



To,

The Chief Municipal Council,

Kailaras Municipal Council

Audit Report

PURPOSE OF AUDIT

A **audit** is conducted to provide an opinion whether "financial statements" (the information being verified) are stated in accordance with specified criteria. Normally, the criteria are Indian accounting standards, although auditors may conduct audits of financial statements prepared using the cash basis or some other basis of accounting appropriate for the organization. In providing an opinion whether financial statements are fairly stated in accordance with accounting standards, the auditor gathers evidence to determine whether the statements contain material errors or other misstatements.

The audit opinion is intended to provide reasonable assurance, but not absolute assurance, that the financial statements are presented fairly, in all material respects, and/or give a true and fair view in accordance with the financial reporting framework. The purpose of an audit is to provide an objective independent examination of the financial statements, which increases the value and credibility of the financial statements produced by management, thus increase user confidence in the financial statement, reduce investor risk and consequently reduce the cost of capital of the preparer of the financial statements.

SCOPE OF AUDIT

1. Audit of Revenue

Task	Particulars
Scope Given	The auditor is responsible for all revenue receipts from the counter files.



Observation	All Revenue Receipts has been audited on random basis and bifurcated head wise but there should be proper head of amount received as audit objection.
Scope Given	He is also responsible to check the revenue receipts is duly deposited in respective bank account
Observation	The Revenue Receipts are duly deposited in respective bank accounts on same day except holidays and Bank Circumstances like server Problems and others etc.
Scope Given	Percentage of revenue collection increase in various heads in property tax, compared to previous year shall be part of report
Observation	Annexure of Percentage of revenue collection increase in various heads in property tax, compared to previous year is given in Abstract Sheet .
Scope Given	Delay beyond 2 working days shall be immediately brought to the notice of commissioner/CMO
Observation	No Such Delay found except bank holidays and closing of bank.
Scope Given	The entries in cash book shall be verified
Observation	Entries in cash book have been verified on random basis and also counter check from cashier book.
Scope Given	The auditor shall specifically mention in the report, the revenue recovery against the quarterly and monthly targets. Any lapses in revenue recovery shall be part of the report
Observation	There is no procedure of issuing quarterly and monthly targets. The targets are annually decided as per last year demand not as per Actual collection or as per Property Located or connections given in Council Limits. The Property and Connections survey and bifurcation into commercial and domestic required so the collection of property Tax and user charges will be increased.
Scope Given	The auditor shall verify the interest income from FDR's and verify that interest income is duly and timely accounted for in cash book
Observation	FDR's Interest income is duly checked and not accounted in cash book timely. Only Bank Interest from Some Saving Accounts is accounted in



	Cash Book.
Scope Given	The cases where, the investments are made on lesser interest rates shall be brought to the notice of the commissioner/CMO
Observation	There is no Procedure of Calling Rate of Interest from Different Banks and same brought to the notice of the CMO.

2. Audit of Expenditure

Task	Particulars
Scope Given	The auditor is responsible for audit of expenditure under all the schemes
Observation	Expenditure is checked on random basis along with grants and scheme expenditure.
Scope Given	He is also responsible for checking the entries in cash book and verifying them from relevant vouchers
Observation	Entries of Expenditure are verified from Cash Book and Vouchers and Bank Statement on random Basis.
Scope Given	He should also check monthly balances of the cash book and guide the accountant to rectify errors, if any
Observation	Monthly Balances of Cash Book have been Checked and errors regarding totals have been rectified during Audit.
Scope Given	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 any commissioner/CMO
Observation	There is Separate Bank Accounts for each Scheme but there is no separate accounting for particular scheme. Moreover no utilization certificate is issued for particular Scheme and the same is brought to the notice to CMO.
Scope Given	He shall also verify that the expenditure is accordance with the guidelines, directives acts and rules issued by government of India/ State Government.



Observation	Yes, the Expenditure is in accordance with the guidelines, directives acts and rules issued by Governments and same has been verified from the letter issued.
Scope Given	During the audit financial propriety shall also be checked. All the expenditure shall be supported by financial and administrative and financial limits of the sanctioning authority
Observation	Yes, All the expenditures have been supported by financial and administrative and financial limits of the sanctioning authority and financial propriety also checked during Audit.
Scope Given	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 compliances of audit paras shall be brought to the notice of commissioner/CMO
Observation	No, Such Cases Found during the Audit.
Scope Given	The auditor shall be responsible for verification of scheme project wise Utilization Certificates (UCs). UC's shall be tallied with the income & expenditure records and creation of Fixed Asset
Observation	No Utilization Certificates of Scheme Project Wise issued by Ulb. Hence it is not possible to verify the same.
Scope Given	The Auditor shall verify that all the temporary advances have been fully recovered
Observation	Temporary Advances like Festival, Grains, Vehicles, Against GPF etc. are provided by Ulb to their employees and the same has been deducted by the Ulb from their Salary in Consecutive next 10 or Less Months.

