



S. K. PAUL & CO.

Chartered Accountants

To

The Chairman

Midnapore Municipality

Sub: Internal Audit Report for the FY 2015-16 of Medinipur Municipality

Ref: Your Appointment Letter Vide Memo No. 1635(1)/AC dated 03.07.2017.

Se:

In terms of your above appointment letter vide Memo No 1635(1)/AC dated 03.07.2017.

Related Internal Audit of Medinipur Municipality, we have visited the following department of your ULB from time to time during course to verify the various records and vouch transactions thereto:

- 1) Establishment Department
- 2) Accounts & Finance Department
- 3) Sanitation Department
- 4) Public Works Department
- 5) Electric Department
- 6) Building Plan Department
- 7) Trade License Department
- 8) Relief Department
- 9) Water Supply Department
- 10) Property Tax Department
- 11) IT Department
- 12) Health Department
- 13) Youth and cultural Department

After verifying the records as maintained by above department of your ULB we noted some discrepancies/ findings and observations and on the basis we have prepared statement on the department wise findings and submitted the same for the clarifications/replies against our audit queries from your end.

We have considered your clarifications/replies against our Audit queries while preparing your this Audit Report for Medinipur Municipality for the year 2015-16.

We hereby submit the detailed Internal Audit Report for your kind perusal and on ward necessary Action from your end.

Thanking you,

Yours faithfully,



A. GENERAL ORGANISATIONAL INFORMATION

Name of the ULB: Medinipur Municipality

No. Of Wards of the ULB: 25

Area of the ULB: 18.36 Sqm.

Name the Chairman/
Chairperson/Administrator/
Board Administration for the

- | | |
|------------------|-------------------|
| 1) FY 2013-14 | : Sri Pranab Basu |
| Present Chairman | : Sri Pranab Basu |

Name of the Vice Chairman:

- | | | |
|----|-----------------------|-------------------------|
| 1) | During FY under Audit | : Sri Jitendra Nath Das |
| 2) | Present Vice-Chairman | : Sri Jitendra Nath Das |

Name of the Executive Officer:

- | | | | |
|----|----------------------------|------------------------|--------------------------------|
| 1) | During FY under Audit | : Sri Mriganka Bag | (from 10.11.2010 to June'2015) |
| 2) | Present Executive Officer: | Sri Asish Kumau Sarkar | (from August'15 to till date) |

Name of the Finance Officer:

- | | | | |
|----|-------------------------|----------------------------------|----------------------------------|
| 1) | During FY under Audit | : No Finance Officer was posted. | |
| 2) | Present Finance Officer | : Sri Chandan Panda | (from 02.11.2016 to till dated.) |

Address of the ULB : Medinipur Municipality, Medinipur, Paschim Medinipur, West Bengal

Audit Period: : From 01.04.2015 to 31.03.2016

Audit Starting date and Completion date : From 09.07.2017 to 25.07.2017.

Name of incumbent in-charge of accounts: Sri Sri Chandan Panda, Finance Officer. Medinipur Municipality.

About Accounting System of the ULB:

The ULB has been using Accounting software namely PURO-HISAB, since the financial year 2006-07 under double Entry Accounting prepared by Change Management Unit, Govt. of West Bengal. The Software has been customised for the preparation of Annual Financial Statement of Urban Local Bodies of West Bengal.

The said Accounting Software ensures the generation of Annual Financial Statement and related other reports to comply the West Bengal Municipal (Finance and Accounting) Rules 1999 as suggested in West Bengal State ULB Accounting Manual as well as National Municipal Accounting Manual. It was also seen during the course of Audit all required Financial Statement as suggested by National Municipal Accounting Manual are being generating correctly with proper forms and formats which are as follows:

- 1) Balance Sheet
- 2) Schedule wise of Balance Sheet
- 3) Income & Expenditure Accounts
- 4) Schedule wise of Income & Expenditure
- 5) Receipts & Payments Accounts
- 6) Cash Book
- 7) Trial Balance

The Accounting system does not generate any registers like Fixed Asset Register (land-Form 90, Immovable Property Register form-118 & Movable Property Register form-119) Investment Register, Stores Register, Advance Register.

