

VLB

Received  
Contents not verified  
Date: 19-07-18  
Uluberia Municipality

**Uluberia Municipality**  
At & P.O: Uluberia,  
District: Howrah  
West Bengal

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**INTERNAL AUDIT REPORT  
FOR THE YEAR 2014-15**

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**S.K. PAUL & CO.**  
Chartered Accountants  
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# S. K. PAUL & CO.

Chartered Accountants

To  
The Chairman  
Uluberia Municipality

Sub: Internal Audit Report for the FY 2014-15 of Uluberia Municipality

Ref: Your Appointment Letter Vide Memo No. UM/957 dated 24.03.2017.

Sir,

In terms of your above appointment letter vide Memo No UM/957 dated 24.03.2017 related Internal Audit of Uluberia Municipality, we have visited the following department of your ULB from time to time during course to verify the various records and vouch transactions thereto:

- 1) Establishment Department
- 2) Accounts & Finance Department
- 3) Sanitation Department
- 4) Public Works Department
- 5) Electric Department
- 6) Building Plan Department
- 7) Trade License Department
- 8) Relief Department
- 9) Water Supply Department
- 10) Property Tax Department
- 11) IT Department
- 12) Health Department
- 13) Youth and cultural Department

After verifying the records as maintained by above department of your ULB we noted some discrepancies/ findings and observations and on the basis we have prepared statement on the department wise findings and submitted the same for the clarifications/replies against our audit queries from your end.

We have considered your clarifications/replies against our Audit queries while preparing your this Audit Report for Uluberia Municipality for the year 2014-15.

We hereby submit the detailed Internal Audit Report for your kind perusal and on ward necessary Action from your end.

Thanking you,

Yours faithfully,



**A. GENERAL ORGANISATIONAL INFORMATION**

**Name of the ULB: Uluberia Municipality**

**No. Of Wards of the ULB: 32**

**Name the Chairman/**

**Chairperson/Administrator/**

**Board Administration for the FY 2014-15: Sri Debasis Ghose**

**Name of the Vice Chairman:**

1) During FY under Audit : Smt Nazima Khan

2) Present Chairman : Sri Arjun Sarkar

**Name of the Executive Officer:**

1) During FY under Audit : Sri Surja Karmakar (from 01.06.2010 to 03.03.2013)

2) Present Executive Officer : Sumitra Chatterjee (from 15.05.2013 to 31.03.2014)

**Name of the Finance Officer:**

1) During FY under Audit : Sri Janardan Burman (from 02.07.2012 to 01.03.2014)

2) Present Finance Officer : Sri Sibsankar Metia (from 18.01.2015 to Till date.

**Address of the ULB : OT Road Uluberia Bazarpara, Uluberia Howrah, Pin-711316**

**Audit Period: : From 01.04.2014 to 31.03.2015**

**Name/Names of Head of Offices during the period of audit : Sri Debasis Ghose, Chairman  
Uluberia**

**Name of incumbent in-charge of accounts : Sri Nimai Chandra Samui**

#### **About Accounting System of the ULB:**

The ULB has been using Accounting software namely PURO-HISAB, since the financial year 2006-07 under double Entry Accounting prepared by Change Management Unit, Govt. of West Bengal. The Software has been customised for the preparation of Annual Financial Statement of Urban Local Bodies of West Bengal.

The said Accounting Software ensures the generation of Annual Financial Statement and related other reports to comply the West Bengal Municipal (Finance and Accounting) Rules 1999 as suggested in West Bengal State ULB Accounting Manual as well as National Municipal Accounting Manual. It was also seen during the course of Audit all required Financial Statement as suggested by National Municipal Accounting Manual are being generating correctly with proper forms and formats which are as follows:

- 1) Balance Sheet
- 2) Schedule wise of Balance Sheet
- 3) Income & Expenditure Accounts
- 4) Schedule wise of Income & Expenditure
- 5) Receipts & Payments Accounts
- 6) Cash Book
- 7) Trial Balance

The Accounting system does not generate any registers like Fixed Asset Register (land-Form 90, Immovable Property Register form-118 & Movable Property Register form-119) Investment Register, Stores Register, Advance Register.

During the course of our Audit it is seen that Fixed Asset Registers like land-Form 90, Immovable Property Register form-118 & Movable Property Register form-119 is maintained by ULB manually in MS-Excel file in computer.

Whereas ULB does not maintain hand written Registers in the case of Demand and collection Register, Grants Appropriation Register, Investment Register, Loans & Advance Register, Earnest money & Security Deposit Register.

As per prescription of National Municipal Accounting Manual and as well as State ULB Accounting Manual ULB used to follow Accrual Basis for accounting of financial transactions of revenue income like Property tax, Market rent and Income from investment. But the revenue incomes like Assigned Revenue, fees and user charges, Sale and Hire charges accounted on Cash Basis. ULB also followed Accounting Standard-12 for accounting the transactions related to Government Grant. All stores are valued on FIFO basis.

#### **B. Status of Preparation, Submission and Audit of Annual Financial Statement:**

1. Annual Financial Statement has been prepared upto FY 2014-15
2. Present status of preparation of Pending AFS by ULB
  - a) Receipts entry made upto 14.07.2017
  - b) Contra entry made upto 14.07.2017
  - c) Payments entry made upto 14.07.2017
  - d) Asset Registers prepared upto 31.03.2015
  - e) The ULB is in process of finalisation of AFS for the FY 2015-16
3. The ULB has submitted Annual Accounts to Examiner of Local Accounts upto 31.03.2015 on 31.03.2017 for Audit of Annual Financial Statement.
4. The Annual Financial Statement of the ULB has been audited by Examiner of Local Audit upto 31.03.2015. But Audit report not yet received.
5. The ULB already uploaded the Unaudited Annual Financial Statement upto fy 2014-15 to ULB webpage for disclosure.

**C. PENDING POSITION OF POSITION OF PREVIOUS AUDIT COMPLIANCE**

**C 1: AUDIT OF EXAMINER OF LOCAL ACCOUNTS- TRANSACTION AUDIT:**

- a. Financial year up to which Transaction Audit has been completed by Examiner of Local Accounts: 2014-15.
- b. Audit Period up to which Broad Sheet Reply to the Inspection Report of Examiners of Local Accounts: 2014-15.

**C2: Audit of ELA – of Annual Financial Statements:**

- a. As explain by the ULB during the course of our Audit the Annual Financial Statements up to 31.03.2015 has been audited by the Examiner of Local Accounts (ELA). The Audit report on AFS from the FY 2014-15 to 2014-15 not yet received from Examiner of Local Accounts (ELA). On receipt of Audit report from ELA the ULB in a position to prepare the action taken report on previous Audit report
- b. Audit of AFS of 2014-15 & 2014-15 have been completed. Audit report yet to be received from Examiner of Local Accounts.

**C3 Internal Audit:**

Internal Audit for the period 2014-15 has been completed by ULB in the current month of this year.

