

Audit Report for Audit ID - AU00160-1

VA- Surprise Verification Sec

Audit Score

88/100

Details

Audit	AU00160
Scheduled Audit	AU00160-1
Location	Visakhapatnam
Hotel	GreenPark Hotel- GPV
Department	Security
Checklist	VA- Surprise Verification Sec
Audit Type	External
Auditor	NAVEEN A
Start Date	13-06-2018
End Date	15-06-2018
Submitted Date	13-06-2018
Status	Completed
Assigned By	Administrator Account
Non-Compliance	1
Chronic Issues	0

Comparison

GREENPARK HOTEL- GPV VA- SURPRISE VERIFICATION SEC				
VA- SURPRISE VERIFICATION SEC		Jun 2018	VARIANCE	% of Increase / Decrease (-/ +)
S.No	Sections	SCORE OBTAINED		
1	Operations	88	-	-
Audit Score		● 88	-	-

	80-100 = Green	Good / Excellent
	61-79 = Yellow	Average
	60 below is Red	Poor / Fair

Non-Compliance

Section: Operations

Subsection: Records or Registers and Controls

1: Are all the items received against the RGPs within the expected return date ? **NC**

☒ No

Attachments :

T2_20180613_170608.xls

Observation Text :

RGP register was verified and observed that materials were pending to be received up to a maximum of 12 days as on 12-May-18

Chronic

No chronic issues found

Audit Questionnaire

Section: Operations**Subsection:** Records or Registers and Controls

1: Was the Security Patrolling report & Valet Car Parking Register updated without any deviations?

☒ Yes

Observation Text :

2: Whether Security guards worked for only one shift ?

☒ Yes

3: Are all the Returnable Gate Passes approved as per SOP

☒ Yes

4: Are all the items received against the RGPs within the expected return date ? **NC**

☒ No

Attachments :

T2_20180613_170608.xls

Observation Text :

RGP register was verified and observed that materials were pending to be received up to a maximum of 12 days as on 12-May-18

5: Are all the Non-Returnable Gate Passes approved as per SOP

☒ Yes

6: Whether the odd hour register updated upon of receipt of material after regular timing?

☒ Yes

7: Are all the mandatory registers maintained and approved by security manager ?

☒ Yes

8: Whether garbage is collected on a daily basis without any deviation ?

☒ Yes