

#### **Chartered Accountants**

Shop No 03,First Floor Kacheri Chowk,Seoni,MP-480661 Mobile No. 09028523557 Email: caabhinaybaghel@gmail.com

### INDEPENDENT AUDITOR'S REPORT

To,
Nagar Parishad
Chandameta Butaria,
District - Chhindwara
Report on the Financial Statements

We have audited the accompanying financial statements of NAGAR PARISHAD, CHANDAMETA BUTARIA, ('the Corporation') which comprises the Income and Expenditure Account and Receipts and Payments Account for the year then ended on March 31, 2023 annexed thereto and a summary of significant accounting policies and notes to the accounts.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and presentation of these financial statements that give a true and fair view of the financial position and financial performance of the Corporation. This responsibility also includes maintenance of adequate accounting records for safeguarding the assets of the Corporation and for preventing and detecting frauds and other irregularities; selection and application of appropriate accounting policies; making judgements and estimates that are reasonable and prudent; and design, implementation and maintenance of internal financial control, that were operating effectively for ensuring the accuracy and completeness of the accounting records, relevant to the preparation and presentation of the financial statements that give a true and fair and are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit.

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 amounts 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. In making those risk assessments, the auditor considers internal control relevant to the Corporation's preparation and fair presentation of the financial statements in order to design audit

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procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Corporation's internal control. An audit also includes evaluating the appropriateness of accounting policies used 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.

#### Opinion

In our opinion and to the best of our information and according to the explanations given to us, the financial statement gives the information required in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India, subject to our observation and comments as incorporated in "Notes to the Accounts" accompanying and forming an integral part of the financial statements.

- (a) In the case of the Income and Expenditure Account, of the Deficit for the year then ended as on March 31, 2023; and
- (b) In the case of the Receipts and Payment Account, of the Receipts and Payments for the year then ended as on March 31, 2023 that date.
- (C) We have issued Original Audit Report Dated 06/09/2023 which covered all the points provided under scope of work but sequence was not the same.

For ABHINAV SINGH BAGHEL & ASSOCIATES

Chartered Accountants
FRN 031196C

SEONI DATED:26/12/2023 ABHINAV SINGH BAGHEL Proprietor Membership No. 167918



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## NAGAR PARISHAD, CHANDAMETA BUTARIA

"Audit Observation as per Scope of Work Defined"

Audit Observation as per Audit conducted for the Financial Year 2022-2023:

#### 1. Audit of Revenue:-

I. We observed following are revenue sources of Nagarparisad Chandameta Butaria:

Sr. No.	Revenue Resource	Sub-Revenue Resource
1.	Revenue from Rates & Taxes	Auction of Chungi toll
		Property Tax
		Water Tax
2.	Rental Income	Local Market Rental
3.	Compensation Revenue from	Compensation for Entry Tax
	State Government	
		Compensation for Toll Tax
5.	Revenue from Documents	Ration Card, BPL Card, Transfer Fees and Duplicate
	Issue	Documents
6.	Revenue from Interest	Interest from Saving Bank Account
7.	Tender Fees	
8.	Grant & Contribution	

II. As per our observation, Revenue Receipts are properly issued to public for tax collection by Nagar Parisad and Daily Collection of tax deposited on Bank same day.

III. All Entries in Cash Book regarding revenue verified by our audit team.

IV. The Corporation is regularly collecting the taxes and other revenue from the public. Despite there are certain outstanding balances which are due for recovery.

As per the provision of Municipalities Act, 1961, if any sum of money found due to the person concerned with respect to rent, rates and taxes and if he is not paying the same within 15

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days after the due date; the person concerned shall be liable to pay interest @ 6.25% p.a. along with the amount outstanding.

In spite to the above provision, it was observe that the Corporation is neither charging nor collecting any interest/penalty on the arrears collected.

### 2. Audit of Expenditure:-

- I. We have verified all the expenditure vouchers related to expenditure made on behalf of schemes, capital nature and also revenue nature for general purpose. All vouchers are maintained by accountants properly and entries passed in ledgers as well.
- II. We have verified all expenditure vouchers and their reflection on Cash Book.
- II. We also assure that all the vouchers for expenditures are duly sanctioned /authorized by proper authority and as per guidelines provided by government.
- IV. Fund or Grant received by Government for particular schemes are allocated on this schemes and expenditure made on this schemes verified by us and found proper as per guidelines and instructions issued by Government over usage of these funds or grants.
- V. Scheme-wise projects are running by Nagarparisad for which specific files and register maintain by accounts department and time to time CMO certify the work status on registers for particular project.

## 3. Audit of Book Keeping:-

- I. Nagarparisad Chandameta Butaria is operating with single entry system of accounting. Double Entry Accounting work is completed till FY 2019-20. Accounts department maintain Cash book for day to day operations and Project wise books for the specific projects as per manual system of accounting.
- II. Inventories and Store Records made available in respect of stock maintained by store keeper head and physical verification conducted by Corporation timely basis.







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III. Fixed Asset register provided by accounts department which was prepared at the time of initialization of double entry accounting system implementation.

IV. We have verified advance register maintained by accounts department and also verified supporting vouchers of advance given for any work.

V. Grants received by Nagar Parisad and payment made out of these grants are maintained in specific register for related projects.

#### 4. Audit of FDR:-

I. The Nagar Parisad has not maintained any FDR with any banks.

#### II. Audit of Tenders:

- I. We have verified all tender/Bid files and records for the Financial Year 2022-23.
- II. As per our observation, Following discrepancies observed during the audit of tenders/bids:

	Sr No Particulars		Reamarks		
Sr No.		"Form-A"	Memorandum	Properly	
1	Application of Tender	Filled	x 1000000		
	L thereof Accordance	Properly si	gned		
2	Letter of Acceptance	Form Filled			
3	Agreement	Available i			
4	Progrees Report	Available	111103.		

