



AGRAWAL GUPTA & ASSOCIATES

Chartered Accountants

Head Office: 1ST Floor, Masnet 6, Sec-1 Shanker Nagar,
RAIPUR, (C.G.) 492007

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INDEPENDENT AUDITOR'S REPORT

To,
The Executive Officer,
Municipal Board Bayana,
Rajasthan.

Report to Financial Statement

We have audited the accompanying financial statements of **Municipal Board, Bayana, Rajasthan** which comprise the Balance Sheet as at March 31, 2018, the Income and Expenditure Statement for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the ULB in accordance with the Rajasthan Municipal Accounts Manual. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with the Standards on Auditing issued by the Institute of Chartered Accountants of India. Those Standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the ULB's preparation and fair presentation of the 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 ULB's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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

Opinion

Subject to statement on additional matters as given in Annexure-A attached herewith, and the following :

- a) *Liabilities that may arise on account of late filing of return, late payment, short or non-deduction and mismatching of TDS, RVAT, Royalty and Labour cess has not been ascertained and hence not considered. To this extent Surplus of Income over Expenditure is overstated and Liabilities are understated.*
- b) *Liabilities or recovery on account of pending cases and/or notices filed against or by municipal board by/against third parties is not ascertainable and hence not considered. Financial impact of such cases has not been ascertained and hence we are unable to comment on correctness or otherwise of Income, Expenditure, Assets or Liabilities to this extent. Contingent Liabilities, if any, arising out of these cases has not been estimated by the municipal board nor has been disclosed in notes to accounts.*
- c) *Closing Stock of Stores has not been determined by the municipality and hence not considered in the accounts. To this extent both, Surplus of Income over Expenditure and Assets are understated.*

- d) Bank Reconciliation, in respect of several bank accounts, have not been provided since long. Hence, treatment of differences arising out of reconciliation remains unaccounted for. Besides, bank charges as also interest income on deposit in saving account remains unaccounted for. The amount has not been determined by the management. To this extent accounts does not reflect true and fair view.*
- e) The amount receivable on account of Urban Development Tax has not been determined and not considered as income of the year. As such, Income and Assets are understated to this extent.*
- f) All expenses except salary, contribution towards new pension scheme, accounting charges and audit fee are accounted for on cash basis. Similarly, all incomes are accounted for on cash basis. Receipts in PD Accounts (treasury) by deposit of amount directly by the tax payers are taken into account on verification with treasury irrespective of the year of receipt.*

in our opinion and to the best of our information and according to the explanations given to us, the financial statements give a true and fair view in conformity with the Rajasthan Municipal Accounts Manual:

- a) in the case of the Balance Sheet, of the state of affairs of the ULB as at March 31, 2018; and
- b) in the case of the Income and Expenditure Statement, of the surplus for the year ended on that date.

We further report that:

- a) we have obtained all the available information and explanation which to the best of our knowledge and belief were necessary for the purpose of our audit;
- b) in our opinion proper books of account as required by law have been kept by the ULB so far as appears from our examination of those books;

c) the Balance Sheet and Income & Expenditure Account dealt with by this Report are in agreement with the books of account;

d) in our opinion, the Balance Sheet and Income & Expenditure Account comply with the Rajasthan Municipal Accounts Manual.

Santosh Kumar Sharma
Partner, Agrawal Gupta & Associates
Chartered Accountants
FRN No. 005244C
Membership No. 411510
Raipur, the 03 September, 2019



AGRAWAL GUPTA & ASSOCIATES

Chartered Accountants

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Annexure A to Auditor's Report (2017-18)

Additional Matters to be reported by the financial statement auditor

1. In our opinion and according to records examined by us and to the best of our knowledge and belief all sums due to and received by the Municipality have been brought to account on Cash Basis except for certain expenditure which are brought to accounts on accrual basis and have been *generally* appropriately classified;
2. In our opinion and according to the information and explanations given to us all grants sanctioned or received by the Municipality during the year, have been accounted properly on cash basis, and where any deduction is made out of such grants towards any dues of the Municipality, *in some cases such deductions have not been properly accounted. As such income and expenditure are understated to that extent.*
3. Earmarked Funds have been created by the Municipality for Gratuity and Provident Fund, According to the information and explanations given to us Earmarked Funds have been utilized for the purposes for which they were created. *However, contribution to these funds in respect of previous year is yet to be made and for which amount has not been ascertained.*

