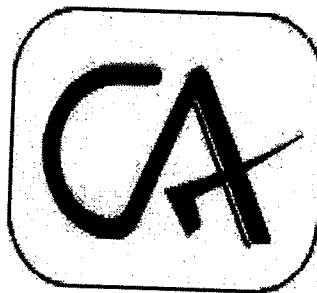


**Internal Audit Report for the
Year Ended 31st March 2016**

SASARAM NAGAR PARISHAD

By



Kumar Kishor & Chandra
Chartered Accountants

**FLAT NO:301 SIDHIVINAYAK APPARTMENT, PS:DANAPUR PLOT NO-1403 NEAR
SAINIK COLONY, "T" POINT OF GOLA ROAD, PATNA 801503**

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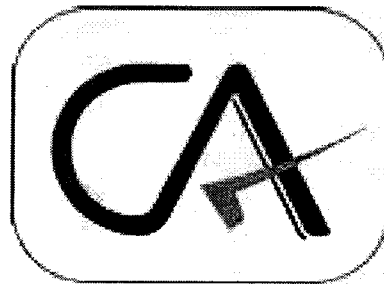
Kumar Kishor & Chandra
Chartered Accountants

**INTERNAL AUDIT REPORT
FOR THE YEAR ENDING 31ST MARCH, 2016**

OF

SASARAM NAGAR PARISAD

Conducted By

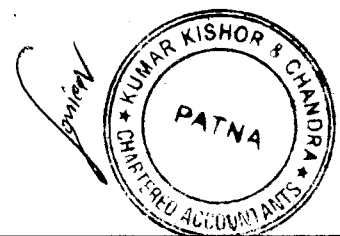


KUMAR KISHOR & CHANDRA
Chartered Accountants

Flat No-301, Sidhivinayak Appartment, P.S:-Danapur, Plot No-1403, Near Sainik
Colony, Gola Road, Patna-801503

Telephone – 0612-2521042/43; e-mail: kumarkishorchandra@gmail.com

Offices : Delhi , Lucknow & Durg





Executive Summary

To,

The Director/ P.S.
UD & HD,
Vikash Bhawan, New Secretariat,
Patna (Bihar).

Dear Sir,

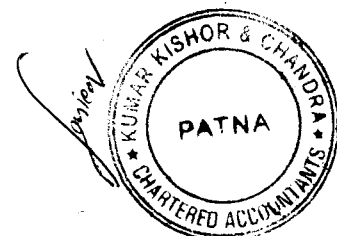
Sub: Internal Audit Report of SASARAM NAGAR PARISAD for the Period 01st April, 2015 to 31st March 2016.

In terms of our appointment letter no. SPUR-PMU/194/IA-140ULBs&SLMA/S-5/KKC/2016/127/38, Dated 05/04/2016 as an internal auditor of **SASARAN NAGAR PARISHAD** for the Period starting from **01.04.2015 to 31.03.2016**. We started the work as an internal auditor of Nagar Parishad from April 2016.

We have conducted our audit in accordance with the Standards on Internal Auditing (SIA) issued by the Institute of Chartered Accountants of India. These Standards require that we plan and perform the internal audit in such manner so that to cover all these scope, coverage and resources including planning with respect to time and resources to be used. An internal audit includes examining every aspect of the organization as per the Terms of Reference and to the extent as provided in the scope of Internal Audit. Besides, this being an internal audit, it also covers the extensive scope as specified by the management of the organization in the engagement letter. The Salient Points of the scope covered by our internal audit are as follows:

- i) The effectiveness of accounting system and related internal controls.
- ii) The operational Efficiency of the information system and the effectiveness of the related controls (viz. administrative controls, procedural controls, and system controls).
- iii) Compliance with the legal and statutory requirements.

Moreover, our scope of examination also covered the requirements of the specific points as spelled out by the management of UD & HD. The resultant and recommendations of our internal audit are set out in scope of audit.