III. Corporation properly received Tender fee/Bid processing fee/Performance guarantee For construction work as well as their repairing.

IV. Bank Grantee for Bid or Performance guarantee are found proper which are issued by authorized bank as per guidelines.

5. Audit of Grants and Loans:-

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I. The Corporation has received the amount by way grant from the state government, central government and from various other authority for various works; Separate register is maintained project wise. All the grants received and expenses incurred in respect to works are entered in the registers maintained.

II. It was observed during the course of audit that the Corporation has separate bank accounts for each type of projects as well as grants and amount in these accounts is also utilized for these purposes.

#### Other Observations:-

### 1. Earnest Money Deposits and Security Deposits:-

- a) The details regarding the balances of security deposits, initial security deposits, retention money or security deposits as on 31.03.2023 are maintained properly by the Corporation.
- b) The Corporation has maintained the bifurcation of the amount EMD, SD or retention money as on the reporting date.

#### 2. Tax Deducted at Source :-

a) The Corporation has complied with T.D.S. rules & returns for employee under the head of salary under section 192 & for contractors under section 194C of the Income Tax Act, 1961.

#### 3. Clerical Errors Observed:-

a) Corporation is following Single Entry System of accounting and the accounts are maintained on the Cash basis of accounting system. Only Receipts & Payments Accounts and Income & Expenditure account were prepared and presented to us and we had expressed our opinion on these financial statements based on our audit. Grant received from Government for specific purposes have been considered as capital receipt and the assets formed from utilization of said grant is not considered as expenditure of the Corporation. Grants received are classified as Revenue and Capital on the basis of available information for the purpose of Income and Expenditure account. Similarly, expenditure incurred during the year are



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classified as Revenue and Capital on the basis of information available for the purpose of Income & Expenditure Account for the year then ended on March 31, 2023.

- b) Due to the maintenance of Manual Accounting of transactions by the Corporation; some of the arithmetical and the clerical error have been found in the Cash Books during the period of audit and rectified which was also suggested to rectify and discussed with accounts department.
- c) As per the provisions of Municipalities Act, 1961, the Corporation has not conduct any social audit during the reporting period.
- d) The budget for the subsequent financial year is prepared on the basis of the Cash book of previous year. As it was observed during the audit that certain contra entries are treated as expenditure, fixed deposits made were treated as expenditure. Thus, in our opinion and based on our audit observation it is suggested that the Corporation shall take due care of the effect of the same while preparing the Budget.

For ABHINAV SINGH BAGHEL & ASSOCIATES

Chartered Accountants

FRN 031196C

ABHINAV SINGH BAGHEL Proprietor Membership No. 167918

SEONI DATED:26/12/2023

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# CHANDAMETA BUTARIA Income and Expenditure Statement for the period from 01.04.2022 to 31.03,2023

Code No.	ltem/ Head of Account	Schedule No	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4	5
1-10 1-20 1-30 1-40 1-50 1-60 1-70	INCOME Tax Revenue Assigned Revenues & Compensation Rental Income from Municipal Properties Fees & User Charges Sale & Hire Charges Revenue Grants, Contributions & Subsidies Income from Investments	I-1 I-2 I-3 I-4 I-5 I-6 I-7	1,88,424.00 12,61,043.00	37,22,878.00 2,74,26,099.00 78,920.00 8,40,996.00 1,14,106.00 47,49,280.00
1-71	Interest Earned	I-8	5,14,452.97	7,90,372.83
1-80	Other Income	I-9	-	-
A	Total – INCOME		6,03,57,548.97	3,77,22,651.83
2-10 2-20 2-30 2-40 2-50 2-60 2-70 2-71 2-72	EXPENDITURE Establishment Expenses Administrative Expenses Operations & Maintenance Interest & Finance Expenses Programme Expenses Revenue Grants, Contributions & subsidies Provisions & Write off Miscellaneous Expenses Depreciation	I-10 I-11 I-12 I-13 I-14 I-15 I-16 I-17		93,60,496.35 58,03,076.03 - 11,899.00 1,72,470.00 - 1,60,57,196.68
В	Total – EXPENDITURE		. , ,	57619075.06
A-B	Gross surplus/ (deficit) of income over expenditure before Prior Period Items		-1,26,93,854.49	-1,98,96,423.23
2-80	Add: Prior period Items (Net)	1-18	-	-
	Gross surplus/ (deficit) of income over expenditure after Prior Period Items		-1,26,93,854.49	-1,98,96,423.23
2-90	Less: Transfer to Reserve Funds  Net balance being surplus/ deficit carried over to Municipal Fund		-1,26,93,854.49	-1,98,96,423.23

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# CHANDAMETA BUTARIA Balance Sheet of Chandameta Nagarpalika ULB as on 31.03.2023