4. As explained to us the Municipality is maintaining records showing full particulars, including quantitative details. However, *situation* of fixed assets has not been specified in the records so maintained.
Management of ULB has not carried out *physical verification of fixed assets*. As such we are unable to comment on material discrepancies, if any, on physical verification and its treatment in books of accounts.
5. The Municipality *is not maintaining proper records showing full particulars of leasehold property*. Lease Rentals are therefore not verified.
6. As explained to us, physical verification has been conducted by the Municipality at reasonable intervals in respect of stores.
In our opinion and according to the information and explanations given to us, the procedures of physical verification of stores followed by the Municipality are reasonable.
In our opinion and according to the information and explanations given to us, no material discrepancies have been noticed on physical verification of stores as compared to stores records. *However, neither the stores has been verified at the year-end nor has same been recognized in the accounts prepared for the year under report.*
7. As explained to us, there are no parties other than the employees to whom loans or advances have been given by the Municipality.
8. The Municipality has granted loans to the employees against PF. Deduction from salary are made towards the loans and interest.
9. In our opinion and according to the information and explanations given to us, there exists an adequate internal control procedure for the purchase of stores, fixed assets and services.

10. In our opinion and according to the information and explanations given to us, there exists an adequate internal control procedure for the contracting of works and projects, periodic inspections and measurements, and payments there for. **However, according to information and explanation given to us, works contracts are not subject to quality checks. Besides, some weakness in internal control procedures** which require immediate attention of the management are as under:
- a) In PWA Form 278, Pan No. and Aadhar Card No. should be given at suitable place along with details of bank account where NEFT payment is to be done. Besides, such Form should be signed under the seal of the firm and passing authority should also affix their seal.
 - b) The suppliers of materials and/ or providers of services should submit their bill within 30 days of the completion of their supply and/or job and the concerned passing authority should pass the bill or otherwise do necessary action within a further period of 30 days. Any delay on either part should be penalized with fine as deemed necessary by the competent authority. This will help in determining liability as and when arises to a great extent.
 - c) Payment Voucher Serial No. is as per voucher issued by various department. Voucher No. and date should be specified on each voucher separately on the basis of date of issue of cheques. Cheques should be prepared only after the sanction by competent authority.
11. **The Municipality is not regular in depositing undisputed statutory dues including tax deducted at source, works contract tax, cess and royalty payable to the Government, ESI, PF etc.**

12. To the best of our knowledge and according to information and explanation given to us, no personal expenses have been charged to the Municipality's accounts.
13. To the best of our knowledge and according to information and explanation given to us, the books and registers specified under the Rajasthan Municipal Accounts Manual and other applicable acts and rules have been properly maintained. **However, Bank Reconciliation statements have not been prepared for the bank accounts of the Municipality. Accounting effect of bank charges debited by Bank, Non- collection of cheques, Interest credited by Bank, Cancellation of stale cheques not Presented has not been determined and considered in accounts.**
14. To the best of our knowledge and according to information and explanation given to us, year-end procedures have been carried out **but reconciliation procedures at year end have not been carried out.**

Santosh Kumar Sharma
Partner, Agrawal Gupta & Associates
Chartered Accountants
FRN No. 005244C
Membership No.-411510

Raipur, the 03 September 2019

**Balance Sheet of Municipal Board of Bayana
As on 31 March 2018**

PARTICULARS	Schedule	2017-18 (Amount Rs.)	2016-17 (Amount Rs.)
I - LIABILITIES			
RESERVE & SURPLUS			
Municipal (General) Fund	1	11,93,21,670.32	11,50,99,461.94
Earmarked Funds	2	50,97,585.48	50,54,638.48
Reserve & Surplus	3	6,25,96,079.30	3,42,99,667.30
Total Reserve & Surplus (A)		18,70,15,335.10	15,44,53,767.72
GRANT/CONTRIBUTION			
Grant/ Contribution For Specific Purpose	4	5,48,19,210.00	3,42,97,954.00
Total Grant (B)		5,48,19,210.00	3,42,97,954.00
LOANS			
Secured Loans	5	-	-
Unsecured Loans	6	-	-
Total Loans (C)		-	-
CURRENT LIABILITIES & PROVISIONS			
Sundry Deposits	7	67,01,252.00	69,06,847.00
Sundry Creditors	8	2,02,377.75	1,52,760.00
Statutory Liabilities	9	24,29,635.00	26,96,923.00
Other Liabilities	10	-	-
Provisions/Previous Year Differences	11	-	-
Cash Book Differences		509.00	1,77,039.75
Total Current Liabilities and Provisions (D)		93,33,773.75	99,33,569.75
TOTAL LIABILITIES (A+B+C+D)		25,11,68,318.85	19,86,85,291.47
II - ASSETS			
FIXED ASSETS			
Gross Block	12	18,89,04,865.00	13,51,90,546.00
Less : Depreciation Fund	13	3,87,25,521.50	2,10,56,393.75
Net Block		15,01,79,343.50	11,41,34,152.25
Capital Work In Process	14	-	-
Total Fixed Assets (A)		15,01,79,343.50	11,41,34,152.25
INVESTMENTS			
Deposits Against Earmarked Funds	15	50,97,585.48	50,54,638.48
General Fund Investments	16	6,96,18,822.54	6,05,96,636.54
Total Investments (B)		7,47,16,408.02	6,56,51,275.02
CURRENT ASSETS, LOAN & ADVANCES			
Inventories	17	-	-
Sundry Debtors/ Receivables	18	1,500.00	1,500.00
Cash & Bank Balances	19	2,60,34,416.33	1,87,17,713.20
Loans, Advances & Deposits	20	2,36,651.00	1,80,651.00
Total Current Assets, Loans & Advances (C)		2,62,72,567.33	1,88,99,864.20
TOTAL ASSETS(A+B+C)		25,11,68,318.85	19,86,85,291.47