During the course of our Audit it is seen that Fixed Asset Registers like land-Form 90, Immovable Property Register form-118 & Movable Property Register form-119 is maintained by ULB manually in MS-Excel file in computer.

Whereas ULB is required to maintain Demand and collection Register, Grants Appropriation Register, Investment Register, Loans & Advance Register, Earnest money & Security Deposit Register.

As per prescription of National Municipal Accounting Manual and as well as State ULB Accounting Manual ULB used to follow Accrual Basis for accounting of financial transactions of revenue income like Property tax, Market rent and Income from Investment. But the revenue incomes like Assigned Revenue, fees and user charges, Sale and Hire charges accounted on Cash Basis. ULB also followed Accounting Standard-12 for accounting the transactions related to Government Grants. All stores are valued on FIFO basis.

B. Status of Preparation, Submission and Audit of Annual Financial Statement:

1. Annual Financial Statement has been prepared upto FY 2015-16
2. Present status of preparation of Pending AFS by ULB
 - a) Receipts entry made upto 31.07.2017
 - b) Contra entry made upto 31.07.2017
 - c) Payments entry made upto 31.03.2017
 - d) BRS has been made upto the month of July'17
 - e) Asset Registers prepared upto 31.03.2017
 - d) The ULB is in process of finalisation of AFS for the FY 2016-17
3. The ULB has submitted Annual Accounts to Examiner of Local Accounts upto 31.03.2014 on 15.03.2017 for Audit of Annual Financial Statement.
4. The Annual Financial Statement of the ULB has been audited by Examiner of Local Audit upto 31.03.2013.
5. The ULB already uploaded the Unaudited Annual Financial Statement upto fy 2013-14 to ULB webpage for disclosure.

C. PENDING POSITION OF PREVIOUS AUDIT COMPLIANCE

C 1: Audit works conducted by Examiner of Local Accounts:

a. Transaction audit of the ULB has been completed upto financial year 2015-16

b. Audit Period up to which Broad Sheet Reply to the Inspection Report of

Examiners of Local Accounts:

Observation in previous audit reports	Reference Numbers of IRs / Para's	Recommendations of audit for Compliance	Status of the Compliance	Reason for non Compliance	Memo No & date of sending Broad sheet reply
Grant to the tune-remained unutilised to long period	3(P-IA), YR 2002-2004		Un-utilised grant as have since been utilised.		Broad sheet reply not yet been sent. As per AQ No. PAG/LA/MM/2013-16 dated 24th November'16 this reply given to the Audit. Copy enclosed.
Loss of revenue income due heavy and irregulars deduction in annual valuation and property tax holding	5(P-IA) YR 2002 -2004		Valuation has been revised w.e.f. 1st April'15 on the basis of new valuation demand has been raised.		
Unauthorised Expenditure of Rs. 9.31 lakh under MP LAD Scheme and Irregularities thereof	2(P-IB) YR 2004-2006		MPLAD scheme implemented strictly observance to the guideline. Each individual scheme is remitted to Dist. Nodal Officer.		
Irregular Investment of Rs.21.99 lakh out of Govt. Grant			Objects of investment from specific grant to earning interest to increased the fund. Which are not to be utilised.		Broad sheet reply not yet been sent. As per AQ No. PAG/LA/MM/2013-16 dated 24th November'16 this reply given to the Audit. Copy enclosed.
Irregular expenditure of Rs.2.003 lakh out of SFC Grant(2004-05)	8(P-IB) YR. 2004-2006		The Scheme is no longer functioning		
Irregular SSA Scheme Rs.4.55 lakh	5(P-IA) YR 2006 -2008		The Scheme is no longer functioning		
Non execution of BEUP scheme for Rs. 1.93 lakh frustrated every objective and resulted blocked of fund	8(P-IB) YR. 2006-2008		Later on the schemes were implemented and there are no blocked of BEUP fund.		
Lack of initiative Municipal Authority resulted non recovery of Rs. 18.14 lacj towards Cess.	2(P-IB) yr.2008-10		Due to Lack of knowledge cess Bld. plan were not collected. There after Municipality enforce the cess of Bldg.		
Utilization certificate of Rs 212.20 lakh and 6070.28 Qts. Pending under Cooked Mid Day Meal scheme & other irregularities	7(P-IB) Year 2008-10		UC has already been furnished.		Broad sheet reply not yet been sent. As per AQ No. PAG/LA/MM/2013-16 dated 24th November'16 this reply given to the Audit. Copy enclosed.
Poor performance on SWM under 12 th FC.	9(P-IB) Year 2008-10		Necessary steps are being taken to improve the performance of SWM		
Absence of control Mechanism in Management of Liquid Cash	10(P-IB) Year 2008-10		Liquid cash management has since been improved & physical verification of liquid cash is being done on daily		
Poor progress of infrastructural works under IHSDP Scheme	1(Part-IB) year 2010-13		IHSDP Scheme is now on the verge of completion. Final UC will soon be submitted.		Broad sheet reply not yet been sent. As per AQ No. PAG/LA/MM/2013-16 dated 24th November'16 this reply given to the Audit. Copy enclosed.
Improper practices followed in maintenance of stores and stock	6(Part-IB) year 2010-13		Following the audit observation maintenance of stock & store has been improved.		

