NRIIT/9.6/F-09	updated	-
F-10	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	updated	-
	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	Need to update	-
	Student-Course End Survey	NRIIT/10.3/F-10	updated	-
	Program Exit Survey	NRIIT/10.4/F-10	updated	-
	Alumni Survey	NRIIT/10.5/F-10	updated	-
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Pending	-
	Parent Feedback Form	NRIIT/10.7/F-10	pending	-
F-11	Students Counseling Format	NRIIT/11.1/F-11	Need to update	Attendance details missing
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	updated	-
F-12	Computing Facility Details	NRIIT/12.1/F-12	updated	-
	Computing Facility - Backup Details	NRIIT/12.2/F-12	updated	-
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	updated	-

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	updated	—
	Equipment Supplier Quotations	NRIIT/13.3/F-13	updated	—
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	updated	—
	Equipment Purchase Order	NRIIT/13.5/F-13	updated	—
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13	updated	—
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13	updated	—
	Record of Equipment Maintenance Plan with Maintenance/ Service History	NRIIT/13.8/F-13	updated	—
	Lab Manual	NRIIT/13.9/F-13	updated	—
	Lab Log-Register	NRIIT/13.10/F-13	updated	—
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	updated	—
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	pending	—
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	pending	—
	Record of Remedial Classes	NRIIT/14.3.1/F-14	updated	—
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	updated	—
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	updated	—
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	updated	—

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	updated	} well maintained
	Record of Makeup Classes	NRIIT/14.5.1/F-14	updated	
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	updated	
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	updated	-
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	updated	} Good filing
	Students Attendance Register	NRIIT/15.2/F-15	updated	
	Students Monthly Attendance	NRIIT/15.3.1/F-15	updated	
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	updated	
	Attendance: Condonation List	NRIIT/15.3.3/F-15	updated	
	Attendance: Detain List	NRIIT/15.3.4/F-15	updated	
F-16	Students Mid Marks	NRIIT/16.1/F-16	updated	-
	Students Assignment Marks	NRIIT/16.2/F-16	updated	-
	Students Lab Marks	NRIIT/16.3/F-16	updated	-
	Students Internal Marks	NRIIT/16.4/F-16	updated	-
	Students Project Marks	NRIIT/16.5/F-16	updated	-
	Students Result Analysis	NRIIT/16.6/F-16	updated	-

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	updated	—
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	updated	—
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	updated	—
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	updated	—
	Project Details	NRIIT/17.2.1/F-17	updated	—
	Project Attendance Sheet	NRIIT/17.2.2/F-17	updated	—
	Students' Best Project Evaluation	NRIIT/17.3/F-17	Need to be updated	—
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	updated	} well maintained
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	updated	
	Record of Student Internship Details	NRIIT/18.2.1/F-18	updated	—
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	updated	—
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	updated	—
	Department Minutes of Meeting	NRIIT/19.2/F-19	Need to be updated	—
	Department Committees & Minutes	NRIIT/19.3/F-19	Need to be updated	—
	Internal Academic Audit Report	NRIIT/19.4/F-19	updated	—
	External Academic Audit Report	NRIIT/19.5/F-19	updated	—

F-20	Department Budget Proposal	NRIIT/20.1/F-20	updated	-
	Department Budget Utilization	NRIIT/20.2/F-20	updated	-

Probable date of completion of work: 16-10-2023


Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: Dr. Y. Anil Kumar

2. Auditor - 2: Ch. Anil Kumar


Signature of Head of the Department

**Head of The Department
CIVIL ENGINEERING
NRI Institute of Technology
POTHAVARAPPADU.**


Signature of ISO Coordinator & MR


Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator

**NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural-521 212**


Signature of Principal
PRINCIPAL
**NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)**



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Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 12-11-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II
Department of Audit: MBA	A.Y: 2022-2023 Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Mr. Ch. Kiran Babu	Signature of the Auditor 1:
Name of the Auditor 2: Mr. A. Lavi Kiran	Signature of the Auditor 2:
Name of the Auditee: Y. Dhulekan	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Updated	
	Faculty Retention	NRIIT/1.1.2/F-01	updated upto 22-23	
	Faculty Requisition Form	NRIIT/1.1.3/F-01	No file	

	Staff Requisition Form	NRIIT/1.1.4/F-01	No file	
	Faculty/Staff Details	NRIIT/1.2/F-01	updated	
	Faculty/Staff Profile	NRIIT/1.3/F-01	updated	
	Staff Attendance Register	NRIIT/1.4/F-01	Updated	
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	No file	
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	No file	
	Academic Books Statement	NRIIT/2.2/F-02	slw copy available	
F-03	Leave Application Form	NRIIT/3.1/F-03	updated	
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	Need to be updated	Maintain for every academic Year
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	updated	
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	No file	
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	No- CAY (2022-23) Publications	
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	No file	
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	updated	
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	updated	

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	updated	
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	updated	
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	NA	
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	updated	
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	updated	
	Record of Student Seminars	NRIIT/6.5/F-06	updated	
	Record of Student Professional Society	NRIIT/6.6/F-06	No file	
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	updated	
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	Not Applicable	
	Faculty Work Load Form	NRIIT/7.3/F-07	No file	
F-08	Class Time Table	NRIIT/8.1.1/F-08	updated	
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	updated upto 2021-22	
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	NA No labs Available in the Dept	
	Faculty Individual Time Table	NRIIT/8.3/F-08	updated	
F-09	Teaching Plan	NRIIT/9.1/F-09	slw copy Available	
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	Need to be updated	Signatures required on lesson plan

