

CHANDLA NAGAR PARISHAD
AUDIT REPORT F.Y. 2019-20

AUDITOR
NPJS AND
ASSOCIATES
CHARTERED
ACCOUNTANTS



NPJS & ASSOCIATES

CHARTERED ACCOUNTANTS

+91-9179179143
npjs.associates@gmail.com

INDEPENDENT AUDITOR'S REPORT

To the Stakeholders of NAGAR PARISHAD CHANDLA

1. Report on the Financial Statements

We have audited the accompanying financial statements of NAGAR PARISHAD CHANDLA ("the ULB"), which comprise the Receipt & Payment account as at March 31, 2020.

2. Management's Responsibility for the Financial Statements

The ULB's Management is responsible for the matters with respect to the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the ULB in accordance with the provisions of Municipal Corporation Act, 1956 and accounting principles generally accepted in India, including the Municipal Accounting Manual ("the Manual") and Accounting Standards applicable to the Urban Local Bodies. This responsibility also includes maintenance of adequate accounting records in accordance with the Municipal Accounting Manual for safeguarding of the assets of the ULB and for preventing and detecting frauds and other irregularities; selection and application of appropriate accounting policies; making judgments and estimates that are reasonable and prudent; and design, implementation and maintenance of adequate internal financial controls, 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 view and are free from material misstatement, whether due to fraud or error. However, in this case ULB is not in practice of maintaining balance sheet & Income and expenditure account, so receipt and payment account shall be considered as final statement on which we express our opinion.

3. Auditor's Responsibility

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

We have taken into account the Municipal Accounting Manual, the accounting and auditing standards and matters which are required to be included in the audit


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नगर परिषद चन्दला
जिला-स्तरपुर(म.प्र.)





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report as per the letter issued by Directorate, Urban Administration & Development, M.P., in this regard.

We conducted our audit in accordance with the Standards on Auditing issued by Institute of Chartered Accountants of India. Those Standards requires 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 the 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 financial control relevant to the ULB's preparation of the financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of the accounting policies used and the reasonableness of the accounting estimates made by the ULB's officers, 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 on the financial statements.

4. Qualified Opinion

In our opinion and to the best of our information and according to the explanations given to us, except for the effects of the matter described in the report attached below, the Receipt and payment annexed to this report give true and fair view of financial transactions affected by ULB and recorded these transactions in cash book for the financial year ending as on 31st March, 2020.

5. Basis for Qualified Opinion

The details which form the basis of qualified opinion are reported in the Annexure 1 to this report.

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6. Emphasis of Matters

We draw attention to following matters reported in Annexure - 1, annexed to this report.

- a) Accounts prepared as per the Manual in lieu of accounting standards for local bodies as issued by Institute of Chartered Accountants of India.
- b) Difference in revenue recognized by revenue department and accounts department.
- c) Non-availability of Fixed Asset, Security and other registers as prescribed under manual.
- d) Non-availability of details and non-recognition of entries in books of accounts related to security deposits provided by contractors and other service providers to the ULB.
- e) Non compliance with provisions of GST & EPF/ESIC.
- f) No reconciliation between Balance as per Cash book and Balance as per Bank Statement.

Our opinion is not modified in respect of these matters.

7. We further report that:

- a) We have sought and, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph above, obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit;
- b) Except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph above, in our opinion proper books of account as required by Municipal Accounting Manual have been kept by the ULB so far as appears from our examination of those books.
- c) Except for the matter described in the Basis for Qualified Opinion paragraph above, the Receipt and Payment Account comply with the Municipal Accounting Manual and Accounting Standards applicable to the Urban Local Bodies.
- d) The matter described in the Basis for Qualified Opinion paragraph above, in our opinion, may have an adverse effect on the functioning of the ULB.
- e) The qualification relating to the maintenance of accounts and other matters connected therewith are as stated in the Basis for Qualified Opinion paragraph above.


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f) With respect to the adequacy of the internal financial controls over financial reporting of the ULB and the operating effectiveness of such controls, refer to our separate Report in 'Annexure I'.

