



Rajarshi Shahu Mahavidyalaya, Latur

(Autonomous)

Stock Verification Report

Academic Year : 2018-19

The stock verification committee was appointed for the verification of stock of all departments of Rajarshi Shahu Mahavidyalaya, Latur (Autonomous). The Chairperson and other members were –

1.	Prof. Sadashiv Shinde	Chairman
2.	Dr. Kanchanprabha Maske	Member
3.	Dr. Abhijit Yadav	Member
4.	Dr. Dayanand Raje	Member
5.	Prof. Kalimoddin Momin	Member
6.	Prof. Vijay Dalvi	Member
7.	Dr. Vyankat Dhumal	Member
8.	Mr. Vishwanath Panchal	Member
9.	Mr. Prashant Joshi	Member
10.	Dr. Ravindra Aade	Member
11.	Mr. Suryakant Maske	Member
12.	Mr. Vasant Gund	Member

Objectives of the Committee :

The objectives of physical stock verification are –

- 1) To verify the accuracy of stock records maintained by the respective department.
- 2) To disclose the possibility of fraud, theft or loss or deterioration.
- 3) To reveal the weakness of the system, if any.
- 4) To ascertain whether the stock is in safe custody or not.
- 5) To suggest the precautionary measures for proper maintenance of record.

Visits to the departments :

The Chairman formed various sub-committees for each department. The guidelines were given by the chairman to the committee members regarding the stock verification. The sub-committees visited to various departments during 16.09.2019 to 20.09.2019.

Summary of Procedure :

The committee performed the following procedure during the stock verification.

1. In general, verification of all items is made by the random sampling method.
2. In library, verification of books and journals by the random sampling method.
3. In laboratory, acids, alcohols, items costing above Rs. 10,000/- were physically verified.

General Observations and Suggestions of the Committee :

1. The training programme shall be arranged for the newly appointed staff members, who maintained stock register and accession register.
2. The damaged items and chemicals were found in all science departments, which should be discarded.

Date: 05/10/2019



(Prof. S.N. Shinde)

Chairman, Stock Verification Committee