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Need to be updated.	
	CO Attainment	NRIIT/9.4/F-09	} Previous data 2019-20 Available offline Available	
	PO & PSO Attainment	NRIIT/9.5/F-09		
	CO-PO-PSO Mapping	NRIIT/9.6/F-09		
	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10		
F-10	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	No ATR because all are got 3-5	
	Student-Course End Survey	NRIIT/10.3/F-10	No file	
	Program Exit Survey	NRIIT/10.4/F-10	No file	
	Alumni Survey	NRIIT/10.5/F-10	updated	
	Industry Employer Feedback Form	NRIIT/10.6/F-10	updated	
	Parent Feedback Form	NRIIT/10.7/F-10	No file	
	F-11	Students Counseling Format	NRIIT/11.1/F-11	No file Need to be updated
Mentor Wise Consolidated Report of Mentoring		NRIIT/11.2/F-11	updated	
F-12	Computing Facility Details	NRIIT/12.1/F-12	} No laboratories are available	
	Computing Facility - Backup Details	NRIIT/12.2/F-12		
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13		

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	in the Department		
	Equipment Supplier Quotations	NRIIT/13.3/F-13			
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13			
	Equipment Purchase Order	NRIIT/13.5/F-13			
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13		No laboratories are available in the Department	
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13			
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13			
	Lab Manual	NRIIT/13.9/F-13			
	Lab Log-Register	NRIIT/13.10/F-13			
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	Attendance updated but to present	mid marks	
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	Not mentioned in the Time table		
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	Available for	21-22	
	Record of Remedial Classes	NRIIT/14.3.1/F-14	file is there	but not updated	
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	Not maintained		
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14			
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14			

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	} Not maintained		
	Record of Makeup Classes	NRIIT/14.5.1/F-14			
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14			
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14			
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	updated up to 22-23		
	Students Attendance Register	NRIIT/15.2/F-15	Mid marks not written		
	Students Monthly Attendance	NRIIT/15.3.1/F-15	Signature Required		
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	updated		
	Attendance: Condonation List	NRIIT/15.3.3/F-15	updated		
	Attendance: Detain List	NRIIT/15.3.4/F-15	No file		
F-16	Students Mid Marks	NRIIT/16.1/F-16	updated		
	Students Assignment Marks	NRIIT/16.2/F-16	updated		
	Students Lab Marks	NRIIT/16.3/F-16	updated		
	Students Internal Marks	NRIIT/16.4/F-16	updated		
	Students Project Marks	NRIIT/16.5/F-16	updated		
	Students Result Analysis	NRIIT/16.6/F-16	updated		



	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	Need to be updated	Not maintain for 22-23
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	updated	
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	Not maintained	
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17	Not maintained	
	Project Details	NRIIT/17.2.1/F-17	No index available	
	Project Attendance Sheet	NRIIT/17.2.2/F-17	No index available	
	Students' Best Project Evaluation	NRIIT/17.3/F-17	No data.	
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	updated	
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18	updated	
	Record of Student Internship Details	NRIIT/18.2.1/F-18	No data	
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18	No data	
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	updated.	
	Department Minutes of Meeting	NRIIT/19.2/F-19	updated.	
	Department Committees & Minutes	NRIIT/19.3/F-19	No files	
	Internal Academic Audit Report	NRIIT/19.4/F-19	updated.	
	External Academic Audit Report	NRIIT/19.5/F-19	Need to be updated	

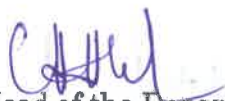
F-20	Department Budget Proposal	NRIIT/20.1/F-20	updated	
	Department Budget Utilization	NRIIT/20.2/F-20	updated	

Probable date of completion of work: 10/11/23



Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: 
2. Auditor - 2: 


Signature of Head of the Department
Head, MBA Department
NRI Institute of Technology
POTHAVARAPPADU (Vili)
Agiripalli (Mdl), Krishna Dist


Signature of ISO Coordinator & MR


Signature of I.Q.A.C Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist, Vijayawada Rural - 521 212


Signature of Principal
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



NRI INSTITUTE OF TECHNOLOGY

(An Autonomous Institution)

Approved by AICTE, New Delhi: Permanently Affiliated to JNTUK, Kakinada
Accredited by NAAC with "A" GRADE, Accredited by NBA (CSE, ECE&EEE)

An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212

URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 13/10/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of Audit: CSD	A.Y: 2022-2023	Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: R. Sujadevi	Signature of the Auditor 1:
Name of the Auditor 2: Dr. A. Neeraja Padma	Signature of the Auditor 2: Dr. A. Neeraja Padma
Name of the Auditee: P. Venu Gopal	Signature of the Auditee: P. Venu Gopal

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	Full files	Full data is on CSE dept.
	Faculty Retention	NRIIT/1.1.2/F-01	related to CSE dept.	
	Faculty Requisition Form	NRIIT/1.1.3/F-01	Xerox copies available	Data is here with CSE

	Staff Requisition Form	NRIIT/1.1.4/F-01	Xerox copies are available	original data is with CSE
	Faculty/Staff Details	NRIIT/1.2/F-01	Faculty list is handling CSE	ASE dept is handling the list.
	Faculty/Staff Profile	NRIIT/1.3/F-01		
	Staff Attendance Register	NRIIT/1.4/F-01	Register is updated	All the information is updates.
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01		
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	Data not updated	They don't have any relevant data.
	Academic Books Statement	NRIIT/2.2/F-02		
F-03	Leave Application Form	NRIIT/3.1/F-03	All the leave forms are filed.	everything is updated
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	All the data under the control of CSE dept.	
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04		
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04		
	Faculty – Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04		
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04		
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	Stationary Information is updated	updates information is filed.
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	every thing is updated	All the data is updated.

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	Attendance sheet updated	All the details for of students updated
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	Certificates are updated.	All the student certificates are updated.
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	All the data available and updated	Workshops are organized and certificates updated
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	Doesn't organize activities	Regarding No information
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06	No activities	Regarding no information
	Record of Student Seminars	NRIIT/6.5/F-06	No activities	Regarding no information.
	Record of Student Professional Society	NRIIT/6.6/F-06	SPICES events organizing	Poster, circular cash prize. information updated.
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	Information is there in	updated information is there in CSE dept.
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	All the	Not yet started
	Faculty Work Load Form	NRIIT/7.3/F-07	Information	All the
F-08	Class Time Table	NRIIT/8.1.1/F-08	is there at CSE dept.	Files available at CSE dept.
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08		
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	Files all are there at CSE dept.	Updated information available at CSE dept.
	Faculty Individual Time Table	NRIIT/8.3/F-08	All the data updated.	Information all updated.
F-09	Teaching Plan	NRIIT/9.1/F-09	Updated. Information	File updated.
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	All the data	available at CSE dept.