3. Audit of Book Keeping

Task	Particulars
Scope Given	The auditor is responsible for audit of all the books of accounts as well as stores
Observation	The Audit of all books as well as store has been checked and the same



	maintained by ULB Except some Books like separate Scheme Books, Subsidiary books, Fixed Deposit Register, Loan Issued and Taken Registers etc..
Scope Given	He shall verify that all the books of accounts and stores are maintained as per Accounting Rules applicable to Urban Local Bodies. Any discrepancies shall be brought to the notice of commissioner/CMO
Observation	Books of Accounts and Stores are Maintained by ULB in general way. Accounting Rules applicable to Urban Local Bodies are governed by MPMAM and the books maintained by ULB are not as per MPMAM and the same has been brought to the notice of CMO.
Scope Given	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
Observation	Advances are deducted from the Salaries of the employees and recovered every month.
Scope Given	The auditor shall verify that all the temporary advances have been fully recovered.
Observation	All the Temporary Advances have been fully recovered through as a deduction from salary every Month.
Scope Given	Bank reconciliation statement (BRS) shall be verified from the records of ULB and bank concerned. If bank reconciliation statements are not prepared, the auditor will help in the preparation of BRS
Observation	Bank Reconciliation Statements (BRS) are not prepared by the Ulb. We helped and guided them to prepare the same.
Scope Given	He shall be responsible for verifying the entries in the Grant register. The receipts and payments of grants shall Be duly verified from the entries in the cash book
Observation	Separate Compensation and Grant register are not maintained by ULB. Only Schemes Registers are maintained. The Receipts are verified from the Grants Letters and Grants Details Provided by the UADD. Separate



	Register of Payments from Grants is not Maintained by ULB.
Scope Given	The auditor shall verify the fixed asset register from other records and discrepancies shall be brought to the notice of Commissioner/CMO
Observation	Fixed Assets register are not maintained by the ULB and same has been brought to the notice of CMO.
Scope Given	The auditor shall reconcile the accounts of receipt and payments especially for project funds.
Observation	Only Schemes Fund are checked and verified, no Projects were running during the Audit.

4. Audit of FDR

Task	Particulars
Scope Given	The auditor is responsible for audit of all fixed deposits and term deposits
Observation	Fixed & Term Deposits have been verified from the FDR & Terms Deposit Registers
Scope Given	It shall be ensured that proper records of FDR's are maintained and all renewals are timely done
Observation	FDR's are automatically renewed by Core Banking Bank through System on time.
Scope Given	The cases where FDR's/TDR's are kept at low rate of interest than the prevailing rate shall be immediately brought to the notice of Commissioner/CMO
Observation	There is no Procedure of calling Interest Rates from different Banks are followed by ULB and the same is Immediately brought to the Notice of CMO.
Scope Given	Interest earned on FRD/TDR shall be verified be from entries in the cash book
Observation	Interest earned on FDR/TDR is entered on Consolidated Basis not on annual. Further Interest on FDR should be Accounted on Accrual Basis.



5. Audit of Tenders/Bids

Scope Given	The auditor is responsible for audit of all tenders /bids invited by the ULB's
Observation	Tenders are Invited online by the ULB. Separate Register of Tenders issued during the year is not maintained by ULB. We verify all the tenders from files and Online Tender Publish report.
Scope Given	He shall check whether competitive tendering procedures are followed for all bids
Observation	Yes, competitive tendering procedures are followed for all bids.
Scope Given	He shall verify the receipts of tender fee/bid processing fee/performance guarantee both during the construction and maintenance period
Observation	The receipts of tender fee/bid processing fee are received online and performance guarantee are in FDR forms and the same randomly verified from bank statements both during the construction and maintenance period.
Scope Given	The bank guarantees, if received in lieu of bid processing fee/performance guarantee shall be verified from the issuing banks.
Observation	No Such Case of Bank Guarantees received found during the audit year.
Scope Given	The conditions of BG's shall also be verified; any BG with such condition which is against the interests of the ULB shall be verified and brought to the notice of Commissioner/CMO
Observation	No Such Case Found in BG's which is against the interests of the ULB.
Scope Given	The cases of extension of BG's shall be brought to the notice Commissioner/CMO for proper guidance to extend the BG's shall also be given to ULB's
Observation	No Such case of BG's Extension found.



6. Audit of Grants and Loans

Task	Particulars
Scope Given	The auditor is responsible for audit of grants given by Central Government and its utilization.
Observation	All the grants from Government verified and listed along with its utilizations specially schemes.
Scope Given	He is responsible for audit of grants received from state government and it's utilization
Observation	All the grants from Government verified and listed along with its utilizations specially schemes.
Scope Given	He shall perform audit of loans provided for physical infrastructure and its utilizations. 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 revenue
Observation	There is only Loan from HUDCO received by ULB which is used for Construction of Roads and Other Assets. Revenue in the form of Road Cutting Charges, Encroachment Charges, and Road Tax are collected.
Scope Given	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
Observation	During the Audit and as per randomly checked records no diversion of fund from capital receipts/grants/loans to revenue expenditure and from one project to another are not found.

Management's Responsibility for Financial Statements

Management's responsibility for the fairness of the representations in the financial statements carries with it the privilege of determining which disclosures it considers necessary. Although management has the responsibility for the preparation of the



financial statements and the accompanying footnotes, the auditor may assist in the preparation of financial statements.

Management is responsible for the integrity and objectivity of the financial statements. Estimates are necessary in the preparation of these statements and, based on careful judgments, have been properly reflected. Management has established systems of internal control that are designed to provide reasonable assurance that assets are safeguarded from loss or unauthorized use, and to produce reliable accounting records for the preparation of financial information.

