



## **Rajarshi Shahu Mahavidyalaya, Latur**

**(Autonomous)**

### **Stock Verification Report**

**Academic Year : 2021-22**

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

1.	Prof. Sadashiv Shinde (Vice-Principal)	Chairman
2.	Dr. Kanchanprabha Maske	Member
3.	Dr. Abhijit Yadav	Member
4.	Dr. Dayanand Raje	Member
5.	Dr. Kalimoddin Momin	Member
6.	Dr. 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 record, maintain by the respective Departments.
- 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 in the department.
- 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 06.09.2022 to 08.09.2022.

**Summary of Procedure :**

The committee performed the following procedure during the stock verification.

1. Verification of all items is made by using random sampling method.
2. In library, verification of books and journals by 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. College shall adopt the central purchase process as early as possible.
2. The training programme shall be arranged for the staff members, who maintained stock register and accession register in various departments.

**Specific Observations of the Committee :**

1. **Geography Department :** During Stock Verification it was found that various items which were physically presented in the Department was recorded on accession register but stock register was not properly maintained due to untrained person.
2. **B.A. (CEP) department :** The damaged piece of camera as per the stock register was found in the department during the visit of the committee, it should replace or write off with the prior permission of authority.

Date: 22/09/2022

  
(Prof. S.N. Shinde)

Chairman, Stock Verification Committee

**Shiv Chhatrapati Shikshan Sanstha, Latur**  
**Rajarshi Shahu Mahavidyalaya (Autonomous), Latur**

**Stock Verification Schedule : 2022-23**

Sr. No.	Name of the Department	Date	Time	Stock Committee Member	Sr. No.	Name of the Department	Date	Time	Stock Committee Member
1	Marathi, Hindi, Sanskrit, Pali	06.09.2022	03.00 pm	Prof. S.B.Maske	18	NCC Studies (Girls,Boys)	07.09.2022	03.00 pm	Prof. S.B.Maske
2	Pol.Sci., PUA,,		04.00 pm	Dr. Prashant Joshi	19	Ladies Room, Cultural		04.00 pm	Dr. Prashant Joshi
3	Mathematics	06.09.2022	03.00 pm	Dr. A.A. Yadav	20	Girls Hostel, Clinic		04.30 pm	
4	IT		04.00 pm	Dr. D.V. Vedpathak	21	CEP	07.09.2022	03.00 pm	Dr. Suraj Kadam
5	B.Voc / Computer Sci.	06.09.2022	03.00 pm	Prof. D.G.Palke	22	Commerce		04.00 pm	Dr. Mahesh Wavare
6	Geography		04.00 pm	Dr. D.S. Rathod	23	English, Lang. Lab	07.09.2022	03.00 pm	Dr. S.J. Phule
7	Office	06.09.2022	03.00 pm	Dr. V.D. Dhumal	24	Music		04.00 pm	Dr. P.R.Rodiya
8	Main Store		04.00 pm	Dr. Vijay Dalvi	25	Biotechnology	08.09.2022	03.00 pm	Dr. A.A. Yadav
9	Sports		03.00 pm		26				Dr. D.V. Vedpathak
10	Placement Cell	06.09.2022	04.00 pm	Dr. K.G.Maske	27	Sociology, Economics, History	08.09.2022	03.00 pm	Dr. Suraj Kadam
11	NSS		05.00 pm	Dr. Dayanand Rajee		MCJ		04.00 pm	Dr. Mahesh Wavare
12	IQAC	07.09.2022	03.00 pm	Dr. Kalimoddin Momin	28	Chemistry	08.09.2022	03.00 pm	Dr. K.G.Maske
13	Physics		04.00 pm	Dr. V.D. Panchal	29	Zoology		04.00 pm	Dr. Dayanand Rajee
14	Microbiology	07.09.2022	03.00 pm	Prof. D.G.Palke	30	General Furniture, Electrical	08.09.2022	03.00 pm	Dr. Kalimoddin Momin
15	Botany,MCVC		04.00 pm	Dr. D.S. Rathod	31	Canteen		04.00 pm	Dr. V.D. Panchal
16	Jr. Office	07.09.2022	03.00 pm	Dr. V.D. Dhumal	32	Library, VLC	08.09.2022	03.00 pm	Dr. S.J. Phule
17	Examination		04.00 pm	Dr. Vijay Dalvi	33	Guest House, Auditorium		04.00 pm	Dr. P.R.Rodiya

*Helly*  
**PRINCIPAL**

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