## Point-wise Auditor's Observation/ queries and ULB Replies and Auditor's Suggestion

### D1: Audit Observation on Cash Management:

#### a) Own source Revenue of the ULB:

As explained by the ULB during course of our audit all cash receipts from the various departments like property tax, trade license etc. are collected by cashier and are entered in the accounting software. The entire cash deposited to Bank Account of Municipal fund own source at the end of every day. No amount cash collected from various departments of the ULB is retained in the Municipality. The head wise revenue income is entered in the accounting software at time receipt of all collections. Contra vouchers are made to Bank Account of Municipal fund own source (SBI A/c No. 32041431001 ) after deposit of the amount to the bank and sum total of entire collections from own source income is checked from the daily receipt summery generated from the accounting software by cash section at the end of everyday to ensure correctness between cash collected from own source and deposited to own source bank (total of daily receipt summery = total of contra voucher of deposit daily collection in to bank = total Amount deposited at the end of the day).

#### b) Fund Management of Grant Fund Accounts:

Generally own source revenues are not sufficient for running an ULB. The creation of urban Development infrastructure (land, shelter and civic services) would require dispensing a large amount of resources by the Urban Local Governments. With the rising levels of urbanization and growth of urban population, the pressure on development of cities is increasing in India, as elsewhere in the World. Major sources finance comes from Central Government as well as State Government in the form of Government Grant. Like other ULBs in West Bengal Uluberia Municipality also receives grant from Central Government as State Government. Government Funds are sent to Treasury Account L/F account of Uluberia Municipality.

As explained to us during the course our audit for the management of fund related to government grant on receipt of any Government order showing received of fund or on receipt of any cheque from any government agency like SUDA an accounting entry is made crediting respective grant account and debiting respective treasury and bank account by accounts department of the ULB in the shape of Receipt / Journal voucher in the Accounting software.

As explained to us during the course of audit, when expenditure (revenue/ Capital) is made out of grant fund, after necessary approval from BOC the bill is sent to treasury in form of treasury advice along with a cheque as signed by Chairman and FO of the ULB for clearance. The treasury officer checks the authenticity of the bill and accordingly passes the bill and resend the bill to ULB and cheque after passing the same. The cheque is then handed over to party on receipt of money receipt.

### Ascertainment of Cash and Bank Balance for FY 2014-15

Particulars	For the FY 2014-15
Opening Balance	365140066.13
Receipts during the year	465294690.00
Total	831434756.13
Payments during the year	604375270.12
Closing Balance	227059486.00

Detailed balance of Cash, Bank and treasury balance as on 31.03.15 as per following table:

Sl. No.	A/c No	Accounting code as per software	purpose	Balance as per Cash book as on 31.03.2014
1		4501001	CASH IN HAND	769066.00
2	11245220186	4502151	OWN FUND	(-)1721775.00
3	30457717548	4502152	PENSIONARY BENEFITS	1400397.00
4	32041431001	4502153	Own fund	2928191.00
5	32041429762	4502154	OTHER THAN OWN SOURCE	11906932.00
6	1380577	4502451	POST OFFICE	16250.28
7		4502501	TREASURY LOCAL FUND	35531121.30
8	590902010002253	4504101	CHAIRMAN'S RELIEF FUND	21042.00
9	590902010004051	4504102	F.M.D	969381.69
10	31584925395	4504103	CONSTRUCTION WORKERS' WELFARE CESS	583250.00
11	09750110009888	4504104	SECURITY DEPOSIT	72613.00
12	3161004034	4504105	CENSUS	52657.00
13	3161005436	4504106	WATER SUPPLY	823367.00
14	32136164151	4504107	RESERVE FUND	353860.00
15	32388502660	4504108	URBAN WAGE EMPLOYMENT	24235.00
16	235	4504109	WATER TREATMENT PLANT 2ND PH	5410958.00
17	11245220802	4504751	KUISP	212274.21
18	20824384275	4504752	MPLAD	870168.00
19	20824384286	4504753	H.D.FUND	5533155.00
20	5054	4504754	BSY	1139.00
21	20824396100	4504255	CEP	54026.00
22	4475/26	4504756	NSAP	45519955.08
23	4825/28	4504757	SISRY	3880563.18
24	04160110016160	4504758	HOUSING FOR URBAN POOR	11022.00
25	30235408030	4506101	BSUP	(-) 830601.00
26	0982010108395	4506102	12TH FC	42224817.00
27	590902010003474	4506103	MSCP	17840.00
28	0100050196	4506104		7362.27
29	307901010014075	4506201	BSUP	(-)252000.00
30	408910110001120	4506105	RAY Account	70689032.00
31	23781450000013	4506203	U.W.EMPLOYMENT	( ) 19813.00
			TOTAL (RS)	227059486.00

During course of Audit the ULB has prepared the Bank Reconciliation Statement for the financial year 2014-15. The ULB is maintaining 29 Nos Bank Accounts including treasury Accounts. :

- 1) No bank Account is un-reconciled during the year 2014-15
- 2) Plenty Nos of cheques have been issued by Uluberia Municipality which lost their validity Period to 31.03.2015 as per following list.

**List of Un-cleared Cheques :**

Year	Bank Name with A/c No	Ch no & Date	Amount
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 001355 Dated 24/09/2014	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 001365 Dated 28/10/2014	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 001377 Dated 26/11/2014	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No. 397901010034075	Chq No. 023521 Dated 22/01/2015	440.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 024765 Dated 20/03/2015	154291.00
2014-15	Union Bank (BSUP PH - II) A/c No.	ENTRY WRONGLY DONE ON 20/03/15 BY P.V. NO-3518 NO	2415424.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 024768 Dated 23/03/2015	80720.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 024766 Dated 20/03/2015	2415424.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 024770 Dated 23/03/2015	440.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 024772 Dated 26/03/2015	7971.00
2014-15	Union Bank (BSUP PH - II) A/c No.	BSUP II TO RESERVE CH.NO. 001365 DT.28.10.14 FOR	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No.	BSUP II TO RESERVE CH.NO. 001377 DT.26.11.14 FOR	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No.	BSUP II TO RESERVE CH.NO. 001397 DT.19.12.14 FOR	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 023520 Dated 22/01/2015	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No.	UNION TO RESERVE CH.NO. 023544 DT. 23.02.15 FOR EP	2340.00
2014-15	Union Bank (BSUP PH - II) A/c No.	Chq No. 024769 Dated 23/03/2015	2340.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 585438 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 585439 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 585440 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591901 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591902 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591903 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591904 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591905 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591906 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591907 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591908 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591909 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591910 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591911 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591912 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591913 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591914 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591915 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591916 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591917 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591918 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A.C.No.	Chq No. 591919 Dated 26/03/2015	40000.00