Management recognizes its responsibility for conducting the Corporation's affairs in compliance with established financial standards and applicable laws, and maintains proper standards of conduct for its activities.

- Management is responsible for preparing the financial statements and the contents of the statements are the assertions of management
- The independent auditor is responsible for examining management's financial statements and expressing an opinion on their fairness

Auditor's Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in



order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

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

Municipal Corporations & Councils Act requires the auditor to:

- Gives a true and fair view about whether the financial report complies with the accounting standards
- Conduct their audit in accordance with auditing standards
- Give the directors and auditor's independence declaration and meet independence requirements
- Report certain suspected contraventions to Municipal Act

Opinion

We have also audited management's assessment, included in the accompanying Management's Annual Report on Internal Control Over Financial Reporting, that the Council maintained effective internal control over financial reporting as of 31st March, 2020. The Council's management is responsible for maintaining effective internal control over financial reporting and for its assessment of the effectiveness of internal control over financial reporting. Our responsibility is to express an opinion on management's assessment and on the effectiveness of the Council's internal control over financial reporting based on our audit. We conducted our audits in accordance with the Indian Accounting standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether effective internal control over financial reporting was maintained in all material respects. My audit of internal control over financial reporting included obtaining an understanding of internal control over



financial reporting, evaluating management's assessment, testing and evaluating the design and operating effectiveness of internal control, and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion.

A Council's internal control over financial reporting is a process designed to provide reasonable assurance regarding the reliability of financial reporting and the preparation of financial statements for external purposes in accordance with generally accepted accounting principles. A Corporation's internal control over financial reporting includes those policies and procedures that (1) pertain to the maintenance of records that, in reasonable detail, accurately and fairly reflect the transactions and dispositions of the assets of the Corporation; (2) provide reasonable assurance that transactions are recorded as necessary to permit preparation of financial statements in accordance with generally accepted accounting principles, and that receipts and expenditures of the Corporation are being made only in accordance with authorizations of management and directors of the Corporation; and (3) provide reasonable assurance regarding prevention or timely detection of unauthorized acquisition, use, or disposition of the Corporation's assets that could have a material effect on the financial statements.

Because of its inherent limitations, internal control over financial reporting may not prevent or detect misstatements. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the policies or procedures may deteriorate.

There are some arithmetical mistake which was rectified during the audit and some Contra entries which was also not properly entered by Management,

In our opinion, management's assessment that Kailaras Municipal Council is not maintained effective internal control over financial reporting as of March 31, 2020 and not fairly stated, in all material respects, based on criteria established in Internal Control.

NAGENDRA VIKUL & CO.
Chartered Accountants



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Date-25-09-2020
Place-Gwalior

For -Nagendra vikul & Company
Chartered Accountants

CA VIKUL SINGH BHADAURIA
PARTNER
M.N.-430260

Nagar Parishad Kailaras Income & Expenditure Account 1-Apr-2019 to 31-Mar-2020			
EXPENDITURE	Amount (RS.)	INCOME	Amount (RS.)
Indirect Expenses (Expenses (Indirect))		Direct Incomes (Income (Direct))	
ADVERTISEMENT EXPENSES (2206001000)	6,22,992.00	ADVERTISMENT TAX- LAND HORDING (1101101000)	2,260.00
AUDIT FEES (2205001000)	31,800.00	APPLICATION FEE (1404013000)	4,010.00
BONUS & EX-GRATIA (2101031000)	60,000.00	BAZAR VASULI	11,370.00
BULK PURCHASE-ELECTRICAL STORE (2302041000)	9,54,597.00	BIRTH & DEATH REGITRATION FEES (1401302000)	140.00
CLEANING EXPENSES BY OUT SOURCES (2308004000)	1,80,449.00	BUILDING PERMISSION FEE (NAMANTRAN) (1401201000)	2,200.00
COUNCILLOR ELECTION EXPENSES (2501003000)	50,360.00	CATTLE POUNDING FEE (1404009000)	35.00
ELECETRICITY CHARGES (2201101000)	21,74,523.00	CHARGES OF SUPPLY OF WATER BY TANKERS (1405009000)	1,700.00
FESTIVAL CELEBRATION EXPENSES-NATIONAL (2206032000)	80,603.00	COMPOUND TAX	48,830.00
FESTIVAL CELEBRATION EXPENSES-RELIGIOUS (2206033000)	54,060.00	CONSOLIDATED FEES FROM FOR CERTIFICATE OR EXTRACT (1401300000)	6,130.00
FUEL,PETROL & DEISEL (2203011000)	4,38,959.00	CONSOLIDATED PENALTIES AND FINES (1402000000)	5,458.00
G.P.F (3117002000)	15,19,300.00	EDUCATION CESS CURRENT (1108041000)	1,05,220.00
HIRE CHARGES OF MACHINERIES (2304001000)	45,600.00	ENCROACHMENT FEES (1401501000)	1,41,324.00
HIRE CHARGES VEHICALS (2304002000)	3,85,174.00	FEE-OTHERS (1401312000)	6,860.00
Honurarium	1,86,300.00	FEES FROM COPIES OF PLAN (1401301000)	6,189.00
INCOME TAX	75,331.00	MISCELLENEOUS INCOME (1808090000)	1,09,448.00
INSURANCE-VEHICLES (2204002000)	9,898.00	OTHER TAX (1108000000)	2,79,181.00
LABOUR TAX DEDUCTION (3502013000)	18,00,000.00	PROPERTY TAX CURRENT (1100101000)	2,01,746.00
LEAVE ENCASHMENT (2104011000)	7,70,580.00	RENT FROM MARKET (1301001000)	1,61,708.00
LEGAL FEES (2205101000)	82,000.00	RENT FROM SHOPING COMPLEX (1301002000)	230.00

