



INTERNAL AUDIT REPORT: -2016-17

**INTERNAL AUDIT REPORT OF PANIHATI MUNICIPALITY FOR THE PERIOD 31<sup>st</sup> MARCH  
2017**

1. We have audited the financial statement as at 31st March 2017 of Panihati Municipality: DIST. – North 24 Parganas, together with the Income & Expenditure Account and Receipts & Payments Account. These financial statements are the responsibility of the **Municipality**. Our responsibility is to express an opinion on these financial statements based on our Audit.
2. We conducted our Audit in accordance with the Auditing Standards generally accepted in India. Those Standards require that we plan and perform the Audit to obtain reasonable assurance about whether the financial statements are free from material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and accounting principles used and significant estimates made by the **Municipality**, as well as evaluating the overall financial statement presented, we believe that our audit provides a reasonable basis for our opinion.
3. Basis of the audit conducted by us, please find attached our Internal Audit Observations for the year 2016-17

Thanks,

Dated – 19<sup>th</sup> March 2017

Place - Kolkata

Encl - As stated above



For GHOSHAL & GHOSAL  
Chartered Accountants  
FRN : 304013E

*Somnath Biswas*  
CA. SOMNATH BISWAS  
Partner  
Membership No.- 064735

GHOSHAL & GHOSAL

CHARTERED ACCOUNTANTS



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As the above accounting principle is not being followed, there is opening and closing balance lying in the PROPERTY TAX RECEIVABLE ON RESIDENTIAL BUILDINGS (CURRENT YEAR) A/c Code - 4311001

**11) Stores & Fixed Asset Register Management:** Basis the previous internal audit report, municipality has undertaken adequate steps to clean-up the stores and fixed asset register which is still under process.

**Conclusion:**

We are of the opinion that there is a scope of improvement in maintenance of the accounts and relevant records. Special focus need to be given on recovery and adjustment of advances, levy and collection of property taxes. From our sample review we are of the opinion that unless the abovementioned good practices are developed and followed on regular basis there will be chances of error and even scope of misappropriation of fund.



For GHOSHAL & GHOSAL  
Chartered Accountants  
FRN : 304013E

*Somnath Biswas*  
CA. SOMNATH BISWAS  
Partner  
Membership No.- 064735

Dated - 19<sup>th</sup> March 2017

Place - Kolkata

Sl No	Details	ACTUAL 17	2016-
	<b>Total Receipts (A+B)</b>		<b>886,979,466.69</b>
<b>A</b>	<b>REVENUE RECEIPTS (1+2+3)</b>		<b>715,912,064.69</b>
<b>1</b>	<b>Own Revenue Receipts (a+b)</b>		<b>178,805,177.35</b>
a)	<b>TAX REVENUE (Levied and collected by municipal body)</b>		<b>47,483,149.64</b>
i)	<b>PROPERTY TAX</b>		<b>45,983,708.72</b>
	1100101 Property Tax (current)	23,856,194.36	
	1100107 Surcharge of Property Tax	3,807,389.38	
	1718002 Interest on Property Tax	2,645,517.40	
	3402005 Deposit of Tax	1,600.00	
	4311002 Property Tax (arrear)	15,673,007.58	
	<b>Total</b>	<b>45,983,708.72</b>	
ii)	<b>Other Tax (Levied and collected by municipal body)</b>		<b>1,499,440.92</b>
	1101101 Advertisement Tax (Current)	1,499,440.92	
	<b>Total</b>	<b>1,499,440.92</b>	
b)	<b>Non-tax revenue (levied and collected by municipal body)</b>		<b>131,322,027.71</b>
i)	<b>Fees &amp; Fines</b>		<b>120,681,638.71</b>
	1401001 Registration Carts	7,200.00	
	1401115 Licensing Fees For Shops	21,632,009.00	
	1401205 Plan Sanction Fees	5,530,840.00	
	1401302 Birth & Death Certificates Fees	163,810.00	
	1401301 Certified Copy	163,000.00	
	1404014 Development Charges	36,802,522.00	
	1404006 House Connection For Water	2,661,080.00	
	1404011 Property Transfer Fees	30,673,019.40	
	1404010 Mutation Fees	1,814,715.00	
	1405015 Water Tanker Fees	280,425.00	
	1405012 Water Fees	169,929.31	
	1405013 Ferrule Clearance charge	324,850.00	
	1402004 Penalties & Fine Other Acts	15,101,760.00	
	1405002 Hospital Charges	150,174.00	
	1407004 Road Damage Recovery	5,206,305.00	
	<b>Total</b>	<b>120,681,638.71</b>	
ii)	<b>User Charges</b>		<b>3,851,405.00</b>
	1405003 Ambulance Charges	370,405.00	
	1405004 Funeral / Van Service	75,450.00	
	1405007 Septic Tank Clearance Charges	2,201,600.00	
	1405009 Creamation Charges	1,149,400.00	
	1405023 Suppling of Vat	54,550.00	
	<b>Total</b>	<b>3,851,405.00</b>	
iii)	<b>Other non-Tax (Levied and collected by municipal body)</b>		<b>6,788,984.00</b>
	1501002 Sale of garbage (carcase)	200,000.00	
	1501003 Sale of Mannure	45,000.00	
	1501101 Sale of Form	514,600.00	
	1501106 Tax Review Form	555,305.00	
	1504101 Hire Charges of Rollers / Pay Lodder	15,200.00	
	1504003 Hire Charges of any other Vehicles	2,600.00	
	1301001 Rent from Market	2,969,267.00	

*[Signature]*  
Executive Officer  
Panihati Municipality