Date: 30/11/2020
UDIN: 21421786AAAAAI2323

For NPJS & Associates
Chartered Accountants

CA Jitendra Singh
Partner
MRN - 421786


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Annexure 'I'

The Annexure 1 referred to in paragraph 6 of Our Report:

1. Audit of Revenue

- 1) The auditor is responsible for audit of revenue from various sources.
We have verified the revenue from various sources which was recognized and entered in the books of account produced before us for verification.
- 2) He is also responsible to check the revenue receipts from the counter files of receipt book and verify that the money receipt is duly deposited in respective bank account.
The counter foils or revenue receipts were not made available to us for verification. It was informed to us that the revenue/tax collector/officer directly deposits the amount collected with main cashier at the cash counter, who in turn deposit this amount directly to the bank account. A register is being maintained by main cashier called cashier cash book from which collected amount move into main cash book. A detailed statement containing outstanding demand and tax collected during the year (Vasuli Patrak) was provided to us by the concerned department duly certified by the concerned officer.
- 3) Delay beyond 2 working days shall be immediately brought to the notice of commissioner/CMO.
No such instances were noticed during the test check of such entries conducted by us except the circumstances like public holidays, government or local holidays etc.
- 4) The entries in Cash book shall be verified:
We have verified the entries in cash book on test check basis and on our verification we found some totalling error in the Cash Book which has been reflecting in Receipt & Payment account.
- 5) The auditor shall specifically mention in the report the revenue recovery against the quarterly and monthly targets any lapses in revenue recovery shall be a part of the report.
No details with respect to quarterly and monthly targets set for the FY 2019-2020 and the revenue recovery against such targets was


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available to us. Hence, it was not possible for us to report the revenue recovery against the quarterly and monthly targets and any lapses there to.

- 6) The auditor shall verify the interest income from FDR's and verify that interest is duly and timely accounted for in cash book.

During the course of our verification we found an FDR reflecting in Receipt and Payment account and also in Cash book of ULB, which was made on 29/11/2018 but no interest income is recognised during the relevant Financial Year. It was explained to us that interest on FDR was recognise on cash basis i.e. at the time of maturity.

- 7) The case where, the investments are made on lesser interest rates shall be brought to the notice of the Commissioner/CMO.

Documentary evidence related to FDR is not made available to us for verification and hence we cannot comment upon the same.

2. Audit of Expenditure:

- 1) The auditor is responsible for audit of expenditure under all the schemes. We have verified the expenditure under various heads which was recognized and entered in the books of account produced before us for verification.

- 2) He is also responsible for checking the entries in cash book and verifying them relevant vouchers.

We have verified the entries in cash book on test check basis which were supported by relevant vouchers/note sheets. In doing so, some discrepancies were found. Details for the same are provided below:

- ULB has deposited TDS after its applicable due dates. This results into interest payment on delayed deposit.
- In addition, ULB has not timely filed TDS return during the F.Y. 2019-2020. There is a penal provision for delayed filing of TDS return, amounting to Rs. 200 per day (maximum of TDS amount) under section 234E of the Income Tax Act 1961. TDS return filing details are as follows:


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S. No.	F Y	Quarter	Status of Filing
1	2019-2020	1 st Quarter	29/07/2020
2	2019-2020	2 nd Quarter	08/06/2020
3	2019-2020	3 rd Quarter	08/06/2020
4	2019-2020	4 th Quarter	28/07/2020

- c. Details relating to EPF deduction and deposit were not made available to us by the ULB. If EPF was not deposited on or before due dates this might result into penalties under respective act.
- 3) He should also check monthly balance of the cash book and guide the accountant to rectify errors, if any.
The monthly balances of cash book were checked by us and found correct for verified instances; however we noticed overwriting from pencil in all over cash book, which should be avoided.
- 4) He shall verify that the expenditure for a particular scheme is limited to the funds allocated for that particular scheme any over payment shall be brought to the notice of the Commissioner / CMO.
Grant registers were produced before us for verification and on we found no instances related to over payments.
- 5) He shall also verify that the expenditure is accordance with the guideline, directives, acts and rules issue by Government of India/ State Government. In absence of availability of guidelines, directives, acts and rules issued by Government of India/ State Government, it was not possible for us to verily the expenditures in accordance with such guidelines etc.
- 6) During the audit financial propriety shall also be checked. All the expenditure shall be supported by financial and administrative sanctions accorded by competent authority and shall be limited to the administrative and financial limits of the sanctioning authority.
We have verified the expenditure on test check basis and it was found that such expenditure was duly supported by financial and administrative sanctions accorded by competent authority. However, in absence of information with respect to administrative and financial limits of the sanctioning authority, it was

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not possible for us to verify whether the expenditure incurred and sanctioned by authority were within their limits or not.

