

A STUDY ON THE PRODUCTION DEPARTMENT OF BATA COMPANY

report on Internship Training submitted to Periyar University, Salem

In partial fulfilment for the award of the degree of

BACHOLER OF COMMERCE (COMPUTER APPLICATION)

Submitted By

NAME: ZAFREEN KOWSAR.Z

REG NO: C21UG152CCA117

Under the guidance of

Dr. V. Sengamalam, M.com., M.Phil., MBA., Ph.D.



DEPARTMENT OF COMMERCE

ST. JOSEPHS COLLEGE OF ARTS AND SCIENCE FOR WOMENS, HOSUR

Mookondapalli, Sipcot, Hosur-635126

(Affiliated to Periyar University, Salem)

JULY 2023

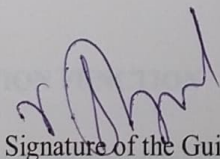
PERIYAR UNIVERSITY

INTERSHIP TRAINING REPORT FORMAT

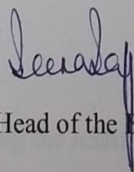
1	Name of the candidate	Zafreen kowsar. Z
2	University Examination Registration Number	C21UG152CCA117
3	Name of the college	ST. Joseph's college of arts and science for women's, Hosur.
4	Name of the Department / Degree	Commerce/B.COM (CA)
5	Name of the industry/ institute in which for internship training undergone	Bata India Ltd., Hosur
6	Guide/ supervisor under whom the training undertaken	Dr. V. Sengamalam
7	Title of the Training	A study on the production department of Bata company.
8	Brief output of training (not more than 2 pages) - Attach Annexure-1	(ENCLOSED)
9	Conclusion	The internship programme assisted in gaining both theoretical and practical knowledge
10	Outcome of the training	The knowledge and skills acquired during the internship programme and the exposure to real-world issues can now be applied in a real-life business environment.

Zafreen kowsar. Z

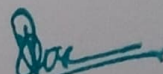
Signature of the Student



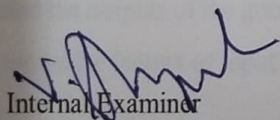
Signature of the Guide



Head of the Department



Principal



Internal Examiner

A STUDY ON THE PRODUCTION DEPARTMENT OF BATA COMPANY

INTRODUCTION

Bata India is the largest retailer and leading manufacturer of footwear in India and is a part of Bata shoes s organization. Incorporated as Bata Shoe Company Private Limited in 1931, the company was set up initially as a small operation in Konnagar (near Calcutta) in 1932. It was also the first manufacturing company in the Indian shoes industry to receive the ISO:9001 certifications. The company also operates a large non-retail distribution network through its urban wholesale division and caters to millions of customers through over 30,000 dealers. The company's product portfolio comprises slippers, sandals, formal shoes, casual wear shoes, infant shoes and sports shoes.

PRODUCTION DEPARTMENT

The corporation is one of the world's leading shoemakers by volume with 150 million pairs of shoes sold annually.[5] It has a retail presence of over 5,300 shops in more than 70 countries across five continents and 21 production facilities in 18 countries. Bata is an employer to over 32,000 people globally.

A system called batch production is handled here. Products are produced in batch-wise production and are segregated according to their type and variety of models that are already designed as per the trends in the market. The units are produced as per the targeted numbers that the workers are allotted to manufacture with the provided stock of raw materials and advanced machines.

THE ROLE OF PRODUCTION FUNCTION

The production function is a mathematical function stating the relationship between the inputs and the outputs of the goods in production by a firm. Entrepreneurship, labor, land, and capital are major factors of input that can determine the maximum output for a certain price.

THE ROLE OF PRODUCTION MANAGER

Production managers are responsible for the technical management, supervision and control of industrial production processes. Shift and 'on-call' work may be required, particularly where manufacturing/production equipment is in continual 24-hour operation.

SHOEMAKING PROCESS

Step 1: Measurements & Selection of Style. The beauty of a bespoke shoe is that it fits like a glove – or at least it should do! ...

Step 2: Shoe Last Making. ...

Step 3: Pattern Cutting & Clicking. ...

Step 4: Assembling the Shoe. ...

Step 5: The Trial Shoe. ...

Step 6: Final Craftsmanship. ...

Step 7: The Shoe Room.

Bata shoes leather is made of high-quality leather and compressed plastic, and this makes your feet feel comfortable and relaxed throughout the day.