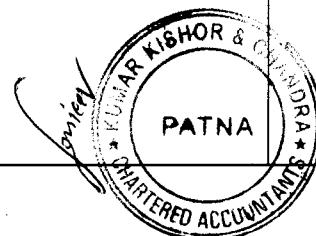




Audit Observations :

Results and Findings related to monetary implication which require immediate action :

S. No	Area	Observations and Recommendations:-
1.	Rental Income	<p><u>Finding :-</u></p> <ul style="list-style-type: none">• During the course of our audit observed that Outstanding Rent of ULB as on 31st March 2016 was Rs 23,65,390/-• It is observed that the ULB is not maintaining any separate register in marketing section to determine the amount of Rent due and number of Shops etc. Only collection register is maintained by the Rent Collectors.• During the course of audit we observed that some of shopkeeper not paid outstanding rent since two to three years and Nagar Parishad has not been taken any action against such person. <p>(For Detail please refer page number 15th of the Report).</p>
2.	<u>Statutory Dues:</u>	<ul style="list-style-type: none">• Vat amount of Rs14,81,699/- Which was collected from different vendor during 2015-16 and deposited the same in financial year. We Observed that some of payment was made after due date. TDS of Rs 4,22,664/- deducted under various section of Income tax Act by the Nagar Parishad from various vendor during financial year 2015-16 paid to the Income Tax department.• Labour Welfare Cess collected Rs 3,71,418/- during the year 2013-14 and 2015-16 and deposited to concern department after due date. <p>(For detail please refer page no 21st of the report)</p> <p><u>Recommendation:</u></p> <ul style="list-style-type: none">• Nagar Parishad should deposit all statutory liabilities with concern department on due date and file return on due date to avoid interest, penalty and further litigation.
3.	<u>Income Tax Demand</u>	<ul style="list-style-type: none">• During the course of audit we observed that TDS demand Notice of Rs 2,49,840/- issued by Income tax Department on 22nd of February 2016 for previous Assessment Years. <p>(For detail please refer page no 21st of the report)</p>

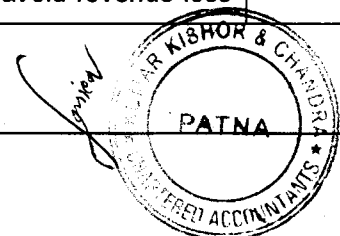




4.	Mobile Tower Tax:	<ul style="list-style-type: none">As per information provided to us total outstanding of mobile tower tax is Rs. 18,68,000/- up to 31st March 2016.Necessary action is require to collect the Tower Tax revenue by Nagar Parishad to avoid the revenue losses. <p>(For detail please refer page no 17th of the report)</p>	
5.	Advance	Total Advanced given by the Nagar Parishad for Financial Year 2015-16 Rs.4,90,000/- which is shown in advanced Register but adjustment details not available during the Audit.	
		(For detail please refer page no 20 of the report)	

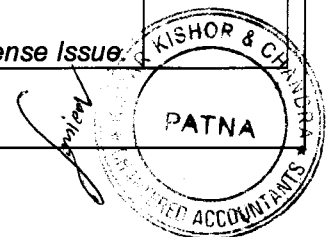
Results and Findings related to non monetary implication :

S. No	Area	<u>Findings and Recommendations:-</u>	<u>Management Comment</u>
1.	Holding Tax	<p><u>Finding:-</u></p> <ul style="list-style-type: none">During the financial year up to March 2016, total collection of holding tax including arrears was Rs1,39,97,815./- as against target for the year was Rs.3,09,73,726/-. In terms of collection percentage it is 45.19% of Target Collection for the financial year 2015-16.There is no revision of tax rate (Property tax, health tax, Toilet tax, Education cess,) since 2005-06 . However it should be revised every five year .Due to Not Revision Tax rate of Nagar Parishad has been lost his Major revenue.Tax Collector Not Deposit tax on timely basis because some time it may be Cashier Default (Cashier denied /inability to received small amount , busy schedule, or absent of cashier.) <p><u>Recommendations:-</u></p> <ul style="list-style-type: none">It is recommended that ULB should follow adequate revenue collection procedure and requires to give more focus on revenue collection.There is huge gap between target and actual collection. There is an urgent need to improve the system of assessment where more scientific method like GIS technologies should be used for the assessment of the property.Tax collectors should collect tax at prescribed rate to avoid revenue loss	