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	All the updates	data available
	CO Attainment	NRIIT/9.4/F-09		
	PO & PSO Attainment	NRIIT/9.5/F-09		
	CO-PO-PSO Mapping	NRIIT/9.6/F-09		
	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10	All the information updated information is there at CSE dept.	
	Students Feedback - {Action Taken Report (A.T.R.)}	NRIIT/10.2/F-10		
	Student-Course End Survey	NRIIT/10.3/F-10		
F-10	Program Exit Survey	NRIIT/10.4/F-10		
	Alumni Survey	NRIIT/10.5/F-10		
	Industry Employer Feedback Form	NRIIT/10.6/F-10		
	Parent Feedback Form	NRIIT/10.7/F-10		
	Students Counseling Format	NRIIT/11.1/F-11	Information updated.	All the documents updated
F-11	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	Circular Faculty list is updated.	All the information is updated.
	Computing Facility Details	NRIIT/12.1/F-12	Information available at CSE department.	All the update files are at CSE dept.
F-12	Computing Facility - Backup Details	NRIIT/12.2/F-12		
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	At CSE department	Updated information is at CSE.

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13		
	Equipment Supplier Quotations	NRIIT/13.3/F-13		
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13	All the data is there at CSE dept.	
	Equipment Purchase Order	NRIIT/13.5/F-13		
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13		
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13		
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13	All the updates.	
	Lab Manual	NRIIT/13.9/F-13	files are at CSE department. Log Book available at the dept.	
	Lab Log-Register	NRIIT/13.10/F-13		
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	CSE Dept.	
	Record of Tutorial Classes	NRIIT/14.2.1/F-14		
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14		
	Record of Remedial Classes	NRIIT/14.3.1/F-14	Student Performance all the data	All the information
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	Signature list of students ^{updates}	is updated
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	Improvement analysis report	Everything is updated
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	All the list of topics. information updates.	Information regarding all document updates

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	Names and signature list updated	Information updates
	Record of Makeup Classes	NRIIT/14.5.1/F-14	List of how students whom updated.	Result analysis of near students updates
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	All the information updates	Everything updated
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	everything and result analysis.	Depending upon result analysis outcome
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	Roll list updated.	All the particulars are updated.
	Students Attendance Register	NRIIT/15.2/F-15	Staff register available in dept.	All the data updated
	Students Monthly Attendance	NRIIT/15.3.1/F-15	All the data relate to students monthly attendance relate to con donation. Retained list	All the
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15		information
	Attendance: Condonation List	NRIIT/15.3.3/F-15		updated.
	Attendance: Detain List	NRIIT/15.3.4/F-15		updates.
F-16	Students Mid Marks	NRIIT/16.1/F-16	Each and Every particular, Assignment marks updated, Lab marks updates, Internal marks updated, Project marks updates, Result Analysis updates	All the
	Students Assignment Marks	NRIIT/16.2/F-16		particulars
	Students Lab Marks	NRIIT/16.3/F-16		are update
	Students Internal Marks	NRIIT/16.4/F-16		All the
	Students Project Marks	NRIIT/16.5/F-16		files are
	Students Result Analysis	NRIIT/16.6/F-16		updates.

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	Not applicable			
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16	Not applicable			
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	All the details are available at CSE dept. Information is here with CSE dept.	everything updated data is there with CSE.		
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17				
	Project Details	NRIIT/17.2.1/F-17				
	Project Attendance Sheet	NRIIT/17.2.2/F-17				
	Students' Best Project Evaluation	NRIIT/17.3/F-17				
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	Everything update information available at CSE department.			
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18				
	Record of Student Internship Details	NRIIT/18.2.1/F-18				
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18				
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	All the data available at CSE department.			
	Department Minutes of Meeting	NRIIT/19.2/F-19				
	Department Committees & Minutes	NRIIT/19.3/F-19				
	Internal Academic Audit Report	NRIIT/19.4/F-19			Circulars, notices, updates	Everything updated.
	External Academic Audit Report	NRIIT/19.5/F-19			Not available	Nothing is updated.

F-20	Department Budget Proposal	NRIIT/20.1/F-20	All the Budget information updates.	Information available at CSE dept.
	Department Budget Utilization	NRIIT/20.2/F-20		

Probable date of completion of work: 26/10/2023

[Signature]
Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

- 1. Auditor - 1: *[Signature]*
- 2. Auditor - 2: *[Signature]*

[Signature]
Signature of Head of the Department
Head, CSE-DS Department
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V),
AGIRIPALLI (M), ELURU DIST.

[Signature]
Signature of ISO Coordinator & MR

[Signature]
Signature of I.Q.A.C Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212

[Signature]
PRINCIPAL
Signature of Principal
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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An ISO 9001:2015 Certified Institution

Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in, email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 14-10-23	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II
Department of Audit: AIML	A.Y: 2022-2023 Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Dr. P.S. Nagarajee	Signature of the Auditor 1: [Signature]
Name of the Auditor 2: B. Naga Sudha Ranji	Signature of the Auditor 2: [Signature]
Name of the Auditee: Ch. Ganesh Kumar	Signature of the Auditee: [Signature]

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Student-Faculty Ratio (S.F.R)	NRIIT/1.1.1/F-01	updated	File is to be maintained
	Faculty Retention	NRIIT/1.1.2/F-01	N/A	File is to be maintained.
	Faculty Requisition Form	NRIIT/1.1.3/F-01	updated	OK.

