



Nallamuthu Gounder Mahalingam College

(An Autonomous Institution, Affiliated to Bharathiar University)
90, Palghat Road, Pollachi - 642001, Coimbatore, Tamil Nadu, India.
95th Rank in NIRF – 2023 - Among Colleges in India.



ISO INTERNAL AUDIT REPORT (2019-23)

Nallamuthu Gounder Mahalingam College, Pollachi		NGM/MR/R05
Corrective and Preventive Action Report		
Audit No.: 17	Auditor: S. Earnest Rajadurai	
Department: Tamil language	Auditee: Dr. T. Parameshwari	
Details of the Non-Conformity:		
NO NC		
Auditee:	Auditor:	
Root Cause Analysis:	Responsibility:	
	Target Date:	
Correction / Corrective Action:	Responsibility:	
	Target Date:	
Verified by:	Date:	
Preventive Action:	Verified by:	
Status of the Non- Conformity:	Closed	Not Closed

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 20.01.2020	Department : ... = ^{B.Sc} Maths -sf
Auditor : Mrs. N. Jeeva	Auditee : Mrs. N. Udhayarani ^{ha}

S.No	Observation	Clause Ref	Status
	All files are maintained well and updated.		Positive



Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : Mrs. N. Udhayarani

Auditor : Mrs. Jeeva

21/01/20

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 21/01/20	Department : B & Zoology
Auditor : Dr. A. Sundhya	Auditee : Dr. S. Somasundaram

S.No	Observation	Clause Ref	Status
	All the Files including Lesson Plan, Board of Studies, Extension and Research File are updated and maintained well.		+ve

Status : (+) - Positive Observance

(-) - Negative Observance

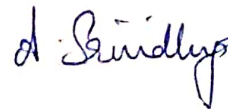
NC - Non Conformity

OI - Opportunity for Improvement

Auditee :



Auditor :




Nallamuthu Gounder Mahalingam College, Pollachi

NGM/MR/R05

Corrective and Preventive Action Report

Audit No.:

Department: *BSc Zoology*

Auditor: *Dr. A. Sindhyap*

Auditee: *Dr. S. Somasundaram*

Details of the Non-Conformity:

*No Non-Conformity
OI - Calender of Events and Academic Program
file could be put together.*

Auditee:

[Signature]

Auditor: *A. Sindhyap*

Root Cause Analysis:

Responsibility:

Target Date:

Correction / Corrective Action:

Responsibility:

Target Date:

Verified by:

Date:

Preventive Action:

Verified by:

Status of the Non-Conformity:

Closed

Not Closed

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 21-01-2020	Department : Economics
Auditor : S. Somasundaram	Auditee : Dr. Krishna Thulasivam

S.No	Observation	Clause Ref	Status
	Syllabus, Question bank, board of studies files maintained well.		+
	Tentative schedule to be included in the Academic Program file.		OI

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : P. U. Thirumangalakudi



Auditor: [Signature]

21/1/20

Nallamuthu Gounder Mahalingam College, Pollachi		NGM/MR/R05
Corrective and Preventive Action Report		
Audit No.:	Auditor: Dr. S. Somasundaram	
Department:	Auditee: Dr. Krishna Thebagineni	
Details of the Non-Conformity:		
— NIL —		
Auditee:	Auditor: S. Somasundaram	
Root Cause Analysis:	Responsibility:	
	Target Date:	
Correction / Corrective Action:	Responsibility:	
	Target Date:	
Verified by:	Date:	
Preventive Action:	Verified by:	
Status of the Non- Conformity:	Closed ✓	Not Closed



NGM College (Autonomous), Pollachi
An ISO 9001-2008 Certified Institution
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Aided

ISO CELL
Audit Attendance Sheet - Opening Meeting

22.08.2022

S. No	Names	Department	Signature
1.	Dr. R. Muthukumar	PRINCIPAL	
2.	S. Srinivasan	MR-ISO-NGM	
3.	Dr. R. Indumathy	CHEMISTRY	
4.	Dr. S. Mariammal	ENGLISH	
5.	Dr. R. Manicka	COE	
6.	Dr. R. Karunan	BOTANY (UG)	
7.	G. Ramnathan	History	
8.	Dr. T. E. Manoharan	PHYSICS	
9.	Dr. V. Intsumathi	Mathematics	
7.	Dr. P. Brundha	COMMERCE	
8.	S. Somasundaram	Zoology	
9.	Dr. P. Maheswari	Tamil P. U. L.	
10.	Dr. M. Chithirisevan	COMMERCE	
11.	P. Kartika	Commerce	
12.	Dr. N. Neelakandeswari	CHEMISTRY	
13.	Ramya. P.P	History	
14.	S. JAYALAKSHMI	Zoology	
15.	VISWANATHAN V	LT	
16.			
17.			
18.			
19.			
20.			



ISO CELL
Audit Attendance Sheet – Opening Meeting

22.08.2022

S. No	Names	Department	Signature
21.	R. SELVAR	Information Technology	R. Selvar 22/8/22
22.	Dr. R. RAKKIMUTHU	PCB Botany	R. Rakkimuthu 22/8/22
23.	S. Koteswarar	dept. of English	S. Koteswarar 22/8/22
24.	Dr. G. VIGNESH	Commerce IB (UG&PG)	G. Vignesh 22/8/22
25.	DR. S. VIJAYAKUMAR	LIBRARY	S. Vijayakumar 22/8/22
26.	Ganesh P. Arumugam	Head - APO	G. Arumugam 22/8/22
27.	DR. L. RANJIT	social work	L. Ranjit 22/8/22
28.	Dr. N. Lakshminarayanan	Dept of CT	N. Lakshminarayanan 22/8/22
29.	Ms. P. Sumanthra	English PG	P. Sumanthra 22/8/22
30.	Dr. M. V. Sathiyabalan	Commerce (E-Commerce)	M. V. Sathiyabalan 22/8/22
31.	DR. G. AKILANDESWARI	Commerce (Finance)	G. Akilandeswari 22/8/22
32.	G. NITHYA	Commerce	G. Nithya 22/8/22
33.	DR. M. SAKTHI	Computer Science	M. Sakthi 22/8/22
34.	N. Reetha	English Language	N. Reetha 22/8/22
35.	Dr. M. Jeeva	B. Com - BT	M. Jeeva 22/8/22
36.	Dr. T. Paramashanm	Tamil Language	T. Paramashanm 22/8/22
37.	Dr. P. Aritha	Commerce (CA)	P. Aritha 22/8/22
38.	Dr. S. B. Gayathri	Commerce (PA)	S. B. Gayathri 22/8/22
39.	Dr. E. Ramadevi	B.Sc CS - DA	E. Ramadevi 22/8/22
40.	DR. S. Niramathi	B.Sc CS - AIML	S. Niramathi 22/8/22



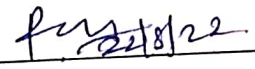

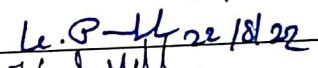
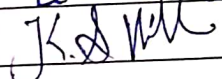
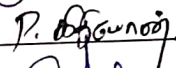
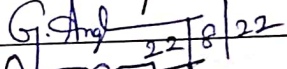
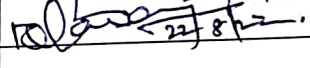
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ISO CELL

Audit Attendance Sheet - Opening Meeting

22.08.2022

S. No	Names	Department	Signature
41.	R. Poobakaran	Training & Placement Cell	
42.	Dr. K. Haridas	BCA	
43.	Dr. K. Poankar	M.Sc Chemistry	
44.	S. Vignesh Kumar	NSS	
45.	P. LITHYON	Mens Hostel	
46.	G. Angayarkanni	ERP & Computer	
47.	Dr. R. NARAYAN KUMAR	Computer Science	

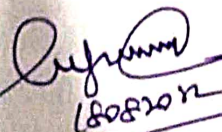
Nallamuthu Gounder Mahalingam College, Pollachi

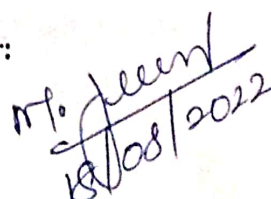
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B. Com (IB) K.T. Coll (IB)
Auditor : Dr. M. Jeeva	Auditee : Dr. G. Vignesh

S.No	Observation	Clause Ref	Status
1.	All files and registers are well maintained by the Department.		" " five

Status : (+) - Positive Observance ✓ (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 (Dr. G. Vignesh)

Auditor: 
 (Dr. M. Jeeva)
 18/08/2022

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 24.11.2022	Department : APD
Auditor : SM Kiruba Paktirathinam	Auditee : Mr. Ganesk P. Arumugam

S.No	Observation	Clause Ref	Status
1.	Extention activities - Seminars, Training programs & other academic activities records are maintained Properly.		+ve
2.	Students attendance are updated (both in file & soft copy) and maintained properly.		+ve
3.	List of Quality Records are not found.		(-)ve
4.	Value added Course Syllabus, Student list, attendance & receipts are filed and maintained properly		+ve
5.	Suggested to maintain Circular file seperately		OI


Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :


24/11/2022

Auditor:


24/11/2022

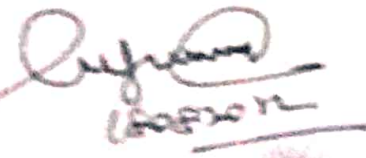
Nallamuthu Gounder Mahalingam College, Pollachi

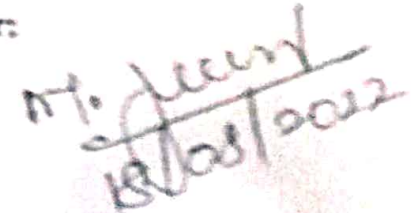
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B. Com (IB)
Auditee : Dr. M. Jeeva	Auditee : Dr. G. Vignesh

S.No	Observation	Clause Ref	Status
1.	All files and registers are well maintained by the Department.		++ five

Status : (+) - Positive Observance ✓ (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 (Dr. G. Vignesh)

Auditor: 
 (Dr. M. Jeeva)

Corrective and Preventive Action Report

Audit No.:

Auditor: SM. Kiruba Packia Rathinam

Department: APD

Auditee: Mr. Ganesh P Arumugam

Details of the Non-Conformity:

- > list of Quality records
- > Previous Iso Audit report

Auditee:

Mr. Ganesh P Arumugam

Auditor: SM Kiruba Packia Rathinam

Root Cause Analysis:

Iso Auditing was conducted from previous (2020) onwards

Responsibility:

Target Date:

Correction / Corrective Action:

Responsibility:

Target Date:

Verified by:

Date:

Preventive Action:

Verified by:

Status of the Non- Conformity:

Closed

Not Closed

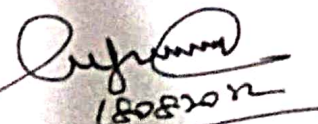
Nallamuthu Gounder Mahalingam College, Pollachi

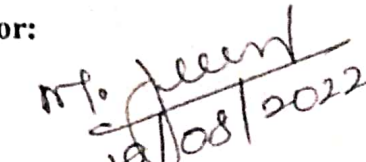
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B. Com (IB) NT. Com (IB)
Auditor : Dr. M. Jeeva	Auditee : Dr. G. Vignesh

S.No	Observation	Clause Ref	Status
1.	All files and registers are well maintained by the Department.		" " five

Status : (+) - Positive Observance ✓ (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 (Dr. G. Vignesh)

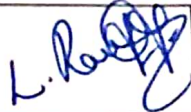
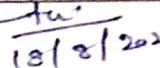
Auditor: 
 18/08/2022
 (Dr. M. Jeeva)

Nallamuthu Gounder Mahalingam College, Pollachi	NGM/MR/R05
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Corrective and Preventive Action Report

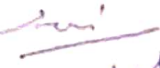
Audit No.:	Auditor: Ms. K. S. Leelavathi
Department: MSW	Auditee: Dr. L. Ranjit Kumar

Details of the Non-Conformity:
 File - 19 : Department Competency Matrix must be created & updated.

Auditee: Dr. L. Ranjit 	Auditor: K S J  18/8/2022
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Root Cause Analysis: Files must be created.	Responsibility: HoD
	Target Date: 22/8/2022

Correction / Corrective Action: Competency matrix file must be created.	Responsibility: —
	Target Date: —

Verified by: K S J  25/8/2022	Date: 25/8/2022
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Preventive Action:	Verified by:
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Status of the Non- Conformity:	Closed <input checked="" type="checkbox"/>	Not Closed
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Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18/8/2022	Department : MSW
Auditor : Ms. K. S. Leelavathi	Auditee : Dr. L. Ranjit Kumar

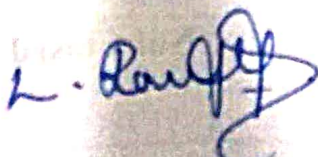
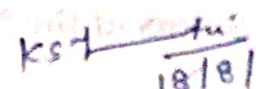
S.No	Observation	Clause Ref	Status
1.	Time Table / work allotment file, Practical File, Circulars, CDC/COE, files were well updated & maintained.		+
2.	Internal Registers must be updated		OI
3.	Lesson plan must be updated		OI
4.	Student Achievements File must be separately maintained		OI
5.	Seperate file must be maintained for Research Activities		OI

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : Auditor: 
18/8/2022

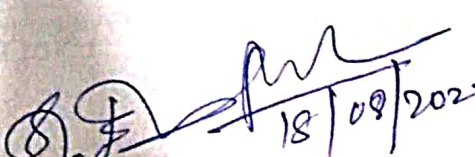
Nallamuthu Gounder Mahalingam College, Pollachi

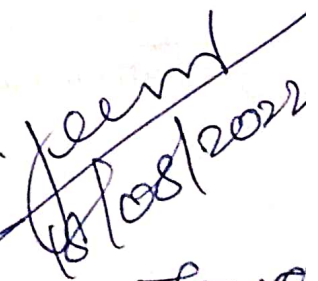
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B.Sc (SF) Mathematics
Auditor : Dr. M. Teena	Auditee : S. Earnest Rajadurai

S.No	Observation	Clause Ref	Status
1.	All files and registers are updated.		fine

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 S. EARNEST RAJADURAI
 18/08/2022

Auditor: 
 Dr. M. Teena
 18/08/2022

Audit Observation Sheet-XVIII

Date : 18.08.2022	Department : Computer Science
Auditor : Dr. L. RANJIT	Auditee : Dr. Sakthi

S.No	Observation	Clause Ref	Status
I.	Positive observations * Dept. MIS is followed. * Mentorship is strictly followed. * Documentation is good. * Remedial measures taken * followed seriously.		
II.	Negative observation. Nil		
III.	Non-Conformity. Nil		
IV.	Opportunity for improvement * CR may be updated frequently.		

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : M. Somy.
(Dr. M. SAKTHI)

Auditor: L. Ranjit

(Dr. L. RANJIT)

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B.Sc. IT
Auditor : Dr. M.V. SATHIYABAMA	Auditee : Dr. K. VIJAYAKUMAR


S.No	Observation	Clause Ref	Status
1.	Proctorial reports were properly signed by parents.		five
2.	Systematic arrangements of files and records are appreciable		five
3.	Department Minutes note should be updated.		02

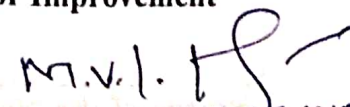
Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee: 
Dr. K. VIJAYAKUMAR

Auditor: 
Dr. M.V. SATHIYABAMA

Dr. M.V. SATHIYABAMA,
M.Com., M.Phil., MBA., PGDCA., Ph.D.,
Head, Department of Commerce (E-Commerce)
N.G.M. College, POLLACHI - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 21/1/20	Department : Commerce (Aided)
Auditor : S Shanmuga Priya	Auditee : Dr. P. Bruntha

S.No	Observation	Clause Ref	Status
1	Regular Parents teacher meetings were conducted		+
2.	Question banks for all semester exams are well maintained		+
3.	Academic programmes are properly scheduled		+
4.	Industrial visits are regularly organised		+
5.	Research activities are more appreciable		+



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

Auditor :

21/01

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18.08.2022	Department : B. Com. PA.
Auditor : R. SEKAR	Auditee : Dr. S. B. Gayathri

S.No	Observation	Clause Ref	Status
1.	Lesson plan updated		+
2.	Subject Allotment and workload file maintained.		+
3.	All files are maintained properly.		+

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : S B Gayathri
(S B Gayathri)

Auditor: R. Sekar
18/8/22
(R. SEKAR)

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18-8-2022	Department : PG. BOTANY
Auditor : N. Panneeselvam	Auditee : Dr. R. Rakkimuthu.