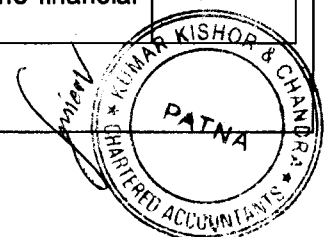


		to the ULB.	
2	Bank Reconciliation	<p>Finding :-</p> <ul style="list-style-type: none">• During course of audit we observed that Nagar Parishad not prepared Bank reconciliation statement on monthly basis.• Some of the bank accounts are non operative and their passbook is also not updated. Accordingly we have given the balance appeared in the pass book. <p>Recommendation :</p> <ul style="list-style-type: none">• It is suggest that Nagar Parishad should prepared bank reconciliation statement for all banks on time to prevent the revenue leakage and better management fund. proper transaction of bank and prevent any possible causes of revenue leakage.• All banks account should reconcile to reflect proper transaction of bank and prevent any possible causes of revenue leakage.	
3	Double Entry Accounting System	<p>Finding :-</p> <ul style="list-style-type: none">• Accounting at the Nagar Parishad is not being done properly. Double accounting system is still not in place. Nagar Parishad officials are not so concern about the implementation of double entry accounting system. This is a matter of concern. <p>Recommendation :</p> <ul style="list-style-type: none">• To reflect actual financial position of nagar parishad Proper implementation / Updation of double entry accounting system is required.	
4	License	<p>Finding :-</p> <ul style="list-style-type: none">• During the financial year up to March 2016, total collection of Trade License fee including arrears was Rs78,150/- as against target for the year was Rs.8,05,500/-. In terms of collection percentage it is 9.70% of Target Collection for the financial year 2015-16.• During the course of audit we have found that some shops are running without valid License, which is against the rule of Municipal Act.• Renewal of License after expiry of one year is not done by the ULB and also ULB are not intimate properly to the concerned tenant for renewal of license or Expiration of license.• There is no details available during the year no. of license issued, no of license renewed and no. of license due for renewal, during the year.• License issue register not updated since 2006-07 <p>Recommendation :-</p> <ul style="list-style-type: none">• Nagar Parshad Should maintained Details of No. of Trade License Issue.	





		<ul style="list-style-type: none">• Nagar Parshad Should maintained Details trade license fee collected and deposited to cashier.• Details of no. of license due for renewal and actual renewed during the year.• Nagar Parishad should issue notice to concerned party to renewal of license within time.	
5	Revenue Collection:	<p>Finding :-</p> <ul style="list-style-type: none">• Revenue collection process is not satisfactory, In case of housing taxes, Mobile Tower Tax, Trade License Fee and Collection of Shop Rent internal control position is not adequate, We have also observed that House Tax collected by Tax collector was not deposited on the same date or day after tomorrow but it is being deposited after a week.• It is observed that not adequate collection performance achieve by tax collection team as per given target. It is recommended to give more focus on revenue collection by tax collector team and Top Management of ULB. Top management Should form appropriate policy (like offer certain percentage of Discount on early payment and Charged Penal Interest and Penalty for Late Payment) <p>Recommendation :</p> <ul style="list-style-type: none">• Recommended that Tax collected amount by TC should be deposited on timely basis, to prevent revenue losses of ULB.• Tax collector, rent Collector, License Issuing team should collect correct amount from parties.	
6	Books Registers.	<p>Finding :-</p> <ul style="list-style-type: none">• It has been observed that the following Forms / Registers / Books were not maintained by the Nagar Parishad. <ol style="list-style-type: none">1. Fixed Assets register.2. Tax Assessment register.3. Vacant Land Tax Demand Register.4. Advertisement tax Demand / Collection register.5. Register of Revision petitions.6. Register of Appeals.7. Register of Bills issued.8. Register of suit file.9. Register of Issue of License is not updated since 2006-07.10. Demand Register of Property Tax.11. Demand Register of Shop Rent. <p>Recommendation :</p> <ul style="list-style-type: none">• The Corporation should maintain the required books / register as required by Municipal Accounting Manual prepared under Sec 87 of Bihar Municipal Act, 2007.	
7	TDS Return	<ul style="list-style-type: none">• We have observed that TDS return has not been filled for the financial Year 2015-16 by the Nagar Parishad.	





Over all Opinion.

The Municipality is responsible for providing better conditions of habitation including supply of quality water, maintenance of roads, street light arrangement, conservancy works, construction and maintenance of drainage and sewerage works etc.