- 7) All the cases where appropriate sanctions have not been obtained shall be reported and the compliance of audit observation shall be ensured during the audit. Non-compliance of audit para's shall be brought to the notice of Commissioner / CMO).

No such instances were noticed during the test check of entries.

- 8) The auditor shall be responsible for verification of scheme wise project wise Utilization Certificate (UCS). UC's shall be tallied with the income & expenditure and creation of Fixed Asset

ULB has not provided utilization certificate to us and also in absence of fixed asset register and income and expenditure account it was not possible for us to verify the correctness and reliability of figures at which the fixed asset were created/recognized in the books of accounts.

We are unable to verify the details of capitalization of expenditure since there is neither any proof available nor completion of work from respective department. Also no fixed assets register were maintained by ULB hence there is no cross check mechanism existing to ensure the completion of project except payment of final bill. It is suggested that a proper internal control system should be framed to identify the fixed asset and its recognition in fixed asset register and books of account of the ULB.

- 9) The auditor shall verify that all the temporary advances have been fully recovered.

Information relating to temporary advances were not provided to us for verification and hence same cannot be commented upon. As per explanation given to us no staff advance / Temporary advance is outstanding at year end.

3. Audit of Book Keeping

- 1) The auditor is responsible for audit of the books of accounts as well as stores.

As per the information and explanation provided to us by the management of the ULB and on perusal of books of accounts by us, it was noticed by us that the ULB has not maintained all the required books of accounts as prescribed.


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नगर परिषद् वन्द्या
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under MP MAM. Below mentioned books of accounts were not provided for verification:-

- 1) Staff advances register
- 2) Fixed Asset register
- 3) Security Register
- 4) Stores Register

- 2) He shall verify that all the books of accounts and stores are maintained as per Accounting Rules applicable to the Urban local Bodies. Any discrepancies shall be brought to the notices of Commissioner / CMO.

As stated in point no. 1 above, as the books of accounts are not maintained as per Accounting Rules applicable to the Urban local Bodies, it was not possible for us to verify the same.

- 3) The auditor shall verify advance register and see that all the advance are timely recovered according to the condition of advance. All the case of non-recovery shall be specifically mentioned in audit report.

Information relating to advances was not provided to us for verification and hence same cannot be commented upon. As per explanation given to us no amount of advance was outstanding at year end.

- 4) Bank reconciliation statement (BRS) shall be verified from the records of ULB and the bank concerned. If bank reconciliation Statement are not prepared the auditor will help in the preparation of BRS

Bank reconciliation statement (BRS) has been prepared by ULB and produced as annexure A with this report.

- 5) He shall be responsible for verifying the entries in the Grant register. The receipts and payment of grants shall be duly verified from the entries in cash book.

Grant register were provided to us for verification and on test check basis we found that the entries of receipt & payment were duly reconciled with cash book.

- 6) The auditor shall verify the fixed assets register from other records and discrepancies shall be brought to the notices of Commissioner / CMO.


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The fixed asset register has not been made. Therefore, we are unable to bring the discrepancies to the notice of Commissioner / CMO.

- 7) The auditor shall reconcile the account of receipt and payment especially for project funds.

Receipt and payment account related to project funds were not provided by the ULB. Hence, we cannot comment on the same.

4. Audit of FDR

- 1) The auditor is responsible for audit of all fixed deposits and term deposits. ULB has not provided records related with FDRs. Hence we cannot comment on maintenance of FDR or Term deposits.
- 2) It shall be ensured that proper record of FDR's are maintained and renewals are timely done. ULB has not provided records related with FDRs. Hence we cannot comment on maintenance or renewal of FDR or Term deposits.
- 3) The case where FDR'S / TDR are kept at low rate of interest than the prevailing rate shall be immediately brought to the notice of Commissioner/ CMO. As relevant document were not provided to us by ULB for verification, we cannot comment on the same.
- 4) Interest earned on FDR/TDR shall be verified from entries in the cash book. It has been observed that no entries related to interest earned on FDR/TDR has been done in the cash book.

5. Audit of Tenders / Bids

- 1) The auditor is responsible for audit of all tenders / bids invited by the ULB. Documents of tender/ bid has been provided for the purpose of verification and found to be consistent and according to generally accepted rules for the same.
- 2) He shall check whether competitive tendering procedures are followed in bids.


