



**Criterion** : IV – Infrastructure and Learning Resources  
**Metric** : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
**Year** : 2022-2023



**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms, etc.**

#### DC – Audit 2022-2023

- ❖ Department of Zoology
- ❖ Department of Mathematics
- ❖ Department of English
- ❖ Department of Tamil
- ❖ Department of Physics
- ❖ Department of Geography
- ❖ Department of Economics
- ❖ Department of Computer Science
- ❖ Department of Chemistry
- ❖ Department of Botany
- ❖ Department of Business Administration



Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023



Department of Chemistry

Page No. : 796

Date	Particulars of Invoice	Nature of Transaction	Receipt	Issue	Balance	Remarks
	2022 - 2023					
	certified that the actual stock of the registers have been verified by us till March 2023 with the stock as in the register and found to agree					
	<p style="color: blue;">D. Aravindhan 31/3/23</p> <p style="color: green;">ச. ம. செல்வம் முதலாளி, 15/4/23 ம.வ. முத்துயா அறிவு களம் மணி மாலை கட்டிடம். முக@666-624 001.</p> <p style="color: red;">Seen - DCE Audit (31.03.2023) 31.03.2023 19/03/23 (S-4)</p>					



Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023



Department of Economics – Library Stock Checking by DC Audit

22.	43751	S. Santaran	Indian Economy	Margham publication	260.00
23.	43752	"	"	"	260.00
24.	43753	Dr. P. Saravanan & P. An-dichamy	Export import Procedure & Documentation	Ment India publications	60.00
25.	43754	"	"	"	60.00
26.	43755	Dr. S. Santaran	Monetary Economics	Margham Public-ation	180.00
27.	43756	"	"	"	180.00
28.	43757	NTA UGC NEI/SRF SER. - Paper-2	Economics	Arihant-Publiat-ions.	635.00
29.	43758	"	Economics	"	635.00
30.	43759	Dr. M. A. S. Senthil			150.00
Total Books as on 20.12.23		Checked and Verified		செய்து பரிசீலனை செய்து உறுதி செய்துள்ளேன்.	
1398		Dr. J. DHANASEKARAN Department of History M.V.M. Government College CANDIGUI		31.03.2023 Dr. S. Senthil DC Audit	



Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023



Department of Computer Science

External Audit

2022 - 2023  
 under non-plan allotment Rs 1000/-

18 Periodical Maintenance

bill no: 127, 128 TOP NOTCH  
 INFO SERVICES  
 bill date: 01.09.22 } D.No: 34, Mangulthai palayam  
 03.09.22 } Tiruchhogode - 637209  
 Namakkal Dt.  
 Tamil Nadu

Sl.no	particulars	Qty	Rate	Amount
1	Toner refilling	1	340.00	340.00
2	System Service	2	330.00	660.00
TOTAL				1000.00

Rs 1000/- Rupees One thousand only

allotment : 1000.00  
 bill amount : 1000.00  
 balance NIL

65.NC.46  
12/9/22

Principal  
 M.V. Muthiah Govt.  
 Arts College (W)  
 Dindigul - 1.