Nagar Parishad Kailaras Income & Expenditure Account 1-Apr-2019 to 31-Mar-2020			
EXPENDITURE	Amount (RS.)	INCOME	Amount (RS.)
MISCELLANEOUS EXPENSES (2208051000)	4,56,473.00	RTI ACT (1404022000)	10.00
NEWSPAPERS (2202002000)	25,504.00	SALE OF TENDER (1501101000)	29,000.00
OWN PROGRAM	66,790.00	SAMEKIT KAR (1100131000)	6,63,026.00
PENSION FAMILY-CONTRIBUTORY (2103002000)	89,676.00	SEWERAGE CLEANING CHARGES (1405005000)	6,000.00
Photocopy Exp	19,931.00	SHOP LICENSING FEES (1401105000)	1,600.00
POSTAGE EXPENSES (2201221000)	3,844.00	SURCHARGE ON WATER -DOMESTIC (1100301000)	48.00
PRINTING EXPENSES (2202101000)	3,16,438.00	TAX ON ANIMALS (1100800000)	48.00
PROFESSIONAL AND OTHER FEES (2808030000)	5,84,508.00	USER CHARGES-CREMATORIUM/BUKIAL GROUND (1405024000)	60.00
PROFESSIONAL TAX DEDUCTION (3502012000)	624.00	WATER CONNECTION CHARGES (1404017000)	10,744.00
PUBLICITY EXPENSE (2206011000)	37,574.00	WATER DISCONNECTION CHARGES (1404019000)	450.00
R&M BITUMIN ROAD (2305002000)	34,322.00	WATER TAX (1100201000)	3,51,280.00
R&M BUILDING-OTHER STRUCTURE (2305289000)	1,60,660.00	Indirect Incomes (Income (Indirect))	
R&M-BURIAL/CREMATION GROUND (2305222000)	2,69,918.00	ANIMAL REGISTRATION FEE	3,700.00
R&M CIVIC AMENITIES	1,05,716.00	MUTATION FEE (NAMANTRAN) (1301011000)	12,370.00
R&M-Computer (2305502000)	32,840.00	SHOP RENT	2,33,736.00
R&M CONCRETE ROAD (2305001000)	1,30,340.00		
R&M ELECTRICAL FITTING (2305602000)	35,255.00		
R&M ELECTRICALS APPLIANCES (2305609000)	24,480.00	Excess of Expenditure Over Income- Deficit	4,10,50,155.00
R&M GARBAGE CLEARANCE (2305051000)	43,711.00		
R&M MOTOR PUMP (2305760000)	77,151.00		
R&M-OFFICE BUILDING (2305201000)	5,280.00		
R&M OTHER ROADS (2305003000)	3,10,233.00		
R&M PARK NURSURIES & GARDENS (2305101000)	9,240.00		

Nagar Parishad Kailaras			
Income & Expenditure Account			
1-Apr-2019 to 31-Mar-2020			
EXPENDITURE	Amount (RS.)	INCOME	Amount (RS.)
R&M PLANT & MACHINERIES (2305041000)	9,660.00		
R&M PUBLIC TOILET (2305121000)	70,080.00		
R&M TRACTOR (2305309000)	1,38,068.00		
R&M UNDERGROUND DRAINS (2305011000)	1,300.00		
R&M VEHICALS - OTHERS (2353900000)	1,81,641.00		
R&M WATER PIPELINE (2305027000)	1,05,452.00		
SALARIES & ALLOWANCES-OFFICERS (2101001000)	5,26,098.00		
SALARIES & ALLOWANCES-STAFF (2101011000)	1,54,56,965.00		
SAMBAL YOJNA	30,000.00		
SECURITY DEPOSIT (3401011000)	1,35,157.00		
STATIONERY (2202102000)	43,994.00		
STREET LIGHTING (2301002000)	23,75,108.00		
Swachhta Mission Exp	1,09,600.00		
TRAVELLING & CONVEYANCE-OFFICERS (2202004000)	1,410.00		
TRAVELLING & CONVEYANCE-STAFF (2202005000)	8,880.00		
WAGES (2101021000)	1,09,66,944.00		
WATER WORKS (2301001000)	5,50,142.00		
WEB, NET (2201211000)	65,000.00		
TDS-EMPLOYEES (3502021000)	3,17,733.00		
Total	4,34,56,266.00	Total	4,34,56,266.00