Notes to Accounts and Accounting Policies

For Agrawal Gupta & Associates

Chartered Accountants
Firm Regt. No. - 005241C

Santosh Kumar Sharma
(Partner)
Membership No. - 411510

Date: - 03.09.2018
Place: - Raipur

For and Behalf on Nagar Palika

(राजेश कुमार गुजर)
कनिष्ठ सहायक
नगर पालिका बयाना

(अधिसूचना संशोधक)
नगर पालिका बयाना

**Income and Expenditure Account of Municipal Board of Bayana
For the Year Ending 31 March 2018**

PARTICULARS	Schedule	2017-18 (Amount Rs.)		2016-17 (Amount Rs.)	
INCOME					
Income From Taxes	21	4,05,498.00	8,67,624.00		
Assigned Compensations	22	4,59,65,050.00	4,18,77,119.00		
Rental Income from Municipal Properties	23	-	-		
Fees and User Charges	24	74,23,286.00	10,15,465.00		
Revenue Grants, Contributions and Subsidies	25	1,51,21,086.00	2,31,27,604.70		
Sale and Hire Charges	26	4,16,648.00	1,96,500.00		
Miscellaneous Income	27	22,23,884.58	9,44,189.00		
Total Income		7,15,55,452.58	6,80,28,501.70		
EXPENDITURE					
Establishment Expenses	28	2,52,88,862.00	2,61,62,926.00		
General Administrative Expenses	29	94,36,369.00	33,93,492.00		
Decrease in Stores / (Increase in Stock)		-	-		
Interest & Finance Charges	30	55,316.45	1,390.65		
Public Works	31	1,33,44,506.00	83,64,791.00		
Program Expenses	32	11,89,415.00	8,26,321.00		
Miscellaneous Expenses	33	3,49,648.00	43,92,897.00		
Depreciation During the Year		1,76,69,127.75	1,18,33,148.62		
Total Expenditure		6,73,33,244.20	5,49,74,966.27		
Surplus/ Deficit before adjustment of prior period items and Depreciation		42,22,208.38	1,30,53,535.43		
Add: Prior Period Items		-	-		
Less: Prior Period adjustment of Depreciation		-	-		
Less: Provision for Gratuity		-	-		
Less: Provision for Leave Encashment		-	-		
NET SURPLUS/ DEFICIT		42,22,208.38	1,30,53,535.43		

Notes to Accounts and Accounting Policies

For Agrawal Gupta & Associates

Chartered Accountants
Firm Regn. No. - 005244C

Santosh Kumar Sharma
(Partner)
Membership No. - 41/510

Date: - 03.09.2019
Place: - Raipur

For and Behalf on Nagar Palika


 (राजेन्द्र कुमार गुजर)
 कनिष्ठ लेखाकार
 नगर पालिका बयाना


 (अशिशु कुमार)
 नगर पालिका बयाना

Schedule forming part of Balance Sheet and Income and Expenditure
Account of Municipal Board of Bayana
For the Year Ending 31 March 2018

