



R. N. Roy & Co.

Chartered Accountants

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To,
The Chairman,
Khirpai Municipality,
P.O. – Khirpai,
District - Paschim Medinipur
Pin – 721 232

Sub : Internal Audit Report for the year 2016-17

Dear Sir,

We have carried out the Internal Audit of your municipality for the financial year 2015-2016 and 2016-17 in terms of our engagement letter.

We put on record our heartfelt thanks to all the departments of your municipality for cooperation in conducting this audit.

We assure you of the best possible professional standards under the given circumstances and available information in auditing and reporting of the municipality accounts. The complete Internal Audit Report and the Audit recommendations are enclosed herewith for your kind perusal.

Thanking you,

Yours truly,

MD SAIFUDDIN SHAH

Proprietor

Membership No.061377

Place: Kolkata

Date: 28.09.2018



During course of our Audit we have verified the total Income (both revenue & capital) of the ULB for the Year 2016-17 The details of the same are summarized as follows:

Receipts (Revenue & Capital) for the year 2016-17

S.NO.	Receipts Details	Income Details(Amount to be provided in Rupees)	
		2016-17 (Audited Actuals)	
	Total Receipts(A+B)		111545746.96
A	Revenue receipts(1+2+3)		43891827.96
1	Own Revenue Receipts(a+b)		3678705.96
a)	Tax Revenue (levied and collected b municipal body)		
i)	Propert tax		747689.96
ii)	Other tax (levied and collected b municipal body)		
b)	Non-tax revenue (levied and collected b municipal body)		
i)	Fees & fines		1085432.00
	FEES FOR CERTIFICATE OR EXTRACT	386960.00	
	FEES FOR GRANT OF PERMIT	334562.00	
	PENALTIES AND FINES	39110.00	
	OTHER FEES	324800.00	
ii)	User Charges		525430.00
	EMPANELMENT AND REGISTRATION CHARGES	450530.00	
	USER CHARGES	74900.00	
iii)	Other non-tax revenue (levied and collected b municipal body)		1320154.00
	RENT FROM CIVIC AMENITIES	267708.00	
	OTHER RENT	324414.00	
	RENT FROM OFFICE BUILDINGS	148442.00	
	SALE OF FORMS AND PUBLICATIONS	399170.00	
	HIRE CHARGES FOR VEHICLES	179420.00	
	HIRE CHARGES ON EQUIPMENTS	1000.00	
2	Other Revenue Receipts		2447818.00
a)	Income from interst/investments		
	Bank		2447818.00
b)	Other Revenue income		0.00
3	Transfer/Grants/Assigned Revenues		37765304.00
a)	State Assigned Revenue .		1175351.00
	Entertainment Tax	750060.00	
	Trade tax	425291.00	
b)	State Finance Commission(SFC) Grant/Devolution		4898000.00
c)	Otroi compensation		0.00

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d)	Other State Government Transfers		12212659.00
	Sisu Siksha Prakalpa (SSK)	1101600.00	
	Implements to Scavengers	500000.00	
	Pension	1826203.00	
	Somobyathi FAS	1240000.00	
	Salary	7544856.00	
e)	Central Finance Commission (CFC)		7798628.00
f)	Other Central Government Transfers		11680666.00
	CBPHC	1565100.00	
	NSAP	6567229.00	
	Mid-Day Meal	3548337.00	
g)	Others		0.00
B	Capital Receipts		67653919.00
1	Sale of Municipal Land		0.00
2	Loans (from State Govt. or Banks etc.)		0.00
3	State Capital Account Grant (under State Schemes etc.)		23670850.00
	Sinking & Re-Sinking of Tubewell	500000.00	
	Basic Minimum Service(BMS)	15494000.00	
	Scheme of Housing Urban for Pooors	2519000.00	
	PHE Urban Water Supply	750000.00	
	Development Programme	4407850.00	
4	Central Capital Account Grant (under State Schemes etc.)		43983069.00
	M.P.LAD	627000.00	
	SJSRY	3219497.00	
	Housing for All	40136572.00	
5	Other capital Receipts		0.00

Expenditure (Revenue & Capital) for the year 2016-17

During course of our Audit we have also verified the total Expenditure (both revenue & capital) of the ULB for the year 2016-17. The details of the same are summarized as follows:

