NAGAR PARISHAD, KHAND
DISTRICT - SHAHDOL

AUDIT REPORT FOR THE F.Y. 2019-2020

VIKASH SHUKLA & COMPANY
CHARTERED ACCOUNTANTS

OFFICE ADDRESS:
NEAR BUDWA PETROL PUMP
BEOHARI DIST. SHAHDOL
PHONE NO.:9516250255
E-MAIL : cavikash.shukla@Gmail.com

(1) BRS x
(2) RIP
(3) ITEN
(4) BIS x
(5) CFY

Vikash kumar shukla
Chartered accountant

VIKASH SHUKLA & COMPANY
CHARTERED ACCOUNTANT
Martand ganj near vinay photocopy &
RK palace Beohari Distt. Shahdol - 484774 (M.P.)
Tel.: 9516250255, E-mail: cavikash.shukla@gmail.com

Date: 11/09/2020

To
The Chief Municipal Officer;
Khand Nagar Parishad
District-shahdol, (M.P.)

Sub: Submission of Audit Report for the Year 2019-2020
Ref:Work Order No./N.P./Audit/2020/852 dated 21.07.2020

Dear Sir,

We M/s Vikash shukla & company , Chartered Accountants have been assigned the work of Audit of Annual Financial Statements for the Year 2019-2020.We are submitting our Final Audit Report for the year 2019-2020 and along with this we are also submitting final bill for the aforesaid assignment.

मुख्य नगरपालिका अधिकारी
नगर परिषद खंड (बाणसागर)
जिला - शहडोल (म.प्र.)

For Vikash shukla & company
Chartered Accountant
FRN 023999C

CA Vikash Shukla
MRN 437379
(Proprietor)
FRN 023999C

Vikash kumar shukla

Chartered accountant

VIKASH SHUKLA & COMPANY

CHARTERED ACCOUNTANT

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Tel.: 9516250255, E-mail: cavikash.shukla@gmail.com

AUDIT CERTIFICATE

We have examined the Receipt and Payments Accounts and the Income and Expenditure Account for the year ending 31st march 2020 and the Balance sheet as on 31st march 2020 of The Nagar parishad Khand Distt. Shahdol (M.P.).

We have obtained all the information and explanations other than those mentioned in the Report, and taken in view of the accounting policies of the Madhya Pradesh Municipal Accounting Manual as acknowledged by the State Government.Subject to the comments in the appended Audit Report,I certify, as a result of audit, of the that in our opinion these Accounts and Balance Sheet exhibit a true and fair view state of affairs of the Khand nagar parishad according to the best of information and explanations given to us and as shown in the books of the organization.

For Vikash shukla & company
Chartered Accountants

Membership No: 437579
Place: Beohari
Date: 11/09/2020

Vikash kumar shukla

Chartered accountant

VIKASH SHUKLA & COMPANY

CHARTERED ACCOUNTANT

Martand ganj near vinay photocopy &

RK palace Beohari Distt. Shahdol - 484774 (M.P.)

Tel.: 9516250255. E-mail: cavikash.shukla@gmail.com

INDEPENDENT AUDITOR'S REPORT

Date: 11/09/2020

To
The Chief Municipal Officer;
Khand Nagar Parishad
District-shahdol, (M.P.)

Report on the Financial Statements

I have Audited the accompanying financial statement which compries the balance sheet of nagar parishad khand distt shahdol (M.P.) , For the year ended march 2020 & receipts and payments , income & expenditure accounts for the year ended march 2020 & summary of significant accounting policies and other explanatory information .

Management's Responsibility for the Financial Statements

The Management of Municipal Corporation is responsible for the preparation of these financial Statements that give a true and fair view of the financial position, financial performance and cash flow of the ULB in accordance with the accounting principles, including the Accounting Standards specified under Madhya Pradesh Municipal Accounting Manual. This responsibility also includes the maintenance of adequate accounting records in accordance with the provision of the Act and Manual for safeguarding of the assets of the ULB and for preventing and detecting the frauds & other irregularities; selection and application of appropriate accounting policies; making judgments 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 view and are free from material misstatement, whether due to fraud or error.

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Anditor's Responsibility.

