

INTERNSHIP REPORT

ON

(ACCOUNTANCY AND FINANCE AT CHANDERPUR INDUSTRIES PVT. LTD.)

By

Isha Rani

M.Com 1st Year

Class Roll No.-2426523

University Roll No.-2024074510



**Department of Commerce
Guru Nanak Khalsa College, Yamuna Nagar**

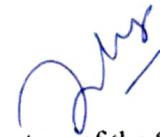
Kurukshetra University, Kurukshetra

Year: 2025

Certificate

"Certified that this Internship report is an original report of work done by me under the guidance of Internship Mentor Mr./Mrs./Dr. Deepak Kumar and under the supervision of Internship Supervisor Mr. Jaspreet Singh submitted as a part of the Internship Course of Post-graduate Programme of Kurukshetra University, Kurukshetra."

Date: 07/08/20


Signature of the Student

Countersigned


(Teacher Supervisor)

Appendix-IV

Internship Completion Certificate

It is certified that Mr./Ms./Mrs.... Isha Rani S/D/O..... Sh. Satish Kumar
..... Class M.Com I. Roll. No. 2426523..... of Department/College/Institute
Guru Nanak Khalsa College carried out his/her internship from 10/06/25 to 10/07/25
in this organisation Chanderpur Industries Pvt. Ltd

On the bases of his/her regularity, punctuality, interest shown towards learning skills,
dignity of labour, team participation, work experience and meeting internship objectives, a
score of 48 marks out of 50 marks is awarded.

Remarks, if any Good in Catching things:-

For Chanderpur Industries Pvt. Ltd.

Date:

Signature of Mentor

Manager

Name of Mentor Deepak Kumar

Designation: Manager

Address: Chanderpur Indst. P.H. H.O.

Email: Ciplo finance @ chanderpur.com.



Seal of the Organization

Acknowledgment

I would also like to extend my appreciation to Dr. Pratima Sharma, Principal, Guru Nanak Khalsa college, Yamuna Nagar for her continuous support and encouragement during my internship.

I would like to thank Deepak Kumar for providing me with the opportunity to complete my internship at their organization.

I am incredibly grateful to my internship coordinator, Dr. Jaswinder Kaur and internship supervisor Mr. Jaspreet Singh, for their invaluable guidance and support throughout my internship. They provided me with clear direction and expectations, and were always available to answer my questions and provide valuable feedback. Their constructive feedback helped me to improve my skills and approach to my tasks, and their encouragement kept me motivated and focused.

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About the Organisation

■ Name of the Organisation	Chanderpur Industries Pvt Ltd
■ Date of Establishment	July 13 ,1993
■ CIN	U29220HR1993PTC032056
■ Address	Kanjnu,Radaur Yamunanagar (HR)
	135133
■ Email ID	Ciplfinance@chanderpur.com



Chanderpur Group is founded by **Shri Sumesh Chandra** in **1962** with the initiation of the first company “**Chanderpur Works Pvt. Ltd.**” CPG has been growing since then with the addition of multiple products, increase in the area of operations and nevertheless, we now have our clients around the globe covering almost all continents.

Established in 2011, Chanderpur Industries Pvt. Ltd. is dedicated to manufacturing high-quality equipment for a diverse range of industries including Oil & Gas Refineries, Petrochemicals, Oleo Chemicals/Fatty Acid, Defence, and Nuclear sectors. Their state-of-the-art facility is strategically designed to meet the increasing production demands of the parent company.

Chanderpur Industries Pvt. Ltd., is having modern workshop, specializing in Gear Manufacturing and precise machining. Their facility boasts cutting-edge gear-cutting technologies including CNC horizontal borers, CNC vertical turning lathes, and WMW gear hobbers. With this equipment, they can manufacture gears up to 10 meters in diameter and 55 module gears.

Their commitment to excellence extends to our vibration/thermal/electric stress relieving facility, which effectively removes stresses generated during machining

processes. Additionally, their heavy equipment division is dedicated to manufacturing a wide array of products including Pressure Vessels, Heat Exchangers, Reactors, Fractional/Distillation, Splitter Columns, Rotary Kilns, components of Ball Mills, and various other miscellaneous equipment.

The Pressure Vessels division has achieved U & R stamp certification, a mark of quality and safety.

The facility is equipped with high-capacity bending machines capable of cold-bending steel plates up to 70 mm thick and 3 meters wide. For precise machining, Chanderpur Industries utilizes a CNC Centre lathe with an x-axis of 10 meters, ensuring the accuracy and quality of its products.

The company has recently added a new shed capable of handling 200 tons, expanding their capacity to serve their clients better. Furthermore, they have invested in updated machinery to enhance our manufacturing capabilities, ensuring superior quality and efficiency in every project.

Objectives of Internship

I choose to work with CHANDERPUR INDUSTRIES PVT LTD.

During this internship I have learnt many new skills.

Before internship I have only theoretical knowledge about work in organisation but now I have practical some practical experience of working in organisation. Now I have knowledge about the organisation's working environment and how organisations work and achieve their goals and objectives.

This internship has to gives me the understanding of business and also about the elements of strategic thinking, planning and implementation, and how these things are applied in a real world organisation environment.