THE PRODUCTION CAPACITY OF BATA

It has a strong pan-India retail presence with 1569 stores across cities, including franchisee stores. It has 4 strategically located manufacturing units with a 21 million footwear pairs production capacity per annum. Their products include leather footwear, rubber/canvas footwear and plastic footwear.

CONCLUSION

I conclude that this internship project helped me to gain real time experience of obtaining practical knowledge in a renowned organization. I sincerely express my gratitude to the company, and I am indeed grateful to the college for providing me with this opportunity and encouragement.

Bata India Limited
Post Box No. 39
SIPCOT, Phase-I,
Hosur - 635 126,
Tamil Nadu, India.
CIN : L19201WB1931PLC007261
GSTIN : 33AABCB1043Q1ZT
Website : www.bata.in

Ph : (04344) 661209 / 661203



11.07.2023

TO WHOMEVER IT MAY CONCERN

This is to certify that Ms. Z. Zafreen Kowsar- Reg No: C21UG152CCA117, B. Com (CA) from ST Joseph College of Arts & Science for Women Hosur, has successfully completed the internship program from 26/06/2023 to 11/07/2023 at Bata India Limited. This internship focused on providing practical experience and knowledge in Industrial training.

We congratulate Ms. Z. Zafreen Kowsar on her successful completion of Internship program and wish her continued success in her future endeavors in the respective field.

For BATA INDIA LIMITED



AUTHORISED SIGNATORY

All correspondence should be addressed to the Company and not to individuals

Regd. Office : 27B, Camac Street, 1st Floor, Kolkata - 700 016, West Bengal, India.
Head Office : 418/02, Sector - 17, Gurgaon Mehrauli Road, Gurgaon - 122 002, Haryana.

**A STUDY ON GOODS AND SERVICES TAX PROCESS IN ATC PVT LTD
COMPANY**

**Report on internship training submitted to periyar university ,salem in partial
fulfillment for the award of the degree of**

BACHELOR OF COMMERCE (COMPUTER APPLICATION)

SUBMITTED BY

NAME: RANJITHA.S

REG NO: C21UG152CCA075

UNDER THE GUIDANCE

Mrs. N.VADIVU ,M.COM.,M.PHIL., PGDCA.,

ASSISTANT PROFESSOR



DEPARTMENT OF COMMERCE

ST. JOSEPH 'S COLLEGE OF ARTS AND SCIENCE FOR WOMEN, HOSUR

AFFILIATED TO PERIYAR UNIVERSITY, SALEM

MOOKANDAPALLI, SIPCOT, HOSUR(635109)

JULY 2023

PERYIAR UNIVERSITY

INTERNSHIP TRAINING REPORT FORMAT

1.	Name of the candidate	RANJITHA.S
2.	University examination registration number	C21UG152CCA075
3.	Name of the college	ST. joseph's college of arts and science for women,hosur
4.	Name of the department/degree	Commerce/B.com(C.A)
5.	Name of the industry /institute in which for internship training undergone	Atc pvt.ltd company
6.	Guide/supervisor under whom the training undertaken	Mrs.N.Vadivu
7.	Title of the training	Income tax and gst
8.	Brief output of training more than 2 pages)-Attach Annexure-1	(ENCLOSED)
9.	Conclusion	The overall experience was positive and everything I learned would be useful in my future career in this field
10.	Outcome of the training	Job experience

S. Ranjitha

Signature of the Student

N. K.

Signature of the Guide

Deenaday

Head of the Department

Dr.

Principal

V. D. S.

Internal Examiner

A STUDY ON GOODS AND SERVICE TAX PROCESS IN ATC PVT LTD COMPANY

INTRODUCTION

Atc Limited is a public limited company based in Hosur, India and it was incorporated officially on 09/11/1973. The corporate identification number (CIN) of this company as per the official records is U16000TZ1973PLC018100 and the company registration number is 018100. Its email address is atcltd@ysnl.com and its registered office address is 35, Rajaji Nagar,,Hosur,Hosur,Tamil Nadu,INDIA,635126

SKILLS AND KNOWLEDGES

- Learnt to make tally entries. Understand about GSTR-1, 2B.
- Communication. Presentation skills.
- Teamwork. Inter-team cooperation.
- Leadership Skills. Empowerment.
- Effective & Excellent Customer Service.
- Decision Making & Problem Solving.
- Marketing.

