AUDIT REPORT

Of

UDIN-25428171BMMAYL4912

NAGAR PARISHAD, MANGAWAN

at

MANGAWAN, REWA (M.P.)

For

F Y 2023-24

:: by ::

AKBN & ASSOCIATES

Chartered Accountants

JALSA INN MARRIGE GARDEN CAMPUS

HEERALAL COLONY, AMAHIYA, REWA

Mo. 9827631082, E-ail- vaibhavtiwari.ca@gmail.com

AKBN & Associates
Chartered Accountants

Jalsa Inn Marriage Garden Campus, Heeralal Colony Amahiya Rewa (M.P.) 486001
Email:- vaibhavtiwari.ca@gmail.com

To,
Chief Municipal Officer,
Nagar Parishad, Mangawan
Rewa (M.P.)

Sub: Audit Report and financial Statements of NAGAR PARISHAD MANGAWAN DISTT.- REWA (M.P) for the financial year 2023-24.

Dear Sir,

We have conducted the Audit of Nagar Parishad Mangawan from 16th JAN. 2025 to 30th JAN. 2025 in the scope of appointment letter issued by your office vide letter No. 21/2025 Please find enclosed herewith the said audit report and financial Statements for Financial Year 2023-24.

We are thankful for the co-operation extended by Nagar Parishad Mangawan Staff during the course of our audit.

Disclaimer

The Audit Report has been prepared on the basis of information furnished and made available to us by Nagar Parishad Mangawan. We disclaim any responsibility for any mis information on part of audit.

Thanking you in anticipation

AKBN & Associates
Chartered Accountants

AKBN & Associates
FRN-019905C
Chartered Accountants

CA. Vaibhav Kumar Tiwari
Date: - 03th Feb. 2025
Place: - Rewa

UDIN-25428171BMMAYL4912

मुख्य नगर पालिका अधिकारी
नगर परिषद मनगवाँ
जिला रीवा (म.प्र)

लेखापाल
नगर परिषद मनगवाँ
जिला रीवा (म.प्र)

Audit Report
of
Nagar Parishad Mangawan

We have found Following Observation as per Scope of Audit in Terms of Reference Letter no. 21/2025, during our audit programme at Nagar Parishad Mangawan (Distt. REWA) from 27th JAN 2025 to 30th JAN 2025.

1. Audit of Revenue

1. Audited all the sources of revenue have been done.
2. Revenue Receipts have been verified with their counterfoils, on systematic sample basis and we have observed that money received is duly deposited in respective bank account within due course.
3. Collection were deposited in bank, same day or next morning of working day if needed, except for bank holiday.
4. All the Entries in cash Book has been Verified.
5. We have verified annual report on target provided and achieved for revenue recovery. We have observed that the recovery percentage against current demand and recovery against previous year demand could not be verified due not maintenance of proper records. However the ULB has collected the substantial dues of current year as well as previous year.
6. We have verified FDR's receipts with FDR register and found that FDR's were kept and recorded properly and interest income from FDR were recorded in Cash book on yearly basis. We have observed that the ULB has kept the FDR's in separate folder and has maintained the FDR register properly and details of all the FDR's have been mentioned.

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जिला रीवा

2. Audit of Expenditure

1. We have audited all the expenditure under all schemes.
2. Cash book and expenditure has been audited and all the vouchers have been verified.
3. We have checked all aspect of cash book on daily basis, and we have observed that there were some clerical mistake Found, and has been directed to accountant for their rectification, and same were rectified during the course of audit.
4. We have audited the expenditures and observed that there were no over payment and all those expenditure that are related with their schemes, are properly allocated.
5. We have verified payments of expenditure on systematic sample basis and satisfied that almost payments and transactions were made as per the guidelines and directives issued by regulating authorities. Deducted in Accordance With the Income Tax Act, 1961.
6. We have verified all the financial transactions of ULB and observed that all the expenditure has been supported by financial and administrative sanctions accorded by competent authority and limited to the administrative and financial limits of the sanctioning authority.
7. We have observed that appropriate sanctioned have been obtained for all the expenditures incurred.

3. Audit of Book Keeping

1. We have audited all the books of accounts.
2. We have audited all the books of accounts and the same were maintained as per accounting Rules applicable to urban local bodies.