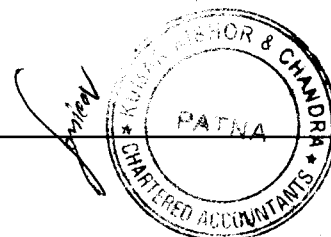
As per section 45 of Bihar Municipal Act, 2007,

1. Every Municipal shall -

- a) Provide on its own or arrange to provide through any agency the following core municipal services:-
- i. Water-supply for domestic, industrial, and commercial purposes
 - ii. Drainage and sewerage,
 - iii. Solid waste management,
 - iv. Preparation of plans for development and social justice,
 - v. Communication systems, construction and maintenance of roads, footpaths, pedestrian, pathways, transportation terminals, both for passengers and goods, bridges, over-bridges, subways, ferries, and inland water transport system,
 - vi. Transport system accessories including traffic engineering schemes, street furniture, street lighting, parking areas, and bus stops,
 - vii. Community health and protection of environment including planting and caring of trees on road sides and elsewhere,
 - viii. Market and slaughter houses,
 - ix. Promotion of educational, sports and cultural activities, and
 - x. Aesthetic environment, and
- b) . Perform such other statutory and regulatory functions as may be provided by or under this act or under any other law for the time being in force.

Functions assigned by the government

As per section 46 of Bihar Municipal Act, 2007, The Municipality may, subject to the underwriting of the costs by, and approval of, the central government or the state Government, as the case may be, undertake any functions belonging to the function domain of the Central Government or the State Government, as the case may be, and such functions may include primary education, curative health, transport, supply of energy, arrangements for fire prevention and fire safety, and urban poverty alleviation.





Opinion :

Improvement required to Internal Control on the Administration and collection of Municipal Taxes i.e., Non revision of Municipal Rates since Long /No effective system of timely survey and Assessment of New properties /Non availability of Centralize database of the House hold at the Circle level/ Full Dependency on the Tax/Collectors for the Information on Dues and Assessee ledgers / Calculation mistakes in Calculation of Tax /Penalty and interest / High Cash retention by the Tax Collectors. To improve and strengthen such system immediate need for Computerization of assessment, Collection and online Payment System is required.

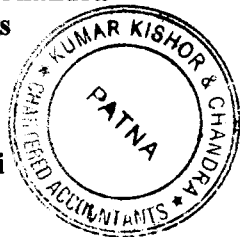
Management Comments :

Acknowledgement

During the course of audit overall cooperation made by ULB was good and management acknowledge the finding of the report.

For Kumar Kishor & Chandra
Chartered Accountants

Sanjeev



Sanjeev Kumar Tiwari
Partner

Date :

Place : Patna



Detailed Audit Report

1. Introduction :

The Internal Audit of Sasaram Nagar Parishad covering the period from 1st April 2015 to 31st March 2016 was conducted by following persons under guidance of CA Sanjeev Kumar Tiwari.

- i) Sanjeeb Kumar
- ii) Ram Balak Kumar

2. Administration :

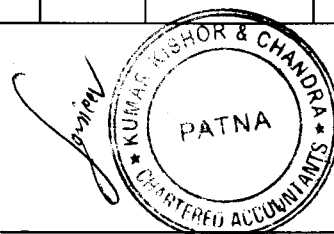
The Present body of the Sasaram Nagar Parishad has taken charge on 28/08/2015. The incumbency in the key administrative and executive positions was as under :

<u>NAME</u>	<u>DESIGNATION</u>
CHANDERSHEKHAR METHO.	VOICE CHAIRMAN
MANISH KUMAR	EXECUTIVE OFFICER
ABHINASH KUMAR GUPTA	CITY MANAGER
SHIV SHANKAR PRASAD	CASHIER
PAPPU KUMAR	ACCOUNTANT

3. Review of outstanding audit paras:

Status of audit observations is as under :

Sl. No.	Particulars of audit and date of Report.	Total No. of Audit Paras.	Total No. of Audit Paras necessary improvement/ Corrective measure is required	Total No. Audit Paras. Where recovery of cash is proposed	Total No. of Audit Paras. Where recovery of cash has been made	Total amount of recovery	Total no of outstanding para where no action has been taken	No. & dated Of compliance of report
1	2	3	4	5	6	7	8	9
1	807/14-15	27	27					184/25/1/2016 sent to related branch for





