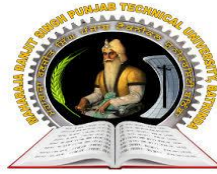


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University
O/o Director, IQAC
Email- dir.iqac@mrsptu.ac.in



Maharaja Ranjit Singh Punjab Technical

(Act 5 (2015) of Punjab & 2(f) & 12B of UGC)
Dabwali Road, Bathinda (Punjab) 151001
Phone No. 823848-9684

Date:

Internal Administrative Audit – Research & Development

Date of Audit:

Period:

- 01. Official (s) are aware with office protocol and practices Yes/No
- 02. Files maintained – properly Yes/No
- 03. Letter dispatch/received record available & properly maintained Yes/No
- 04. Staff is well averse with the roles and responsibilities Yes/No
- 05. Enrollment/Admission record available Yes/No
- 06. Individual files for Research Scholars enrolled – maintained properly Yes/No
- 07. Record related to accounts department maintained properly Yes/No
- 08. Inventory record available Yes/No
- 09. Grievance register available Yes/No
- 10. Staff attendance & leave record available Yes/No
- 11. Information updated on website Yes/No
- 12. Details as below:

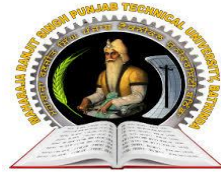
S.No	Quantitative details	2023-24	Relevant Record/Proof available
1	No. of Ph.D. Awarded		
2	No. of eligible supervisor		
3	No. of UGC CARE listed publications		
4	No. of Scopus indexed publications		
5	No. of Books authored/edited		
6	No. of Book chapters published		
7	Amount of seed money given (in lakhs)		
8	h-index of University citations		
9	No. of sponsored research projects received		
10	Amount of research grant received (in lakhs)		
11	No. of patents/IPRs applied		
12	No. of Patents/IPRs granted		

13. Staff available

Name	Designation

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Date:

14. Any other information (to be added by Department)

☐	_____
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☐	_____

15. Observations/suggestions of Internal Audit Committee

☐	_____
☐	_____

Internal Audit Committee

☐ Chairperson	Member-1	Member-2
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