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3. We have audited that all advances were timely recovered according to the conditions of advances.
4. We have found that ULB has opted the practice of preparing the bank reconciliation statements (BRS) on timely basis. We have observed that bank reconciliation has been prepared on monthly basis and all the entries related to bank are properly reconciled with the respective bank statement.
5. We have audited Receipts & Payment of grant register, and all the entries in cash book has duly verified and found to be in order.
6. We have observed that Fixed Assets register of ULB is not prepared properly in prescribed format. And it is observed that only quantitative details of all the fixed assets are mentioned, no monitory value of fixed assets was mentioned. Therefore it is not possible to make the provision for depreciation. Accordingly suggested to ULB that the Fixed assets register should be maintained in all respect so that the provision for replacement of fixed assets should be there in fixed assets register.
7. We have audited and reconcile the accounts of Receipts and Payments of project funds.

4. Audit of FDR:

1. We have done audit of all fixed deposits and term deposits.
2. Proper records of FDR's were maintained and all renewals were timely done.
3. It has been in practice of Nagar Parishad that to cover all the branches of banks FDR's and TDR's were Invested in proper manner.
4. Entries of interests earned in FDR/TDR has been verified and observed

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that same is entered in the books on timely basis.

5. **Audit of Tenders/Bids:**
    1. We have audited that all the tenders/bids were properly invited by the ULB's.
    2. We have checked that competitive procedures were followed in case of local bidding and online bidding.
    3. We have verified that all the requisite procedures were adequately followed in case of Receipts of tender fee/ Bid Processing Fee/ Performance guarantee.
    4. We have not found any bank guarantee.
    5. The contract closures has been verified and have been appropriate.

We are writing to present the findings of the audit conducted regarding the tender advertisement payments made by Nagar Parishad Mangawan during the Financial year 2023-24. The audit aimed to assess compliance with the provisions of Lekha Adhniyam 2015 and ensure the appropriate use of financial resources.

The audit revealed discrepancies related to excess payments made for tender advertisements by Nagar Parishad Mangawan. The excess payments are in violation of the guidelines outlined in Lekha Adhniyam 2015, and it is imperative that corrective actions be taken promptly to rectify the situation.

Excess Payment Identification:

During our examination of the financial records, it was identified that

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Nagar Parishad Mangawan made payments exceeding the specified limits for tender advertisements, as prescribed by Lekha Adhniyam 2018.

Recommendations-

Immediate Reconciliation: Nagar Parishad Mangawan is recommended to conduct a thorough reconciliation of the payments made for tender advertisements against the guidelines specified in Lekha Adhniyam 2018.

Rectification of Excess Payments: The excess payments identified should be rectified promptly. This may involve recovering overpaid amounts or adjusting future payments in compliance with the statutory limits.

Review of Internal Processes: Conduct a comprehensive review of internal processes to identify and rectify any weaknesses or deficiencies that contributed to the excess payments. Strengthen controls to prevent such occurrences in the future.

6. **Audit of Grants and Loans:**

   1. We have verified that grants issued by central government were properly utilized.
   2. We have verified that grants issued by state government were properly utilized.
   3. We have verified that adequate procedures were followed in case of loan provided for physical Infrastructure and its utilization.

It is highly recommended to implement Double Entry System for Book Keeping/Accounting. It is also recommended to implement Computerised Accounting System for better and smooth working.

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Disclaimer

The Audit Report has been prepared on the basis of information furnished and made available to us by Nagar Parishad Mangawan. We disclaim any responsibility for any misinformation on part of audit.

