

Rani Channamma University

**Maratha Mandal's Art And Commerce College**

**Khanapur**

INTERNSHIP PROGRAMME PROJECT

"COMPANY REPORT"

Submitted to

**RANI CHANNAMMA UNIVERSITY, BELAGAVI**



**2022-2023**

Submitted By

**Roopali Kulkarni**

**B.COM VI SEM.**

**EXAM REG NO: C2025895**

Mentor

**PROF. Pramali Sawant**

*Praveer*  
Principal  
Maratha Mandal's  
Art & Commerce College  
Khanapur-57.302 Dist. Belgum



## Certificate

This is to certify that Mrs. Rasqali Kulkarni has satisfactorily completed the INTERNSHIP PROGRAMME PROJECT work at "PMP" Govt. Company as a part of Skill Enhancement Course in RANI CHANNAMMA UNIVERSITY, BELAGAVI during the academic year 2022-23.



HOD OF Bcom ( Mentor )  
Prof. Pranali Sawant

Principal

Dr. J. K. Hajewadi



Principal  
Maratha Mandal's  
Arts & Commerce College  
Khatwas, 57.302 Dist. Belgaon

## DECLARATION

I, Rasika Namdev Patil hereby declare that this Internship Project done by me at "PMP" Belagavi has been prepared by me during the year 2022-23 as a part of Skill Enhancement Course in RANI CHANNAMMA UNIVERSITY, BELAGAVI. It has been done under the guidance of Mentor Prof. Pranali Sawant Lecturer, Dept. Of Commerce MARATHA Mandal's Art And Commerce College KHANAPUR and External Guide Pramod M. Patil.


To the best of my knowledge and belief, this project is original work prepared by me and has not been submitted earlier to Rani Channamma University, Belagavi or to any other universities for fulfilment of skill Enhancement Course in current academic year.

Khanapur - Roopali Kulkarni

Date: 08/08/2023



Reg.No.C2028895

  
Principal  
Maratha Mandal's  
Arts & Commerce College  
Khanapur - 57 302 Dist. Belagavi

## ACKNOWLEDGMENT

This project is a great opportunity to express my hearty thank to those people who timely supported me a long way in completion of project report.

First and foremost, I would like to express my sincere thanks to our External Guide, Pramod M. Patil. For their kind guidance and valuable suggestion for my project.


I express my deep intelligence of appreciation to Principal DR.J.K. Bagewadi and B.Com HOD and Mentor Prof. Pranali Sawant College of Commerce, Khanapur for giving the opportunity of being the part of this institution and supporting to complete Internship Program Project.

I would like to thank my Mentor, Prof. Pranali Sawant a faculty of Maratha Mandal's Art And Commerce College Khanapur for being the continuous guidance and encouragement to the access of this Internship Project.

I also express my hearty thanks to all my family members and friends who helped me directly and indirectly for the completion this project.

KHANAPUR  
Date: 08/08/2023

  
Roopali Kalam  
Reg.No.C2028895

  
Principal  
Maratha Mandal's  
Arts & Commerce College  
Khanapur - 591302 Dist. Belgur

### **Certificate from Official of the Community**

This is to certify that Roopali Kulam (Name of the Volunteer) Reg. No C2028895 of Maratha Mandal's Art And Commerce College Khanapur underwent for 10 days Internship in PMP Company from 15/06/2023 to 25/06/2023

The overall performance of the Community Service Volunteer during his/her community service is found to be ..... (Satisfactory/Good).

**Authorized Signatory  
with Date and Seal**

<u>SL. NO</u>	<u>Titles</u>
1	Introduction
2	Company overview
3	Organizational profit
4	Construction field
5	Conclusion

## Construction field

The work of accountant for construction field is as follows

1. Maintaining the attendance of the employees.
2. Maintaining the financial accounts of the company.
3. Maintaining the monthly records of profit and loss or financial position
4. The amount of capital invested on road construction.



Keeping a record of all project finances for internal /external auditing and tax purposes. Preparing cost analyses by interpreting projects' financial data and information. Reporting any financial risks and budgetary discrepancies to management for review.