PARTICULARS	2017-18 (Amount Rs.)	2016-17 (Amount Rs.)
Schedule-1		
MUNICIPAL (GENERAL) FUND		
Opening balance	11,50,99,461.94	10,20,45,926.51
Add :- Addition during the year	-	-
Addition during the year	42,22,208.38	1,30,53,535.43
Less :- Deduction during the year	-	-
TOTAL	11,93,21,670.32	11,50,99,461.94
Schedule-2		
EARMARKED FUND		
Earmarked Fund- Gratuity	17,42,045.75	9,68,491.75
Earmarked Fund - PF	33,55,539.73	40,86,146.73
TOTAL	50,97,585.48	50,54,638.48
Schedule-3		
RESERVE & SURPLUS		
Opening balance (Capital Contribution)	3,42,99,667.30	-
Add :- Addition during the Year	2,82,96,412.00	3,42,99,667.30
Less :- Withdrawal during the Year	-	-
TOTAL	6,25,96,079.30	3,42,99,667.30
Schedule- 4		
GRANT/CONTRIBUTION FOR SPECIFIC PURPOSE		
Grant From State Govt.	-	2,47,15,411.00
Special Grant for 5th Financial Commission	4,24,41,903.00	-
Special Grant for 13/14th Financial Commission	64,00,700.00	-
Special Grant for Pannadhay Yojana	18,300.00	18,300.00
Special Grant for Ram Basera	3,29,250.00	3,29,250.00
Special Grant for Arthik Jangamana	41,521.00	41,521.00
Grant for M.L.A. Fund	2,75,189.00	-
Grant for M.J.S.A. Fund	3,15,000.00	-
Grant for Swacath Bharat Yojana	30,21,064.00	89,91,037.00
Vidhyasik Sidhi	-	2,02,435.00
Grant for NULM	19,76,283.00	-
TOTAL	5,48,19,210.00	3,42,97,954.00

(राजेश कुमार गुजर)
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(अधिसूचना अधिकारी)
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Schedule forming part of Balance Sheet and Income and Expenditure
Account of Municipal Board of Bayana
For the Year Ending 31 March 2018

PARTICULARS	2017-18	2016-17
	(Amount Rs.)	(Amount Rs.)
Schedule-5		
SECURED LOANS	-	-
TOTAL	-	-
Schedule-6		
UNSECURED LOAN		
Roof Loan	-	-
TOTAL	-	-
Schedule-7		
SUNDRY DEPOSITS		
P.G.	11,155.00	-
Security deposit	60,49,097.00	-
Security & Amount Payable	6,41,000.00	69,06,847.00
TOTAL	67,01,252.00	69,06,847.00
Schedule-8		
SUNDARY CREDITORS		
Other Creditors	2,02,377.75	1,52,760.00
TOTAL	2,02,377.75	1,52,760.00
Schedule-9		
STATUTORY LIABILITIES		
Income Tax Deducted	3,25,948.00	2,93,593.00
Vat and Sales Tax	2,620.00	2,31,755.00
Labour Tax	19,83,934.00	19,89,530.00
Royalty,	1,85,057.00	1,47,111.00
Education Cess	20,143.00	20,143.00
PL Payable	1,883.00	-
GST Payable	5,44,019.00	-
Gp Payable	4,143.00	1,278.00
Gratuity Payable	120.00	120.00
NPS	-6,46,418.00	12,378.00
patikarita fund	7,171.00	-
Salary Payable	1,015.00	1,015.00
TOTAL	24,29,635.00	26,96,923.00

(राजेश कुमार गुजर)
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(अश्विनी अधिकारी)
नगर पालिका बयाना

Schedule forming part of Balance Sheet and Income and Expenditure
Account of Municipal Board of Bayana
For the Year Ending 31 March 2018


PARTICULARS	2017-18	2016-17
	(Amount Rs.)	(Amount Rs.)
Schedule- 10		
OTHER LIABILITIES		
Payable/Other Department agency recoveries		
TOTAL		
Schedule- 11		
PROVISIONS		
Accounting Fees Payable		
Audit Fees Payable		
TOTAL		
Schedule- 12		
GROSS BLOCK		
Immovable Assets		
Land		
Office Building	18,71,902.00	17,74,219.00
Roads & Bridge	1,15,83,131.00	41,02,828.00
Water Tank	1,34,55,033.00	58,77,047.00
Sewerage and Drainage		
Others Construction	12,16,37,397.00	8,61,44,344.00
	2,84,70,491.00	40,575.00
TOTAL	15,01,07,888.00	11,45,98,147.00
Movable Assets		
Plant And Machinery	5,38,442.00	4,56,932.00
Air Conditioners	92,100.00	1,07,401.00
Computer Invertor	76,050.00	1,90,500.00
Water Cooler	70,000.00	29,775.00
Office Equipment	9,53,781.00	
Other Fixed Assets	53,94,165.00	1,64,610.00
Hand Pump Machine		4,31,915.00
Iron Jail (Other F A)		11,37,654.00
Water Pump (Other F A)	4,31,915.00	2,72,355.00
Furniture, Fix., Fitting, & Elec. Appli.	41,21,911.00	40,38,685.00
Vehicle	71,62,342.00	46,35,908.00
Electric Equipment	65,01,238.00	33,39,617.00
TOTAL	2,53,41,944.00	1,47,15,352.00
GRAND TOTAL	18,89,04,865.00	13,51,90,546.00
Schedule- 13		
DEPRECIATION FUND		
Opening Balance	2,10,56,393.75	92,23,245.13
Add:- Depreciation provided during the year	1,76,69,127.75	1,18,33,148.62
TOTAL	3,87,25,521.50	2,10,56,393.75


