

कार्यालय नगर परिषद मिहोना जिला-भिण्ड (म.प्र.)

क्रमांक / लेखा / ऑडिट / 2021 / 1069

दिनांक 11-10-2021

प्रति,

सयुक्त संचालक महोदय

(वित्त) नगरीय प्रशासन एवं विकास

म.प्र. भोपाल

विषय:- निकाय के वित्त वर्ष 2020-21 के लेखाओं की संपरीक्षा चार्टर्ड अकाउंटेंट के द्वारा कराये जाने की ऑडिट रिपोर्ट प्रस्तुत करने वावत,

सन्दर्भ : संचालनालय नगरीय प्रशासन एवं विकास म.प्र. भोपाल का पत्र क्र./ऑडिट /लेखा शा.-4 (क) 2021/10082 भोपाल दिनांक 23.06.2021

महोदय,

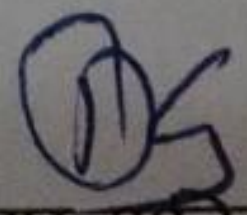
उपरोक्त विषयान्तर्गत संदर्भित पत्र के पालन में निवेदन है कि इस निकाय की वित्त वर्ष 2020-21 में लेखाओं की संपरीक्षा ऑडिट टिबरेबाल चॉद एंड कम्पनी शाखा ग्वालियर के द्वारा कराई जा चुकी है अतः चाही गई रिपोर्ट निर्धारित प्रपत्रों में तैयार कर सलग्न श्रीमान की ओर सादर प्रेषित है !

सलग्न :- उपरोक्तानुसार

क्रमांक - 1070
11-10-2021


मुख्य नगर पालिका अधिकारी
नगर परिषद् मिहोना
जिला भिण्ड (म.प्र.)

प्रतिलिपि :- सयुक्त संचालक महोदय नगरीय प्रशासन एवं विकासम ग्वालियर की ओर सादर सूचनार्थ


मुख्य नगर पालिका अधिकारी
नगर परिषद् मिहोना
जिला भिण्ड (म.प्र.)

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2020-21 Annual Audit Report

Nagar Parishad, Mihona

District – Bhind (M.P.)

Financial Year: 2020-21



Tibrewal Chand & Co.
CHARTERED ACCOUNTANTS

Level 1, KK-5 Civil Township, Rourkela,
Odisha, India - 769004



अंकेक्षण प्रमाणपत्र

हमारे द्वारा नगर परिषद्- मिहोना, जिला भिण्ड (म.प्र.) का वित्तीय वर्ष 2020-21 का वित्तीय अंकेक्षण कार्य पूर्ण किया गया है अंकेक्षण के दौरान हमारे द्वारा संचालनालय, नगरीय प्रशासन एवं विकास भोपाल (म.प्र.) द्वारा प्रतिपादित निर्देशो/परिपत्रो एवं अधिनियम का पालन किया गया है।

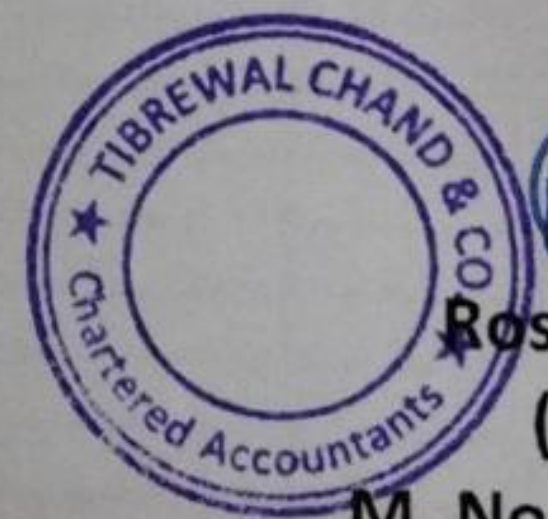
हमारे द्वारा नगर परिषद् के 01 अप्रैल 2020 से 31 मार्च 2021 तक के समस्त अभिलेखो/प्रपत्रो आदि का निरीक्षण किया गया है परिषद् द्वारा उपलब्ध कराये गये प्राप्ति एवं भुगतान खाते के आधार पर समस्त प्राप्तियों एवं उनके भुगतान का निरीक्षण परिषद् द्वारा उपलब्ध कराये गये व्हाउचरो एवं अन्य अभिलेखों के आधार पर किया गया है। प्राप्ति एवं भुगतान खाते की एक प्रति इस प्रतिवेदन के साथ संलग्न कि जा रही है।

परिषद् द्वारा अभी तक दोहरा लेखा प्रणाली नहीं अपनायी गयी है अभी भी परिषद् द्वारा लेखे इकहरा लेखा प्रणाली के आधार पर ही तैयार किये जाते हैं अतः हमने हमारा अंकेक्षण इकहरा लेखाप्रणाली के नियमों के आधार पर ही संपन्न किया है।

हमारे द्वारा अंकेक्षण के दौरान उन मानकों का प्रतिपालन किया गया है जिन्हे सामान्यतः भारत में मान्य किया जाता है और जो संस्था के वित्तीय स्थिति का आकलन करने हेतु अनिवार्य है।

अंकेक्षण के दौरान हमारे द्वारा जो आपत्तियां एवं अनियमितताएं पायी गयी है हमने उन पर परिषद् के अधिकारियों के साथ विचार विमर्श किया है जो अनियमितताएं संचालनालय के समक्ष प्रस्तुत करने योग्य है हम उन्हें इस प्रतिवेदन के साथ संलग्न कर रहे हैं।

अंकेक्षण निरीक्षण एवं प्रतिपालन :- वित्तीय वर्ष 2019-20 के अंकेक्षण प्रतिवेदन को आधार मानते हुये हमारे द्वारा वित्तीय वर्ष 2020-21 का अंकेक्षण कार्य किया गया है।

For TIBREWAL CHAND & CO.**Chartered Accountants****FRN - 311047E****Date - 15/09/2021****Place - Gwalior***Roshan Jain***Roshan Jain
(Partner)****M. No. 518422**

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मुख्य नगराधिकारी
नगर परिषद् मिहोना-भिण्ड (म.प्र.)

नगर परिषद - मिहोना, जिला भिण्ड (म.प्र.)

