

**PREPARATION OF BALANCE SHEET AS ON MARCH 31, 2017
TO
HAILAKANDI MUNICIPAL BOARD**

REPORT ON THE FINANCIAL STATEMENT

We have prepared the accompanying financial statements of HAILAKANDI MUNICIPAL BOARD ("the municipal board"), which comprise the Balance Sheet as on March 31, 2017 with the guidance as per Assam Municipal Accounts Manual, June 2010 issued by Ministry of Urban Development, Govt. of Assam.

MUNICIPAL BOARD'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS

Municipality is solely responsible for the preparation of these financial statements that give a true and fair view of the financial position and financial performance of the Municipal Board in accordance with accounting principles as per Assam Municipal Accounts Manual, June 2010 issued by Ministry of Urban Development, Govt. of Assam.

The Financial Report has been prepared on the basis of information furnished and made available by the Municipal Board. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error. We disclaim any responsibility for any mis-information and or non-furnishing on the part of the preparation of these financial statements.

OPINION

In our opinion and to the best of our information and according to the explanation given to us, the financial statements give the information required by the Act in the manner so required and give a true and fair view in conformity with the accounting principles as per Assam Municipal Accounts Manual, June 2010 issued by Ministry of Urban Development, Govt. of Assam.

Dated: August 24, 2018



FOR GORA & COMPANY
Chartered Accountants
(FRN 327183E)

(GORA CHAND MUKHERJEE)
Partner
Membership No. 017630

HAILAKANDI MUNICIPAL BOARD
BALANCE SHEET
As on 31st March 2017

Description of Items	Schedule No.	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
LIABILITIES			
Reserve & Surplus			
Municipal (General) Fund	1	(11,07,85,572.00)	(9,53,60,454.00)
Earmarked Funds	2	-	-
Reserves	3	14,35,46,795.00	12,30,59,589.00
Total Reserves & Surplus		3,27,61,223.00	2,76,99,135.00
Grants Contributions for Specific Purposes	4	4,94,05,834.00	4,09,46,239.00
Loans			
Secured Loans	5	1,28,79,000.00	1,28,79,000.00
Unsecured Loans	6	-	-
Total Loans		1,28,79,000.00	1,28,79,000.00
Current Liabilities and Provisions			
Deposits Received	7	3,44,236.00	9,09,398.00
Deposit Works	8	-	-
Other Liabilities	9	8,72,56,193.00	8,81,33,338.00
Provisions	10	-	-
Total Current Liabilities and Provisions		8,76,00,429.00	8,90,42,736.00
TOTAL LIABILITIES		18,26,46,486.00	17,05,67,110.00
ASSETS			
Fixed Assets			
Gross Block	11	22,83,68,658.00	20,78,81,452.00
Less: Accumulated Depreciation		16,39,27,372.00	16,09,46,151.00
Net Block		6,44,41,286.00	4,69,35,301.00
Capital Work-in-Progress		5,86,72,539.00	5,86,72,539.00
Total Fixed Assets		12,31,13,825.00	10,56,07,840.00
Investments			
Investment- General Fund	12	4,70,312.00	4,70,312.00
Investment- Other Funds	13	-	-
Total Investments		4,70,312.00	4,70,312.00
Stock in Hand (Inventories)	14	20,000.00	52,000.00
Sundry Debtors (Receivables)			
Gross Amount Outstanding	15	2,94,94,793.00	2,40,08,949.00
Less: Accumulated Provision against Bad and Doubtful Sundry Debtors		-	37,98,240.00
Net Amount Outstanding		2,94,94,793.00	2,02,10,709.00
Prepaid Expenses	16	-	-
Cash and Bank Balances	17	2,94,49,556.00	4,24,68,199.00
Loans, Advances and Deposits	18	98,000.00	17,58,050.00
Less: Accumulated Provision against Loans		-	-
Net Amount Outstanding		98,000.00	17,58,050.00
Total Current Assets, Loans & Advances		5,90,62,349.00	6,44,88,958.00
Other Assets	19	-	-
Miscellaneous expenditure (to the extent not written off)	20	-	-
TOTAL ASSETS		18,26,46,486.00	17,05,67,110.00



FOR GORA & COMPANY
Chartered Accountants
(FRN 327183E)

(Signature)