Code	No Description of items	Schedule No.	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
	<u>LIABILITIES</u>			
1	Reserve & Surplus			
3-10	The state of the s	B-1	3,92,20,750.51	51823134.74
3-11	Earmarked Funds	B-2	53,02,000.00	5302000.00
3-12	Reserves	B-3	81,99,000.00	8199000.00
	Total Reserves & Surplus		5,27,21,750.51	65324134.74
3-20	the specific purposes	B-4	7,31,54,673.49	87310328.20
3-30	Loans			
3-30	Secured Loans Unsecured Loans	B-5	1,98,06,075.00	2,40,00,000.00
3-31	Total Loans	B-6	_	2 40 00 000
	Current Liabilities and Provisions		1,98,06,075.00	2,40,00,000.00
3-40	Deposits Received	B-7	7 52 271 10	-42,16,312.15
3-41	Deposit works	B-8	7,53,374.48	-42,10,312.13
3-50	Other Liabilities (Sundry Creditors)		76,54,826.00	79,93,708.51
3-60	Provisions		33,27,098.00	21,72,893.00
	Total Comment V. 1 1994			
	Total Current Liabilities and Provisions TOTAL LIABILITIES		1,17,35,298.48	59,50,289.36
	ASSETS		15,74,17,797.48	18,25,84,752.30
	Fixed Assets	B-11		
4-10	Gross Block		19,55,78,877.39	19 70 00 045 14
4-11	Less: Accumulated Depreciation		6,28,15,122.78	18,72,20,945.14 4,59,07,196.31
	Net Block		13,27,63,754.61	14,13,13,748.83
4-12	Capital Work-in-Progress			-
	Total Fixed Assets		3,27,63,754.61	14 12 12 740 02
	Investments		5,27,05,754.01	14,13,13,748.83
4-20	Investment – General Fund	B-12		_
4-21	Investments – Other Funds	B-13		-
	Total Investments			-
4-30	Current Assets, Loans and Advances			
4-30	Stock in Hand (Inventories) Sundry Debtors (Receivables)	B-14 1	6,548.00	12000.00
4-31	Gross amount outstanding	B-15		
4-32	Less: Accumulated provision against bad and	D-13	8,92,894.00	42,06,656.00
	doubtful Receivables	ľ	ŀ	-
	Net amount outstanding	5	8,92,894.00	10.06.656.55
4-40	Prepaid Expenses	B-16	·,/2,034.00	42,06,656.00
4-50	Cash and Bank Balances	B-17 1	,87,44,601.00	3 60 50 607 01
4-60	Loans, advances and deposits	B-18		3,69,59,627.21 92,720.25
4-61	Less: Accumulated provision against Loans	.  -		
	Net Amount outstanding			92720.25
4.70	Total Current Assets, Loans & Advances	1.		3,53,20,714.10
4-70	Other Assets	B-19 -	1 . 9	
4-80	Miscellaneous Expenditure (to the extent not written off)	B-20 -	-	
	TOTAL ASSETS		74.15.50	
			5,74,17,797.48	8,25,84,752.30

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Schedule I-1: Tax Revenue [Code No 110]

Minor Code No	Particulars	Current year	Previous year
1	2	(Rs.)	(Rs.)
110-01	Property tax	3	4
110-02	Water tax	10,60,015.00	1533734.00
110-03	Sewerage Tax	10,00,580.00	1164000.00
110-04	Conservancy Tax	2,44,240.00	128.00
110-05	Lighting Tax	-	3,55,880.00
110-06	Education tax	-	-
110-07	Vehicle Tax	3,27,515.00	2,59,335.00
110-08	Tax on Animals	-	-
110-09	Electricity Tax	-	-
110-10	Professional Tax	<b>†</b>	-
110-11	Advertisement tax	<b>†</b>	-
110-12	Pilgrimage Tax	-	-
110-51	Octroi & Toll	ŀ	-
110-52	Cess	-	-
110-80	Other taxes	· <del> -</del>	-
	Sub-total	2 <u>,9</u> 3,801.00	4,0 <u>9,80</u> 1.00
	Less	29,26,151.00	37,22,878.00
110-90		-	-
	Tax Remissions and Refund [Schedule 1 – 1 (a)]	-	-
	Sub-total	-	-
	Total tax revenue	29,26,151.00	37,22,878.00

### Schedule I-1 (a): Remission and Refund of taxes

Code No. *	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	_ 2	3	4
	Property taxes Octroi and toll Cess Income Advertisement tax Others	-	
	Total refund and remission of tax Revenues	-	

\* Insert the Detailed Codes of Account as applicable

Note: The totals of this Schedule should be equalling to the amount as per the total in Schedule 1-1

### Schedule I-2: Assigned Revenues & Compensation [Code No 120]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
120-10	Taxes and Duties collected by others	-	2,35,191.00
120-20	Compensation in lieu of Taxes / duties	-	2,71,90,908.00
120-30	Compensations in lieu of Concessions	•	-
Total	assigned revenues & compensation	•	2,74,26,099.00

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Schedule I-3: Rental income from Municipal Properties [Code No 130]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1		3	4
130-10	Rent from Civic Amenities	1,88,424.00	78920.00
130-20	Rent from Office Buildings		_
130-30	Rent from Guest Houses	L	L
130-40	Rent from lease of lands		
130-80	Other rents	[	
	Sub-Total	1,88,424.00	78,920.00
	Less:	, ,	
130-90	Rent Remission and Refunds	L	_
	Sub-total Sub-total		-
	Total Rental Income from Municipal Properties	1,88,424.00	78920.00

### Schedule I-4: Fees & User Charges [Code No 140]

Schedule I-4 (a): Fees & User Charges – Function wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
	Municipal Body Administration Finance, Accounts, Audit Election Record Room Estate Stores & Purchase		7
	Workshop Census	-	
	Total income from fees & user charges - Function wise	-	

Note:

Functions as applicable in the ULBs and on which fees and user charges are raised shall be stated here. The total income from Fees & User Charges as per Schedule I-4 (a) should tally with the total income from Fees & User Charges as per Schedule I-4 (b).