RESPONSIBILITIES

- Analyzing sales and purchase of clients.
- Analyzing payments and receipts of companies.
- Checking data in tally and bank statement .Collecting bank statement of clients
- Preparation of bank analysis.

ANALYZING OF BANK STATEMENT

- A bank statement is a document also known as an account statement that is typically sent by the bank to the account holder every month, summarizing all the transaction of an account during the month.

GOODS AND SERVICE TAX

Goods and Service Tax (**GST**) is an **indirect tax** which is paid indirectly by the people. This came into effect on **1 July 2017**. In other words, Goods and Service Tax is levied on the supply of goods and services. Goods and Service Tax law in India is a comprehensive, multi-stage, and destination based tax that is levied on every value addition. GST is a single domestic indirect tax law for the entire country.

GSTR

Goods and service Tax return is a document that includes all the information of purchase, sales, input tax and output tax.

GST REGISTRATION

- Whose annual turnover is above 20 lakhs.
- Below 20 lakh is optional.
- Business which deals with interstate supply GST registration is needed.
- The GST registration number contains **15 digits** with alphanumeric.

GSTR – 1

GSTR -1 is a document which provides details of outward supplies. (Detailed about sales)

GSTR - 2

- It is a document which provide details of inward supplies (about purchase)
- It is drafted ITC document.
- ITC is applied only if both companies registered under GST.
- Generated in 12th of every month and 14th of succssding quarterly.

CONCLUSION

This internship opportunity I had with **Mr GOWRI.**, was great chance for learning and professional development. I had a huge variety of experiences and was fortunate to get the opportunity to work with so many different people. I have learnt many knowledge about goods and service tax .i have learnt many informations about purchase, sales, input and output tax.goods and service tax is an indirect tax which is paid indirect to the people.



Phone : 04344 – 421300
Fax : 04344 – 421388

ATC Limited

Registered Office : 35, Rajaji Nagar, Hosur - 635 126, Tamil Nadu, India
Corporate Identity Number : U16000TZ1973PLC018100 • e-mail : atchosur@atcltd.in

ATC/HR/111

July 13, 2023

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. S Ranjitha (Reg. No.C21UG152CCA075), third year B.Com (Computer Application) student from St.Joseph's College for Arts and Science for Women has done her Internship training in our Company during the period from 27.06.2023 to 13.07.2023.

During the above period, she has evinced keen interest and her conduct and character were found to be good.

We wish all the success in her future endeavors.

for **ATC LIMITED**

MUTHUMANIKANDAN K
ASSISTANT MANAGER - HR

TO STUDY ON ADMINISTRATION OF BATA COMPANY

Report On Internship Training Submitted to Periyar University, Salem

In Partial Fulfillment for The Award of The Degree Of

BACHELOR OF COMMERCE (COMPUTER APPLICATION)

Submitted By

NAME: YAMUNASHREE.C

REGNO: C21UG152CCA114

Under the guidance of

Mrs. M. PRIYA, M.COM., M.PHIL., B.ED., PGDCA., (Ph. d)



DEPARTMENT OF COMMERCE

ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE FOR WOMENS, HOSUR

(Affiliated to Periyar University, Salem)

JULY 2023

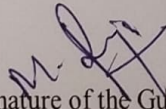
PERIYARUNIVERSITY

INTERNSHIP TRAINING REPORT FORMAT

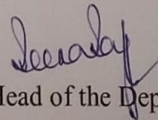
1	Name of the candidate	YAMUNA SHREE.C
2	University Examination Registration Number	C21UG152CCA114
3	Name of the College	St.Joseph's College of arts and science for women's, Hosur.
4	Name of the Department/Degree	Commerce/ B.com(ca)
5	Name of the industry/ institute in which for internship training undergone	Bata India Ltd., Hosur.
6	Guide/Supervisor under whom the training undertaken	Mrs. M. Priya, M.com., M.Phil., B.ED., PGDCA., (Ph. D)
7	Title of the Training	To Study on Administrator of Bata Company.
8	Brief output of Training (not more than 2 pages) – Attach Annexure-1	(ENCLOSED)
9	Conclusion	The internship programmer assisted in gaining both theoretical and practical knowledge.
10	Outcome of the training	The knowledge and skills acquired during the internship program and the exposures to real-world issues can now be applied in a real-life Business environment.