(राजेन्द्र कुमार गुंबर)
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अंशु कौर अधिकारी
 नगर पालिका बयाना

Schedule forming part of Balance Sheet and Income and Expenditure
Account of Municipal Board of Bayana
For the Year Ending 31 March 2018

PARTICULARS	2017-18	2016-17
	(Amount Rs.)	(Amount Rs.)
Schedule- 14		
CAPITAL WORK IN PROGRESS		
TOTAL		
Schedule- 15		
Specific Fund Investments		
P.U.A/c PF	33,55,539.73	40,86,146.73
P.U.A/c Creditability	17,42,045.75	9,68,491.75
TOTAL	50,97,585.48	50,54,638.48
Schedule- 16		
General Fund Investments		
P.D.A/c	6,96,18,822.54	6,05,96,636.54
TOTAL	6,96,18,822.54	6,05,96,636.54
Schedule - 17		
Stock others		
TOTAL		
Schedule- 18		
SUNDRY DEBTORS / RECEIVABLES	1,500.00	1,500.00
TOTAL	1,500.00	1,500.00
Schedule- 19		
CASH & BANK BALANCES		
Cash in Hand	18,606.95	24,425.95
Balances in Saving & Current A/c's	2,60,15,809.38	1,86,93,287.25
TOTAL	2,60,34,416.33	1,87,17,713.20
Schedule- 20		
LOANS, ADVANCES & DEPOSITS		
Loans and Advances to Staff & Others	2,36,651.00	1,80,651.00
TOTAL	2,36,651.00	1,80,651.00


 (राजेश कुमार शुभर)
 कलियुक्त सहायक
 नगर पालिका बयाना


 आशिसाणी अधिकारी
 नगर पालिका बयाना

**Schedule forming part of Balance Sheet and Income and Expenditure
Account of Municipal Board of Bayana
For the Year Ending 31 March 2018**

PARTICULARS	2017-18	2016-17
	(Amount Rs.)	(Amount Rs.)
Schedule - 21		
INCOME FROM TAXES		
Urban development Tax	4,00,286.00	8,66,124.00
Profession Tax	5,212.00	1,500.00
TOTAL	4,05,498.00	8,67,624.00
Schedule - 22		
ASSIGNED COMPENSATION		
Compensations in lieu of taxes	4,59,32,000.00	4,17,57,000.00
Entertainment Tax Compensation	33,050.00	1,20,119.00
Receipt From Registration	-	-
TOTAL	4,59,65,050.00	4,18,77,119.00
Schedule - 23		
RENTAL INCOME FROM MUNICIPAL PROPERTIES		
Revenue Grant For Income	-	-
TOTAL	-	-
Schedule - 24		
FEES AND USER CHARGES		
Fees for Grant of Permit	3,42,883.00	2,36,775.00
Fees for Certificate Or Extract	-	4,826.00
Certificate & Pratlipy	25,841.00	-
Development Charges	15,34,719.00	2,28,296.00
Regularisation Fees	2,72,896.00	80,065.00
Listing & Registration Charge	3,100.00	45,520.00
Licensing Fees	-	46,120.00
Other Fees	30,243.00	44,646.00
User Charges	-	3,28,717.00
Penalty and Fines	-	500.00
Consumer charges	46,59,959.00	-
Administration fees	3,68,518.00	-
Akkratram fees	14,700.00	-
Advertisement Fees	1,28,915.00	-
Audit expah	41,458.00	-
Toban fees	54.00	-
TOTAL	74,23,286.00	10,15,465.00

(राजेश कुमार गुजर)
कनिष्ठ लेखाकार
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Schedule forming part of Balance Sheet and Income and Expenditure
Account of Municipal Board of Bayana
For the Year Ending 31 March 2018