Schedule I-4 (b): Fees & User Charges - Income head-wise [Code 140]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	4 "	J	4
140-10	Empanelment & Registration Charges	c	18,152.00
140-11	Licensing Fees	6,10,729.00	30,951.00
140-12	Fees for Grant of Permit	-	43,149.00
140-13	Fees for Certificate or Extract	-	7,430.00
140-14	Development Charges	5,79,229.00	1,31,335.00
140-15	Regularisation Fees	-	34,600.00
140-20	Penalties and Fines	<u> </u>	2,05,391.00
140-40	Other Fees	71,085.00	1,99,086.00
140-50	User Charges	- 1,555100	25,674.00
140-60	Entry Fees	L	23,674.00
140-70	Service / Administrative Charges	L	27 802 00
140-80	Other Charges	_	27,892.00
	Sub-Total	12,61,043.00	1,17,336.00 8,40,996.00

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Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
140-90	Less: Rent Remission and Refunds	-	4
	Sub-total	-	-
	Total income from Fees & User Charges – Income head-wise	12,61,043.00	8,40,996.00

The total income from Fees & User Charges as per Schedule I-4 (b) should tally with the total income from Fees & User Charges as per Schedule I-4 (a).

### Schedule I-5: Sale & Hire Charges [Code No 150]

### Schedule I-5 (a): Sale & Hire Charges – Function wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
	Municipal Body Administration Finance, Accounts, Audit Election Record Room	- - - -	-
	Estate Stores & Purchase Workshop Census	-	- - -
	Total Income from Sale & Hire charges - Function wise	-	-

The total income from Sale & Hire Charges as per Schedule I-5 (a) should tally with the total income from Sale & Hire Charges as per Schedule I-5 (b).

Schedule I-5 (b): Sale & Hire Charges - Income head-wise [Code No 150]

Schedule 1-	5 (b): Sale & Illie Charges Income non		
Detailed Head Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Head Code		3	4
1	L		0.4.6.00
150-10	Sale of Products		946.00
1	Sale of Forms & Publications	L	1,13,160.00
150-11			Γ
150-12	Sale of stores & scrap	-	
150-30	Sale of Others	r	<u></u>
150-40	Hire Charges for Vehicles	-	
	Hire Charges for Equipment	-	-
150-41	Hire Charges for Equipment	1	L
	Total Income from Sale & Hire charges -	Ī	
	income head-wise	<u> </u>	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
I	Calcadula I 5	(b) should tally wi	th the total income

The total income from Sale & Hire Charges as per Schedule I-5 (b) should tally with the total income from Sale & Hire Charges as per Schedule I-5 (a).

# Schedule I-6: Revenue Grants, Contributions & Subsidies [Code No160]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1 160-10 160-20 60-30	Revenue Grant Re-imbursement of expenses Contribution towards schemes Total Revenue Grants, Contributions & Subsidies	5,54,57,7700	4 44,49,280.00 3,00,000.00 47,49,280.00

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## Schedule I-7: Income from Investments - General Fund [Code No 170]

Code No	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
170-10	Internal	٥	4
	Interest on Investments	-	_
17020	Dividend		
170-30	Income from projects taken up on commercial	-	7.5
	Basis	-	r
170-40		1	
	Profit in Sale of Investments		
170-80	Others	r	
	Total Income from Investments	-	
	Total Income from Investments	_	_

## Schedule I-8: Interest Earned [Code No 171]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
171-10	Interest C D	3	4
171-20	Interest from Bank Accounts	5,14,452.97	7,90,373.00
	Interest on Loans and advances to Employees		_
171-30	interest on loans to others		
171-80	Other Interest		
	Total. – Interest Earned	5 14 452 07	7 00 272 00
		5,14,452.97	7,90,373.00

## Schedule I-9: Other Income [Code No180]

Code No.	Particulars	Current Year	Previous Year
		Amount (Rs.)	Amount (Rs.)
180-10	Deposits Forfeited	3	4 .
180-11	Lapsed Deposits	-	-
180-20	Insurance Claim Recovery		
180-30	Profit on Disposal of Fixed asses	-	-
180-40	Recovery from Employees		-
180-50	Unclaimed Refund/ Liabilities	[	,
180-60	Excess Provisions written back		-
180-80	Miscellaneous Income		
	Total Other Income	-	

#### Note:

Details of profit earned on Fixed Assets disposed shall be given for each of the class of fixed assets, to the extent possible, together with the details of the gross block of the fixed asset sold, depreciation provided on that and the value realised on disposition below Schedule I-9.

#### Schedule I-10: Establishment Expenses [code no 210]

### Schedule I-10 (a): Establishment Expenses - Function wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
	Municipal Body Administration Finance, Accounts, Audit Election Record Room		
	Estate		

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Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
	Stores & Purchase Workshop Census	3	4
ote:	Total establishment expenses — Function wise		

The total function wise expenses as per Schedule I-10 (a) should tally with the total Establishment expenses as per Schedule I-10 (b).

### Schedule I-10 (b): Establishment Expenses – Expenditure head-wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
210-10	Salaries, Wages and Bonus	2,84,62,536.00	2,54,93,949.00
210-20	Benefits and Allowances		-
210-30	Pension	_	7,19,988.00
210-40	Other Terminal & Retirement Benefits	-	,
	Total establishment expenses - expense head wise	2,84,62,536.00	2,62,13,937.00

The total function wise expenses as per Schedule I-10 (b) should tally with the total Establishment expenses as per Schedule I-10 (a).

### Schedule I-11: Administrative Expenses [Code No 220]

### Schedule I-11 (a): Administrative Expenses – Function wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
-	Municipal Body Administration Finance, Accounts, Audit Election Record Room Estate Stores & Purchase Workshop Census		
	Total Administrative expenses—Function wise		

The total function wise expenses as per Schedule I-11 (a) should tally with the total administrative expenses as per Schedule I-11 (b).