Yamuna Shree.C

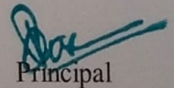
Signature of the Student



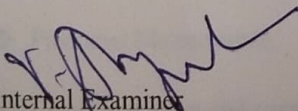
Signature of the Guide



Head of the Department



Principal



Internal Examiner

A STUDY ON ADMINISTRATOR OF BATA COMPANY

INTRODUCTION

Administrator is a person who performs a valuable function for the organization by organizing the organization's operations, improving critical functions, and promoting the achievement of goals. In most environments, administrators create short- and long-term strategies, set goals, and organize efforts to ensure operational success. They oversee processes and support business functions to ensure everything runs smoothly and efficiently. They may hold managerial positions, but they usually support members of their departments and teams to perform their duties.

Administrators often direct operations and make decisions to advance the overall goals of their areas of responsibility. You can delegate tasks, customize rules and processes, and assign roles to support project, business, or organizational goals.

ADMINISTRATOR ROLE AND RESPONSIBILITIES

The role and responsibilities of an administrator can vary significantly depending on the organization, industry, and specific systems or platforms they are responsible for. However, there are common core responsibilities that many administrators share. Here is a general overview of the role and common responsibilities of an administrator

Role

- ❖ Manage and Organize
- ❖ Maintaining records and database
- ❖ Financial Maintenance.
- ❖ Communication and coordination

JOB ROLES AS AN ADMINISTRATOR

Manage and Organize

Administrators oversee day-to-day operations, such as managing schedules, coordinating meetings, and handling correspondence. These ensure that your office environment is organized and efficient.

Maintaining records and database

Administrators often handle sensitive information and maintain databases and records. Data accuracy, security and confidentiality are guaranteed

Financial Maintenance

Administrators can manage budgets, track expenses, and process invoices. We may also work with the finance department to ensure financial compliance.

Staff support

Administrators can help with the hiring, onboarding, and offboarding process. We may also record employee records, administer benefits, and reconcile payroll.

Communication and coordination

Administrators act as liaisons (a link for communication) for internal and external stakeholders. Facilitate communication between team members, departments, customers and suppliers. We may also assist you in preparing reports, presentations and other communications

CONCLUSION

Administrators are central to an organization by ensuring efficient and smooth processes. You will be involved in a wide range of tasks, from administration of office work to communication coordination and record management. Developing the necessary skills, gaining relevant experience, and staying updated with industry tools and trends can help aspiring managers begin rewarding careers in this key role.

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11.07.2023

TO WHOMEVER IT MAY CONCERN

This is to certify that Ms. C. Yamuna Shree - Reg No: C21UG152CCA114, B. Com (CA) from ST Joseph College of Arts & Science for Women Hosur, has successfully completed the internship program from 26/06/2023 to 11/07/2023 at Bata India Limited. This internship focused on providing practical experience and knowledge in Industrial training.

We congratulate Ms. C. Yamuna Shree on her successful completion of Internship program and wish her continued success in her future endeavors in the respective field.

For BATA INDIA LIMITED



AUTHORISED SIGNATORY

All correspondence should be addressed to the Company and not to individuals

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Head Office : 418/02, Sector - 17, Gurgaon Mehrauli Road, Gurgaon - 122 002, Haryana.

TO STUDY ON HUMAN RESOURCE OF BATA COMPANY

Report On Internship Training Submitted to Periyar University, Salem

In Partial Fulfilment for The Award of The Degree Of

BACHELOR OF COMMERCE (COMPUTER APPLICATION)

Submitted By

NAME: SUJI.P

REG NO: C21UG152CCA096

Under the guidance of

Mrs. M. SUBBULAKSHMI, M.com, M. Phil, SET, NET.



DEPARTMENT OF COMMERCE

ST. JOSEPH COLLEGE OF ARTS AND SCIENCE FOR WOMENS, HOSUR

(Affiliated to Periyar University, Salem)

JULY 2023

PERIYAR UNIVERSITY
INTERNSHIP TRAINING REPORT FORMAT

1	Name of the candidate	Suji.P
2	University Examination Registration Number	C21UG152CCA096
3	Name of the College	St. Joseph's College of arts and science for women's, Hosur.
4	Name of the Department/ Degree	Commerce / B.com (ca)
5	Name of the industry / institute in which for internship training undergone	Bata India Ltd., Hosur.
6	Guide / Supervisor under whom the training undertaken	Mrs. M. Subbulakshmi, M.com, M.Phil., SET, NET.
7	Title of the Training	To Study on Human Resource of Bata Company.
8	Brief output of Training (not more than 2 pages) – Attach Annexure - 1	(ENCLOSED)
9	Conclusion	The internship programmer assisted in gaining both theoretical and practical knowledge.
10	Outcome of the training	The knowledge and skills acquired during the internship program and the exposures to real – world issues can now be applied in a real – life business environment.