25.09.2020

Nagar Parishad Kailaras Receipts and Payments 1-Apr-2019 to 31-Mar-2020			
Receipts	Amount (Rs.)	Payments	Amount (Rs.)
Opening Balance		Current Liabilities	
Bank Accounts		1,90,31,858.00 OTHER DEDUCTION (3502035000)	3,000.00
Current Liabilities		TDS-EMPLOYEES (3502021000)	3,17,733.00
OTHER DEDUCTION (3502035000)		58,116.00 STATE GRANT LIABILITIES	3,52,169.00
STATE GRANT LIABILITIES		5,80,72,794.00 Fixed Assets	
Direct Incomes (Income (Direct))		BOREWELLS (4103201000)	5,99,328.00
ADVERTISMENT TAX- LAND HORDING (1101101000)		2,260.00 Boundary Wall & Fencing (4102080000)	28,517.00
APPLICATION FEE (1404013000)		4,010.00 BUILDING-COMMUNITY (4102002000)	29,853.00
BAZAR VASULI		11,370.00 BUILDING-PUBLIC CONVENIENCE(TOILET) (4102032000)	15,51,783.00
BIRTH & DEATH REGITRATION FEES (1401302000)		140.00 BUILDING-TOWN HALL (4102010000)	27,064.00
BUILDING PERMISSION FEE (NAMANTRAN) (1401201000)		2,200.00 BULK PURCHASE OTHERS	2,69,582.00
CATTLE POUNDING FEE (1404009000)		35.00 CONSOLTED ROADS AND BRIDGES	65,35,394.00
CHARGES OF SUPPLY OF WATER BY TANKERS (1405009000)		1,700.00 DRAINS-OPEN (4103102000)	73,950.00
COMPOUND TAX		48,830.00 DRAINS-UNDERGROUND (4103101000)	46,700.00
CONSOLIDATED FEES FROM FOR CERTIFICATE OR EXTRACT (1401300000)		6,130.00 Electrical Fittings (4107006000)	20,80,822.00
CONSOLIDATED PENALTIES AND FINES (1402000000)		5,458.00 HAND PUMP (4103231000)	48,951.00
EDUCATION CESS CURRENT (1108041000)		1,05,220.00 INVETER & BETTERY (4106011000)	13,800.00
ENCROACHMENT FEES (1401501000)		1,41,324.00 MOTOR PUMP (4104060000)	1,38,451.00
FEE-OTHERS (1401312000)		6,860.00 OTHER ASSET (4108090000)	9,68,594.00

22-03-2020
[Signature]

Nagar Parishad Kailaras

Receipts and Payments

1-Apr-2019 to 31-Mar-2020

Receipts	Amount (Rs.)	Payments	Amount (Rs.)
FEES FROM COPIES OF PLAN (1401301000)		6,189.00 PARKS & GARDENS (4101003000)	6,75,127.00
MISCELLANEOUS INCOME (1808090000)		1,09,448.00 PLANT & MACHINERY (4104000000)	9,68,487.00
OTHER TAX (1108000000)		2,79,181.00 ROAD-CONCRETE (4103001000)	40,70,184.00
PROPERTY TAX CURRENT (1100101000)		2,01,946.00 ROAD-METALLED(BITUMIN) (4103002000)	19,810.00
RENT FROM MARKET (1301001000)		1,61,708.00 WATER PIPELINE-METALLIC (4103221000)	2,27,852.00
RENT FROM SHOPING COMPLEX (1301002000)		230.00 WATER PIPELINE-PVC (4103223000)	39,243.00
RTI ACT (1404022000)		10.00 Direct Incomes (Income (Direct))	
SALE OF TENDER (1501101000)		29,000.00 PROPERTY TAX CURRENT (1100101000)	200.00
SAMEKIT KAR (1100131000)		6,63,026.00 Indirect Expenses (Expenses (Indirect))	
SEWERAGE CLEANING CHARGES (1405005000)		6,000.00 Adhosanrachana Exp.	19,40,928.00
SHOP LICENSING FEES (1401105000)		1,600.00 ADVERTISEMENT EXPENSES (2206001000)	6,32,784.00
SURCHARGE ON WATER -DOMESTIC (1100301000)		48.00 AUDIT FEES (2205001000)	63,600.00
TAX ON ANIMALS (1100800000)		48.00 BONUS & EX-GRATIA (2101031000)	60,000.00
USER CHARGES-CREMATORIUM/BURIAL GROUND (1405024000)		60.00 BULK PURCHASE-ELECTRICAL STORE (2302041000)	9,54,597.00
WATER CONNECTION CHARGES (1404017000)		10,744.00 CLEANING EXPENSES BY OUT SOURCES (2308004000)	1,80,449.00
WATER DISCONNECTION CHARGES (1404019000)		450.00 COUNCILLOR ELECTION EXPENSES (2501003000)	50,360.00
WATER TAX (1100201000)		3,51,280.00 ELECTRICITY CHARGES (2201101000)	21,74,523.00
Indirect Incomes (Income (Indirect))		FESTIVAL CELEBRATION EXPENSES-NATIONAL (2206032000)	80,603.00
ANIMAL REGISTRATION FEE		3,700.00 FESTIVAL CELEBRATION EXPENSES-RELIGIOUS (2206033000)	54,060.00