	Staff Requisition Form	NRIIT/1.1.4/F-01	updated	OK
	Faculty/Staff Details	NRIIT/1.2/F-01	updated	file is maintained
	Faculty/Staff Profile	NRIIT/1.3/F-01	to be updated	OK
	Staff Attendance Register	NRIIT/1.4/F-01	updated	OK.
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	NA	file is to be maintained.
F-02	Books, Journals & Self Learning Facilities	NRIIT/2.1/F-02	under CSE	As department was formed recently
	Academic Books Statement	NRIIT/2.2/F-02	under CSE	file is to be maintained
F-03	Leave Application Form	NRIIT/3.1/F-03	updated	file is maintained
F-04	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed)	NRIIT/4.1/F-04	NPTEL FDP was there.	file is maintained.
	Faculty – Quality Improvement Program (Organised)	NRIIT/4.2.1/F-04	under CSE	under CSE department
	Faculty – Quality Improvement Program (Attended/ Participated/ Deputed) – Attendance Sheet	NRIIT/4.2.2/F-04	updated	file is maintained.
	Faculty + Quality Improvement Program (Papers / Books Published)	NRIIT/4.3/F-04	updated	file is maintained.
	Faculty – R&D: Funded/Sponsored Projects	NRIIT/4.4/F-04	NA.	file is to be maintained.
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	updated	OK.
F-06	Student – Co-curricular Activities (Organised in the Institution)	NRIIT/6.1.1/F-06	updated	file is maintained.

	Student – Co-curricular Activities (Organised in the Institution) - Attendance Sheet	NRIIT/6.1.2/F-06	updated	ok .
	Student – Co-curricular Activities - (Attended / Participated)	NRIIT/6.2/F-06	updated	ok .
	Student – Quality Improvement Program - (Papers / Books Published)	NRIIT/6.3/F-06	updated	File is maintained well .
	Student – Extracurricular Activities (Organised in the Institution)	NRIIT/6.4.1/F-06	} As the . Department was formed . separately recently . Under . CSE .	File is to
	Student – Extracurricular Activities - (Attended – Outside the Institution)	NRIIT/6.4.2/F-06		be maintained
	Record of Student Seminars	NRIIT/6.5/F-06		Separately .
	Record of Student Professional Society	NRIIT/6.6/F-06		Under CSE dept .
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	updated .	still under the CSE dept
	Inter-Departmental Faculty Requisition-Allotted Form	NRIIT/7.2/F-07	updated	ok .
	Faculty Work Load Form	NRIIT/7.3/F-07	updated	File is maintained well .
F-08	Class Time Table	NRIIT/8.1.1/F-08	updated	File is maintained Separately
	Master Time Table (Year-Wise)	NRIIT/8.1.2/F-08	updated	ok good .
	Laboratory Occupancy Time Table	NRIIT/8.2/F-08	updated	File is maintained .
	Faculty Individual Time Table	NRIIT/8.3/F-08	updated	ok .
F-09	Teaching Plan	NRIIT/9.1/F-09	updated	File is maintained well .
	Course File – Cover Page & Checklist	NRIIT/9.2/F-09	still under . (CSE)	File is to be maintained separately

	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	updated	OK
	CO Attainment	NRIIT/9.4/F-09	} All the subjects are similar to CSE.	file is
	PO & PSO Attainment	NRIIT/9.5/F-09		to be maintained
	CO-PO-PSO Mapping	NRIIT/9.6/F-09		separately.
	Students Feedback (Offline) & Online filing	NRIIT/10.1/F-10		As the AITMB
F-10	Students Feedback - {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	} under CSE department	department was
	Student-Course End Survey	NRIIT/10.3/F-10		established
	Program Exit Survey	NRIIT/10.4/F-10		recently file
	Alumni Survey	NRIIT/10.5/F-10		is to be
	Industry Employer Feedback Form	NRIIT/10.6/F-10		maintained
	Parent Feedback Form	NRIIT/10.7/F-10		properly
		Students Counseling Format		NRIIT/11.1/F-11
	Mentor Wise Consolidated Report of Mentoring	NRIIT/11.2/F-11	updated	updated
F-12	Computing Facility Details	NRIIT/12.1/F-12	}	
	Computing Facility - Backup Details	NRIIT/12.2/F-12		
F-13	Equipment Supplier Evaluation Report	NRIIT/13.1/F-13	}	

	Equipment Supplier Assessment Report	NRIIT/13.2/F-13	merged with under CSE department	file is to be maintained separately.
	Equipment Supplier Quotations	NRIIT/13.3/F-13		
	Equipment Suppliers Comparative Statement	NRIIT/13.4/F-13		
	Equipment Purchase Order	NRIIT/13.5/F-13		
	Lab Equipment Stock Register (Non-Consumables)	NRIIT/13.6/F-13		
	Lab Equipment Stock Register (Consumables)	NRIIT/13.7/F-13		
	Record of Equipment Maintenance Plan with Maintenance / Service History	NRIIT/13.8/F-13		
	Lab Manual	NRIIT/13.9/F-13		
	Lab Log-Register	NRIIT/13.10/F-13		
F-14	Daily Classwork - Log-Register	NRIIT/14.1/F-14	updated	file is maintained properly
	Record of Tutorial Classes	NRIIT/14.2.1/F-14	updated	OK.
	Signature List of Students Attending Tutorial Classes	NRIIT/14.2.2/F-14	updated	Good maintainable.
	Record of Remedial Classes	NRIIT/14.3.1/F-14	updated	OK.
	Signature List of Students Attending Remedial Classes	NRIIT/14.3.2/F-14	updated	file is maintained.
	Remedial Classes – Outcome	NRIIT/14.3.3/F-14	updated	Good.
	Report On Advanced/ Additional Topics	NRIIT/14.4.1/F-14	updated	Good