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नगर परिषद् चन्द्रा
जिला-छतरपुर(म.प्र.)





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Proper tendering procedures have been followed by the ULB. E tendering has been done for any procurement / allotments of Rs. 1,00,000/- or more. For value less than 1,00,000/- procurement / allotments are done based on quotations.

- 3) He shall verify the receipts of tender fee / bid processing fee / performance guarantee both during the construction and maintenance period.
Tender Fees / bid processing fees were recorded in cash book in the month in which it is received. No security registers were provided to verify receipt / release of performance guarantee.
- 4) The bank guarantees, if received in lieu of bid processing fee / performance guarantee shall be verified from the issuing banks.
No such bank guarantees were produced before us for verification.
- 5) The conditions of BG shall also be 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.
No such bank guarantees were produced before us for verification. Therefore, it is not possible for us to comment on the conditions of BG.
- 6) The cases of extension of BG shall be brought to the notice of Commissioner / CMO. Proper guidance to extend the BC's shall also be given to ULB
No such bank guarantees were produced before us for verification. Therefore, it is not possible for us to comment on the conditions/extensions of BG.
- 7) The contract closure shall also be verified by the auditor.
No contract closure documents were made available to us for verification.

6. Audit of Grants and Loans

- 1) The auditor is responsible for audit of grants given by Central Government and its utilization.

Grant amount received during the year were provided which have been produced below:

बुंगी क्षतिपूर्ति राशि	1,17,80,157.00
सड़क सुधार राशि	8,05,000.00




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नगर पालिका चन्द्रला
जिला-बागलुङ (म.प्र.)



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npjs.associates@gmail.com

14 वीं वित्त	59,24,000.00
मू. मू. राशि	30,21,000.00
राज्यवित्तआयोग	23,66,000.00

However details relating to opening balance, utilisation and closing balance were not provided to us. Hence we cannot comment on yearend balance of the grants.

- 2) He is responsible for audit of grants received from State Government and its utilization.

Separate record for grant from state/central government was made available to us. Total grant received by the ULB has been provided in the table above.

- 3) He shall perform audit of loans provided for physical infrastructure and its utilization. During his 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.

Details regarding loan were not provided by the ULB and hence we cannot comment on the revenue mechanism i.e. whether the asset created out of the loan has generated the desired revenue or not.

- 4) The auditor shall specifically point out any diversion of funds from capital receipts/ grants/banks to revenue expenditure.

As per the information made available to us, and as per our verification, instances of diversion of funds from one grant account to another have not been noticed. However, due to inherent limitation of internal controls over financial reporting possibilities of fund diversion cannot be ruled out completely.


मुख्य नगरपालिका अधिकारी
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Nagar Parishad Chandla, District Chhatarpur
Receipt & Payment 2019-20