C2: Audit of ELA – of Annual Financial Statements:

- a. As explain by the ULB during the course of our Audit the Annual Financial Statements up to 31.03.2014 has been audited by the Examiner of Local Accounts (ELA). The ULB also submitted Annual Financial Statement for the year 2013-14 to ELA for audit along with action taken on the audit paras on Audit Report of AFS upto 31.03.2013. All action have been taken on audit paras on Audit Report on AFS upto 31.03.2013 and has been incorporated in the action taken report on previous Audit Report upto 31.3.2013 and submitted along with AFS of 2013-14.
- b. Audit of AFS of 2013-14 has been completed. No Audit Report Has been received from Examiner of Local Accounts

C3 Internal Audit:

The Internal Audit report of 2014-15 completed on 19.07.2017

Point-wise Auditor's Observation/ queries and ULB Replies and Auditor's Suggestion

D1: Audit Observation on Cash Management:

Own source Revenue of the ULB:

As explained by the ULB during course of our audit all cash receipts from the various departments like property tax, trade license etc. are collected by cashier and are entered in the accounting software. The entire cash deposited to Bank Account of Municipal fund own source at the end of every day. No amount cash collected from various departments of the ULB is retained in the Municipality. The head-wise revenue income is entered in the accounting software at time receipt of all collections. Contra vouchers are made to Bank Account of Municipal fund own source [INDIAN OVERSEAS BANK CURRENT ACCOUNT NO.237 (4502101) & INDIAN OVERSEAS BANK SAVINGS ACCOUNT 11053(4502104)] after deposit of the amount to the bank and sum total of entire collections from own source income is checked from the daily receipt summery generated from the accounting software by cash section at the end of everyday to ensure correctness between cash collected from own source and deposited to own source bank (total of daily receipt summery = total of contra voucher of deposit daily collection in to bank = total Amount deposited at the end of the day).

Fund Management of Grant Fund Accounts:

Generally own source revenues are not sufficient for running an ULB. The creation of urban Development infrastructure (land, shelter and civic services) would require dispensing a large amount of resources by the Urban Local Governments. With the rising levels of urbanization and growth of urban population, the pressure on development of cities is increasing in India, as elsewhere in the World. Major sources finance comes from Central Government as well as State Government in the form of Government Grant. Like other ULBs in West Bengal Uluberia Municipality also receives grant from Central Government as State Government. Government Funds are sent to Treasury Account L/F account of Uluberia Municipality.