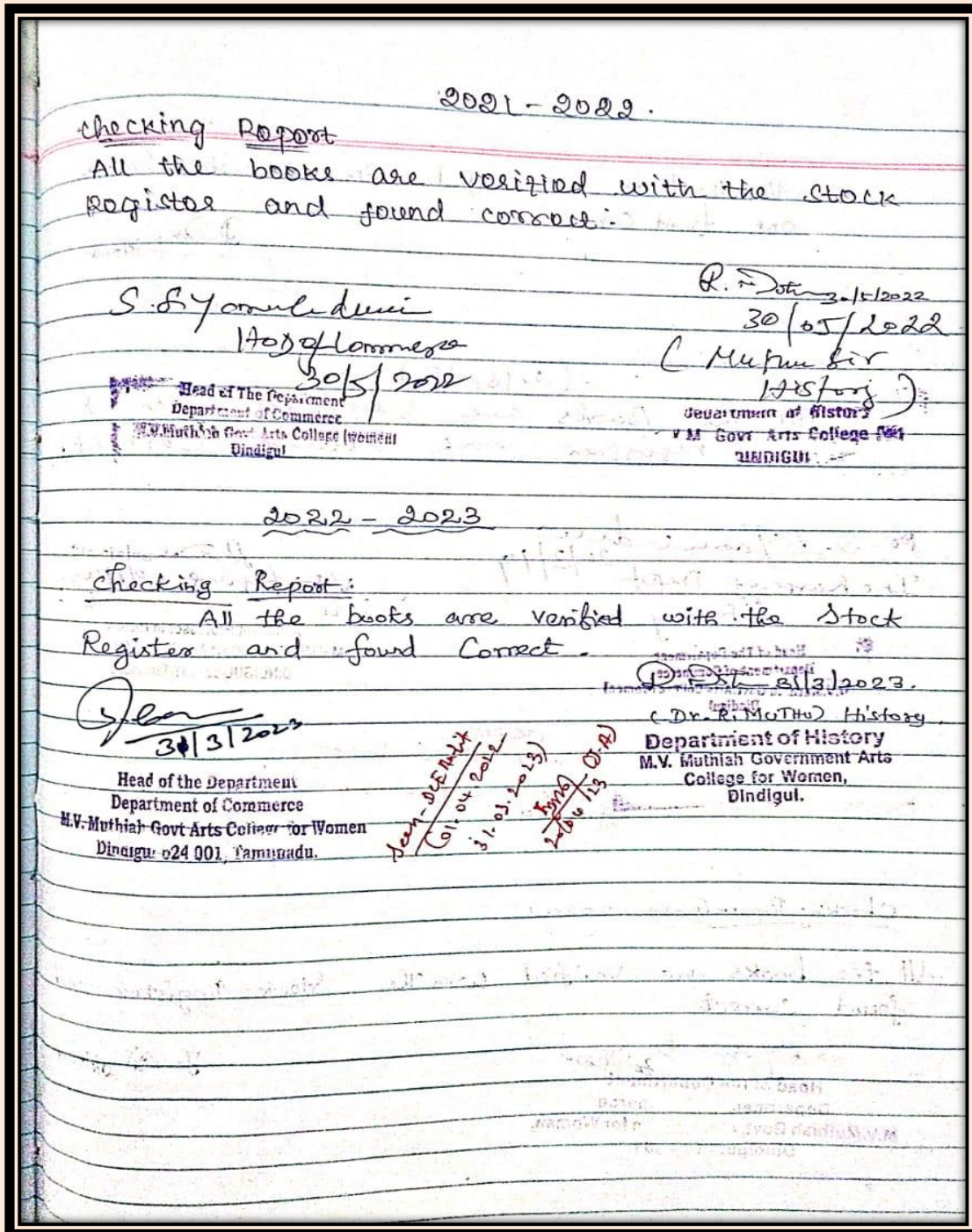
HEAD  
 DEPT. OF COMPUTER SCIENCE  
 M.V. MUTHIAH GOVT ARTS COLLEGE FOR WOMEN  
 DINDIGUL.

Jeeva-DEE Audit  
 01.09.2022  
 01.09.2023  
 19/09/22



Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023

Department of Commerce





Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023



### Department of English – Library Accession Register

Accession Number	Title of the Book	No. of Books	Amount
1 43816	One-Act Plays for English Proficiency	1	7.00

சி. கார்ஜூன் தேவ்  
 (LIBRARY-IN-CHARGE)

முனைவர்.பி.என.என. அருட்செல்வி பரவதா  
 ஆங்கில கிணைப்பிபராளிவையம்மற்றும் துறைத்தலைவர்  
 எம்.வி.முத்தையா அரசு மகளிர் கலைக் கல்லூரி  
 தண்டிக்கல் - 624001

Seen  
 Date And  
 2022-23  
 P. J. in  
 19.4.23  
 Anthon



Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023



### Department of Maths

		2022 - 2023			
2302	43566	Analytic Methods for Partial Differential Equations	Evans. G Blackledge. J Yardley. P	3163.40	
2303	43567	Graduate Texts in Mathematics Graph Theory	J.A Bondy U.S.R. Murty	4967.48	
2304	43568	Linear Integral Equations Theory & Technique	Ram. P. Kanwar	5875.10	
				Gross Total	14005.67
				Discount 15%	2100.85
				Total Amount	11904.82
				Rounded off	0.18
				Net Amount	11905.00

Secy  
 DCB Audit  
 2022-23  
 19.4.23  
 Bursar

9.1.2023  
 HEAD  
 PG AND RESEARCH  
 DEPARTMENT OF MATHEMATICS  
 M.V. MURUGANATHAN COLLEGE OF ARTS AND SCIENCE  
 CHENNAI, TAMILNADU.