(GORA CHAND MUKHERJEE)
Partner
Membership No. 017630

Dated: August 24, 2018

HAILAKANDI MUNICIPAL BOARD
INCOME AND EXPENDITURE STATEMENT
FOR THE PERIOD FROM 1ST APRIL 2016 To 31ST MARCH 2017

Item/ Head of Account	Schedule No	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
INCOME			
Tax Revenue	21	1,15,15,860.00	1,09,05,855.00
Assigned Revenues & Compensation	22	-	-
Rental Income from Municipal Properties	23	8,36,270.00	5,70,400.00
Fees & User charges	24	26,76,630.00	24,28,004.00
Sale & Hire Charges	25	41,910.00	-
Revenue Grants, Contributions & Subsidies	26	1,18,88,866.00	78,25,459.00
Income from Investments	27	-	-
Interest Earned	28	17,70,068.00	14,83,386.00
Other Income	29	22,44,782.00	6,07,705.00
TOTAL INCOME		3,09,74,386.00	2,38,20,809.00
EXPENDITURE			
Establishment Expenses	30	1,95,92,980.00	1,56,50,243.00
Administrative Expenses	31	20,63,963.00	15,08,337.00
Operations & Maintenance	32	44,38,611.00	34,94,722.00
Interest & Finance Expenses	33	5,058.00	7,234.00
Programme Expenses	34	1,41,035.00	45,230.00
Revenue Grants, Contributions & Subsidies	35	-	-
Provisions & Write off	36	-	-
Miscellaneous Expenses	37	-	-
Depreciation		29,81,220.00	43,48,574.00
TOTAL EXPENDITURE		2,92,22,867.00	2,50,54,340.00
Gross surplus/ (deficit) of income over expenditure before Prior Period Items		17,51,519.00	(12,33,531.00)
Add: Prior Period Items (Net)	38	-	-
Gross surplus/ (deficit) of income over expenditure after Prior Period Items		17,51,519.00	(12,33,531.00)
Less: Transfer to Reserve Funds			-
Net Balance Being Surplus/ Deficit Carried Over to Municipal Accounts		17,51,519.00	(12,33,531.00)

FOR GORA & COMPANY
Chartered Accountants
(FRN 327183E)



(Signature)

(GORA CHAND MUKHERJEE)

Partner

Membership No. 017630

Dated: August 24, 2018

Schedule 1 - Municipal General Fund

Particulars	Opening Balance as per the last account (Rs.)	Additions during the year (Rs.)	Total (Rs.)	Deductions during the year (Rs.)	Balance at the end of the current year (Rs.)
Municipal Fund	15,21,960.00		15,21,960.00	1,71,76,637.00	(1,56,54,677.00)
Excess Income & Expenditure	-9,68,82,413.58	3,09,74,386.00	(6,59,08,027.58)	2,92,22,867.00	(9,51,30,894.58)
Total Municipal fund (310)	(9,53,60,453.58)	3,09,74,386.00	(6,43,86,067.58)	4,63,99,504.00	(11,07,85,571.58)

Schedule 3 - Reserves					
Particulars	Opening Balance As on 01-04-2014	Additions during the year	Total	Deductions during the year	Balance As on 31-03-2015
2	3	4	5 (3+4)	6	7 (5-6)
Capital Contribution	12,30,59,589.00	2,04,87,206.00	14,35,46,795.00	-	14,35,46,795.00
Capital Reserve	-	-	-	-	-
Borrowing Redemption Reserve	-	-	-	-	-
Special Funds (Utilised)	-	-	-	-	-
Statutory Reserve	-	-	-	-	-
General Reserve	-	-	-	-	-
Revaluation Reserve	-	-	-	-	-
Total Reserve funds	12,30,59,589.00	2,04,87,206.00	14,35,46,795.00	-	14,35,46,795.00



Schedule B-2: Enmarked Funds							
Schedule B-2: Special Funds/Sinking Funds/ Trust or Agency Fund [Code No 311]							
Particulars	Amount in Rs.						
	Special Fund 1	Special Fund 2	Special Fund 3	Special Fund 4	Special Fund 5	Special Fund 6	Special Fund 7
Code No.							
(a) Opening Balance (as on 01.04.2014)	-	-	-	-	-	-	-
(b) Additions to the Special fund							
(i) Transfer from Municipal fund							
(ii) Interest/ Dividend earned on Special fund Investments							
(iii) Profit on disposal of Special fund Investments							
(iv) Appreciation in value of Special fund Investments							
(v) Other addition (Specify nature)							
Total (b)							
Total (a+b)							
(c) Payments out of funds							
(i) Capital expenditure on							
fixed assets							
Others							
Sub-total							
(ii) Revenue expenditure on							
Salary, wages & allowances etc.							
Rent							
Other administrative charges							
Sub-total							
(iii) Other:							
Loss on disposal of Special fund Investments							
Diminution in value of Special fund Investments							
Transferred to Municipal Fund							
Sub-total							
Total of (i+ii+iii) (c)							
Net balance at the year end-(a+b)-(c)	-	-	-	-	-	-	-
Grant Total of Special Funds							