As explained to us during the course our audit for the management of fund related to government grant on receipt of any Government order showing received of fund or on receipt of any cheque from any government agency like SUDA an accounting entry is made crediting respective grant account and debiting respective treasury and bank account by accounts department of the ULB in the shape of Receipt / Journal voucher in the Accounting software.

As explained to us during the course of audit, when expenditure (revenue/ Capital) is made out of grant fund, after necessary approval from BOC the bill is sent to treasury in form of treasury advice along with a cheque as signed by Chairman and FO of the ULB for clearance. The treasury

officer checks the authenticity of the bill and accordingly passes the bill and resend the bill to ULB and cheque after passing the same. The cheque is then handed over to party on receipt of money receipt.

Ascertainment of Cash and Bank Balance for FY 2015-16

Particulars	For the FY 2015-16
Opening Balance	175303973.70
Receipts during the year	453658484.17
total	628962457.87
Payments during the year	413369998.47
Closing Balance	215592459.40

Balances of all Cash, Bank and treasury Accounts as per Cash book as on 31.03.2016

Sl.	A/c	Accounting code as per	purpose	Balance as per Cash book as on
	237	450-21-01	MUNICIPALFUND	417626.38
	11053	450-21-04	MUNICIPAL FUND	28718126.67
	7202	450-41-01	SJSRY	0.10
	6845	450-41-02	IGNOAPS	6666340.15
	90998	450-41-03	NFBS	139433.50
	91046	450-41-04	BEUP	514910.50
	89083	450-41-08	IHSDP	109051.82
	04109	450-41-09	BRGF	1170608.00
	73652	450-41-10	13TH FC	5340708.50
	50924	450-41-11	KUSP	7536.80
	91031	450-41-12	IGNWPS	7250981.00
	90925	450-41-13	IGNDPS	543495.50
	10842	450-41-15	HUP	50872.00
	90742	450-41-16	REVOLBING FUND	104314.00
		450-41-17	CCBP	781158.00
	240278	450-41-18	NUHM	4712545.00
	119929	450-41-19	NULM	3623675.00
	816751	450-41-20	14TH FC	18815631.50
	83474	450-42-02	MPLAD	805165.00
	623104	450-42-03	AMRUT	7575000.00
	136006	450-42-05	SWACH BHARAT	1693217.00
	6463	450-43-01	ILCS	98105.50
	27980	450-43-02	ICJCK	8028.00
	27981	450-43-03	JSY	102313.00
	77561	450-62-02	MDM	9191009.49
	77889	450-62-03	SSK	3521.60
	999	450-65-01	SALARY	497472.00
	053	450-65-02	OTHER FIXED	2804061.00
	054	450-65-03	NSDP	599.00
	055	450-65-05	PENSION RELIEF	983068.00
	043	450-65-07	MISC.	63253687.39
	078	450-65-08	AUG. WWS	13453377.00
	077	450-65-09	SFC	36156779.00
		450-10-01	CASH	42.00
			TOTAL	215592459.40

During course of Audit the ULB has prepared the Bank Reconciliation Statement for the financial year 2013-14. The ULB is maintaining 27 No Bank Accounts including treasury Accounts. The Bank Reconciliation of these accounts is furnished in **Annexure 1**. After scrutiny of BRS it was found that:

- 1) There are one bank account related to SJSRY-Revolving fund (A/c IOB-90742) un-reconciled since 2007-08 lying in BRS.
- 2) There exist some entries related to stale cheques beyond validity period.
- 3) There are inoperative Banks accounts lying in the schedule related to Cash & bank Balances.

Auditors Suggestion on BRS:

- 1) All old un-reconciled entries to be thoroughly scrutinized and if required proper adjustment to be made.
- 2) Proper adjustments to be made for stale cheques.
- 3) Efforts to be made to close down the inoperative Bank Accounts.
- 4) We are also trying to reconcile the same.

Observation on cheques & Money Receipts:

- 1) All the cheques are kept under the custody of Accountant.
- 2) All issued cheques are entered in the cheque issues register.
- 3) Money receipts are made on bills itself against which payment is made.