Nagar Parishad Kailaras

Receipts and Payments

1-Apr-2019 to 31-Mar-2020

Receipts	Amount (Rs.)	Payments	Amount (Rs.)
MUTATION FEE (NAMANTRAN) (1301011000)		12,370.00 FUEL,PETROL & DEISEL (2203011000)	4,38,959.00
SHOP RENT		2,33,736.00 G.P.F (3117002000)	15,19,300.00
Indirect Expenses (Expenses (Indirect))		HIRE CHARGES OF MACHINERIES (2304001000)	45,600.00
ADVERTISEMENT EXPENSES (2206001000)		9,792.00 HIRE CHARGES VEHICALS (2304002000)	3,85,174.00
AUDIT FEES (2205001000)		31,800.00 Honurarium	1,86,300.00
PROFESSIONAL AND OTHER FEES (2808030000)		20.00 INCOME TAX	75,331.00
SECURITY DEPOSIT (3401011000)		20,000.00 INSURANCE-VEHICLES (2204002000)	9,898.00
WAGES (2101021000)		38,423.00 LABOUR TAX DEDUCTION (3502013000)	18,00,000.00
WATER WORKS (2301001000)		135.00 LEAVE ENCASHMENT (2104011000)	7,70,580.00
		LEGAL FEES (2205101000)	82,000.00
		MISCELLENEOUS EXPENSES (2208051000)	4,56,473.00
		NEWSPAPERS (2202002000)	25,504.00
		OWN PROGRAM	66,790.00
		PENSION FAMILY-CONTRIBUTORY (2103002000)	89,676.00
		Photocopy Exp	19,931.00
		POSTAGE EXPENSES (2201221000)	3,844.00
		PRINTING EXPENSES (2202101000)	3,16,438.00
		PROFESSIONAL AND OTHER FEES (2808030000)	5,84,528.00
		PROFESSIONAL TAX DEDUCTION (3502012000)	624.00
		PUBLICITY EXPENSE (2206011000)	37,574.00
		R&M BITUMIN ROAD (2305002000)	34,322.00

Nagar Parishad Kailaras
Receipts and Payments

1-Apr-2019 to 31-Mar-2020

Receipts	Amount (Rs.)	Payments	Amount (Rs.)
		R&M BUILDING-OTHER STRUCTURE (2305289000)	1,60,660.00
		R&M-BURIAL/CREMATION GROUND (2305222000)	2,69,918.00
		R&M CIVIC AMENITIES	1,05,716.00
		R&M-Computer (2305502000)	32,840.00
		R&M CONCRETE ROAD (2305001000)	1,30,340.00
		R&M ELECTRICAL FITTING (2305602000)	35,255.00
		R&M ELECTRICALS APPLIANCES (2305609000)	24,480.00
		R&M GARBAGE CLEARANCE (2305051000)	43,711.00
		R&M MOTOR PUMP (2305760000)	77,151.00
		R&M-OFFICE BUILDING (2305201000)	5,280.00
		R&M OTHER ROADS (2305003000)	3,10,233.00
		R&M PARK NURSURIES & GARDENS (2305101000)	9,240.00
		R&M PLANT & MACHINERIES (2305041000)	9,660.00
		R&M PUBLIC TOILET (2305121000)	70,080.00
		R&M TRACTOR (2305309000)	1,38,068.00
		R&M UNDERGROUND DRAINS (2305011000)	1,300.00
		R&M VEHICALS - OTHERS (2353900000)	1,81,641.00
		R&M WATER PIPELINE (2305027000)	1,05,452.00
		SALARIES & ALLOWANCES-OFFICERS (2101001000)	5,26,098.00
		SALARIES & ALLOWANCES-STAFF (2101011000)	1,54,56,965.00



Nagar Parishad Kailaras
Receipts and Payments

1-Apr-2019 to 31-Mar-2020

Receipts	Amount (Rs.)	Payments	Amount (Rs.)
		SAMBAL YOJNA	30,000.00
		SECURITY DEPOSIT (3401011000)	1,55,157.00
		STATIONERY (2202102000)	43,994.00
		STREET LIGHTING (2301002000)	23,75,108.00
		Swachhta Mission Exp	1,09,600.00
		TOTAL MISTAKE	17,75,522.00
		TRAVELLING & CONVEYANCE-OFFICERS (2202004000)	1,410.00
		TRAVELLING & CONVEYANCE-STAFF (2202005000)	8,880.00
		WAGES (2101021000)	1,10,05,367.00
		WATER WORKS (2301001000)	5,50,277.00
		WEB, NET (2201211000)	65,000.00
		Closing Balance	
		Bank Accounts	1,36,27,502.00
Total	7,96,69,249.00	Total	7,96,69,249.00


[Signature]
25/03/2020

Nagar Parishad Kailaras Cash Flow Summary 1-Apr-2019 to 31-Mar-2020	
Inflow	Amount (Rs.)
Opening balance in bank	1,90,31,858.00
Current Liabilities	5,81,30,910.00
Direct Incomes (Income (Direct))	21,56,505.00
Indirect Incomes (Income (Indirect))	2,49,806.00
Indirect Expenses (Expenses (Indirect))	1,00,170.00
Total	7,96,69,249.00
Outflow	
Current Liabilities	6,72,902.00
Fixed Assets	1,84,13,492.00
Direct Incomes (Income (Direct))	200.00
Indirect Expenses (Expenses (Indirect))	4,69,55,153.00
Total	6,60,41,747.00
Nett Inflow:	1,36,27,502.00