	Signature List of Students Attending for Advanced/ Additional Topics	NRIIT/14.4.2/F-14	updated	OK
	Record of Makeup Classes	NRIIT/14.5.1/F-14	updated	OK
	Signature List of Students Attending Makeup Classes	NRIIT/14.5.2/F-14	updated	Good
	Makeup Classes - Outcome	NRIIT/14.5.3/F-14	NA	NA
F-15	Students Nominal Roll List	NRIIT/15.1/F-15	updated	OK
	Students Attendance Register	NRIIT/15.2/F-15	updated	OK
	Students Monthly Attendance	NRIIT/15.3.1/F-15	updated	Good Maintenance
	Cumulative Attendance (0% - 100%)	NRIIT/15.3.2/F-15	updated	file is maintained.
	Attendance: Condonation List	NRIIT/15.3.3/F-15	updated	Good
	Attendance: Detain List	NRIIT/15.3.4/F-15	updated	OK
F-16	Students Mid Marks	NRIIT/16.1/F-16	updated	Good Maintenance
	Students Assignment Marks	NRIIT/16.2/F-16	updated	OK
	Students Lab Marks	NRIIT/16.3/F-16	} Record under CSE Dept.	file is
	Students Internal Marks	NRIIT/16.4/F-16		to be
	Students Project Marks	NRIIT/16.5/F-16		maintained
	Students Result Analysis	NRIIT/16.6/F-16		separately

	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	} under CSE	File is to be maintained
	Statistics on Students' Placements & Higher Studies	NRIIT/16.8/F-16		
F-17	Mini Project / Seminar Details	NRIIT/17.1.1/F-17	} under CSE dept.	File is to be maintained separately.
	Mini Project / Seminar Attendance Sheet	NRIIT/17.1.2/F-17		
	Project Details	NRIIT/17.2.1/F-17		
	Project Attendance Sheet	NRIIT/17.2.2/F-17		
	Students' Best Project Evaluation	NRIIT/17.3/F-17		
F-18	Record of Student Industrial Visit	NRIIT/18.1.1/F-18	} under CSE dept.	File is to be maintained separately
	Record of Student Industrial Visit - Feedback	NRIIT/18.1.2/F-18		
	Record of Student Internship Details	NRIIT/18.2.1/F-18		
	Record of Student Internship - Feedback	NRIIT/18.2.2/F-18		
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	} As the department was established recently all now under CSE	File is to be maintained separately
	Department Minutes of Meeting	NRIIT/19.2/F-19		
	Department Committees & Minutes	NRIIT/19.3/F-19		
	Internal Academic Audit Report	NRIIT/19.4/F-19		
	External Academic Audit Report	NRIIT/19.5/F-19		

F-20	Department Budget Proposal	NRIIT/20.1/F-20	} Merged with CSE & AI/ML	File is maintained.
	Department Budget Utilization	NRIIT/20.2/F-20		


Probable date of completion of work: 25/10/23


Signature of D.Q.A.C Coordinator


Signature of Academic Auditor(s)

1. Auditor - 1: Dr. P. S. N. G.

2. Auditor - 2: B. V. S. S. S.


Signature of Head of the Department
Head of the Department
Department of AI & ML
NRI Institute of Technology
Pothavarappadu (V)-521212, Eluru (Dt.)


Signature of ISO Coordinator & MR


Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
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Signature of Principal
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Pothavarappadu (V), Agiripalli (M), Eluru District, A.P., India, Pin: 521 212
URL: www.nriit.edu.in; email: principal@nriit.edu.in, Mobile: +91 8333882444



Internal Audit Report - Examination Cell

NRIIT/19.6/F-19

Date of Audit: 14/10/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II
Department of Audit: Examination Cell	A.Y: 2022-2023 Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of examinations through proper guidelines for both teaching faculty and staff, so as to ensure fair conduct of examinations in NRIIT. For proper functioning of examinations and to quantify the efforts dispensed by the faculty and staff, some assessment components have been designed for the delivery of the duties and responsibilities for the student welfare.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Dr. K. Ujjwal deep	Signature of the Auditor 1:
Name of the Auditor 2: B. Phanendra Kumar	Signature of the Auditor 2:
Name of the Auditee: B. V. R. V. Prasad	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-16	Students Mid Marks	NRIIT/16.1/F-16	I-I, I-II, II-II III-II mid marks are verified	
	Students Assignment Marks	NRIIT/16.2/F-16	File updated as per the data.	
	Students Lab Marks	NRIIT/16.3/F-16	File updated as per the data	

	Students Internal Marks	NRIIT/16.4/F-16	I-I, I-II, II-II, III-II, IV-II marks are Verified	
	Students Project Marks	NRIIT/16.5/F-16	File updated as per the data	
	Students Result Analysis	NRIIT/16.6/F-16	File verified	Keep ISO file numbering
	Statistics on Students' Degree Completion	NRIIT/16.7/F-16	File verified.	
F-19	Internal Audit Report- Examination Cell	NRIIT/19.6/F-19	Report is available	need to be filed.
	Examinations Circular	NRIIT/22.1/F-22	All mid examinations circulars are Verified	
	Faculty Requisition Form - Examination Cell	NRIIT/22.2.1/F-22	Verified	
	Staff Requisition Form - Examination Cell	NRIIT/22.2.2/F-22	Not applicable	
F-22	Faculty/Staff Profile - Examination Cell	NRIIT/22.3/F-22	Not applicable.	
	Computing Facility Details - Examination Cell	NRIIT/22.4.1/F-22	Not applicable	
	Computing Facility Backup Details - Examination Cell	NRIIT/22.4.2/F-22	Verified.	
	Examinations Notification	NRIIT/22.5/F-22	Verified	



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Internal Audit Report - Examination Cell

D-Forms	NRIIT/22.6/F-22	All D-forms are verified	keep ISO file numbering
Recounting/Revaluation	NRIIT/22.7/F-22	Results are available in result analysis books	
Provisional Certificate`	NRIIT/22.8/F-22	Applied Candidates Hard copies are verified	
Examination Question Papers	NRIIT/22.9/F-22	End Exam Papers are available in ExamCell website	
Answer Sheets	NRIIT/22.10/F-22	Available for all departments	
Examination Cell Infrastructure Details	NRIIT/22.11/F-22	verified	
Internal Examinations Committee & Minutes	NRIIT/22.12/F-22	File updated as per the data	


Probable date of completion of work: 26-10-2023



Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: 