Schedule 4 - Grants & Contribution for specific purposes :							
Particulars	Grants from Central Govt.	Grants from State Govt.	Grant from other Govt. Agencies	Grant from Financial Institutions	Grant from Welfare Bodies	Grant from International organisations	Others
Code No.							
(a) Opening Balance (as on 01.04.2014)	2,04,73,120.00	2,04,73,119.00	-	-	-	-	-
(b) Additions to the Grants							
(i) Grant Received during the year	7,89,000.00	2,27,76,335.00					
(ii) Interest/ Dividend earned on Grant Investments	-	-					
(iii) Profit on Disposal of Grant Investment							
(iv) Appreciation in Value of Grant Investments							
(v) Other addition (specify nature)							
Sub-Total	7,89,000.00	2,27,76,335.00	-	-	-	-	-
Total (a+b)	2,12,62,120.00	4,32,49,454.00	-	-	-	-	-
(c) Payments out of funds							
(i) Capital Expenditure on							
Fixed Assets		36,29,874.00					
Others							
Sub- Total	-	36,29,874.00	-	-	-	-	-
(ii) Revenue Expenditure on							
Salary, Wages and allowances etc.	-	1,14,75,866.00	-	-	-	-	-
Rent	-	-	-	-	-	-	-
Other administrative charges	-	-	-	-	-	-	-
Sub -Total	-	1,14,75,866.00	-	-	-	-	-
(iii) Other:							
Loss on disposal of Grant Investments							
Diminution in Value of Grant Investments							
Grants Refunded							
Sub -Total	-	-	-	-	-	-	-
Total (c) (i+ii+iii)	-	1,51,05,740.00	-	-	-	-	-
Net balance at the year end - (a+b)-(c)	2,12,62,120.00	2,81,43,714.00	-	-	-	-	-
Total Grants & Contribution for Specific Purposes							



Schedule 5 - Secured Loans		
Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Loans from Central Government	-	-
Loans from State Government	-	-
Loans from Govt. Bodies & Associations	-	-
Loans from international agencies	-	-
Loans from banks & other financial institutions	1,28,79,000.00	1,28,79,000.00
Other Term Loans	-	-
Bonds & debentures	-	-
Other Loans	-	-
Total Secured Loans	1,28,79,000.00	1,28,79,000.00

Schedule 6 - Un-Secured Loans		
Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Loans from Central Government	-	-
Loans from State Government	-	-
Loans from Govt. Bodies & Associations	-	-
Loans from international agencies	-	-
Loans from banks & other financial institutions	-	-
Other Term Loans	-	-
Bonds & debentures	-	-
Other Loans	-	-
Total Un-Secured Loans	-	-

Schedule 7 - Deposits Received		
Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
From Contractors	-	-
From Revenues	-	-
From staff	-	-
From Others	3,44,236.00	9,09,398.00
Total deposits received	3,44,236.00	9,09,398.00

Schedule 8 - Deposits Works

Particulars	Opening Balance as on 01.04.2016	Additions during the year	Utilisation/ Expenditure Amount	Balance outstanding as on 31.03.2017
Civil Works	-	-	-	-
Electrical Works	-	-	-	-
Others	-	-	-	-
Total of deposit works	-	-	-	-



Schedule 9 - Other Liabilities (Sundry Creditors)		
Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Creditors	6,26,27,548.00	6,66,36,000.00
Employee Liabilities	2,46,28,645.00	2,14,97,338.00
Interest Accrued and Due	-	-
Recoveries Payable	-	-
Government Dues Payable	-	-
Refunds Payable	-	-
Advance Collection of Revenues	-	-
Others	-	-
Total Other liabilities (Sundry Creditors)	8,72,56,193.00	8,81,33,338.00

Schedule 10 - Provisions

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Provision for Expenses	-	-
Provision for Interest	-	-
Provision for Other Assets	-	-
Total Provisions	-	-

Schedule 12 - Investments-General Fund				
Particulars	With whom invested	Face Value (Rs.)	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Central Government Securities	-	-	-	-
State Government Securities	-	-	-	-
Debenture and Bonds	-	-	-	-
Preference Shares	-	-	-	-
Equity Shares	-	-	-	-
Units of Mutual Funds	-	-	-	-
Other Investments	-	-	4,70,312.00	4,70,312.00
Total of Investments General Fund	-	-	4,70,312.00	4,70,312.00