Our responsibility is to express an opinion on these Financial Statements based on our audit. we have taken into account the provisions of the Act , the accounting and auditing standards and matters which are required to be included in the audit report under the provisions of the Act & rules made there under and as per scope of work under assignment. we conducted our audit in accordance with the Standards on Auditing issued by 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 mis-statement.An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The proredures 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 true and fair view in order to design audit procedures that are appropriate in the circumstances. An audit also includes valuating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by ULB's Management, as well as evaluating the overall presentation of the financial statements.

We belive that the audit evidence We have obtained is sufficient and appropriate to provide basis for our audit opinion on the financial statements

मुख्य नगरपालिका अधिकारी
नगर परिषद खांड (बाणसागर)
जिला-शहडोल (म.प्र.)

AUDIT OF REVENUE

प्राप्ति के शीर्ष	विवरण	राशि (रु0)	राशि (रु0)
सम्पत्ति कर			73400
चुंगी क्षतिपूर्ति			17263000
यात्री कर			165000
समेकित कर			81948
विकास उपकर			1282
शिक्ष उपकर			1282
मुद्रांक शुल्क			85000
अधिभार			10184
जलकर			70205
स्टैण्ड सुविधा से प्राप्ति			248687
सप्ताहिक दैनिक बैठक बाजार फीस/ ठेका			99236
मल टैंकर से प्राप्तिया			6000
पानी टैंकर से प्राप्तिया			31900
निविदा फार्म शुल्क			376
अमानत जमा			63000
अन्य प्राप्तिया	राशन कार्ड/ नकल फीस / आवेदन फीस/ प्रतिलिपी फीस / प्रोसेस फीस/ प्रमाण पत्र शुल्क		205354
व्याज की कमाई			371126
TOTAL (A)			**18776980**
शासन से प्राप्त अनुदान	वाणिज्य कर पर अधिभार		2023000
	राज्य वित्त आयोग		2227000
	संबल योजना		600000
	सडक मरम्मत		654000
	14 वॉ वित्त आयोग बेसिक		8702000
	14 वॉ वित्त आयोग		2072000
	मूलभूत सुविधा		2329000
TOTAL (B)			**18607000**
कुल प्राप्तियां			**37383980**

(i) We have checked all the revenue item in the books & from related documents and observed that there is systematic method adopted to record correct revenue but more care should be given to stop leakage of funds.

(ii) As we have seen that all revenue collected or received at Nagar Parishad level was duly accounted for and deposited the same in the bank account.

(III) The bank slip has been matched by us on the basis of samples. All the receipts have been deposited by the council within two days in the respective bank, during the audit we could not find any error or mistake in which the receipts were sent to the concerned bank. Not deposited

बैंक विवरण की कुछ प्राप्तियो का लेखा रोकड़ वाही में नहीं किया गया है जिनका लेखा रोकड़ वाही में किया जाना था प्राप्तियों का विवरण निम्न लिखित है

बैंक नाम	बैंक विवरण में प्राप्ति की दिनांक	राशि रूपये	राशि रूपये
SBI BANSAGR DEOLAND 36958058309	07/05/2019	5000000	रोकड़ वही में इन प्राप्तियों का लेखा नहीं किया गया
	02/07/2019	13520	
	08/08/2019	5000000	
SBI BANSAGR DEOLAND 11504095569	26/12/2019	50304	

टिप्पणी

उपरोक्त सभी प्राप्तियों का लेखा रोकड़ वही में उपयुक्त मदों में किया जाये भविष्य में आने वाली अनुदानों का लेख हर माह बैंक स्टेटमेंट के द्वारा रोकड़ वही में लेख करने के लिए दिशा निर्देश दिया गया

(IV) No earning interest was entered in the cash book

(v) We had gone through the yearly revenue recovery target.

(vi) No investment were made in which interest are lesser allowed.

(vii) As per demand and recovery statement following taxes are outstanding as on 31.03.2020 (annexure 2)

(viii) As per government guidelines and concern financial security reason, FDR of Municipal Corporation should be made only in in nationalized bank instead of private bank.

