

# Audit Report for Audit ID - AU00413-2

## VA-Finance Routine Q3

Audit Score

77/100

### Details

Audit	AU00413
Scheduled Audit	AU00413-2
Location	Visakhapatnam
Hotel	GreenPark Hotel- GPV
Department	Finance
Checklist	VA-Finance Routine Q3
Audit Type	External
Auditor	Venkat Associates
Start Date	22-04-2019
End Date	29-04-2019
Submitted Date	22-04-2019
Status	Completed
Assigned By	Administrator Account
Non-Compliance	1
Chronic Issues	0

## Comparison

GREENPARK HOTEL- GPV VA-FINANCE ROUTINE Q3					
VA-FINANCE ROUTINE Q3		Feb 2019	Apr 2019	VARIANCE	% of Increase / Decrease (-/ +)
S.No	Sections	SCORE OBTAINED	SCORE OBTAINED		
1	Finance	--	77	--	--
Audit Score		● NAN	● 77	NAN	NAN%

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

## Non-Compliance

**Section:** Finance

**Subsection:** Credit Card-Rate Agreement and Validation

1: Whether signed agreement with all the bankers are available, up to date, and Whether terminal IDs, machine IDs, rate of Merchant service fee, penalty charges, if any are available in the agreement or in any communication shared between the two parties? Wherever there are any changes, whether communication is available from both the sides for the changes made and transactions are effected properly as per the applicable dates?

**NC**

Rating: 0

Observation Text :

Unit is having Axis bank Terminal One & HSBC terminal one in number from long time for which no agreements were available. Terminal IDs, machine IDs, were not annexed with agreement but unit is having the subject details in an excel file. Same was verified with statement and found to be In order. There is no MSF rate mentioned in the bank agreement, Hence same cannot be calculated. However Inter office communication is available stating MSF @1% for HDFC , same was verified with statements and found satisfactory

## Chronic

No chronic issues found

# Audit Questionnaire

## Section: Finance

### Subsection: Credit Card-Rate Agreement and Validation

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#### Observation Text :

Unit is having Axis bank Terminal One & HSBC terminal one in number from long time for which no agreements were available. Terminal IDs, machine IDs, were not annexed with agreement but unit is having the subject details in an excel file. Same was verified with statement and found to be In order. There is no MSF rate mentioned in the bank agreement, Hence same cannot be calculated. However Inter office communication is available stating MSF @1% for HDFC , same was verified with statements and found satisfactory

2: Whether terminal IDs and machine IDs used are same as per the contract? ☒ Not Applicable

3: Whether MSF is charged / deducted as per the agreement? ☒ Not Applicable

4: If no, the financial impact to be given ☒ Not Applicable

## Section: Finance

### Subsection: Credit Card-Cashiering

1: Whether credit card batch closing reconciled with IDS report?

Rating: 9

2: Whether credit card batch closed within the stipulated time or penalty charged for delayed closing of the batch?

Rating: 9

#### Observation Text :

penalty amounts is debit to concern departments.

3: Whether card settlement summary tallies with the merchant copies and IDS report?

Rating: 9

4: Whether the days sales tallied with the bills collection?

Rating: 9

#### Observation Text :

Verified & satisfactory

5: Any delays observed in the amount crediting in the bank account ?

Rating: 9

Observation Text :

Verified & satisfactory

6: GST charged on the credit card commission charged by the bank and is the same accounted ?

Rating: 9

Observation Text :

Verified & satisfactory