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Schedule I-11 (b): Administrative Expenses – Expenditure head-wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
220-10	D. A. D. A. D. A.	J	4 4
	Rent, Rates and Taxes	312170.00	4,40,150.00
220-11	Office maintenance		71,97,528.00
220-12	Communication Expenses	75398.00	1,34,179.00
220-20	Books & Periodicals	75570.00	2,630.00
220-21	Printing and Stationery	182198.00	1,99,470.00
220-30	Travelling & Conveyance	182198.00	
220-40	Insurance	-	9,39,469.36
220-50	Audit Fees	t	
220=51	Legal Expenses	-	41,385.00
220-52	Professional and all B	-	-
220-60	Professional and other Fees	-	1,75,000.00
	Advertisement and Publicity	644247.00	2,19,152.99
220-61	Membership & subscriptions		-
220-80	Other Administrative Expenses		11,532.00
to:	Total administrative expenses - expense head wise	12,14,013.00	9360496.35

Note:

The total function wise expenses as per Schedule I-11 (b) should tally with the total administrative expenses as per Schedule I-11 (a).

### Schedule I-12: Operations and Maintenance [Code No 230]

Schedule I-12 (a): Operations & Maintenance Expenses – Function wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
	Municipal Body Administration Finance, Accounts, Audit Election Record Room Estate Stores & Purchase Workshop Census		
	Total Operations & Maintenance expenses – Function wise		

Note:

The total function wise expenses as per Schedule I-12 (a) should tally with the total Operations & maintenance expenses as per Schedule I-12 (b).

Schedule I-12 (b): Operations & Maintenance – Expenditure head-wise

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	4	J	4
230-10	Power & Fuel	75,56,390.00	-
230-20	Bulk Purchases	2922944.00	26,75,681.90
230-30	Consumption of Stores	1817957.00	4,61,064.39
230-40	Hire Charges	<b>†</b>	3,48,407.72
230-51	Repairs & maintenance -Infrastructure Assets		9,90,845.27
230-52	Repairs & maintenance - Civic Amenities		18,580.00
230-53	Repairs & maintenance – Buildings		94,666.16

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Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
230-54 230-59 230-80	Repairs & maintenance – Vehicles Repairs & maintenance – Others Other operating & maintenance expenses	3 1938237.00	4 6,05,456.00 5,33,374.59 75,000.00
Note:	Total operations & maintenance - expense head wise	1,42,35,528.00	58,03,076.03

The total function wise expenses as per Schedule I-12 (b) should tally with the total Operations & maintenance expenses as per Schedule I-12 (a).

## Schedule I-13: Interest & Finance Charges [Code No 240]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
240-10	Interest on Loans from Central Government		
240-20	Interest on Loans from State Government		
240-30	Interest on Loans from Government Bodies & associations		-
240-40	Interest on Loans from International Agencies		[
240-50	Interest on Loans from Banks & Other Financial Institutions	*	
240-60	Other Interest		_
240-70	Bank Charges		11,899.00
240-80	Other Finance Expenses		-
	Total Interest & Finance Charges		11,899.00

#### Schedule I-14: Programme Expenses [Code No 250]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
	4	ა	4
250-10	Election Expenses	93,518.00	-
250-20	Own Programmes	5,02,000.00	73,970.00
250-30	Share in Programmes of others		98,500.00
	Total Programme Expenses	5,95,518.00	1,72,470.00

# Schedule I-15: Revenue Grants, Contributions & Subsidies [Code No 260]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	<u>J</u>	
260-10 260-20 260-30	Contributions [give details] Subsidies [give details]  Total Revenue Grants, Contributions &	96,59,513.00 - - 96,59,513.00	-
	Subsidies		

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## Schedule I-16: Provisions & Write off [Code No 270]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
270-10	Provisions for Doubtful receivables		
270-20	Provision for other Assets		
270-30	Revenues written off		
270-40	Assets written off		
270-50	Miscellaneous Expense written off		
	Total Provisions & Write off		

## Schedule I-17: Miscellaneous Expenses [Code No 271]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
I	2	3	4
271-10 271-20	Loss on disposal of Assets Loss on disposal of Investments	-	-
271-80	Other Miscellaneous Expenses	19,76,369.00	<u>-</u>
	Total Miscellaneous expenses	19,76,369.00	•

## Schedule I-18: Prior Period Items (Net) [Code No 280]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1		3	4
-	Income		•
280-10	Taxes		
280-20	Other – Revenues		
280-30	Recovery of revenues written off		
280-40	Other income		
	Sub – Total Income (a)		
	Expenses		
280-50	Refund of Taxes		
280-60	Refund of Other – Revenues		
280-80	Other Expenses		
	Sub – Total Income (b)		
	Total Prior Period (Net) (a-b) -		

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### The various schedules to the Balance Sheet have been provided below:

### Schedule B-1: Municipal (General) Fund [Code No 310]

Code No.	Particulars	Opening balance as per the last account (Rs.)	Additions during the year * (Rs.)	Total (Rs.)	Deductions during the year** (Rs.)	Balance at the endof the current year (Rs.)
l	2	3	4	5 (3+4)	6	7 (5 - 6)
310-10 310-90	Municipal Fund Excess of Income & Expenditure	5,19,14,605.00	-1,26,93,854.49	3,92,20,750.51		3,92,20,750.51
	Total Municipal fund (310)	5,19,14,605.00	-1,26,93,854.49	3,92,20,750.51		3,92,20,750.51