2014-15	UCO Bank - NSAP, A/C No. - 09750100004475	Chq No. 591920 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591921 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591922 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591923 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591924 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591925 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591926 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591927 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591928 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591929 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591930 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591931 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591932 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591933 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591934 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591935 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591936 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591937 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591938 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591939 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591940 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591941 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591942 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591943 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591944 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591945 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591946 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591947 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 591948 Dated 26/03/2015	40000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 596617 Dated 01/07/2014	1200.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 596617 Dated 01/07/2014	3000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 596606 Dated 29/05/2014	4000.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 596606 Dated 29/05/2014	4500.00
2014-15	UCO Bank - NSAP, A/C No. -	Chq No. 596603 Dated 29/05/2014	2400.00
2014-15	- Union Bank - Adilnagar Branch	Chq No. 048029 Dated 18/11/2013	1480147.00
2014-15	- Union Bank - Adilnagar Branch	Chq No. 046968 Dated 10/09/2014	5000.00
2014-15	United Bank of India (Own Source) A/c	PV No. 1171, Dated - 27.06.2009	19,721.00
2014-15	United Bank of India (Own Source) A/c	PV No. 1179, Dated - 27.06.2009	19,078.00
2014-15	United Bank of India (Own Source) A/c	PV No. 1172, Dated - 27.06.2009	19,912.00
2014-15	United Bank of India (Own Source) A/c	PV No. 1201, Dated - 03.07.2009	35,939.00
2014-15	United Bank of India (Own Source) A/c	Ch no-647692, dated-17.05.2014	44175.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 947534 Dated 07/08/2013	2673.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 338128 Dated 09/09/2013	2000.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 338131 Dated 09/09/2013	6650.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 473378 Dated 07/12/2013	1657.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 473458 Dated 14/02/2014	4000.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 473458 Dated 14/02/2014	4000.00

2014-12	State Bank Of India (Own Source) A/c	Chq No. 938848 Dated 26/02/2014	354362.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984767 Dated 26/02/2014	1297.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984798 Dated 20/03/2014	164343.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984802 Dated 20/03/2014	16800.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984798 Dated 20/03/2014	173937.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984802 Dated 20/03/2014	5700.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984802 Dated 20/03/2014	600.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984810 Dated 25/03/2014	6952.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984810 Dated 25/03/2014	7260.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984810 Dated 25/03/2014	29614.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 984816 Dated 28/03/2014	2625.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 646167 Dated 14/05/2014	61674.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 817435 Dated 07/07/2014	9890.00
2014-12	State Bank Of India (Own Source) A/c	CH. REFUND FROM OWN FUND CV-594 DT. 4.09.14 FOR I	5798.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 334134 Dated 08/09/2014	29537.00
2014-12	State Bank Of India (Own Source) A/c	CL WORK CH.NO. 334156 DT. 26.09.14	219758.00
2014-12	State Bank Of India (Own Source) A/c	GEN. EPF + 9/14 CH.NO. 334152 DT. 24.09.14	26580.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 334176 Dated 28/10/2014	9573.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 334188 Dated 31/10/2014	99561.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 334191 Dated 31/10/2014	1320.00
2014-12	State Bank Of India (Own Source) A/c	WAGES 10/14 CH.NO. 334181 DT. 29.10.14	19316.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 334213 Dated 27/11/2014	1477.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 334213 Dated 27/11/2014	1320.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 334208 Dated 27/11/2014	29460.00
2014-12	State Bank Of India (Own Source) A/c	OWN TO RESERVE CH.NO. 334178 DT. 28.10.14 FOR EPF	31053.00
2014-12	State Bank Of India (Own Source) A/c	OWN TO RESERVE CH.NO. 334211 DT. 27.11.14 FOR EPF	8699.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 219234 Dated 22/12/2014	5764.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 219240 Dated 30/12/2014	12627.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 055709 Dated 09/01/2015	24138.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 219264 Dated 22/01/2015	30060.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 219270 Dated 22/01/2015	1320.00
2014-12	State Bank Of India (Own Source) A/c	SBI OWN TO RESERVE CH.NO. 219229 DT.20.12.14 FOR	30060.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 219264 Dated 22/01/2015	12795.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855331 Dated 31/01/2015	2253.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855358 Dated 23/02/2015	3815.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855379 Dated 12/03/2015	18000.00
2014-12	State Bank Of India (Own Source) A/c	OWN TO RESERVE CH.NO. 023544 DT. 23.02.15 FOR EPF	10145.00
2014-12	State Bank Of India (Own Source) A/c	OWN TO RESERVE CH.NO. 023544 DT. 23.02.15 FOR EPF	30060.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855379 Dated 19/03/2015	3791.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855380 Dated 19/03/2015	14607.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855387 Dated 21/03/2015	30520.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855395 Dated 21/03/2015	20924.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855388 Dated 21/03/2015	30060.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855391 Dated 21/03/2015	9965.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855386 Dated 21/03/2015	241195.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855388 Dated 21/03/2015	200.00
2014-12	State Bank Of India (Own Source) A/c	Chq No. 855390 Dated 21/03/2015	75359.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 855392 Dated 21/03/2015	10646.00
2014-15	State Bank Of India (Own Source) A/c	Chq No. 855404 Dated 26/03/2015	2256.00