Date: 03/02/2025

Place: Rewa

For

AKBN & Associates

Chartered Accountants

AKBN & Associates FRN 019905C Chartered Accountants

CA Vaibhav Kumar Tiwari

(Proprietor)

UDIN-25428171BMMAYL4912

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NAGAR PARISHAD MANGAWAN

ANNEXURE- 8- LIST OF OUTSTANDING TAXES

S.NO.	Party name	Property Tax	Samekit Tax
1	RAMRAHEES GUPTA	394	240
2	VANSHPATI PATEL	346	240
3	RAMESH GUPTA	5400	2880
4	GOVIND PRASAD SONI	216	120
5	SANTOSH KUMAR PATEL	216	120
6	RAJENDRA PRASAD GUPTA	151	120
7	MO. ABDUL HAMEED	0	120
8	MO.ABDUL HAK ANSARI	0	120
9	LAKSHMI CHANDRA GUPTA	0	240
10	AMRIT LAL GUPTA	307	120
11	MUDRIKA PRASAD GUPTA	596	240
12	SHANKAR PRASAD GUPTA	0	240
13	BADRI PRASAD GUPTA	420	240
14	ASHOK KUMAR	734	240
15	RAVINANDAN GUPTA	888	360
16	RAMGOPAL	0	480
17	BHAGWANDAS	414	240
18	RAMGAREEB GUPTA	0	120
19	SADHULAL PATEL	744	480
20	SHANTI DEVI	0	360
21	BABULAL GUPTA	212	120
22	RAMANAND GUPTA	492	240
23	TEERATH PRASAD GUPTA	706	240
24	SANGAMLAL GUPTA	342	240
25	GAIBEENATH GUPTA	604	480
26	HEMANT KUMAR GUPTA	0	240
27	RAMJI GUPTA	0	240
28	VIDHYABHUSHAN SHUKLA	292	120
29	UMESH PRASAD	1101	360
30	SHIVRAJ VISHWAKARMA	990	600
31	GANESH PRASAD	1044	720
32	AVNEES KUMAR SONI	302	240
33	CHANDRAMANI PRASAD KUSHWAHA	925	600
34	SIDDHMUNI GUPTA	427	120
35	GOKUL PRASAD GUPTA	310	120
36	BUDDHSEN GUPTA	274	120
37	RAJKUMAR SODHIYA	0	360
38	BHAGIRATH NAAMDEV	0	360
39	RAMKISHORE NAAMDEV	0	360
40	SHARAD KUMAR TIWARI	0	600
	Total	18847	13800

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NAGAR PARISHAD MANGWAN

REWA (M.P.)

Receipt and Payment Account

(For the period from 01.04.2023 to 31.03.2024)

Receipt	Amount	Payment	Amount
Opening Balance:-		**Revenue Expenditure:-**	
Balance As per Cash book	92,298,710.89	Salary & Daily Wages (As Per Annexure 5)	19,798,715.00
Revenue Receipts :-		Nirman Expenditure (As per Annexure - 7)	6,594,763.00
Anudan (As per Annexure-1)	34,473,280.00	Sthapana Exp. (As per Annexure - 6)	28,113,882.73
Nikay Ki Aaye (As per Annexure- 2)	2,268,704.00	Repair & Maintanance Hand Pump /Tube Bell and Tanker	3,604,642.00
Other Revenue (As per Annexure - 3)	3,375,352.00	Repair & Maintanance Machinery	59,038.00
Rent (As per Annexure - 4)	593,541.00	Material Purchase for Light	3,483,106.00
		Electricity Expenses	225,994.00
Interest income	1,729,215.00	Diesel Expenditure	1,459,578.00
Advance Recovery		Hitgrahi Moolak	222,050.00
Sale of old spare/ Tender Form	22,000.00	DPR Expenses	96,330.00
SWM Fund		Humas Pipe Prchases	113,088.00
PM Awas	400,000.00	Vehicle Insurance	73,560.00
Security Deposit	370,634.00	Audit Fees	39,900.00
Amount Return	1,593,423.00	Material Purchase for Shafai	634,213.00
		Pump Electricity Expenses	486,508.00
		Street Light Electricity Expenses	4,039,190.00
		GST TDS	210,764.00
		Income TDS	354,200.00
		Vehicle Repair	882,028.00
		Vehicle Rent	66,000.00
		Legal Expenditure	90,000.00
		Tent Rent	2,221,815.00
		Plantation Expenses	191,012.00
		Solid Waste Management	679,138.00
		Labour Tax	353,060.00
		Employee Insurance	110,000.00
		Election Expenses	65,392.00
		PMAY DPR	13,250.00
		Poster & Banner Expenses	23,500.00
		Publicity	1,881,905.00
		Bank Charges	2,068.16
		Accouting Stationary	202,036.00
		Print Stationary	60,356.00
		Computer Stationary	87,727.00
		Advertisement	1,383,695.00
		Antyoshti Sahayata	46,310.00
		PM Awas	900,000.00
		Cultural Exp	59,100.00
		Misc. Administrative Exp	1,062,123.00
		Other Expenditure	598,219.00
		Capital Expenditure :-	
		Loan Repayment (HUDCO)	311,535.00
		AC Purchase	-
		Computer Purchase	-
		Water Cooler Purchase	534,388.00
		Chair Purchase	115,160.00
		Table Purchase	-
		Security Deposite Refund	229,120.00
		Closing Balance:-	
		Balance As per Cash Book	55,346,401.00
Total	**137,124,859.89**	**Total**	**137,124,859.89**