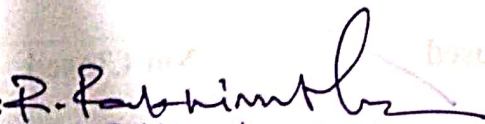
S.No	Observation	Clause Ref	Status
1	Boards of studies, Time table, Work allotment files are well maintained.		+ve
2.	circular files properly maintained		+ve
3.	csc and CoE files are updated		+ve
4.	Lesson plan and students attendance uploaded in ERP properly.		+ve
5.	Project and Institutional datas are properly maintained.		+ve
6.	To need some concentration towards Extension activities & placement		(-)ve
7.	Parents Teachers meet datas to be maintained separately for (I & II yr.)		OI


Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : 
 Dr. R. Rakkimuthu, M.Sc., Ph.D.,
 Assistant Professor and Head,
 PG & Research Dept. of Botany,
 N.G.M. College (Autonomous)
 Pollachi - 642 001.

Auditor: 
 N. Panneeselvam
 Assistant Professor,
 Department of Human Excellence,
 N.G.M. College,
 POLLACHI - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

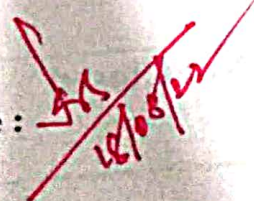
Audit Observation Sheet-XVIII

Date : 18.08.2022.	Department : COMPUTER LAB
Auditor : DR. R. NANDHA KOMAR	Auditee : K SRINIVASAN

S.No	Observation	Clause Ref	Status
1.	<p>the observation:</p> <p>i) Daily usage report of Internet structured in good manner.</p> <p>ii) UPS - Record are maintained separately.</p> <p>iii) Files are maintained properly.</p> <p>Fault Register are maintained.</p> <p>iv) Purchase Register are maintained properly.</p>		<p>the</p> <p>the</p> <p>the</p> <p>the</p> <p>the</p>
2.	<p>OI:</p> <p>i) student log book</p> <p>Smrith Lab IX</p> <p>Ramasamy Lab IX</p>	<p>Time Table</p>	<p>OI.</p>

Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : 
 18/08/22

Auditor: 
 18/08/22

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

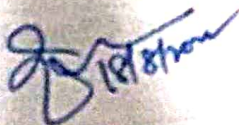
Date : 18.08.2022	Department : TAMIL LITERATURE
Auditor : Dr. G. VIGNESH	Auditee : Dr. T. RAJKUMAR

S.No	Observation	Clause Ref	Status
1.	Academic calender, students detail and student seminar note well maintained		(+)
2.	Proctorial file and leave letter file can be merged Agenda to be added in parents Teachers note curriculum file to be renamed as BOS file Evidences shall be Added in Tour Record A common file in the name "Guest lecture and seminar" can be made merging (Programme Record, Seminar & workshop)	2	OI
3.	Staff members are well experienced and hence they shall apply for Associate Professor cadre.		(-)

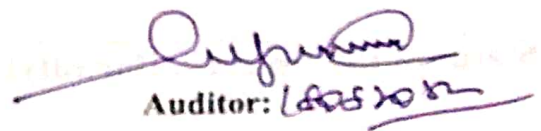
Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee :



Auditor :



Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18/8/2022	Department : English Language
Auditor : Dr. N. Bhumneesh Kumar	Auditee : Ms. N Radha

S.No	Observation	Clause Ref	Status
1.	Time table and klook allotment are properly maintained		(+)
2.	Internal Register		(+)
3.	Personality Enrichment Programme		(+)

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

Ms. N Radha

Auditor:

Dr. N. Bhumneesh Kumar
18/8/22

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18.08.2022	Department : BCA
Auditor : Dr. T. RAJKUMAR	Auditee : Dr. K. HARIDAS

S.No	Observation	Clause Ref	Status
1.	All Files Maintained Properly.		+
2.	Students Proctorial Record to be updated.		OI

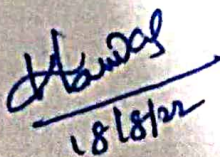
Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :



18/8/22

Auditor:



18/8/22

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18.8.2022	Department : B-Com (BPS)
Auditor : Dr. M. RAJASENATHIPATHI	Auditee : Dr. M. AKILANAYAKI


S.No	Observation	Clause Ref	Status
1.	All files are maintained as per Ico recommendation		+ve
2.	Advanced Learners Activities is maintained in good Manner.		+ve
3.	Student Activities and club's may be initiated		OI

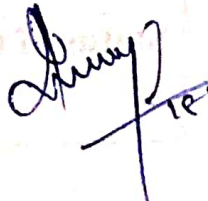
Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : 
18/08/2022

Auditor: 
M. RAJASENATHIPATHI

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18-08-2022	Department : PG. Chemistry
Auditor : Dr. N. Bagyalakshmi	Auditee : Dr. K. Poonkodi

S.No	Observation	Clause Ref	Status
1.	All files like time table/work allotment, Proctorial file, students list, Syllabus copy, Project report of students, result files were properly maintained & updated.		+
2.	Internal mark statement, minutes copy & staff profiles of sub-topics were maintained, Hardcopies of the above files to be maintained in the dept.		OI.

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

lc. P. H.
Auditee : 18/8/22

N. Bagyalakshmi
Auditor: 18/08/22

Dr. K. POONKODI
HEAD
PG DEPARTMENT OF CHEMISTRY (SF)
NGM COLLEGE, POLLACHI

Dr. N. BAGYALAKSHMI
M.Com., M.Phil., PGDCA., Ph.D., SET.,
Associate Professor & Head
Department of Commerce
N.G.M. College (Autonomous), Pollachi - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi


Audit Observation Sheet-XVIII

Date : 18.8.2022	Department : Commerce (E-Commerce)
Auditor : S. JAYALAKSHMI	Auditee : Dr. M.V. SATHIYABAMA

S.No	Observation	Clause Ref	Status
1.	All the documents were arranged in order and presented without ambiguity		Positive
2.	Proctorial reports are well updated		Positive
3.	Extension activities was found to be good.		Positive

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : Dr. M.V. Sathiyabama
 Associate Professor & Head
 Department of Commerce (E-Commerce)
 Nhm College, M.V. SATHIYABAMA,
 M.Com., M.Phil., MBA., PGDCA., Ph.D.,
 Head, Department of Commerce (E-Commerce)
 Nhm College, POLLACHI - 642 001

Auditor : 
 Assistant Professor
 Department of Zoology
 Nhm College, Pollachi

ISO AUDIT REPORT 2023-2024

LIBRARY

Auditor: R. Shanmugam

Auditee: Dr. S. Vijyakumar, Librarian

1. NGM Kimbus – Remote Access to Library was verified
2. Total number of books and journals verified
3. Purchase requisition process was discussed
4. Accession Register was verified
5. Digital Library was verified
6. Access through Delnet/Nlist/Kimbus was discussed
7. Maintenance and control of Kimbus was discussed
8. Issue resolving, Ticket creation process related to Kimbus was verified
9. Issue – Issue control – Due and Renewal process was verified
10. Entry and Exit bar card mechanism through OPEC was verified
11. Stock summary and verification was verified

DEPARTMENT OF PHYSICAL EDUCATION

Auditor: R. Shanmugam

Auditee: Dr. R. Ashokkumar, Director of Physical Education

1. Sports facilities available for indoor and outdoor games was discussed
2. Coaching process for a tournament was discussed
3. Selection process was discussed (Circular – selection trials – willingness to participate in extra murals was viewed)
4. Stock register and accession note were viewed
5. Purchase order process was evaluated
6. Annual report of last sports meet was viewed
7. On duty form for tournaments and practice session was viewed

TRAINING AND PLACEMENT CELL

Auditor: R.Shanmugam

Auditee: Mr.R.Prabhakaran, Placement officer

1. Placement records of 2022-2023 was verified
2. Student survey report at the beginning and end was viewed
3. Company wise training organised was discussed (schedule- circular- attendance records were verified)
4. Number of offers received – Number of appointments – Number of joining was discussed
5. Feedback received from recruiters was discussed
6. Feedback received from placed students was viewed and action taken report was viewed

HOSTEL

Auditor: R.Shanmugam

Auditee: Dr.R.Senthil kumar, Boy's Hostel Warden

1. Facilities available in hostel was viewed
2. Number of Rooms available/ number of persons staying per room was discussed
3. Mess timing and menu was discussed
4. Food committee register and feedback note was viewed
5. Grievance register and maintenance register was checked
6. Attendance register – in time and out time – gate pass was verified
7. First aid and medical emergency procedure was discussed

Submitted by:



Ms.V.Poornima, Assistant Professor of Commerce - BPS

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : NGM COLLEGE OFFICE
Auditor : Mr. K. SRINIVASAN	Auditee : Mr. D. Anbalagan OFFICE SUPERINTENDENT

S.No	Observation	Clause Ref	Status
1.	The College Governing body Meetings are held as per the schedule.		+ve.
2.	EPF Section and pay bill section Files are upto date and marks special Application		+ve.
3.	Fees Collection record and the bills provided are automated and updated.		+ve

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : Mr. D. Anbalagan.

Auditor: 

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date 129.03.2023	Department: Maintenance Department
Auditor: Mr. K. Srinivasan	Auditee: S. Selva vignesh.

S.No	Observation	Clause Ref	Status
	*Bills copy		+ve
	*Solar and lift maintenance Reports		+ve
	* Recommended to obtain/collect a quotation from a minimum of three vendors when selecting a product		(OI)
	* It is advisable to have College fire extinguisher maintained and serviced according to the norms given by government		(OI)
	* Recommended to maintain complaint Rectified register in order to ensure smooth maintenance operations.		(OI)
	* It is advisable to have atleast three electrician and three plumbers list for services.		(OI)

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee: S. Selva Vignesh

Auditor: 

ORIGINAL FOR RECIPIENT
 DUPLICATE FOR SUPPLIER

ax Invoice
TÜV Rheinland (India) Pvt. Ltd.

TÜV RHEINLAND (INDIA) PVT LTD

 Alveal Towers
 737/2, Puliakulam Main Road
 New Dhamu Nagar
 Coimbatore 641037
 India


tuvrheinlandind@hsbc

Invoice Number: TN2324119589

Invoice Date: 16.11.2023

Reference Number: ISO 9001 Quotation

Order Number: 146691655

Reverse Charge(Y/N): No

Place of Supply: 33 - Tamil Nadu

GSTIN: 33AAACT7736P1ZU

 Contact Person
 K R Sripathan (Accounting Dept.)

Customer Number: 2093609

Billing Details

 Nallamuthu Gounder
 Mahalingam College
 90, Palaghat Road
 Pollachi 642001

State: Tamil Nadu

Your Contact Person

Dr. Srinivasan

Shipping Details

 Nallamuthu Gounder
 Mahalingam College
 90, Palaghat Road
 Pollachi 642001

State: Tamil Nadu

State Code:33

State Code:33

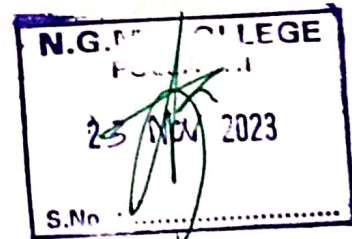
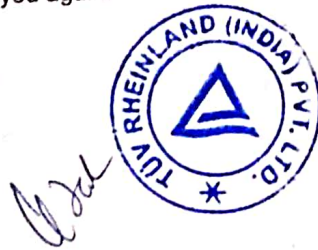
Description of Service	HSN	Taxable Value	Rate (%)	CGST		SGST		IGST	
				Amount	Rate (%)	Amount	Rate (%)	Amount	
Follow-up Audit--FU1 ISO 9001:2015	998311	₹ 25,000	9	₹ 2,250	9	₹ 2,250			
Total		₹ 25,000		₹ 2,250		₹ 2,250			
Total Invoice Value(INR)				₹ 29,500					
Total Invoice Value(In Words)			TWENTY NINE THOUSAND FIVE HUNDRED RUPEES						

Please pay through demand draft payable at Bangalore favouring "TUV Rheinland (India) Pvt. Ltd." for the above mentioned amount on receipt of this invoice. You may use our bank connections mentioned below:

In the event of RTGS / NEFT payment made to our Account please send the intimation to accounting@ind.tuv.com, else the amount may not be credited to your account.

Interest at the prevailing bank rates will be charged if payment is not made within stipulated period.

We are looking forward to serving you again!

 PAN No: AAACT7736P
 CIN : U72501KA1996PTC020653


This is computer generated e-invoice and does not require signature

Head Office
 TÜV Rheinland (India) Pvt. Ltd.
 27/B, 2nd Cross,
 Electronic City Phase - 1
 Bangalore - 560 100, India

 Tel: +91 80 4642 8110/9000
 Email: accounting@ind.tuv.com
 Website: www.ind.tuv.com

Regional Offices:
 Chennai Mohali Ranipet
 Cochin Mumbai Tirupur
 Coimbatore Noida Trichy
 Gurgaon Panchkula Vadodara
 Pune Hyderabad Visakhapatnam

Bank Connection
 DEUTSCHE BANK
 No 26-27, Raheja Towers, Mahatma Gandhi Road, Bangalore 560 001.
 Account No (INR): 2046324-00-0, SWIFT Code: DEUTIN33BGL
 IFSC Code: DEUT079T8GL

HSBC BANK
 The Hongkong and Shanghai Banking Corporation Ltd
 No 7, Mahatma Gandhi Road, Bangalore - 560 001.
 Account No (INR): 072-669229-001,
 Account No (USD): 072-669229-511,
 Account No (EUR): 072-669229-512,
 IFSC Code: HSBC0560002
 Swift Code: HSBCINBB

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : ISO Cell
Auditor : Dr. NIRRMALA SATHISH	Auditee : Mr. K. Srinivasan

S.No	Observation	Clause Ref	Status
1	Audit Record (Internal and External) updated consistently		+ve
2	MRM minutes recorded properly		+ve
3	ISO Minutes Note		+ve
4	External Audit report		+ve
5	Feed back and Lessonplan properly updated through Camu		+ve
6	Audit to store and Engineering are added in Audit schedule		+ve

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee:




Auditor:

Dr. NIRRMALA SATHISH
Assistant Professor
Department of Economics
NGM College, Pollachi.


NGM/ MR/ RO8

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : Examination Section
Auditor : Dr. K. DHANALAKSHMI	Auditee : Dr. R. Manicka Chezian

S.No	Observation	Clause Ref	Status
	All Files are maintained Properly		+




Status : (+) - Positive Observance

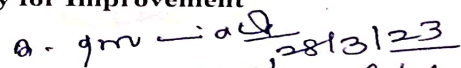
(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement


Auditee : Dr. R. Manicka Chezian

Dr. R. MANICKA CHEZIAN, M.Sc., M.S., Ph.D.,
Controller of Examinations
NGM College (Autonomous) |
POLLACHI - 642 001.


Auditor: Dr. K. Dhuralakshmi
முனைவர் க. தனலட்சுமி
உதவிப்பேராசிரியர்
தமிழ்த்துறை
என்.ஜி.எம். கல்லூரி, பொள்ளாச்சி.

NGMNH/ROB

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.3.2023	Department : B.A. English (Audited)
Auditor : Dr. M. Chithirai Selvan	Auditee : The Head, Dept. of English

S. No.	Observation	Clause Ref	Status
1.	Time Table	+	
2.	Board of Studies	+	
3.	Proctorial Form	+	
4.	Circulars	+	
5.	Controller Section - Communications	+	
6.	ISO NAAC	+	
7.	Mark Register	+	
8.	Extension	+	
9.	Academic Programme	+	
10.	Parents' Meet	+	
11.	Students List	+	
12.	Syllabus	+	
13.	Lesson Plan	+	
14.	Industrial Visit	+	
15.	Institutional Training / Department Quarterly E-Journal	+	
16.	Students Achievements	+	
17.	Result File	+	
18.	Question Papers	+	
19.	Competence Matric	OI	OI
20.	Research Activities	+	



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non-Conformity

OI - Opportunity for Improvement

Auditee : Dr. S. Muthukumaravel

Auditor: Dr. M. Chithirai Selvan

Dr. S. MUTHUKUMARAVEL,
MA, M.Phil., PGCTE., PGDTS., Ph.D.,
Assistant Professor and Head,
Department of English,
NGM College, Pollachi - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28/03/2023	Department : History
Auditor : Dr. A. Sundhya	Auditee : Mr. G. Ramanathan

S.No	Observation	Clause Ref	Status
1	All the files are continuously updated		+ve
2.	List of Records maintained for ISO audit to be updated.		OI



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement


Auditee :

Auditor: A. Sundhya

Nr Nallamuthu Gounder Mahalingam College, Pollachi

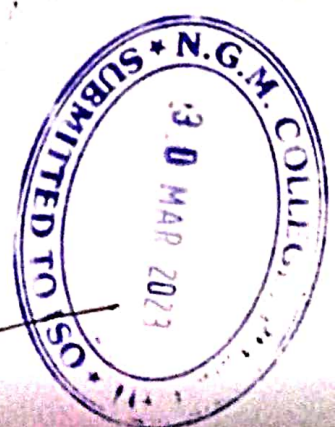
Audit Observation Sheet-XIX

Date :	Department : <i>Economics</i>
Auditor : <i>Dr. Anuchamy Rajini</i>	Auditee :

S.No	Observation	Clause Ref	Status
	<p><i>Observed the files and noted the Improvement in it.</i></p> 		<i>OI</i>

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : *Hr HoD / v. s. Madh*



Auditor: *A. Rajini*
 (*Anuchamy Rajini*)

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.3.23	Department : B. Com Acad.
Auditor : Dr. Logeswari	Auditee : HOD B. Com Acad.