PARTICULARS	2017-18 (Amount Rs.)	2016-17 (Amount Rs.)
Schedule - 25		
REVENUE GRANT, CONTRIBUTION, SUBSIDIES		
Annual Aid by Govt		
Revenue Grants	1,51,21,086.00	2,31,27,604.70
TOTAL	1,51,21,086.00	2,31,27,604.70
Schedule - 26		
SALE AND HIRE CHARGES		
Sale of Products	2,05,848.00	-
Sale of Fronts and Publications	2,10,800.00	1,96,500.00
TOTAL	4,16,648.00	1,96,500.00
Schedule - 27		
MISCELLANEOUS OR INTEREST INCOME		
Interest From Bank A/c	7,45,949.00	6,34,593.00
Other Income	14,77,935.58	3,09,596.00
TOTAL	22,23,884.58	9,44,189.00
TOTAL	7,15,55,452.58	6,80,28,501.70
Schedule -28		
ESTABLISHMENT EXP.		
Salary and Other Payment	2,11,95,721.00	1,87,33,183.00
Vardh Allowance	99,650.00	-
Corporator (Parshad) Allowances	7,91,950.00	6,28,695.00
Pension Contribution	-	15,26,665.00
Provident Fund Exp.	38,989.00	10,93,554.00
Gratuity Exp.	-	41,07,779.00
Earned Leave Salary Exp.	10,57,770.00	-
Bonus	2,91,282.00	-
Swachh Bharat Exp.	13,08,000.00	-
Contractual Staff Salary	5,05,500.00	73,050.00
Others Allowances	-	-
TOTAL	2,52,88,862.00	2,61,62,926.00
Schedule - 29		
GENERAL ADMINISTRATION EXP.		
Advertisement & Publicity	11,71,315.00	5,75,208.00
Audit Exp.	78,000.00	90,000.00
Accounting Fees	-	-
Books & Periodicals	5,876.00	5,612.00
Communication Exp.	33,957.00	27,973.00
Vehicle Insurance	1,46,562.00	-
Death Annual Exp.	18,000.00	-
Layout Exp.	8,08,359.00	-
N/I/M Advertisement Exp.	23,717.00	-
Survey Exp.	9,450.00	-
Legal Exp.	2,11,090.00	2,70,650.00
Insurance Exp.	-	1,15,406.00
Printing & Stationery	2,30,853.00	1,20,789.00
Vehicle Repair Exp.	6,16,631.00	-
Office Maintenance	11,53,210.00	4,93,512.00
Travelling & Conveyance Exp.	12,67,808.00	3,08,154.20
Prior Period Exp.	28,84,032.00	13,86,187.80
Other Administration Exp.	7,77,509.00	-
TOTAL	94,36,369.00	33,93,492.00

(सबसे कमर मुजर)
 कमिश्नर सिक्यार
 नगर मालिका बयाना

अधिसारि अधिकारी
 नगर पालिका बयाना

**Schedule forming part of Balance Sheet and Income and Expenditure
Account of Municipal Board of Bayana
For the Year Ending 31 March 2018**

PARTICULARS	2017-18	2016-17
	(Amount Rs.)	(Amount Rs.)
Schedule -30		
INTEREST AND FINANCE CHARGES		
Interest & Fina. Charges	55,316.45	1,390.65
TOTAL	55,316.45	1,390.65
Schedule -31		
OPERATING & OPERATIONAL EXPENSES (PUBLIC WORKS)		
Repairs & Maintenance-Fixed Assets	9,69,101.00	11,60,810.00
Repairs & Maintenance-Others	5,30,608.00	52,705.00
Repairs & Maintenance-Vehicle	1,00,275.00	83,501.00
Other Operating & Operational Expenditure	1,425.00	69,24,735.00
Hire Charges	-	1,43,040.00
Safai Theka Exp.	1,17,43,097.00	-
TOTAL	1,33,44,506.00	83,64,791.00
Schedule -32		
Program EXPENSES		
Ussiv & Pure Exp.	48,084.00	-
Programme Exp.	11,41,331.00	8,26,321.00
TOTAL	11,89,415.00	8,26,321.00
Schedule -33		
MISCELLANEOUS EXPENSES		
Arbitral/Jungammat Exp.	-	675.00
Earth Work Exp.	-	4,93,329.00
Home Toilets Exp.	2,16,000.00	29,44,000.00
Jeb Bucket Exp.	95,200.00	13,557.00
Monkey Catch Exp.	-	2,06,505.00
Other Exp.	-	73,725.00
Petty Cash Exp.	-	5,486.00
Rain Bassera Exp.	38,448.00	1,27,620.00
Rico Wastage Work Exp.	-	4,99,000.00
Rti Penalty Exp.	-	25,000.00
Trc Charge for Vehicle	-	4,000.00
TOTAL	3,49,648.00	43,92,897.00
TOTAL	4,96,64,116.45	4,31,41,817.65