4. Finance

i. Budgetary provisions and expenditure for the last three years

Year	Actual for the Year 2013-2014	Actual for the Year 2014-2015	Actual for the current year 2015-16	Budgeted for the current Year 2015-2016
Final/ Revised budget	20,07,46,517/-	22,88,12,446/-	18,51,68,669/-	804,881,000/-
Actual Expenditure	15,89,29,975/-	20,55,70,896/-	15,39,91,552 /-	907,300,500/-
Savings(+)/Excess(-)	4,18,16,542/-	2,32,41,550/-	3,11,77,117 /-	-(102,419,500)

ii. Volume of transactions

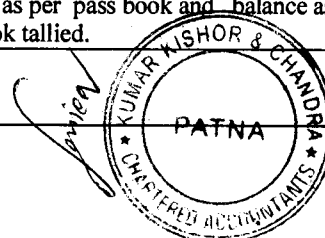
Period	Budgeted for Current Year (2015-16)	Actual {Previous Year (for one Year)2014-15}	Corresponding Period of Previous Year (2013-14) (Actual)	Actual for current year 2015-16
Opening balance	10,80,01,259/-	19,76,94,746/-	15,00,10,467/-	22,10,32,552/-
Receipts	80,48,81,000/-	22,88,12,446/-	20,66,14,254/-	18,51,68,669/-
Total	91,28,82,259 /-	42,65,07,192/-	35,66,33,564 /-	40,62,01,221/-
Net Expenditure	90,73,00,500/-	15,39,91,552/-	15,89,29,975/-	15,39,91,552 /-
Closing Balance	55,81,759 /-	22,09,36,296/-	19,76,94,746/-	25,22,09,669/-

- Analysis of Budget show that huge gap between budgeted amount of revenue and actual amount revenue during both the financial year , Budget should be prepared with realistic manner .

iii. Bank Reconciliation

Nagar Parishad has separate bank accounts for each funds in different banks, details for the same with closing balance as on 31st March 2016 is given below:

S No	Account No and Bank Name.	Closing Balance as on 31/03/2016 as per Pass Book.	Closing Balance as on 31/03/2016 as per Cash Book.	Remarks
1	11133930896 (SBI)	-	9,11,281	During the course of audit pass book not presented before us.
2	11133930965 (SBI)	-	31,965	During the course of audit pass book not presented before us.
3	1133930182 (SBI)	63,32,604	62,60,538	Balance as per pass book and balance as per cash book tallied.
4	1630010030357 (UBI)	1,42,32,512	1,42,32,512	Balance as per pass book and balance as per cash book tallied.





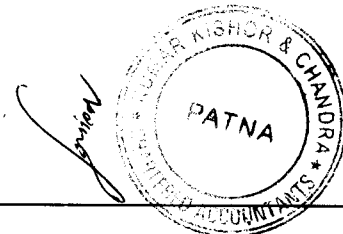
Kumar Kishor & Chandra
Chartered Accountants

5	1630010022136 (UBI)	-	16,47,300	During the course of audit pass book not presented before us.
6	2315101019538(CANARA BANK)	1,14,72,717	1,08,52,717	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
7	1630010030348(UBI)	2,41,01,239	97,20,350	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
8	105103350 (PNB)	2,57,52,448	2,52,21,936	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
9	133501000237(ICICI)	49,27,108	49,19,608	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
10	12008417 (AXIS)	40,418	40,314	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
11	105126856(PNB)	1,75,147.	1,23,081	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
12	105126847(PNB)	15,55,300	8,39,340	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
13	105126838(PNB)	18,00,138	6,69,285	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
14	105126829(PNB)	1,25,96,302	6,30,855	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
15	101526883(PNB)	43,46,971	8,29,487	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
16	105126892(PNB)	12,89,533	3,95,916	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
17	105126865(PNB)	58,660	20,138	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
18	105103387(PNB)	3,99,200		<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
19	105126908(PNB)	4,88,989	2,29,060	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>
20	1051326917PNB)	33,99,373	15,14,555	<i>Balance as per pass book and balance as per cash book not tallied. BRS not provided to us during the course of Audit.</i>

Note:

Some of the bank accounts are non operative. Accordingly we have given the balance appeared in the pass book.

Recommendation :





Kumar Kishor & Chandra
Chartered Accountants

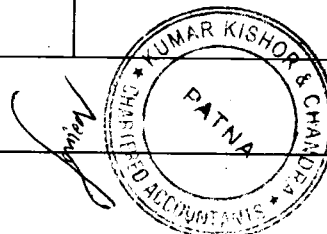
As per municipal accounting rules no. 69 sub section 9 any fund unutilized for the period of three years have to be returned to the state body. Fund must be utilized within specified time.

iv. Revenue receipts :