Schedule 13 - Investments-Other Funds				
Particulars	With whom invested	Face Value (Rs.)	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Central Government Securities	-	-	-	-
State Government Securities	-	-	-	-
Debenture and Bonds	-	-	-	-
Preference Shares	-	-	-	-
Equity Shares	-	-	-	-
Units of Mutual Funds	-	-	-	-
Other Investments	-	-	-	-
Total of Investments Other Funds	-	-	-	-



Particulars	Gross Block				Accumulated Depreciation			Net Block		
	Opening Balance	Additions during the period	Deductions during the period	Cost at the end of the year	Opening Balance	Additions during the period	Deductions during the period	Total at the end of the year	At the end of the Current Year	At the end of the Previous Year
Land	77,98,129.00	-	-	77,98,129.00	-	-	-	-	77,98,129.00	77,98,129.00
Buildings	8,77,35,000.00	49,05,239.00	-	9,26,40,239.00	7,19,78,682.74	10,33,078.00	-	7,30,11,760.74	1,96,28,478.00	1,57,56,317.26
Infrastructure Assets										
Roads and Bridges	9,63,70,000.00	83,78,715.00	-	10,47,48,715.00	7,87,32,048.49	13,00,834.00	-	8,00,32,882.49	2,47,15,833.00	1,76,37,951.51
Sewerage and drainage	38,41,366.00	49,63,398.00	-	88,04,764.00	29,36,181.31	2,93,429.00	-	32,29,610.31	55,75,153.00	9,65,184.49
Water ways	-	2,40,988.00	-	2,40,988.00	-	12,050.00	-	12,050.00	2,28,948.00	-
Public Lighting	-	3,64,266.00	-	3,64,266.00	-	18,213.00	-	18,213.00	3,46,053.00	-
Other assets										
Plants & Machinery	-	-	-	-	-	-	-	-	-	-
Vehicles	86,61,677.00	15,03,320.00	-	1,01,64,997.00	53,31,062.69	2,41,697.00	-	55,72,759.69	45,92,237.00	33,30,614.31
Office & other equipment	12,44,753.00	-	-	12,44,753.00	5,49,662.07	34,755.00	-	5,84,417.07	6,60,336.60	6,95,090.93
Furniture, fixtures, fittings and electrical appliances	8,83,027.00	1,31,270.00	-	10,14,297.00	2,21,646.06	39,633.00	-	2,61,279.06	7,53,018.00	6,61,380.94
Other fixed assets (Lakes & Ponds)	13,47,500.00	-	-	13,47,500.00	11,96,867.87	7,532.00	-	12,04,399.87	1,43,100.00	1,56,632.13
Total	20,78,81,452.00	2,04,87,206.00	-	22,83,68,658.00	16,09,46,151.00	29,81,221.00	-	16,39,27,372.00	6,44,41,295.00	4,69,35,301.00



Schedule 14 - Stock in Hand (Inventories)		
Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Stores	-	-
Loose tools	-	-
Others	20,000.00	52,000.00
Total Stock in hand	20,000.00	52,000.00

Schedule 15 - Sundry Debtors (Receivables)				
Particulars	Gross Amount (Rs.)	Provision for Outstanding revenues (Rs.)	Net Amount (Rs.)	Previous Year Net Amount (Rs.)
Receivables for Property Taxes			-	
Less than 5 years	1,95,24,714.00	-	1,95,24,714.00	2,40,08,949.00
More than 5 years			-	
Sub-Total	1,95,24,714.00	-	1,95,24,714.00	2,40,08,949.00
Less: State Government Cesses/ Levies in taxes-Control Accounts			-	
Net Receivables of Property taxes	1,95,24,714.00	-	1,95,24,714.00	2,40,08,949.00
Receivables for Other Taxes				
Less than 3 years		-	-	
More than 3 years			-	
Sub-Total	-	-	-	-
Less: State Government Cesses/ Levies in taxes-Control Accounts			-	
Net Receivables of Other taxes	-	-	-	-
Receivables for Cess Income				
Less than 3 years			-	
More than 3 years			-	
Sub-Total	-	-	-	-
Receivables for Fees and User Charges				
Less than 3 years	86,74,895.00		86,74,895.00	-
More than 3 years			-	
Sub-Total	86,74,895.00	-	86,74,895.00	-
Receivables from Other Sources				
Less than 3 years	12,95,184.00	-	12,95,184.00	-
More than 3 years			-	
Sub-Total	12,95,184.00	-	12,95,184.00	-
Receivables from Government (Grant)			-	-
Total of Sundry Debtors (Receivables)	2,94,94,793.00	-	2,94,94,793.00	2,40,08,949.00

Schedule 16 - Prepaid Expenses		
Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Establishment	-	-
Administrative	-	-
Operations & Maintenance	-	-
Total Prepaid Expenses	-	-