## Billing construction

construction billing method is a systematic procedure used by construction contractors. Construction billing refers to sending your client a statement of charges for all the expenses. Contractors charge an hourly rate for labor. Cost-plus Billing. Fixed Price (Lump Sum) Billing.

### GENERAL CONTRACTOR CONSTRUCTION INVOICE SAMPLE TEMPLATE

#### APPLICATION FOR PAYMENT

Contract No. \_\_\_\_\_  
 Date of Bill \_\_\_\_\_  
 Project Name \_\_\_\_\_

Contract Value \_\_\_\_\_  
 Amount Paid \_\_\_\_\_  
 Balance Due \_\_\_\_\_

Description of Work	Quantity	Unit	Rate	Total
Excavation and Backfill	100	cu yd	15.00	1,500.00
Foundation Work	200	sq ft	10.00	2,000.00
Structural Steel Erection	50	tons	40.00	2,000.00
Roofing	1,000	sq ft	2.00	2,000.00
Interior Finishes	1,000	sq ft	10.00	10,000.00
Exterior Finishes	1,000	sq ft	5.00	5,000.00
MEP Installation	1,000	sq ft	10.00	10,000.00
Site Work	1,000	sq ft	5.00	5,000.00
Contingency				1,000.00
<b>Total</b>				<b>57,500.00</b>

**TERMS AND CONDITIONS:**  
 This invoice is based on the contract documents and specifications. Payment is due within 30 days of the invoice date. Retention is held until final acceptance. Disputes must be resolved within 60 days of invoice date. This invoice is not valid unless signed by the contractor. Payment is not to be made until all work is completed and accepted. Payment is not to be made until all work is completed and accepted. Payment is not to be made until all work is completed and accepted.

**Contractor:** \_\_\_\_\_  
**Client:** \_\_\_\_\_

**Amount Due:** \_\_\_\_\_  
**Payment Method:** \_\_\_\_\_

**Notes:**  
 All work is to be completed within the specified time frame. The contractor is responsible for obtaining all necessary permits. The contractor is responsible for maintaining safety on the job site. The contractor is responsible for protecting the client's property. The contractor is responsible for cleaning up the job site.

**Contractor Signature:** \_\_\_\_\_  
**Contractor Title:** \_\_\_\_\_

**Client Signature:** \_\_\_\_\_  
**Client Title:** \_\_\_\_\_

Before bill making it is mandatory to take measurements and at that time Segment section officer and supervisor and 2 labour are needed.



And that time the supervisor will note down the height, breath, lengths

And that report will be hand over to the engineer. Then the engineer will


Prepare the test report.

The report should include the signature and seal of the section officer and engineer.

**Culvert Level**

Sl. No.	Span or Length	Span or Length	Height from G.S.L.	Area of Culvert	Area of Road	Area of Culvert	Area of Road
1	10.00m	4.00m	2.00m	20.00	40.00	20.00	40.00
2	10.00m	4.00m	2.00m	20.00	40.00	20.00	40.00

Signature: [Handwritten Signature] Section Officer

Google  **OKEN Map Camera**  
Khanapur, Karnataka, India  
JOM6+69P, 9H 89, Khanapur, Karnataka 571302, India  
Lat 16.89827°  
Long 74.11134°  
04/08/23 08:24 PM GMT +05:30