प्राप्ति एवं भुगतान पत्रक

01 अप्रैल 2020 से 31 मार्च 2021 तक

अनु.क्र.	प्राप्तियां	राशि	अनु.क्र.	भुगतान	राशि
	प्रारंभिक शेष (Schedule A)	29,548,505.85	(क)	स्थापना व्यय	
(क)	नगर पालिका कर व दर		1	स्थाई कर्मचारी वेतन एवं भत्ते	12,741,632.00
1	सम्पत्ति कर बकाया	97,458.00	2	अस्थायी कर्मचारी वेतन एवं मजदूरी	4,553,365.00
2	सम्पत्ति कर चालू	37,639.00	3	पेंशन अंशदान	622,828.00
3	समेकित कर बकाया	147,700.00	4	सामुदायिक संगठक वेतन	45,500.00
4	समेकित कर चालू	24,240.00	5	कर्मचारी भविष्य निधि	1,073,500.00
5	अधिभार	13,025.00	6	अर्जित अवकाश/एक्स ग्रेसिया/ग्रेज्युटी	254,781.00
6	शिक्षा उपकर चालू	750.00		योग (क)	19,291,606.00
7	शिक्षा उपकर बकाया	3,226.00	(ख)	परिषद प्रशासनिक व्यय	
8	विकास उपकर बकाया	675.00	1	समाचार पत्र व्यय, विज्ञापन, विज्ञापित	277,610.00
9	विकास उपकर चालू	267.00	2	कार्यालय व्यय	15,098.00
	योग (क)	324,980.00	3	स्टेशनरी एवं छपाई	20,983.00
(ख)	जलकर से प्राप्तियां		4	अंकेक्षण शुल्क	603,734.00
1	जल कर बकाया	62,400.00	5	कम्प्यूटर कार्य	5,587.00
2	जल कर चालू	158,800.00	6	स्वागत एवं सत्कार	8,854.00
	योग (ख)	221,200.00	7	राष्ट्रीय पर्व एवं त्यौहार	70,855.00
(ग)	नगर परिषद के शुल्क एवं प्रभार		8	व्यावसायिक शुल्क	160,140.00
1	बाजार शुल्क	42,265.00	9	कानूनी प्रभार	59,822.00
2	आवेदन, प्रमाण पत्र, प्रतिलिपि, फार्म शुल्क	2,105.00	10	निर्वाचन खर्च	7,432.00
3	नवीन नल कनेक्शन	32,100.00	11	प्रचार प्रसार	19,110.00
4	पानी टेकर शुल्क	12,900.00	12	फोटोकॉपी	40,099.00
5	मठ पंप शुल्क	31,520.00	13	अन्य प्रशासनिक व्यय	16,574.00
6	समझौता/अर्धदण्ड	1,750.00		योग (ख)	1,305,898.00
7	टेण्डर शुल्क	5,200.00	(ग)	परिचालन एवं अनुरक्षण	
8	सूचना का अधिकार	52.00	1	बिजली व्यय	1,631,479.00
9	नामान्तरण शुल्क	7,550.00	2	डीजल व्यय	1,864,924.88
	योग (ग)	135,442.00	3	किराया व्यय	5,390.00
(घ)	नगर पालिका की संपत्तियों से प्राप्त किराया एवं प्रिमियम		4	वाहन बीमा एवं पंजीयन	128,894.00
1	दुकान किराया बकाया	138,144.00	5	पेयजल परिवहन	237,160.00
2	दुकान भूमि किराया चालू	128,913.00	6	कोरोना व्यय	504,693.00
3	दुकान निलामी	858,000.00	7	अलाव लकड़ी	19,287.00
	योग (घ)	1,125,057.00	8	वेबसाइट नवीनीकरण	18,000.00
(ङ)	अनुदान अंशदान		9	पत्थर कय	54,720.00
1)	निर्दिष्ट राजस्व एवं क्षतिपूर्तियां		10	सफाई खर्च	344,035.00
1	चुंगी क्षतिपूर्ति अनुदान	14,633,728.00	11	मरम्मत एवं संधारण - अधोसंरचनात्मक साधन	87,830.00
2	निर्यात कर	73,000.00	12	मरम्मत एवं संधारण - जलप्रदाय	252,584.00
3	मुद्रांक शुल्क	644,000.00	13	मरम्मत एवं संधारण - प्रकाश व्यवस्था	312,173.00
4	यात्रीकर क्षतिपूर्ति अनुदान	1,812,000.00	14	मरम्मत एवं संधारण - वाहन	362,395.00
2)	पूंजीगत अनुदान/विशिष्ट अनुदान		15	मरम्मत एवं संधारण - कार्यालयीन उपकरण	12,693.00
1	सड़क मरम्मत अनुदान	1,841,000.00		योग (ग)	5,836,257.88
2	मुलभूत अनुदान	4,011,000.00	(घ)	स्थायी संपत्तियां	
3	राज्य वित्त आयोग	3,958,000.00	1	मांगलिक/सामुदायिक भवन निर्माण	1,064,596.00
4	15 वां वित्त आयोग	16,089,000.00	2	बाउंड्रीवाल निर्माण	62,746.00
5	निर्माण	555,000.00	3	नये रास्ते एवं सड़के	2,537,301.00
6	मुख्यमंत्री अधोसंरचना विकास	700,000.00	4	नाली/चैम्बर निर्माण	1,278,054.00
7	फायर वाहन कय	1,875,000.00	5	बोर एवं हेण्डपम्प खनन	2,129,784.00
8	नगर उदय अभियान	50,000.00	6	कम्प्यूटर/लैपटॉप कय	95,451.00
9	श्रम विभाग	175,000.00	7	प्रिंटर कय	19,804.00
10	सांसद निधि	907,500.00		योग (घ)	7,187,736.00
11	अन्य मद	383,000.00	(ङ)	ब्याज एवं वित्त प्रभार	
12	रिकवरी फेसिलिटी सेन्टर अनुदान	732,000.00	1	हुडको के ऋण पर देय ब्याज	164,957.00
	योग (ङ)	48,439,228.00		योग (ङ)	164,957.00



12/10/2021
मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-भिण्ड (म.प्र.)