S.No	Observation	Clause Ref	Status
1.	Time table		✓ +
2.	BOS.		✓ +
3.	Proctorial form		✓ +
4.	Curricular File		✓ +
5.	C. Section.		✓ +
6.	ISO - NAAC	online.	✓ +
7.	Mark register.		✓ +
8.	Extension activities	NC	NC
9.	Academic Programs.		✓ +
10.	PTM		✓ +
11.	Students list		✓ +
12.	Syllabus.		✓ +
13.	Lesson plan.	SF.	✓ +
14.	IV.		
15.	Industrial Training.	OI	OI
16.	Students achievement / Placement	+	+
17.	Result file	+	+
18.	B. P	+	+

Status : (+) - Positive Observance
 (-) - Negative Observance
 NC - Non Conformity
 OI - Opportunity for Improvement

Auditee : *Dr. P. Bruntha*
 Dr. P. BRUNTHA, M.Com, M.Phil, Ph.D.
 Associate Professor & Head
 PG and Research Department of Commerce
 NGM College, Pollachi - 642 001.



Auditor: *Dr. Logeswari*

19. Dept. Complacency matrix
 20. Research activities.

+
 +.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : Physics
Auditor : Dr. V. Inthumathi	Auditee : Dr. E. Manjula Valli

S.No	Observation	Clause Ref	Status
1.	All the necessary files are maintained properly.		+ive.
2.	Parents - Teachers Meeting may be conducted for all students regularly.		OI

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : 

(Dr. E. Manjula Valli)

Auditor: 

(Dr. V. Inthumathi)

Nallamuthu Gounder Mahalingam College, Pollachi		NGM/MR/R04
Corrective and Preventive Action Report		
Audit No. XIX	Auditor: Dr. V. Inthumathi	
Department: Physics	Auditee: Dr. T. E. Manjulavalli	
Details of the Non-Conformity:		
Auditee: Dr. T. E. Manjulavalli		Auditor: Dr. V. Inthumathi
Root Cause Analysis: Planned to conduct Parent-Teachers meet for all the students in the coming years		Responsibility: Dr. T. E. Manjulavalli
		Target Date: 05.04.2023
Correction / Corrective Action: Meet may be conducted from this semester.		Responsibility: Dr. T. E. Manjulavalli
		Target Date: 06.04.2023
Verified by: Dr. V. Inthumathi		Date: 06.04.2023
Preventive Action:		Verified by:
Status of the Non- Conformity:	Closed ✓	Not Closed

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28/03/2023	Department : Chemistry
Auditor : A. SURESH KUMAR.	Auditee : Dr. Indumathi. R.

S.No	Observation	Clause Ref	Status
01.	Time Table /work Allotment.		P.O.(+)
02.	Board of studies.		P.O.(+)
03.	Remedial class.		P.O.(+)
04.	NIRF (Soft copy), NAAC (Soft copy).		P.O.(+)
05.	Parents Teachers Meet.		P.O.(+)
06.	Students list, Equations & Lesson plans		P.O.(+)
07.	Individual visit.		P.O.(+)
08.	Institutional Training		P.O.(+)
09.	Students Achievements		P.O.(+)
10.	Recruit file.		OI
11.	Research Activities (Soft copy).		OI
12.	Proctor file (upto 4th sem, completed)		OI
13.	Extension Activities (upto 2021)		OI
14.	Mentor - Mentee Meetng (upto 2022-2023).		OI
15.	2022-2023 - MIT be uploaded. Growth paper (Soft copy) - Need hard copy.		

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : Dr. R. Indumathi

Auditor: Dr. A. Suresh Kumar.



Audit Observation Sheet-XIX

Date : 28.03.2023	Department : BOTANY (Aided)
Auditor : Dr. M. AMUTHA.	Auditee : Dr. R. KANNAN.

S.No	Observation	Clause Ref	Status
	The list of quality records maintained by the department were all updated properly		+ve



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee : Jm
28/3/23

Auditor: M. JH
28/3/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29.03.2023	Department : ZOOLOGY
Auditor : Dr. A. Mahalakshmi	Auditee : S. SOMASUNDARAM

S.No	Observation	Clause Ref	Status
1.	Time table/work Allotment		+
2.	Board of Studies		+
3.	proctorial Fills		+
4.	circulars		+
5.	COE		+
6.	ISO Fill		+
7.	Internal Registers		+
8.	Department minutes		+
9.	Extension Activity		+
10.	Academic programmes		+
11.	parent Teacher meet		+
12.	Syllabus		+
13.	Lesson plan		+
14.	Industrial visit		+
15.	Question papers		+
16.	Research Activities		+
17.	Students Achievement / placement		+



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee : Dr. S. SOMA SUNDARAM
S.S.

Auditor: Dr. A. MAHALAKSHMI
A.M.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : Hostel (women)
Auditor : Dr. E. Rama Devi	Auditee :

S.No	Observation	Clause Ref	Status
1.	Control of Documents should be included		OI
2.	Student Attendance and outgoing registers are maintained properly		+ve
3.	Parent Meeting have to be conducted regularly		OI
4.	Stock registers and Mess bills are not properly maintained		-ve
5.	Student and Parent Feedback should be included		OI

Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : C. [Signature]



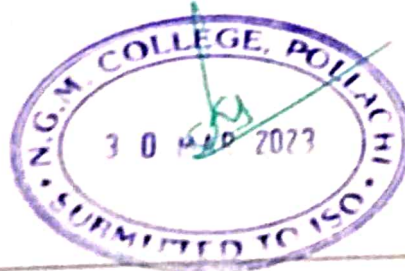
Auditor: [Signature]
 Dr. E. Rama Devi
 Dr. E. Rama Devi, MCA, M.Phil., Ph.D.,
 Associate Professor
 Department of Computer Science
 NGM College, Pollachi - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.3.2023	Department : Commerce
Auditor : Dr. S. Parimaladevi	Auditee : Dr. N. Bagyalakshmi

S.No	Observation	Clause Ref	Status
1.	TimeTable / work allotment, Proctorial forms are maintained in a proper manner		+
2.	Internal Marksheet Register were maintained.		+
3.	Placement details in both Hard copy and soft copy are well maintained.		+



Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : *N. Bagyalakshmi*
Dr. N. BAGYALAKSHMI
 M.Com, M.Phil, JODCA, Ph.D., B.Ed.
 Associate Professor & Head
 Department of Commerce
 N.G.M. College (Autonomous), Pollachi - 642 001.

Auditor: *S. Parimaladevi*
 28/3/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28-03-23	Department : B.Sc Computer Science (SF)
Auditor : S. Selvakumar	Auditee : Dr. M. Sakthi

S.No	Observation	Clause Ref	Status
1.	Competency matrix, Student Placement, Extension activity, Research activity, minutes, files are maintained properly		+
2.	Industrial visit - Company certificates must be included		OI



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee : M. Gany

Auditor: S. Selvakumar

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : BBA
Auditor : Dr. L. RANJIT	Auditee : Mr. Bhuvanacharan

S.No	Observation	Clause Ref	Status
1.	All the files and documents were properly maintained and upto date.	+ive	
2.	There presentation was very precise and logical.	+ive	



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee: ^{BY} L. Ranjit
28/03/2023

Auditor: ^{EE} D. T. R.
28.3.23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28-03-2023	Department : B.Sc MATHEMATICS ISF
Auditor : Dr. T. GEETHANJALI	Auditee : Dr. S. Earnest Rajadurai

S.No	Observation	Clause Ref	Status
1.	All Quality Records are maintained properly with updation.	+ve	
2.	Time table and work allotment should be made clear.	+ve	
3.	All quality files are stored both Almiral & system	+ve	
4.	Minutes & Circular files maintained properly	+ve	

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :
 S. EARNEST RAJADURAI
 Head of the Department
 Mathematics ISF
 N.G.M. College (Autonomous)
 Pollachi - 642 001



[Handwritten Signature]

Auditor:

Dr. T. GEETHANJALI, Ph.D.
 Asst. Prof. of Tamil
 N.G.M. College (Autonomous)
 POLLACHI - 642 001

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28/03/2023	Department : BCA
Auditor : Dr. M. Jeeva	Auditee : Dr. K. Haridas

S.No	Observation	Clause Ref	Status
1.	All the files and Registers are maintained well and updated properly.		Five
2.	Reserve file in separate file.		Five.



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

Haridas

Auditor :

M. Jeeva

Dr. K. HARIDAS, M.C.A., M.Phil., Ph.D.,
 Assoc. Prof. & Head,
 Department of Computer Applications,
 N.G.M. College (Autonomous), Pollachi - 642 001.

M. JEEVA, M.Com., M.Phil., PGDCA, M.C.A.,
 Head of the Department
 B.Com - Banking and Insurance
 NGM College, Pollachi,

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/03/2023	Department : PHYSICAL EDUCATION
Auditor : Dr. N. BHUVANESH KUMAR	Auditee : Dr. R. AZHAR KUMAR

S.No	Observation	Clause Ref	Status
①	Student OD Form Maintained Properly		(+)
②	Approval and purchase file updated Properly		(+)
③	Bonus Marke file Maintained and updated.		(+)

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

[Signature]
29/3/23



Auditor:

[Signature]
29/3/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX


Date : 29.03.2023	Department : LIBRARY
Auditor : Mr. GANESH P. ARUMUGHAN	Auditee : Dr.S.VIJAYAKUMAR

S.No	Observation	Clause Ref	Status
1.	Acumion Registers Records are maintained properly.		+ve.
2.	Books - Daily Income & Return are maintained.		+ve
3.	Monthly Library users Register is maintained properly.		+ve
4.	Newspaper Clippings Record maintained properly		+ve
5.	Form while learn scheme file maintained properly.		+ve
6.	Books Bill paying - signature for approval		OI
7.	Journal Bill paying - DD Dispend to the Treasurer, DD returns to be properly recorded.		OI

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee: 



Auditor: 
 29/03/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/03/2023.	Department : B. Com - CA
Auditor : Dr. R. Malathi Ravindran	Auditee : Dr. P. Aritha

S.No	Observation	Clause Ref	Status
1.	Students Achievements/Placemat		+
2.	Extension Activity .		+
3.	Proctorial File .		+
4.	Time Table /work allotment .		+
5.	Parent Teachers Meeting . - Individual Record to be maintained for each batch .		OI

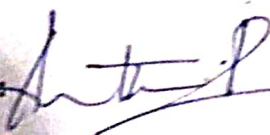
Status : (+) - Positive Observance

(-) - Negative Observance

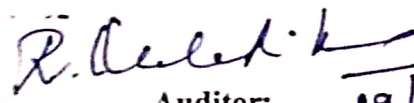
NC - Non Conformity

OI - Opportunity for Improvement

Auditee:




Auditor:


29/03/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29.3.2023	Department : M.G.M (CA)
Auditor : Dr. G. AKILANDESWARI	Auditee : Dr. P. ANITHA

S.No	Observation	Clause Ref	Status
1.	Internal Registers & Department minutes		(+)
2	Industrial visit		(+)
3	Project / Institutional Training		(+)
4	Syllabus		(+)
5	Result file		(+)

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :




Auditor :



Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/03/23	Department : Tamil Literature (SF)
Auditor : Ms. K. Vimaladevi	Auditee : T. RAJKUMAR

S.No	Observation	Clause Ref	Status
1.	Previous Audit observation Rectified		+ve
2.	All iso files were properly updated and maintained.		+ve



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

29/3/2023

Auditor :

29/3/2023

Dr. T. RAJKUMAR, M.A., M.Phil., Ph.D.
Associate Professor & Head
Department of Tamil Literature (UG & PG),
Nallamuthu Gounder Mahalingam College,
POLLACHI - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29.03.2023	Department : B Sc . IT
Auditor : Dr. G. VIGNESH	Auditee : Prof. K. VIJAYAKUMAR

S.No	Observation	Clause Ref	Status
1.	The files Time table, workload Syllabus, BOS, Parents Meeting, Internal Register, Proctorial sheet were Reviewed and found to be good. Hence they are under positive observance		+ve
2.	Files - Seminar, staff meeting requires additional updation and hence they come under opportunity for improvement		<u>OI</u>

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee :

K. Vijay 29/3/23



Auditor:

29032023

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/3/23	Department : Bcom (Ecom)
Auditor : N. Ratha	Auditee : Dr. M.V. SathyaBama

S.No	Observation	Clause Ref	Status
1.	All the needed Records are well Maintained		(+ve)
2.	PTA Meeting Record is well Maintained with Specification		(+ve)
3.	Proctor System File is well Maintained with all needed details.		(+ve)

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee: M.V. SathyaBama
 Dr. M.V. SathyaBama
 Associate Prof & Head,
 Dept of Bcom (E-com)
 NGM College, Pollachi



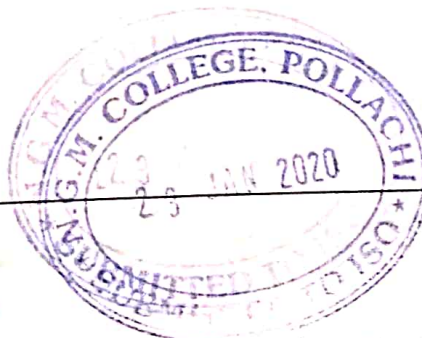
Auditor: N. Ratha
 N. Ratha
 Dept of English Language,
 NGM College, Pollachi

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 22/01/2020	Department : Tamil Language
Auditor : S. Earnest Rajadurai	Auditee : Dr. T. Parameshwari

S.No	Observation	Clause Ref	Status
1.	All the records are updated and maintained well		+ve



Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance

OI - Opportunity for Improvement

Auditee :

[Handwritten signature of Dr. T. Parameshwari]

[Handwritten date: 22/01/2020]

Auditor:

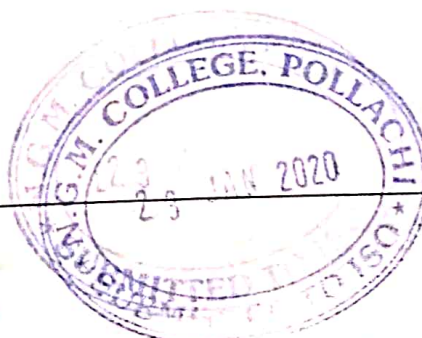
[Handwritten signature of S. Earnest Rajadurai]

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 22/01/2020	Department : Tamil Language
Auditor : S. Earnest Rajadurai	Auditee : Dr. T. Parameshwari

S.No	Observation	Clause Ref	Status
1.	All the records are updated and maintained well		+ve



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance

OI - Opportunity for Improvement

Auditee :

Auditor:
22/01/2020

Nallamuthu Gounder Mahalingam College, Pollachi		NGM/MR/R05
Corrective and Preventive Action Report		
Audit No.: 17	Auditor: S. Earnest Rajadurai	
Department: Tamil language	Auditee: Dr. T. Parameshwari	
Details of the Non-Conformity:		
NO NC		
Auditee:	Auditor:	
Root Cause Analysis:	Responsibility:	
	Target Date:	
Correction / Corrective Action:	Responsibility:	
	Target Date:	
Verified by:	Date:	
Preventive Action:	Verified by:	
Status of the Non- Conformity:	Closed	Not Closed

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 20.01.2020	Department : ... = ^{B.Sc} Maths -sf
Auditor : Mrs. N. Jeeva	Auditee : Mrs. N. Udhayarani ^{ha}

S.No	Observation	Clause Ref	Status
	All files are maintained well and updated.		Positive



Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : Mrs. N. Udhayarani
 Auditor : Mrs. Jeeva
 21/01/20

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 21/01/20	Department : B & Zoology
Auditor : Dr. A. Sundhya	Auditee : Dr. S. Somasundaram

S.No	Observation	Clause Ref	Status
	All the Files including Lesson Plan, Board of Studies, Extension and Research File are updated and maintained well.		+ve

Status : (+) - Positive Observance

(-) - Negative Observance

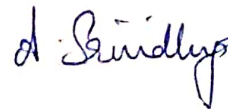
NC - Non Conformity

OI - Opportunity for Improvement

Auditee :



Auditor:




Nallamuthu Gounder Mahalingam College, Pollachi

NGM/MR/R05

Corrective and Preventive Action Report

Audit No.:

Department: BSc Zoology

Auditor: Dr. A. Sindhyap

Auditee: Dr. S. Somasundaram

Details of the Non-Conformity:

No Non-Conformity
OI - Calender of Events and Academic Program
file could be put together.