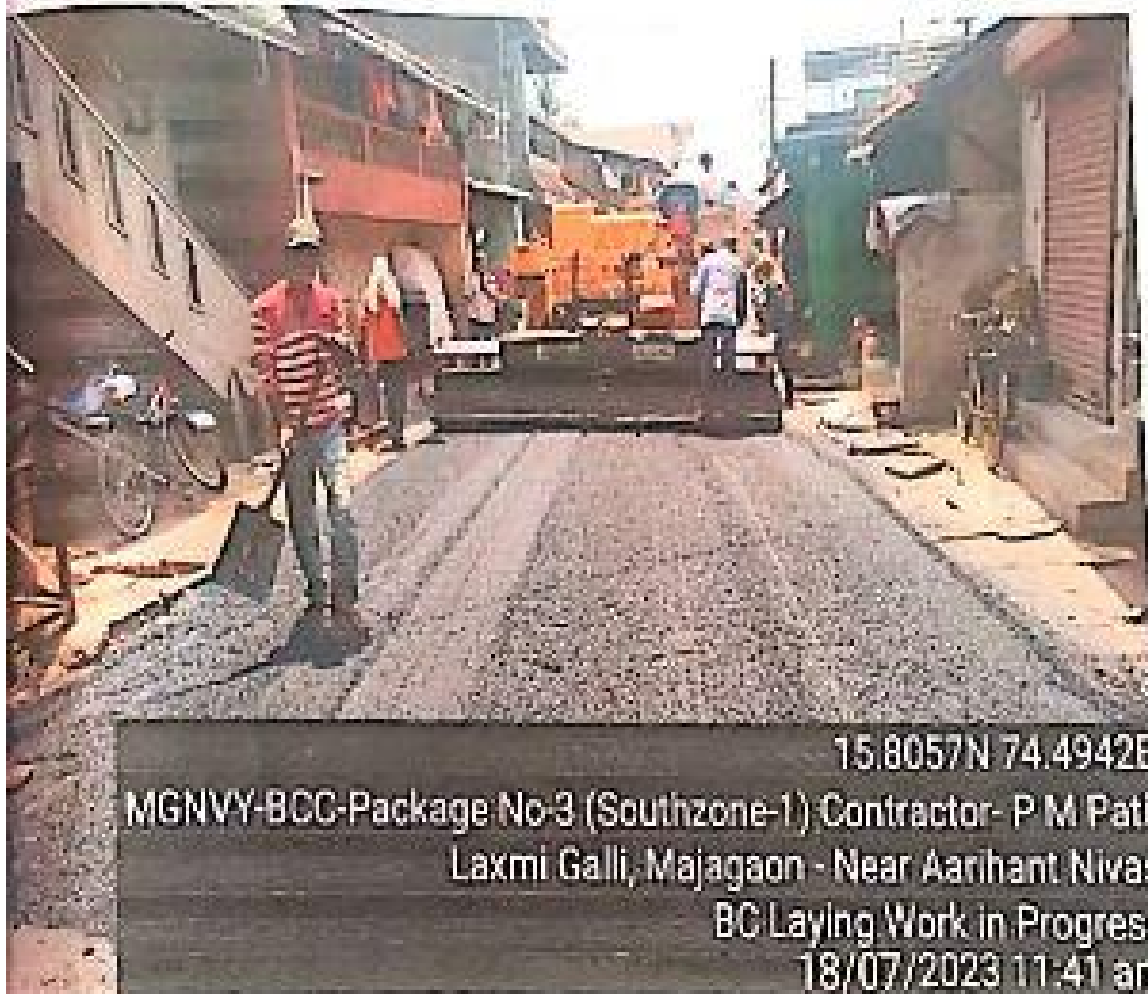
\* Types of road \*

What are the 6 types of roads?

- Types of roads

### Asphalt roads (flexible pavement)

Asphalt is a mixture of aggregates, binder and filler, used for constructing and maintaining all kind of roads, parking areas but also play and sport areas.



### 2.cc road (rigid pavement)

Concrete roads

Cement concrete roads, commonly known as CC roads, are an essential part of our transportation infrastructure



Expressways.

National highways.

State highways.

District roads.

Rural roads.

Border roads

## **Drainage Construction**

## Introduction :

Drainage is the method of removing surface or sub-surface water from a given area. Drainage systems include all of the piping within a private or public property that conveys sewage, rainwater, and other liquid waste to a point of disposal.

### Advantages of a Drainage System

Prevents Water Accumulation. Too much accumulated water on your lawn can lead to flooding which can in turn kill your plants. ...

Reduces Soil Erosion. Stagnant water can make soil muddy which will cause it to erode. ...

Removes Toxic Materials. When the conditions permit, flash flooding can occur.



## **Company overview**

## • Introduction of the company :

A company overview provides the reader of your business plan with basic background information about your company so they have an understanding of what you do, who the management team is and what customers your business serves.