Date: 28.12.2022



Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023



Department of Botany

Shi Royal Scientific Suppliers NON PLAIN - 2022-2023 Allotted Amount =  
 No-4 A-11<sup>th</sup> Cross  
 West Extension  
 Theilvai Nagan  
 Trichy- 620018  
O.S. - Maintenance  
 Bill No : 1897  
 Date : 05.12.2022

S.No	Date	Bill No	Particulars	Qty	Rate	Amount-
1	05.12.2022	1897	Compound microscope service	3	847.00	2542.50
			C 618794, (228.83)			457.66
			8618791, (228.83)			0.15
					Round off	
					Total	3000.00

*[Signature]*  
 03/12/2022  
**J.P. NIKKITHA** M.Sc., M.Phil., M.Ed., Ph.D.  
 HEAD OF THE DEPARTMENT  
 DEPARTMENT OF BOTANY

Scan - DCE Audit  
 01.04.2022 -  
 31.03.2023  
 19/04/23 (D-A)

Rupes three thousand only  
 Allotted Amount - Rs. 3000  
 Amount spent - Rs 3000

MV

*[Signature]*  
 03/12/23  
**Principal**  
 M.V. Muthiah Govt.  
 Arts College (W)  
 Dindigul - 1.





**Criterion** : IV – Infrastructure and Learning Resources  
**Metric** : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
**Year** : 2022-2023

**Consumable stock register – Department of Botany**

Name of the Article:		2021-2022.		242			
Date	Particulars of Invoice	Receipt	Rate	Amount	Issue	Balance	Remarks
07.06.2022	Transfer charges from Dr. Sivabakari Assistant-Professor of Botany	<i>[Signature]</i> 07/06/22					
<p>2021-2022.</p> <p>certified that the stock of the articles have been verified by us with the stock as in the Register and found to be correct as on 07.06.22.</p>							
07.06.22		<i>[Signature]</i> 07/06/22					<p><i>[Signature]</i> 07/06/22</p> <p><b>J.P. NIKKITHA</b> M.Sc., M.Phil., M.Ed., Ph.D.                      HEAD OF THE DEPARTMENT                      DEPARTMENT OF BOTANY</p> <p>ம.வ.முத்துமயா பொருளியல் கலைக் கல்லூரி, திருச்சூர்-1.</p>
<p>2022-2023</p> <p>certified that the stock of the articles have been verified by us with the stock as in the Register and found to be correct as on 30-3-2023</p>							
30-3-2023		<i>[Signature]</i> 30/3/2023					<p><i>[Signature]</i> 30/3/2023</p> <p><b>J.P. NIKKITHA</b> M.Sc., M.Phil., M.Ed., Ph.D.                      HEAD OF THE DEPARTMENT                      DEPARTMENT OF BOTANY</p>
<p><b>D. SRIJATHI</b> MCA, M.Phil., Ph.D.                      Assistant Professor                      Department of Computer Science                      M.V. Muruganatha Engineering College, Tiruchur                      Contact: 94421 43468</p>							



Criterion : IV – Infrastructure and Learning Resources  
 Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
 Year : 2022-2023



Department of Chemistry

**STOCK REGISTER OF CHEMISTRY DEPARTMENT**

Page No. : **794**

Date	Particulars of Invoice	Nature of Transaction	Receipt	Issue	Balance	Remarks
	2022 - 2023					
	certified that the actual stock of articles have been verified by us till march 2023 in the register and found to agree					
	 31/3/2023 சிவசுப்பிரமணியன் இயக்குநர், கல்வி அலுவலகம் திண்டுக்கல் .188 114-கல்வி அலுவலகம்		85.10.410 முத்துமயா, 1574/23 எம்.வி. முத்துமயா பொறியியல் கல்லூரி திண்டுக்கல்-624 001			
	 31/3/23					
	Seen-Over Audit 01.04.2023 31-03-2023 முத்துமயா (M.V.) 19/04/23					



**Criterion : IV – Infrastructure and Learning Resources**  
**Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities**  
**Year : 2022-2023**



**Department of Zoology**

2022 - 2023		2022 - 2023	
Non Plan Rs. 7000/-		Non Plan Rs. 3000	
No. of Books: 16		No. of books: 16	
2822	43787	Text book of Zoology: Invertebrates	R.L kotpal 825.00
2823	43788	Modern Text book of Zoology-vertebrates	R.L kotpal 825.00
2824	43789	Practical Zoology Invertebrates	S.S. Lal. 475.00
2825	43790	Practical Zoology Vertebrates	S.S. Lal. 475.00
2826	43791	Economic Zoology	Shukla and Upadhyay 435.00
2827	43792	Animal Behaviour	Reana Mathur. 415.00
2828	43793	Parasitology (Medical Zoology)	H.s. Singh & P. Rastogi 415.00
2829	43794	Immunology	S.S. Lal and S. Kumar 625.00
2830	43795	Fish and Fisheries	Panday and Shukla 625.00
2831	43796	Elements of Entomology	Rajendra Singh 525.00
2832	43797	Developmental Biology	Sastey and Shukla 375.00
2833	43798	Animal physiology and Biochemistry	Dr. K.V. Sastey 525.00
2834	43799	Evolutionary Biology	Tamas and Singh. 395.00
2835	43800	wildlife Conservation and Management	Reana Mathur 445.00
2836	43801	Endocrinology and Reproductive Biology	K.V. Sastey 315.00
2837	43802	Genetics	P. K. Gupta 475.00