Period	Budgeted for current year (2015-16)	Previous year (for one year) (2014-15) Actual	Corresponding period of previous year (2013-14) Actual	Actual up to December of the current year 2015-16
a) Own source				
Property tax	8,33,32,500	90,70,535	1,11,57,540	1,39,97,815
Assigned revenue	3,00,00,000	2,47,45,230	2,54,89,287	1,18,61,175
Others(fee and user charges)				
• Rental Income from Municipal properties	54,25,000	6,58,166	8,82,986	12,75,724/-
• Fees & User Charges	2,31,96,500	64,52,085	74,49,681	1,47,76,873/-
• Sales & Hire Charges	14,96,500	4,47,015	1,93,235	1,57,118/-
• Interest Earned	<u>22,00,000</u> 3,23,18,000	<u>18,59,993</u> 94,17,259	<u>11,40,602</u> 96,66,504	<u>22,54,811</u> 1,84,64,526
Total (a)	14,56,50,500	4,32,33,024	4,63,13,331	4,43,23,516

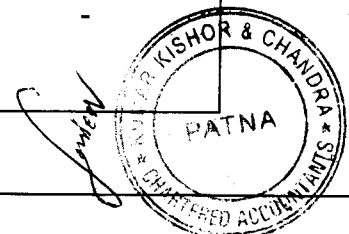
ADMINISTRATIVE AND SPECIFIC GRANT (SCHEME WISE)

• Salary & D.A. Grant 4th finance	5,00,00,000	2,95,31,170	2,86,68,092	-
• Grant For Development	3,50,00,000	-	52,90,813	-
• Census Grant	20,00,000	5,26,249	15,15,350	109,262
• Govt. Aid for Primary Education	20,00,000	-	-	-
• Grant for Contingency	2,00,00,000	-	1,00,40,616	-
• BPL grant	5,50,000	23,960	-	-
• Election grant	9,35,000	-	3,07,700	-
• Disaster mangement grant/Compensati	55,00,000	-	-	-





on Grant				
• Allowance Grant (Council Members)	22,00,000	9,72,000	1,62,000	2,85,715
• Capital Grant under Kabir Anthoristy	27,50,000	-	-	-
• DFID (SPUR) Grant	55,00,000	-	-	-
• Social Security / Pension Grant	-	2,94,44,407	-	1,96,31,797
• Honorarium Grant (City Manager)	-	2,40,000	-	-
• Grant for Hand Pump/ Bore Well	3,06,90,000	-	3,68,00,000	-
• Fund for Samajik suraksha pension Schemes	3,50,00,000	-	3,05,29,900	-
• Renovation Grant for shershah Rouza	4,40,00,000	-	-	-
• E-governance	-	8,00,000	-	-
• IHSDP Grant	55,00,000	-	-	-
• Income from Auction	90,20,000	-	16,45,900	-
• Sawachh Bharat Mission	-	-	-	14,00,000
• Other Revenue Grant	-	-	-	1,32,79,280
• Other Revenue Grants(Teacher)	29,15,000	1,41,18,396	76,640	-
Total (b)	25,35,60,000	7,56,56,182	11,50,37,011	3,47,06,054
Grants, Contribution For specific purposes				
• Capital Grant for Navachar Yojna	80,00,000	10,00,000	26,00,000	-
• 13th Finance	5,00,00,000	1,51,15,292	1,58,05,031	1,08,89,883
• 14th Finance				3,18,63,000
• Capital Grant for office building/Complex/ Rain Basera	10,00,00,000	-	-	-





• Capital Grant under BRGF	10,00,00,000	-	1,06,66,679	30,32,218
• Water Supply Scheme		4,51,30,600	-	
• Smart Ashok Bhawan				57,63,000
• Capital Grant For State Plan	10,00,00,000	50,44,075	1,59,52,184	1,32,22,300
• Capital Grant Under SJSRY	2,20,00,000	43,33,000	2,00,00,000	74,37,919
• Special Grants Nagrik Suvidha	-	2,00,00,000	-	1,43,19,600
• Rajya Yojna Nagrik Subdha	-	-	-	-
• Capital Grant for chief minister samekit sahri vikas yojna	1,00,00,000	-	-	-
• Sewerage & Drainage	-	16196968	-	-
• Capital Grant for IT Development	1,50,00,000	-	-	-
• Slam Infrastructure Development	-	31,03,305	-	1,39,30,779
Total©	40,50,00,000	10,99,23,240	6,50,23,894	10,61,39,099
Grant Total (a+b+c)	80,42,10,500	22,88,12,446	22,63,74,236	18,51,68,669

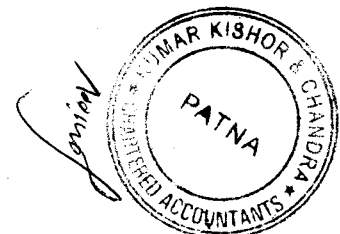
V. Status of implementation of Double Entry Accounting System :

As per scrutiny of data and discussion with Nagar Parishad official double entry system implemented till 2012. No proper backup/tally data available at Nagar Parishad.

