

UNIVERSITY OF LAGOS
DIRECTORATE OF INTERNAL AUDIT
INTERNAL MEMORANDUM

From: Project Auditor

To: Centre Leader, ACEDHARS
University of Lagos, Akoka

Date: July 28, 2022

REQUEST FOR PERMISSION AND ALLOWANCE TO ATTEND MEETING WITH NUC AUDITOR

I humbly write to seek your approval and permission to attend meeting with NUC Auditor to further strengthen my skill, scope and knowledge on Risk Based Auditing.

Date for this meeting is scheduled to hold Thursday 18th and Friday 19th August, 2022 at the National Universities Commission, Abuja.

Attached are the relevant documents.

The details of the cost implications are listed below:

	N
Airfare Ticket	130,00:00
Per Diem for 3 days @17500	52,500.00
Local runs on Transport	15,750.00
Airport Taxi To and Fro	16,000.00
Total	<u><u>214,250.00</u></u>

My Account details is as follows:

Name: Alao-Williams Abosede O.
Bank Name: First Bank Plc
Account Number: 3004240144

Thank you ma for your kind approval.

Alao

ALAO-WILLIAMS ABOSEDE

⑤ Fo(ACE)
Pls process
Date: 11/8/2022.

① Approved
Alao
9/8/22

Project Accountant
Kindly make payment
Source: ACE Workplan 2022
Cap. 3 A D



Abosede Adenuga <aadenuga@unilag.edu.ng>

RE-SCHEDULE OF MEETING ON RISK BASED AUDITING

3 messages

Abosede Adenuga <aadenuga@unilag.edu.ng>
To: Meihayere@nuc.edu.ng
Cc: oade-ademilua@unilag.edu.ng

Wed, Jul 27, 2022 at 5:56 PM

Good day Mr Matthew,

How was work today?

As discussed, this is to inform you that I won't be able to meet up with tomorrow's meeting due to circumstances beyond my control.

Please I will be available on Thursday 11th and Friday 12th August.

Thank you for understanding.

Mrs Alao-Williams Abosede

Matthew E, Ihayere <meihayere@nuc.edu.ng>
To: Abosede Adenuga <aadenuga@unilag.edu.ng>
Cc: oade-ademilua@unilag.edu.ng

Wed, Jul 27, 2022 at 8:08 PM

Noted. Let make it 3rd week of August . 18th - 19th.

Warm regards

[Quoted text hidden]

Abosede Adenuga <aadenuga@unilag.edu.ng>
Draft To: "Matthew E, Ihayere" <meihayere@nuc.edu.ng>
Cc: Omobolanle Ade-Ademilua <oade-ademilua@unilag.edu.ng>

Fri, Jul 29, 2022 at 12:57 PM

Acknowledged.

[Quoted text hidden]

o Mail - Fwd: Reminder on tutorial session as New Internal Aud...

<https://mail.yahoo.com/d/folders/1/messages/34112>

Fwd: Reminder on tutorial session as New Internal Auditor for ACEDHARS, Unilag

From: Adenuga Abosede (abosedeadenuga6@gmail.com)

To: chidimma_maryrose92@yahoo.com

Date: Tuesday, July 26, 2022 at 02:46 AM PDT

----- Forwarded message -----

From: Adenuga Abosede <abosedeadenuga6@gmail.com>

Date: Mon, Jul 25, 2022, 9:39 PM

Subject: Re: Reminder on tutorial session as New Internal Auditor for ACEDHARS, Unilag

To: Matthew E. Ihayere <meihayere@nuc.edu.ng>

Cc: <gade-ademilua@unilag.edu.ng>

Noted with thanks.

On Mon, Jul 25, 2022, 7:40 PM Matthew E. Ihayere <meihayere@nuc.edu.ng> wrote:
Good evening Abosede,

I will available on Thursday-26th and Friday 29 July.

Kindly avail yourself the opportunity.

Warm regards.

On Mon, Jul 25, 2022, 19:11 Adenuga Abosede <abosedeadenuga6@gmail.com> wrote:
Good Afternoon Mr Mathew
NUC Auditor

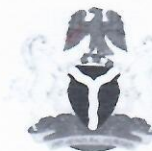
This is to serve as a reminder in respect of tutorial session and to familiarise myself on the Risk based Auditing as promised from your end as the new Internal Auditor for ACEDHARS

Waiting for your prompt response

ALAO-WILLIAMS ABOSEDE



ACEDHARS
UNIVERSITY ROAD, AKOKA
LAGOS



SECOND AFRICA HIGHER EDUCATION CENTRES OF EXCELLENCE FOR DEVELOPMENT PROJECT

PAYMENT VOUCHER

Payee: ALAO WILLIAMS ABOSEDE

Address:

Amount: 214,250.00

The Sum of: Two Hundred and Fourteen Thousand Two Hundred and Fifty Naira Only.

Transaction Details: CENTRE AUDITOR MEETING WITH NUC AUDITOR AT ABUJA

Voucher No.: PV/2022/UNILG-1/000000128

File No.:

Date: 11/08/2022

Bank A/c: 32203 ACE OPERATIONAL (NAIRA) ACCOUNT

Mandate No.: 01

Expenditure A/c: 21114-009 AUDITING OF ACCOUNTS (NEW ACE)

Name

Signature

Date

Prepared by:

Rangye A.A.F.

[Signature]

11/08/2022

Checked by:

Tayo, A.S

[Signature]

11/08/2022

Approved by:

Adekunle, O.T

[Signature]

11/08/2022

Payee Signed: _____

Date: _____/_____/_____

#214,250.00 Certified

[Signature]

11/08/2022



 MaxAir

ALAOWILLIAMS/ABOSED

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Airport Labels & Tags Ltd.

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Airport Labels & Tags Ltd.