Auditee:



Auditor: A. Sindhyap

Root Cause Analysis:

Responsibility:

Target Date:

Correction / Corrective Action:

Responsibility:

Target Date:

Verified by:

Date:

Preventive Action:

Verified by:

Status of the Non-Conformity:

Closed

Not Closed

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 21-01-2020	Department : Economics
Auditor : S. Somasundaram	Auditee : Dr. Krishna Thulasivam

S.No	Observation	Clause Ref	Status
	Syllabus, Question bank, board of studies files maintained well.		+
	Tentative schedule to be included in the Academic Program file.		OI

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : P. U. Thirumala



Auditor: [Signature]

21/1/20

Nallamuthu Gounder Mahalingam College, Pollachi		NGM/MR/R05
Corrective and Preventive Action Report		
Audit No.:	Auditor: Dr. S. Somasundaram	
Department:	Auditee: Dr. Krishna Thebagineni	
Details of the Non-Conformity:		
— NIL —		
Auditee:	Auditor: S. Somasundaram	
Root Cause Analysis:	Responsibility:	
	Target Date:	
Correction / Corrective Action:	Responsibility:	
	Target Date:	
Verified by:	Date:	
Preventive Action:	Verified by:	
Status of the Non- Conformity:	Closed ✓	Not Closed



NGM College (Autonomous), Pollachi
An ISO 9001-2008 Certified Institution
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Aided

ISO CELL
Audit Attendance Sheet - Opening Meeting

22.08.2022

S. No	Names	Department	Signature
1.	Dr. R. Muthukumar	PRINCIPAL	
2.	S. Srinivasan	MR-ISO-NGM	
3.	Dr. R. Indumathy	CHEMISTRY	
4.	Dr. S. Mariammal	ENGLISH	
5.	Dr. R. Manicka	COE	
6.	Dr. R. Karunan	BOTANY (UG)	
7.	G. Ramnathan	History	
8.	Dr. T. E. Manoharan	PHYSICS	
9.	Dr. V. Intsumathi	Mathematics	
7.	Dr. P. Brundha	COMMERCE	
8.	S. Somasundaram	Zoology	
9.	Dr. P. Maheswari	Tamil P. U. L.	
10.	Dr. M. Chithirisevan	COMMERCE	
11.	P. Kartika	Commerce	
12.	Dr. N. Neelakandeshwari	CHEMISTRY	
13.	Ramya. P.P	History	
14.	S. JAYALAKSHMI	Zoology	
15.	VISWANATHAN V	LT	
16.			
17.			
18.			
19.			
20.			



ISO CELL

Audit Attendance Sheet – Opening Meeting

22.08.2022

S. No	Names	Department	Signature
21.	R. SELVAR	Information Technology	R. Selvar 22/8/22
22.	Dr. R. RAKKIMUTHU	PCB Botany	Dr. R. R. 22/8/22
23.	S. Koteswarar	dept. of English	S. Koteswarar 22/8/22
24.	Dr. G. VIGNESH	Commerce IB (UGPG)	Dr. G. Vignesh 22/8/22
25.	DR. S. VIJAYAKUMAR	LIBRARY	Dr. S. Vijayakumar 22/8/22
26.	Ganesh P. Arumugam	Head - APO	G. P. Arumugam 22/8/22
27.	DR. L. RANJIT	social work	L. Ranjit 22/8/22
28.	Dr. N. Lakshminarayana	Dept of CT	N. Lakshminarayana 22/8/22
29.	Ms. P. Sumanthra	English PG	P. Sumanthra 22/8/22
30.	Dr. M. V. Sathiyabama	Commerce (E-Commerce)	M. V. Sathiyabama 22/8/22
31.	DR. G. AKILANDESWARI	Commerce (Finance)	G. Akilandeswari 22/8/22
32.	G. NITHYA	Commerce	G. Nithya 22/8/22
33.	DR. M. SAKTHI	Computer Science	M. Sakthi 22/8/22
34.	N. Ratha	English Language	N. Ratha 22/8/22
35.	Dr. M. Jeeva	B. Com - BT	M. Jeeva 22/8/22
36.	Dr. T. Paramashanm	Tamil Language	T. Paramashanm 22/8/22
37.	Dr. P. Aritha	Commerce (CA)	P. Aritha 22/8/22
38.	Dr. S. B. Gayathri	Commerce (PA)	S. B. Gayathri 22/8/22
39.	Dr. E. Ramadevi	B.Sc CS - DA	E. Ramadevi 22/8/22
40.	DR. S. Niramathi	B.Sc CS - AIML	S. Niramathi 22/8/22

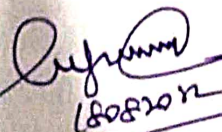
Nallamuthu Gounder Mahalingam College, Pollachi

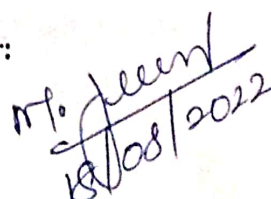
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : ^{B. Com (IB)} Kf. Com (IB)
Auditor : Dr. M. Jeeva	Auditee : Dr. G. Vignesh

S.No	Observation	Clause Ref	Status
1.	All files and registers are well maintained by the Department.		" " five

Status : (+) - Positive Observance ✓ (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 (Dr. G. Vignesh)

Auditor: 
 (Dr. M. Jeeva)

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 24.11.2022	Department : APD
Auditor : SM Kiruba Paktirathinam	Auditee : Mr. Ganesk P. Arumugam

S.No	Observation	Clause Ref	Status
1.	Extention activities - Seminars, Training programs & other academic activities records are maintained Properly.		+ve
2.	Students attendance are updated (both in file & soft copy) and maintained properly.		+ve
3.	List of Quality Records are not found.		(-)ve
4.	Value added Course Syllabus, Student list, attendance & receipts are filed and maintained properly		+ve
5.	Suggested to maintain Circular file seperately		OI


Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :



24/11/2022

Auditor:



24/11/2022

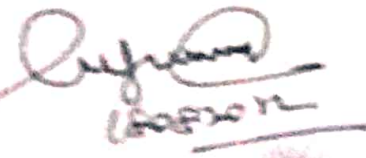
Nallamuthu Gounder Mahalingam College, Pollachi

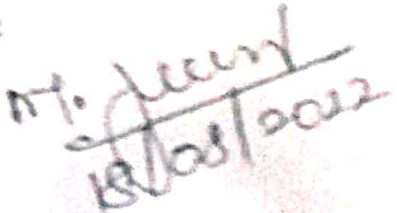
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B. Com (IB)
Auditee : Dr. M. Jeeva	Auditee : Dr. G. Vignesh

S.No	Observation	Clause Ref	Status
1.	All files and registers are well maintained by the Department.		++ five

Status : (+) - Positive Observance ✓ (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 (Dr. G. Vignesh)

Auditor: 
 (Dr. M. Jeeva)

Corrective and Preventive Action Report

Audit No.:

Auditor: SM. Kiruba Packia Rathinam

Department: APD

Auditee: Mr. Ganesh P Arumugam

Details of the Non-Conformity:

- > list of Quality records
- > Previous Iso Audit report

Auditee: Mr. Ganesh P Arumugam

Auditor: SM Kiruba Packia Rathinam

Root Cause Analysis:

Iso Auditing was conducted from previous (2020) onwards

Responsibility:

Target Date:

Correction / Corrective Action:

Responsibility:

Target Date:

Verified by:

Date:

Preventive Action:

Verified by:

Status of the Non-Conformity:

Closed

Not Closed

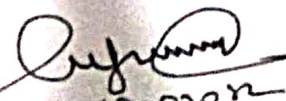
Nallamuthu Gounder Mahalingam College, Pollachi

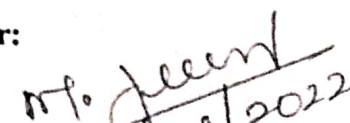
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B. Com (IB) NT. Com (IB)
Auditor : Dr. M. Jeeva	Auditee : Dr. G. Vignesh

S.No	Observation	Clause Ref	Status
1.	All files and registers are well maintained by the Department.		" " five

Status : (+) - Positive Observance ✓ (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 (Dr. G. Vignesh)

Auditor: 
 18/08/2022
 (Dr. M. Jeeva)

Nallamuthu Gounder Mahalingam College, Pollachi	NGM/MR/R05
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Corrective and Preventive Action Report

Audit No.:	Auditor: Ms. K. S. Leelavathi
Department: MSW	Auditee: Dr. L. Ranjit Kumar

Details of the Non-Conformity:
 File - 19 : Department Competency Matrix must be created & updated.

Auditee: Dr. L. Ranjit L. Ranjit	Auditor: K S J 18/8/2022
-------------------------------------	-----------------------------

Root Cause Analysis: Files must be created.	Responsibility: HoD
	Target Date: 22/8/2022

Correction / Corrective Action: Competency matrix file must be created.	Responsibility: -
	Target Date: -

Verified by: K S J 25/8/2022	Date: 25/8/2022
------------------------------------	--------------------

Preventive Action:	Verified by:
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Status of the Non- Conformity:	Closed ✓	Not Closed
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Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18/8/2022	Department : MSW
Auditor : Ms. K. S. Leelavathi	Auditee : Dr. L. Ranjit Kumar

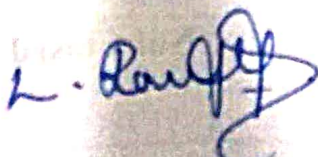

S.No	Observation	Clause Ref	Status
1.	Time Table / work allotment file, Practical File, Circulars, CDC/COE, files were well updated & maintained.		+
2.	Internal Registers must be updated		OI
3.	Lesson plan must be updated		OI
4.	Student Achievements File must be separately maintained		OI
5.	Seperate file must be maintained for Research Activities		OI

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : Auditor: 
18/8/2022

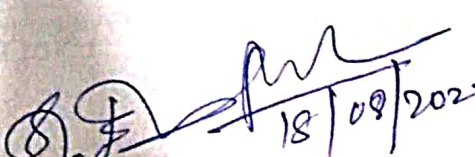
Nallamuthu Gounder Mahalingam College, Pollachi

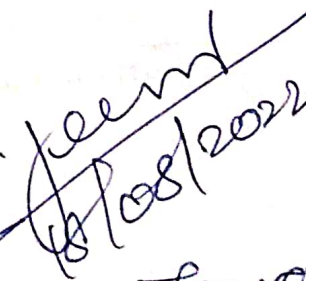
Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B.Sc (SF) Mathematics
Auditor : Dr. M. Teena	Auditee : S. Earnest Rajadurai

S.No	Observation	Clause Ref	Status
1.	All files and registers are updated.		fine

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : 
 S. EARNEST RAJADURAI
 18/08/2022

Auditor: 
 Dr. M. Teena
 18/08/2022

Audit Observation Sheet-XVIII

Date : 18.08.2022	Department : Computer Science
Auditor : Dr. L. RANJIT	Auditee : Dr. Sakthi

S.No	Observation	Clause Ref	Status
I.	Positive observations * Dept. MIS is followed. * Mentorship is strictly followed. * Documentation is good. * Remedial measures taken * followed seriously.		
II.	Negative observation. Nil		
III.	Non-Conformity. Nil		
IV.	Opportunity for improvement * CR may be updated frequently.		

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : M. Somy.
(Dr. M. SAKTHI)

Auditor: L. Ranjit
Dr. L. RANJIT

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18/08/2022	Department : B.Sc. IT
Auditor : Dr. M.V. SATHIYABAMA	Auditee : Dr. K. VIJAYAKUMAR

S.No	Observation	Clause Ref	Status
1.	Proctorial reports were properly signed by parents.		five
2.	Systematic arrangements of files and records are appreciable		five
3.	Department Minutes note should be updated.		02

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : Dr. K. VIJAYAKUMAR

Auditor: Dr. M.V. SATHIYABAMA

Dr. M.V. SATHIYABAMA,
M.Com., M.Phil., MBA., PGDCA., Ph.D.,
Head, Department of Commerce (E-Commerce)
N.G.M. College, POLLACHI - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVII

Date : 21/1/20	Department : Commerce (Aided)
Auditor : S Shanmuga priya	Auditee : Dr.P. Bruntha

S.No	Observation	Clause Ref	Status
1	Regular Parents teacher meetings were conducted		+
2.	Question banks for all semester exams are well maintained		+
3.	Academic programmes are properly scheduled		+
4.	Industrial visits are regularly organised		+
5.	Research activities are more appreciable		+



Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : *[Signature]*

Auditor: *[Signature]*

[Signature]
21/01

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18.08.2022	Department : B. Com. PA.
Auditor : R. SEKAR	Auditee : DR. S. B. GAYATHRI

S.No	Observation	Clause Ref	Status
1.	Lesson plan updated		+
2.	Subject Allotment and workload file maintained.		+
3.	All files are maintained properly.		+

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : S B Gayathri
(S B Gayathri)Auditor: R. Sekar
18/8/22
(R. SEKAR)

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18-8-2022	Department : PG. Botany
Auditor : N. Panneeselvam	Auditee : Dr. R. Rakkimuthu

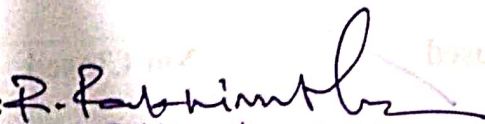
S.No	Observation	Clause Ref	Status
1	Boards of studies, Time table, Work allotment files are well maintained.		True
2.	circular files properly maintained		True
3.	CBC and COE files are updated		True
4.	Lesson plan and students attendance uploaded in ERP properly.		True
5.	Project and Institutional data are properly maintained.		True
6.	To need some concentration towards Extension activities & placement		(-)ve
7.	Parents Teachers meet data to be maintained separately for (I & II yr.)		OI


Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : 
 Dr. R. Rakkimuthu, M.Sc., Ph.D.,
 Assistant Professor and Head,
 PG & Research Dept. of Botany,
 N.G.M. College (Autonomous)
 Pollachi - 642 001.

Auditor: 
 N. Panneeselvam
 Assistant Professor,
 Department of Human Excellence,
 N.G.M. College,
 POLLACHI - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

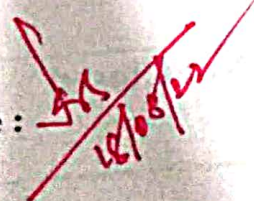
Audit Observation Sheet-XVIII

Date : 18.08.2022.	Department : COMPUTER LAB
Auditor : DR. R. NANDHA KOMAR	Auditee : K SRINIVASAN

S.No	Observation	Clause Ref	Status
1.	<p>the observation:</p> <p>i) Daily usage report of Internet structured in good manner.</p> <p>ii) UPS - Record are maintained separately.</p> <p>iii) Files are maintained properly.</p> <p>Fault Register are maintained.</p> <p>iv) Purchase Register are maintained properly.</p>		<p>the</p> <p>the</p> <p>the</p> <p>the</p> <p>the</p>
2.	<p>OI:</p> <p>i) student log book</p> <p>Smrith Lab IX</p> <p>Ramasamy Lab IX</p>	<p>Time Table</p>	<p>OI.</p>

Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : 
 18/08/22

Auditor: 
 18/08/22

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

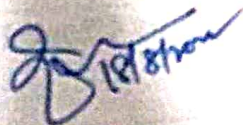
Date : 18.08.2022	Department : TAMIL LITERATURE
Auditor : Dr. G. VIGNESH	Auditee : Dr. T. RAJKUMAR

S.No	Observation	Clause Ref	Status
1.	Academic calender, students detail and student seminar note well maintained		(+)
2.	Proctorial file and leave letter file can be merged Agenda to be added in parents Teachers note curriculum file to be renamed as BOS file Evidences shall be Added in Tour Record A common file in the name "Guest lecture and seminar" can be made merging (Programme Record, Seminar & workshop)	2	OI
3.	Staff members are well experienced and hence they shall apply for Associate Professor cadre.		(-)

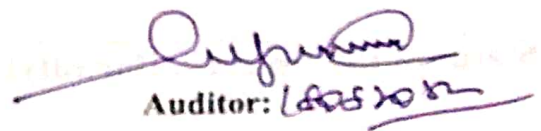
Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee :



Auditor :



Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII


Date : 18/8/2022	Department : English Language
Auditor : Dr. N. Bhumneesh Kumar	Auditee : Ms. N Radha

S.No	Observation	Clause Ref	Status
1.	Time table and klook allotment are properly maintained		(+)
2.	Internal Register		(+)
3.	Personality Enrichment Programme		(+)

Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : 

Auditor: 
 18/8/22

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18.08.2022	Department : BCA
Auditor : Dr. T. RAJKUMAR	Auditee : Dr. K. HARIDAS

S.No	Observation	Clause Ref	Status
1.	All Files Maintained Properly.		+
2.	Students proctorial Record to be updated.		OI

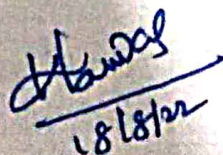
Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :



18/8/22

Auditor:



18/8/22

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18.8.2022	Department : B-Com (BPS)
Auditor : Dr. M. RAJASENATHIPATHI	Auditee : Dr. M. AKILANAYAKI


S.No	Observation	Clause Ref	Status
1.	All files are maintained as per Ico recommendation		+ve
2.	Advanced Learners Activities is maintained in good Manner.		+ve
3.	Student Activities and club's may be initiated		OI

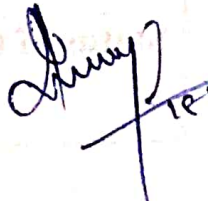
Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : 
18/08/2022

Auditor: 
M. RAJASENATHIPATHI

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18-08-2022	Department : PG. Chemistry
Auditor : Dr. N. Bagyalakshmi	Auditee : Dr. K. Poonkodi

S.No	Observation	Clause Ref	Status
1.	All files like time table/work allotment, Proctorial file, students list, syllabus copy, project report of students, result files were properly maintained & updated.		+
2.	Internal mark statement, minutes copy & staff profiles of sub-topics were maintained, Hardcopies of the above files to be maintained in the dept.		OI.