Receipt	Amount	Payment	Amount
Opening Balance	2,70,46,904.00	Salary	1,10,54,237.00
Bus Stand Fee-Current	1,47,650.00	Councilor Honararium	2,98,700.00
Bus Stand Fee-Due	1,68,500.00	Mobile Toilet	25,18,073.00
Bazaar Vasooli	1,25,960.00	Diesel	13,78,160.00
Bazaar Vasooli- Weekly	1,02,260.00	Electricity Supply	26,96,057.00
Mudrank Shulk	3,03,000.00	Snacks	13,305.00
Sampatti Kar-Due	4,51,178.00	Drainage Construction	16,25,989.00
Sampatti Kar-Current	60,759.00	Pond Beautification	33,80,438.00
Ration Card	550.00	Shed Construction	6,92,043.00
Tender Fee	1,500.00	Handpump	1,07,378.00
Security Deposit	6,570.00	Security Deposit	26,010.00
Surcharge	3,316.00	CC Road	4,49,539.00
Samekit Kar-Due	3,37,985.00	Painting Work	16,439.00
Samekit Kar-Current	79,100.00	Stationary	1,13,184.00
Penalty	160.00	Communique	2,50,225.00
Bhawan Shulk	9,434.00	Vehicle Rent	2,29,840.00
Siksha Upkar-Due	7,232.00	Drinking Water Facility	62,416.00
Siksha Upkar-Current	1,729.00	Internet	2,997.00
Pratilipi Fee	536.00	Computer Repair	45,530.00
Labour Card Fee	570.00	Pesticide	8,03,864.00
Conversion Fee	332.00	Vehicle Repair	3,40,926.00
Nagar Vikas Fee-Due	33,809.00	Pipe Line Repair	1,37,759.00
Nagar Vikas Fee-Current	3,418.00	Pump Purchase	10,14,280.00
Jal Kar- Due	1,78,550.00	JCB Rent	1,60,696.00
Jal Kar- Current	1,02,050.00	HUDCO Loan	2,99,673.00
Late Fee	6,511.00	Election Work	23,455.00
Application Fee	2,814.00	Sanitation Purchases	2,25,620.00
Form Fee	1,290.00	Jal Pradaye	3,50,052.00
Tanker Rent	12,300.00	Battery	22,780.00
Tender Fee	6,93,800.00	Office Purchases	74,420.00
Water Connection Disconnection Fee	303.00	Fire Brigade Repair	1,18,252.00
Water Connection Fee	6,101.00	Cricket Pavilion Construction	10,03,839.00
Light Fee	4,760.00	Photography	1,700.00
Other	13,703.00	Tyre Tube	30,340.00
JIO Tower Permission Fee	12,200.00	Professional Fee	70,200.00
Penalty	40.00	Puffed Rice (Murmure)	60,957.00
Animal Registration Fee	11,960.00	LED Light	39,95,263.00
Shop Auction	6,00,000.00	Ceiling Fan	2,800.00
Chhungikshati Purti	1,17,80,157.00	Dustbin Purchase	1,99,956.00
Sadak Marammat	8,05,000.00	National Festival	2,91,948.00
14th Finance Commission	59,24,000.00	Tent House Rent	2,32,270.00




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Mulbhoot	30,21,000.00	Motor Pump Repair	19,188.00
Rajya Vitt Ayog	23,66,000.00	DPR	4,05,682.00
Yatri Kar	4,69,000.00	Tree Gaurd	5,08,910.00
Niryat Kar	1,36,000.00	TDS Online	7,11,800.00
Commercial Tax	28,05,000.00	GPF	4,04,112.00
Balance Amount	70,24,954.54	Burial Site Construction	1,96,762.00
Interest	18,901.00	Entry Gates	1,33,517.00
Contribution	1,12,82,658.46	Cricket Tournament	3,63,514.00
		Electricity Purchases	12,72,072.00
		Banner	89,191.00
		Furniture	95,699.00
		Funeral Help	22,05,000.00
		Computer Repair	1,695.00
		Mela Jal Vihar	4,34,081.00
		Photography	19,228.00
		Cement Chairs	4,88,145.00
		Toilet Construction	1,01,694.00
		Advance to Staff	40,000.00
		Closing Balance	3,42,59,605.00
Total	7,61,71,505.00		7,61,71,505.00

Chief Accounts Officer



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जिला- चण्डारपुर (म.प्र.)
Chief Municipal Officer, Chandia



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Other Observations

Non recovery of taxes

Urban Local Bodies (ULB) earn revenue from their own resources through taxes, rent, fees, issue of licenses etc. In test checked Nagar Parishad as of 31 March 2020 a sum of Rs. 84.37 lakhs (as shown in **Table Below**) plus Interest & Penalties were outstanding against the taxpayers, although the ULBs had powers under section 165 of Madhya Pradesh Municipalities Act, 1961 to approach a Magistrate to seek orders for recovery by distress and sale of any movable property of attachment and sale of immovable property belonging to defaulters, however they had not invoked these power to recover the outstanding taxes. Failure to invoke its powers resulted in non-recovery of outstanding taxes and resource crunch, leading to hindrance in development works.

Rs In Lakh							
Type of Tax	Due amount recoverable on 01/04/2019	Received From Previous Dues	Un-Recovered Due for More than a Year	Current Due	Current Received	Un-Recovered due of Current Year	Total unrecovered amount
Sampatti Kar	54.4	9.37	45.03	4.67	2.16	2.51	47.54
Samekit Kar	23.52	4.97	18.55	3.92	1.56	2.36	20.91
Shiksha upkar	1.15	0.094	1.056	0.087	0.027	0.06	1.116
Nagariya Vikas Upkar	1.15	0.094	1.056	0.087	0.027	0.06	1.116
Jal kar	13.16	2.75	10.41	4.51	1.23	3.28	13.69
Total	93.38	17.278	76.102	13.274	5.004	8.27	84.372
Total Un-Recovered amount							84.372