As per our report of even date annexed

For : AKBN & ASSOCIATES

Chartered Accountant

AKBN & Associates FRN-019905C Chartered Accountants

CA Vaibhav Kumar Tiwari

Membership No.428171

Date : 03.02.2025

Place : Rewa

UDIN- 25428171BMMAYL4912

CMO/President/Authorised Person

NAGAR PARISHAD MANGWAN

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NAGAR PARISHAD MANGWAN
REWA (M.P.)

Annexure- 2 Nikaye Income

Sr. no.	Name	Amount
1	Property Tax	236,498.00
2	Samekit kar	156,961.00
3	Nagriya Vikash Upkar	41,713.00
4	Shiksha Upkar	41,713.00
5	Water Tax	349,415.00
6	Swachhatta Tax	367,342.00
7	Advertisment Tax	2,000.00
8	Shop Licence Fess/Premium	1,073,062.00
	Total	**2,268,704.00**

Annexure- 3 Misc. Revenue

Sr. no.	Name	Amount
1	Mudrank Shulk	1,353,331.00
2	Market Tax	112,890.00
3	Other	70,200.00
4	Application Fees	214.00
5	Penalty	5,100.00
6	Birth Death Registration Fees	
7	Trade License	1,500.00
8	Shulabh Complex Rent	665,988.00
9	Bus Stand	405,020.00
10	Bhawan Nirman Fees	151,538.00
11	NOC	323,671.00
12	Nal Connection Fees	10,900.00
13	Sale of Tendr Form	275,000.00
	Total	**3,375,352.00**

Annexure- 4 Rent

Sr. no.	Name	Amount
1	Manglik Bhawan Rent	-
2	Shopping Complex Rent	562,341.00
3	Tanker Rent	16,800.00
4	Safety Tank Rent	14,400.00
	Total	**593,541.00**

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Annexure-5 Salary & Wages

Sr. no.	Name	Amount
1	Administration Salary	7,289,757.00
2	Muster Roll Karamchari	8,341,905.00
3	Salary to Revenu Department Employee	306,048.00
4	Leave Encashment	906,701.00
5	EPF	702,770.00
6	GPF	294,460.00
7	Parshad Mandaya	622,840.00
8	NPS	1,204,713.00
9	Travel Allowance	9,810.00
10	Dress Allowance	119,711.00
	Total	**19,798,715.00**

Annexure- 6 Sthapana Expenses

Sr. no.	Name	Amount
1	Park	1,806,148.00
2	CM Drinking Water Plant	777,981.00
3	Jal Pradaye	1,282,987.00
4	Road Nirman WBM	249,842.00
5	Road Nirman PCC	1,224,559.00
6	Road Nirman RCC	8,225,744.00
7	Road Nirman Damer	1,625,922.00
8	Building	2,949,950.00
9	Lok Nirman Expenses	3,751,262.73
10	Paber Block Road	321,144.00
11	Shop IDSMT	131,500.00
12	Swaksh Bharat Mission	5,766,843.00
	Total	**28,113,882.73**

Annexure- 7 Nirman Expenditure

Sr. no.	Name	Amount
1	Drain Nirman	6,304,032.00
2	Sauchalay Nirman	290,731.00
3	Welcome Gate Nirman	
4	Teen Shed	
	Total	**6,594,763.00**