2. Auditor - 2: 


14/10/23

Signature of Head of the Department
CONTROLLER OF EXAMINATIONS
NRI INSTITUTE OF TECHNOLOGY
AUTONOMOUS



Signature of ISO Coordinator & MR



Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist, Vijayawada Rural - 521 212



Signature of Principal
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)

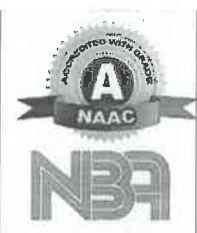


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Internal Audit Report – Library

NRIIT/19.4/F-19

Date of Audit:	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of: LIBRARY	A.Y: 2022-2023	Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students; so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: <i>G. Shalini</i>	Signature of the Auditor 1: <i>[Signature]</i>
Name of the Auditor 2: <i>P. Priyanka</i>	Signature of the Auditor 2: <i>[Signature]</i>
Name of the Auditee: <i>P. Umamesh</i>	Signature of the Auditee: <i>[Signature]</i>

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Material Indent (Lab, General Items)	NRIIT/7.4.2/FT-01		<i>updated</i>
F-02	Staff Requisition Form	NRIIT/6.2.2/FT-01		<i>Need to be updated</i>
F-03	Leave Application Form	NRIIT/6.2.2/FT-05		<i>updated</i>
F-04	Library Borrower's card	NRIIT/6.3/RC-08		<i>updated</i>
F-05	Inspection plan for purchased materials (Books, Journals, Magazines)	NRIIT/7.4.1/DO-01		<i>updated</i>

F-06	List of suppliers with approval status	NRIIT/7.4.1/FT-01		Updated
F-07	Supplier's assessment form	NRIIT/7.4.1/FT-02		Need to be updated
F-08	Record of supplier's evaluation, re-evaluation	NRIIT/7.4.1/RC-01		Updated
F-09	Academic books statement (Suppliers offers)	NRIIT/7.4.2/FT-02		Updated
F-10	Comparative statement (suppliers offers)	NRIIT/7.4.2/RC-01		Updated
F-11	Supplier quotation	NRIIT/7.4.2/RC-02		Need to be updated
F-12	Purchase order	NRIIT/7.4.2/FT-03		Updated
F-13	Library accession register (Material traceability register))	NRIIT/7.4.3/RC-04		Updated
F-14	Magazines, Journals, CDs register	NRIIT/7.4.3/RC-05		Need to be updated
F-15	Record of competence of staff	NRIIT/6.2.2/RC-01		Updated
F-16	Copy of internal audit non-conformance report	NRIIT/8.2.2/FT-02		Need to be updated
F-17	Library gate register	NRIIT/8.4/RC-04		Updated
F-18	Library utility analysis	NRIIT/8.4/RC-05		Updated



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Internal Audit Report – Library

Probable date of completion of work: _____

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

- Auditor - 1: G. Charlem
- Auditor - 2: P. Prayaga

Signature of Head of the Department

N.R.I. Institute of Technology
Pothavarappadu (V), Vijayawada

Signature of ISO Coordinator & MR

Signature of I.Q.A.C Coordinator

NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212

Signature of Principal

NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)



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Internal Academic Audit Report

NRIIT/19.4/F-19

Date of Audit: 16-10-2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of: Administration Department	A.Y: 2022-2023	Sem: II

Description of Audit:-

The Auditing intends to monitor and enhance the quality of education through proper guidelines for both teaching faculty and students, so as to ensure qualified engineers/researchers pass out from NRIIT. For proper functioning of academics in NRIIT and to quantify the efforts dispensed by the faculty and students, some assessment components have been designed which include the assessment of course delivery, as per the curriculum, co-curricular and extra-curricular activities of students, and the academic functioning of the Institution, delivery of the duties and responsibilities of faculty members and monitoring of the class, progress of courses, internal assessment, student welfare, and grievances.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: S. Ramyaka.	Signature of the Auditor 1: <i>S. Ramyaka</i>
Name of the Auditor 2: G. Devanand	Signature of the Auditor 2: <i>G. Devanand</i>
Name of the Auditee: V. Kalyani	Signature of the Auditee: <i>V. Kalyani</i>

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Internal Circulars	NRIIT/5.5.3/RC 01	Circulars related to Academics, Faculty & overall College audit.	All Circulars are maintained in a proper way.
F-02	Visitors Book (General)	NRIIT/6.2.1/RC 01	All the visitors like people related to placements, inspection found.	file is upto date No Corrections.
F-03	Visitors Book (Officials)	NRIIT/6.2.1/RC 02	visitors like inspection forms are found.	file is upto date No Corrections.
F-04	Anti Ragging record	NRIIT/6.2.1/RC 03	Rules & regulation related to anti ragging & department co-ordinator data is maintain.	
F-05	Disciplinary action record	NRIIT/6.2.1/RC 04	Indiscipline of student & Action taken records are there.	

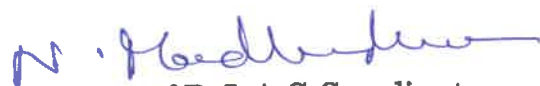
F-06	In-ward Register	NRIIT/6.2.1/RC 05	Record is maintained in a proper way.	Require Academic year partitions.
F-07	Out-ward Register	NRIIT/6.2.1/RC 06	Record is there & register is up to date	No Corrections.
F-08	Feedback from Faculty / Staff	NRIIT/6.2.1/RC 07	Feedback is found from faculty / staff	New header to be included.
F-09	Staff requisition form	NRIIT/6.2.2/FT 01	No dates. It is related to departments.	Collect dates from department & file it
F-10	Staff appointment orders	NRIIT/6.2.2/RC 03	Record is there	Good maintenance.
F-11	Student complaints / analysis register	NRIIT/7.2.3/RC 01	Students complaints are filed in a proper way	—
F-12	Staff joining report	NRIIT/6.2.2/FT 02	Joining reports are there & DSO has to be included.	—
F-13	Leave Application Form	NRIIT/6.2.2/FT 05	Leaves application from staff / faculty are updated	—
F-14	Faculty / Staff exit interview form	NRIIT/6.2.2/FT 06	Exit interview form is there with questions & answers	—
F-15	No dues form (staff / faculty)	NRIIT/6.2.2/FT 07	No dues are taken from faculty after release	Good -
F-16	Relieving order (staff / faculty)	NRIIT/6.2.2/FT 08	Exit faculty relieving order are there.	No Corrections
F-17	List of student admissions received for convener (year wise)	NRIIT/7.2.2/RC 01	Year wise date is maintained in a good way	—
F-18	Student Identification card	NRIIT/7.2.2/RC 02	ID Card xerox. Copy file is there	—
F-19	Application for student admission (Admission form)	NRIIT/7.2.2/RC 03	Admission forms are taken at time of admission	No Corrections
F-20	Students Admission register	NRIIT/7.2.2/RC 04	Admitted student register is there for all branches.	Good maintenance with clarity
F-21	Copy of AICTE Reports (renewal / enhancing of seats)	NRIIT/7.2.2/RC 05	AICTE reports & copies are there & filed	No Corrections.