Rastogi Publications  
Gangotri, Shivaji Road  
Haridwar - 250002.  
Bill No. C801147  
Date: 09/02/2023.

21/2/2023  
HOD of Zoology.

2838	440033	நுண்ணியூயிர்கள்	லாக்டர். சி. பனாசிமுத்திரமணிமன் 175.00
2839	44004	காலநிலை	பெர். டீர். அண்ணாமலை 300.00
2840	44005	கிந்திய உணவிலாநிலைகள்	பி. சி. அப்பையன் 165.00
2841	44006	கருத்துவாத சூத்திரங்களை உட்கொண்டிருக்கும் மூலக்கூறுகள்	சீ. சுவாமிநாதன் 190.00
2842	44007	உணவு உட்கொண்டிருக்கும் மூலக்கூறுகள்	சீ. சுவாமிநாதன் 190.00
2843	44008	கருத்துவாத சூத்திரங்களை உட்கொண்டிருக்கும் மூலக்கூறுகள்	சீ. சுவாமிநாதன் 190.00
2844	44009	கருத்துவாத சூத்திரங்களை உட்கொண்டிருக்கும் மூலக்கூறுகள்	சீ. சுவாமிநாதன் 190.00
2845	44010	கருத்துவாத சூத்திரங்களை உட்கொண்டிருக்கும் மூலக்கூறுகள்	சீ. சுவாமிநாதன் 190.00
2846	44011	கருத்துவாத சூத்திரங்களை உட்கொண்டிருக்கும் மூலக்கூறுகள்	சீ. சுவாமிநாதன் 190.00



**Criterion** : IV – Infrastructure and Learning Resources  
**Metric** : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
**Year** : 2022-2023

Department of Business Administration – Library Register

S.No	Access NO	Name of the Book	Author's Name	Publisher	Cost
285	43654	Vasans Professional English For Commerce & Mgmt (OB)	Dr. J. Samuel Kirubakar	Prof. N.N. Suralappan	150/-
286	43655	Principles and Practice of Management	L. M. Prasad	Education publishers	495/-
287	43656	Business law	Prof. J. Jayasankar	Margham publications	180/-
288	43657				180/-
289	43658	Business law	Dr. M.R. Sreenivasan	MARGHAM publications	180/-
290	43659				180/-
291	43660	Consumer Behaviour	Dr. L. Natarajan	Margham publications	140/-
292	43661				140/-
293	43662	Production and Materials Management	Prof. P. Saravana vel	Margham publications	250/-
294	43663				250/-
295	43664	Managerial Communication	Dr. P.M. Meera mohideen	Nahidha publishers	80/-
Department : BBA (Business Administration)				Gross Total	8,265.00
Amount : Rs 7000 (Rupees seven thousand only)				Less: 15% Discount	1,239.75
NO. of BOOKS: 10				Less: FOUHAL	25.25
ACC. NO: 43625 - 43664				Net amount	7000/-
DOE : 1/2/2023					
Folio : 46					
Bill NO: 100 1/2/2023					

Date: 1/2/2023  
 Librarian: [Signature]  
 Head: [Signature]



**Criterion : IV – Infrastructure and Learning Resources**  
**Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities**  
**Year : 2022-2023**