Date: 30/11/2020

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For NPJS & Associates
Chartered Accountants
F.R.No. 019014C
CA Jitendra Singh
Partner
MRN - 421786

Name of ULB
Name of Auditor

Nagar Parishad Chandala, Dist. Chhatarpur
NPJS & Associates

Annexure C
Amount in Lakhs

S.no	Parameters	Description		% of growth	Observation in brief	Suggestions
	Audit of Revenue	Receipt in (Rs.)				
	Rajaswa Kar waso	2018-19	2019-20			
1	Sampatti Kar	4.27	11.54	170.26	Collections w.r.t. dues of current year is around 8.18% which is below average. Need to improve collection efforts of previous years dues.	ULB should impose strict penalties and legal actions to improve past Due collections.
2	Samokit Kar	2.55	4.73	85.49	Collections w.r.t. dues of current year is around 9.58% which is below average. Need to improve collection efforts of previous years dues.	ULB should impose strict penalties and legal actions to improve past Due collections.
3	Nagriya Vikas Upk	0.10	0.12	20.00	Collections w.r.t. dues of current year is around 8.56% which is below average. Need to improve collection efforts of previous years dues.	ULB should impose strict penalties and legal actions to improve past Due collections.
4	Shiksha upkar	0.08	0.12	50.00	Collections w.r.t. dues of current year is around 6.89% which is below average. Need to improve collection efforts of previous years dues.	ULB should impose strict penalties and legal actions to improve past Due collections.
	Total	7.00	16.51			
	Gair-Rajaswa wasooli					
5	Jal Upbhokta Prabh	1.10	3.99	262.73	Collections w.r.t. dues of current year is around 6.06% which is below average. Need to improve collection efforts of previous years dues.	ULB should impose strict penalties and legal actions to improve past Due collections.
	Total	1.10	3.99			
	Grand Total	8.10	20.50			

मुख्य नगरपालिका अधिकारी
नगर परिषद् चण्डला
जिला-छतरपुर(म.प्र.)



Reporting on Audit Paras for Financial Year 2019-2020

Name of ULB: Chandla Nagar Parishad
Name of Auditor: NPJS & Associates, Chartered Accountants

S. no.	Parameters	Description	Observation in brief	Suggestions
2	Audit of Expenditure:	Verification of Expenditures are as per guidelines, directives, and rules under all schemes and entries of expenditures in cash book, Diversion of Funds, financial propriety of expenditures, scheme project wise utilisation certificate.	Observations were listed in brief in point no. 2 of annexure 2 of audit report attached	Vouchers should be adequately supported with proper documents. TDS should be correctly deducted and deposited on time.
3	Audit of Book keeping	Verification of books of accounts and stores are maintained as per accounting rules, advance register and check timely recovery, Bank reconciliation statement, grant register, fixed asset register	Observations were listed in brief in point no. 3 of annexure 2 of audit report attached	Required books of accounts as prescribed under MP MAM Should be maintained
4	Audit of FDR/TDR	Verify fixed deposits and term deposits and their maintenance	Observations were listed in brief in point no. 4 of annexure 2 of audit report attached	Outstanding FDR's details during the year are provided in prescribed annexure.
5	Audit of Tenders and Bids	Verify Tenders/Bids invited by ULB and competitive tendering procedures followed	Observations were listed in brief in point no. 5 of annexure 2 of audit report attached	Details regarding bank guarantee and security register were not made available by the ULB.
6	Audit of Grants & Loans	Verification of Grant received from Government and its utilisation	Observations were listed in brief in point no. 6 of annexure 2 of audit report attached	Details of loan were not made available by the ULB.
7	Verify whether any diversion of funds from capital receipt /grants /Loans to revenue expenditure and from one scheme /project to another.		Observations related to diversion of funds has been pointed out in point no. 6 (iv) of annexure 2 of report attached	NA
8	a) Percentage of revenue	801.66%		



मुख्य नगरपालिका अधिकारी
 नगर परिषद् चन्दला
 जिला-छतरपुर (म.प्र.)

	expenditure (Establishment, salary, Operation & Maintenance) with respect to revenue receipts (Tax & Non Tax).	$(2,80,92,298/35,04,261) \times 100$		
	b) Percentage of Capital expenditure wrt Total expenditure.	30.15% $(1,26,37,680/4,19,11,900) \times 100$		
9	Whether all the temporary advances have been fully recovered or not.		Cases of outstanding advances have been outlined in point no. 2 (9) of report attached.	Details were not made available by the ULB.
10	Whether bank reconciliation statements is being regularly prepared		BRS attached with the report	NA




 मुख्य नगरपालिका अधिकारी
 नगर परिषद् चन्द्रहा
 जिला-छतरपुर(म.प्र.)