S.NO.	Details	Expenditure Details(Amount to be provided in Rupees)	
		2016-17 (Audited Actuals)	
	Total Expenditure (1+2)		126696265.42
1	Revenue Expenditure		30799410.42
1.1	Adminstrative Expenses, Establishment and Salaries (All Departments-Regular and contractual Staff)		15406865.00

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	SALARIES, WAGES AND BONUS	11826310.00	
	BENEFITS AND ALLOWANCES	287760.00	
	OTHER TERMINAL AND RETIREMENT BENEFITS	84061.00	
	OFFICE-MAINTENANCE	65600.00	
	COMMUNICATION EXPENSES	130648.00	
	BOOKS AND PERIODICALS	25450.00	
	PRINTING AND STATIONARY	681308.00	
	TRAVELING AND CONVEYANCE	124943.00	
	INSURANCE	19639.00	
	AUDIT-FEES	15000.00	
	LEGAL EXPENSES	109500.00	
	PROFESSIONAL AND OTHER FEES	564050.00	
	ADVERTISEMENT AND PUBLICITY	896336.00	
	OTHERS	576260.00	
1.2	Operation and Maintenance (O&M)		8232009.70
	POWER AND FUEL	572207.00	
	CONSUMPTION OF STORES	1740802.70	
	HIRE-CHARGES	929928.00	
	REPAIR AND MAINTENANCE -INFRASTRUCTURE ASSETS	1683606.00	
	REPAIR AND MAINTENANCE -CIVIC AMENITIES	282950.00	
	REPAIR AND MAINTENANCE -BUILDINGS	319495.00	
	REPAIR AND MAINTENANCE -VEHICLES	794778.00	
	REPAIR AND MAINTENANCE -OTHERS	310787.00	
	OTHER OPERATING AND MAINTENANCE EXPENSES	1597456.00	
1.3	Loan repayment (Interest payments)		62856.00
1.4	Others (any other revenue expenditure which is not salaries, O&M or Interest Payment)		7097679.72
	EXPENDITURE ON WELFARE OF WOMEN	2857400.00	
	EXPENDITURE ON WELFARE OF CHILDREN	2488624.00	
	EXPENDITURE ON WELFARE OF AGED	1249200.00	
	EXPENDITURE ON WELFARE OF HANDICAPPED	192600.00	
	EXPENDITURE ON WELFARE OF SC/ST/OBC	6300.00	
	EXPENDITURE ON WELFARE FOR ADOLESCENT	5500.00	
	EXPENDITURE ON WELFARE FOR YOUTH	179634.00	
	INCENTIVE TO AGENCY WORKING FOR THE WELFARE OF THE POOR	21600.00	
	EXPENDITURE IN CONNECTION WITH FLOOD RELIEF	5680.00	
	MISCELLANEOUS PROGRAMME EXPENSES	82536.00	
	MISCELLANEOUS EXPENDITURE AGAINST DONATION OF ASSETS/FUNDS	1000.00	
	BANK CHARGES	6850.72	
	ELECTION EXPENSES	755.00	
2	Capital Expenditure		95896855.00
2.1	All developmental works under Central/state specific schemes		93207813.00
	BUILDING	1637128.00	



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	ROADS & BRIDGES	10288788.00	
	SEWRAGES & DRAINS	15694914.00	
	WATER WAYS	689170.00	
	PUBLIC LIGHTING	308283.00	
	PLANT & MCH	127399.00	
	VEHICLES	629100.00	
	OFFICES & OTHERS EQ	548230.00	
	ELECTRIC APPLIANCES	72881.00	
	FURNITURE, FIX. ETC.	243200.00	
	BUILDING FOR POOR	62968720.00	
2.2	Loan repayment (Principal payments)		0.00
2.3	Other Capital expenditure		2689042.00
	BUILDING	49194.00	
	ROADS & BRIDGES	46307.00	
	SEWRAGES & DRAINS	16000.00	
	PUBLIC LIGHTING	4200.00	
	VEHICLES	2402886.00	
	OFFICES & OTHERS EQ	130800.00	
	FURNITURE, FIX. ETC.	39655.00	

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