(राजेन्द्र कुमार गुर्जर)
कनिष्ठ उपायुक्त
नगर पालिका बयाना


अधीक्षक अभिकारी
नगर पालिका बयाना


Office of Municipal Board, Bayana
Statement of Cash Flow for the FY 2017-18

S.No	Particulars	Amount
A.	Cash flow From Operating Activities	
i.	Surplus/(Deficit) over expenditure	47,22,208.38
ii.	Non Cash Items Debited in Income & Expenditure Account	
iii.	Add :	
iv.	Depreciation	1,76,69,127.75
v.	Non-operating Items Debited in Income & Expenditure Account	55,316.45
vi.	(Less) :	
vii.	Non Cash Items Credited in Income & Expenditure Account	
viii.	Non-operating Items Credited in Income & Expenditure Account	
ix.	Interest Received	(7,45,949.00)
x.	Adjusted income over expenditure before effecting Changes in current assets and current liabilities.	2,26,37,285.13
xi.	(Less) :	
xii.	(Increase)/ decrease in other current assets	(56,000.00)
xiii.	(Decrease)/ increase in Statutory Liabilities	(2,67,288.00)
xiv.	(Decrease)/ increase in Provisions	
xv.	(Decrease)/ increase in Deposits received	(2,05,595.00)
xvi.	(Less) :	
xvii.	(Decrease)/ increase in other current liabilities	(1,26,913.00)
	Net cash generated from/ (used in) operating	2,19,81,489.13
B.	Cash flows from investing activities	
i.	(Purchase) of fixed assets & CWIP	(5,37,14,319.00)
ii.	(Increase) / Decrease in General funds investments	
iii.	Interest income received	(7,45,949.00)
	Net cash generated from/ (used in) investing	(5,44,60,268.00)
C.	Cash flows from financing activities	
i.	Grants received for specific purpose	2,05,21,256.00
ii.	Emarked Fund	42,947.00
iii.	Reserve and Surplus	2,82,96,412.00
iv.	Municipal Fund	42,27,208.38
	Net cash generated from (used in) financing	5,30,82,823.38
D.	Net increase/ (decrease) in cash and cash equivalents (A + B + C)	2,06,04,044.51
i.	Cash and cash equivalents at beginning of period	8,43,68,988.22
ii.	Cash and cash equivalents at end of period	10,07,50,824.35
E.	Change in Cash and Cash Equivalents	1,63,81,836.13

Notes to Audit and Auditing Policies

For Agrawal Gupta & Associates

Chartered Accountants
Firm Regd. No. - 005244C


Anil Kumar Singh
नगर पालिका बयाना


Anil Kumar Singh
(CAO & AG) नगर गुर्जर
कॉन्फिडेंसियल
नगर पालिका बयाना

Santosh Kumar Sharma
(Partner)
Membership No. - 411510

Date: - 03.09.2019
Place: - Rajpur

MUNICIPALITY
BAYANA(2017-18)

SCHEDULE 34

ACCOUNTING POLICIES AND NOTES TO ACCOUNTS(2017-18)

I ACCOUNTING POLICIES

1. Basis of Accounting

The financial statements are prepared on a going concern and under historical cost basis under cash basis of accounting except in case of contractual payments like accounting charges and audit fees. The method of accounting is the double entry system. However, initial opening balances has been derived based on transitional methodology devised for first time adoption of double entry accounting system which inter-alia includes certain estimates, assumptions and back calculation, instead of tracing the transactions since its inception.

2. Recognition of Revenue

i. Revenue

- a. Property Taxes , Duty / Surcharge on transfer of Immovable properties, Advertisement taxes and others are recognised in the period in which they are received
- b. Other Incomes, which are of an uncertain nature or for which the amount is not ascertainable or where demand is not raised in regular course of operations, is recognised on actual receipt.

ii. Provision against payables

- a. Provisions against payables are made based on type of income; age judgement and past experience of the management. Security deposits and earnest money deposit more than three years old and no longer payable due to non-claim by parties or otherwise are being written back and considered as income

MUNICIPALITY
BAYANA(2017-18)

3. Recognition of Expenditure

i. Expenditure

- a. Expenses on Salaries, bonus and other allowances and borrowing costs are recognised as and when they are paid.
- b. All revenue expenditures and expenditure towards works contracts are treated as expenditures in the period in which they are paid..
- c. Provision for expenses are made at the year-end for certain expenses of yearly contractual nature for which the amount is known beforehand like audit fees and accounting charges.
- d. Retirement benefit viz encashment of leave etc. are booked on Payment basis i.e when they are due for payment..

ii. Provision against receivables

- a. Provisions against receivables are made based on type of income; age of receivable and judgement and past experience of the management. Incomes that have been accrued and are doubtful of recovery are provided for.