(ix) Tax revenue targeted for the current financial year 2019-2020 based on GIS survey done earlier and property valued long before. It is suggested that property may be valued once in 5 year to increase property tax revenue.

व्यय का अंकेक्षण

हमारे द्वारा परिषद् की विभिन्न योजनाओं अवं परियोजना में व्यय की गई राशि,व्यय की गई राशि की स्वीकृति आवंटन का अंकेक्षण किया गया

परिषद् द्वारा विभिन्न सेवाओं, परियोजनाओ अवं परिचालन में व्यय की गई राशि का विवरण निम्नानुसार है

व्यय की मदें	विवरण	राशि (रुपये)	राशि (रुपये)
सामान्य प्रशानिक एवं संग्रहण प्रभार	वेतन मजदूरी	7191476	
	इ पी फ	595256	
	जी पी फ	1250025	
	दैनिक वेतन	2599508	
	बीमा	62719	
	अध्यक्ष पार्षद भत्ता	266704	
	कंप्यूटर मरम्मत/ PHOTOCOPY	49272	
	PURCHASES OF PRINTER	198749	
	यात्रा भत्ता	2850	
सार्वजनिक सुबिधा	विधुत सामग्री	342319	
	विधुत प्रभार	1299356	
	विधुत मरम्मत	1446757	
जन स्वास्थ्य अवं सुविधाएँ	जल प्रदाय सामग्री	228320	

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विविध व्यय	मोटर पंप मरम्मत	68359	
	हैंड पंप सामग्री	669881	
	सफाई सामग्री	2798110	
	सफाई वेतन	843931	
	स्टेशनरी	54201	
	प्रिंटिंग फ्लैक्सी	87146	
	वाहन मरम्मत	360379	
	विभिन्न करों की राशि	933077	
	विधायक स्वेक्छा अनुदान	6000	
	डीज़ल	638544	
	बैंक का कमीशन	930	
	टैंट व्यय	192690	
	विविध सामग्री क्रय	91050	
	विज्ञापन	555210	
	वाहन किराया	244110	

Shukla

	अग्रिम राशि	155002	
	अमानत वापसी राशि	491852	
	सी ए बजट फीस	45000	
	दूरभाष बिल	36426	
	कानूनी प्रभार	50000	
	उत्सव	110000	
	परिषद् खर्चा	364783	
लोक निर्माण	निर्माण सामग्री	223717	
	नाली निर्माण	1221187	
	सड़क निर्माण	3982888	
Total		29757784	

(ii) No details were made available with respect to expenditure for a particular scheme for which limited funds were allocated, therefore over payment if any, which cannot be brought to the notice of commissioners /CMO.

(iii) we have examined the expenditure incurred in accordance with the guidelines, directives, acts, and rules issued by government of Central/ State Government, and it has been observed that there is variation between actual expenditure incurred and guidelines issued regarding such expenditure.

(iv) We have checked financial propriety and certain expenditure are supported by financial and administrative sections accorded by competent authority and are limited to administrative and financial limits of sanctioning authority.

(v) During performance of audit procedures we have come across records are regarding appropriate sanctions are not maintained and were not made available therefore not possible for us to report the matter concerned.

(vi) Utilization certificate (UCs) was not made available for verification and therefore we were not able to tally with the income and expenditure records and creation of fixed assets.

मुख्य नगरपालिका अधिकारी
नगर परिषद खांड (बाणसागर)
जिला-शहडोल (म.प्र.)

Shukla

(vii) While verifying expenses voucher it is found that many expenses vouchers are missing while verifying from cash book and many expenses voucher were without any supporting documents or without appropriate supporting.

Audit of book keeping

(i) Books of accounts and stores were not maintained properly and were not maintained as per accounting rules applicable to urban local bodies.

(ii) We have examined the grants register and it was noticed that proper entries were not made therefore it was not possible to verify such entries in cash book.

(iii) Bank account balances are not maintained in cash book so we are unable to prepare bank reconciliation statement.

(iv) As per accounting rules urban local bodies should maintain bank balance on cash book and reconcile on day to day basis but this practice is not maintained. there is difference in receipts and payment account. As bank reconciliation statement is not maintained so we are unable to reconcile difference.