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

lc. P. H.
Auditee : 18/8/22

N. Bagyalakshmi
Auditor: 18/08/22

Dr. K. POONKODI
HEAD
PG DEPARTMENT OF CHEMISTRY (SF)
NGM COLLEGE, POLLACHI

Dr. N. BAGYALAKSHMI
M.Com., M.Phil., PGDCA., Ph.D., SET.,
Associate Professor & Head
Department of Commerce
N.G.M. College (Autonomous), Pollachi - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XVIII

Date : 18.8.2022	Department : Commerce (E-Commerce)
Auditor : S. JAYALAKSHMI	Auditee : Dr. M.V. Sathiyabama

S.No	Observation	Clause Ref	Status
1.	All the documents were arranged in order and presented without ambiguity		Positive
2.	Proctorial reports are well updated		Positive
3.	Extension activities was found to be good.		Positive


Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : Dr. M.V. Sathiyabama
 Associate Professor & Head
 Department of Commerce (E-Commerce)
 Nhm College, M.V. SATHIYABAMA,
 M.Com., M.Phil., MBA., PGDCA., Ph.D.,
 Head, Department of Commerce (E-Commerce)
 Nhm College, POLLACHI - 642 001

Auditor : 
 Assistant Professor
 Department of Zoology
 Nhm College, Pollachi

ISO AUDIT REPORT 2023-2024

LIBRARY

Auditor: R. Shanmugam

Auditee: Dr. S. Vijyakumar, Librarian

1. NGM Kimbus – Remote Access to Library was verified
2. Total number of books and journals verified
3. Purchase requisition process was discussed
4. Accession Register was verified
5. Digital Library was verified
6. Access through Delnet/Nlist/Kimbus was discussed
7. Maintenance and control of Kimbus was discussed
8. Issue resolving, Ticket creation process related to Kimbus was verified
9. Issue – Issue control – Due and Renewal process was verified
10. Entry and Exit bar card mechanism through OPEC was verified
11. Stock summary and verification was verified

DEPARTMENT OF PHYSICAL EDUCATION

Auditor: R. Shanmugam

Auditee: Dr. R. Ashokkumar, Director of Physical Education

1. Sports facilities available for indoor and outdoor games was discussed
2. Coaching process for a tournament was discussed
3. Selection process was discussed (Circular – selection trials – willingness to participate in extra murals was viewed)
4. Stock register and accession note were viewed
5. Purchase order process was evaluated
6. Annual report of last sports meet was viewed
7. On duty form for tournaments and practice session was viewed

TRAINING AND PLACEMENT CELL

Auditor: R.Shanmugam

Auditee: Mr.R.Prabhakaran, Placement officer

1. Placement records of 2022-2023 was verified
2. Student survey report at the beginning and end was viewed
3. Company wise training organised was discussed (schedule- circular- attendance records were verified)
4. Number of offers received – Number of appointments – Number of joining was discussed
5. Feedback received from recruiters was discussed
6. Feedback received from placed students was viewed and action taken report was viewed

HOSTEL

Auditor: R.Shanmugam

Auditee: Dr.R.Senthil kumar, Boy's Hostel Warden

1. Facilities available in hostel was viewed
2. Number of Rooms available/ number of persons staying per room was discussed
3. Mess timing and menu was discussed
4. Food committee register and feedback note was viewed
5. Grievance register and maintenance register was checked
6. Attendance register – in time and out time – gate pass was verified
7. First aid and medical emergency procedure was discussed

Submitted by:



Ms.V.Poornima, Assistant Professor of Commerce - BPS

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : NGM COLLEGE OFFICE
Auditor : Mr. K. SRINIVASAN	Auditee : Mr. D. Anbalagan OFFICE SUPERINTENDENT

S.No	Observation	Clause Ref	Status
1.	The College Governing body Meetings are held as per the schedule.		+ve.
2.	EPF Section and pay bill section Files are upto date and marks special Application		+ve.
3.	Fees Collection record and the bills provided are automated and updated.		+ve

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : Mr. D. Anbalagan.

Auditor: 

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date 129.03.2023	Department: Maintenance Department
Auditor: Mr. K. Srinivasan	Auditee: S. Selva Vignesh.

S.No	Observation	Clause Ref	Status
	*Bills copy		+ve
	*Solar and lift maintenance Reports		+ve
	* Recommended to obtain/collect a quotation from a minimum of three vendors when selecting a product		(OI)
	* It is advisable to have College fire extinguisher maintained and serviced according to the norms given by government		(OI)
	* Recommended to maintain complaint Rectified register in order to ensure smooth maintenance operations.		(OI)
	* It is advisable to have atleast three electrician and three plumbers list for services.		(OI)

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee: S. Selva Vignesh

Auditor: 

ORIGINAL FOR RECIPIENT
 DUPLICATE FOR SUPPLIER

ax Invoice
TÜV Rheinland (India) Pvt. Ltd.

TÜV RHEINLAND (INDIA) PVT LTD

 Alveal Towers
 737/2, Puliakulam Main Road
 New Dhamu Nagar
 Coimbatore 641037
 India


tuvrheinlandind@hsbc

 Invoice Number: TN2324119589
 Invoice Date: 16.11.2023
 Reference Number: ISO 9001 Quotation
 Order Number: 146691655
 Reverse Charge(Y/N): No
 Place of Supply: 33 - Tamil Nadu

GSTIN: 33AAACT7736P1ZU

 Contact Person
 K R Sripathan (Accounting Dept.)

Customer Number: 2093609

Billing Details

 Nallamuthu Gounder
 Mahalingam College
 90, Palaghat Road
 Pollachi 642001

State: Tamil Nadu

Your Contact Person

Dr. Srinivasan

Shipping Details

 Nallamuthu Gounder
 Mahalingam College
 90, Palaghat Road
 Pollachi 642001

State: Tamil Nadu

State Code:33

State Code:33

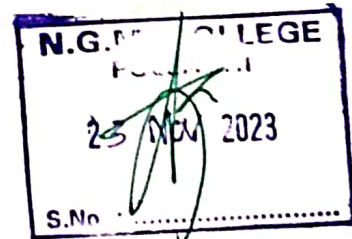
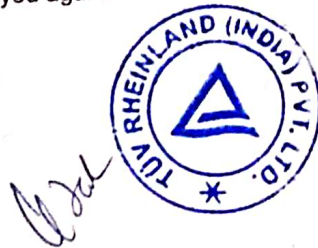
Description of Service	HSN	Taxable Value	Rate (%)	CGST		SGST		IGST	
				Amount	Rate (%)	Amount	Rate (%)	Amount	Amount
Follow-up Audit--FU1 ISO 9001:2015	998311	₹ 25,000	9	₹ 2,250	9	₹ 2,250			
Total		₹ 25,000		₹ 2,250		₹ 2,250			
Total Invoice Value(INR)				₹ 29,500					
Total Invoice Value(In Words)			TWENTY NINE THOUSAND FIVE HUNDRED RUPEES						

Please pay through demand draft payable at Bangalore favouring "TUV Rheinland (India) Pvt. Ltd." for the above mentioned amount on receipt of this invoice. You may use our bank connections mentioned below:

In the event of RTGS / NEFT payment made to our Account please send the intimation to accounting@ind.tuv.com, else the amount may not be credited to your account.

Interest at the prevailing bank rates will be charged if payment is not made within stipulated period.

We are looking forward to serving you again!

 PAN No: AAACT7736P
 CIN : U72501KA1996PTC020653


This is computer generated e-invoice and does not require signature

Head Office
 TÜV Rheinland (India) Pvt. Ltd.
 27/B, 2nd Cross,
 Electronic City Phase - 1
 Bangalore - 560 100, India

 Tel: +91 80 4642 8110/9000
 Email: accounting@ind.tuv.com
 Website: www.ind.tuv.com

Regional Offices:
 Chennai Mohali Ranipet
 Cochin Mumbai Tirupur
 Coimbatore Noida Trichy
 Gurgaon Panchkula Vadodara
 Pune Hyderabad Visakhapatnam

Bank Connection
 DEUTSCHE BANK
 No 26-27, Raheja Towers, Mahatma Gandhi Road, Bangalore 560 001.
 Account No (INR): 2046324-00-0, SWIFT Code: DEUTIN33BGL
 IFSC Code: DEUT079T8GL

HSBC BANK
 The Hongkong and Shanghai Banking Corporation Ltd
 No 7, Mahatma Gandhi Road, Bangalore - 560 001.
 Account No (INR): 072-669229-001,
 Account No (USD): 072-669229-511,
 Account No (EUR): 072-669229-512,
 IFSC Code: HSBC0560002
 Swift Code: HSBCINBB

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : ISO Cell
Auditor : Dr. NIRRMALA SATHISH	Auditee : Mr. K. Srinivasan

S.No	Observation	Clause Ref	Status
1	Audit Record (Internal and External) updated consistently		+ve
2	MRM minutes recorded properly		+ve
3	ISO Minutes Note		+ve
4	External Audit report		+ve
5	Feed back and Lessonplan properly updated through Camu		+ve
6	Audit to store and Engineering are added in Audit schedule		+ve

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee:




Auditor:

Dr. NIRRMALA SATHISH
Assistant Professor
Department of Economics
NGM College, Pollachi.


NGM/ MR/ RO8

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : Examination Section
Auditor : Dr. K. DHANALAKSHMI	Auditee : Dr. R. Manicka Chezian

S.No	Observation	Clause Ref	Status
	All Files are maintained Properly		+




Status : (+) - Positive Observance

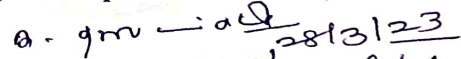
(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement


Auditee : Dr. R. Manicka Chezian

Dr. R. MANICKA CHEZIAN, M.Sc., M.S., Ph.D.,
Controller of Examinations
NGM College (Autonomous) |
POLLACHI - 642 001.


Auditor: Dr. K. Dhuralakshmi
முனைவர் க. தனலட்சுமி
உதவிப்பேராசிரியர்
தமிழ்த்துறை
என்.ஜி.எம். கல்லூரி, பொள்ளாச்சி.

NGMNIU/ROB

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.3.2023	Department : B.A. English (Audited)
Auditor : Dr. M. Chithirai Selvan	Auditee : The Head, Dept. of English

S. No.	Observation	Clause Ref	Status
1.	Time Table	+	
2.	Board of Studies	+	
3.	Proctorial Form	+	
4.	Circulars	+	
5.	Controller Section - Communications	+	
6.	ISO NAAC	+	
7.	Mark Register	+	
8.	Extension	+	
9.	Academic Programme	+	
10.	Parents' Meet	+	
11.	Students List	+	
12.	Syllabus	+	
13.	Lesson Plan	+	
14.	Industrial Visit	+	
15.	Institutional Training / Department Quarterly E-Journal	+	
16.	Students Achievements	+	
17.	Result File	+	
18.	Question Papers	+	
19.	Competence Matric	OI	OI
20.	Research Activities	+	



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non-Conformity

OI - Opportunity for Improvement

Auditee : Dr. S. Muthukumaravel

Auditor: Dr. M. Chithirai Selvan

Dr. S. MUTHUKUMARAVEL,
MA, M.Phil., PGCTE., PGDTS., Ph.D.,
Assistant Professor and Head,
Department of English,
NGM College, Pollachi - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28/03/2023	Department : History
Auditor : Dr. A. Sundhya	Auditee : Mr. G. Ramanathan

S.No	Observation	Clause Ref	Status
1	All the files are continuously updated		+ve
2.	List of Records maintained for ISO audit to be updated.		OI



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement


Auditee :

Auditor: A. Sundhya

Nr Nallamuthu Gounder Mahalingam College, Pollachi


Audit Observation Sheet-XIX

Date :	Department : <i>Economics</i>
Auditor : <i>Dr. Anuchamy Rajini</i>	Auditee :

S.No	Observation	Clause Ref	Status
	<p><i>Observed the files and noted the Improvement in it.</i></p> 		<i>O.I</i>

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : *Hr. HoD / v. s. Madh*



Auditor: *A. Rajini*
 (*Anuchamy Rajini*)

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.3.23	Department : B. Com Acad.
Auditor : Dr. Logeswari	Auditee : HOD B. Com Acad.

S.No	Observation	Clause Ref	Status
1.	Time table		✓ +
2.	BOS.		✓ +
3.	Proctorial form		✓ +
4.	Curricular File		✓ +
5.	C. Section.		✓ +
6.	ISO - NAAC	online.	✓ +
7.	Mark register.		✓ +
8.	Extension activities	NC	NC
9.	Academic Programs.		✓ +
10.	PTM		✓ +
11.	Students list		✓ +
12.	Syllabus.		✓ +
13.	Lesson plan.	SF.	✓ +
14.	IV.		
15.	Industrial Training.	OI	OI
16.	Students achievement / Placement	+	+
17.	Result file	+	+
18.	B. P	+	+

Status : (+) - Positive Observance
 (-) - Negative Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : *Dr. P. Bruntha*
 28/3/23
 Dr. P. BRUNTHA, M.Com, M.Phil, Ph.D.
 Associate Professor & Head
 PG and Research Department of Commerce
 NGM College, Pollachi - 642 001.



Auditor: *Dr. Logeswari*

19. Dept. Complacency matrix
 20. Research activities.

+
 +.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : Physics
Auditor : Dr. V. Inthumathi	Auditee : Dr. E. Manjula Valli

S.No	Observation	Clause Ref	Status
1.	All the necessary files are maintained properly.		+ive.
2.	Parents - Teachers Meeting may be conducted for all students regularly.		OI

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : 

(Dr. E. Manjula Valli)

Auditor: 

(Dr. V. Inthumathi)

Nallamuthu Gounder Mahalingam College, Pollachi		NGM/MR/R04
Corrective and Preventive Action Report		
Audit No. XIX	Auditor: Dr. V. Inthumathi	
Department: Physics	Auditee: Dr. T. E. Manjulavalli	
Details of the Non-Conformity:		
Auditee: Dr. T. E. Manjulavalli		Auditor: Dr. V. Inthumathi
Root Cause Analysis: Planned to conduct Parent-Teachers meet for all the students in the coming years		Responsibility: Dr. T. E. Manjulavalli
		Target Date: 05.04.2023
Correction / Corrective Action: Meet may be conducted from this semester.		Responsibility: Dr. T. E. Manjulavalli
		Target Date: 06.04.2023
Verified by: Dr. V. Inthumathi		Date: 06.04.2023
Preventive Action:		Verified by:
Status of the Non- Conformity:	Closed ✓	Not Closed

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28/03/2023	Department : Chemistry
Auditor : A. SURESH KUMAR.	Auditee : Dr. Indumathi. R.

S.No	Observation	Clause Ref	Status
01.	Time Table /work Allotment.		P.O.(+)
02.	Board of studies.		P.O.(+)
03.	Remedial class.		P.O.(+)
04.	NIRF (Soft copy), NAAC (Soft copy).		P.O.(+)
05.	Parents Teachers Meet.		P.O.(+)
06.	Students list, Equations & Lesson plans		P.O.(+)
07.	Individual visit.		P.O.(+)
08.	Institutional Training		P.O.(+)
09.	Students Achievements		P.O.(+)
10.	Recruit file.		OI
11.	Research Activities (Soft copy)		OI
12.	Proctor file (upto 4th sem, completed)		OI
13.	Extension Activities (upto 2021)		OI
14.	Mentor - Mentee Meetng (upto 2022-2023).		OI
15.	2022-2023 - MIT be uploaded. Growth paper (Soft copy) - Need hard copy.		

