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INSTITUTE OF SCIENCE & TECHNOLOGY  
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# **PROGRAMME REPORT**

**On**

## **WORKSHOP-AUDIT IN PRACTICE**

Resource Person

**Dr.KVR RAJANDRAN  
PROFESSOR  
DEPARTMENT OF MANAGEMENT STUDIES  
PMIST**

Organized by

**CENTRE FOR HUMAN RESOURCE DEVELOPMENT  
PMIST**

**Date: 10<sup>th</sup> September 2022**

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## **Objectives of the Programme**

Workshop on “Audit in Practice” was organized by Centre for Human Resource Development on 10<sup>th</sup> September 2022. Heads of various departments attended the programme and were benefitted.

The objectives of the programme were:


1. To deliberate the audit procedure.
2. To discuss the checklist of documents to be maintained in the departments.

# Brochure




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# AUDIT IN PRACTICE

Date : 10th September, 2022  
Venue : Richard Dawkins Hall



Resource Person  
**Dr.K.V.RAJANDRAN**  
Professor, Management Studies  
QMS Co-ordinator  
PMIST

**Organized by : Centre for Human Resource Development**

**PERIYAR MANIAMMAI INSTITUTE  
OF SCIENCE & TECHNOLOGY**  
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Periyar Nagar, Vallam, Thanjavur 613403,  
Tamil Nadu India

For more details, visit  
**www.pmu.edu**  
dirhrd@pmu.edu

**Convener**  
**Dr.J.SATHYAPRIYA**  
Director - CHRD

# Copy of the mail /Circular

**Gmail** in: sent Audit in Practice

Workshop on "Audit in Practice" - Poster and Training Materials - 10.09.2022 at 10 A.M.

**Centre for Human Resource Development CHRD** <dir/hrd@pmu.edu>  
to heads, deanacademic, deansaet, Dean, deansap@pmu.edu, deanshsm

Sep 9, 2022, 12:34 PM

Dear Sir/Madam,

Centre for Human Resource Development organizes a Workshop on "Audit in Practice" for Heads of 19 departments at 10am on 10.09.2022 in Richard Dawkins Hall, TB-I Block.

The Poster and the training materials are attached herewith.

Thanking you

**Dr. Sathyapriya J** Ph.D  
Director (i/c)

Centre for Human Resource Development

**PERIYAR MANIAMMAI UNIVERSITY**  
Waltham, Thanjavur

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## Programme Schedule

<b>Time</b>	<b>Session Details</b>
10.00 A.M. - 11.30 A.M.	Training Demonstration by Dr.KVR Rajandran
11.30 A.M. - 11.45 A.M.	Refreshment Break
11.45 A.M. - 1.00 P.M.	Training Demonstration by Dr.KVR Rajandran
1.00 P.M. - 2.00 P.M.	Lunch Break
2.00 P.M. - 3.30 P.M.	Activity Based Learning
3.30 P.M. - 3.45 P.M.	Refreshment Break
3.45 P.M. - 5.00 P.M.	Activity Based Learning and Feedback session

# Attendance

WORKSHOP ON "AUDIT IN PRACTICE"  
 Date: 10/09/2022 Venue: Davokine Hall.

Name of the Participant	Design./Dept.	Signature
Dr. G. GEETHA	MOD/Bio	G. G.
Dr. G. Anuragapriya	AP/Education	G. A.
Dr. P. Lakshmi	AP/Physics	P. Lakshmi
Dr. N. Jayanthi	HOD - Commerce	N. Jayanthi
Dr. C. Narmadha	HOD - ECE	C. Narmadha
Dr. V. HAMEEDHAWANI	HOD/EEE	V. Hameedhawni
Dr. S. Buvaneswari	HOD/Maths	S. Buvaneswari
Dr. S. PARANESWARAN	AP/MSW	S. Paraneswaran
S. D. M. S. S. S.	HOD/SB	S. D. M. S. S.
A. Pu gemo nki	HOD/mech	A. Pu gemo nki
Dr. Lathya Priya J.	Acco. Prof./MBA	Lathya Priya J.
		Fathya Priya J.
		10/9/2022

DIRECTOR  
 Centre for Human Resource Development,  
 Periyar Maniammai Institute of  
 Science & Technology,  
 (Deemed to be University),  
 Thanjavur, Tamil Nadu.

## **Programme report**

Workshop on “Audit in Practice” was organized by Centre for Human Resource Development on 10<sup>th</sup> September 2022. Heads of various departments attended the programme and were benefitted.