D2: Observation on Management on receivable (from Property Tax):

As per West Bengal Accounting Manual for ULBs Property tax and Market Rent will be collected and accounted on accrual basis and other incomes like trade license, fees and user charges will be collected and accounted on Cash Basis. Therefore any amount collected against arrear/current demand on receivable from Property Tax, Market can be considered as collection from debtors.

During the course of our Audit the Demand and Collection Register were not made available to US by ULB. All demands are being sent to Assessors from the hand books of collecting sarkars of all wards. Which means in many cases the demand notice to the property tax is not being sent to Property holders of the ULB in each year. It can be said that amount receivable from Property tax (both Current year as well as for Arrear year) as per Accounting soft ware does not show the true and fair view of receivables from Property Tax.

During course of our Audit it was also noticed no age analysis of receivable from property tax has been prepared by the ULB as per suggestion of State ULB Accounting Manual so as to identify the debtors who have not paid property tax for a long period.

However, The Arrear demand on Property tax was Rs. 24502739.52 and the current demand on property tax for the FY 2015-16 was Rs. 21505196.00. The total collection from Property tax during the FY 2015-16 was 23008027.51

ULB's replies on receivable from Property Tax:

Assessment of Property tax was first imposed in the FY 2000-01. Since then General Assessment of Property tax was pending. Assessment of property tax was again started from the FY 2013-14. The same has been effect from the FY 2015-16. The ULB is in a process to maintain the data related to property tax in computerised software from all necessary information related to Demand & Collection register will be available. It is expected that the ULB will be in a position to provide all necessary information related to demand and collection from the FY 2016-17 from the software of Property Tax.

Auditor's Suggestion on receivable from Property Tax:

In the opening database of the proposed property tax software the correct figure of all arrear property tax is to be entered. Before inserting the opening figure of arrear property tax of individual assessed an exercise is to be made to ensure the correct figure is inserted. Before inserting opening receivable from property tax age wise analysis of the receivable from property tax up to the date of insertion of opening balance in the property tax is to be done.

D3.Stores Management:

As per suggestion of Accounting Manual of ULB West Bengal ULB is maintaining the Stores valuation on FIFO basis. But no physical verification of Stores has been made by ULB in any year though it is suggested by Statutory Auditor in their report of AFS of the ULB. However the closing Balance of Stores of the ULB as 31.03.2016 is as follows:

Stores Items	Code	Opening Balance as on 01.04.15	Purchases during the period	Issued/consumption during the year	Closing Balance as on 31.03.2016
CENTRAL STORE	4301001	0	348974	348974	0
MEDICAL STORE	4301004	0			0
HEALTH STORE	4301005	0			0
STATIONARY	4301006	0	2500	2500	0
SANITARY AND	4301010	223505	1080615	930177	373943
WATER SUPPLY	4301011	9856528	14405838	14073797	10188569
ELECTRICITY	4301012	153264	6165265	5865964	452565
LOOSE TOOLS	4302001	2861	0	0	2861
Total (Rs)		10236158	22003192	21221412	11017938

Audit Observation:.

During course of our Audit it was seen that stock registers are maintained for all types stocks like, Engineering, Water supply, Electrical, Sanitary & Conservancy, Medical and health. We have checked the stores ledgers.of all high value items. It is maintained in quantity wise. It is seen that valuation of the stores not made for any items of the stores. Therefore valuations of closing stock as per stores register were not found in any stores register.

It is also seen that physical verification of the stores item is not done by the ULB.

ULB's Replies to Stores

As per explanation given to us by ULB during the course of our audit that the ULB have started a computerised system to control the Purchase, Issue and valuation of the stores on FIFO basis from September 2014.

Auditor's Suggestion for improvement of stores:

It is suggested that the valuation [in Amount (Rs.)] of the closing stock should be made at the end of each year. It is suggested that the opening quantity and valuation of the stores of all high value item for the software of stores are to be verified at earliest with the help of **stock reconciliation statement**.