**Department of Geography**

2022 - 2023		NON PLAN - 2 <sup>nd</sup> Quarter	
19. Machines and		Equipments	
		Amount - Alotted Rs: 50000/23	
Slno	Description of the Articles	Shree Heenakshi Agencies 7A, 77-K.N.H. Road Church Building Dindigul.	Shree Ambal Furniture NO:61, SIDCO Industrial Estate, Near Railway Junction, Dindigul - 624003.
1.	Tracing table (wooden) for Geography with description of 54"x36"x32"x30" measurement	For Geography Lab wooden Tracing table with 54"x36"x32"x30"	Wooden Tracing table for Geography Lab with measurement of 54" x 36" x 32" x 30".
	Each Rs: 12680/-	Each Rs: 11840/-	Each Rs: 10593.14/-
Certified that the Director of and the expenditure will be limited		Collegiate Education has approved the above indent to the amount sanctioned.	
1.	சிறீ ஹீனாக்ஷி அஜன்சீஸ் திண்டுக்கல்	No. 6. Street - 35730/H1/2022 : Dated 02.03.2023.	
2.	சிறீ அம்பல் ஃபர்னிடர் திண்டுக்கல்	No. 6. Street 357: 3.3.2023.	
3.	சிறீ அம்பல் ஃபர்னிடர் திண்டுக்கல்	03.03.2023.	
<p>சென் DCE Unit 2022-23 19.7.23 B. Sankar</p>		<p>சென். முத்துப்பா அறிஞர் மகன் கல்விக்கல்யாணி, திண்டுக்கல்-1.</p>	



**Criterion** : IV – Infrastructure and Learning Resources  
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**Year** : 2022-2023



### Internal Stock Verification 2022-2023

M.V.Muthiah Govt Arts College For Women,Dindigul				
Annual Stock Verification				
2022-2023				
Sl.No	Department/Items to be checked	Dept./Persons holding Charge	Dept/Counter Checking Officers	Signature
1 ✓	Office: PD I, PD II	Office	1.Dr.T.Ramachandran Assistant Professor and Head, Maths Department 2. Dr.M.Dhanalakshmi Assistant Professor in chemistry 3. Dr.S.Krishnaveni Assistant Professor in computer Science	<i>[Signature]</i> 25/3/23 <i>[Signature]</i> 29/3/23 <i>[Signature]</i> 29/3/23
2 ✓	Office: Government Accounts	Office	1.Dr.Murugeswari Assistant Professor in History 2. P.Muthamil Selvi Assistant Professor in Computer Science	<i>[Signature]</i> 10/4/23 <i>[Signature]</i> 31/3/23
3 ✓	Casual Leave ,RH,OD etc.,	Office ✓	1.Dr.Rajarajeshwari Assistant Professor and HOD,BBA Department 2. Dr.R.Karthika Devi Assistant Professor in English	<i>[Signature]</i> 27/3/23 <i>[Signature]</i> 29/3/23
4 ✓	UGC Equipments and Articles	Amutha Assistant Professor in BBA	Dr.M. Eathel Poline Assistant Professor In Zoology	<i>[Signature]</i> 29/3/23
5 ✓	Co-Operative Store	Economics Dept	1. Dr.Shanmugavel Associate Professor in English 2.Dr.Nagarajan Assistant Professor in BBA	<i>[Signature]</i> 29/3/23 <i>[Signature]</i> 29/3/23



**Criterion** : IV – Infrastructure and Learning Resources  
**Metric** : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
**Year** : 2022-2023



6	Union	Maths	Dr. J. Arul Moli Dr. M. Arul Mozhi Associate Professor and Head, Chemistry Department	<i>Dr. Arul Mozhi</i> 29/3/2023
7	Hostel	Dr. Tmt. P. Sathiyabama Associate Professor and Head, Zoology Department	1. Dr. Subbammal Assistant Professor in BBA	<i>Dr. Subbammal</i> 29/3/23
8	NSS 18,19,20	1. Dr. Sivasankari Assistant Professor in Botany, 2. Dr. R. Nandhini Assistant Professor in History, 3. Ms. P. Muthamilselvi Assistant Professor in Computer Science	1. Dr. P. Enola Arulselvi parvatha Associate Professor and Head, English Department	<i>Dr. P. Enola Arulselvi parvatha</i> 29/3/2023
			2. Mrs. J. Sukanya Assistant Professor in computer science	<i>Mrs. J. Sukanya</i> 29.3.23.
9	Physical Education	Dr. R. Vahitha Assistant Professor in Zoology,	Dr. Bencila Assistant Professor and Head, History Department	<i>Dr. Bencila</i> 29/03/23
10	Fine Arts	Physics	Dr. S. GREEDARAN Dr. Sridharan Assistant Professor in chemistry	<i>Dr. S. Greedaran</i> 29/3/22
11	Physics Laboratories & Audio Visual Education, Library Books	Computer Science	1. Dr. Thenmozhi Associate Professor and Head, Geography Department	<i>Dr. Thenmozhi</i> 29/03/2023
			2. Dr. Florence Annal Assistant Professor in Geography	<i>Dr. Florence Annal</i> 29.3.23



**Criterion** : IV – Infrastructure and Learning Resources  
**Metric** : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
**Year** : 2022-2023