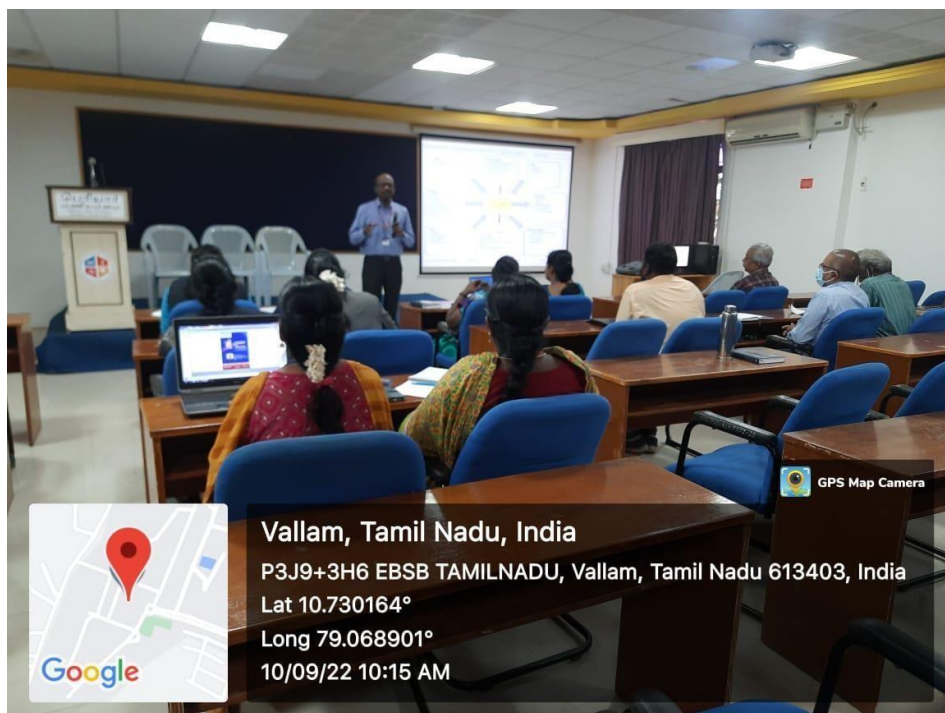
Dr.KVR Rajandran, Professor, Department of Management Studies & MR - QMS, PMIST was the resource person.

Participants were trained on Auditing procedure, documents maintenance, Non Compliance Report, Action to be taken against NCR etc., He also demonstrated the various forms used during Auditprocess.

Dr.Sathyapriya J, Director (i/c), Centre for Human Resource Development organized and coordinated the programme.



## Geotagged Photo



*Dr.KVR Rajandran deliberating the audit procedure*



*Participants involving in activity*

## Sample Feedback Form

### Centre for Human Resource Development

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Web: [www.pmu.edu](http://www.pmu.edu)



## Workshop on Audit in Practice

10<sup>th</sup> September 2022

### Feedback Form

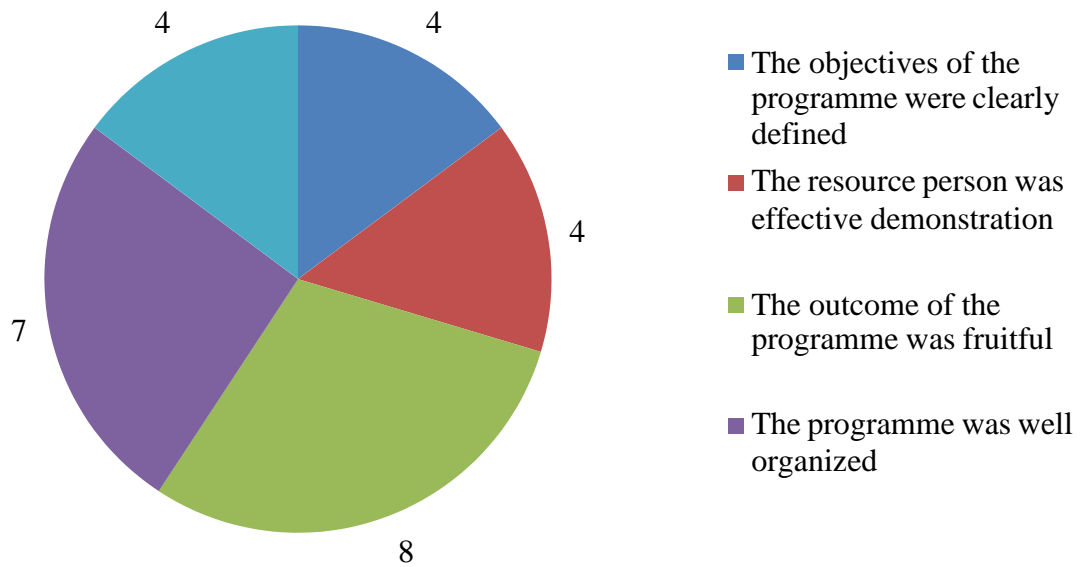
S.No.	Feedback Statements	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
1	The objectives of the programme were clearly defined					
2	The resource person was effective demonstration					
3	The outcome of the programme was fruitful					
4	The programme was well organized					
5	Eager to attend such programmes in future too					

Name of the Participant (Optional) :

Designation & Department :

Signature :

### Feedback Analysis Workshop on "Audit in Practice"



## **Outcomes of the Programme**

1. The participants understood the auditing procedure and various nuances of auditing
2. The participants were able to apply the various strategies for document and record maintenance.

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