F-22	Feedback from Parents	NRIIT/7.2.3/FT 03	Feed back is found in no dues form for parents.	no correction.
F-23	Material indent (Lab, General items)	NRIIT/7.4.2/FT 01	All department indents are taken at time of issue of stock.	—
F-24	No Dues application Form (Application for return of Certificates)	NRIIT/7.5.4/FT 01	No dues is found.	—
F-25	Check list for student property	NRIIT/7.5.4/CL 01	checklist is there & it is present with student's office.	—
F-26	Record of Student Property (Individual files)	NRIIT/7.5.4/RC 01	checklist along with submitted certificates are given & record is there.	—
F-27	Internal audit non-conformance report (Copy)	NRIIT/8.2.2/FT 02	NCR Copies are there proper maintenance is there.	—
F-28	Students' admission analysis	NRIIT/8.4/RC 01	UG & PG admissions separate files are there. there for UG & PG.	—
F-29	Incentives / Rewards – Staff /faculty	NRIIT/6.2.2/FT 15	Promotion letters are there.	—
F-30	Record of competence of key staff / faculty	NRIIT/6.2.2/RC 01	faculty positions are mentioned in appointment order.	—
F-31	Purchase order – (original Copy)	NRIIT/7.4.2/FT 03	Purchase orders are there for all materials.	—
F-32	Student nominal roll list	NRIIT/6.2.1/RC 08	Updated	—
F-33	Student fee structure record from APSCHÉ	NRIIT/6.2.1/RC 09	file is there & no correction needed.	—
F-34	Student transfer NOC file	NRIIT/7.5.1/RC 30	No student transfer after autonomous after autonomous.	—
F-35	Student detained list	NRIIT/7.5.1/RC 31	Updated upto date	—
F-36	Student scholarship record / register	NRIIT/6.2.1/RC 10	Updated & No correction needed.	—
F-37	Student Certificates Register (TC, SC, CC)	NRIIT/7.2.2/RC 06	file is there & updated	—

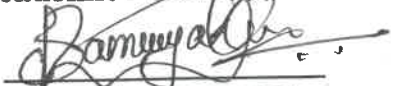

F-38	Record of service rules for Staff / faculty	NRIIT/6.2.1/RC 11	Old service books are there.	Need to record service rules.
F-39	Record of rules & regulations-student (prospectus)	NRIIT/7.2.2/RC 07	Rules for Anti ragging is there.	No Correction
F-40	Record of staff / faculty property (Individual files)	NRIIT/6.2.2/FT 16	Individual files are there	No correction.
F-41	Staff / Faculty leaves register	NRIIT/6.2.1/RC 12	Updated	—
F-42	Staff / Faculty Provident funds record	NRIIT/6.2.1/RC 13	PF record is found & updated for every financial year.	—
F-43	TDS record for Staff / Faculty (Form-16, IT Returns)	NRIIT/6.2.1/RC 14	TDS are there.	—
F-44	Monthly salary statement of staff / faculty	NRIIT/6.2.1/RC 15	Salary statements are there	—
F-45	Salary acquaintance register	NRIIT/6.2.1/RC 17	Updated with signs	—
F-46	Record of General equipment Maintenance with service realization	NRIIT/6.3/RC 09	General maintenance is there.	Prope. record has to be maintained
F-47	Record of licensed software available	NRIIT/6.3/RC 10	Available.	—
F-48	Furniture stock register	NRIIT/6.3/RC 11	Not there	Need to maintain stock register
F-49	Record of associated utilities (facilities)	NRIIT/6.3/RC 12	Gym, water, solar transport facilities are there.	—
F-50	Stationery stock register	NRIIT/7.4.3/RC 06	Available.	No Correction
F-51	Students Fee register	NRIIT/6.2.1/RC 18	Available	"
F-52	Daily collection register	NRIIT/6.2.1/RC 19	Available & updated	No Correction
F-53	Auditor reports (yearly)	NRIIT/6.2.1/RC 20	Yearly audit reports are there	—

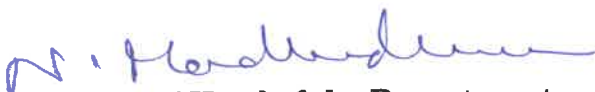
F-54	Cash receipt book	NRIIT/6.2.1/RC 21	Day to day Cash receipts on the	No corrections needed.
F-55	Record of Minutes of GB (Governing body) meeting	NRIIT/5.5.3/RC 02	GB minutes are there & updated	-
F-56	Copy of JNTUK Reports (affiliation)	NRIIT/6.3/RC 13	JNTUK permanent affiliation records are there.	-
F-57	Grievance redressed record	NRIIT/7.2.3/RC 02	file is updated	No correction
F-58	Record of Minutes of staff / faculty selection committee	NRIIT/6.2.2/FT 17	Selection committee minutes are there.	-
F-59	Record of NSS activities	NRIIT/6.2.1/RC 22	All NSS activities record with Geo tag photos on the	No correction
F-60	Academic Calendar (NRIIT)	NRIIT/7.5.1/RC 32	All academic calendar on the staff/faculty register	file is good.
F-61	Record of Advertisements published in news papers	NRIIT/7.5.1/RC 33	advertisement are there.	-
F-62	Record of minutes of meeting with principal	NRIIT/5.5.3/RC 04	Principal meeting minutes book is	Updated & proper maintained

Probable date of completion of work: _____



Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

1. Auditor - 1: 
2. Auditor - 2: 


Signature of Head of the Department
NRI Institute of Technology


Signature of ISO Coordinator & MR

Administrative Officer

Signature of I.Q.A.C Coordinator
I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (r.)
Eluru Dist., Vijayawada Rural - 521 212


Signature of Principal
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (r.)