2014-15	State Bank Of India	Chq No. 855401 Dated 26/03/2015	8662.00
2014-15	State Bank Of India	Chq No. 855399 Dated 26/03/2015	8662.00
2014-15	State Bank Of India	Chq No. 855406 Dated 26/03/2015	59238.00
2014-15	State Bank Of India	Chq No. 855400 Dated 26/03/2015	8316.00
2014-15	State Bank Of India	Chq No. 855402 Dated 26/03/2015	8662.00
2014-15	State Bank Of India	Chq No. 855397 Dated 26/03/2015	15444.00
2012-13	State Bank Of India	Dated:17/03/2012 , Cheque-557009	1400.00
2014-15	:Central Bank Of India	Chq No. 010728 Dated 24/09/2014	13020
2014-15	:Central Bank Of India	Chq No. 010730 Dated 28/10/2014	13020
2014-15	:Central Bank Of India	Chq No. 010732 Dated 27/11/2014	13020
2014-15	:Central Bank Of India	CBI(W/S) TO RESERVE CH.NO. 010730 DT.28.10.14 FOR	13020
2014-15	:Central Bank Of India	CBI(W/S) TO RESERVE CH.NO. 010732 DT.27.11.14	13020
2014-15	:Central Bank Of India	W/S TO RESERVE CH.NO. 010738 DT. 30.12.14 FOR EPF	13020
2014-15	:Central Bank Of India	Chq No. 017054 Dated 22/01/2015	13020
2014-15	:Central Bank Of India	W/S TO RESERVE CH.NO. 023544 DT. 23.02.15 FOR EPF	13020
2014-15	:Central Bank Of India	Chq No. 017056 Dated 19/03/2015	92280
2014-15	:Central Bank Of India	Chq No. 017059 Dated 19/03/2015	5390
2014-15	Punjab & Sind Bank	Chq No. 649231 Dated 23/03/2015	415417.00
2014-15	Punjab & Sind Bank	Chq No. 640232 Dated 23/03/2015	100390.00
2014-15	SBI-(Other than own source) A/c No. 32041429762	Chq No. 401296 Dated 23/03/2015	698.00
	SBI-(Other than own source) A/c	Chq No. 401297 Dated 23/03/2015	140.00
	SBI-(Other than own source) A/c	Chq No. 401300 Dated 27/03/2015	2420.00
2012-13	SBI-(Other than own source) A/c	Ch No.946496 on 1/8/12	1,058.00
2012-13	SBI-(Other than own source) A/c	Ch No.946495 on 3/8/12	15,000.00
2012-13	SBI-(Other than own source) A/c	Ch No.756087 on 1/9/12	534.00
2014-15	State Bank Of India	Chq No. 236987 Dated 27/03/2015	124021.00
2014-15	State Bank Of India	Chq No. 236988 Dated 27/03/2015	127695.00
2014-15	State Bank Of India	Chq No. 236989 Dated 27/03/2015	125944.00
2014-15	State Bank Of India	Chq No. 236990 Dated 27/03/2015	125848.00
2014-15	State Bank Of India	Chq No. 236991 Dated 27/03/2015	126744.00
2014-15	State Bank Of India	Chq No. 236980 Dated 08/09/2014	7500.00
2014-15	State Bank Of India	Chq No. 236980 Dated 08/09/2014	1500.00
2014-15	State Bank Of India	Chq No. 236979 Dated 08/09/2014	19500.00
2014-15	State Bank Of India	Chq No. 236979 Dated 08/09/2014	9000.00
2014-15	State Bank Of India	Chq No. 236982 Dated 24/09/2014	42984.00
2014-15	State Bank Of India	Chq No. 236981 Dated 24/09/2014	7260.00
2014-15	UCO BANK - SJSRV, A/c No. 40000000	Chq No. 587106 Dated 23/03/2015	5000.00
2014-15	SBI Uluberia BSUP A/c No.	Chq No. 023551 Dated 07/04/2014	553953.00
2014-15	SBI Uluberia BSUP A/c No.	Chq No. 015200 Dated 07/04/2014	213032.00
2014-15	SBI Uluberia BSUP A/c No.	Chq No. 023552 Dated 07/04/2014	172817.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 043652 Dated 25/04/2013	28523.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 043655 Dated 29/04/2013	31779.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 043681 Dated 06/05/2013	11438.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 045808 Dated 07/06/2013	53330.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 045808 Dated 07/06/2013	51958.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 046598 Dated 31/10/2013	290466.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 046598 Dated 31/10/2013	49639.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 046598 Dated 31/10/2013	36076.00

2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 017858	Dated 19/11/2013	20000.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 048074	Dated 17/12/2013	21339.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 049808	Dated 27/02/2014	1593523.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/03/2014	12448.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/03/2014	7154.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/03/2014	10805.00
2014-15	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/03/2014	16305.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/03/2014	37027.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/03/2014	6153.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/06/2014	10453.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 984806	Dated 24/03/2014	14516.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 050867	Dated 21/05/2014	5166.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 050860	Dated 21/05/2014	4494.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 050859	Dated 21/05/2014	809.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 051778	Dated 17/12/2014	260.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 051791	Dated 20/12/2014	28940.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 051792	Dated 20/12/2014	107455.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 051800	Dated 30/12/2014	72151.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055707	Dated 09/01/2015	24138.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055718	Dated 28/01/2015	217607.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055742	Dated 05/02/2015	40044.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055740	Dated 05/02/2015	29280.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055738	Dated 05/02/2015	38435.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055735	Dated 05/02/2015	5539.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055735	Dated 05/02/2015	46192.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055751	Dated 20/02/2015	648229.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055773	Dated 23/02/2015	3470.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055777	Dated 25/02/2015	176875.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055776	Dated 25/02/2015	15423.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 055775	Dated 25/02/2015	49754.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057043	Dated 19/03/2015	165175.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057044	Dated 19/03/2015	102820.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057045	Dated 19/03/2015	15645.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057035	Dated 19/03/2015	649492.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057036	Dated 19/03/2015	241907.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057037	Dated 19/03/2015	6110.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057038	Dated 19/03/2015	13349.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057039	Dated 19/03/2015	290.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057040	Dated 19/03/2015	60971.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057041	Dated 19/03/2015	30940.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057042	Dated 19/03/2015	260.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057051	Dated 20/03/2015	5276.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057048	Dated 20/03/2015	64496.00
2014-12	TREASURY LOCAL FUND A/C NO. 8448	Chq No. 057052	Dated 21/03/2015	60162.00
2014-15	Allahabad bank MP LAD A/C	Chq no-39055, dated-31/12/14		29883
2014-15	STATE BANK OF INDIA-CESS A/C	Chq No. 944583 , dated-23/03/15		73464
2014-15	Allahabad Bank - H.D. Fund A/c No. - 6549	Chq No. 000493 Dated 26/06/2014		500.00

3) There are inoperative Banks accounts lying in the schedule related to Cash & Bank Balances. :

Code	Name of Bank A/C	Ac NO	CL Balance
4502451	POST OFFICE-ULUBERIA	1380577	16250.28
4504101	UNION BANK ULUBERIA- CHAIRMAN'S RELIEF FUND	590902010002253	(-)1721775.00
4504251	SBI, ULUBERIA KUSP FUND	11245220	212274.21
4506104	SBI, BOWRIA	0100050196	7362.27

**Auditors Suggestion on BRS:**

- 1) The above stale cheques are to be written back by crediting liability to that extent
- 2) Efforts to be made to close down the inoperative Bank Accounts.
- 3) We are also trying to reconcile the same.

**Observation on cheques & Money Receipts:**

- 1) All the cheques are kept under the custody of Accountant.
- 2) All issued cheques are entered in the cheque issues register.
- 3) Money receipts are made on bills itself against which payment is made.

**D2: Observation on Management on receivable (from Property Tax):**

As per West Bengal Accounting Manual for ULBs Property tax and Market Rent will be collected and accounted on accrual basis and other incomes like trade license, fees and user charges will be collected and accounted on Cash Basis. Therefore any amount collected against arrear/ current demand on receivable from Property Tax, Market can be considered as collection from debtors.

During the course of our Audit the Demand and Collection Register were not made available to US by ULB. All demands are being sent to Assesses from the hand books of collecting sarkars of all wards. Which means in many cases the demand notice to the property tax is not being sent to Property holders of the ULB in each year. It can be said that amount receivable from Property tax (both Current year as well as for Arrear year) as per Accounting soft ware does not show the true and correct view of receivable.

During course of our Audit it was also noticed no age analysis of receivable from property tax has been prepared by the ULB as per suggestion of State ULB Accounting Manual so as to identify the debtors who have not paid property tax for a long period.