Schedule 17 - Cash and Bank Balances

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Cash	-	-
Balance with Bank- Municipal Funds		
Nationalised Banks	9,39,518.00	15,21,960.00
Other Scheduled Banks	-	-
Scheduled Co-operative Banks	-	-
Post Office	-	-
Sub-Total	9,39,518.00	15,21,960.00
Balance with Bank- Special Funds		
Nationalised Banks	-	-
Other Scheduled Banks	-	-
Scheduled Co-operative Banks	-	-
Post Office	-	-
Sub-Total	-	-
Balance with Bank- Grant Funds		
Nationalised Banks	2,85,10,038.00	4,09,46,239.00
Other Scheduled Banks	-	-
Scheduled Co-operative Banks	-	-
Post Office	-	-
Sub-Total	2,85,10,038.00	4,09,46,239.00
Total Cash and Bank balances	2,94,49,556.00	4,24,68,199.00

Schedule 18 - Loans, Advances and Deposits

Particulars	Opening Balance at the beginning of the year (Rs.)	Paid during the current year (Rs.)	Recovered during the year (Rs.)	Balance outstanding at the end of the year (Rs.)
Loans and advances to employees	-	-	-	-
Employee Provident Fund Loans	-	-	-	-
Loans to others	-	-	-	-
Advance to Suppliers and Contractors	16,60,050.00	-	-	-
Advance to others	-	-	-	-
Deposit with External Agencies	98,000.00	-	-	98,000.00
Other Current Assats	-	-	-	-
Sub-Total	17,58,050.00	-	-	98,000.00
Less: Accumulated Provisions against Loan, Advances and Deposits	-	-	-	-
Total Loans, Advances and Deposits	17,58,050.00	-	-	98,000.00

Schedule 18 (a) - Accumulated Provisions against Loans, Advances and Deposits

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Loans to others	-	-
Advances	-	-
Deposits	-	-
Total Accumulated Provision	-	-

Schedule 19 - Other Assets

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Deposit works	-	-
Other assets control accounts	-	-
Total Other Assets	-	-

Schedule 20 - Miscellaneous Expenditure (to the extent not written off)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Loan Issue Expenses Deferred	-	-
Discount on Issue of Loans	-	-
Deferred Revenue Expenses	-	-
Others	-	-
Total Miscellaneous Expenditure	-	-



Schedule 21 - Income from Taxes

Particulars	Current year Amount (Rs.)	Previous Year Amount (Rs.)
Property tax	97,97,726.00	1,09,05,855.00
Water tax	-	-
Sewerage Tax	17,18,134.00	-
Conservancy Tax	-	-
Lighting Tax	-	-
Education tax	-	-
Vehicle Tax	-	-
Tax on Animals	-	-
Electricity Tax	-	-
Professional Tax	-	-
Advertisement tax	-	-
Pilgrimage Tax	-	-
Octroi & Toll	-	-
Cess	-	-
Other taxes	-	-
Sub-total	1,15,15,860.00	1,09,05,855.00
Less : Tax Remissions and Refund	-	-
Sub-total	-	-
Total Tax Revenue	1,15,15,860.00	1,09,05,855.00

Schedule 21 (a) - Refund and Remission of taxes

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Property taxes	-	-
Octroi and toll	-	-
Cess Income	-	-
Advertisement tax	-	-
Others	-	-
Total refund and remission of tax revenues	-	-

Schedule 22 - Assigned Compensation

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Taxes and Duties collected by others	-	-
Compensation in lieu of Taxes / duties	-	-
Compensations in lieu of Concessions	-	-
Total assigned revenues & compensation	-	-

Schedule 23 - Rental income from Municipal

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Rent from Civic Amenities	8,27,750.00	5,70,400.00
Rent from Office Buildings	8,520.00	-
Rent from Guest Houses	-	-
Rent from lease of lands	-	-
Other rents	-	-
Sub-Total	8,36,270.00	5,70,400.00
Less : Rent Remission and Refunds	-	-
Sub-total	-	-
Total Rental Income from Municipal Properties	8,36,270.00	5,70,400.00



Schedule 24 (a) - Fees & User Charges - (Function wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Municipal Body	-	-
Administration	-	-
Finance, Accounts, Audit	-	-
Election	-	-
Record Room	-	-
Estate	-	-
Stores & Purchase	-	-
Workshop	-	-
Census	-	-
Total income from fees & user charges - Function wise	-	-