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : Dr. R. Indumathi



Auditor: Dr. A. Suresh Kumar.

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : BOTANY (Aided)
Auditor : Dr. M. AMUTHA.	Auditee : Dr. R. KANNAN.

S.No	Observation	Clause Ref	Status
	The list of quality records maintained by the department were all updated properly		+ve



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee : Jm
28/3/23

Auditor: M. JH
28/3/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29.03.2023	Department : ZOOLOGY
Auditor : Dr. A. Mahalakshmi	Auditee : S. SOMASUNDARAM

S.No	Observation	Clause Ref	Status
1.	Time table/work Allotment		+
2.	Board of Studies		+
3.	proctorial Fills		+
4.	circulars		+
5.	COE		+
6.	ISO Fill		+
7.	Internal Registers		+
8.	Department minutes		+
9.	Extension Activity		+
10.	Academic programmes		+
11.	parent Teacher meet		+
12.	Syllabus		+
13.	Lesson plan		+
14.	Industrial visit		+
15.	Question papers		+
16.	Research Activities		+
17.	Students Achievement / placement		+



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee : Dr. S. SOMASUNDARAM

Auditor: Dr. A. MAHALAKSHMI

S.S.

S.S.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : Hostel (women)
Auditor : Dr. E. Rama Devi	Auditee :

S.No	Observation	Clause Ref	Status
1.	Control of Documents should be included		OI
2.	Student Attendance and outgoing registers are maintained properly		+ve
3.	Parent Meeting have to be conducted regularly		OI
4.	Stock registers and Mess bills are not properly maintained		-ve
5.	Student and Parent Feedback should be included		OI

Status : (+) - Positive Observance
 NC - Non Conformity

(-) - Negative Observance
 OI - Opportunity for Improvement

Auditee : C. [Signature]



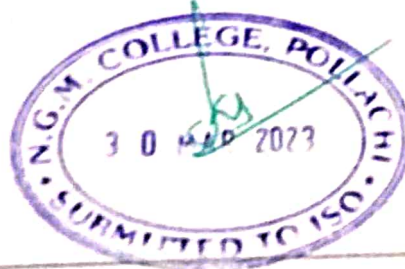
Auditor: [Signature]
 Dr. E. Rama Devi
 Dr. E. Rama Devi, MCA, M.Phil., Ph.D.,
 Associate Professor
 Department of Computer Science
 NGM College, Pollachi - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.3.2023	Department : Commerce
Auditor : Dr. S. Parimaladevi	Auditee : Dr. N. Bagyalakshmi

S.No	Observation	Clause Ref	Status
1.	TimeTable / work allotment, Proctorial forms are maintained in a proper manner		+
2.	Internal Marksheet Register were maintained.		+
3.	Placement details in both Hard copy and soft copy are well maintained.		+



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee :
Dr. N. BAGYALAKSHMI
M.Com, M.Phil, JGDCA, Ph.D., B.Ed.
Associate Professor & Head
Department of Commerce
N.G.M. College (Autonomous), Pollachi - 642 001.

Auditor: S. Parimaladevi
28/3/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28-03-23	Department : B.Sc Computer Science (SF)
Auditor : S. Selvakumar	Auditee : Dr. M. Sakthi

S.No	Observation	Clause Ref	Status
1.	Competency matrix, Student Placement, Extension activity, Research activity, minutes, files are maintained properly		+
2.	Industrial visit - Company certificates must be included		OI



Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee : M. Gany

Auditor: S. Selvakumar

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28.03.2023	Department : BBA
Auditor : Dr. L. RANJIT	Auditee : Mr. Bhuvanacharan

S.No	Observation	Clause Ref	Status
1.	All the files and documents were properly maintained and upto date.	+ive	
2.	There presentation was very precise and logical.	+ive	



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee: ^{BY} L. Ranjit
28/03/2023

Auditor: ^{EE} D. T. R.
28.3.23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28-03-2023	Department : B.Sc MATHEMATICS ISF
Auditor : Dr. T. GEETHANJALI	Auditee : Dr. S. Earnest Rajadurai

S.No	Observation	Clause Ref	Status
1.	All Quality Records are maintained properly with updation.	+ve	
2.	Time table and work allotment should be made clear.	+ve	
3.	All quality files are stored both Almiral & system	+ve	
4.	Minutes & Circular files maintained properly	+ve	

Status :

(+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :
 S. EARNEST RAJADURAI
 Head of the Department
 Mathematics ISF
 N.G.M. College (Autonomous)
 Pollachi - 642 001



[Handwritten Signature]

Auditor:

Dr. T. GEETHANJALI, Ph.D.
 Asst. Prof. of Tamil
 N.G.M. College (Autonomous)
 POLLACHI - 642 001

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 28/03/2023	Department : BCA
Auditor : Dr. M. Jeeva	Auditee : Dr. K. Haridas

S.No	Observation	Clause Ref	Status
1.	All the files and Registers are maintained well and updated properly.		Five
2.	Reserv file in separate file.		Five.



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

Haridas

Auditor :

M. Jeeva

Dr. K. HARIDAS, M.C.A., M.Phil., Ph.D.,
 Assoc. Prof. & Head,
 Department of Computer Applications,
 NGM College (Autonomous), Pollachi - 642 001.

M. JEEVA, M.Com., M.Phil., PGDCA, M.C.A.,
 Head of the Department
 B.Com - Banking and Insurance
 NGM College, Pollachi,

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/03/2023	Department : PHYSICAL EDUCATION
Auditor : Dr. N. BHUVANESH KUMAR	Auditee : Dr. R. AZHAR KUMAR

S.No	Observation	Clause Ref	Status
①	Student OD Form Maintained Properly		(+)
②	Approval and purchase file updated Properly		(+)
③	Bonus Marke file Maintained and updated.		(+)

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

[Signature]
29/3/23



Auditor:

[Signature]
29/3/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX


Date : 29.03.2023	Department : LIBRARY
Auditor : Mr. GANESH P. ARUMUGHAN	Auditee : Dr.S.VIJAYAKUMAR

S.No	Observation	Clause Ref	Status
1.	Acumion Register Records are maintained properly.		+ve.
2.	Books - Daily Income & Return are maintained.		+ve
3.	Monthly Library users Register is maintained properly.		+ve
4.	Newspaper Clippings Record maintained properly		+ve
5.	Form white learn scheme file maintained properly.		+ve
6.	Books Bill paying - signature for approval		OI
7.	Journal Bill paying - DD Dispend to the Treasure, DD returns to be properly recorded.		OI

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee: 



Auditor: 
 29/03/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/03/2023.	Department : B. Com - CA
Auditor : Dr. R. Malathi Ravindran	Auditee : Dr. P. Aritha

S.No	Observation	Clause Ref	Status
1.	Students Achievements/Placemat		+
2.	Extension Activity .		+
3.	Proctorial File .		+
4.	Time Table /work allotment .		+
5.	Parent Teachers Meeting . - Individual Record to be maintained for each batch .		OI

Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee:

[Signature]



Auditor:

[Signature]

29/03/23

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29.3.2023	Department : M.G.M (CA)
Auditor : Dr. G. AKILANDESWARI	Auditee : Dr. P. ANITHA

S.No	Observation	Clause Ref	Status
1.	Internal Registers & Department minutes		(+)
2	Industrial visit		(+)
3	Project / Institutional Training		(+)
4	Syllabus		(+)
5	Result file		(+)

Status : (+) - Positive Observance
NC - Non Conformity

(-) - Negative Observance
OI - Opportunity for Improvement

Auditee :




Auditor :



Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/03/23	Department : Tamil Literature (SF)
Auditor : Ms. K. Vimaladevi	Auditee : T. RAJKUMAR

S.No	Observation	Clause Ref	Status
1.	Previous Audit observation Rectified		+ve
2.	All iso files were properly updated and maintained.		+ve



Status : (+) - Positive Observance

(-) - Negative Observance

NC - Non Conformity

OI - Opportunity for Improvement

Auditee :

29/3/2023

Auditor: *Ms. Vimaladevi**29/3/2023*

Dr. T. RAJKUMAR, M.A., M.Phil., Ph.D.
Associate Professor & Head
Department of Tamil Literature (UG & PG),
Nallamuthu Gounder Mahalingam College,
POLLACHI - 642 001.

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29.03.2023	Department : B Sc . IT
Auditor : Dr. G. VIGNESH	Auditee : Prof. K. VIJAYAKUMAR

S.No	Observation	Clause Ref	Status
1.	The files Time table, workload Syllabus, BOS, Parents Meeting, Internal Register, Proctorial sheet were Reviewed and found to be good. Hence they are under positive observance		+ve
2.	Files - Seminar, staff meeting requires additional updation and hence they come under opportunity for improvement		<u>OI</u>

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee :

K. Vijay 29/3/23



Auditor:

29032023

Nallamuthu Gounder Mahalingam College, Pollachi

Audit Observation Sheet-XIX

Date : 29/3/23	Department : Bcom (Ecom)
Auditor : N. Ratha	Auditee : Dr. M.V. SathyaBama

S.No	Observation	Clause Ref	Status
1.	All the needed Records are well Maintained		(+ve)
2.	PTA Meeting Record is well Maintained with Specification		(+ve)
3.	Proctor System File is well Maintained with all needed details.		(+ve)

Status : (+) - Positive Observance (-) - Negative Observance
 NC - Non Conformity OI - Opportunity for Improvement

Auditee : M.V. SathyaBama
 Dr. M.V. SathyaBama
 Associate Prof & Head,
 Dept of Bcom (E-com)
 NGM College, Pollachi



Auditor: N. Ratha
 N. Ratha
 Dept of English Language,
 NGM College, Pollachi

ISO EXTERNAL AUDIT REPORT

External Auditor: Mr. SIVARAMAN, Lead Auditor, TUV Rhineland

Accompanied by Internal Auditors

Dr. G. VIGNESH

Associate Professor and Head
PG Department of Commerce - International Business
Nallamuthu Gounder Mahalingam College

Dr. N. NEELAKANDESWARI

Assistant Professor
Department of Chemistry
Nallamuthu Gounder Mahalingam College

OBSERVATIONS

PG and Research Department of Mathematics – Dr. V. Indumathi (Auditee)

The following documents and details have been verified in the PG and Research Department of Mathematics.

Status	Expert Verifications	Response from the Department
+ ve	Student Strength and Faculty Strength	PG-43 UG-104 Research Scholars – 21 Faculty Members - 10
+ ve	BOS Minutes	Recorded and Submitted
+ ve	Number of hours in syllabus and credits	Curriculum passed in Academic Council was submitted
OI	Lesson plan	Teaching plan has shown in CAMU
+ ve	Internal question paper, Marks and Result Analysis	Question Paper shown in System Internal mark register submitted ABC Analysis file submitted
OI	Student feedback	Available in CAMU
+ ve	Certification course details	MoU file, certification course attendance and scanned copies of the certificates were submitted.
OI	Department Goal	HoD narrated the goals of the department.

OBSERVATIONS AND SUGGESTIONS BY EXPERT:

1. Appreciated the records of BoS minutes. They have properly mentioned the reason for deletion and addition in the minutes. Expert suggested to include the names of BoS experts and signature in the content addition and deletion page also.
2. Suggested to collect the feedback analysis report and have a copy in department also.
3. Expert suggested to have a goal for a department in a quantitative manner (Ex. ..% of students will secure A, ...% of students getting improved, ...% of faculty will take part in research and skill up gradation.), quantify the data and document.

PG and Research Department of Physics – Dr. T. E. Manjulavalli (Auditee)

The following documents and details have been verified in the PG and Research Department of Physics.

Status	Expert Verifications	Response from the Department
OI	Faculty and student strength	Total students – 87 Faculty Members - 11
OI	Challenges	Difficult to get admission
OI	Lesson plan	Not having entry in CAMU
OI	Faculty feedback	Available in CAMU
+ ve	Internal Question paper and Internal Marks	Internal Marks register submitted
OI	Conference details	Conference file submitted

OBSERVATIONS AND SUGGESTIONS BY EXPERT

1. Suggested to collect the Students feedback from CAMU and to be filed in the department.

PG and Research Department of Tamil – Dr. S. Selvakumar (Auditee)

The following documents and details have been verified in the PG and Research Department of Tamil.

Status	Expert Verifications	Response from the Department
+ ve	Faculty Strength and Student Strength	UG-128, PG-33, Faculty - 8
+ ve	Minutes of the department meeting	Minutes note submitted
+ ve	BoS Minutes	BoS minutes register submitted
OI	Result Analysis	Result file submitted (Batch 22, SEM-II)
OI	Parents teachers file	Meeting register submitted
+ ve	Attendance, Lesson plan	Verified in CAMU
OI	Risk Factor enquired	Difficulty in Student placement
+ ve	Extra activities of the department	TNPSC Coaching record and NET Coaching in CAMU submitted

OBSERVATIONS AND SUGGESTIONS BY EXPERT

1. Feedback given by the students to be collected from ERP at the end of each semester and to be documented in the department so that individual strengths shall be seen
2. Suggested to have a record for the deviations (if any) in lesson plan and update the actual attainment in CAMU.
3. Appreciated for the cent percent attendance display and also for the weekend usage of the library

UG Department of Computer Science with AI and ML – Dr. S. Niraimathi (Auditee)

External Auditor verified the following documents in the newly established department.

Status	Expert Verifications	Response from the Department
+ ve	Faculty Strength and Student Strength	Students-62, Faculty – 2+1(Mathematics)
OI	BoS Minutes	BoS minutes is with Aided CS and it was submitted for first BoS.
+ ve	Input for framing syllabus	Visits to Bharathiar University, Vellore Institute of Technology, PSGR Krishnammal College and Kongunadu Arts and Science College
+ ve	Staff profile	Faculty Profile file submitted
OI	Proforma for new course	Proforma-I and II submitted
OI	Students feedback	Available in CAMU
OI	Result Analysis	SEM-I and II verified

OBSERVATIONS AND SUGGESTIONS BY EXPERT

1. Appreciated for the efforts taken in framing the syllabus. Contents added towards the student placement and retainment of approximately 60% syllabus from the BU for providing course equivalency was also appreciated
2. Feedback given by the students is to be collected from ERP at the end of each semester and to be documented in the department.

UG Department of Commerce (E Com) – Dr. M. V. Sathiyabama (Auditee)

The following documents and details have been verified in the UG department of Commerce E-Com.

Status	Expert Verifications	Response from the Department
+ ve	Faculty Strength and Student Strength	Students-172, Faculty – 5
+ ve	Result Analysis	End Semester Result file submitted
OI	Department Goal was asked	HoD narrated
OI	Placement records	17 placed out of 55
+ ve	Seminars organized by the departments	File for 5 events submitted

OBSERVATIONS AND SUGGESTIONS BY EXPERT

1. Observed 100% pass in almost all semesters.
2. Suggested to have a documented and quantifiable goal.
3. Appreciated for the involvement in organizing seminar, conference and workshop.
4. Suggested to document the outcomes of the activity and to frame a checklist based on the outcome at the end of the event.

Controller of Examinations: Dr. R. Manicka Chezian (Auditee)

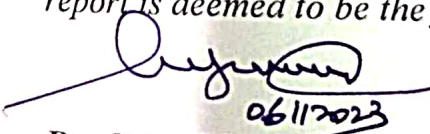
The following documents and details have been verified in the COE office

Status	Expert Verifications	Response from the Department
+ve	Roles of COE	Test 1, Test 2, ESE, Arrear & Practical Examinations
+ve	List of quality records	Maintained properly
+ve	Mode of receiving the External & Internal examination question papers	Through mail, Question paper setting file submitted
+ve	Question paper scrutiny for ESE	External Examiner - Highly Confidential
OI	Register for Answer booklets	Register submitted for Mainsheet distribution
+ve	Sample blank booklet	Booklet Submitted
+ve	Revaluation Procedure	Revaluation file submitted
+ve	Publication of results	Within 10 days of the completion of the examination
+ve	Examination schedule for Practical and Viva Voce examination	Practical examination and Viva Voce examination
+ve	Stock register for blank scripts	Time Table submitted
+ve	Malpractice file	Stock register submitted
		Malpractice file submitted


OBSERVATIONS AND SUGGESTIONS BY EXPERT

1. Internal, External question papers are received through mail (password also known only to COE), only one system in the office is provided internet connection. Subordinate staffs will access the mail in the presence of COE only. Hence confidentiality is maintained.
2. He appreciated the process of Question Paper Printing - A day before the examination, question papers are printed and kept in strong room. It has access only to Deputy Controller of Examination.
3. Expert suggested to maintain a separate record for additional booklet distribution
4. Observed that, action taken against malpractice is purely depends upon the malpractice and the suggestions by the committee members.