#### Schedule B-2: Earmarked Funds

#### Schedule B - 2: Special Funds/Sinking Fund/Trust or Agency Fund [Code No 311] Amount in Rs.

Particulars	Special Fund 1	Special Fund 2	Special Fund 3	Special Fund 4	Special Fund 5	Pension Fund	General Provident fund
Code No.	53,02,000.00						
(a) Opening Balance (b) Additions to the Special Fund (i) Transfer from Municipal Fund (ii) Interest/Dividend earned on Special Fund Investments (iii) Profit on disposal of Special Fund Investments (iv) Appreciation in Value of Special Fund Investments (v) Other addition (Specify nature)	5.						
Total (b) Total (a+b) (c) Payments out of funds (i) Capital expenditure on	53,02,000.00						

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<sup>\*</sup>Addition includes contributions towards the fund, Adjustments to Opening Balance Sheet and also excess of income over expenditure

\*\* Deduction includes contributions from the fund, Adjustments to Opening Balance Sheet and also excess of expenditure over the income

Particulars	Special Fund 1	Special Fund 2	Special Fund 3	Special Fund 4	Special Fund 5	Pension Fund	General Provident fund
Code No. Fixed Assets*							
Others							
Sub-total		1	1	1			
(ii) Revenue Expenditure on	-7						
Salary, Wages and allowances etc.							
Kent	1						1
Other administrative charges							
Sub -total							
(iii) Other:							
Loss on disposal of Special Fund Inc.							
Difficultion in Value of Special Family		1 1					l
Transferred to Municipal Fund		1 1					
oub –total				- 1			
Total of (i+ii+iii) (c)	-						
Net balance at the year end - (n+h) (a)	-						
Grant Total of Special Funds	53,02,000.00						
te:							

All funds are to be shown as separate fund either in the schedule or in a separate schedule with the corresponding indication in the balance sheet under "Funds" on liability side.

- Additions during the year:

   a. Addition to Pension Fund would be out of the "Transfer to Funds" from Income and Expenditure Account as per the accounting principles.
   b. Addition to General Provident and Contributory Provident Fund are the deductions from salary.
   c. Interest from investments of Funds would be added to respective Funds.
- Deductions during the year:
   a. Deductions from Pension Fund means payments made on account of Pension/Family pension
   b. Deduction from Gross Provident Fund/Contributory Provident Fund Advances/Withdrawals.

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### Schedule B-3: Reserves [Code No 312]

Code No.	Particulars	Opening balance (Rs.)	Additions during the year (Rs.)	Total (Rs.)	Deductions during the year (Rs.)	Balance at the end of the current year (Rs.) 7 (5-6)
1	2	3	4	5 (3+4)	6	7 (3-0)
312-10	Capital Contribution					
312-11	Capital Reserve		l			
312-20	Borrowing Redemption Reserve					
312-30	Special Funds (Utilised)			l		1
312-40	Statutory Reserve	1				81,99,000,00
312-50	General Reserve	81,99,000.00	ŀ	81,99,000.00	F	21,33,000.00
312-60	Revaluation Reserve					
						81,99,000.00
	Total Reserve funds	81,99,000.00		81,99,000.00	<u> </u>	01,77,000.00

### Schedule B-4: Grants & Contribution for Specific Purposes [Code No 320]

Amount in Rs.

Particulars	Grants from Central Government	Grants from State Government	Grants from Other Government Agencies	Grants from Financial Institutions	Grants from Welfare Bodies	Grants from International Organisations	Others
Code No.							
(a) Opening Balance	-	1,61,66,761.83					1
(i) Additions to the Grants * (i) Grant received during the year (ii) Interest/Dividend earned on Grant Investments	94,31,000.00	4,60,36,478.00					
(iii) Profit on disposal of Grant Investments	-	t					1
(iv) Appreciation in Value of Grant Investments	-	t					
(v) Other addition (Specify nature)	94.31,000.00	4,60,36,478.00					+
Total (b)	94,31,000.00	6,22,03,239.83					-
Total (a+b)	94,51,000.00	0,22,03,201			1		1
(c) Payments out of funds					1		
(i) Capital expenditure on	L	-					
Fixed Assets*	_	-		-	-		
Others		-					
Sub -total							

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	Government	Government Agencies	Financial Institutions	Welfare Bodies	International Organisations	Other
			matitutions	Doutes		
1 77 224 62	F					
	1,09,51,433.66			1		l
1,77,224.63	1,09,51,433.66					
H	-			1	,	
İ		1		1		
		- 1		- 1		
	,09,51,433.66					
.,53,775.37	,31.54,673.49					
e shown as grant	t funds and not to	he mived				
rred will be car	pitalised and asset	s will be to be	earmarked fund	s ·		
	The district district	s will be taken to	Fixed Assets scl	redule (B-11)	and Capital and	dhuttan
	77,224.63	77,224.63 1,09,51,433.66 77,224.63 1,09,51,433.66 53,775.37 7,31,54,673.49	77,224.63 1,09,51,433.66 77,224.63 1,09,51,433.66 ,53,775.37 7,31,54,673.49	77,224.63 1,09,51,433.66 	77,224.63 1,09,51,433.66 	77,224.63 1,09,51,433.66

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### Schedule B-5: Secured Loans [Code No 330]

Amount in Rs.

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
330-10	Loans from Central Government	<del></del>	
330-20	Loans from State government	1 00 00 075 00	- 40 00 000 00
330-30	Loans from Govt. bodies & Associations	1,98,06,075.00	2,40,00,000.00
330-40	Loans from international agencies	Ť	r
330-50	Loans from banks & other financial institutions	Ī	-
330-60	Other Term Loans	r	
330-70	Bonds & debentures	<b>†</b>	†
330-80	Other Loans	[	
	Total Secured Loans	1,98,06,075.00	2,40,00,000.00

#### Notes:

- The nature of the Security shall be specified in each of these categories
- Particulars of any guarantees given shall be disclosed
- Terms of redemption (if any) of bonds/debentures issued shall be stated, together with the earliest date of redemption
- 4. Rate of Interest and Original Amount of loan and outstanding can be provided for every Loan under each of these categories separately;
- 5. For loans disbursed directly to an Executing Agency, please specify the name of the Project for which such loan is raised.