VI. Status of Municipal Accounts Committee; if meeting is held :

Municipal Accounts Committee meeting not held by Nagar Parishad during the year.

VII. Physical Verification of Properties tax.

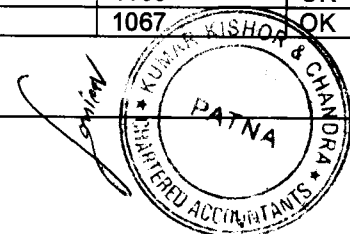




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• Details of physical verification of holding given below.

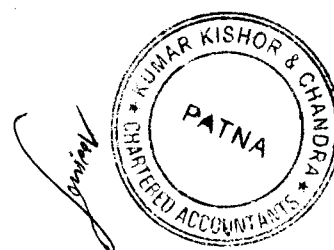
Sl No	Holding No	Receipts No.	Name of holder	Amount Charged as per Receipts	Amount as per physically verified.	Remarks.
1	251	4428	PUSHPA DEVI	483	483	OK
2	703	4432	GIRISH CHANDRA SINGH	3701	3701	OK
3	966	4435	MAHRAJ SINGH	3669	3669	OK
4	28A	4434	RAJWANI SINGH	1966	1966	OK
5	308	4444	SANGITA MANDAR	1281	1281	OK
6	415	4446	PRABHA DEVI	292	292	OK
7	1048	4470	RAMBAJAN SINGH	4063	4063	OK
8	641	4449	BIMLA DEVI	758	758	OK
9	477A	4487	BHABHA DEVI	8334	8334	OK
10	800	4480	RAM PRASANN RAI	9948	9948	OK
11	210	4482	SHANTI DUVEDI	833	833	OK
12	166A	4490	SEEMA DEVI	557	557	OK
13	506	5017	RAM ADHAR SINGH	1224	1224	OK
14	335/36A	4496	TEJ NARAYAN YADAV	3398	3398	OK
15	310	5031	SAVITRI DEVI	1814	1814	OK
16	377	5042	SUMITRA DEVI	2075	2075	OK
17	1182D	5036	PHULKUMARI DEVI	1560	1560	OK
18	678	5047	SHUSHILA DEVI	1389	1389	OK
19	128	5048	KK SINGH	530	530	OK
20	234A	5053	NIRMALA DEVI	2976	2976	OK
21	1110A	5080	MANJI SINGH	1283	1283	OK
22	699	5078	NIRMALA SINGH	844	844	OK
23	191	5086	TARA DEVI	1561	1561	OK
24	104	5090	MOD NARAYAN	12096	12096	OK
25	534	7705	NAGESHWARI DEVI	3406	3406	OK
26	433	7707	SAMTUL DEVI	5441	5441	OK
27	1144	7711	BHARTI DEVI	1051	1051	OK
28	718	7719	UPENDRA SINGH	2710	2710	OK
29	136	7721	RAJARAM SINGH	721	721	OK
30	503	7725	RAGHUNATH DUBEY	39999	39999	OK
31	188	7727	SITA SINGH	1386	1386	OK
32	478A	7731	ARCHANA KUMAR SRVASTAVA	5724	5724	OK
33	907	7742	RAMJITAN RAM	3068	3068	OK
34	737	7745	SHIVNARAN SAH	11835	11835	OK
35	620	7752	RAJENDRA UPPADHYAY	11259	11259	OK
36	487	7769	BINOD KUMAR GOND	2794	2794	OK
37	379	7764	ARTI DEVI	2025	2025	OK
38	670	7773	NAGESHWAR LAL SINGH	5595	5595	OK
39	794	7786	MALTI KUWAR	17709	17709	OK
40	801	7777	LAKSHAMI DEVI	1112	1112	OK
41	143	7787	GHANSHYAM PRASAD	6049	6049	OK
42	520	9003	HEERALAL KHATIK	2315	2315	OK
43	361	9015	KRISHANA PRASAD	4962	4962	OK
44	768	9012	UMA PATI DEVI	5550	5550	OK
45	466	9018	KRISHANA SINGH	1477	1477	OK
47	712	9046	SATYA NARAYAN	1280	1280	OK
48	285	9064	SUSHILA DEVI	1222	1222	OK
49	59	9051	SARSWATI DEVI	260	260	OK
50	65	9075	RAUSHAN SAI	4108	4108	OK
51	528	9099	JAGDISH PRASAD	1067	1067	OK