Suji.P

Signature of the Student

M. Subbulakshmi

Signature of the Guide

Secaray

Head of the Department

Principal

Principal

[Signature]

Internal Examiner

A STUDY ON HUMAN RESOURCE OF BATA COMPANY

INTRODUCTION

Human resources (HR) is the set of people who make up the workforce of an organization, business sector, industry, or economy. A narrower concept is human capital, the knowledge and skills which the individual's command. Similar terms include manpower, labor, or personnel.

HRM is involved in providing human dignity to the employees taking into account their capacity, potentially, talents, achievement, motivation, skill, commitment, great abilities, and so on. So, that their personalities are recognized as valuable human beings. If an organization can trust, depend and draw from their bank account on the strength of their capital assets, they can trust, depend and draw more on their committed, talented, dedicated and capable people.

HRM is a management function that helps managers to recruits, select, train and develop members for an organization. HRM refers to a set of programs, functions and activities designed and carried out in order to maximize both employee as well as organizational effectiveness.

HUMAN RESOURCES MANAGEMENT

Human resource management involves all management decisions and practices that directly affect or influence the people, or human resources, who work for the organization.

The functions of human resource management are:

- ❖ Staffing
- ❖ Training and Development
- ❖ Motivation
- ❖ Maintenance.

By doing all these functions Human resource management complete its job.

STAFFING IN HRM

Activities in HRM concerned with seeking and hiring qualified employees is Staffing. A company needs a well-defined reason for needing individuals who possess specific skills, knowledge and abilities to specify the job. Employee referrals can produce the best applicants for two reasons. First, current employees screen applicants before referring them. Second, current employees believe that their reputations with the firm will be reflected in the candidates that they recommend. Recruiting is the initial step of staffing. Recruiting is the process of locating, identifying, and attracting capable employees.

TRAINING AND DEVELOPMENT

Training and Development in Human Resource Management is the process of acquiring knowledge, skills, and attitude that helps improve employees' job performance and enables future career growth. HR training and development also promotes the company's culture to create a safe and positive work environment.

MOTIVATION IN HRM

Motivation is one of the important factors affecting human behavior & performance in the organization. It is one of the essential functions of a manager in the workplace. Here, a manager needs to understand the requirement of employees so as to motivate them properly. The concept involves the needs wants, demands wishes, etc of employees. HR can play a fundamental role in encouraging employee morale and motivation. Having a motivated workforce is something that every employer wants and offering clear reward policies, development plans and progression paths is a proven way of motivating employees in the long-term.

CONCLUSION

I conclude that this internship project helped me to gain real time experience of obtaining practical knowledge in a renowned organization. I sincerely express my gratitude to the company, and I am indeed grateful to the college for providing me with this opportunity and encouragement.

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Website : www.bata.in

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11.07.2023

TO WHOMEVER IT MAY CONCERN

This is to certify that Ms. P. Suji Reg No: C21UG152CCA096, B. Com (CA) from ST Joseph College of Arts & Science for Women Hosur, has successfully completed the internship program from 26/06/2023 to 11/07/2023 at Bata India Limited. This internship focused on providing practical experience and knowledge in Industrial training.

We congratulate Ms. P. Suji on her successful completion of Internship program and wish her continued success in her future endeavors in the respective field.

For BATA INDIA LIMITED


AUTHORISED SIGNATORY

All correspondence should be addressed to the Company and not to individuals

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Head Office : 418/02, Sector - 17, Gurgaon Mehrauli Road, Gurgaon - 122 002, Haryana.

**A STUDY ON THE PROCESSES UNDERTAKEN BY THE VARIOUS
DEPARTMENTS IN THE MANUFACTURING SECTOR OF
BATA COMPANY**

Report on Internship Training submitted to Periyar University, Salem

In partial fulfilment of requirement for the award of the degree of

BACHELOR OF COMMERCE (COMPUTER APPLICATION)

Submitted by

NAME: SOWMIYA.G

REG.NO: C21UG152CCA090

Under the guidance of

MRS. K. PUNITHA, M.Com., M.Phil.,

Assistant Professor



DEPARTMENT OF COMMERCE

ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE FOR WOMEN, HOSUR

(Affiliated to Periyar University, Salem)

