



**NATIONAL OPEN UNIVERSITY OF NIGERIA  
14-16 AHMADU BELLO WAY, VICTORIA ISLAND LAGOS  
SCHOOL OF AGRICULTURAL SCIENCES  
SEPTEMBER/OCTOBER 2015 EXAMINATION**

**COURSE CODE: HCM 436**

**COURSE TITLE: INTERNAL CONTROL IN HOSPITALITY ADMIN**

**TIME ALLOWED: 2HOURS**

**INSTRUCTIONS: 1. Attempt question one (1) and any other two (2) questions**

**2. Question number 1 is compulsory and carries 30 marks while the**

**other 2 questions carry 20 marks each**

**3. Present all your points in coherent and orderly manner**

**QUESTION ONE**

A. Define:

- |                     |      |
|---------------------|------|
| i. Internal control | 5mks |
| ii. Internal check  | 3mks |
| iii. Internal audit | 5mks |

B. Outline 5 advantages of Internal Control Evaluation Questionnaire (ICEQ) over Internal Control Questionnaire (ICQ)  
5mks

C. Explain briefly the credit control procedures to be put in place for the underlisted:

- |                           |      |
|---------------------------|------|
| i. Guests from airlines . | 4mks |
|---------------------------|------|

- ii. Guests paying by credit card . 4mks
- iii. Guests checking in with tour groups. 4mks

## **QUESTION TWO**

- A. Explain the importance of internal control 12mks
- B. Outline the meaning of PAPAMOSS 8mks

## **QUESTION THREE**

State:

- i. 5 functions of internal audit  
5mks
- ii. 5 examples of control questionnaire on purchases  
5mks
- iii. 5 features of internal control  
10mks

## **QUESTION FOUR**

- A. Describe 5 factors to be considered in evaluating internal audit functions 20mks

## **QUESTION FIVE**

- A. Discuss 10 contents of audit working papers  
10mks
- B. State 5 components of internal control by management  
5mks
- C. Analyse the 5 basic areas that internal auditors operate in  
5mks