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22-07-2020

Nagar Parishad Kailaras			
Balance Sheet			
1-Apr-2019 to 31-Mar-2020			
Liabilities	Amount (RS.)	Assets	Amount (RS.)
Capital Account		Fixed Assets	
Municipal Fund		BOREWELLS (4103201000)	5,99,328.00
Current Liabilities		Boundary Wall & Fencing (4102080000)	28,517.00
STATE GRANT LIABILITIES		BUILDING-COMMUNITY (4102002000)	29,853.00
GRANT 14TH FINANCE COMMISSION		BUILDING-PUBLIC CONVENIENCE(TOILET) (4102032000)	15,51,783.00
(3202005000)			
GRANT STATE FINANCE COMMISSION		BUILDING-TOWN HALL (4102010000)	27,064.00
(120201100)			
OTHER GRANTS (3202051000)		PUBLIC LIGHTING	2,69,582.00
OTHER DEDUCTION (3502035000)		CONSOLIDATED ROADS AND BRIDGES	65,35,394.00
		DRAINS-OPEN (4103102000)	73,950.00
		DRAINS-UNDERGROUND (4103101000)	46,700.00
		Electrical Fittings (4107006000)	20,80,822.00
		HAND PUMP (4103231000)	48,951.00
		INVETER & BETTERY (4106011000)	13,800.00
		MOTOR PUMP (4104060000)	1,38,451.00
		OTHER ASSET (4108090000)	27,44,116.00
		PARKS & GARDENS (4101003000)	6,75,127.00
		PLANT & MACHINERY (4104000000)	9,68,487.00
		ROAD-CONCRETE (4103001000)	40,70,184.00
		ROAD-METALLED(BITUMIN) (4103002000)	19,810.00
		WATER PIPELINE-METALLIC (4103221000)	2,27,852.00
		WATER PIPELINE-PVC (4103223000)	39,243.00
		Adhosanrachana Exp.	19,40,928.00
		SWACHHATA MISSION (3202085000)	2,75,569.00
		Current Assests	
		Bank Accounts	1,36,27,502.00
		Deficit	4,10,50,155.00
Total	7,70,83,168.00	Total	7,70,83,168.00

Division	District	ULB Name	Revenue Expenditure				Capital Expenditure				Total Expenditure
			Establishment Expenses	Administrative Expenses	operation & Maintenance	Interest Exp.	other Exp.	Capital Expenses	Loan repayment	Other	
Gwalior-Chambal	Morena	Kailaras	2,98,94,220.00	60,60,472.00	60,55,968.00	0.00	14,45,606.00	1,91,84,575.00	4,76,820.00	27,44,116.00	6,58,61,777.00


 12/12/2019

Revised Abstract Sheet for reporting on Audit Paras for Financial Year 2019-20

NAME OF ULB: NAGAR PARISHAD KAILARAS									
NAME OF AUDITOR: NAGENDRA VIKUL & CO.									
Sr. no.	PARAMETERS	DESCRIPTION			OBSERVATION IN BRIEF			SUGGESTIONS	
1	Audit of Revenue								
	राजस्व कर वसूली	Receipts in Rs.							
		Year 2018-19	Year 2019-20	% of Growth					
		11,71,536.00	2,01,746.00	-82.78%	Decrease in Collection of Property Tax Shows no efforts are Made for Collection.			Camps & New Policies Should be organised by ULB. New discounting Policies Should be introduced by ULB for those who have to pay since long.	
(i)	संपत्तिकर								
(ii)	समोक्त कर	4,92,440.00	6,63,026.00	34.64%	Increase in Collection of Compound tax Shows efforts are Made for Collection.			Camps & New Policies Should be organised by ULB. New discounting Policies Should be introduced by ULB for those who have to pay since long.	
(iii)	नगरीय विकास उपकर			#DIV/0!				Camps & New Policies Should be organised by ULB. New discounting Policies Should be introduced by ULB for those who have to pay since long.	
(iv)	शिक्षा उपकर	2,69,378.00	1,05,220.00	-60.94%	No Collection was made during the year. Increase in Collection of Education Cess Shows efforts are Made for Collection.			Camps & New Policies Should be organised by ULB. New discounting Policies Should be introduced by ULB for those who have to pay since long.	
	कुल योग	19,33,354.00	9,69,992.00						
	गैर राजस्व वसूली								

Revised Abstract Sheet for reporting on Audit Paras for Financial Year 2019-20

NAME OF ULB: NAGAR PARISHAD KAILARAS						
NAME OF AUDITOR: NAGENDRA VIKUL & CO.						
Sr. no.	PARAMETERS	DESCRIPTION			OBSERVATION IN BRIEF	SUGGESTIONS
(i)	भवन भूमि किराया	4,49,789.00	4,07,044.00	-9.50%	Decrease in Collection of Rent Shows no efforts are Made for Collection.	Camps & New Policies Should be organised by ULB. New discounting Policies Should be introduced by ULB for those who have to pay Rent since long.
(ii)	जल उपभोक्ता प्रभार	4,46,101.00	3,62,474.00	-18.75%	Decrease in Collection of Water tax / Charges Shows no efforts are Made for Collection.	Camps & New Policies Should be organised by ULB. New discounting Policies Should be introduced by ULB for those who have to pay water tax since long.
(iii)	टोस अपशिष्ट प्रबंधन उपभोक्ता प्रभार	-	-	0.00%		
(iv)	अन्य कर / शुल्क	20,56,036.00	6,66,601.00	-67.58%	Decrease in Collection of other tax / Charges / Fees Shows no efforts are Made for Collection.	Camps & New Policies Should be organised by ULB. New discounting Policies Should be introduced by ULB for those who have to pay since long.
	कुल योग	29,51,926.00	14,36,119.00			
	महा योग	48,85,280.00	24,06,111.00			