4. Fixed Assets

i. Recognition

- a. All Fixed Assets are carried at cost less accumulated depreciation. The cost of fixed assets include cost incurred/money spent in acquiring or installing or constructing the fixed asset, interest on borrowings directly attributable to acquisition or construction of qualifying fixed assets up to the date of commissioning of the assets and other incidental and indirect expenses incurred up to that date.
- b. Any Fixed Asset, which has been acquired free of cost or in respect of which no payment has been made, is recorded at nominal value of Re. 1/-

ii. Depreciation

Depreciation is provided on Written down value method as per rates specified in Income Tax Act, 1961 as suggested in Rajasthan Municipal Accounting Manual.

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5. Inventories

Inventories are valued as follows:

- a. Raw materials are valued at Cost based on first in first out method
- b. Finished goods are valued at lower of the cost or market value.

6. Grants

- a. General Grants, which are of revenue nature, are recognised as income on actual receipt
- b. Grants, which are re-imbusement of specific revenue expenditure is recognised as income in the accounting period in which the corresponding revenue expenditure is charged to the Income and Expenditure Account.
- c. Grant received towards capital expenditure is treated as a liability till such time the fixed asset is constructed or acquired. On construction/acquisition of fixed asset, the grant corresponding to the value of the asset so constructed/acquired is treated as a capital receipt and transferred to capital contribution.

7. Employee benefits

- a. Separate Funds are formed for meeting the provident and gratuity.
- b. Contribution towards Provident and gratuity funds are recognised as and when it is due

8. Investments

- a. All investments are initially recognised at cost. The cost of investment shall include cost incurred in acquiring the investment and other incidental expenses incurred for its acquisition.
- b. Long-term investments are carried at their cost. However in the event of any permanent diminution in their value as on the date of balance sheet, these are provided for.
- c. Short-term investments are carried at their cost or market value (if quoted) whichever is lower.

MUNICIPALITY
BAYANA(2017-18)

9. Correction to Opening Balances

There may exist possibilities that certain assets and liabilities are identified after preparation of draft Opening Balance Sheet as well as after preparation of the first Balance Sheet subsequent to Opening Balance Sheet. In such case, the value of assets or liabilities identified will be directly incorporated in the Opening Balance Sheet (where first Balance Sheet subsequent to the Opening Balance Sheet is not prepared) or through the account "Adjustments to Opening Balance Sheet" and/or through "Municipal General Fund" in the Balance Sheet for the period concerned.

II NOTES TO ACCOUNT

1. The value of fixed assets have been depreciated as per rates specified in the Income Tax Act, 1961 on written down value method from 1st April, 2015. During the earlier period, no depreciation has been charged and recognized. The depreciation amount so obtained has been considered in Depreciation Fund.
2. Balances of Debtors, Creditors and other parties are subject to confirmation. The balances of the Deposits received from contractors/suppliers is on the basis of receipts issued against deposit and deduction made from payments to them.
3. These accounts have been prepared covering receipts of various Grants/Aids/Funds from State Government for specific purpose/scheme. In view of long duration of scheme, utilization of same is subject to verification on completion of scheme.
4. The Financials are prepared on the basis of Cash Books maintained by ULB and Information provided by Municipal Board.
5. There is Other Liabilities Balance is "Negative" which shown excess payment by municipal board.
6. There is Some "Employee Liabilities" Balance is "Negative" which shown excess payment by municipal board.
7. There is Balance mismatch account maintained for shown Difference in various Bank accounts which maintained in General Cash Book.

MUNICIPALITY
BAYANA(2017-18)

Signatories to Schedule 1 to 34

In confirmation and witness of facts

Santosh Kumar Sharma
Partner, Agrawal Gupta & Associates
Chartered Accountants
FRN No. 005244C
Membership No.-411510

For Municipal Board :BAYANA ,Rajasthan


Chartered Accountant
नगर पालिका बयाना

Raipur, the 03rd September, 2019


(CAO/Secretary)
कनिष्ठ सचिव/कार
नगर पालिका बयाना