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INDIAN AUDIT AND ACCOUNTS DEPARTMENT
OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(GENERAL & SOCIAL SECTOR AUDIT), W.B.
LOCAL AUDIT DEPARTMENT

No: LA/SS-III/Intm.-Prog/2017-18/231/17(9) (TB)

Dated: 04.07.2018

To
The Chairman,
Konnagar Municipality,
P.O. Konnagar,
Hooghly - 712235

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Contents not Verified
Konnagar Municipality
No. 112/18/15
Dg. & Date.....

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Sir/Madam.

In accordance with the **2nd Quarterly Audit Programme, 2018-19** communicated to the Pr. Secretary, Municipal Affairs Department vide Letter No. SS-III/SGC/195/2017-19/1198(TB) and Director of Local Bodies, Government of West Bengal vide Letter No. SS-III/SGC/195/2017-19/1197(TB) dated 12.06.2018; an audit team on behalf of the Examiner of Local Accounts will visit your office from **02.08.18 to 31.08.18**. Depending upon the volume of work and supply of information/documents the audit programme may be extended.

Audit will be conducted by shri Shyamal Kumar Gorain, Supervisor. OIC No. WBKLL3310104 and Shri Netai Paul, Supervisor. OIC No. WBKLL3310113 under the supervision of Shri Lakhan Mahato, Sr.AO. OIC No. WBKLL3310249.

The audit party will take up the **Transaction Audit** for the years **2013-18 and Accounts Audit** for the year **2016-17** of your Municipality. However, as per necessity, the audit party may examine records/documents/data for earlier and later periods.

Annexure A

Minutes/ record of Discussions at the conclusion of Audit

Minutes of the minutes held on to discuss audit observation to be included in the draft inspection Report for Transaction 2013-14 to 2017- 2018 and Accounts for 2016-17 relating to the Konnagar Municipality/ audited Entity.

Present:-


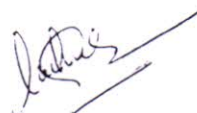
From Entity Side	From Audit Side
Sri.Bappaditya Chatterjee (Chairman)	Sri. Lakhan Mahato (Senior Audit Officer)
Sri. Barun Kumar Samanta (Finance Officer)	Sri. Shyamal Kumar Gorain (Supervisor)
Sri Sanjit kumar Bandyopadhyay (Executive Officer)	Sri. Netai Paul (Supervisor)

(Note:- The minor and procedural irregularities which were noticed during the course of audit have either been settled on spot after taking assurance from the auditee or have been issued to the entity in the shape of test audit note.)

The audit observation were discussed in detail and necessary clarification, wherever sought, were given from the audit side.

It was pointed out by Audit that initial replies from the Entity in respect of ----- audit observation were still awaited and the same may be furnished on priority. In response, the Entity assured to send the replies at the earliest possible.

The meeting ended with vote of thanks.

 Sri.Bappaditya Chatterjee (Chairman) From Entity 's Side	 Sri. Lakhan Mahato (Senior Audit Officer) From Audit Side
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31/8/18
Chairman
Konnagar Municipality

31/8/2018

SR. LAKHAN MAHATO
SENIOR AUDIT OFFICER
KONNAGAR MUNICIPALITY
2018

Minutes of the entry meeting held on 02.08.2018 in the chamber of the Chairman, Konnagar Municipality

An entry meeting between the audit party and the Municipal authority, headed by Chairman was held today at 11.00 A.M. in the chamber of the Chairman, Konnagar Municipality. The meeting was presided over by the Chairman, Konnagar Municipality.


At the beginning the Chairman welcomed the audit party on behalf of the Municipality. The Staffs of the Municipality were also present at the meeting.

Shri Lakhan Mahato, Senior Audit Officer of the audit party apprised the Chairman that transaction audit of the Municipality will be conducted for the year 2013-2018 and thereafter Audit of Annual Accounts for the year 2016-17. Shri Mahato requested the Chairman to issue direction to all staff members to furnish the basic records /registers /information/replies of the audit observations promptly to facilitate completion of audit within the scheduled time-frame.

The Chairman assured to look into the matter in furnishing records and replies to the audit party as promptly as possible so that audit can be conducted smoothly within the scheduled time frame.

At the end of the meeting the Chairman assured the audit party that every possible co-operation will be extended for smooth conduct of audit.

The meeting ended with a vote of thanks to the chair.


Lakhan Mahato,
Senior Audit Officer
LAKHAN MAHATO
Senior Audit Officer
Office of the Municipal Authority
Konnagar Municipality
Konnagar-741001


Chairman,
Konnagar Municipality
Konnagar Municipality

Form 88 [Vide Rules 239 & 260]
Name of Urban Local Body : KONNAGAR Municipality
INCOME AND EXPENDITURE STATEMENT FOR THE YEAR 2016-2017

Code No	Item/Head of Account	Schedule No	Previous Year Amount (Rs.)	Current Year Amount (Rs.)
1	2	3	4	5
INCOME				
110	TAX REVENUE	I-0	13141498.18	17657707.31
120	ASSIGNED REVENUES AND COMPENSATIONS	I-2	3538000.00	2741985.00
130	RENTAL INCOME FROM MUNICIPAL PROPERTIES	I-3	1881248.96	3950946.46
140	FEES AND USER CHARGES	I-4	31122728.80	37213945.22
150	SALE AND HIRE CHARGES	I-5	577285.00	570910.00
160	REVENUE GRANTS, CONTRIBUTIONS AND SUBSIDIES	I-6	115631342.90	135209866.00
170	INCOME FROM INVESTMENTS	I-7	2429906.62	4503300.52
171	INTEREST EARNED	I-8	2964969.12	3838277.36
A	Total - INCOME		171286979.58	205686937.87
EXPENDITURE				
210	ESTABLISHMENT EXPENSES	I-10	86147498.00	94117096.02
220	ADMINISTRATIVE EXPENSES	I-11	4514859.00	4015580.00
230	OPERATION AND MAINTENANCE	I-12	25206787.00	27647332.49
240	INTEREST AND FINANCE CHARGES	I-13	270109.08	364558.73
250	PROGRAMME EXPENSES	I-14	1729238.00	1369825.00
272	DEPRECIATION	I-0	32627282.00	21710819.57

[Signature]
Finance Officer
Konnagar Municipality

[Signature]
Chairman
Konnagar Municipality

**Form 88 [Vide Rules 239 & 260]
Name of Urban Local Body : KONNAGAR Municipality
INCOME AND EXPENDITURE STATEMENT FOR THE YEAR 2016-2017**

Code No	Item/Head of Account	Schedule No	Previous Year Amount (Rs.)	Current Year Amount (Rs.)
1	2	3	4	5
B	Total - EXPENDITURE		150495773.08	149225211.81
A-B	Gross surplus/(deficit) of income over expenditure		20791206.50	56461726.06
			SURPLUS	SURPLUS

[Signature]
Finance Officer
Konnagar Municipality

[Signature]
Chairman
Konnagar Municipality