(घ)	विविध / अन्य		(घ)	सहायता, अनुपह एवं अंशदान	
1	अमानत	2,000.00	1	अत्येष्टी सहायता	160,000.00
2	विविध प्राप्ति	52,005.00	2	प्रधानमंत्री आवास योजना	
3	बैंको से ब्याज प्राप्त	387,377.00		योग (घ)	160,000.00
4	अन्य मदों के खाते बन्द कर राशि जमा	802,348.00	(छ)	विविध ऋण अग्रिम इत्यादि	
	योग (घ)	1,243,730.00	1	जिला पंचायत को किचन शेड की राशि वापिस	480,000.00
			2	सिक्कुरिटी वापसी	585,401.00
			3	हुडको ऋण मूलधन वापसी	127,200.00
			4	आयकर, जीएसटी एवं उपकार कटौती	703,108.00
			5	मुख्यमंत्री राहत कोष में जमा	38,154.00
			6	राशि शासन के खाते में जमा- मुख्यमंत्री अधोसंरचना मद	4,000,000.00
			7	राशि शासन के खाते में जमा- अन्य योजनाओं की शेष राशि	766,651.00
			8	बैंक खर्च	1,386.50
				योग (छ)	6,701,900.50
				योग (क) से (छ) :-	40,648,355.38
				अंतिम शेष:- (Schedule B)	40,389,787.47
				कुल योग:-	81,038,142.85
	कुल योग:-	81,038,142.85			

As per our report of even date annexed.

For TIBREWAL CHAND & CO.

CHARTERED ACCOUNTANTS

FRN - 311047E



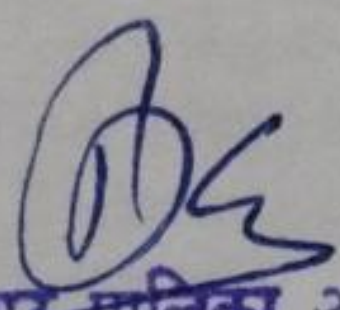
Roshan Jain

(Partner)

Mem. No. 518422

Date : 15-09-2021

Place : Gwalior


मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-भिण्ड (म.प्र.)

नगर परिषद - मिहोना, जिला भिण्ड (म.प्र.)

आय एवं व्यय खाता

01 अप्रैल 2020 से 31 मार्च 2021 तक

व्यय	राशि	आय	राशि
स्थायी कर्मचारी वेतन एवं भत्ते	12,741,632.00	सम्पत्ति कर बकाया	97,458.00
अस्थायी कर्मचारी वेतन एवं मजदूरी	4,553,365.00	सम्पत्ति कर चालू	37,639.00
पेंशन अंशदान	622,828.00	समेकित कर बकाया	147,700.00
सामुदायिक सगठक वेतन	45,500.00	समेकित कर चालू	24,240.00
कर्मचारी भविष्य निधि	1,073,500.00	अधिभार	13,025.00
अर्जित अवकाश/एक्स ग्रेसिया/ग्रेच्युटी	254,781.00	शिक्षा उपकर चालू	750.00
समाचार पत्र व्यय, विज्ञापन, विज्ञप्ति	277,610.00	शिक्षा उपकर बकाया	3,226.00
कार्यालय व्यय	15,098.00	विकास उपकर बकाया	675.00
स्टेशनरी एवं छपाई	20,983.00	विकास उपकर चालू	267.00
अर्केक्षण शुल्क	603,734.00	जल कर बकाया	62,400.00
कम्प्यूटर कार्य	5,587.00	जल कर चालू	158,800.00
स्वागत एवं सत्कार	8,854.00	बाजार शुल्क	42,265.00
राष्ट्रीय पर्व एवं त्यौहार	70,855.00	आवेदन, प्रमाण पत्र, प्रतिलिपि, फार्म शुल्क	2,105.00
व्यावसायिक शुल्क	160,140.00	नवीन नल कनेक्शन	32,100.00
कानूनी प्रभार	59,822.00	पानी टैंकर शुल्क	12,900.00
निर्वाचन खर्च	7,432.00	मठ पंप शुल्क	31,520.00
प्रचार प्रसार	19,110.00	समझौता/अर्थदण्ड	1,750.00
फोटोकॉपी	40,099.00	टेण्डर शुल्क	5,200.00
अन्य प्रशासनिक व्यय	16,574.00	सूचना का अधिकार	52.00
बिजली व्यय	1,631,479.00	नामान्तरण शुल्क	7,550.00
डीजल व्यय	1,864,924.88	दुकान किराया बकाया	138,144.00
किराया व्यय	5,390.00	दुकान भूमि किराया चालू	128,913.00
वाहन बीमा एवं पंजीयन	128,894.00	दुकान निलामी	858,000.00
पेयजल परिवहन	237,160.00	चुंगी क्षतिपूर्ति अनुदान	14,633,728.00
कोरोना व्यय	504,693.00	निर्यात कर	73,000.00
अलाव लकड़ी	19,287.00	मुद्रांक शुल्क	644,000.00
वेबसाइट नवीनीकरण	18,000.00	यात्रीकर क्षतिपूर्ति अनुदान	1,812,000.00
पत्थर कट	54,720.00	विविध प्राप्ति	52,005.00
सफाई खर्च	344,035.00	बैंको से ब्याज प्राप्त	387,377.00
मरम्मत एवं संधारण - अधोसंरचनात्मक साधन	87,830.00	अन्य मदों के खाते बन्द कर राशि जमा	802,348.00
मरम्मत एवं संधारण - जलप्रदाय	252,584.00		
मरम्मत एवं संधारण - प्रकाश व्यवस्था	312,173.00		
मरम्मत एवं संधारण - वाहन	362,395.00		
मरम्मत एवं संधारण - कार्यालयीन उपकरण	12,693.00		
अंत्येष्टी सहायता	160,000.00		
प्रधानमंत्री आवास योजना	-		
हुडको के ऋण पर देय ब्याज	164,957.00		
जिला पंचायत को किचन शेड की राशि वापिस	480,000.00		
मुख्यमंत्री राहत कोष में जमा	38,154.00		
राशि शासन के खाते में जमा- मुख्यमंत्री अधोसंरचना मद	4,000,000.00		
राशि शासन के खाते में जमा- अन्य योजनाओं की शेष राशि	766,651.00		
बैंक खर्च	1,386.50	व्यय का आय पर आधिक्य	11,833,773.38
योग	32,044,910.38	योग	32,044,910.38

As per our report of even date annexed.

For TIBREWAL CHAND & CO.

CHARTERED ACCOUNTANTS

FRN - 311047E



Hoshan Jain

(Partner)

Mem. No. 518422

Date : 15-09-2021

Place : Gwalior

मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-भिण्ड (म.प्र.)