12 ✓	Chemistry Laboratories & Library Books	chemistry	1. Dr. R. Lakshmanan Assistant Professor in Botany	<i>D. Rajamani</i> 10/04/2023
			2. Dr. B. Rajagopal Assistant Professor in Zoology	<i>B.R.</i> 29/03/23
13	Zoology Laboratories & Library Books	Zoology	1. Dr. R. Rajammal Assistant Professor and Head, Physics Department	<i>Dr. R. Rajammal</i> 29/03/23
			2. Dr. Ramesh Assistant Professor in Physics	<i>R. Ramesh</i> 29/03/23
14 ✓	Geography Department Laboratories & Library Books	Geography	1. Dr. Nikkitha Assistant Professor and Head, Botany Department	<i>N. Nikkitha</i> 29/03/23
			2. Dr. Vedharaja Assistant Professor in English	<i>V. Vedharaja</i> 10/04/23
15 ✓	Plant Bio-Technology Laboratories & Library Books	Plant Bio-Technology	1. Dr. S. Rajathi Assistant Professor In computer Science	<i>S. Rajathi</i> 29/03/2023
			2. Dr. A. Subramani Assistant Professor In Computer Science	<i>A. Subramani</i> 29/03/2023
16 ✓	Computer Science Laboratories & Library Books <i>BCIP</i>	Computer Science	1. Dr. N. Mugunthan Assistant Professor In Maths	<i>N. Mugunthan</i> 29/03/2023
			2. Dr. K. Annadurai Assistant Professor in Maths	<i>K. Annadurai</i> 29.03.2023





**Criterion : IV – Infrastructure and Learning Resources**  
**Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities**  
**Year : 2022-2023**

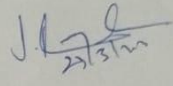
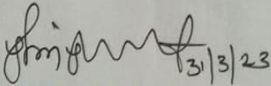
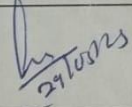
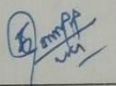


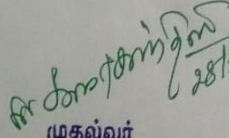
17 ✓	Maths Laboratories & Library Books	Maths	1.Dr.R.Vahitha Assistant Professor in Zoology	29/03/2023
			2.Dr.P.Senthil Elango Assistant Professor in Zoology	29/3/2023
18 ✓	English Laboratories & Library Books	English	P. 1. Dr.Gunasekaran Assistant Professor In Economics	V. Pankaj 29/3/23
			1.Dr.J.J.Soundarraj Assistant Professor in Commerce	29/3/2023
19	Tamil Laboratories & Library Books	Tamil	Dr.Rajaram Assistant Professor in English	10/4/2023
20	Depts Of	Economics ✓	Dr.Dhanasekaran Assistant Professor in history	29/03/23
		History	Dr.Karthiyayini Assistant Professor in Economics	29/3/23
		Commerce,BBA	Dr.R.Muthu Assistant Professor In History	29/3/2023
21 ✓	Office Stationary	Office	1.Dr.Devakumar Assistant Professor and Head , Commerce Department	29.3.23
			B. 2.Dr.Asha Devi Assistant Professor in Computer Science	29/3/2023
22	OSA	Geography	Dr.Amutha Assistant Professor in BBA	29/3/2023



**Criterion** : IV – Infrastructure and Learning Resources  
**Metric** : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
**Year** : 2022-2023



23	PTA	Dr.M.Eathel Poline	1. Dr.Rajeswari Associate Professor and Head, Computer Science Department	 27/3/23
			2. Dr.Rajalakshmi Assistant Professor and Head, Economics Department	ரெ.ர.ரெ.ரெ.ரெ. 29/3/2023
	Youth Red Cross, Welfare	Youth Dr.Lakshmanan(PBT)	Dr.Sharmuga Priya Assistant Professor in Tamil	 31/3/23
	Consumer Club & Legal Literacy Cell	Dr.Abbas, <del>Dr. Soundararaj</del> Dr. V. S. Eswart Tamil Dept.		28/3/23 31.03.2023
24	General Library	Dr.K.Ramasamy Librarian	History Department	 29/03/23
25	Statistics Books	Selvi.P.Nirmala(Statistics) Associate Professor in Statistics.	Dr.Saravanan Assistant Professor in History	
26	OSA Chairs Furniture (Newly Purchased)	Geography	English Department	28/03/2023 29/3/23

  
28/3/23

முதல்வர்  
எம்.வி. முத்தையா அரசினர்  
மகளிர் கலைக்கல்லூரி,  
திண்டுக்கல்-1.  
28/03/2023



**Criterion : IV – Infrastructure and Learning Resources**  
**Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities**  
**Year : 2022-2023**