The PMP company was established in the year 1991. It is one of the class (I) government contractor, construction company it is located in Belagavi near Ashirwad nivas, 230, shubhash galli, angol Belagavi.

The PMP company takes all the Government contract like government building construction, bridge construction, Highways, drainage etc .

## \* Ownership and management team

The head of the PMP company pramod M. Patil he is the government contractor. Of the company . the manager of the company is sachin M there are 2 accountants of the company. Sandeep and There are 2 main engineer and 7 supervisor ( employees) . the PMP company take number of contract in large amounts in crores.

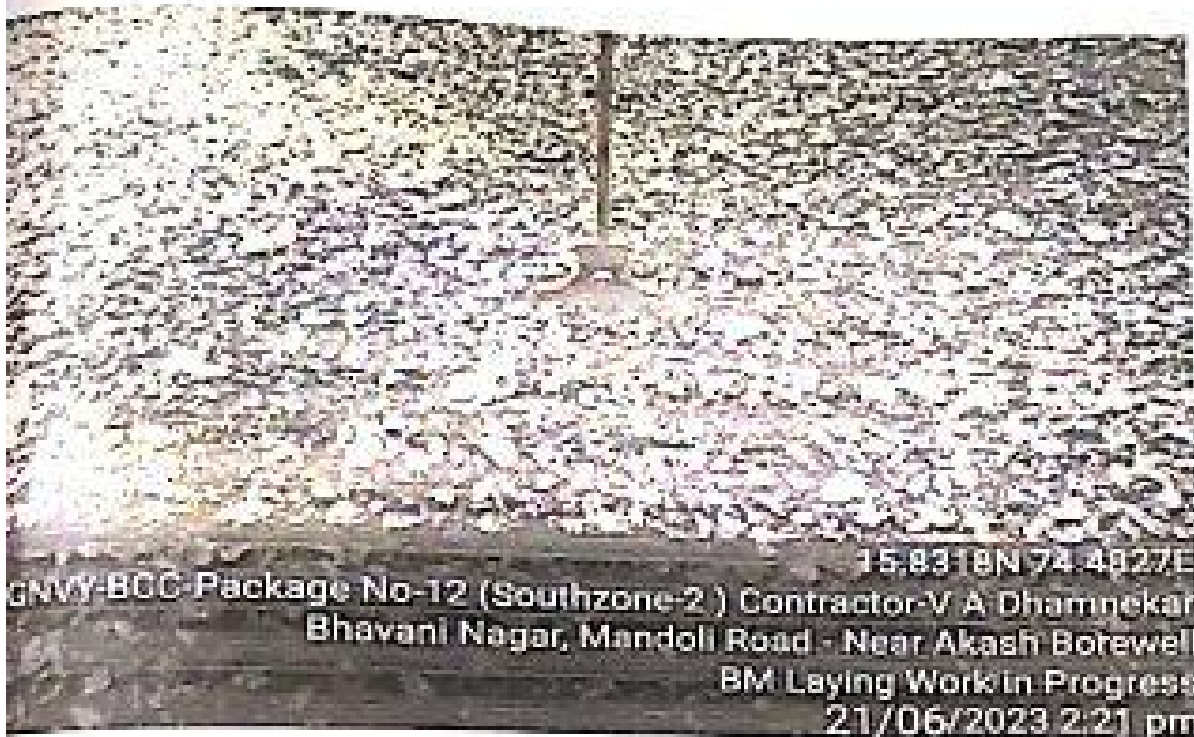


## **Gauge road construction**

\* Uses of gauge in road construction :

- gauge is used for checking the thickness of road it also helps in measuring the lengths and breadth of the road .