Mookandapalli, SIPCOT, Hosur-635126

JULY 2023

PERIYAR UNIVERSITY

INTERNSHIP TRAINING REPORT FORMAT

1	Name of the Candidate	Sowmiya.G
2	University Examination Registration Number	C21UG152CCA090
3	Name of the College	St.Joseph's College of Arts & Science For Women, Hosur.
4	Name of the Department/Degree	Commerce/B.COM
5	Name of the Industry/Institute in which for Internship Training undergone	Bata India Ltd.,Hosur.
6	Guide/Supervisor under whom the training undertaken	Mrs. K. Punitha,M.com,M.Phil.,
7	Title of the training	A Study on processes undertaken by the various departments in the manufacturing sector of Bata company.
8	Brief output of training (not more than 2 page) – Attach annexure -1	(ENCLOSED)
9	Conclusion	The Internship programme assisted in gaining both theoretical and practical knowledge .
10	Outcome of the training	The knowledge and skills acquired during the internship programme and the exposure to real – world issues can now be applied in real – life business environment.

Sowmiya.G

Signature of the

Student

K. P.

Signature of the

Guide

Seenala

Head of the

Department

Principal

S. D. S.

Internal Examiner

A STUDY ON THE PROCESSES UNDERTAKEN BY THE VARIOUS DEPARTMENTS IN THE MANUFACTURING SECTOR OF BATA COMPANY

INTRODUCTION

Bata India is the largest retailer and leading manufacturer of footwear in India and is a part of Bata shoes organization. Incorporated as Bata Shoe Company Private Limited in 1931, the company was setup initially as a small operation in Konnagar (near Calcutta) in 1932. It was also the first manufacturing company in the Indian shoes industry to receive the ISO:9001 certifications. The company also operates a large non-retail distribution network through its urban wholesale division and caters to millions of customers through over 30,000 dealers. The company's product portfolio comprises slippers, sandals, formal shoes, casual wear shoes, infant shoes and sports shoes.

THE TWO MANUFACTURING UNITS OF BATA IN INDIA:

- Peenaya Industrial Area, Bangalore, Karnataka
- Batashatak, Hosur, Tamilnadu

DEPARTMENTS

In this Bata company as divide into various Departments. The Departments are given below:

- ❖ COMMERCIAL
- ❖ CONTROLLING
- ❖ QUALITY
- ❖ PRODUCTION
- ❖ FINANCE

QUALITY CONTROL:

Maintaining high - Quality standards can help reduce costs in the long run by reducing the number of returns and warranty claims.

Before the shoes are shipped to stores, they undergo a rigorous process to ensure they meet Bata's quality standards.

Quality management and control Bata does most of the inspection post production. After cutting, sewing and preforming stages. They do their main inspection during the production of sole. The sole is made by pouring PU liquid in molds.

FACILITY LAYOUT OF BATA :

EVA Compounds are classified into two types. They are

1. BLENDING PROCESS
2. INJECTION MOLDING PROCESS

BLENDING PROCESS

- ❖ Trimming process
- ❖ Conveyer system
- ❖ Upper and sole cleaning
- ❖ Fixing size and packing into master carton

Finally they do final check-up and box strapping

INJECTION MOLDING PROCESS

- ❖ Assembling
- ❖ Quality checking
- ❖ Packing
- ❖ Finished footwear
- ❖ Dispatch

CONCLUSION

I conclude that this internship project helped me to gain real time experience of obtaining practical knowledge in a renowned organization. I sincerely express my gratitude to the company and I am indeed grateful to the college for providing me with this opportunity and encouragement.

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For BATA INDIA LIMITED



AUTHORISED SIGNATORY

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IN THE MANUFACTURING SECTOR OF
BATA COMPANY**

Report on Internship Training submitted to Periyar University, Salem

In partial fulfilment of requirement for the award of the degree of

BACHELOR OF COMMERCE (COMPUTER APPLICATION)

Submitted by

NAME: SARULATHA.R

REG.NO: C21UG152CCA082

Under the guidance of

MRS. K. PUNITHA, M.Com., M.Phil.,

Assistant Professor



DEPARTMENT OF COMMERCE

ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE FOR WOMEN, HOSUR

(Affiliated to Periyar University, Salem)