रोकड़ पुस्तक अनुसार शेष

Schedule "A"

प्रारंभिक शेष

मुख्य रोकड़ बही	21,032,393.35
प्रधानमंत्री आवास योजना	834,205.00
मुख्यमंत्री अधोसंरचना मद	2,938,813.00
स्वच्छ भारत मिशन	4,743,094.50
योग	29,548,505.85

Schedule "B"

अंतिम शेष

मुख्य रोकड़ बही	31,141,674.97
प्रधानमंत्री आवास योजना	834,205.00
मुख्यमंत्री अधोसंरचना मद	2,938,813.00
स्वच्छ भारत मिशन	5,475,094.50
योग	40,389,787.47


 मुख्य नगर-पालिका अधिकारी
 नगर परिषद मिहोना-भिण्ड (म.प्र.)



नगर परिषद - मिहोना, जिला मिण्ड (म.प्र.)

तुलना पत्रक

वित्तीय वर्ष 2020-21

दायित्व (स्थायी/अस्थायी)	राशि	संपत्ति (स्थायी/अस्थायी)	राशि
पूँजी खाता		स्थायी संपत्ति	
सामान्य संचय	26,728,518.85	कम्प्यूटर/लैपटॉप कय	95,451.00
		प्रिंटर कय	19,804.00
चातू दायित्व			
मुलभूत अनुदान	898,801.00		
राज्य वित्त आयोग	2,309,983.00		
14 वां वित्त आयोग	642,610.00		
14 वां वित्त आयोग (परफॉरमेन्स ग्रांट)	234,467.00	निर्माण कार्य	
15 वां वित्त आयोग	10,465,125.00	मांगलिक/सामुदायिक भवन निर्माण	1,064,596.00
मुख्यमंत्री अधो. मद 1 फेस	2,938,813.00	बाउंड्रीवाल निर्माण	62,746.00
मुख्यमंत्री अधो. मद 3 फेस	700,000.00	नये रास्ते एवं सड़के	2,537,301.00
सड़क मरम्मत अनुदान	1,315,313.00	नाली/चैम्बर निर्माण	1,278,054.00
स्वच्छ भारत मिशन	4,743,448.00	बोर एवं हेण्डपम्प खनन	2,129,784.00
रिकवरी फेसिलिटी सेन्टर अनुदान	732,000.00		
स्वच्छता पुरुष्कार हेतू	530,000.00		
विशेष निधि	202,421.00		
विशेष निधि (टंकी निर्माण)	705,096.00		
विकास कार्य	664,875.00		
पेयजल परिवहन	104,240.00		
प्रधानमंत्री आवास योजना (हितग्रही)	309,000.00		
सांसद निधि	861,014.00		
अधोसंरचना विकास कार्य	11,975.00		
श्रम विभाग	784,997.00	चालू संपत्ति	
फायर वाहन कय	1,875,000.00	बैंक	40,389,787.47
नगर उदय अभियान	50,000.00		
अन्य मद	108,000.00	आय व्यय खाता	
		व्यय का आय पर आधिक्य	11,833,773.38
ऋण दायित्व			
हुडको से प्राप्त	1,495,600.00		
योग	59,411,296.85	योग	59,411,296.85

As per our report of even date annexed.

For TIBREWAL CHAND & CO.

CHARTERED ACCOUNTANTS

FRN - 311047E



Roshan Jain

Roshan Jain
(Partner)

Mem. No. 518422

Date : 15-09-2021

Place : Gwalior

[Signature]
मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-मिण्ड (म.प्र.)

Nagar Parishad - Mihona

District - Bhind (M.P.)

CASH FLOW SUMMARY

01/04/2020 To 31-03-2021

Particulars	Amount	
(A) Cash flow from Operating Activities		
(+) Revenue Receipts	5,02,45,907.00	2,38,12,145.12
(-) Revenue Expenses	2,64,33,761.88	
(B) Cash flow from Investing Activities		-69,60,359.00
(+) Proceeds from Disposal of Assets		
(+) Interest Income Received	3,87,377.00	
(-) Purchase of Fixed Assets	73,47,736.00	
(-) Increase/(Decrease) in Special Funds/Grants		
(-) Increase/(Decrease) in Earmarked Funds		
(C) Cash flow from Financing Activities		-60,10,504.50
(+) Loan from Banks/Others Received	8,56,353.00	
(-) Loan Repayment	1,64,957.00	
(-) Interest & Finance Expenses	67,01,900.50	
Net Cash Inflow		1,08,41,281.62
Add - Opening Balance (Cash/Banks)		2,95,48,505.85
Closing Balances (Cash/Banks)		4,03,89,787.47

As per our report of even date annexed.

For TIBREWAL CHAND & CO.

CHARTERED ACCOUNTANTS

FRN - 311047E

Roshan

Roshan Jain
(Partner)

Mem. No. 518422



[Signature]
मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-भिण्ड (म.प्र.)

Date : 15-09-2021

Place : Gwalior

नगर परिषद - मिहोना, जिला भिण्ड (म.प्र.)

बैंक समाधान पत्रक (मुख्य रोकड़ बही)

31 मार्च 2021 की स्थिति में

विवरण	बैंक खाता	विवरण	राशि
रोकड़ पुस्तक अनुसार शेष जोड़े :- 1) चेक जारी परन्तु बैंक में भुगतान हेतु प्रस्तुत नहीं।			31,141,674.97
घटाएँ :- 1) बैंक द्वारा काटे गये चार्जस की प्रविष्टि रोकड़ पुस्तक में दर्ज नहीं।			
बैंक खातों में उपलब्ध शेष बैंक स्टेटमेंट अनुसार			31,141,674.97

बैंक का नाम	खाता क्र.	शेष राशि
सेन्ट्रल बैंक ऑफ इंडिया	2369224064	808,394.52
जिला सहकारी बैंक	678116037006	1,445,961.00
सेन्ट्रल बैंक ऑफ इंडिया	2369190145	6,691,439.59
स्टेट बैंक ऑफ इंडिया	53029425032	20,534,805.17
सेन्ट्रल मध्यप्रदेश ग्रामीण बैंक	2002581030003392	1,048,402.68
स्टेट बैंक ऑफ इंडिया	37066476809	612,672.01
योग		31,141,674.97

For TIBREWAL CHAND & CO.

CHARTERED ACCOUNTANTS



Roshan Jain
(Partner)

Mem. No. 518422

Date : 15-09-2021

Place : Gwalior


मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-भिण्ड (म.प्र.)

