

MAHATMA BUDDHA COLLEGE OF PHARMACY

Address: (Siddhartha Road) Pokhara-1, Nepal-242001

Med. Soc. Pokhara, Nepal, 2073

Phone: 977-031-4222222

To: _____
Mr. Atmendra Prasad Bhattarai
Nepal Public Council
Address: Pokhara
Nepal

Appointment Letter

Date: 15/05/2024

Mr. Atmendra Bhattarai (Name)

With reference to your application and subsequent interview with us, we are pleased to appoint you as a "Lab Assistant" at the Institution. However, Institution reserves right to change the job description to their depending on the provision of the Institution.

1. Your employment will be on a "Contract" basis (Fixed Salary) permanent.
2. Any and all, written or other important information which might arise and just processed during the continuance of your service will be filed and be disclosed, printed or made public by and other appointment.
3. You will be required to maintain correct records in respect of data, documents, commercial files, budget statements, Project cost & Estimates, Technology, Software purchase, Inventory, Institution's policies, Institution's records & Trade Mark and Institution's Honor roll, etc.
4. You will be required to comply with all such rules and regulations as the Institution may from time to time.
5. It is our part of your service, which is that in any matter you are found to be negligent or guilty of fraud, dishonesty, dereliction of duty, negligence, indifference, insubordination, absence from duty without permission or any other conduct considered to be derogatory to our interest or of violation of any or more terms of this letter, your services may be terminated without notice and on removal of records of any of the acts or omissions by Institution shall be entitled to receive the amount due to you.
6. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm in connection dealing with the Institution and if you are offered any, you should immediately report the same to the Management.
7. You will not engage yourself in any sort of profession held in respect of duty hours either full time or part time without prior written permission of the management.
8. The entire period for working/employment shall be done strictly on other way.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions and the role of the auditor in ensuring the integrity of the financial statements.

2. The second part of the document discusses the various types of audits and the different levels of assurance that can be provided by an auditor.

3. The third part of the document discusses the various types of errors and misstatements that can occur in financial statements and the auditor's responsibility for identifying and correcting them.

4. The fourth part of the document discusses the various types of fraud and the auditor's responsibility for identifying and reporting them.

5. The fifth part of the document discusses the various types of controls and the auditor's responsibility for testing and evaluating them.

6. The sixth part of the document discusses the various types of disclosures and the auditor's responsibility for ensuring that they are accurate and complete.

7. The seventh part of the document discusses the various types of opinions and the auditor's responsibility for issuing them.

8. The eighth part of the document discusses the various types of reports and the auditor's responsibility for preparing them.

9. The ninth part of the document discusses the various types of standards and the auditor's responsibility for following them.

10. The tenth part of the document discusses the various types of laws and regulations and the auditor's responsibility for complying with them.

11. The eleventh part of the document discusses the various types of ethical requirements and the auditor's responsibility for following them.

12. The twelfth part of the document discusses the various types of professional organizations and the auditor's responsibility for joining them.

13. The thirteenth part of the document discusses the various types of continuing education requirements and the auditor's responsibility for completing them.

14. The fourteenth part of the document discusses the various types of quality control requirements and the auditor's responsibility for implementing them.

15. The fifteenth part of the document discusses the various types of independence requirements and the auditor's responsibility for maintaining them.

16. The sixteenth part of the document discusses the various types of objectivity requirements and the auditor's responsibility for maintaining them.

17. The seventeenth part of the document discusses the various types of confidentiality requirements and the auditor's responsibility for maintaining them.

18. The eighteenth part of the document discusses the various types of integrity requirements and the auditor's responsibility for maintaining them.

19. The nineteenth part of the document discusses the various types of competence requirements and the auditor's responsibility for maintaining them.

20. The twentieth part of the document discusses the various types of due care requirements and the auditor's responsibility for maintaining them.