Schedule 24(b) - Fees & User Charges - (Income head-wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Empanelment & Registration Charges	-	-
Licensing Fees	12,81,000.00	10,92,091.00
Fees for Grant of Permit	-	-
Fees for Certificate or Extract	-	-
Development Charges	-	-
Regularisation Fees	-	-
Penalties and Fines	-	-
Other Fees	13,95,630.00	13,35,913.00
User Charges	-	-
Entry Fees	-	-
Service / Administrative Charges	-	-
Other Charges	-	-
Sub Total	26,76,630.00	24,28,004.00
Less: Rent Remission and Refunds	-	-
Sub Total	-	-
Total income from Fees & User Charges - Income head-wise	26,76,630.00	24,28,004.00

Schedule 25 (b) - Sale & Hire Charges - (Income head-wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Sale of Products	-	-
Sale of Forms & Publications	19,910.00	-
Sale of stores & scrap	-	-
Sale of Others	-	-
Hire Charges for Vehicles	-	-
Hire Charges for Equipment	22,000.00	-
Total Income from Sale & Hire charges - income head-wise	41,910.00	-

Schedule 26 - Revenue Grants, Contributions & Subsidies

Particulars	Current Year Amount	Previous Year Amount (Rs.)
Revenue Grant	1,18,88,866.00	78,25,459.00
Re-imbursment of expenses	-	-
Contribution towards schemes	-	-
Total Revenue Grants, Contributions & subsidies	1,18,88,866.00	78,25,459.00



Schedule 27 - Income from Investments

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Interest on Investments	-	-
Dividend	-	-
Income from projects taken up on commercial basis	-	-
Profit in Sale of Investments	-	-
Others	-	-
Total Income from Investments	-	-

Schedule 28 - Interest Earned

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Interest from Bank Accounts	17,70,068.00	14,83,386.00
Interest on Loans and advances to Employees	-	-
Interest on loans to others	-	-
Other Interest	-	-
Total. - Interest Earned	17,70,068.00	14,83,386.00

Schedule 29 - Other Income

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Deposits Forfeited	-	-
Lapsed Deposits	-	-
Insurance Claim Recovery	-	-
Profit on Disposal of Fixed asses	-	-
Recovery from Employees	-	-
Unclaimed Refund/ Liabilities	-	-
Excess Provisions written back	-	-
Miscellaneous Income	22,44,782.00	6,07,705.00
Total Other Income	22,44,782.00	6,07,705.00



Schedule 30 (a) - Establishment Expenses - (Function wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Municipal Body		-
Administration		-
Finance, Accounts, Audit		-
Election		-
Record Room		-
Estate		-
Stores & Purchase		-
Workshop		-
Census		-
....		-
.....		-
Total establishment expenses- Function wise		-

Schedule 30 (b) - Establishment Expenses (Expenditure Head wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Salaries, Wages and Bonus	1,95,92,980.00	1,54,08,406.00
Benefits and Allowances	-	-
Pension	-	-
Other Terminal & Retirement Benefits	-	2,41,837.00
Total establishment expenses- expense head	1,95,92,980.00	1,56,50,243.00

Schedule 31 (a) - Administrative Expenses - (Function Wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Municipal Body		-
Administration		-
Finance, Accounts, Audit		-
Election		-
Record Room		-
Estate		-
Stores and Purchase		-
Workshop		-
Census		-
Total Administrative Expenses - Function Wise		-

Schedule 31 (b) - Administrative Expenses - (Expenditure Head-Wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Rent, Rates and Taxes	-	-
Office maintenance	12,11,424.00	1,44,377.00
Communication Expenses	74,394.00	57,304.00
Books & Periodicals	-	-
Printing and Stationery	2,59,110.00	3,64,611.00
Travelling & Conveyance	46,784.00	3,97,800.00
Insurance	-	-
Audit Fees	-	-
Legal Expenses	-	-
Professional and other fees	2,70,910.00	3,99,604.00
Advertisement and Publicity	1,62,470.00	1,37,641.00
Membership and Subscriptions	3,200.00	-
Other Administrative Expenses	35,671.00	7,000.00
Total Administrative Expenses - Expenses head-wise	20,63,963.00	15,08,337.00



Schedule 32 (a) - Operations & Maintenance - (Function wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Municipal Body Administration		
Finance, Accounts, Audit		
Election		
Record Room		
Estate		
Stores & Purchase		
Workshop		
Census		
....		
Total Operations & Maintenance expenses - Function wise		

Schedule 32 (b) - Operations & Maintenance - (Expenditure head-wise)