The above mentioned are the opinion given by the internal auditors on mutual consent, which is done through the observation on 06.11.2023 without any enquiry or discussion with the external auditor. Although this report signifies near to clear prediction, it shall vary on the perspective and certain parameters on grounds of external auditor. Hence to have an exact outcome, the external lead auditors report is deemed to be the final.


06/11/2023

Dr. G. VIGNESH
Associate Professor and Head
PG Department of Commerce - International Business
Nallamuthu Gounder Mahalingam College


Dr. N. NEELAKANDESWARI 6/11/23
Assistant Professor
Department of Chemistry
Nallamuthu Gounder Mahalingam College

Date: 06.11.2023

Place: Pollachi



Nallamuthu Gounder Mahalingam College
(Autonomous), Pollachi
An ISO 9001-2015 Certified Institution
Re-Accredited by NAAC



ISO CELL

Surveillance Audit Meeting

23.11.2022

S. No	Name	Department	Signature
1.	Dr. R. K. Srinivasan	Principal	[Signature]
2.	K. SRINIVASAN	MR	[Signature]
3.	SIVARAM	Audit	[Signature]
4.	R. Shanmugasundaram	Auditor	[Signature]
5.			
6.	Dr. K. Poonkodi	Pgt Chemistry	[Signature]
7.	Dr. M. Akilanayagi	B.com - BBS	[Signature]
8.	Dr. G. Akilandeswari	B.com (Finance)	[Signature]
9.	Dr. N. Bageelambal	B. Com	[Signature]
10.	Dr. R. Kiruthiga	English Language	[Signature]
11.	Dr. P. Anitha	Commerce (CA)	[Signature]
12.	Dr. S. Bhargathi	Commerce - PA	[Signature]
13.	Dr. T. Parameswari	Tamil	[Signature]
14.	Dr. G. VIGNESH	COMMERCE - LB	[Signature]
15.	Dr. L. RANJIT	Social Work	[Signature]
16.	Dr. R. RAKKIMOTHU	Pgt Botany	[Signature]
17.	Dr. M. Parameswari	Dept U (T)	[Signature]
18.	S. Koteswaram	English (SF)	[Signature]
19.	S. Ernest Rajendran	Mathematics (SF)	[Signature]
20.	D. BHUVANENDRAN	BBA	[Signature]



ISO CELL
Surveillance Audit Meeting

23.11.2022

S. No	Name	Department	Signature
21.	R. SETHAKOR	B.Sc. IT	R. SETHAKOR
22.	P. Somasundaram	Zoology	P. Somasundaram
23.	Dr. P. Maheswari	Tamil	P. Maheswari
24.	Dr. M. J. E. VA	B. Com - BI	Dr. M. J. E. VA
25.	Dr. P. Krishnakumar	B.A. Economics	Dr. P. Krishnakumar
26.	Dr. V. Indhumathi	Mathematics	Dr. V. Indhumathi
27.	Dr. E. Ramesh Devi	B.Sc CS - DA	Dr. E. Ramesh Devi
28.	Dr. Indumathy Ramani	Chemistry (Aided)	Dr. Indumathy Ramani
29.	Dr. T. E. Manjula Valli	PHYSICS	Dr. T. E. Manjula Valli
30.	Dr. R. MATHILAKA CHANDRAN	COMPUTER SCIENCE	Dr. R. MATHILAKA CHANDRAN
31.	DR. T. RAJKUMAR	PG TAMIL LIT	DR. T. RAJKUMAR
32.	P. Dhanapalan	PG English	P. Dhanapalan
33.	G. Anjalykani	CS	G. Anjalykani
34.	Dr. M. S. Thiyagarajan	E-Commerce	Dr. M. S. Thiyagarajan
35.	Dr. M. Sakthi	Comp Sci	Dr. M. Sakthi
36.	Dr. N. NEELAKANDESWARI	Dept - Chemistry	Dr. N. NEELAKANDESWARI
37.			
38.			
39.			
40.			

ISO EXTERNAL AUDIT REPORT

Date: 23.11.2022

OBSERVATIONS

Submitted by

Dr.L.RANJIT
Head & Assistant Professor,
Department of Social Work,
N.G.M. College.

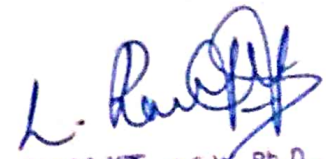
B.Sc Chemistry (Aided)

The external member have enquired the following aspect in the department

S.No	Expert Verification	Department Response
1.	Lesson Plan was enquired	The lesson plan was shown in Camu.
2.	Regulations of the program	CDC
3.	Work plan was verified in relation with lesson plan	Camu
4.	Time table was verified with work plan	Camu
5.	Attendance percentage of students	Camu
6.	Staff attendance note was verified with camu attendance	Staff attendance not submitted.
7.	Exam time table and internal marks entry was verified	Through camu and internal note book
8.	Minutes of meeting – BOS verified with syllabus	Appropriate changes made.
9.	Department meeting minute verified	Department Meeting Minute note presented

OBSERVATIONS

1. Camu can be utilized more effectively.
2. Reason or evidence for deletion of content in syllabus may also register in minutes of meeting (BOS).
3. Overall the functioning of the department was good.


Dr. L. RANJIT, M.S.W., Ph.D.,
Assistant Professor & Head
Department of Social Work
NGM College, Pollachi.


B.Sc CT (S.F)

The external member have enquired the following aspect in the department

S.No	Expert Verification	Department Response
1.	Special Features	Good placement (38/ 46) Highest salary (7 lakhs per annum)
2.	Internal Assessment and Lesson Plan was verified	Presented through Camu and Highly satisfied.
3.	Syllabus – Unit wise Hours was verified with lesson plan execution.	Found to be correct through Camu
4.	Attendance of students verified.	Camu- Found correct.
5.	Internal test Question Paper was verified with syllabus.	Syllabus and Question Paper presented – Found correct
6.	Result analysis verified.	Found to be correct.
7.	BOS minutes note verified.	BOS minutes note presented and explained.
8.	Updation of faculty regarding new courses and topics in syllabus. Example Python	3 faculties have completed FDP on related courses through Infotech, Coursera, Wipro.

OBSERVATIONS

1. The expert was very much satisfied with the department and appreciates the department.


Dr. L. RANJIT, M.S.W., Ph.D.,
Assistant Professor & Head
Department of Social Work
NGM College, Pollachi.


B.Com - CA (S.F)

The external member have enquired the following aspect in the department

S.No	Expert Verification	Department Response
1.	A change in latest syllabus and previous syllabus was verified.	Syllabus presented.
2.	BOS – Minutes was verified with syllabus.	Minutes of meeting – BOS presented.
3.	Office Automation syllabus was verified with minutes of meeting.	Found to be Correct.
4.	Students (22CC109) record note was verified.	Found to be correct.
5.	Lesson plan was verified.	Camu
6.	Internal text note verified.	Internal mark note book presented.
7.	Assessment of practical exam marks verified.	Internal marks note book presented.
8.	Result analysis verified (Principles of management – Course)	ABC analysis was presented.
9.	Exam Time table verified with internal marks.	Found to be correct.
10.	Best Practices	<ul style="list-style-type: none">• Students are not allowed to use mobile phone (Collected in detail)• Distribution of saplings (Every year)
11.	Placement Details	Good

OBSERVATIONS

1. Test date and details must be included in internal note.
2. Overall the functioning of the department was good.

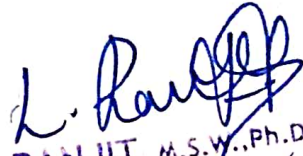

Dr. L. RANJIT, M.S.W., Ph.D.,
Assistant Professor & Head
Department of Social Work
NGM College, Pollachi.

The external member have enquired the following aspect in the department

S.No	Expert Verification	Department Response
1.	ISO documents verified.	Presented all the related files.
2.	Result analysis verified.	Submitted the analysis and explained.
3.	Syllabus and Lesson Plan verified.	Explained using syllabus and Camu.
4.	Goals of department enquired.	Presented the pamphlets and admission documents and explained.
5.	Internal test record and Test Timetable verified.	Submitted the relevant documents and explained.
6.	Result analysis	Submitted the result document.
7.	Best practices	Average 2 – 3 students get funded projects from TNSCST per year
8.	Events organized in Department	<ul style="list-style-type: none">• Skill based workshop and Training• FDP

OBSERVATIONS

1. Result analysis may be intensively Prepared.
2. BOS Minutes may be stamped in note book instead written or pasted.


Dr. L. RANJIT, M.S.W., Ph.D.,
Assistant Professor & Head
Department of Social Work
NGM College, Pollachi.



Dr. G. Vignesh - Associate Professor & Head
PG Department of Commerce with International Business

Report on the ISO External Audit - 23.11.2022

Opening Meeting @ 9.15 a.m at Dr Abdul Kalam Arangam				
No	Departments Visited	Timing of the Visit	External Lead Auditor	Internal Auditor
1.	Library	09.45 a.m.	Mr. Shanmugasundaram	Dr. G. Vignesh
2.	Placement	10.45 a.m.		
3.	Physical Education	11.45 a.m.		
4.	College Office	12.30 p.m.		
5.	Boys Hostel	2.10 p.m.		
6.	Girls Hostel	2.40 p.m.		
Closing Meeting @ 3.30 p.m. at Board Room				

Library - Dr. S. Vijayakumar (Auditee) 

No	Observed Details	Positive Observation / Opportunity for Improvement / Non Conformity
1.	Books, Magazine, Journals - Purchase to Storage - Process	+ve
2.	Minutes of Library Advisory Committee	+ve
3.	Infrastructure	OI
4.	Digital Library, AV Hall	+ve
5.	Track on the Overall Assets of Library	NC
6.	Rack Maintenance	OI
7.	Usage of Fire Extinguisher Training	+ve
8.	Accession System, Renewal of Books,	+ve
9.	Server & Alternative Method - Capture Students Attendance	+ve



Dr. G. Vignesh - Associate Professor & Head
PG Department of Commerce with International Business

Placement - Mr. R. Prabhakaran (Auditee) *R Prabhakaran*

No	Observed Details	Positive Observation / Opportunity for Improvement / Non Conformity
1.	Placement training given	+ve
2.	Conduct of Student Development Programme / Counselling	+ve
3.	Students Outgoing, Students Placed, Percent of Placement	+ve
4.	Major Recruiting Companies - Core and Non Core	+ve
5.	Salary Package - High & Low	+ve
6.	Man Power Support for Placement Assistance	NC
7.	Feedback from the Employers / Recruiters	OT
8.	Feedback from the Students who were Employed	+ve
9.	Infrastructure and Aid to support Placement	OT

Physical Education - Ms. Bhuvaneshwari (Auditee) *Bhuvaneshwari*

No	Observed Details	Positive Observation / Opportunity for Improvement / Non Conformity
1.	Sports Hour Allocation and Sports Hour Spent	+ve
2.	Conduct of Training for Various Sports	OT
3.	Infrastructure and Aid to Support Sports	+ve
4.	Major Sports Availability and Students Selection	+ve
5.	First Aid / Emergency / Exigencies / Reserve	NC
6.	Asset Maintenance - Tracking and Identification	+ve
7.	Walk-In Register / Students OD Tracking and Sanctioning	OT
8.	Perks Additional for Sports Students	+ve
9.	Product Indent, Supply and Storage - Inventory Process	+ve



NALLAMUTHU GOUNDER MAHALINGAM COLLEGE
POLLACHI - 642 001

Dr. G. Vignesh - Associate Professor & Head
Department of Commerce with International Business

College Office - Mr. D. Anbalagan (Auditee)

D. Anbalagan
23/11/2022

No	Observed Details	Positive Observation / Opportunity for Improvement / Non Conformity
1.	Student Admission Record - Aided & Self Finance	+ve
2.	Admission Process - From Application to Admission	+ve
3.	Building Stability Record (Entire Campus)	NC
4.	Sanitary / Sewage Disposal Certificate	NC
5.	Health and Hygiene Campus Certificate - Drinking Water	+ve
6.	Affiliation and Strength - Permanent Courses Tracked	+ve
7.	Fire Licence, Fire Extinguisher and Safety Certificate	OT
8.	Infrastructure and Manpower Assistance	NC
9.	Staff Welfare Record - SR and PF	+ve
10.	Track on the Entire College Establishments	NC

Boys Hostel - Dr. Senthilkumar (Auditee)

D. Senthilkumar

No	Observed Details	Positive Observation / Opportunity for Improvement / Non Conformity
1.	Hostel Infrastructure including Warden Rooms	OT
2.	TV Room, Dining Hall, Toilet and Bathroom	+ve
3.	Outing System - Out Pass to Entry Pass - Security	NC
4.	Study Time, Sleep Time, Wake-up Time	OT
5.	Home Note, Attendance and Local Note	+ve
6.	Food Menu - Committee Meeting Record	OT
7.	Meeting Record on any Issue / Grievance Register	NC
8.	First Aid and Safety Measures for Students Welfare	NC
9.	House Keeping, Health and Hygiene Hostel Certificate	OT
10.	Students Profile and Student Allocation for Each Room	+ve



Dr. G. Vignesh - Associate Professor & Head
PG Department of Commerce with International Business

Girls Hostel - Ms. Bhuvaneshwari (Auditee)

No	Observed Details	Positive Observation / Opportunity for Improvement / Non Conformity
1.	Hostel Infrastructure including Warden Rooms	+ve
2.	TV Room, Dining Hall, Toilet and Bathroom	+ve
3.	Outing System - Out Pass to Entry Pass - Security	+ve
4.	Study Time, Sleep Time, Wake-up Time	OT
5.	Home Note, Attendance and Local Note	+ve
6.	Sick Room, Parents Undertaking While taking students	+ve
7.	Food Menu - Committee Meeting Record	OT
8.	Meeting Record on any Issue / Grievance Register	NC
9.	First Aid and Safety Measures for Students Welfare	+ve
10.	House Keeping, Health and Hygiene Hostel Certificate	+ve
11.	Students Profile and Student Allocation for Each Room	+ve

The above report is prepared and submitted for the reference of the ISO Cell, Nallamuthu Gounder Mahalingam College for Internal Understanding and Further Action.

Date: 24.11.2022

Place: Pollachi

Dr. G. Vignesh
Internal Auditor

Certification of Management Systems
Customer Satisfaction Survey



Company name: NAM College

Location: Pollachi

Standard: ISO 9001:2015

Type of audit: Re-Certification Audit

Auditor/s: Dr. Visvanathan V & Team

Date of audit: 23/11/2012

1. Our Auditors

Please evaluate our auditors in terms of: 1 - 5

(Tick "✓" one of the boxes)

5 - Excellent, 4 - Very good, 3 - Satisfying
 2 - Acceptable, 1 - Bad

	5	4	3	2	1
Knowledge about your industry and your company processes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Questions are clear and easy to understand	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Willingness to listen and degree of understanding	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deviations / NCs address key problems rather than formal issues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Deviations / NCs reasonable and understandable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Time management during the onsite audit	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude during the on-site audit	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Clear & understandable documents and reports	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

} N.A.