However, The Arrear demand on Property tax was Rs. 57640000.00 and the current demand on property tax for the FY 2014-15 was Rs. 9139000.00 The total collection from Property tax during the FY 2014-15 was 5968493.00.

**ULB's replies on receivable from Property Tax:**

As explain by ULB during the course of our Audit the maintenance of Demand and Collection Register is withdrawn by ULB from October,2006. ULB serves demand notice of property tax to the Assessee on the basis of a file and hand book of 32 No.s collecting sarkar.

**Auditor's Suggestion on receivable from Property Tax:**

Necessary steps to be taken to update demand and collection register so as to up date the data base of receivables from Property tax as well as Market rent at an earliest. It is also suggested to prepare age wise analysis of receivables from property tax as well as market rent.

**D3. Auditor's Observations on Stores Management :**

As per suggestion of Accounting Manual of ULB West Bengal ULB is maintaining the Stores valuation on FIFO. Basis. But no physical verification of Stores has been made by ULB in any year though the it is suggested by Statutory Auditor in their report of AFS of the ULB. However the closing Balance of Stores of the ULB as on 31.03.2015 are as follows:

Stores Items	Code	Opening Balance as on 01.04.13	Purchases during the period	Issued during the year	Closing Balance as on 31.03.2014
ENGINEERING STORE	4301002	91879664.71	40863100.00	29592845.00	102746919.71
MEDICAL STORE	4301004	27965.00	875113	688597	214481
HEALTH STORE	4301005	28147.00	0.00	0.00	28147.00
STATIONARY STORE	4301006	2000.00	213454.95	0.00	215454.95
SANITARY AND CONSERVANCY STORE	4301010	0.00	24160.00	0.00	24160.00
WATER SUPPLY STORE	4301011	1686545.00	12594609	12707193.00	1573965.00
ELECTRICITY STORE	4301012	1256751.00	0.00	906956.00	359795.00
Total (Rs)		94891077.00	54567436.95	44295591.00	105162922.66

**Audit Observation:**

During course of our Audit it was seen that stock registers are maintained for all types stocks like, Engineering, Water supply, Electrical, Sanitary & Conservancy, Medical and health. We have checked the stores ledgers of all high value items. It is maintained in quantity wise. It is seen that valuation of the stores not made for any items of the stores. Therefore valuations of closing stock as per stores register were not found in any stores register.

It is also seen that physical verification of the stores item is not done by the ULB.

**ULB's Replies to Stores**

ULB could not provide any reply in this respect.

**Auditor's Suggestion for improvement of stores:**

The physical verification of the stores is to be made for all high value items for at least on quarterly basis. The value of the stores as per accounting software and value of stores as per software of the Stores should be tallied with each other.

**D4. Audit Observation on Reconciliation of Advance for the year [2014-15] :**

On verification during the course of our audit it was seen that there advance registers that has been maintained manually by ULB. We have compared total Advance as per accounting software and Total advance as per Manual Register as on 31.03.2015. The said comparison is as follows:

Particulars	For the Year 2014-15 as per accounting software
Opening Balance of Advance	13870753.46
Add: Addition during the year	11087647.00
Total	24958400.46
Less: Adjusted During the year	10981728.00
Closing Balance of Advance	13976672.46

We have seen advance registers which were not updated from the FY 2008-09. In absence of updated advance register we could not identify the difference between advance as on 31.03.2015 as per accounting software and advance as per manual advance register. We also could not find the recovery/ adjustment of unadjusted advance during the FY 2014-15 by ULB.

**ULB's Replies to unadjusted Advance:**

ULB could not furnish any reason for not updating the advance register before us during the course of our audit.

**Auditor's recommendation on Loans & Advance:**

The difference between total advance as per accounting software and total advance as per manual advance register Has to be reconciled. Effective steps to be taken for adjustment of advances for a long period given to Govt. agencies.

**D5.1. Observation on Reconciliation of Investment own fund:****Investment own fund ( other Investment [4208001])**

Particulars	For the Year 2014-15
Opening Balance of Investment	50687.50
Add: Addition during the year	0
Add: Interest Earned during the year	
Total	50687.50
Less: Matured During the year	0
Closing Balance of Investment	50687.50

The investment own fund amounting to Rs.50687.00 is showing in the code 4208001 from the period of opening Balance Sheet. From our point of view there is no physical existence of the same. We suggest to carry out a exercise to authenticate the existence of the same. This is needed necessary accounting adjustment to write off the same.

**D5.2. Reconciliation of Investment other fund:**

The investment other fund is kept in the accounting code 4218005. The following is reconciliation of Investment other fund as per accounting software. The ULB is presently in the process of updation of manual name wise Employee PF register. Thus we could not compare the balance of Provident fund as per accounting software and Manual Provident fund register for the employee. However, the present position of the Provident fund as on 31.03.2015 is as follows:

**Treasury GPF (4218005)**

Particulars	For the Year 2014-15
Opening Balance of Investment	9088678.00
Add: Addition during the year plus Interest Earned during the year	4870879.00
Total	11887067.00
Less: Matured During the year	4870879.00
Closing Balance of Investment	7016188.00

**D6. Loan (Secured/ Unsecured Loan)****Balance of Un-secured Loan (3318001)**

Particulars	For the Year 2014-15
Opening Balance of Loan(Secured/ Unsecured loan)	267000
Add: Addition during the year(if any)	0
Add: Interest on Loan(Secured/ Unsecured loan)	0
Total	267000
Less: Repayment (if any) During the year	0
Closing Balance of Loan (Secured/ Unsecured loan)	267000

The unsecured loan amounting to Rs.267000.00 is showing in the code 3318001 from the period of opening Balance Sheet. From our point of view there is no physical existence of the same. We suggest carrying out an exercise to authenticate the existence of the same. This is needed necessary accounting adjustment to write off the same.



E. Comments on Revenue Statement as well as surplus:

E1. Comparison of Revenue Incomes between 2013-14 and 2014-15

1. Revenue Income :

Major Head code of Revenue income	Head of Income	Schedule of Income & Expenditure A/c (Rs)	Amount (Rs) 2014-15 (Rs)	Amount (Rs) 2014-15 (Rs)	Increase / Decrease in revenue as compared to last year (Rs)	(-) Increase / Decrease in revenue as compared to last year (Rs)	Remarks
110	TAX REVENUE ITEMS	1-1	8521695.00	9408791.00	887096.00		Demand on tax increased
120	ASSIGNED REVENUES AND COMPENSATIONS	1-2	10827714.00	10564509.00	263205.00		increase in Share tax
130	RENTAL INCOME FROM MUNICIPAL PROPERTIES	1-3	445100.00	525700.00	80600.00		Rental Income increased
140	FEE'S AND USER CHARGES	1-4	38369772.00	19250839.00	991067.00		Fees and user charges increased
150	SALE AND HIRE CHARGES	1-5	624270.00	658333.00	34063.00		Sale and hire charges increased
160	REVENUE GRANTS, CONTRIBUTIONS AND SUBSIDIES	1-6	365167086.00	239848078.97	-125319007.03		Utilisation grant for revenue exp decreased
170	INCOME FROM INVESTMENTS	1-7	202793.00	0.00	202793.00		Income from Investment decreased
171	INTEREST EARNED	1-8	1999174.00	2361946.00	342772.00		Interest on Investment increased
180	OTHER INCOME	1-9	228012.00	15000.00	-213012		Other Income decreased
A	Total- INCOME		406385616.00	282613196.97	123772419.03		Net decrease in all revenue income as compared to last year

