

SYLLABUS

KSCSC LTD – INTERNAL AUDIT WING (IAW)

Internal Audit Wing – Plan conduct Internal Audit of Outlets. Depots, NFSA Depots, Medical Stores, Petrol Pumps etc of the Corporation as per existing guidelines issued from to time to ensure the orderly and efficient conduct of business, prevention of frauds, errors that safe guards the assets of Corporation.

1. 1, Limit that for pre- auditing of purchase Orders and Payment bills by Internal Audit Wing as per Circular No.103/05-(A)(Purchase Manual modified Page No.19)
2. Circular No.16/2012 & 16/2012 (Modified)- Engagement of Daily wage staff in outlets.
3. Timelines fixed for verification of MSSR at Depots as per Circular No.18/2012.
4. Circular No. 22/2012 – Shortage & Short Remittance and Disciplinary action.
5. Desirable Quantity of Non – Maveli stock to maintained in a Super market at a particular point of time.
6. Circular No.03/2016 – Imprest Advance.
7. Circular No.01/2019 – Apportionment of Liability to Daily staff.
8. Circular No. 14/2019 – R bagging of NFSA articles.
9. Circular No.09/2017 &07/2021- Apportionment of liabilities.
10. Circular No.06/2022 – Guideline on operation of Petrol Bunk.
11. Form No. Permissible Handling loss, Rate at which liability Quantified, time line stated for having liability certificate, shortage limit stated for having detailed audit etc in Circular No.04/2024.
12. Circular No.11/2023 – Criteria of fixing the Rent.
13. Criteria on the remittances to be made towards sale of empty gunnies.
14. NFSA – Payment of Transportation Contractors bill and Rate at which shortage of stock detected being assessed at NFSA depot.