The physical verification of the stores is to be made for all high value items for at least on quarterly basis. The value of the stores as per accounting software and value of stores as per software of the Stores should be tallied with each other.

D4.Audit Observation on Reconciliation of Advance for the year [2015-16] :

On verification during the course of our audit it was seen that there advance registers that has been maintained manually by ULB. We have compared total Advance as per accounting software and Total advance as per Manual Register as on 31.03.2016. The said comparison is as follows:

Particulars	For the Year 2015-16 (As per Accounting Software) [A]	For the Year 2015-16 (As per Manual Advance Register) [B]	Difference [C] =[A] –[B]
Closing Balance of Advance	99399300.00	98497799.00	901501.00

In comparing the total advance as per accounting software as on 31.03.2016 (is Rs. 98164105.00) with total advance as on 31.03.2016 the total advance as per Manual advance register (is Rs 909342984.00). There is difference of Rs.11,78,879.00 between advance as per accounting software and Advance as per manual Advance register as on 31.03.2016. We have also seen during the course of our audit that the huge amount of Advance given to various government agencies (Rs. 9.76 crores), these have been unadjusted for long period.

ULB's Replies to unadjusted Advance:

As per explanation given to us during the course our audit by ULB that series of letters has been issued to the government Agencies for the adjustment of the un adjustment of advance.

Auditor's recommendation on Loans & Advance:

The difference between total advance as per accounting software and total advance as per manual advance register Has to be reconciled. Effective steps to be taken for adjustment of advances for a long period given to Govt. agencies.

D5.Reconciliation of Investment other fund:

Particulars	For the Year 2015-16 as per Accounting software
Opening Balance of Investment	37515436.00
Add: Addition during the year Plus Interest	16424584.00
Total	53940020.00
Less: Loan given out of PF	8810125.00
Closing Balance of Investment other fund (GPF with treasury)	45129895.00

Observation on Investment other fund:

The value of Investment other fund is nothing but the value as maintained at treasury Provident fund account. In accounting software the same is shown in detail head code treasury general Provident Fund 4218005. On verification during the course of our audit the it is seen the closing balance of Treasury General Provident fund is not agreeing with the balance of Pass book of Treasury GPF. But the same has been reconciled through Bank Reconciliation statement.

It is also seen during the course of our Audit though PF have been deducted from the salaries at the time of disbursement of Salary but not deposited to treasury. In the Financial year 2015-16 the liability as un-deposited PF was Rs. 93768667.00.

ULB's reply on Investment other Fund (PF Treasury):

As per explanation of the ULB the process has been initiated to deposit the un-deposited has been initiated from the month of March 2012 and it is expected the process will be completed during the end of 2016-17

Recommendation on Investment own fund:

The reconciliation process to be completed at earliest.

D6. Auditor's Observation on Loan (un-secured Loan):

Particulars	For the Year 2015-16
Opening Balance of Loan(Secured/ Unsecured loan)	18203952.00
Add: Addition during the year(If any)	0.00
Add: Interest on Loan(Secured/ Unsecured loan)	0.00
Total	18203952.00
Less: Repayment (if any) During the year	0.00
Closing Balance of Loan (Secured/ Unsecured loan)	18203952.00

Observation on loan:

Though the above amount of unsecured loan of Rs.17652018.00 is appearing in the Schedule-5 of the Balance have been appearing from the opening Balance Sheet as unsecured loan.

ULB replies on Unsecured Loan:

ULB furnished Loan register with respect to this loan. Where we have not seen any repayment of the above mentioned loan and no interest on loan has been charged during the FY 2015-16.

Auditor's Recommendation:

Interest on to be calculated and to be charged on the above mentioned loan.