Revised Abstract Sheet for reporting on Audit Paras for Financial Year 2019-20

NAME OF ULB: NAGAR PARISHAD KAILARAS					
NAME OF AUDITOR: NAGENDRA VIKUL & CO.					
Sr. no.	PARAMETERS	DESCRIPTION		OBSERVATION IN BRIEF	SUGGESTIONS
2	Audit of Expenditure			Bifurcation of Capital & revenue Expenditure should be Properly done.	Nature of Expenditure Should be Understood by Staff. Training of GL Codes should be Provided to staff.
3	Audit of Book Keeping			Record of Security Deposit & EMD should be Improved.	Books of Security Deposit & EMD Should be Maintained as per MPMAM
4	Audit of FDR			Interest on FDRs should be entered on Accrual Basis.	FDR Sheet should be prepared Annually on Accrual Basis.
5	Audit of Tenders/Bids			Tenders are online & transparent but more control required when the payment made to Publishers, reputed and local newspaper rates should be compared. Sometime it has been seen that local newspapers are charging high rates in comparison to reputed newspaper.	Comparison should be done at the time of fixing the rates of publicity of tenders & others.
6	Audit of Grants & Loans			Heads of Grant should be mentioned Properly & FDRs made from Grants & Loans should be mentioned specifically and interest received on FDRs should be credited in Grant fund instead of other & Municipal Fund.	FDR Sheet should be prepared Annually on Grant Basis.

Revised Abstract Sheet for reporting on Audit Paras for Financial Year 2019-20

NAME OF ULB: NAGAR PARISHAD KAILARAS						
NAME OF AUDITOR: NAGENDRA VIKUL & CO.						
Sr. no.	PARAMETERS	DESCRIPTION		OBSERVATION IN BRIEF	SUGGESTIONS	
7	Incidences relating to diversion of funds from capital receipts/Grants/Loans to Revenue Nature Expenditure and from one scheme/project to another			No Such Incidences are Found During the Audit.		
		Revenue Expenditure	Revenue Receipts			
8	any other (a) percentage of revenue expenditure (establishment , salary, operation & maintenance) with Respect to Revenue receipts(Tax & non Tax) excluding octroi, Entry tax,Stamp Duty and other grants etc	4,34,56,266.00	24,06,111.00	1806.08% Revenue Expenditure is too high in comparison of Own Revenue. Income should be increased by Collection of taxes & Interest & fees & Charges.		
		Capital Expenditure	Total Expenditure			

Revised Abstract Sheet for reporting on Audit Paras for Financial Year 2019-20

NAME OF ULB: NAGAR PARISHAD KAILARAS						
NAME OF AUDITOR: NAGENDRA VIKUL & CO.						
Sr. no.	PARAMETERS	DESCRIPTION		OBSERVATION IN BRIEF	SUGGESTIONS	
	(b) Percentage of Capital Expenditure with Respect to Total Expenditure	2,24,05,511.00	6,58,61,777.00	34.02%	Capital Expenditure covers Minor Part of Total Expenditure. These expenditure are Made from Grants & Schemes & Own Resources.	Source of Expenditure should be Mentioned at the time of Payment and Budget should be Checked before Making Payments.
9	Whether all the Temporary Advances have been fully recovered or not.				Temporary Advances are not given to staff During the year.	Advances Register Should be Maintained, if given.
10	Whether Bank Reconciliation Statements is being regularly Prepared.				No such Bank Reconciliation prepared by ULB.	Bank Reconciliation Should be Prepared on Monthly Basis. Such Instructions are also given by UADD.

Nagendra Vikul & Co.

CA Vikul Singh Bhadouria

Partner

Firm Reg No.:021037c

Membership No.:430260

Contact No.:09179159012

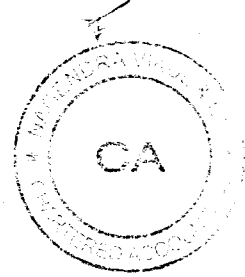
Email:singhvikul1984@gmail.com

NAGAR PARISHAD KAILARAS

Bank Reconciliation Statement as on 31st March, 2019

State Bank of India A/c 63002934713

Date	Particular	Details	Amount(Rs.)
31-03-2019	Balance as per Cash Book as on 31 March,2020		1,36,27,502.00
Add:	Interest Received		18,96,648.00
17-03-2020	Grant Received- Passenger Tax		6,49,000.00
17-03-2020	Other Grant		1,08,000.00
17-03-2020	Other Grant		1,28,000.00
Balance as per Bank as on 31st March, 2020			1,64,09,150.00



महोदय नगर पालिका अधिकारी
नगर परिषद कैलारस