Mookandapalli, SIPCOT, Hosur-635126

JULY 2023

PERIYAR UNIVERSITY

INTERNSHIP TRAINING REPORT FORMAT

1	Name of the Candidate	Sarulatha.R
2	University Examination Registration Number	C21UG152CCA082
3	Name of the College	St.Joseph's College of Arts & Science For Women, Hosur.
4	Name of the Department/Degree	Commerce/B.COM
5	Name of the Industry/Institute in which for Internship Training undergone	Bata India Ltd.,Hosur.
6	Guide/Supervisor under whom the training undertaken	Mrs. K. Punitha,M.com,M.Phil.,
7	Title of the training	A Study on processes undertaken by the various departments in the manufacturing sector of Bata company.
8	Brief output of training (not more than 2 page) – Attach annexure -I	(ENCLOSED)
9	Conclusion	The Internship programme assisted in gaining both theoretical and practical knowledge .
10	Outcome of the training	The knowledge and skills acquired during the internships programme and the exposure to real – world issues can now be applied in real – life business environment.

Sarulatha.R

Signature of the

Student

K. Punitha

Signature of the

Guide

Sarulatha.R

Head of the

Department

[Signature]
Principal

[Signature]
Internal Examiner

A STUDY ON THE PROCESSES UNDERTAKEN BY THE VARIOUS DEPARTMENTS IN THE MANUFACTURING SECTOR OF BATA COMPANY

INTRODUCTION

Bata India is the largest retailer and leading manufacturer of footwear in India and is a part of Bata shoes organization. Incorporated as Bata Shoe Company Private Limited in 1931, the company was setup initially as a small operation in Konnagar (near Calcutta) in 1932. It was also the first manufacturing company in the Indian shoes industry to receive the ISO:9001 certifications. The company also operates a large non-retail distribution network through its urban wholesale division and caters to millions of customers through over 30,000 dealers. The company's product portfolio comprises slippers, sandals, formal shoes, casual wear shoes, infant shoes and sports shoes.

THE TWO MANUFACTURING UNITS OF BATA IN INDIA:

- **Peenaya Industrial Area, Bangalore ,karanataka**
- **Batashatak, Hosur, Tamilnadu**

DEPARTMENTS

In this Bata company as divide into various Departments. The Departments are given below:

- ❖ **COMMERCIAL**
- ❖ **CONTROLLING**
- ❖ **QUALITY**
- ❖ **PRODUCTION**
- ❖ **FINANCE**

These Five Departments are undertaken the company.

FINANCE DEPARTMENT

The finance department maintains the records of all the financial transactions that are done by the company in the process of manufacturing the foot wears including cost incurred for the purchase of raw materials, labour wages, salaries to staffs, and all other expenses that occur in the company.

They also file invoices through online called e-invoice.

The details of the transactions with the document number, serial number, item description, HSN code, quantity of output produced, unit price, discount, taxable amount are filed.

E-INVOICE

E-invoice requires the following important details in it to consider that e-invoice as a valid one.

- INR number
- QR code
- **GST**- Goods and Service Tax
- **CGST**- Central Goods and Service Tax
- **SGST**- State Goods and Service Tax
- **IGST**- Integrated Goods and Service Tax

If the price is above Rs.1000, 18% GST is paid. If the price is below Rs.1000, 12% GST is paid.

If the invoice bills do not contain INR code, the bill will not be accepted and if the HSN Code is not mentioned the bills are invalid.

E-WAY BILL

The e-way bills should contain the following details,

- Mode of transport
- Vehicle number
- Dispatch place
- Transporter
- Date and time

CONCLUSION

I conclude that this internship project helped me to gain real time experience of obtaining practical knowledge in a renowned organization. I sincerely express my gratitude to the company and I am indeed grateful to the college for providing me with this opportunity and encouragement.

Bata India Limited
Post Box No. 39
74, Sipcot, Phase-I,
Hosur - 635 126,
Tamil Nadu, India.
CIN : L19201WB1931PLC007261
GSTIN : 33AABCB1043Q1ZT
Website : www.bata.in

Ph : (04344) 661209 / 661203



11.07.2023

TO WHOMEVER IT MAY CONCERN

This is to certify that Ms. R. Sarulatha Reg No C21UG152CCA082, B. Com (CA) from ST Joseph College of Arts & Science for Women Hosur, has successfully completed the internship program from 26/06/2023 to 11/07/2023 at Bata India Limited. This internship focused on providing practical experience and knowledge in Industrial training.

We congratulate Ms. R. Sarulatha on her successful completion of Internship program and wish her continued success in her future endeavors in the respective field.