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FUND

Annexure-1 Anudan

Sr. no.	Name	Opening Balance	Received During the year	Expenditure during the year	Closing Balance
1	Road Repair	2,177,801.00			2,177,801.00
2	Mool Bhoot Suvidha	4,402,646.00			4,402,646.00
3	Rajya Vittia Aayog	4,098,000.00			4,098,000.00
4	15 th Vittia Aayog	5,531,228.00			5,531,228.00
5	Chungi Compensation	14,548,697.00			14,548,697.00
6	Mudrank Shulka	318,308.00			318,308.00
7	Kyakalp	747,000.00			747,000.00
8	Special Fund	2,216,000.00			2,216,000.00
9	Samkit fund	433,600.00			433,600.00
	Total		-	-	34,473,280.00

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NAGAR PARISHAD MANGWAN
BANK RECONCILIATION STATEMENT 2023-24
As on 31/03/2024

	PARTICULARS	AMOUNT	AMOUNT
	Closing balance as per the cashbook	-	55346401.73
	as on 31/03/2024		
	Closing Balance as pe bank statement-		55346401.73
1	**MGB BANK A/C 9661**	4123037.92	
2	**UBI A/C 0668**	30294933.68	
3	**UBI A/C 4255**	10558253.68	
4	**INDIAN BANK A/C 8123**	2142506.00	
	CANARA BANK A/C	193002.14	
	STATE BANK OF INDIA A/C 1956	8034668.31	
	Difference Balance as per the Bank statament as		0

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REVISED ABSTRACT SHEET FOR REPORTING ON AUDIT PARAS FOR FINANCIAL YEAR 2023-24

Name of ULB: Nagar Parishad -Mangawan, Rewa (M.P.)
Name of Auditor: AKBN & Assocaites.

Sr.No.	Parameters				Observation In Brief	Suggestions
1	**Audit of Revenue**					
		Year 2023-24	**Year 2022-23**	% of Growth		
(i)	Sampati Kar	236,498.00	200,423.00	18.00	Positive growth observed as compared to previous year Needs to improve collection efforts .	Recovery Target should be prepared and needs to impose penalty provisions to improve the collection.
(ii)	Samaykit Kar	156,961.00	318,720.00	-50.75	Negitive growt observed as compared to previous year, it is said to be poor recovery process. Recovery process should be strictily follwed	and bakaya wasuli should be monitored
(iii)	Nagariye Vikas Upkar	41,713.00	43,619.00	-4.37	Negotive Positive growth observed in this segment	Recovery Target should be prepared and needs to impose penalty provisions to improve the collection.
(iv)	Shiksha Upkar	41,713.00	41,192.00	1.26	Positive growt observed as compared to previous year	Recovery Target should be prepared and needs to impose penalty provisions to improve the collection.
	Kul Yog	**476,885.00**	**603,954.00**	-21.04		Recovery Pattern should be fixed on size
	Gair Rajaswa Wasoli					
(i)	Bhavan Bhumi Khiraya	593,541.00	355,412.00	67.00	Positive growth observed	Recovery Target should be prepared and needs to impose penalty provisions to improve the collection.
(ii)	Jal Upbhogta prabhar	349,415.00	304,144.00	14.88	overall good growth .	by CMO and also regular report should efforts to be taken to improve the collection out of previous year dues.
(iii)	Other Taxes And Fees	1,625,494.00	1,702,672.00	-4.53	Negitive growt observed as compared to previous year	Strict action should be taken by the authority to improve
	Kul Yog	**2568450.00**	**2362228.00**	8.73	Overall Positive growth observed	Recovery Target should be prepared and needs to impose penalty provisions to improve the collection.
	Maha Yog	**3,045,335.00**	**2,966,182.00**	2.67		

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AKBN & Associates
FRN-019905C
Chartered Accountants

Seal & Signature of Auditor
AKBN & Associates
Chartered Accountants

Partner
CA Vaibhav Kumar Tiwari
MRN : 428171

REVISED ABSTRACT SHEET FOR REPORTING ON AUDIT PARAS FOR FINANCIAL YEAR 2023-24

Name of ULB: Nagar Parishad Mangawan, Rewa (M.P.)

Name of Auditor: AKBN & Assocates.