नगर परिषद - मिहोना, जिला भिण्ड (म.प्र.)

बैंक समाधान पत्रक (प्रधानमंत्री आवास योजना)

31-03-2021 की स्थिति में

विवरण	बैंक खाता नं.	विवरण	राशि
रोकड पुस्तक अनुसार बैंक शेष जोड़े -			834,205.00
घटाए :-			
बैंक पास बुक अनुसार शेष			834,205.00

क.	बैंक का नाम	खाता कं.	बैंक शेष
1	सेन्ट्रल बैंक ऑफ इंडिया	3589920436	834,205.00
योग			834,205.00

बैंक समाधान पत्रक (मुख्यमंत्री शहरी अधोसंरचना योजना)

31-03-2021 की स्थिति में

विवरण	बैंक खाता नं.	विवरण	राशि
रोकड पुस्तक अनुसार बैंक शेष जोड़े -			2,938,813.00
घटाए :-			
बैंक पास बुक अनुसार शेष			2,938,813.00

क.	बैंक का नाम	खाता कं.	बैंक शेष
1	सेन्ट्रल बैंक ऑफ इंडिया	3529386470	2,938,813.00
योग			2,938,813.00

बैंक समाधान पत्रक (स्वच्छ भारत मिशन)

31-03-2021 की स्थिति में

विवरण	बैंक खाता नं.	विवरण	राशि
रोकड पुस्तक अनुसार बैंक शेष जोड़े -			5,475,094.50
घटाए :-			
बैंक पास बुक अनुसार शेष			5,475,094.50

क.	बैंक का नाम	खाता कं.	बैंक शेष
1	सेन्ट्रल बैंक ऑफ इंडिया	3529386527	5,475,094.50
योग			5,475,094.50

As per our report of even date annexed.

For TIBREWAL CHAND & CO.

CHARTERED ACCOUNTANTS

FRN - 311047E



Roshan Jain

Roshan Jain

(Partner)

Mem. No. 518422

Date : 15-09-2021

Place : Gwalior

[Signature]
मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-भिण्ड (म.प्र.)

THE AUDITOR'S SCOPE OF WORK

1. Audit of Revenue :

Annexure - B

Indicators		Observations	Remarks
(i)	The Auditor is responsible for revenue from various sources.	We Have Verified The Cash Book For Audit Of Revenue From Various Sources i.e Tax Revenues, Rental & Premium From Municipal Properties, Fees & Other User Charges, Revenue Grants, Interest Earned And Other Revenue Receipts.	Nagar Parishad take strict action for any revenue leakage and guide all the Employees to do that task in sincere manner. We also found that there are few Bank Accounts in which idle amount deposited, we suggest Nagar Parishad should convert that accounts with Swip Accounts so that Nagar Parishad will earn Interest of FDR.
(ii)	He is also responsible to check the revenue receipts from the counterfiles of receipt books and verify that the money received is duly deposited in respective bank account.	We Checked All The Revenue Receipt From The Counter File Of Receipt Book And Verified That The Money Received Is Also Deposited In Respected Bank Account.	
(iii)	Percentage of revenue collection increase/decrease in various heads in property tax, Samekit kar, Shiksha upkar, Nagriya Vikash Upkar and Other tax, compared to previous year shall be part of report.	We have verified all the revenue collection detail as provided to us and insert the same in Abstract Sheet (Annexure - C)	
(iv)	Delay beyond 2 working days shall be immediately brought to the notice of Commissioner/CMO.	No case found.	
(v)	The entries in cash book shall be verified.	We Have Verified All Cash Book With The Receipts And Payments Voucher And Rokariya Receipts.	
(vi)	The auditor shall specifically mention in the report, the revenue recovery against the quaterly and monthly targets. Any lapses in revenue recovery shall be part of report.	We have verified revenue recovery done by Nagar Parishad and financial details are providing in Attached Sheet (Annexure - E)	
(vii)	The Auditor shall verify the interest income from FDR's and verify that interest income is duly and timely accounted for in cash book.	Not Applicable.	
(viii)	The cases where, the investments are made on lesser interest rates shall be brought to the notice of the commissioner/CMO.	No case found.	

2. Audit of Expenses :

Indicators		Observations	Remarks
(i)	The Auditor is responsible for audit of expenditure under all the scheme.	We Have Covered All Schemes Expenditures .	Nagar Parishad has made addequate payment to vendors under the applicblle laws but we found some cases where payments were not according to that. We suggest that All the Officials of Nagar Parishad must validated all the Expenditures.
(ii)	He is also responsible for checking the entries in cash book and verifying them from relevant vouchers.	We Have Checked And Verified Cash Book entries With The Relevent Vouchers. Descripencies noticed are mentioned in Attaiched Audit Note Sheet.	
(iii)	He should also check monthly balances of the cash book and guide the accountant to rectify errors, if any.	We Have Checked Monthly Closing Balances of Cash Book and if there is any errors we notified it to CMO/Accountant.	
(iv)	He shall verify that the expenditure for a perticular scheme is limited to the funds allocated for that particular scheme any over payment shall be brought to the notice of Commissioner/CMO.	We have verified all the expenditure detail as provided to us and if there is any case where over payment done by the Nagar Parishad, same has been part of our financial detail.	
(v)	He shall also verify that the expenditure is accordance with the guidelines, directives acts and rules issued by Government of India/State Government.	All Expenditure Are Made In Accordance With The Guidelines, Directives, Acts And Rules Issued By Government Of India/State Government.	
(vi)	During the audit financial propriety shall be checked. All the expediture shall be supported by financial and Administrative saction accorded by Limits of the sanctioning authority.	All The Expenses Were Under Financial Propriety And The Expenditure Is According To The Financial And Administrative Sanction Accorded By The Competent Authority.	
(vii)	All the cases where appropriate sanctions have not been obtained shall be reported and compliances of audit observations shall be ensured during the audit. Non complinces of audit paras shall be brought to the notice of Commissioner/CMO.	No case found.	

मुख्य नगर पालिका अधिकारी
नगर पालिका मिडोना-मिण्ड (म.प्र.)



(viii)	The Auditor shall be responsible for Verification Of Scheme Project Wise Utilization Certificates (UC'S.) UC's shall be Talled With The Income & Expenditure Records And Creation Of Fixed Asset.	During our audit we found that nagar parishad is not preparing any UC's regarding grant utilization.
(ix)	The Auditor shall Verify that all the temporary advances have been fully recovered.	We have check and found that there is no temporary advance is provided by ULB during the year.