#### Schedule B-6: Unsecured Loans [Code No 331]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
331-10	Loans from Central Government		
331-20	Loans from State government		
331-30	Loans from Govt. bodies & Associations		
331-40	Loans from international agencies		
331-50	Loans from banks & other financial institutions	,	
331-60	Other Term Loans		
331-70	Bonds & debentures		
331-80	Other Loans		
	Total Un-Secured Loans		

Rate of Interest and Original Amount of loan and outstanding can be provided for every Loan under each of these categories separately.

## Schedule B-7: Deposits Received [Code No 340]

Amount in Rs.

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
340-10 340-20	From Revenues	7,53,374.00	-4313712.00 97400.00
	From Staff From Others Total deposits received	7,53,374.00	-4216312.00

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## Schedule B-8: Deposits Works [Code No 341]

Amount in De

- 1						Amount in Rs.
	Code No.	Particulars	Opening balance as the beginning of the year Amount (Rs	Additions during the current year Amount (Rs	Utilisation / expenditure Amount (Rs	the end of the
1	341-10	Civil Works	3	4	5	6
1	341-20	Electrical works				
1	341-80	Others				
		T				
		Total of deposit works				
NI.						

- Note:

  1. The amount received from the department on whose behalf the deposit works have been undertaken would appear in col. 4

  2. Expenditure incurred including percentage (departments) charges would appear in Col 5

  3. Balance as in Col. 6 would appear in the balance sheet as a liability

## Schedule B-9: Other Liabilities (Sundry Creditors) [Code No 350]

1	Code No.			Amount in Rs.	
1	Code No.	Particulars	Current Year		,
1	1	2	Amount (Rs.)	Previous Year Amount (Rs.)	
- 1	350-10	Creditors	3	4	
-	350-11	Employee Liabilities	76,54,826.00	80,70,049.00	
	350-12	Interest Accrued and Due		-	
-		Recoveries Payable		_	
1		Government Dues Payable		-	
1	350-40	Refunds Payable		-1.85.058.00	
1		Advance Collection of Revenues			
		Others		-7.603.00	
1		Total Other liabilities (Sundry Creditors)		1.16.321.00	
_		7	6,54,826.00	- 79 93 709 00	

31.23





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### Schedule B-10: Provisions [Code No. 360]

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	, 3	21.52.202.00
360-10	Provision for Expenses	33,27,098.00	21,72,893.00
360-20	Provision for Interest	+	T .
360-30	Provision for Other Assets	-	21.72.893.00
	Total Provisions	33,27,098.00	21,72,833.00

Schedule B-11: Fixed Assets [Code No. 410 & 411]

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Code No	1			s Block			Accumulate	d Depreciati	on	Ne	t Block
1	Particulars 2	Opening Balance	Additions during the period S	Deductions during the period	Cost at the end of the year			Deductions during the period	Total at the end of the year	At the end of current year	
410-10	Land	3	4	5	6	7	8	9	10	11	12
	Buildings Infrastructure Assets	301347.67 15382890.68	1805254'40		301347.67 17192485.14	1283428.81	-		-	301347.67 15335973.52	301347.67 14099461.87
410-31 410-32 410-33 410-34	Roads and Bridges Sewerage and drainage Water ways Public Lighting Sanitation and Solid Waste Management System	79193238.88 8787991.34 64455746.55 1282892.60	4621131.72 1874167.34		10662158.68 54455746.55 1282892.60	1696970.05 4833163.46 675947.16	11973481.51 710810.58 1611393.66 256578.52		2407780.63 5444557.12 932525.68	8254378.05 58011189.43 350366.92	46744026.52 7091021.29 59622583.09 606945.44 59510.70
110-40   I 110-50   N 110-60   C 10-70   F	Office & other equipment furniture, fixtures, fittings and lectrical appliances	2864778,00 4152754,22 586859,00 504865,84		5	152754.22 86859.00	1332426.27 167867.70	286477.80 - 415275.42 - 58685.90 - 50486.58 -	1	047991.20 1 747701.69 2 26553.60 3	816786.80 405052.53 60305.40	2103264.60 2820327.95 418991.30 390421.97
10-80 C	other fixed assets		53038.73			2585610.94	069449.57	3			7055846.42
		87220945.14	8357932.25	19	05578877.39	5907196.32	6907926.46		2815122.78		141313748,82

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## Schedule B-12; Investments - General Fund [Code 420]

Amount Rs.

Code No.	Particulars	With whom invested	Face value (Rs.)	Current year Carrying Cost (Rs.)	Previous year Carrying Cost (Rs)
1	2	3	4	5	6
420-10	Central Government Securities				
420-20	State Government Securities				
420-30	Debentures and Bonds				
420-40	Preference Shares				
420-50	Equity Shares				
420-60	Units of Mutual Funds				
420-80	Other Investments				
	Total of Investments General				
	Fund				

- 1. Insert the other Heads of Account and the corresponding Codes of Account for other investments made by the ULB
- 2. Provide break-up of other investments as applicable
- 3. Aggregate amount of quoted investments and also market value thereof shall be disclosed. Aggregate amount of unquoted investments shall also be disclosed.

### Schedule B-13: Investments - Other Funds [Code 421]

Amount Rs.

