



MADANAPALLE INSTITUTE OF TECHNOLOGY & SCIENCE
(UGC-AUTONOMOUS INSTITUTION)

Affiliated to JNTUA, Ananthapuramu & Approved by AICTE, New Delhi
NAAC Accredited with A+ Grade, NIRF India Rankings 2024 - Band: 201-300 (Engg.)
NBA Accredited - B.Tech. (CIVIL, CSE, ECE, EEE, MECH, CST), MBA & MCA



INTERNAL AUDIT NOTES
ISO 21001:2018 EOMS

Department:	Auditor:	Date:																																																																								
Process: Teaching Learning & Examination		Process Owner (Name of the person Audited):																																																																								
INPUTS: Syllabus, Lab Plan, Academic Calendar	OUTPUT: Internal Marks – 40 marks i) Exercise undertaken in the class – 15 Marks ii) Record of Exercise – 15 Marks, Viva – 10 Marks, Academic Record Book	OBJECTIVES: Target – 100% Completion of Syllabus Target – 90% Pass																																																																								
Notes/ Objective Evidence: (e.g. inspected documents/ audit observations/result of interview)		Evaluation																																																																								
Note: <table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width:25%;">Name of the Course with Course Code</th> <th style="width:25%;">No of Experiments as per Syllabus</th> <th style="width:25%;">Actual Plan</th> <th style="width:25%;">Record</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>		Name of the Course with Course Code	No of Experiments as per Syllabus	Actual Plan	Record																																	<table border="1" style="width:100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width:30%;">Name of the Course with Course Code</th> <th style="width:20%;">No of Experiments as per Syllabus</th> <th style="width:20%;">Actual Plan</th> <th style="width:20%;">Record</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Name of the Course with Course Code	No of Experiments as per Syllabus	Actual Plan	Record																																
Name of the Course with Course Code	No of Experiments as per Syllabus	Actual Plan	Record																																																																							
Name of the Course with Course Code	No of Experiments as per Syllabus	Actual Plan	Record																																																																							

Note: Please use separate audit notes for each process however you can use multiple sheets for single process.

E: evaluation: 1 = conformance 2 = Non-conformance n.a.: not applicable