Observation on Maintenance of Security Deposit and Earnest Money Register:

No Earnest Money Deposit Register is seen during the course our Audit. We have seen Security Deposit register. We have compared the total balance of security deposit as per Accounting software and the total balance of security deposit as per Manual Security Deposit Register as on 31.03.2016 as depicted in the following table :

Detail of Security Deposit

Particulars	For the Year 2015-16 as per Balance Sheet	For the Year 2015-16 as per Manual Register	Difference
Opening Balance of	7586611.00	7501331.00	85280.00
Add: Addition during the	8414568.00	8441374.00	-26806.00
Total	16001179.00	15942705.00	58474.00
Less: Repayment (if any)	8137008.00	8134441.00	2567.00
Closing Balance	7864171.00	7808264.00	55907.00

We observed there is a deference of Rs 55907.00.

ULB Reply: In this respect the ULB could not furnish any details during the course of our audit works.

Recommendations on Maintenance of Security Deposit and Earnest Money Register:

It is recommended that the deference in balance of security deposit as per accounting software and balance of security deposit as per manual security deposit register is to be resolved.

E. Comments on the Budget of the ULB:

The Annual Budget was passed in the Meeting of BOC on: 27.04.2015

The date of Passing Revised Budget for the FY 2015-16: No revised Budget is prepared

The date in which Budget is sent to DM and DLB (Please indicate the memo No.): 425/AC dated 30.04.2015.

F1: Expenditure Budget Vs Actual Expenditure of the ULB for the year 2015-16

Year	Items	Budgeted expenditure	Actual Expenditure	Saving (+) / Excess(-)
2015-16	Revenue	295109067	208961878	86147189
	Capital	220283731	102642661	117641070

F1: Budgeted Receipt Vs Actual Receipt of the ULB for the year 2015-16

Year	Items	Budgeted Receipts	Actual Receipts	Deviation
2014-15	Own Source	92611000	76536656.4	16074343.6
	Assigned Revenue	11000000	8430843	2569157
2014-15	Government Grant	496776000	440242514	56533486

G. Status of maintenance of fixed Asset Registers :

Auditors Observation on the on the (Capital Expenditure / Fixed Assets).

The ULB is maintaining its Fixed Assets Register as per Format prescribed in WB State ULB Accounting Manual (Form No 90, Form No. 118 and Form No 119).The rates Depreciation on fixed assets has been followed as prescribed in WB State ULB Accounting Manual. The ULB have been preparing the Asset Matrix from the FY 2006-07 and onwards.

We have also verified the total additions to fixed asset in form of Land, Immovable Movable and Movable Property during the year 2015-16 as per following table:

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Name of Assets	Total Addition (Rs)	Remarks (if any)
Land		
Buildings	8160870	
Statues and valuable works of art and Antiquities		
Public Conveniences	6745148	
Parks and Playgrounds	298775	
Roads and Bridges		
Concreat Road	35899572	
Blacktop Road	6948009	
Road & Pavement Others	861304	
BRIDGE		
CULVERT	1152600	
Gurd wall		
Sewerage and drainage		
Strom water Drain	483191	
Drain-Open	18214545	
Drain -Close		
Water ways		

WATER Pipelines	4778096	
Deep Tube Well	5705427	
Water Tank		
Bore & Open well		
Reserver	2248853	
Sinking & Resinking of Tubewell	490548	
Submersible pumps	150980	
MOVABLE ASSETS		
Furniture & Fittings	26500	
Electrical Appliances		
Transformar		
Lamp Post	5025187	
VEHICLE		
PLANT & MACHINERY		
Office & Other EQ	81200	
Other Assets		

H. Receipts of Government Grants & Deposit works during the FY 2015-16:

We have also verified the receipts of Government Grant FY 2015-16 from concerned Appropriation registers:

Total Receipts of Grant during the FY 2015-16 were as follows:

SL. NO	Accounting Code	Name of the Grant	As per Accounting Software Register (Rs)	As per Appropriation Register (Rs)	Remarks (If Any)
1	3202007	SFC	33,208,500.00		
2	3202001	Salary Grant	39598008		
3	3202002	D.A. subvention Grant	30887244		
4	3202004	Pension relief Grant	5435730		
5	3202006	Other Specific Purpose Grants	88608876		
6	3202011	Fixed Grant	19224000		
7	3201026	14th FC	25288000		
8	3201004	NOAPS	37462768		
9	3201006	NFBS	3960000		
10	3201011	SSK	3547800		
11	3201012	Mid-day Meal	21985281		