For BATA INDIA LIMITED



AUTHORISED SIGNATORY

All correspondence should be addressed to the Company and not to individuals

Regd. Office : 27B, Camac Street, 1st Floor, Kolkata - 700 016, West Bengal, India.
Head Office : 418/02, Sector - 17, Gurgaon Mehrauli Road, Gurgaon - 122 002, Haryana.

A STUDY ON ACCOUNTING PROCESS IN BATA INDIA LIMITED, HOSUR

Report on Internship Training submitted to Periyar University, Salem

In partial fulfillment for the award of the degree of

BACHELOR OF COMMERCE (COMPUTER APPLICATION)

Submitted By

NAME: PAVITHRA. A

REG NO: C21UG152CCA063

Under the guidance of

Mrs. N.VADIVU, M.Com., M.Phil., PGDCA., (Ph.D.)

Assistant Professor



DEPARTMENT OF COMMERCE

ST.JOSEPH'S COLLEGE OF ARTS AND SCIENCE FOR WOMEN

Affiliated to Periyar University, Salem.

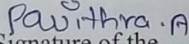
Mookandapalli, SIPCOT, HOSUR- 635109

JULY 2023

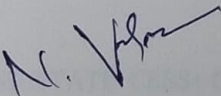
PERIYAR UNIVERSITY

INTERNSHIP TRAINING REPORT FORMAT

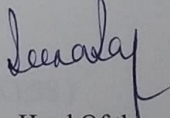
1.	Name of the candidate	Pavithra.A
2.	University examination registration number	C21UG152CCA063
3.	Name of the college	ST. Joseph's College of Arts & Science For Women, Hosur
4.	Name of the Department/ Degree	Commerce / B.Com (CA)
5.	Name of the industry/institute in which for Internship Training Undergone	BATA INDIA LIMITED
6.	Guide/Supervisor under whom the training undertaken	Mrs. N. Vadivu
7.	Title of the Training	Accounting and tax consultancy training
8.	Brief output of training(not more than 2 pages)-Attach Annexure-I	(ENCLOSED)
9.	Conclusion	The overall experience was positive and everything I learned would be useful in my future career in this field
10.	Outcome of the Training	Job experience


Signature of the

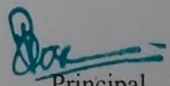
Student

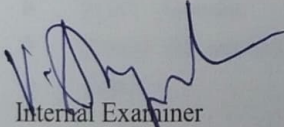

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Guide


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Principal


Internal Examiner

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ACCOUNTS DEPARTMENT PROCESS:

1. E- INVOICE DETAILS:

- IRN
- ACK NO
- ACK date

2. TRANSACTION DETAILS:

- Supply type code : B2B (Business to business)
- Document of supply
- Document type and document date

3. DETAILS OF GOODS/SERVICE:

- Serial numbers
- Item description
- HSN code
- Quality
- Limit price
- Discount
- Taxable amount
- Tax date (GST + CESS /STATE CESS+ GST CESS)
- Other charges
- Total
- Taxable amount
- CGST Amount
- SGST Amount
- Round off amount
- Total

4. JOURNAL ENTRIES :

Raw materials Dr
 To vendor

Stock a/c Dr
 To vendor

Production Dr
 To stock

Finished goods Dr
 To production

RCD Dr
 To finished goods

Shop Dr
 To RCD

5. GST:

ITEAM	IGST	CGST	SGST
Leather	12%	6%	6%
Sole	18%	9%	9%
Sheep lining	12%	6%	6%
Lace	18%	9%	9%
Buckle ,trim , gold	18%	9%	9%
Foam	18%	9%	9%
Elastic	5%	2.5%	2.5%
Fabric with foam	12%	6%	6%
Holf finished good	18%	9%	9%

CONCLUSION:

This internship opportunity I had with **BATA INDIA LIMITE.**, was great chance for learning and professional development. I had a huge variety of experiences and was fortunate to get the opportunity to work with so many different people. But the most important part of all this is that I was asked to do important tasks and given challenging assignments across this broad spectrum of experiences.

Ph : (04344) 661209 / 661203



11.07.2023

TO WHOMEVER IT MAY CONCERN

This is to certify that Ms. A. Pavithra Reg No C21UG152CCA063, B. Com (CA) from ST Joseph College of Arts & Science for Women Hosur, has successfully completed the internship program from 26/06/2023 to 11/07/2023 at Bata India Limited. This internship focused on providing practical experience and knowledge in Industrial training.

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For BATA INDIA LIMITED



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