2. Our Support and customer service Staff

Information and advise about the certification process	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude and helpfulness of our support & customer service staff	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Coordination of your application and consideration of Specific wishes / desires before the audit.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ease of contact with our office staff	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Response time to answer your inquiries	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Time to issue certificate after submission of corrective actions	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3. Suggestions for Improvement

Name: K. Srinivasan

Signature: [Signature]

Designation: Management - Representative

Company seal: _____



Nallamuthu Gounder Mahalingam College
(Autonomous), Pollachi
An ISO 9001-2015 Certified Institution
Re-Accredited by NAAC



ISO CELL

Surveillance Audit Meeting

23.11.2022

S. No	Name	Department	Signature
1.	V. VISWANATHAN	LA	[Signature]
2.	K. SANKIVASAN	Dept of Computer Sci	[Signature]
3.	D. Sivarajam	A	[Signature]
4.	S. Shanmugasundaram	A	[Signature]
5.	S. Somasudhan	Zoology	[Signature]
6.	Indumathy Ramalingam	Chemistry	[Signature]
7.	S. B. Nayalini	B. Com - PH	[Signature]
8.	P. JAYANTHI	B. Com - CA	[Signature]
9.	M. AKILANAYAKI	B. COM - BAS	[Signature]
10.	Dr. K. Poornkodi	PG Chemistry	[Signature]
11.	Dr. N. Bogyalakshmi	Commerce	[Signature]
12.	Dr. M. Sakithi	Computer Science	[Signature]
13.	Dr. N. JEEVA	B. Com - Banking and Insurance	[Signature]
14.	Dr. P. Krishanthulini	Economics	[Signature]
15.	Dr. P. Maheswari	Tamil	[Signature]
16.	Dr. T. PARADKESHWARI	Tamil	[Signature]
17.	Dr. G. Akilandaswari	B. com (Finance)	[Signature]
18.	Dr. M. V. Sathiyabama	B. Com (E. Commerce)	[Signature]
19.	Dr. M. Anandakumar	PG Botany	[Signature]
20.	Dr. T. RAJKUMAR	PG TAMIL	[Signature]



ISO CELL

Surveillance Audit Meeting

23.11.2022

S. No	Name	Department	Signature
21.	S. Kothandaraman	English (ST)	S. K...
22.	M. Nandha Gopin	English Language	M. N...
23.	S. Earnest Lakshmi	Mathematics (SP)	S. E...
24.	S. Selva Vignesh	Maintenance	S. S...
25.	R. S. KAR.	Asst. Prof. in IT	R. S. Kar
26.	P. Dhanarajapalan	PL English	P. D...
27.	Dr. S. Vignesh	Commerce IB	Dr. S. Vignesh
28.	Dr. S. Vignesh	Commerce	Dr. S. Vignesh
29.	J. Bhargavan	BBA	J. B...
30.	Dr. L. RANJIT	Social Work	L. Ranjit
31.	Dr. S. Methukumar	English	Dr. S. Methukumar
32.	Dr. R. Manojkumar	COMPUTER SCIENCE (Aided)	Dr. R. Manojkumar
33.	Dr. V. Tothumathu	Mathematics	Dr. V. Tothumathu
34.	Dr. T. E. Manjushree	PHYSICS	Dr. T. E. Manjushree
35.	Dr. R. Malathi Rajan	BCA	Dr. R. Malathi Rajan
36.	S. Jeyalakshmi	Human Excellence	S. Jeyalakshmi
37.	Dr. R. Kannan	Biology (UG)	Dr. R. Kannan
38.	Dr. N. NEELKANDESAN	chemistry (UG)	Dr. N. Neelkandesan
39.	Ganesh P. Arunjan	APD	Ganesh P. Arunjan
40.	Dr. M. Anandaraman	Dept of CT	Dr. M. Anandaraman



Nallamuthu Gounder Mahalingam College
(Autonomous), Pollachi
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ISO CELL

Surveillance Audit Meeting

23.11.2022

S. No	Name	Department	Signature
41.	Dr. P. PRATHAP	PG TAMIL	V. V. V. V.
42.	G. Angayarkanni	CS	G. Angayarkanni
43.	Dr. M. S. Sathyan	Comp Sci	Dr. M. S. Sathyan
44.	Ramya. P. P	Dept of History	Ramya. P. P
45.			
46.			
47.			
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61.			
62.			

ERP Committee meeting was held at IQAC Hall and following details are discussed.

* It is decided to procure the ERP Package of M/s SBNA Technologies, Coimbatore due to the Technology & Cost. (₹ 2,62,500/-) per annum.

* Committee also recommends the ERP to move cloud based over a period of time

for
1/3/19

1/3/19

G. M. L.
01/03/2019

M. Shree
1/3/19

Haridas
1/3/19

(K. Haridas)

A. Vinodh
1/3/19

Shilpi S.
01/03/19

K. Uday
1/3/2019

ERP Committee meeting was held at Board Room and following matters were discussed

* It is decided to procure the ERP of Package of Octoze Technologies, Chennai due to several advantages.

+ cloud based.

* Latest Technology Angular JS, Node JS, MongoDB.

* OBE

* It is decided not to go with M/S SBNA Technologies due to lack professionalism and not agreed for the previous decided amount.

[Signature]
3/4/19

M. Jayaram BV (S.F.)
3/4/2019.

[Signature]
3/4/19.

[Signature]
3/4/19

[Signature]
3/4/19

[Signature]
3/4/19.

[Signature]
3/4/19

M. Sunny
3/4/19

[Signature]
3/4/19.

[Signature]
3/4/19

S. S. S.
3/4/19.
S. Kumararam.

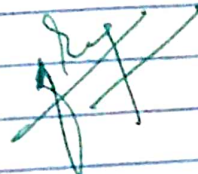
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3/4/19

ISO Committee meeting was held and discussed the following

* It is decided to conduct External Surveillance Audit during first week of August 2019

* It is decided to Conduct Management Review Meeting after Conduct of Surveillance Audit.

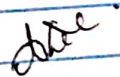
* It is decided to implement CAMU ERP during first week of August 2019 after giving proper orientation to faculties.


MR

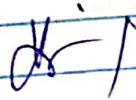
1. Ms. S. Jayalakshmi



2. Ms. A. Kalaivani



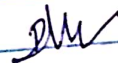
3. Ms. V. Poonima



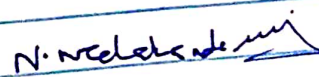
4. Dr. M. Chithirai Selvan



5. Mr. R. Somasundaram



6. Dr. N. Neelakandeswari



ERP- Meeting Review.

37
07.08.2019.

ERP - Coordinators meeting was held and discussed the following issues

* It is decided to edit student profile by concerned department coordinators.

* It is decided to edit faculty profile by concerned department co-ordinators after getting prior permission from concerned Department HoD

[Signature]
ERP - Co-ordinator

[Signature]

[Signature]

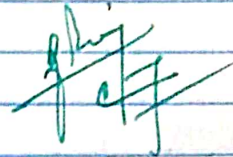
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03/01/2020

ISO Committee Meeting was held and discussed the following

- * It is decided to Conduct Internal Audit during third week of January 2020.
- * It is decided to Conduct Management Review Meeting after conduct of Surveillance Audit.
- * It is decided to conduct Pre Internal Audit Meeting on 10th January 2020 to the Auditors and Auditee then the Schedule of Internal Audit XVII and Audit observation sheet issued during the Meeting.



MR

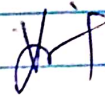
1. Ms. S. Jayalakshmi



2. Ms. A. Kalavani



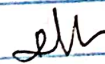
3. Ms. V. Poornima



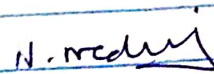
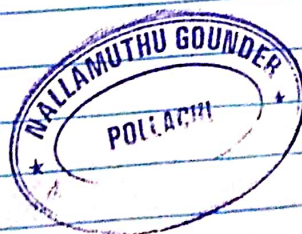
4. Dr. M. Chithirai Selvan



5. Mr. R. Somasundaram



6. Dr. N. Neelakandeswari

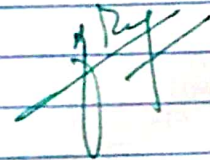
ISO Committee Meeting was held and discussed the following

* It is decided to conduct External Surveillance Audit during last week of December 2020.

* It is decided to conduct Management Review Meeting after conduct of Surveillance Audit.

* It is decided to conduct pre External Audit and Exit Meeting on Audit Date.

* It is decided to obtain student's feedback on the members of the teaching faculty through CAMU ERP.



MR

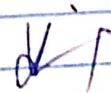
1. Ms. S. Jayalakshmi



2. Ms. A. Kalavani




3. Ms. V. Poornima



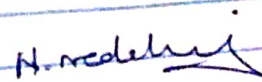
4. Dr. M. Chithirai Selvan



5. Mr. R. Somasundaram



6. Dr. N. Neelakandeswari



7. Ms. G. Angayarkanni



ERP Co-ordinators Meeting was held and discussed the following

* Domain Specification of all the staff's assigned as follows

Mrs. N. Pushpa

- ↳ All Aided (UG & PG)
- ↳ PG Botany
- ↳ PG Chemistry

Mr. D. Arunkumar

- ↳ SF Commerce
- ↳ SF Computer Science (UG & PG)
- ↳ BBA
- ↳ BCA
- ↳ B.Com CA (UG & PG)
- ↳ MSW
- ↳ MCA

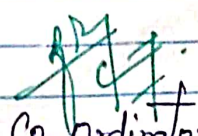
Ms. E. Kalaiselvi

- ↳ SF Mathematics
- ↳ Tamil (UG & PG)
- ↳ SF English Lit (UG & PG)
- ↳ IT
- ↳ B.Com E.Com
- ↳ B.Com finance
- ↳ CP
- ↳ B.Com B&I
- ↳ B.Com PA
- ↳ B.Com BPS
- ↳ B.Com IB (UG & PG)

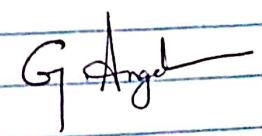
ERP - MEETING.

* Arrangement of Teams Meeting of PhD Viva Voce will be assigned based on Seniority with rotational mode.

* Schedule of Examination work will be carried out by all the ERP Staff's.


ERP Co-Ordinator

Mrs. G. Angayarkanni



Mrs. N. Pushpa

N. Pushpa

Mr. D. Arunkumar

D. Arun

Ms. E. Kalaiselvi

E. Kalai

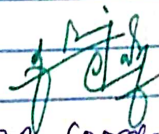
29/9/21

ERP Meeting was held and discussed the following with ERP Team of Kachimuttu Polytechnic and Malabar College of Engineering and Technology.

* Discussed the merits and demerits of CAMU-ERP

* Implementation issues faced by NSR.

* Implementation issues faced by NSP & MCET.


ERP - Coordinator

G. ANANDA LUMAR
AP / MCA / MCET

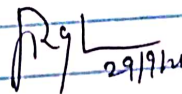


M. Nadeesh
Lecturer / CI - NPTC - Spoc

M. Nadeesh
29/9/21

Nadeesh.m@nptc.ac.in
9597882722

J. RAJKUMAR
Asst / office
NPTC.

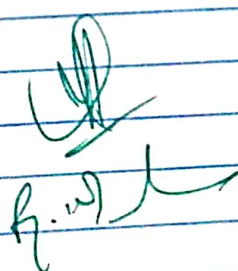
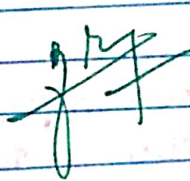

29/9/21

A. Ibrahim Bhatthas
Jr / Asst / office / MCET

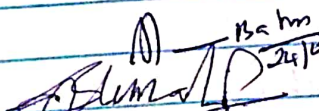

29/9/21

IT Cluster heads & Senior faculties of Computer Science meeting was held at Board Room to review of IT Policy - Following matters were discussed

- * IT Policy of the College - formulation
- * It is decided to frame the policy titles as discussed in the meeting
- * IT Policy Team will submit the draft Policy on before 27th Jan 2022
- * Policy Drafting Team comprises of
 Dr. Ganadhin K. D. B. Nagarajadasari &
 Dr. Senathopathi Dr. Hemalatha.

Dr. S. Saravana Babu
 Dr. S. VMAPATHY
 Dr. M. SAKTHI
 Dr. S. Hemalatha
 Dr. P. Anitha
 Dr. M.V. Sathiyamoorthy
 K. Vijayakumar
 M. M. Ramesh
 Dr. B. Azhagan Sundari
 Dr. E. Rama Devi

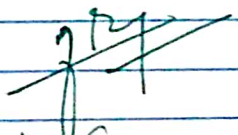
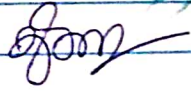
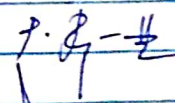


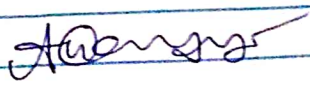
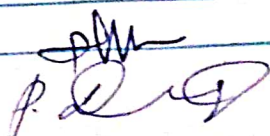
 24/01/22
 M. Sornu
 24/01/22
 M.V. Sathiyamoorthy
 24/01/2022
 K. Vijayakumar
 24/01/2022
 M. Ramesh
 24/01/2022



NBT - WEB - PORTAL COORDINATOR Meeting

Web portal Co-ordination of each Dept with Teaching & Non Teaching held at Alkondam Hall and following matters were discussed

- 1) All the Co-ordinators requested to monitor profile of their Dept. by registering VIDYAN portal and forward the URL to Chief - web-portal Co-ordinator.
- 2) Events of the Dept should be forwarded to Chief Co-ordinator
- 3) Research activities of the Dept should be forwarded by Co-ordinator to Chief - Co-ordinator
- 4) All the Co-ordinators are expected to update dept. detail in new web portal as or before 31/1/22

Name	Signature
1	 (K. Srinivas)
2. Dr. M. Durairaj	
3. P. RAJURATHAN	
4. M. Nandha Gopu	
5. Dr. S. SIVAKUMAR	
6. Dr. A. KANAGARAJ	
7. Dr. R. SOMASUNDARAM.	
8. P. Dharamapalan	

ISO CELL Meeting

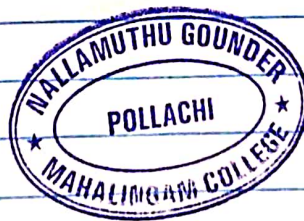
3

16/08/2022

ISO Committee meeting was held at Board Room and discussed the following items.

- 1.) It is decided to conduct Re-Certification audit on 22nd August 2022.
- 2.) It is decided to make snapshots for Academic Audit Requirements through CAMU ERP and that can be circulated to all the faculty.
- 3.) MRM Meeting will be held tentatively 1st week of September followed by Re-Certification Audit.

ISO - MRM



PRINCIPAL
Dr. R. MUTHUKUMARAN,
M.A., M.Phil., B.Ed., Ph.D.,
PRINCIPAL
N.G.M. College, Pollachi - 642 001
Coimbatore District

Members :-

Dr. G. VIGNESH

Dr. L. RANJIT

Dr. P. NANDHAKUMAR

Dr. M. AMUTHA

Ms. S. JAYAKASHMI

Ms. A. Kalavani

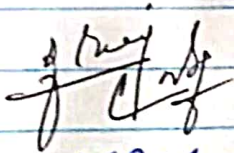
16/8/2022
16/8/2022
16/8/2022
16/8/2022

ISO CELL MEETING

ISO Committee meeting was held at ISO cell and discussed the following items

* It is decided to conduct final Re-certification audit on 23rd Nov 2022

* MRM Meeting will be held tentatively first week of December '2022 followed by final Recertification audit



ISO-MRM

Members:

Dr. M. Anutha.

Ms. G. Angayarkanni

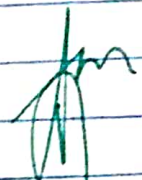
Dr. R. Nandhabanoo

Ms. V. Poornima

A. Kalairan

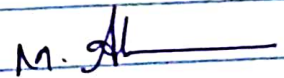
Dr. N. Neelakandeswari

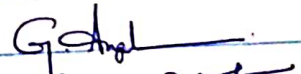
Dr. L. Ranganith



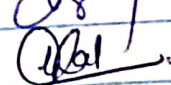
PRINCIPAL

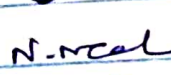
Dr. R. MUTHUKUMARAN,
M.A., M.Phil., B.Ed., Ph.D.,
PRINCIPAL
N.G.M. College, Pollachi - 642 001
Coimbatore District





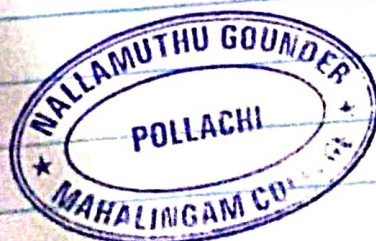












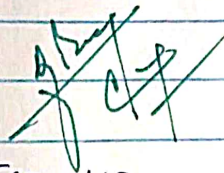
ISO Cell Meeting


23/03/2023⁷

ISO Committee Meeting was held and discussed the following

* It is decided to conduct Internal Audit during last week of March 2023.

* It is decided to conduct MRM after the Internal Audit during the first week of April 2023.


ISO-MR


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Coimbatore District

Members :-

Dr. M. AMUTHA - M. Al 23/3/23

Dr. R. NANDHAKUMAR - R. N. 23/3/2023

Ms. V. POORNIMA - V. P.

G. Angayarkanni - G. Ang 23/3/23

A. Kalairani - A. Kal 23/3/23

Ranya P.P - R. P.

Ms. S. JAYALAKSHMI - S. J.

Dr. N. NEELAKANDESWARI - N. Neel



ISO Cell Meeting

ISO Committee Meeting was held and discussed the following

* It is decided to Conduct Surveillance Audit during first/second week of Nov 2023

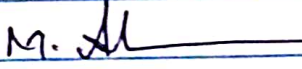
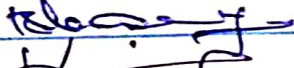

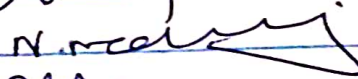
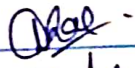
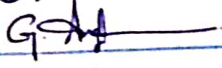

* It is decided to Conduct IOP/IR/IR after the surveillance audit/internal audit during first week of Dec-2023.

PRINCIPAL

MR.

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Coimbatore District.

Members.

- Dr. M. Ameltha 
- Dr. R. Narayanaswamy 
- Ms. V. Poornima 
- Dr. N. NEELAKANDESHWARI 
- A. Kalavani 
- G. Angayarkanni 
- S. JAYALAKSHMI 
- Ranya. P.P 