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52	344	10216	BABUCHAND SINGH	1708	1708	OK
53	313	10654	RAJKESHAWER SINGH	1250	1250	OK
54	645	10201	PREM DEVI	314	314	OK
55	413	10257	CHAPAN RAJ SINGH	3224	3224	OK
56	30	10685	RADHIKA KUWAR	52024	52024	OK
57	765	10670	RAJ KUMARA DEVI	5262	5262	OK
58	1121	10684	URMILA DEVI	257	257	OK
59	1073	10693	NAGENDRA PRASAD	1868	1868	OK
60	229	10202	JAGDISH TIWARI	1563	1563	OK
61	612	10625	MADAN MOHAN SINGH	357	357	OK
62	73	11102	KEDAR SINGH	2663	2663	OK
63	351	11104	RAM DULARI KUWAR	2100	2100	OK
64	389	11119	RAMESHWAR PRASAD	643	643	OK
65	316	11147	KAMAL KUWAR	6403	6403	OK
66	289	11153	PAYARI KUWAR	10534	10534	OK
67	458	11143	RAM NATH SINGH	1539	1539	OK
68	1003	11103	NARAYAN SINGH	1347	1347	OK
69	372	11105	LALITA DEVI	273	273	OK
70	421	11181	RAMA ASHISH SINGH	445	445	OK
71	601A	11190	UPENDRA KUMAR SINGH	2511	2511	OK
72	342	11200	BALCHAND RAI	2408	2408	OK
73	385	11188	UMA SHANKAR RAI	21398	21398	OK
74	189A	12401	SURENDRA SAH	508	508	OK
75	275	12482	RAMDHARI SINGH	4083	4083	OK
76	1118	12403	SAKUNTALA DEVI	249	249	OK
77	1167	12499	MEENA DEVI	508	508	OK
78	277	12432	RAJENDRA SINGH	198	198	OK
79	433A	12408	USA SRIVASTAVA	975	975	OK
80	381	12483	SUSHILA DEVI	820	820	OK
81	173	12484	RAMA ASHISH CHAUWBHEY	10283	10283	OK





5. Audit Observations :

Part-A

All audit objections/irregularities which has monetary implication, particularly in following areas :

1. Rental Income :

- It has been observed that the ULB is not maintaining any separate register for demand and collection of Rent.
- During the course of audit we observed that most of shopkeeper/tenant not paid outstanding rent and Nagar Parisad has not been taken any appropriate action against such person.
- No revision of Rent since long Period. i.e. details of last Increment of Rent not available however as per agreement minimum increment should be 10%
- No Rent agreement is renewed within time.
- There is no security Deposit Details available during the audit .
- Outstanding rent (as per information provide before us) as on 31st March 2016 is a Rs 23,65,390/-

Recommendation :

- It is recommended that ULB should follow adequate revenue collection procedure and requires to give more focus on rent collection.
- There is huge gap between outstanding and actual collection of Rent. There is an urgent need to improve the system for collection of outstanding amount.

2. Revenue Collection:

Major Source of Revenue.

Subject	Demand (as per Budget)			Collection			Percentage
	Arrear.	Current.	Total.	Arrear.	Current.	Total.	
Holding Tax	2,16,22,888	93,50,838	3,09,73,726	89,53,407	50,44,408	1,39,97,815	45.19%
Mobile Tower Tax	15,18,000	4,50,000	19,68,000	-	40,000	40,000	2.03%
License	443,000	3,62,500	8,05,500	21,800	56350	78,150	9.70%
Shop Rent	55,85,413	99,0,636	65,76,049	9,77,569	2,98,155	12,75,724	19.40%
Advertising	-	-	-	-	2,37,400	2,37,400	
Bus Stand		24,44,000	24,44,000	-	35,81,270	35,81,270	
Other Sairats	-	-	-	-	54,13,107	54,13,107	
Grand Total	2,91,69,301	1,35,97,974	4,27,67,275	99,52,776	1,46,70,690	2,46,23,466	

Recommendation :

- Mobile Tower tax register is not updated and demand notice not sent regularly to concern company. It suggest that person responsible for preparing demand register should prepared demand register and raise demand accordingly.