Following are the objectives that I have in my mind before working as an internee.

- To improve communication skills.
- To analyze the business situation.
- To establish high standard in professionalism.
- To learn more than the theoretical knowledge.
- To learn book keeping practices of different companies.
- To apply the theoretical knowledge in actual organisation.
- To compare practical aspects with theoretical aspects.
- To make quick decision in real situation.
- To learn how to promote and to conduct research in business area.
- To promote my personal knowledge and professional preparation for future
- To properly integrate my theoretical knowledge and practical work.

- To plan for the future of oneself and learn how to adjust in an organisation.
- To know how to present your recommendations in front of your boss.
- To get knowledge of opportunities and threats while entering into an organisation.
- To get exposure to do a work in an organisation and also known about organisational behaviour, ethical rules and regulations.

Details of Work Done

While working with this organization I have learnt lot of things and got much more knowledge about accounting field with good experience. Following is the list of tasks performed by me during the internship period :

- Accounting
- MS – Excel
- Tally ERP 9
- Company creation
- GST

➤ Accounting :

Accounting Vouchers in Tally :

An accounting voucher is a record that acts as a supporting document to the entries recorded in the accounting books. The vouchers are stamped as ‘paid’ once the payment is received by the supplier. The payments are recorded in the respective ledger accounts.

Types of Vouchers are :

1. Sales Voucher.
2. Purchase Voucher.
3. Payment Voucher.
4. Receipt Voucher.
5. Contra Voucher.
6. Journal Voucher.
7. Credit Note Voucher.
8. Debit Note Voucher.

1. Sales Voucher :

Sales voucher is one of the most used accounting vouchers in tally. Users can create this voucher into different formats; as an invoice, or as a voucher. The invoice format enables users to print a copy of invoices for customers. The voucher format can be used to store transactional records electronically and it doesn't need a paper copy for the customer .

2. Purchase Voucher :

Like sales vouchers, purchase voucher belongs to the accounting category and is available in both invoice and voucher formats. Editing and modifying receipt entries in tally are easy, as its voucher format helps accountants to do so quickly. Moreover, tally also helps in converting a purchase voucher in the invoice format to the voucher format.

3. Payment Voucher :

The payment voucher is another accounting voucher in tally that helps create and print cheques against the order. Once the payment voucher gets passed, the corresponding cheque can be printed by clicking on ‘banking’ and then on ‘cheque printing’.

4. Receipt voucher :

When accountants make a receipt voucher in tally, all the invoices which have pending payments pop up as a reminder. As soon as the

client makes the payment through any mode, the receipt can be updated with the payment method details.

5. Contra Voucher :

Contra vouchers are used to withdraw or deposit money in banks with the help of instruments such as cheques/ATM/DD or e-transfer to another account through NEFT/IMPS. With the help of contra vouchers in tally accountants can also generate deposit slips for recordkeeping.

6. Journal Voucher :

A journal voucher in tally can come under the roof of both accounting and inventory vouchers. There are multiple uses of a journal voucher in tally depending on the type of business it is being used for.

7. Credit Note Voucher :

Credit note voucher in tally has to be enabled manually. It is usually enabled by pressing F11 and they manually configuring its features. Credit note can also be passed by checking the original invoice. When a client is selected, tally shows the transaction invoice history that have been raised.

8. Debit Note Voucher :

Debit note voucher is one of the most used types of voucher in tally ERP 9, that is used for managing purchase return. With the help of this, accountants can generate the debit note for invoicing as well as a voucher. Like credit note voucher in tally, debit note too can easily be configured by pressing F11 and configuring it manually.

➤ MS – Excel :

Microsoft excel is helpful and powerful program for data analysis and documentation. It is a spreadsheet program, which contains number of

columns and rows, where each intersection of a column and a row is a “cell”. Each cell contains one point of data or a one piece of information. By organizing the information in this way, you can make information easier to find, and automatically draw information from changing data.

There are many shortcut keys like :

+1 – Format numbers with two decimal places
+2 – Format cells as time +3 – Format cells as date
+4 – Format cells as currency
+5 – Format cells as percentage
Ctrl + shift + 6 – Format cells in exponential or scientific form

Formula Auditing Toolbar :

The formula auditing toolbar gives you quick access to an error checking function that works especially well on large and complicated worksheets and also on smaller worksheet.

➤ Tally ERP 9 :

Tally ERP 9 is one of the most popular accounting software used in India. It is complete enterprise software for small and medium enterprises.

Tally ERP 9 is a perfect business management solution and GST software with an ideal combination of function, control, and inbuilt customizability.

Tally ERP 9 permits business owners and their associates to interact more in accounts related discussion and is a complete

product that retains its original simplicity yet offers comprehensive business functionalities such as Accounting, Finance, Inventory, Sales, Purchase, Point of Sales,

Manufacturing, Costing, Job Costing, Payroll and Branch Management along with compliance capabilities for Excise, TDS, TCS, and now GST too.

➤ **Steps to create a company in tally ERP 9 :**

Step 1 : In the opening menu, select “create Company”.