Sr.No.	Parameters	Description	Observation In Brief	Suggestions
1	Audit of Expenditure	We have verified payments of expenditure on systematic sample basis and satisfied that almost payments and transactions were made as per the guidelines and directives issued by regulating authorities. Deducted in Accordance With the Income Tax Act, 1961.	As per the explanation given by the ULB during the course of our audit that this activity has been done by the Chief municiupal officer to decieve the other sanctioing authority. And authorised amount has been transferred by him in his personal account.	efforts to recover the amount should be done, and strict action shpuld be taken againest him.
2	Audit of Book Keeping	1. Overall Book Keeping found satisfactory.Accounts are maintained in Single Entry System manually. 2. Advance Register should be maintained properly. 3. Receipt & Payment A/C prepared on monthly basis.	We have found the practice of preparing the bank reconciliation statement (BRS) were not followed. Accordingly suggested to prepare BRS on timely basis preferably on monthly basis. We have found that Fixed Assets register has not been prepared on timely basis. Accordingly suggested to prepare the same on timely basis with appropriated entries annually.	*Computer Based Accounting System is highly recommended.*
3	Audit of FDR	We have done audit of all fixed deposits and term deposits.	Interest recorded in Cash Book only in Maturity of FdRs. . It has been in practice of Nagar Parishad that to cover all the branches of banks FDR's and TDR's were Invested in proper manner. . Entries of interest earned in FDR/TDR has been verified.	Interest should be entered on earned basis.

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जिला रीवा (म.प्र.)

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4	Audit of Tenders/ Bids	Regarding tender document and proceedur.	No trail is available to verify the tender amount deposited by bider and no such record maintained at ULB level. It has been explained by ULB to us that the entire tender process is online threfrore we need not to miantaine the same.	All document should be maintained by ULB.
5	Audit of Grants & Loans	1. We have verified that grants issued by central government were properly utilized	. We have verified that adequate procedures were followed in case of loan provided for physical infrastructure and its utilization.	Utilization Report should be prepared and monitored on regular basis.
6	Incidences relating to Diversion of funds from Capital/ Receipts/ Grants/ Loans to Revenue Nature Expenditure and from one scheme / project to another	There is no trail or tracing system of utilization of fund.	Seperated cash book and bank account should be mair	Proper monitoring required.
7	Any Other			
	a) Pecentage of Revenue Expenditure (Establishment, Salary, Operation & Maintenance) with respect to Revenue Receipt (Tax and non Tax)excluding Octroi, Entry Tax , Stamp Duty and other grants etc.	Total Revenue Expenditure is Rs. 73923493/- Total Revenue Receipt is Rs.10352869.00/-,Revenue Expenditure is **714.71%** of Revenue Receipts.	Revenue recovery is not good.	More recovery required, expenses should monitored carefully.
	b) Percentage of Capital Expenditure with respect to Total Expenditure	**9.52%**	Percentage of completion not mentioned any where.	Capital Exp should recognized on completion basis.

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लेखापाल
नगर परिषद मनग
जिला रीवा (म

Seal & Signature of Auditor
AKBN & Associates
Chartered Accountants
AKBN & Associates * FRN-019905C * Chartered Accountants
Partner
CA. Vaibhav Kumar Tiwari
MRN : 428171

Nagar Parishad Mangawan

Management Letter

For the Period 01/04/2023 to 31/03/2024

To,

The Chief Municipal Officer

Mangawan

Rewa (M.P.)

Dear Sir,

We have recently completed our audit of Nagar Parishad Mangawan. We conducted our audit in accordance with the standards on auditing issued by the Institute of Chartered Accountants of India. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amount and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error.

An audit also includes evaluating the appropriateness of accounting policies and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

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जिला रीवा (म.प्र.)

Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position, financial performance in accordance with the accounting principles generally accepted in India.

We would like to thank the management and staff of Nagar Parishad Mangawan for their assistance and co-operation during the audit.

We would be pleased to provide any clarification that you may require regarding this report.

Yours faithfully

For
AKBN & Associates
Chartered Accountant

AKBN & Associates
FRN-
019905C
Chartered Accountants

CA Vaibhav Kumar Tiwari
(Partner)

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