AUDIT OF FDR

(I) No FD's was made by ULB resulting in loss of interest.

Audit of Tenders/Bids :-

(i)We have audited and examined all tenders/bids invited by the ULBs.

(II) During the process of audit and while scrutinizing the tenders invited it was noticed that proper competitive tendering procedures were followed for all bids.

(iii) We have verified that the receipts of tender fees/bid processing fees and noticed that such fees is properly accounted for and we have also examined performance guarantee both during the construction and maintenance period and have noticed affirmative indicators.

(iv) We have also verified the bank guarantee, if received in lieu of bid processing fee / performance guarantee issued by issuing bank.

(v) We have also verified condition of bank guarantee and it has been noticed that there is no such condition which is against the interest of ULB's .

(vi) We have gone through the cases of extension of BG's and we have noticed that it has been duly brought to the notice of the commissioner /CMO. And also the proper guidance to extend the BG's also been given to ULB's.

(vii) We have checked the contract closures.

AUDIT OF GRANTS AND LOAN

(i) We have checked the grants given by Central Government and we have come across that proper records are not maintained for grants received and its utilization and hence not possible for us to perform substantial audit procedures.

(ii) We have further checked the grants given by State Government and we have come across that proper records are not maintained for grants received and its utilization and hence not possible for us to perform substantial audit procedures and unable to comment.

(iii) We have gone through the records made available regarding audit of loan provided for physical infrastructure and it's utilization and we found that there are no proper records maintained for such purpose and also there is no proper revenue recognition mechanism, therefore we are unable to specifically comment on revenue mechanism, whether the asset created out of the loan has generated the desired revenue or not.

FOR - VIKASH SHUKLA & COMPANY
CHARTERED ACCOUNTANT

(JD UADD)

NAGAR PARISHAD, KHAND
DISTRICT - SHAHDOL
INCOME & EXPENDITURE
FOR THE FINANCIAL YEAR 2018-2019

INCOME

PARTICULARS	AMOUNT
सम्पत्ति कर	73400
चुंगी क्षतिपूर्ति	17263000
यात्री कर	165000
समेकित कर	81948
विकास उपकर	1282
शिक्ष उपकर	1282
मुद्रांक शुल्क	85000
अधिभार	10184
जलकर	70205
स्टैण्ड सुविधा से प्राप्ति	248687
सप्ताहिक दैनिक बैठक बाजार फीस/ ठेका	99236
मल टैंकर से प्राप्तिया	6000
पानी टैंकर से प्राप्तिया	31900
निविदा फार्म शुल्क	376
अमानत जमा	63000
अन्य प्राप्तिया	205354
व्याज की कमाई	371126
वाणिज्य कर पर अधिभार	2023000
राज्य वित्त आयोग	2227000
संबल योजना	600000
सडक मरम्मत	654000
14 वॉ वित्त आयोग बेसिक	8702000
14 वॉ वित्त आयोग performance	2072000
मूलभूत सुविधा	2329000

Shukla

TOTAL (A)	**37383980.00**

DIRECT & INDIRECT EXPENSES

PARTICULARS	AMOUNT
वेतन मजदूरी	7191476
इ पी फ	595256
जी पी फ	1250025
दैनिक वेतन	2599508
बीमा	62719
अध्यक्ष पार्षद भत्ता	266704
कंप्यूटर मरम्मत/ PHOTOCOPY	49272
PURCHASES OF PRINTER	198749
यात्रा भत्ता	2850
विधुत सामग्री	342319
विधुत प्रभार	1299356
विधुत मरम्मत	1446757
जल प्रदाय सामग्री	228320
मोटर पंप मरम्मत	68359
हैंड पंप सामग्री	669881
सफाई सामग्री	2798110
सफाई वेतन	843931
स्टेशनरी	54201
प्रिंटिंग फ्लैक्सी	87146
वाहन मरम्मत	360379
विभिन्न करों की राशि	933077
विधायक स्वेक्छा अनुदान	6000
डीज़ल	638544
बैंक का कमीशन	930
टेंट व्यय	192690
विविध सामग्री क्रय	91050
विज्ञापन	555210
वाहन किराया	244110
अग्रिम राशि	155002
अमानत वापसी राशि	491852
सी ए बजट फीस	45000
दूरभाष बिल	36426
कानूनी प्रभार	50000
उत्सव	110000