Step 2 : Enter Company Details :

Enter the company name as it appears on banking records.

Enter the company address, statutory compliance, telephone number, and email.

Step 3 : Turn on “Auto Backup” to ensure that a copy of all your work is saved in case something happens to the original.

Step 4 : Choose your currency.

Step 5 : If you are using tally to just manage your accounts, then select “Accounts only” in the Maintain menu and if you are using tally for inventory management as well, select “Accounts with inventory”.

Step 6 : Enter the start of your financial year and the start date for the books.

➤ **GST (Goods and Services Tax) :**

The goods and services tax (GST) is a tax on goods and services sold domestically for consumption. The tax is included in the final price and paid by consumers at point of sale and passed to the government by the seller.

Types of GST :

TYPES	EXPLANATION
CGST	CGST is a central goods and services tax. It is applicable to suppliers dealing within the state. Taxes that are collected will be shared with the central authority body.
SGST	SGST is a state goods and services tax. It is applicable to suppliers who dealing within the state. Taxes that are collected will be shared with the state authority body.
IGST	IGST stands for an Integrated Goods and Services tax. It is applicable to suppliers who dealing with interstate business and import transactions. Taxes which are collected will be shared to central and state authority body.
UTGST	If the transaction is related to any union territory.

Learning Experience

This 4-week internship program has been very productive and beneficial for me. Working at HBSK and Co , has broaden my accounting knowledge. I got a chance to learn new accounting terms and concept while working with certified CA and certified ACCA. Along with that, I got an opportunity to flourish my professional skills, such as teamwork and confidence. These skills will be important in my future career as a professional in the accounting field. It taught me to maintain a balance between professional world and personal world. Working in CA firm also helped me move forward to achieving my goal of becoming ACCA. This internship provided me a chance to work with other CA and ACCA and learn how a CA firm operates. I experienced the works that CA and ACCA do and understand account profession. I even got a chance to do auditing with other articleship and article trainees. Along with getting an opportunity of exploring the CA field, I also got to know how school, bank and NGO operates. I got to experience the culture and accounting

standards followed in those sectors. This internship program gave me a broader perspective and helped me adapt to different clients and situations in the future. This internship has taught me about how the professional world work and how one could survive in this world. I believe that this internship has helped me grow as a person by teaching me new things. The skills and knowledge that I gained from working in J.B. Rajbhandary & Dibins, has contributed to my personal and career growth. Overall, this internship has been a successful and rewarding experience.

Learning Outcomes

While working with “CA Himanshu Bajaj” sir, I learned so many things which will help me further in accounting field. During the internship period I realized so many things like how to be punctual and responsible employee. How to complete the task within the given period of time.

This internship proved that the practical orientation is necessary for the development and preparation of a person before entering into the corporate world.

They taught me how to reach a mutual understanding between different people while working together. The things that I have learnt at “HBSK and Co.” are :

- Meaning and necessity of the responsibility
- Working with ethics
- Client dealing
- Responsibility to the profession
- Ability to interact with different sorts of people

- Theoretical concepts were understood better after internship
- How to represent ourself in the working world

Conclusion

Overall internship was really a good and knowledgeable experience.

It helped me to develop my skills, knowledge, and abilities. Not only good knowledge, I gained good friends too.

I am grateful and thankful to my supervisor and department staff. They also helped me to overcome my weaknesses and provided guidance to me whenever I was in need.

Student Day Diary

Day	Date	Details of Learning Activity	Signature Internship Mentor
1	10 Jun. 2025	Understand company structure	Jarod
2	11 Jun. 2025	Data entry for invoices	Jarod
3	12 Jun. 2025	Ledger	Jarod
4	13 Jun. 2025	Journal entries	Jarod
5	14 Jun. 2025	Reconciling	Jarod
6	16 Jun. 2025	GST input/output	J.
7	17 Jun. 2025	Expense categorization	Jash
8	18 Jun. 2025	Verify client accounts	Freel
9	19 Jun. 2025	Client handling	Vander
10	20 Jun. 2025	Sorting bills	Vander
11	21 Jun. 2025	Data entry	Jarod
12	23 Jun. 2025	Tally	J.
13	24 Jun. 2025	Review of dep. calculation	J.
14	25 Jun. 2025	Return & challans	J.
15	26 Jun. 2025	Review of GST return	J.
16	27 Jun. 2025	TDS	Vander
17	28 Jun. 2025	Petty Cash handling	Vander

18	30/06/25	Creation of excel sheet	Disha
19	01/07/25	Payment voucher drafted	Disha
20	02/07/25	Preparation of balance sheet	Rohit
21	03/07/25	P & L summary	Disha
22	04/07/25	Prepare invoices	Disha
23	05/07/25	Sales returns	Shubh
24	07/07/25	Income tax filing	Vansh
25	08/07/25	verified salary slips	Vansh
26	09/07/25	final review of accounts	Vandna
27	10/07/25	Feedback session with	Vandna
28		Mentor	
29			
30			



Chanderpur Works Pvt. Ltd.

Chanderpur Industries Pvt. Ltd.

Chanderpur Renewal Pvt. Ltd.

SCAN Project Limited

Christian Pierron India