M.V.Muthiah Government Arts College for Women, Dindigul

Form of Checking Report for the Year 2022-2023

1.	Name of Item / Department Checked	:	General Library
2.	Name and designation of the checking officer	:	Faculty members of History Department
3.	Period to which the checking relates	:	2022-2023
4.	Whether all the invoices for which payment has been made during the year have been verified	:	Yes
5.	Whether all the invoices have been entered in the accession register	:	Yes
6.	Whether all the items entered in the accession Register have been entered in the stock register as per the page number noted in the Accession Register	:	Yes
7.	Whether all the items of the receipts and issues have been entered and properly accounted for (Verify additions and Subtractions arithmetically)	:	Yes
8.	Items Condemned and written off during the year 2019-2020	:	
9.	Authority under which the items mentioned in col-8 have been condemned	:	-
10.	Whether the stores in stock have been properly cared for	:	Yes
11.	Items if any, to be condemned and written off	:	Yes, Attached
12.	Items that can be repaired and made serviceable (in the case of Library Books that can be bound and made use of)	:	-
13.	Result of final checking	:	verified & found to be correct

Signature of Person in Charge of the Department

(B. D. Ramasamy)  
 College Librarian

PROF. L. BENCHILA

DR. J. DHANASEKARAN

DR. B. MURUGESHAN

Signature of the Checking Officer

Principal  
 Counter Signature of the Principal  
 M.V. Muthiah Govt.  
 Arts College (W)  
 Dindigul - 1.



**Criterion : IV – Infrastructure and Learning Resources**  
**Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities**  
**Year : 2022-2023**



M.V.Muthiah Government Arts College for women, Dindigul  
 Form of Checking Report for the Year 2022-2023

1.	Name of Item / Department Checked	:	PHYSICS
2.	Name and designation of the checking officer	:	Dr. J. Thenmozhi Head of the Department of Geog
3.	Period to which the checking relates	:	2022-2023
4.	Whether all the invoices for which payment has been made during the year have been verified	:	Yes
5.	Whether all the invoices have been entered in the accession register	:	Yes
6.	Whether all the items entered in the accession Register have been entered in the stock register as per the page number noted in the Accession Register	:	Yes
7.	Whether all the items of the receipts and issues have been entered and properly accounted for (Verify additions and Subtractions arithmetically)	:	Yes
8.	Items Condemned and written off during the year 2022-2023	:	-
9.	Authority under which the items mentioned in 8 have been condemned	:	-
10.	Whether the stores in stock have been properly cared for	:	Yes
11.	Items if any, to be condemned and written off	:	-
12.	Items that can be repaired and made serviceable (in the case of Library Books that can be bound and made use of)	:	-
13.	Result of final checking	:	The actual stock of books have been verified by us with stock register and found it correct

Signature of Person in charge of the Department  
 Head  
 Department of Physics  
 MVM Govt. Arts College (W)  
 Dindigul.  
 11/04/23

Signature of the Checking Officer  
 HEAD  
 PG and Research Department of Geography  
 M.V.Muthiah Govt. Arts College (W)  
 DINDIGUL - 624 001.  
 21/03/23

Counter Signature of the Principal  
 Principal  
 M.V. Muthiah Govt.  
 Arts College (W)  
 Dindigul - 1.



**Criterion** : IV – Infrastructure and Learning Resources  
**Metric** : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities  
**Year** : 2022-2023



M.V.Muthiah Government Arts College for Women, Dindigul

Form of Checking Report for the Year 2022-2023

1.	Name of Item / Department Checked	:	CHEMISTRY
2.	Name and designation of the checking officer	:	1) Dr. B. RAJAGOPAL, ASSE-Prof in Zoology 2) Dr. R. LAKSHMANAN, ASSE Prof in Botany
3.	Period to which the checking relates	:	2022 - 2023
4.	Whether all the invoices for which payment has been made during the year have been verified	:	Yes
5.	Whether all the invoices have been entered in the accession register	:	Yes
6.	Whether all the items entered in the accession Register have been entered in the stock register as per the page number noted in the Accession Register	:	Yes
7.	Whether all the items of the receipts and issues have been entered and properly accounted for (Verify additions and Subtractions arithmetically)	:	Yes
8.	Items Condemned and written off during the year 2019-2020 2022 - 2023	:	Yes
9.	Authority under which the items mentioned in col-8 have been condemned	:	Dr. S. ARULMOLI, ASSO. Prof and Head, Department of Chemistry
10.	Whether the stores in stock have been properly cared for	:	Yes
11.	Items if any, to be condemned and written off	:	Yes Enclosed
12.	Items that can be repaired and made serviceable (in the case of Library Books that can be bound and made use of)	:	-
13.	Result of final checking	:	Properly Maintained.