The Marking Thickness Gauge is very easy to operate and comes in a sturdy instruction and ergonomic design. The Marking Thickness Gauge can measure markings within the measurement range of -12.7 mm to +12.7 mm / -0.5 inch to 0.5 inch. The digital display provides reliable measurement results in seconds.



organisational profiles and organizational structure

Name	PMP Class (I) Govt construction company
Address	Ashirwad niwas, 230, subhash galli, Angol, Belagavi
Telephone	08314210001
Email	
Type of company	Govt contractor company
Year of incorporation	1991

## Concussion of the project



In conclusion, this internship has been a very useful experience for me. I can safely say that my understanding of the job environment has increased greatly. However, I do think that there are some aspects of the job that I could have done better and that I need to work on. I need to build more confidence in applying accounting principles. I realized that I could have completed the work earlier than I did. Also, the technical parts of the job were a bit flawed and I was asked multiple times to correct it.

The two main things that I learned after my experience in this firm are the importance of time management and being self-motivated.

Date: 08/08/2023.

Sign of the supervisor

## Contents

Employee satisfaction, well generally a positive in your organization, can also be a reason if mediocre employees stay because they are satisfied with your work environment.

The term relates to the total relationship between an individual and the employer for which he is paid. Satisfaction does mean the simple feeling state accompanying the attainment of any goal the end state is feeling accompanying the attainment by an impulse of its objectives.

A job satisfaction survey can give the most valuable information the perceptions and causes. For satisfaction/dissatisfaction among the employees attitude towards work satisfaction may be either positive or negative. This positive feeling can be reinforced and negative feeling can be rectified. This survey can be the most effective and efficient way, which makes the workers to express their inner and real feeling truthfully.

For any future course of action or development, which involves employees participation, considered. The management will get a picture of the employee's acceptance and readiness.

A perfectly contentment and satisfaction motivates an employees to be confident with the high moral, it is an asset to organization as a whole. Thus the high motivation and morale of an employee make him to remain in the organization and encourage him to face cut throat competition and gives him enough dynamism to face challenges.

Every human being possess him own unique resource, if properly channels it by supportive and supplement, ultimately for achieving organizational goal.

Everyone from managers, retention agents to HR needs to get a handle on employee loyalty and satisfaction how committed is the workforce to the organization and if workers are really contented with the way of things for gauging their likelihood to stay with the company. One of the main aspects of Human Resource Management is the measurement of employee satisfaction. Companies need to make sure that employee satisfaction is high among the workers, which is

condition for increasing productivity, responsiveness, and quality and customer service.

Comparing them to industry averages gives idea to attrition probability. Staff attendance, compliance with policies and confidence in leadership are other direct indicators of allegiance while excessive theft and sabotage spell obvious lack of commitment.

The term job satisfaction was brought to limelight by Hoppock (1935). He reviewed 32 studies on job satisfaction conducted prior to 1933 and observed that satisfaction a combination of psychological, physiological and environmental circumstances that cause a person to say, 'I am satisfied with my job'. Locke defines satisfaction as a "pleasurable or positive emotional state resting from the strain of once job or job experiences". To the extent that a person job fulfills his inherent need and is consistent with his expectations and values, the job will be satisfying.

# 1. INDUSTRY OVERVIEW

The Central Village Pottery Institute, (CVPI), Khadi & Village Industries Commission, Ministry of Micro, Small and Medium Enterprises, Govt. of India, Near Kaverodi Cross, Tal. Khanapur, Dist. Belagavi(Karnataka state) is an unique institute in India, situated on the eastern bank of Malaprabha river. This is the only central institute in the country carrying dissemination and research in pottery technology departmentally run by Khadi and Village Industries Commission Mumbai.

After formation of khadi and village industries commission, and declared as "Training Centre" under village pottery industry on 23<sup>rd</sup> May 1963. The institute is established by the all India khadi and village industries board during 1954 in a small rented place, which was taken over by KVIC in 1957, and the training centre was shifted to new building in its 3.5 acres of land.

The institute is rendering the services to the society for the last 63 years in the field of pottery technology. The main objective of this institute is to promote activities of village pottery industry in India by conducting various training and research in pottery and ceramic with rich scientific experience of IIT's, IGNOU, IIMS, MGIRI, etc. The institute has various sections with well equipped machineries and laboratories.

## About Institute

**White ware section :** under which Jigger and Jolly, casting and Moulding is prominent, apart from the above, an auto clave (400mm\*500mm) and small de-airing pug mill for kneading and removal of air from the body with 1HP electric

mill for grinding of color and stain with 1HP electric motor, rotator for glazed materials with 1HP electric motor have been erected.