Code No.	Particulars	With whom invested	Face value (Rs.)	Current year Carrying Cost (Rs.)	Previous year Carrying Cost (Rs)
1	2	3	4	5	
421-10 421-20 421-30 421-40 421-50 421-60 421-80	Central Government Securities State Government Securities Debentures and Bonds Preference Shares Equity Shares Units of Mutual Funds Other Investments				
	Total of Investments Other				
	Funds	rresponding Co	des of Account	for other inves	tments made b
I. Insert the	Funds other Heads of Account and the co		I Turnados		15 VO.

2. Provide break-up of other investments as provided for General Fund Investments.

# Schedule B-14: Stock in Hand (Inventories) [Code 430]

Amount in Rs.

G. J. No	Particulars /	Current Year Amount (Rs.)	Amount (Rs.)
Code No.	2	16548.00	12000.00
430-10 430-20	Stores Loose Tools		
430-30		16548.00	12000.00

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## Schedule B-15: Sundry Debtors (Receivables) [Code No 431]

Particulars	Gross Amount (Rs.)	Provision for Outstanding revenues (Rs.)	Net Amount (Rs.)	Previous year Net amount (Rs
Receivables for Property Toyon	3	(Code No 432)	5 = 3 - 4	6
More than 5 years *  More than 5 years *  Sub - total  Less: State Government Cesses/Levice in T.	11,27,448.00	-	11,27,448.00	23,55,296.00
Net Receivables of Property Taxes	11.27.448.00			
Less than 3 years*	77,27,440.00		11,27,448.00	23,55,296.00
More than 3 years* Sub- total	47,65,446.00		47,65,446.00	3,04,779.00
Net Receivables of Other Taxes Receivables of Cess Income Less than 3 years* More than 3 years* Sub- total Receivables for Fees and User Charges Less than 3 years* More than 3 years*	47,65,446.00		47,65,446.00	304779.00
	7.65.446.00			1526921.00
eceivables from Other Sources	7,05,446.00		17,65,446.00	3,04,779.00
fore than 3 years*  ab - total  escrivables from Government				19,660.00
otal of Sundry Debtors (Receivables) 58	3,92,894.00	5	8,92,894.00	19660.00 42.06.656.00
I I N S R	Sub - total Less: State Government Cesses/Levies in Taxes - Control Accounts  Net Receivables of Property Taxes  Receivable of Other Taxes Less than 3 years*  More than 3 years* Sub- total Less: State Government Cesses/Levies in Taxes - Control Accounts  Net Receivables of Other Taxes Receivables of Cess Income Less than 3 years* More than 3 years* Sub- total Receivables for Fees and User Charges Less than 3 years* More than 3 years* More than 3 years* More than 3 years*  More than 3 years*	Receivables for Property Taxes Less than 5 years* More than 5 years* Sub – total Less: State Government Cesses/Levies in Taxes – Control Accounts Net Receivables of Property Taxes Receivable of Other Taxes Less than 3 years* More than 3 years* Sub- total Less: State Government Cesses/Levies in Taxes – Control Accounts Net Receivables of Other Taxes Receivables of Other Taxes Less than 3 years* Sub- total Less: State Government Cesses/Levies in Taxes – Control Accounts Net Receivables of Other Taxes Receivables of Cess Income Less than 3 years* More than 47,65,446.00	Receivables for Property Taxes Less than 5 years* More than 5 years* Sub – total Less: State Government Cesses/Levies in Taxes – Control Accounts Net Receivables of Property Taxes Less than 3 years* More than 3 years* Less than 3 years* Sub- total Less: State Government Cesses/Levies in Taxes – Control Accounts Net Receivables of Other Taxes Less than 3 years* Sub- total Less: State Government Cesses/Levies in Taxes – Control Accounts Net Receivables of Other Taxes Receivables of Other Taxes Receivables of Fees Income Less than 3 years* More than 3 years * More than	Receivables for Property Taxes Less than 5 years * More than 5 years * Sub - total Less: State Government Cesses/Levies in Taxes - Control Net Receivables of Property Taxes Less than 3 years * More than 4 years * More than 3 years * More than 4 years * More than 4 years * More than 4 y

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### Schedule B-16: Prepaid Expenses [Code No 440]

Code No.	Particulars 2	Current year Amount (Rs.) 3	Previous year Amount (Rs)
440-10 440-20	Establishment Administrative		
440-30	Operations & Maintenance		
	Total Prepaid expenses		

### Schedule B-17 : Cash and Bank Balances [Code No 450]

Code No.	Particulars	Current year Amount (Rs.)	Previous year Amount (Rs.)
1	2	3	4
450-10	Cash		64424.00
	Balance with Bank - Municipal Funds		
450-21	Nationalised Banks	35,74,716.40	3,68,95,203.21
450-22	Other Scheduled Banks	-	-
450-23	Scheduled Co-operative Banks	-	-
450-24	Post Office	-,	-
	Sub-total	35,74,716.40	3,68,95,203.21
	Balance with Bank - Special Funds		
450-41	Nationalised Banks	1,51,69,884.47	-
450-42	Other Scheduled Banks	-	_
450-43	Scheduled Co-operative Banks	-	-
450-44	Post Office	-	-
	Sub-total	1,51,69,884.47	- ,
	Balance with Bank - Grant Funds		-
450-61	Nationalised Banks	-	-
450-62	Other Scheduled Banks	-	-
450-63	Scheduled Co-operative Banks	-	-
450-64	Post Office	-	-
	Sub-total	-	-
	Total Cash and Bank balances	1,87,44,600.87	3,69,59,627.21

मुख्य नगर्सालका अधिकारी