Signature of Person in charge of the Department  
 HEAD

DEPARTMENT OF CHEMISTRY  
 M.V. MUTHIAH GOVT ARTS  
 COLLEGE FOR WOMEN  
 DINDIGUL - 624 001

Signature of the Checking Officer

Counter Signature of the Principal  
 முத்துலட்சுமி,

மது.வி. முத்தையா அரசினர்  
 மகளிர் கலைக் கல்லூரி,  
 திண்டுக்கல்-624 001.



**Criterion : IV – Infrastructure and Learning Resources**  
**Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities**  
**Year : 2022-2023**



M.V.Muthiah Government Arts College for Women, Dindigul  
**Form of Checking report for the year:2022-2023**

1.	Name of Item/ Department Checked	:	Zoology
2.	Name and designation of the checking Officer	:	Dr. K. Rajammal, Associate Prof. & Head
3.	Period to which the checking relates	:	2022-2023
4.	Whether all the invoices for which payment has been made during the year have been verified	:	Yes
5.	Whether all the invoices have been entered in the accession register	:	Yes
6.	Whether all the items entered in the accession Register have been entered in the stock register as per the page number noted in the Accession Register	:	Yes
7.	Whether all the items of the receipts and issues have been entered and properly accounted for (Verify additions and subtractions arithmetically)	:	Yes Properly entered and Accounted
8.	Items Condemned and written off during the year	:	Breakage not attached
9.	Authority under which the Items mentioned in Col-8 have been condemned	:	-
10.	Whether the stores in stock have been properly cared for	:	Yes
11.	Items if any, to be condemned and written off-	:	Yes
12.	Items that can be repaired and made serviceable (in the case of Library Books that can be bound and made use of)	:	-
13.	Result of final checking	:	Properly maintained

Signature of Person in charge of the Department  
 Dr. P. BATHIYA BAMA, M.Sc. M.Phil, Ph.D  
 ASSOCIATE PROFESSOR AND HEAD  
 DEPT OF ZOOLOGY  
 M.V.MUTHIAH-GOVT ARTS COLLEGE(W)  
 DINDIGUL - 1

Signature of the Checking Officer  
 1. Dr. K. Rajammal  
 Head 31/03/23  
 Department of Physics  
 MVM Gov. Arts College (W)  
 DINDIGUL

Counter Signature of the Principal  
 முத்துவாசி,  
 ஊ.ம.வி. முத்தையா அரசினர்  
 மகளிர் கலைக் கல்லூரி,  
 திண்டுக்கல்-624 001.

31/03/2023



**Criterion : IV – Infrastructure and Learning Resources**  
**Metric : 4.4.2 Systems & Procedures for maintaining & utilizing physical, academic & support facilities**  
**Year : 2022-2023**



**M.V.Muthiah Government Arts College for Women, Dindigul**  
**Form of Checking Report for the Year 2022-2023**

Name of Item / Department Checked	:	Department of Geography
Name and designation of the checking officer	:	Dr. J.P. NIKKITHA Asst. Prof. G. S. Sathyanandan Asst. Commissioner
Period to which the checking relates	:	2022 - 2023
Whether all the invoices for which payment has been made during the year have been verified	:	Yes
Whether all the invoices have been entered in the accession register	:	Yes
Whether all the items entered in the accession Register have been entered in the stock register as per the page number noted in the Accession Register	:	Yes
Whether all the items of the receipts and issues have been entered and properly accounted for (Verify additions and Subtractions arithmetically)	:	Yes
Items Condemned and written off during the year 2019-2020	:	2022 - 2023
Authority under which the items mentioned in col-8 have been condemned	:	
0 Whether the stores in stock have been properly cared for	:	Yes
1 Items if any, to be condemned and written off	:	-
2 Items that can be repaired and made serviceable (in the case of Library Books that can be bound and made use of)	:	-
3. Result of final checking	:	Properly maintained

Signature of Person in charge of the Department  
 J.P. NIKKITHA  
 Asst. Professor / Head of the Department  
 Department of Botany  
 M.V.Muthiah Government Arts College for Women  
 Dindigul, PIN- 624 001

Signature of the Principal  
 G. S. Sathyanandan  
 Asst. Commissioner

Counter Signature of the Principal  
 G. S. Sathyanandan  
 Principal  
 M.V. Muthiah Govt.  
 Arts College (W)  
 Dindigul - 1.