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Power & Fuel	18,82,285.00	19,44,034.00
Bulk Purchases	-	-
Consumption of Stores	-	-
Hire Charges	9,000.00	28,500.00
Repairs & maintenance- Infrastructure Assets	18,47,061.00	9,46,575.00
Repairs & maintenance- Civic Amenities	-	34,225.00
Repairs & maintenance- Buildings	-	25,800.00
Repairs & maintenance- Vehicles	4,95,269.00	3,88,948.00
Repairs & maintenance- Others	1,27,124.00	23,240.00
Other operating & maintenance expenses	77,872.00	1,03,400.00
Total Operations & Maintenance expenses - expense head wise	44,38,611.00	34,94,722.00

Schedule 33 - Interest and Finance Charges

Particulars	Current Year (Rs.)	Previous Year (Rs.)
Interest on Loans from Central Government	-	-
Interest on Loans from State Government	-	-
Interest on Loans from Government Bodies & associations	-	-
Interest on Loans from International Agencies	-	-
Interest on Loans from Banks & Other Financial Inst	-	-
Other Interest	-	-
Bank Charges	5,058.00	7,234.00
Other Financial Expenses	-	-
Total Interest and Finance Charges	5,058.00	7,234.00



Schedule 34 - Programme Expense

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Election Expenses	-	-
Own Programmes	1,41,035.00	45,230.00
Share in Programmes of others	-	-
Total Programme Expenses	1,41,035.00	45,230.00

Schedule 35 - Revenue Grants, Contributions and Subsidies

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Grants [give details]	-	-
Contributions [give details]	-	-
Subsidies [give details]	-	-
Total Revenue Grants, Contributions and Subsidies	-	-

Schedule 36 - Provisions & Write off

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Provisions for Doubtful receivables	-	-
Provisions for Other Assets	-	-
Revenues written off	-	-
Assets written off	-	-
Miscellaneous Expense written off	-	-
Total Provisions & write off	-	-

Schedule 37 - Miscellaneous Expenses

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Loss on disposal of Assets	-	-
Loss on disposal of Investments	-	-
Other Miscellaneous Expenses	-	-
Total Miscellaneous expenses	-	-

Schedule 38 - Prior Period Items

Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
Income		
Taxes	-	-
Other- Revenues	-	-
Recovery of revenues written off	-	-
Other income	-	-
Sub- Total Income (a)	-	-
Expenses		
Refund of taxes	-	-
Refund of other- Revenues	-	-
Other Expenses	-	-
Sub- Total Income (b)	-	-
Total Prior Period (Net) (a-b)	-	-



Additional Disclosures to the Schedules:

We have prepared the accompanied financial statement of Hailakandi Municipal Board comprising with Balance Sheet with the Guidance as per Assam Municipal Accounts, June 2010 issued by Urban Development, Govt. of Assam.

The process followed by us to arrive the facts and figures shown in this Balance Sheet is as follows:

1. Schedule No. 1: Municipal General Fund:

It comprises Municipal Fund which means excess collection over payment generated by Municipality from its own revenue and excess income over expenditure i.e. Net Balance carried over to Municipal Fund from Income and Expenditure Statement.

As there was separate cash book maintained by Municipality for its own revenue the closing balance as on March 31, 2017 is being considered as its Municipal Fund although we have seen lots of Bank transferred from their capital cash book to revenue cash book and vice versa. But it cannot be considered due to unavailability of proper books of accounts.

2. Schedule No. 2: Earmarked Fund:

As per the details provided to us there was no earmarked fund as on March 31, 2017.

3. Schedule No. 3: Reserves:

Reserve includes Capital contributions, Capital reserve, redemption reserve, statutory reserve, general reserve, revolution reserve and special fund.

Capital contributions means the amount of Capital Grant is utilized for purchasing capital assets and amount invested under capital work in progress. In this case as there was no assets register as well as Grant appropriation register maintained by Municipality, we have considered the written down value of the fixed assets as on March 31, 2017 based on the details of fixed assets provided by Municipality as Capital contribution.

Although there was a guideline in manual that acquisition cost of fixed assets will be treated as capital contribution, in that case we have to charge a huge amount of accumulated depreciation of the same assets against reserve, which results negative reserve for Municipality.

4. Schedule No. 4: Grant & Contributions for Specific Purpose:

It comprises net balance of Grant and Contributions from Central and State Govt. and other Financial Institutions. In absence of Grant appropriation register we have to consider the details provided by Municipal Board on Grant Received & Expenses made from the same as on 31st March, 2017.



Although the Grants & Contribution received during previous years not being specifically allocated for Central & State Govt. In Absence amount receive wise opening Grants & Contribution now we have equally shared the balance amount between Central & State Govt.

5. Schedule No. 5: Secured Loans:

Secured loan as on March 31, 2017 are shown as per the details provided by Municipal Board

6. Schedule No. 6: Unsecured Loans:

As per the details provided to us there was no unsecured loan as on March 31, 2017.