3. Audit of Book Keeping :

Indicators		Observations	Remarks
(i)	The Auditor shall be responsible for Audit of All The Books Of Accounts As Well As Stores.	We Checked All The Books Of Accounts Which Maintained By The Nagar Parishad and we also find that there are some important registers are not prepared by ULB Like Ledger, FAR, Bills Payable etc.	All Books are maintained in well condition and we suggest that the same should to carried for future. And We also suggest nagar parishad to maintained Ledger, FAR and other registers.
(ii)	He Shall verify All The Books Of Accounts And Stores Are Maintained As Per Accounting Rules Applicable To Urban Local Bodies. Any Descripencies Shall Be Brought To The Notice Of Commissioner/CMO.	Nagar Parishad Maintained All The Books of Accounts As Per Accounting Rules Applicable to Urban Local Bodies.	
(iii)	The Auditor shall verify Advance Register And see that All The Advances Are Timely Recovered According To The Conditions Of Advances. All The Cases Of Non Recovery Shall Be Specifically Mentioned In Audit Report.	No advance provided during the year so ULB not Prapared advance register.	
(iv)	Bank Reconciliation Statements (BRS) Shall Be Verified From The Records Of ULB And The Bank Concerned. If Bank reconcilation statements are not prepared, the auditor will help in the prepartion of BRS.	BRS has been prepared by ULB on Yearly Basis only.	
(v)	He Shall be responsible for verifying Enteries In The Grant Register. The Receipts And Payments Of Grants Shall Be Duly Verified From The Entries In The Cash Book.	We Have Checked Grant Register Which is Maintained by ULB And Verified The Same From Cash Book we found that there are some unkown Grant received during the year which details are not available.	
(vi)	The auditor shall verify the Fixed Assets Register from other records and discrepancies shall be brought to the notice of Commissioner/CMO.	FAR is not prepared by ULB.	
(vii)	The auditor shall reconcile the accounts of receipts and payments especially for project funds.	We Have Reconcile Reciept & Payment Of Project Fund As Per Cash Book.	

4. Audit of FDR :

Indicators		Observations	Remarks
(i)	The Auditor is resposible for audit of all Fixed deposits and term deposits.	There is no FDR/TDR Created By ULB.	We found that there are few Bank Accounts in which idle amount deposited, we suggest Nagar Parishad should convert that accounts with Swip Accounts so that Nagar Parishad will earn Interest of FDR.
(ii)	It shall be ensured that proper records of FDR's are maintained and all renewls are timely done.	FDR register is not prepared by ULB.	
(iii)	The cases where FD's/TDR's are Kept at Low rate of interest than the prevailing rate shall be immediately brought to the notice of Commissioner/CMO.	No case found.	
(iv)	Interest earned on FDR/TDR shall be verified from entries in cash book.	Not Applicable.	

मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-मिण्ड (म.प्र.)



5. Audit of Tenders :

Indicators		Observations	Remarks
(i)	The auditor is responsible for audit of all tenders/bids invited by the ULB's are done	We have examine Tender/Bid Documents invited by ULB.	Nagar Parishad has called all the tenders with proper media. We suggest that Nagar Parishad must carry this practice.
(ii)	He shall check Whether competitive tendering procedures are followed for all bids.	Competative tendering procedures are followed.	
(iii)	He shall Verify the receipts of tender fee/bid processing fee/performance gurantee both during the construction and maintenance period.	All the entries are verified.	
(iv)	The bank guarantees, if received in lieu of bid processing fee/performance gurantee shall be verified from the issuing banks.	No bank guarantee received.	
(v)	The conditions of BG's Shall also verified, any BG with any such condition which is against the interests of the ULB shall be verified and brought to the notice of Commissioner/CMO.	Not Applicable.	
(vi)	The cases of extension of BG's shall be brought to the notice of Commissioner/CMO. Proper guidance to extend the BG's shall also be given to ULB's.	Not Applicable.	

6. Audit of Grants & Loans :

Indicators		Observations	Remarks
(i)	The auditor is responsible for audit of grants given by central Government and it's utilization.	We have Covered All Grant Received From Central Government. Financial details of grant and it's utilization mentioned in attached sheet Annexure G	Nagar Parishad has maintained all the records for Grants received to it. We suggest that they must bifurcate grants eg. State Share, Central Share.
(ii)	He is Also responsible for audit of grants received from State Government and it's utilization.	We have Covered All Grant Received From State Government. Financial details of grant and it's utilization mentioned in attached sheet Annexure G	
(iii)	He Shall Perform audit of loans provided for physical infrastructure and it's utilization. During this audit the Auditor Shall specifically comment on the revenue mechanism i.e. whether the asset created out of the loan has generated the desired revenue or not. He shall also comment on the possible reasons for non generation of revenue.	Neither Assets/Physical Infrastructure has been generated out of Loan taken. Financial details of loan attached in annexure F.	
(iv)	The Auditor shall specifically point out any diversion of funds from capital receipts/grants/loans to revenue expenditure and from one scheme/project to another.	During Audit We Found That Some Grants Are Like Mixed Nature i.e. Capital & Revenue Nature Therefore In That Cases We Can't Bifurcate How Much Portion Belongs To Revenue Or Capital. Except That All Grants Use For The Purpose For Which Grants Have Received.	




 मुख्य नगर पालिका अधिकारी
 नगर परिषद मिहोना-मिण्ड (म.प्र.)

Nagar Parishad - Mihona

District - Bhind (M.P.)