E2. Comparison of Revenue Expenditures between 2013-14 and 2014-15

Major Head code of Revenue Expenditure	Head of Income	Schedule of Income & Expenditure A/c (Rs)	Amount (Rs) 2014-15 (Rs)	Amount (Rs) 2014-15 (Rs)	(-) Increase / Decrease in revenue Expenditure as compared to last year (Rs)	% Increase / in revenue Expenditure as compared to last year
210	ESTABLISHMENT EXPENSES	1-10	22710531.00	24813856.00	-2103325.00	Increase in Establishment exp
220	ADMINISTRATIVE EXPENSES	1-11	3802133.00	2120088.05	1682044.95	decrease in Administrative expenditure
230	OPERATION AND MAINTENANCE	1-12	145416472.00	76421259.00	68995213.00	decrease in operation and maintenance
240	INTEREST AND FINANCE CHARGES	1-13	4726.75	7361.12	-2634.37	Increase in interest and financial charge
250	PROGRAMME EXPENSES	1-14	108141505.00	94794391.00	13347114.00	decrease in Programme expenses
260	REVENUE GRANTS, CONTRIBUTIONS AND SUBSIDIES	1-15	9473194.00	6849002.00	2624192.00	decrease in revenue grant, contribution and subsidies
272	DEPRECIATION ON FIXED ASSETS	1-0	52037827.60	63009856.08	-10972028.48	Increase in Non cash item (depreciation)
280	PRIOR PERIOD ITEMS	1-0	1188.00	0.00	1188.00	Decrease in Prior period item
B	Total- EXPENDITURE		341587577.35	268015813.25	73571764.10	Net increase in total revenue expenditure as compared to last year
A-B	surplus/(deficit)		64798038.65	14597383.72	5,02,00,654.93	Net decrease in Surplus as compared to last year.

**Comments & Interpretation on the net revenue (surplus) Generation (that means income / Expenditure trend) :**

The Gross total Revenue income Credited to the I&E A/c is Rs. 282613196.97. Which is Rs. 123772419.03 less than earlier year (i.e.,2014-15). Out of Which Rs. 239848078.97 is resulted from the utilisation of government grant. The exact Own source revenue is Rs. 42765118(282613196.97-239848078.97). The amount Revenue expenditure made out of Govt. Grant have been decreased by Rs. 125319007.00(365167086-239848078.97)as compared to last year.

Revenue incomes like Rental Income (130), Fees and User charges (140), Sale & Hire Charges(150), Interest earned(171) have been increased as compared to last year.

Whereas revenue incomes like Assigned Revenue (120) and income from Investment (170) and other Income (180) have been decreased as compared to last year.

The total Revenue Expenditure debited to Income and expenditure account during the FY 2014-15 was Rs. 268015813.25. The total revenue expenditure has been decreased by Rs. 123772419.03(64798038.65-14597383.72). Which indicates better financial control on the revenue expenditures as compared to the last financial year (2014-15).

It was observed that out of cash revenue expenditures mainly Establishment Expenditure under the major head (210) has been increased by Rs. 2103325.00 than earlier year.

**F. Comments on the Budget of the ULB:**

**F1: Expenditure Budget Vs Actual Expenditure of the ULB for the year 2014-15**

Rs (Crores)

Year	Items	Budgeted expenditure	Actual Expenditure	Saving (+) / Excess(-)
2014-15	Revenue (excluding Depreciation)	24.49	20.50	3.99
	Capital	58.78	12.42	46.35

**F2: Budgeted Receipt Vs Actual Receipt of the ULB for the year 2014-15**

Year	Items	Budgeted Receipts	Actual Receipts	Deviation
2014-15	Own Source plus Assigned Revenue	38.79	28.26	(-) 10.53
	Government Grant (State / Central)	55.83	41.68	(-) 15.15

**G. Status of maintenance of fixed Asset Registers :**

**Auditors Observation on the on the (Capital Expenditure / Fixed Assets).**

The ULB is maintaining its Fixed Assets Register as per Format prescribed in WB State ULB Accounting Manual (Form No 90, Form No. 118 and Form No 119).The rates Depreciation on fixed assets has been followed as prescribed in WB State ULB Accounting Manual. The ULB have been preparing the Asset Matrix from the FY 2014-15 and onwards.

We have checked the Gross block, Accumulated Depreciation and WDV of all the Assets during the FY 2014-15 and verified if there is any differences in these item as per Balance Sheet and Assets Matrix as prepared by ULB and found as shown in the tabulated format as follows :

Particulars	As per Balance sheet as on 31.03.2015	As per Asset Matrix as on 31.03.2015	Deference if any
Opening Gross block of Fixed Assets	838866428.00	838866428.00	NIL
Add : Addition to fixed Assts During the FY 2014-15	124224040.00	124224040.00	NIL
Gross Block at the closing day of the FY 2014-15	963090468.00	963090468.00	
Accumulated Depreciation at the Opening day of the FY2014-15	491664210.25	491681088.89	-16878.00
Depreciation charged during the FY 2014-15.	61321363.88	61304485.28	16878.00
Accumulated depreciation at the end of the FY 2014-15.	552985574.13	49,16,64,210.25	NIL
Written down value at the end of the FY 2014-15.	410104893.87	346949038.75	NIL

**ULB Replies on the difference:**

As per explanation given to us during the course of our Audit that the differences in accumulated depreciation have been adjusted through accounting entry subsequently rectified in the FY 2014-15. We have also verified the fact in the accounting software and found correct rectification entries have been passed to rectify the above error.

## H Status of Utilisation of Various Grants and contribution for specific purpose:

### H1.Utilisation Government Grant for Capital Expenditure during the FY 2014-15:

We have seen during the course our audit that ULB is using AS-12 for the Accounting Govt. Grants for the Purchase, acquisition and construction of fixed assets. We have reconciled the Grant against fixed assets as per as per Balance Sheet as on 31.03.2015 as well as Asset summary/Asset Matrix as on 31.03.2015 as per following Table:

Particulars	Amount (Rs )		
	As per Balance sheet	As per Asset Matrix	Deference if any
Opening Balance of Grant Against Fixed Assets as on 01.04.2014	912023961.12	912023961.12	0.00
Add : Addition to fixed Assts out of grant fund During the FY 2014-15	122340374.00	122340374.00	0.00
Total	1034364335.12	1034364335.12	0.00
Less: Depreciation of fixed during the year created out of grant fund FY 2014-15	41046018.21	41046018.21	0.00
Closing grant Against fixed Assets as on 31.03.2015	993318316.90	993318316.90	0.00

The total Value of Grant against fixed Assets at the opening day (01.04.2014) was Rs. 912023961.12. The ULB created new Capital assets out of Grant fund during the FY 2014-15 Rs. 122340374.00 and total depreciation on the fixed assets created out of Grant fund during the FY 2014-15 was Rs. 41046018.21.

