



Rajarshi Shahu Mahavidyalaya, Latur

(Autonomous)

Stock Verification Report

Academic Year : 2019-20

The stock verification committee was appointed for the physical verification of stock of all departments of Rajarshi Shahu Mahavidyalaya, Latur (Autonomous) under the chairmanship of Vice-Principal Prof. Sadashiv Shinde. The other members were –

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|-----|-------------------------|----------|
| 1. | Prof. Sadashiv Shinde | Chairman |
| 2. | Dr. Kanchanprabha Maske | Member |
| 3. | Dr. Abhijit Yadav | Member |
| 4. | Dr. Deepak Vedpathak | Member |
| 5. | Prof. Kalimoddin Momin | Member |
| 6. | Prof. Vijay Dalvi | Member |
| 7. | Dr. Vyankat Dhumal | Member |
| 8. | Mr. Vishwanath Panchal | Member |
| 9. | Mr. Riyaj Shaikh | Member |
| 10. | Dr. Sachin Kulkarni | 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 16.01.2021 to 20.01.2021.

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

Date: 10/02/2021



(Prof. S.N. Shinde)

Chairman, Stock Verification Committee