Name of Auditor - Tibrewal Chand & Co., Gwalior

Abstract Sheet for Reporting on Audit Paras for Financial Year 2020-21

Annexure - C

Annexure - C

Sr No.		Parameters		Description			Observations in Brief	Suggestions
1	Audit of Revenue		Receipts in Rs.					
		राजस्व कर वसूली			Year 2019-20	Year 2020-21	% of Growth	
i	संपत्तिकर			198,642.00		135,097.00	-31.99	उपरोक्त सारणी के अवलोकन के पश्चात यह कहा जा सकता है कि नगर परिषद द्वारा विगत वर्ष की तुलना में इस वर्ष भवन भूमि के किराये के अतिरिक्त किसी भी कर या शुल्क की वसूली हेतु समूचित प्रयास नहीं किये गये हैं नगर परिषद द्वारा बताया गया की राजस्व वसूली पर यह प्रभाव कोरोना महामारी के कारण आया है। जिसके फलस्वरूप राजस्व वसूली में कुल 0.33 प्रतिशत की कमी दर्ज कि गयी है।
ii	समेकित कर			185,764.00		171,940.00	-7.44	
iii	नगरीय विकास उपकर			1,623.00		942.00	-41.96	
iv	शिक्षा उपकर			5,616.00		3,976.00	-29.20	
	कुल योग			391,645.00		311,955.00	-20.35	
		गैर राजस्व वसूली						राजस्व कर वसूली में 20.35 प्रतिशत की कमी एवं गैर राजस्व वसूली में कुल 5.19 प्रतिशत की अधिक वसूली दर्ज हुई है।
i	भवन भूमि किराया			749,502.00		1,125,057.00	50.11	
ii	जल उपभोक्ता प्रभार			265,322.00		221,200.00	-16.63	
iii	टोस अपशिष्ट प्रबंधन प्रभार			-		-	-	
iv	अन्य कर एवं शुल्क			406,215.00		148,467.00	-63.45	
	कुल योग			1,421,039.00		1,494,724.00	5.19	1. नगर परिषद में उपलब्ध कर्मचारियों की संख्या कम होने की वजह से राजस्व वसूली प्रभावित होती है अतः अधिक कर्मचारियों की नियुक्ति की जानी चाहिए। 2. नगर परिषद द्वारा राजस्व वसूली हेतु आधुनिक तकनीक का प्रयोग किया जाना चाहिए जैसे की आनलाइन भुगतान एवं स्वाइप मशीन आदि। 3. जिन व्यक्तियों द्वारा समय पर कर का भुगतान ना किया जाये उनको विरुद्ध दण्डात्मक कार्यवाही की जानी चाहिए। 4. समय पर कर का भुगतान करने वाले कर दाताओं को प्रोत्साहित करने हेतु करों में रियायत दी जानी चाहिए। 5. समय-समय पर कर वसूली हेतु नगर के विभिन्न स्थानों पर कैम्पों का आयोजन किया जाना चाहिए।
	महायोग			1,812,684.00		1,806,679.00	-0.33	

TIBREWAL CHAND & CO



मुख्य नगर पालिका अधिकारी
 नगर परिषद मिहोना-भिण्ड (म.प्र.)

Nagar Parishad - Mihona

District - Bhind (M.P.)

Name of Auditor - Tibrewal Chand & Co., Gwalior

Sr No.	Parameters	Description	Observation in Brief	Suggestions
2	Audit of Expenditure	Auditor's liability to check all the expenses are accordance with the Sanction made for it and also check all expenses are made with proper Authentication.	We Have Covered All Schemes Expenditures .	Nagar Parishad has made addequate payment to vendors under the applicable laws but we found some cases where payments were not according to that. We suggest that All the Officials of Nagar Parishad must validated all the Expenditures.
3	Audit of Book Keeping	The Auditor Verified All The Books Of Accounts As Well As Stores.	We have Checked All The Books Of Accounts Which Maintained By The Nagar Parishad and we found that some books are not prepared by ULB.	All Books are maintained in well condition and we suggest that the same should to carried for future and also prepared all remaining Books.
4	Audit of FDR	All Fixed Deposits And Term Deposits Are Verified.	There is no FDR/TDR Created By ULB.	We found that there are few Bank Accounts in which idle amount deposited. we suggest Nagar Parishad should convert that accounts with Swip Accounts so that Nagar Parishad will earn Interest of FDR.
5	Audit of Tenders/Bids	Audit of all tenders/bids invited by the Nagar Parishad's are done	We have examine Tender/Bid Documents invited by Nagar Parishad.	Nagar Parishad has called all the tenders with proper media. We suggest that Nagar Parishad must carry this practice.
6	Audit of Grants & Loans	Audit of all grants given by central/state Government and it's utilization are done.	We have Covered All Grant Received From Central/State Government. We found that there are some unknown Grant received during the year which details are not available. Financial details of grant and its utilization are provided with this audit report in Annexure G	Nagar Parishad has maintained all the records for Grants received to it. We suggest that they must bifurcate grants eg. State Share, Central Share.




 (मुख्य नगर पालिका अधिकारी
 नगर पौरषद मिहोना-भिण्ड (म.प्र.))

7	Incidences relating to diversion of funds from capital receipts/ grants/ loans to revenue nature expenditure and from one scheme/project to another				During Audit We Found That Some Grants Are Like Mixed Nature i.e. Capital & Revenue Nature Therefore In That Cases We Can't Bifurcate How Much Portion Belongs To Revenue Or Capital. Except That All Grants Use For The Purpose For Which Grants Have Received.	Nagar Parishad can give proper attention in that matter as that decide the Asset creation and bifurcate the revenue nature items.
8	Any other					
	a) Percentage of Revenue Expenditure (Establishment, Salary, Operation & Maintenance) with respect to revenue receipts (Tax and non tax)	26,433,761.88	20,211,137.00	Revenue Expenditures with respect to Revenue Receipts 130.79%.	Material Purchase Amount Included in Operation & Maintenance of Water Supply, Public Lighting & Cleaning that's Why there is excess Difference in Percentage of Revenue Exp over revenue receipts.	Nagar Parishad should maintain all the records of Expenditure with respect to Revenue Expenditure and Capital Expenditure.
	b) Percentage of Capital Expenditure with respect to Total Expenditure	Capital Exp. 8,603,445.00	Total Exp. 40,648,355.38	Capital Expenditures with respect to Total Expenditures are 21.17%.	Capital Expenditure are having substantial with respect to Total expenditure made by the Nagar Parishad.	Nagar Parishad should maintain all the records of Expenditure with respect to Revenue Expenditure and Capital Expenditure.
9	Whether all the temporary advances have been fully recovered or not.	Auditor is liable to check all the advances given on temporary basis.			We have check and found that there is no temporary advance is provided by ULB during the year.	Not Applicable
10	Whether bank reconciliation statement have been regularly prepared.	As per the rules Nagar Parishad Should Prepared Bank Recociliation Statement on Monthly Basis.			During Our Audit we found that ULB is Preparing Bank Recociliation Statement on yearly basis Only. Aone copy of yearly BRS is attached with this report.	We Suggest Nagar Parishad officials to Prepared BRS on Monthly basis for identifying the reasons behind the differences between cash book balance and Bank Account Balance.