**H2. Utilisation Government Grant for Revenue Expenditure & Deposit works during the FY 2014-15:**

We have also verified the total revenue expenditure paid out of grant and contribution for specific purpose. Following are details of total utilisation of government grant for the capital expenditure as well as revenue expenditure for the FY 2014-15.

**Total Utilisation Grant during the FY 2014-15 were as follows: Amount (Rs)**

SL. NO	Accounting Code	Name of the Grant	Opening Balance (Rs)	Received during the year	Utilisation for capital exp	Utilisation for Revenue expenditure + Deposit works	Closing Balance
1	3201003	NSDP GRANT	116780.00	0.00	0.00	0.00	116780.00
2	3201004	NOAPS	6997698.00	99471601.00	92650200.00	92650200.00	13819099.00
3	3201007	JNNURM	258410458.00	22409000.00	64134119.00	85873325.00	130812014.00
4	3201008	SISRY	(-)636048.00	4193762	0.00	0.00	3557714.00
5	3201010	JANANI SURAKSHA YOJANA	549250.00	0.00	0.00	0.00	549250.00
6	3201011	SSK	18100.00	0.00	0.00	0.00	18100.00
7	3201012	MID DAY MEAL	549312.00	0.00	0.00	0.00	549312.00
8	3201013	IPP VIII / CUJP III	1776144.00	250599.00	0.00	0.00	2026743.00
9	3201015	13 FINANCE COMMISSION GRANT	217410.00	54699147	7431464.00	2665780.00	44819313.00
10	3201052	PULSE POLIO	10137602.00	6280740.00	0.00	6849002.00	9569340.00
11	3202004	PENSION RELIEF GRANT	24728.00	0.00	0.00	0.00	24728.00
12	3202006	OTHER SPECIFIC PURPOSE GRANTS	13921408.00	88281186.00	11616658.00	6608311.00	24502825.00
13	3202007	SFC	0.00	19229500.00	18976321.00	253179.00	0.00
14	3202008	URBAN WAGE EMPLOYMENT GENERATION	92084.00	21095000.00	14562975.00	0.00	6624109.00
15	3202010	WATER LOGGING / ROAD REPAIR	(-)2169702.00	2169702.00	0.00	0.00	0.00
16	3202053	P.W.D.WORKS	15967.00	0.00	0.00	0.00	15967.00
17	3202055	SC/ST STUDENT GRANT	254400.00	0.00	0.00	223620.00	30780.00
18	3202056	REHABILITATION	292620.00	0.00	0.00	0.00	292620.00

		FROM SDO					
19	3202059	STIPEND TO UNCLEANED OCCUPATION	74000.00	0.00	0.00	0.00	74000.00
20	3202063	GRANTS FOR TAXES ON VEHICLES (EMERGENT ROAD REPAIR & MAINT)	101384.00	0.00	0.00	0.00	101384.00
21	3203001	FUND FROM GOVT.AGENCIES	5111526.00	0.00	0.00	0.00	5111526.00
22	3201017	BSUP	0.00	92173671.00	0.00	92173671.00	0.00
23	3411001	MPLADS FUND	2540097.00	74708.00	498833.00	1215921.00	900051.00
24	3411002	BEUP FUND	3601762.00	6482688.00	5129900.00	0.00	4954550.00
	TOTAL		301996980.00	416811304.00	122350270.00	347,987,809.00	248470205.00

We must thank the designated staffs for their active cooperation to carry out the job to the extent of our satisfaction. Without their active cooperation it would not have been possible for us to complete the work.

Place: Kolkata

Dated: 14<sup>th</sup> July , 2017



Sanjeeb Singha, Partner  
(M. No. -066924 )

For S. K Pal &Co.  
Chartered Accountants

Code No.	Description of Item	Schedule No.	Current Year		Previous Year	
			Amount	Amount	Amount	Amount
<b>SOURCES OF FUNDS</b>						
<b>Reserves and Surplus</b>						
310	MUNICIPAL (GENERAL) FUND	B-1	163363209.61		148765825.89	
311	EARMARKED FUNDS	B-2	7863683.00		11114313.00	
312	RESERVES	B-3	993620716.90		912090060.67	
				1164047609.51		1071970199.56
<b>Grants, Contribution for Specific purposes</b>						
320	GRANTS ,CONTRIBUTIONS FOR SPECIFIC PURPOSES	B-4	242615604.00		295855121.00	
				242615604.00		295855121.00
<b>Loans</b>						
330	SECURED LOANS	B-5	0.00		0.00	
331	UNSECURED LOANS	B-6	267000.00		267000.00	
				267000.00		267000.00
<b>TOTAL</b>				1406930213.51		1368092320.56
<b>APPLICATION OF FUNDS</b>						
<b>Fixed Assets</b>						
<b>Gross Block</b>						
410	FIXED ASSETS	B-11	963090468.00		838866428.00	
<b>Less: Accumulated Depreciation</b>						
411	ACCUMULATED DEPRECIATION	B-11	552985574.13		491664210.25	
412	CAPITAL WORK-IN-PROGRESS	B-11	-41587464.13		-48466756.13	
<b>Net Block</b>						
			471692358.00		395668973.88	
				471692358.00		395668973.88
<b>Investments</b>						



Code No.	Description of Item	Schedule No	Current Year		Previous Year	
			Amount	Amount	Amount	Amount
420	INVESTMENTS-GENERAL FUND	B-12	50687.50		50687.50	
421	INVESTMENTS-OTHER FUND	B-13	7016188.00		9088078.00	
				7066875.50		9139365.50
	<b>Working Capital</b>					
	Current assets, loans & advances					
430	STOCK-IN-HAND	B-14	105162922.66		94891076.71	
431	SUNDRY DEBTORS (RECEIVABLES)	B-15	159273975.32		61666692.32	
432	ACCUM. PROVISIONS AGAINST DEBTORS (RECEIVABLES)	B-15	494957.00		494957.00	
440	PRE-PAID EXPENSES	B-16	123000.00		123000.00	
450	CASH AND BANK BALANCE	B-17	227059486.01		366140066.13	
460	LOANS, ADVANCES AND DEPOSITS	B-18	13976077.46		13820753.46	
461	ACCUM. PROVISIONS AGAINST LOANS, ADVANCES & DEPOSITS	B-18	0.00		0.00	
	Less: Current Liabilities & Provisions					
340	DEPOSITS RECEIVED	B-7	60458596.24		57572397.24	
341	DEPOSITS WORKS	B-8	5854001.00		6141859.00	
350	OTHER LIABILITIES (SUNDRY CREDITORS)	B-9	2959899.20		1491366.20	
360	PROVISIONS	B-10	-25160.00		-25160.00	
				436843082.01		471856083.18
	<b>Other Assets</b>					
470	OTHER ASSETS	B-19	491327898.00		491327898.00	
				491327898.00		491327898.00
	<b>Misc. Expenditure (to the extent not written off)</b>					
480	MISCELLANEOUS EXPENDITURE TO BE WRITTEN OFF	B-20	0.00		0.00	
				0.00		0.00
	<b>TOTAL</b>			1406830213.51		1368092320.50