NAGAR PARISHAD CHANDALA DISTT CHHATARPUR

Annexure A

Bank reconciliation statement

Balance As per Cash Book 31/03/2020				3,42,59,605.00
ADD				
Amt Cr. By Bank But Note Cr In Cash Book				
Particulars	Bank Act No.	Bank Date	Cash Book Page No	Amount
Bank Statement Balance Diff. Amt 31/03/18 to 06/04/18	SBI 4365	04-01-2019		7,19,875.00
Bank Charges	SBI 4365	04-06-2019		2.00
Bank Charges	SBI 4365	17/04/19		2.00
Bank Charges	SBI 4365	20/04/2019		53.00
Bank Charges	SBI 4365	06-12-2019		55.00
Bank Charges	SBI 4365	30/07/2019		50.00
Amt Cr	SBI 4365	08-05-2019		750.00
Bank Charges	SBI 4365	24/09/2019		120.00
Mnavi Traders	SBI 4365	19/10/2019		4,99,800.00
Bank Charges	SBI 4365	13/01/2020		25.00
Amt Cr	SBI 4365	29/02/2020		2,650.00
Amt Cr	SBI 4365	29/02/2020		10,12,593.00
Interst	SBI-2894	25/05/2019		5,131.00
Interst	SBI-2894	25/09/2019		5,524.00
Interst	SBI-2894	25/12/2019		5,496.00
Interst	SBI-2894	14/03/2020		5,625.00
ADD				22,57,751.00
Cheq. Issued But Not Present Bank For payment				
M/S Rajoriya Cost.	SBI 4365	05-01-2019	20	4,05,714.74
	SBI 4365	31/05/2019	41	11,300.00
(Mr. Rakesh Basoer June Salary.)	SBI 4365	06-04-2019	44	28,942.00
Bagwandeem	SBI 4365	13/6/2019	49	5,750.00
	SBI 4365	20/06/2019	54	38,372.00
Dharm Das Krshi seva	SBI 4365	25/06/19	57	97,174.00
Deyak Katoti	SBI 4365	31/07/2019	81	2,03,962.00
Salary June -2019	SBI 4365	08-05-2019	84	7,24,610.00
Deyak Katoti	SBI 4365	19/8/2019	91	27,426.00
Dilp Mishra 2660 & 3000	SBI 4365	22/8/2019	94	19,660.00
	SBI 4365	10-10-2019	127	5,000.00
	SBI 4365	24/10/2019	137	7,09,252.00
Dabel Entry	SBI 4365	12-12-2019	173	3,570.00
	SBI 4365	30/11/2019		30,000.00
	SBI 4365	20/12/2019	180	6,600.00
	SBI 4365	01-01-2020	189	3,000.00
G P F	SBI 4365	31/03/2020	247	49,679.00
Cash Book Dr Not Present Bank	PM Awas a/c		83	1000
Cash Book Dr Not Present Bank	PM Awas a/c		22	2000
Cash Book Dr Not Present Bank	PM Awas a/c		79	4500
Cash Book Dr Not Present Bank	PM Awas a/c		55	5000
Cash Book Dr Not Present Bank	PM Awas a/c		56	5000
Cash Book Dr Not Present Bank	PM Awas a/c		73	5000
Cash Book Dr Not Present Bank	PM Awas a/c		34	7000
Cash Book Dr Not Present Bank	PM Awas a/c		76	7000
Cash Book Dr Not Present Bank	PM Awas a/c		61	10000
Cash Book Dr Not Present Bank	PM Awas a/c		62	12000
Cash Book Dr Not Present Bank	PM Awas a/c		59	13000
Cash Book Dr Not Present Bank	PM Awas a/c		60	14000
Cash Book Dr Not Present Bank	PM Awas a/c		65	14000
Cash Book Dr Not Present Bank	PM Awas a/c		71	14000
Cash Book Dr Not Present Bank	PM Awas a/c		84	14000
Cash Book Dr Not Present Bank	PM Awas a/c		82	15000
Cash Book Dr Not Present Bank	PM Awas a/c		48	20,000
Cash Book Dr Not Present Bank	PM Awas a/c		87	20000
Cash Book Dr Not Present Bank	PM Awas a/c		95	20000
Cash Book Dr Not Present Bank	PM Awas a/c		97	20000
Cash Book Dr Not Present Bank	PM Awas a/c		72	23000
Cash Book Dr Not Present Bank	PM Awas a/c		63	29000
Cash Book Dr Not Present Bank	PM Awas a/c		81	29000
Cash Book Dr Not Present Bank	PM Awas a/c		54	40,000
Cash Book Dr Not Present Bank	PM Awas a/c		70	40000