For TIBREWAL CHAND & CO.

CHARTERED ACCOUNTANTS

FRN - 311047E



Roshan Jain

(Partner)

Mem. No. 518422

(Signature)
मुख्य नगर पालिका अधिकारी
नगर परिषद मिर्जापुर-मण्ड (म.प्र.)

Date : 15-09-2021

Place : Gwalior

Nagar Parishad - Mihona

District - Bhind (M.P.)

2020-21 INCOME & EXPENDITURE INFORMATION																								Annexure - D			
S. No.	Division	District	ULB Name	ULB Type	REVENUE RECEIPTS							CAPITAL RECEIPTS							REVENUE EXPENDITURE					CAPITAL EXPENDITURE			TOTAL EXPENDITURE
					Property Tax	Other Tax Revenue	Fee & User Charges	Revenue from Municipal Property	Assinged Revenue	Revenue Grants, Contribution & Subsidies	Other Income	Capital Receipts	Central Finance Commission Receipts	State Finance Commission Receipts	Other Grants	Total Receipts	Establishment Expenses	Administrative Expenses	Operation & Maintenance Charges	Interest & Finance Charges	Other Exp.	Loan Repayment	Other Capital Expenses				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25			
1	Gwalior	Bhind	Mihona	Nagar Parishad	135097	411083	135442	1125057	17162728	0	387377	11229500	16089000	3958000	0	50633284	19291606	1305898	5836257.88	164957	199540.5	127200	7890844	34816303.38			

For TIBREWAL CHAND & CO.
CHARTERED ACCOUNTANTS
FRN - 311047E



Roshan Jain

Roshan Jain
(Partner)
Mem. No. 518422

मे मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-भिण्ड (म.प्र.)

Date : 15-09-2021
Place : Gwalior

Nagar Parishad - Mihona

District - Bhind (M.P.)

1 Revenue recovery against the yearly targets.

We have verified revenue recovery done by ULB and found that revenue recovered by ULB is far below then the yearly targets. Financial details as per Vasuli Patrak are provided below :-

Annexure - E
(Rs in Lakhs)

Sr No	Tax/fee	Target (Current Year)	Collection as per Vasuli Patrak	Collection Percentage
1	Property Tax	3.840	0.320	8.33%
2	Consolidated Tax	3.810	0.250	6.56%
3	Urban Development Cess	0.041	0.003	7.32%
4	Education Cess	0.140	0.044	31.43%
5	Land/Building Rent	1.220	1.180	96.72%
6	Water User Charges	5.210	1.700	32.63%
7	Teh-Bazaari/Asthai Dakhai	1.000	0.480	48.00%
8	Building Permission	0.500	0.181	36.20%
9	Others	2.000	0.562	28.10%
Total		17.761	4.720	26.58%

Recoverable Revenue

Due		Total Due (PY+CY)
Previous year due	Current year due	
109.23	13.04	122.27

(Rs in Lakhs)

2 Audit of loans provided for physical infrastructure and it's utilization

We have verified loans taken by ULB and its utilization. During this financial year we found that there is no fixed asset ceation completed out of loan amount.

Annexure - F

Sr No	Purpose of Loan & Providing Agency	Principal Amount as on 01.04.2020	Loan taken during the year	Repayment during the year	Balance amount on 31.03.2021
1	HUDCO Loan	1,622,800.00	-	Principal Amount 127,200.00	Interest Amount 164,957.00
Total		1,622,800.00	-	127,200.00	164,957.00
					1,495,600.00
					1,495,600.00



मुहना नगर पालिका अधिकारी
नगर नगरपालिका मिहोना-भिन्द (म.प्र.)

3 Audit of all grants given by central/state Government and it's utilization

We have verified all grants received from central/state governments and it's utilization. Financial details are provided below :-

Annexure - G

Sr No	Name of the Head	Opening balance	Received during the year	Utilised during the year	Unutilised at the year end
1	Moolbhoot Anudan	547,412.00	4,011,000.00	3,659,611.00	898,801.00
2	State Finance Commission	498,880.00	3,958,000.00	2,146,897.00	2,309,983.00
3	14th Finance Commission	642,610.00	-	-	642,610.00
4	14th Finance Commission (Performance Grant)	234,467.00	-	-	234,467.00
5	15th Finance Commission	-	16,089,000.00	5,623,875.00	10,465,125.00
6	Chief Minister Urban Infrastructure Development Scheme Phase 1	2,939,934.00	-	1,121.00	2,938,813.00
7	Chief Minister Urban Infrastructure Development Scheme Phase 3	-	700,000.00	-	700,000.00
8	Road Repairing and Maintenance	71,428.00	1,841,000.00	597,115.00	1,315,313.00
9	Swachh Bharat Mission	4,744,086.00	-	638.00	4,743,448.00
10	Recovery Facility Center	-	732,000.00	-	732,000.00
11	Swacchta Purushkar	-	555,000.00	25,000.00	530,000.00
12	Special Grant For Infrastructure Work	1,422,933.00	-	1,220,512.00	202,421.00
13	Special Grant For Water Tank	705,096.00	-	-	705,096.00
14	Special Grant For Development Work	664,875.00	-	-	664,875.00
15	Water Supply Transportation	104,240.00	-	-	104,240.00
16	Pradhan Mantri Awas Yojna (Urban)	509,000.00	-	-	509,000.00
17	Saansad Nidhi	852,528.00	907,500.00	899,014.00	861,014.00
18	Chief Minister Urban Infrastructure Development Scheme Phase 2	11,975.00	-	-	11,975.00
19	Labour Dept.	799,997.00	175,000.00	190,000.00	784,997.00
20	Fire Brigade Purchase	-	1,875,000.00	-	1,875,000.00
21	Nagar Uday Abhiyan	-	50,000.00	-	50,000.00
22	Other Grant	108,000.00	-	-	108,000.00
	Total	14,657,461.00	30,893,500.00	14,363,783.00	31,187,178.00

For TIBREWAL CHAND & CO.
CHARTERED ACCOUNTANTS

FRN - 311047E



मुख्य नगर पालिका अधिकारी
नगर परिषद मिहोना-मिण्ड (म.प्र.)

Date : 15-09-2021

Place : Gwalior

Roshan Jain
(Partner)

Mem. No. 518422