**die section :** under machine section , various machineries purchased and INDP project such as ball mills, vibrating sieve, underground agitator, filter repairing pug mill etc. have been erected.

**ware section :** under which the pressing machine by hand, pipe moulding etc prominent.

**gl section:** The institute is equipped with electric pottery wheels (shalla wels) for taking practical classes and making pottery products on throwing thod.

**kn section :** Up-draught kiln, down, draught kiln. Installed oil fired kiln all types the kilns are located in one place.

## 2. SWOT ANALYSIS



SWOT analysis is a framework for identifying and analyzing an organization's strengths, weaknesses, opportunities and threats. These words make up the SWOT acronym.

The primary goal of SWOT analysis is to increase awareness of the factors that go into making a business decision or establishing a business strategy.

SWOT analysis should be used to help an entity gain insight into its current and future position in the marketplace or against a stated goal.

**STRENGTHS:** Good communication skills, on time for shifts, handles customer well, works well with all departments, physical strength, good availability.

**WEAKNESSES:** Takes long smoke breaks, has low technical skill, very prone to spending time chatting.

**OPPORTUNITIES:** Storefront worker, greeting customers and assisting them to find products, helping keep customers satisfied, assisting customers post-purchase and ensuring buying confidence, stocking shelves.

**THREATS:** Occasionally missing time during peak business due to breaks, sometimes too much time spent per customer post-sale, too much time in interdepartmental chat.