Shukla

परिषद् खर्चा	364783
निर्माण सामग्री	223717
नाली निर्माण	1221187
सड़क निर्माण	3982888
SURPLUS	**7626196**
TOTAL (B)	**37383980**

NAGARPARISHAD, KHAND
DISTRICT - SHAHDOL
INCOME & EXPENDITURE
FOR THE FINANCIAL YEAR 2019-2020

RECEIPTS

PARTICULARS	AMOUNT
OPENING BANK BALANCE	25745332.64
सम्पत्ति कर	73400
चुंगी क्षतिपूर्ति	17263000
यात्री कर	165000
समेकित कर	81948
विकास उपकर	1282
शिक्ष उपकर	1282
मुद्रांक शुल्क	85000
अधिभार	10184
जलकर	70205
स्टैण्ड सुविधा से प्राप्ति	248687
सप्ताहिक दैनिक बैठक बाजार फीस/ ठेका	99236
मल टैंकर से प्राप्तिया	6000
पानी टैंकर से प्राप्तिया	31900
निविदा फार्म शुल्क	376
अमानत जमा	63000
अन्य प्राप्तिया	205354
व्याज की कमाई	371126
वाणिज्य कर पर अधिभार	2023000
राज्य वित्त आयोग	2227000
संबल योजना	600000
सडक मरम्मत	654000
14 वॉ वित्त आयोग बेसिक	8702000
14 वॉ वित्त आयोग performance	2072000

मूलभूत सुविधा	2329000

PAYMENTS

PARTICULARS	AMOUNT
वेतन मजदूरी	7191476
इ पी फ	595256
जी पी फ	1250025
दैनिक वेतन	2599508
बीमा	62719
अध्यक्ष पार्षद भत्ता	266704
कंप्यूटर मरम्मत/ PHOTOCOPY	49272
PURCHASES OF PRINTER	198749
यात्रा भत्ता	2850
विधुत सामग्री	342319
विधुत प्रभार	1299356
विधुत मरम्मत	1446757
जल प्रदाय सामग्री	228320
मोटर पंप मरम्मत	68359
हैंड पंप सामग्री	669881
सफाई सामग्री	2798110
सफाई वेतन	843931
स्टेशनरी	54201
प्रिंटिंग फ्लैक्सी	87146
वाहन मरम्मत	360379
विभिन्न करों की राशि	933077
विधायक स्वेक्छा अनुदान	6000
डीज़ल	638544
बैंक का कमीशन	930
टैंट व्यय	192690
विविध सामग्री क्रय	91050
विज्ञापन	555210
वाहन किराया	244110
अग्रिम राशि	155002
अमानत वापसी राशि	491852
सी ए बजट फीस	45000
दूरभाष बिल	36426
कानूनी प्रभार	50000
उत्सव	110000

Shukla

NAGARPARISHAD, KHAND

DISTRICT - SHAHDOL

ABSTRACT SHEET ON AUDIT FOR FINANCIAL YEAR 2018-2019

FOR THE FINANCIAL YEAR 2019-2020

TAXES OUTSTANDING AS ON 31-3-2020

S.N	NAME TAX	CURRENT YEAR DEMAND	PRIVIOUS MONTH RECOVERY	CURRENT YEAR RECOVERY	RECOVERY OF CURRENT YEAR	% OF RECOVERY	TOTAL OUTSTANDING
1	PROPERTY TAX	78309	20912	4609	25521	32.59%	52788
2	SAMEKIT TAX	105000	13560	3840	17400	16.57%	87600
3	JAL KAR	112800	1800	2600	4400	3.90%	108400
4	SHIKSHA UPKAR	1566	416	91	507	32.38%	1059
5	VIKAS UPKAR	1566	416	91	507	32.38%	1059
6	WEEKLY BAZAR BAITHKI	117902	120852	-	120852	102.50%	
7	STAND SUVIDHA SHULK	285471	247200	22565	269765	94.50%	15706
TOTAL		**702614**	**405156**	**33796**	**438952**		**266612**