 मुख्य निगरपालिका अधिकारी
 नगर परिषद चन्दला
 जिला-झारपुर (म.प्र.)

Cash Book Dr Not Present Bank	PM Awas a/c		67	611847	
Cash Book Dr Not Present Bank	PM Awas a/c		98	10400000	1,37,65,358.74
LESS					
Amount Dr In Bank Statement But Not In Cash Book					
M/S Nihal Motors	SBI 4365	17/5/2019		2,600.00	
Gomp Labour Co	SBI 4365	17/05/2019		5,000.00	
	SBI 4365	07-12-2019		86,122.00	
	SBI 4365	08-05-2019		8,24,483.00	
	SBI 4365	08-06-2019		4,97,165.00	
	SBI 4365	14/08/2019		38,880.00	
MPER Bill	SBI 4365	27/08/2019		1,88,557.00	
EPF Retun	SBI 4365	07-07-2019		5,712.00	
	SBI 4365	24/10/2019		11,84,452.00	
	SBI 4365	21/12/2019		23,700.00	
	SBI 4365	25/02/2020		76,715.00	
	SBI 4365	28/02/2019		5,300.00	
Bank Charges	SBI 4365	03-12-2020		649.00	
	SBI-2894	13/06/2019		3,000.00	
	SBI-2894	06-03-2019		2,950.00	
Bank Charges	SBI-2894	25/05/2019		118.00	
	SBI-2894	19/07/2019		10,300.00	-29,55,703.00
LESS					
Difference In Payment As per Cash Book & Bank Statement					
	SBI 4365	06-01-2019	34	2,600.00	
	SBI 4365	06-12-2019	43	1,476.00	
	SBI 4365		122	0.17	
Hari Om Bore	SBI 4365	12-07-2019	169	5,000.00	
Sahal Yojana Muideen Khtik	SBI 4365	01-07-2020	192	1,000.00	-10,076.17
ADD					
Difference In Payment As per Cash Book & Bank					
	SBI 4365	17/05/2019	30	498.00	
				0.46	
Jeep Rent - Mr Dilp	SBI 4365	27/09/2019	118	100.00	
	SBI 4365	12-05-2019	167	1,000.00	
	SBI 4365	01-01-2020	187	200.00	
					1,798.46
ADD					
Difference In Cash Deposit As per Cash Book & Bank			cbf No		
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		18	1,599.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		50	60.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		56	10.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		60	202.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		62	30.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		63	-30.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		66	45.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		73	9,624.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		84	200.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		95	-3.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		96	3.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		104	2.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		113	-4.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		116	4.00	
Cash Deposit Cash Book & Bank A/C					
Difference	CCB-9952		118	500.00	



मुख्य नगरपालिका अधिकारी
नगर परिषद् बन्दिना
जिला-पुनर्पुर(म.प्र.)

Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	120	-10.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	121	3.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	122	-206.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	124	-4.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	125	230.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	135	-100.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	136	100.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	144	-71.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	161	-8,167.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	162	2,733.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	167	100.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	168	-10.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	177	-20.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	187	-3,570.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	191	-750.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952		12,216.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952		2,020.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	214	590.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	215	600.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	216	10.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	217	6.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	219	100.00	
Cash Deposit Cash Book & Bank A/C Difference	CCB-9952	244	-50.00	
Cash Deposit Cash Book & Bank A/C Difference	SBI-2894	245	-50.00	
			2,000.00	19,942.00
Balance As per Bank Book 31/03/2020				4,73,38,676.03



मुख्य नगरपालिका अधिकारी
नगर परिषद् चन्द्रला
जिला-छतरपुर(म.प्र.)