7. Schedule No. 7: Deposit Received:

Deposit Received as on March 31, 2017 are shown as per the details provided by Municipal Board

8. Schedule No. 8: Deposit Works:

As per the details provided to us there was no deposit work as on March 31, 2017.

9. Schedule No. 9: Other Liabilities (Sundry Creditors):

Other Liabilities as on March 31, 2017 are shown as per the details provided by Municipal Board

10. Schedule No. 10: Provisions:

There was no practice of creating Provisions so as on March 31, 2017 by the Municipal Board

11. Schedule No. 11: Fixed Assets:

There were no assets register maintain by Municipality, as per the declaration of closing assets as on March 31, 2017 given by them, we have calculated the written down value after considering the depreciation @20% on reducing balance method as on 01-04-2014 based on the cost of acquisition and the date of purchase provided by the Municipality.

For the FY 2015-17 we have considered the depreciation @5% on reducing balance method. As guided by the Manual depreciation was not being charged against Land. No physical verification was being made for the Fixed Assets.

Capital Work In-Progress as on 31 March 2017 are same as previous year as per the details provided by Municipal Board.

12. Schedule No. 12: Investment- General Fund:

Investment- General Fund as on 31 March 2017 are same as previous year as per the details provided by Municipal Board.

13. Schedule No. 13: Investment- Other Fund:

As per the details provided to us there was no Investment-Other Fund in any other Fund as on March 31, 2017.



14. Schedule No. 14: Stock in Hand (Inventories):

No physical verification was being made for the same. Stock in Hand as on March 31, 2017 are as per the details provided by Municipal Board

15. Schedule No. 15: Sundry Debtors (Receivables):

The figure shown as receivable is taken from the Tax & Revenue software run in the Municipality along with the details provided by the Municipal Board as on March 31, 2017. As per the Guidance of the manual we need to create provision against the receivable based on their ageing analysis. As the Municipality unable to provide as age was receivable provision for doubtful debt has not been created against Bad & Doubtful debt.

16. Schedule No. 17: Prepaid Expenses:

As per the details provided to us there was no Prepaid Expenses as on March 31, 2017.

17. Schedule No. 17: Cash and Bank Balances:

Cash and Bank balance shows the closing balance of Bank account as on March 31, 2017.

18. Schedule No. 18: Loans, Advance & Deposited:

Loans, Advance & Deposited are as per the details provided by the Municipality as on March 31, 2017.

19. Schedule No. 19: Other Assets:

As per the details provided to us there was no Other Assets as on March 31, 2017.

20. Schedule No. 20: Miscellaneous Expenditure (To the extent not written off):

As per the details provided to us there was no Miscellaneous Expenditure as on March 31, 2017.

21. Notes on Drafting of Income and Expenditure Statement for the period ended March 31, 2017:

- ✓ In Absence of proper board resolution to charge the depreciation on Assets, we have considered the depreciation @ 5% on reducing balance method.
- ✓ While deriving the Income for the period the amount of demand raised on account of Tax Revenue, Rental Income, Fees & User Charges, Sale & Hire charges and other Misc. income is being taken from the details provided by Municipal Board along with the Tax & Revenue management software maintained by the Municipality and in case of revenue Grant, Income from investment, Interest earned and other income is taken from the cash book maintained from them along with their approval.
- ✓ All the Expenditures are shown as per the cash book maintained by them and the explanation provided to us.
- ✓ Details of Revenue Grant, Contribution & Subsidies are provided by the Municipal Board only.



OFFICE OF THE
MUNICIPAL BOARD ::::::::::::::: HAILAKANDI

No. B-58/14th F.C./2015-16/ 750

Dated : 23.8.18

To

The Director,
Soft think Intelligent Solutions Pvt. Ltd.
Kolkata

Sub :- LETTER OF ACCEPTANCE for preparation of double entry based
Audited Accounts for F.Y. 2016-17 .


Ref :- Your draft report vide No. gl\hkmb\1819\0302

Sir,

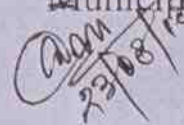
With reference to the subject matter cited above, I have the honour to inform you that the undersigned has read out the draft copy of the report (Income & Expenditure Statement) on Audited Accounts for the FY 2016-17 so prepared by you as per Assam Municipal Accounts Manual & has accepted & approved the draft report.

You are further requested to proceed for preparation of Audited balance sheet accordingly & submit the Full & final report to the undersigned at your earliest.

Yours faithfully,


Executive Officer

Municipal Board, Hailakandi


23/08/18