## INCOME AND EXPENDITURE STATEMENT FOR THE YEAR 2014-2015

Code No	Item/Head of Account	Schedule No	Previous Year Amount (Rs.)	Current Year Amount (Rs.)
1	2	3	4	5
<b>INCOME</b>				
110	TAX REVENUE	I-1	5521695.00	9405791.00
120	ASSIGNED REVENUES AND COMPENSATIONS	I-2	10827714.00	10564569.00
130	RENTAL INCOME FROM MUNICIPAL PROPERTIES	I-3	445100.00	525700.00
140	FEES AND USER CHARGES	I-4	16369772.00	19250839.00
150	SALE AND HIRE CHARGES	I-5	624270.00	658333.00
160	REVENUE GRANTS, CONTRIBUTIONS AND SUBSIDIES	I-6	365167065.00	239646678.97
170	INCOME FROM INVESTMENTS	I-7	202793.00	0.00
171	INTEREST EARNED	I-8	1999174.00	2541946.00
180	OTHER INCOME	I-9	228012.00	15000.00
<b>A</b>	<b>Total - INCOME</b>		<b>405386615.00</b>	<b>202613196.97</b>
<b>EXPENDITURE</b>				
210	ESTABLISHMENT EXPENSES	I-10	22710531.00	24813856.00
220	ADMINISTRATIVE EXPENSES	I-11	3802133.00	2120088.05
230	OPERATION AND MAINTENANCE	I-12	145416472.00	76021259.00
240	INTEREST AND FINANCE CHARGES	I-13	4726.75	7361.12
250	PROGRAMME EXPENSES	I-14	108141505.00	94794391.00
250	REVENUE GRANTS, CONTRIBUTIONS AND SUBSIDIES	I-15	5473194.00	6840062.00
272	DEPRECIATION	I-0	52037827.60	6300686.08
280	PRIOR PERIOD	I-0	1185.00	0.00
<b>B</b>	<b>Total - EXPENDITURE</b>		<b>341587577.35</b>	<b>268015813.25</b>
<b>A-B</b>	<b>Gross surplus/(deficit) of income over expenditure</b>		<b>64798036.65</b>	<b>14597383.72</b>
			<b>SURPLUS</b>	<b>SURPLUS</b>



RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD 01-Apr-2014 to 31-Mar-2015

Code No	Head of Account	Current Period Amount	Corresponding Previous Period Amount	Code No	Head of Account	Current Period Amount	Corresponding Previous Period Amount
RECEIPTS				PAYMENTS			
	Opening Balance at Cash Balance including Interest Balances with Bank/ Treasury (including balances in designated bank accounts)	266140068.13	178136153.88				
110	TAX REVENUE	5238264.00	6158207.00	150	SALE AND HIRE CHARGES	300.00	0.00
130	RENTAL INCOME FROM MUNICIPAL PROPERTIES	684148.00	388910.00	210	ESTABLISHMENT EXPENSES	12321420.00	10916121.00
140	FEES AND USES CHARGES	18267053.00	16144381.00	220	ADMINISTRATIVE EXPENSES	2238763.00	3814778.00
150	SALE AND HIRE CHARGES	558533.00	624270.00	230	OPERATION AND MAINTENANCE	7472337.00	96122733.00
160	REVENUE GRANTS, CONTRIBUTIONS AND SUBSIDIES	349767.00	351190.00	240	INTEREST AND FINANCE CHARGES	175.00	324.00
180	OTHER INCOME	15900.00	226911.90	250	PROGRAMME EXPENSES	94896091.00	109141365.00
210	ESTABLISHMENT EXPENSES	0.00	1337875.00	260	MINOR GRANTS, CONTRIBUTIONS AND SUBSIDIES	6847694.00	5421034.00
220	ADMINISTRATIVE EXPENSES	220.00	0.00	270	DEPRECIATION	1734076.00	4995953.00
320	GRANTS, CONTRIBUTIONS FOR SPECIFIC PURPOSES	91123100.00	6659280.00	311	TRANSFERRED FUNDS	5474293.00	1321351.00
340	DEPOSITS RECEIVED	24778692.00	22448533.00	320	GRANTS, CONTRIBUTIONS FOR SPECIFIC PURPOSES	82730310.00	827750.00
341	DEPOSITS WORKS	6597995.00	10036262.00	340	DEPOSITS RECEIVED	22895721.00	28112730.00
350	OTHER LIABILITIES (OTHER CREDITORS)	16104375.00	15600375.00	350	OTHER LIABILITIES (OTHER CREDITORS)	25543293.00	25296813.00
410	FIXED ASSETS	4959.00	0.00	360	PROVISIONS	0.00	23025.00



RECEIPTS AND PAYMENTS ACCOUNT FOR THE PERIOD 01-Apr-2014 to 31-Mar-2015

Code No	Head of Account	Current Period Amount	Corresponding Previous Period Amount	Code No	Head of Account	Current Period Amount	Corresponding Previous Period Amount
RECEIPTS				PAYMENTS			
430	STOCK-IN-HAND	18706636.00	0.00	410	FIXED ASSETS	211374352.00	267016063.00
432	ACCOM. PROVISIONS AGAINST DEBTORS (RECEIVABLES)	3690.00	0.00	411	ACCUMULATED DEPRECIATION	5024763.00	607024.00
450	CASH AND BANK BALANCE	258790279.00	650175557.00	412	CAPITAL WORK-IN-PROGRESS	413515.00	0.00
460	LOANS, ADVANCES AND DEPOSIT	5973534.00	18261409.00	421	INVESTMENTS-OTHER VENT	2598389.00	2775034.00
				430	STOCK-IN-HAND	34329862.00	57761740.00
				450	CASH AND BANK BALANCE	2981032.22	22068402.72
				460	LOANS, ADVANCES AND DEPOSIT	237196.00	558890.00
					Closing Balances†	227059466.01	366140066.13
					Cash Balances including		
					Imprest Balances with Bank/		
					Treasury (including balances		
					in designated bank accounts)		
	GRAND TOTAL	831434756.13	1065157475.88		GRAND TOTAL	831434756.13	1065157475.88