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Internal Audit Report – Training & Placement

NRIIT/19.7/F-19

Date of Audit: 25/10/2023	Audit for: Academic and Administrative Audit (AAA) Internal Audit-II	
Department of: Training & Placement	A.Y: 2022-2023	Sem: II

Description of Audit:

The Auditing intends to monitor and enhance the quality of training & placements through proper guidelines, so as to enhance the placements in NRIIT. For proper functioning of Training & Placement Cell and to quantify the efforts dispensed by the faculty and staff, some assessment components have been designed for the delivery of the duties and responsibilities for the student welfare.

As per National Assessment and Accreditation Council (NAAC) guidelines to undertake continuous Academic and Administrative Audits (AAA) with the existing system and assess the strengths and weaknesses of all the Departments and Administrative Units, Internal Quality Assurance Cell (IQAC) conducts Audits both internally and externally through International Organization for Standardization (ISO) of the Institution and suggest the methods for Quality Enhancement.

Name of the Auditor 1: Santhi Charala	Signature of the Auditor 1:
Name of the Auditor 2: S. Sindhura	Signature of the Auditor 2:
Name of the Auditee: Seehagiri Rao - T	Signature of the Auditee:

Route Cause for Non-Conformance (Observations & Corrective Actions Suggested):

FILE NO.	DESCRIPTION	I.S.O CODE	Observations	Corrective Action(s) Suggested
F-01	Staff Attendance Register	NRIIT/1.4/F-01	Completed	
	Faculty Self-Appraisal Form	NRIIT/1.5/F-01	Completed	Header to be updated.

F-03	Leave Application Form	NRIIT/3.1/F-03	Completed.
F-05	Material Indent Form (Consumables, Non-Consumables & General Items)	NRIIT/5.1/F-05	Completed.
F-07	Subject Option & Allocation	NRIIT/7.1/F-07	Completed.
	Inter Departmental Faculty Requisition-Alloted Form	NRIIT/7.2/F-07	Completed.
	Faculty Work Load Form	NRIIT/7.3/F-07	Completed
F-08	Class Time Table	NRIIT/8.1.1/F-08	Completed
	Master Time Table (Year-wise)	NRIIT/8.1.2/F-08	Completed
	Faculty Individual Time Table	NRIIT/8.3/F-08	Completed
F-09	Teaching Plan & Realization	NRIIT/9.1/F-09	Completed
	Course File – Cover Page & Check list	NRIIT/9.2/F-09	Completed
	Record of Semester-Wise Syllabus Coverage Monitoring	NRIIT/9.3/F-09	Completed.
F-10	Students Feedback (Offline)	NRIIT/10.1/F-10	Completed.



Internal Audit Report – Training & Placement

	Students Feedback – {Action Taken Report (A.T.R)}	NRIIT/10.2/F-10	-	Not there with them.
	Industry Employer Feedback Form	NRIIT/10.6/F-10	Completed.	
F-14	Daily Classwork – Log Register	NRIIT/14.1/F-14	(in dept) Submitted.	Not there with them.
F-15	Students Nominal Rolls List	NRIIT/15.1/F-15	Completed	to be updated 22-23
	Students Attendance Register	NRIIT/15.2/F-15	(in dept) Submitted	Not there with them.
	CPT Registered Students List	NRIIT/10.1/F-10	Completed.	
F-16	Statistics on Students Placements & Higher Studies	NRIIT/16.8/F-16	Completed but	Signatures & Proofs pending
	Statistics on Student's Placements Summary	NRIIT/16.9/F-16	Completed but	Signatures & Proofs pending
F-19	Department Infrastructure Details	NRIIT/19.1/F-19	Pending.	
	Department Minutes of Meeting	NRIIT/19.2/F-19	Circulars pending.	
	Department Committees & Minutes	NRIIT/19.3/F-19	Pending	AY-22-23

	Internal Academic Audit Report	NRIIT/19.4/F-19	A.Y - 22-23 Pending.
F-20	Department Budget Details	NRIIT/20.1/F-20	Completed
	Department Budget Utilization-	NRIIT/20.2/F-20	Completed.

Probable date of completion of work: 23/10/2023

[Handwritten Signature]

Signature of D.Q.A.C Coordinator

Signature of Academic Auditor(s)

- 1. Auditor - 1: *[Signature]*
- 2. Auditor - 2: *[Signature]*

[Handwritten Signature]

Signature of Head of the Department

Dr. N.V. Surendra Babu, Ph.D.
 Director - Placements
 NRI Institute of Technology
 Pothavarappadu (V), Via Nunna, Agiripalli (M),
 Vijayawada Rural, Krishna Dist-521 212
 Phone: 7013293572
 Email: nri.placements@gmail.com

[Handwritten Signature]

Signature of ISO Coordinator & MR

[Handwritten Signature]

Signature of I.Q.A.C Coordinator

I.Q.A.C. Coordinator
NRI INSTITUTE OF TECHNOLOGY
POTHAVARAPPADU (V), Agiripalli (M)
Eluru Dist., Vijayawada Rural - 521 212

[Handwritten Signature]

Signature of Principal
PRINCIPAL
NRI Institute of Technology
Pothavarappadu (V), Agiripalli (M)