12	3202012	Scheme of Housing For The Urban Poor	16946000		
13	3202006	Other Specific Purpose Grants	88608876		
14	3201019	NATIONAL URBAN LIVELIHOOD MISSION (NULM)	2388654		
15	3201020	NATIONAL URBAN HEALTH MISSION (NUHM)	10271000		
16	3201022	HOUSING FOR ALL (HFA) (URBAN)	264000		
17	3201023	ATAL MISSION FOR REJUVENATION AND URBAN TRANSFORMATION (AMRUT)	2025000		
18	3201024	SWACHH BHARAT MISSION (SBM)	2101934		
	Total		431,811,671.00		

I. Current Year Income & Expenditure:

We hereby certify that the Annual Financial Statement for the year 2015-2016 has been audited by Examiner of Local Accounts and summary of the total Revenue income and Expenditure for the financial year 2015-2016 from the audited annual Financial Statement are disclosed as follows.

Current Year Income (Revenue & Capital)

SL NO	HEAD OF INCOME	AMOUNT(Rs)
A	Revenue Receipts (1+2+3)	396188706.41
1	Own source revenue	
x	Tax Revenue	
i)	Property tax	24290264.41
ii)	Other tax (levied and collected by municipal body)	5007878.00
y	Non Tax Revenue	
i)	Fees & fines	43070248.00
ii)	User Charges	3510619.00
iii)	Other non-tax revenue (levied and collected by municipal body)	
	Total Own Source Revenue (x+y)	75879009.41
2	Other Revenue Receipts	
i)	Income from interest/investments	
ii)	Other Revenue income	2672647.00
	Total of Other Revenue Receipts	2672647.00
3	Transfer Grant & Assigned Revenue	
i)	State Assigned Revenue	8430843.00
ii)	State Finance Commission (SFC) Grants/Devolution	33208500.00
iii)	Octroi compensation	
iv)	Other State Government Transfers	183753858.00
v)	Central Finance Commission (CFC) Grant	25288000.00
vi)	Other Central Government Transfers	66955849.00
vii)	Others	
	Total Transfer Grant & Assigned Revenue	317637050.00
B	Capital Receipts	
	Sale of Municipal Fixed Assets (If any)	
	Loans (from State Govt. or Banks etc.)	
	State Capital Account Grant (under State Schemes etc.)	105554876.00
	Central Capital Account Grant (under Central Schemes etc.)	17050588.00
	Other Capital Receipts	
	Total of Capital Receipts	122605464.00
	Total Receipts of the ULB for the year 2015-16 (A+B)	518794170.41



5.16 Current year Expenditure (Revenue & Capital)

SL NO	HEAD OF INCOME	AMOUNT(Rs)
	Revenue Expenditure (A)	
i)	Establishment Expenditure	144538566.00
ii)	Operation and Maintenance	53040646.00
iii)	Interest on Loan paid during the year	
iv)	Any other revenue expenditure not covered under i), ii) & iii)	1878503.00
	Total revenue expenditure	199457715.00
	Capital Expenditure (B)	
i)	All developmental works under Central/State specific schemes	102642661.00
ii)	Loan Repayments (Principal Amount)	
iii)	Other Capital expenditure (out of Own Fund)	1118880.00
	Total Capital Expenditure	103761541.00
	Total Expenditure [A+B]	303219256.00

We must thank the designated staffs for their active cooperation to carry out the job to the extent of our satisfaction. Without their active cooperation it would not have been possible for us to complete the work.

Place: Kolkata

Dated: 27th July , 2017

For: S.K.Paul & Co.

Chartered Accountants



Partner: Sanjib Singha

(M. No. 066924)