# COMPANY PROFILE

## INFRASTRUCTURAL REVOLUTION OF THE ORGANISATION

15



Fig 1.1

008



Fig 1.2



# COMPANY PROFILE

## INFRASTRUCTURAL REVOLUTION OF THE ORGANISATION

1995



Fig 1.1

2008



Fig 1.2

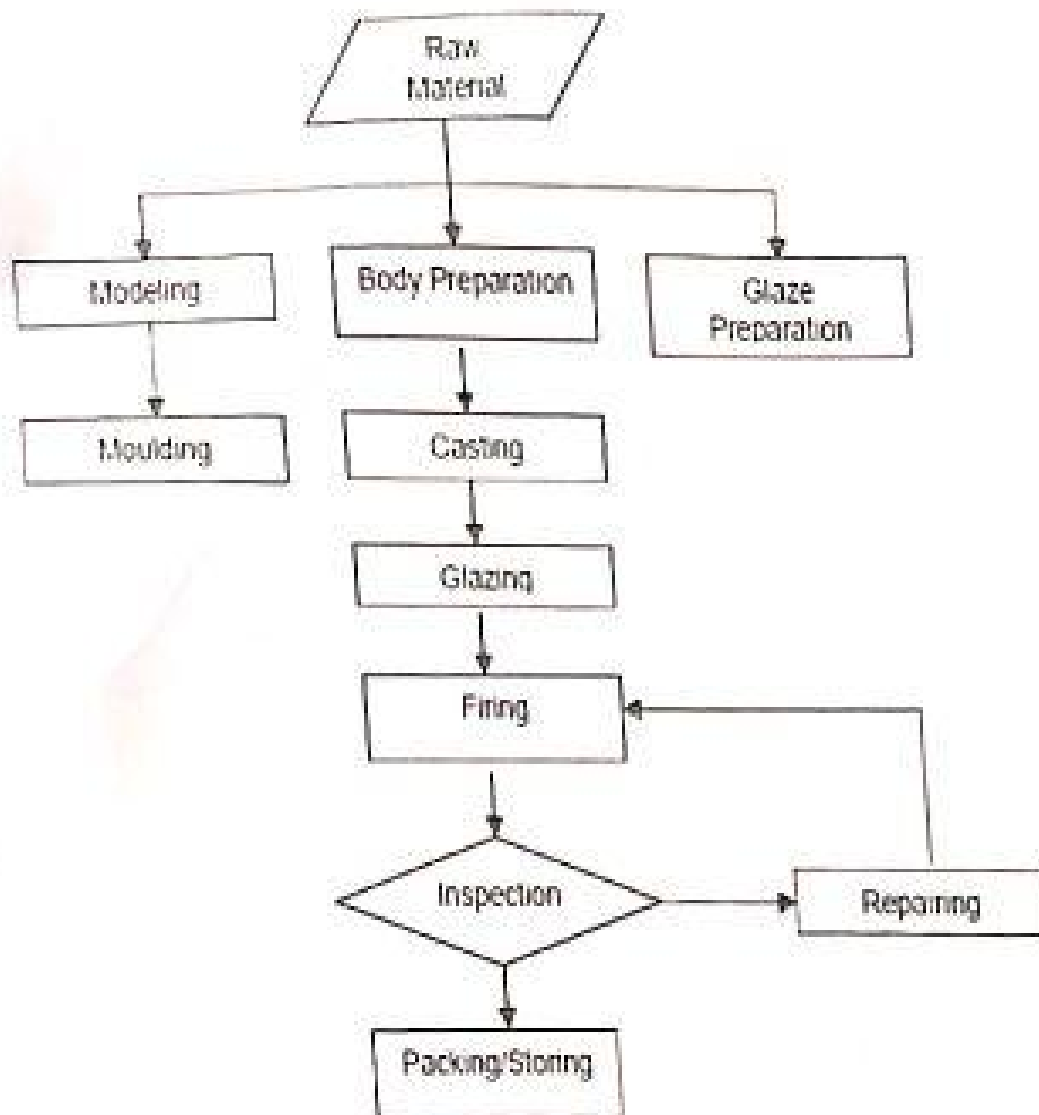
## CLAY MAKING MACHINE



## POTTERY CLAY



# ORGANIZATIONAL STRUCTURE FLOW CHART



## 11. LEARNING EXPERIENCE

I would say this is the best and only institute in India for pottery training. I learned wheel pottery and terracotta art here, the place and the people work here are amazing.

This is the only place in India where a common man can learn pottery, after finishing course they will also be guided about various government schemes to start up own business. The campus, hostel and infrastructure are excellent.

It is located on the main road of Khanapur. It's a government institution. Well maintained but it's very old and the building needs to be renovated. There is a sale of items made by students at a very reasonable price as well. Really amazing place, worth a visit.

## 9. AWARDS AND RECOGNITIONS

This institute was bagged prestigious "Best Departmental training centre of C" award from Hon. the present govt. of India during the year 2011-12 and also awarded by ISO 9001:2015 certification.

The main reason for establishing pottery institute in Khanapur, Belgavi dist. is that raw materials are available in the areas and eco friendly atmosphere, such are very much essential for making pottery products.

## 10. CORPORATE SOCIAL RESPONSIBILITIES

Corporate social responsibility, or CSR, is a form of self-regulation that reflects a business's accountability and commitment to contributing to the well-being of communities and society through various environmental and social measures.

CSR plays a crucial role in a company's brand perception, attractiveness to customers, employees, and investors, talent retention, and overall business success.

## 7. ORGANISATIONAL PROFILE & ORGANISATIONAL STRUCTURE

### ORGANIZATION PROFILE

Name	Central Village Pottery Institute
Address	Khanapur-591302. (Dist. Belagavi) Karnataka
Telephone	9741262702/7020603760
Email	<a href="mailto:cvpikvic@gmail.com">cvpikvic@gmail.com</a>
Website	<a href="http://www.kvic.gov.in">www.kvic.gov.in</a>
Type of institute	Govt. Institute
Year of incorporation	1963



Date: 26-06-2023

### Certificate

This is to certify that Miss Roopali Kalam, B com 6th Semester. (Reg No. C2028895) student of Maratha Mandal Art's and Commerce College, Khanapur has successfully completed "Internship Program" at Pramod M Patil (Engineers and Contractors Class I) for the period of 15/06/2023. To 25/06/2023.

During internship period we found her sincere, hardworking and result oriented work. She worked well as part of a team during her tenure. We take this opportunity to wish all the best for her future assignment.

For PRAMOD M PATIL

*Roopali Kalam*  
Proprietor