



AKAS & Associates
Chartered Accountants

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T-5/B, B. DANIEL BUILDING
Near Sanitation Office, Behind Aizawl College,
TUIKHUAHTLANG, AIZAWL, MIZORAM -796001

- HO: New Delhi
- BO: Ghaziabad, UP

To

Dated 29-02-2024

The Chief Executive Officer,
Lunglei Municipal Corporation,
Lunglei, Mizoram

Subject: Submission of the Annual Accounts and Internal Audit Report of Lunglei Municipal Corporation for the FY 2022-23 (for the period from 05.12.2022 to 31.03.2023)

Reference: Office Order No.G.25018/1/23-LMC dated 08.02.2024

Sir

With reference to the Subject and Order of Appointment given in the Reference, we have performed the Internal Audit of the Accounts for the Year 2022-23 (for the period from 05.12.2022 to 31.03.2023). Our appointment has been made in line with guidelines of the 14th Finance Commission to have in place an Internal Audit System, after which the said accounts are subject to the examination and Audit of the Director of Local Fund Audit (DLFA), Mizoram, who shall be the Primary Statutory Auditor and his Report on the Accounts is laid before the State Legislator.

We, as per the terms of the assignment, have undertaken the Internal Audit assignment, examined and reviewed the existing financial management system, test checked the financial transactions and internal control. We noted many weak areas which need to be addressed and improved.

Thanks

For AKAS & Associates
Chartered Accountants
FRN: 022876N

CA Ajay Kumar Joshi
(Partner)

Mem. No. 098017

Date: 29-02-2024

Place: Aizawl

UDIN: 24098017BKBOHF3400



Lunglei Municipal Council

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No. 674

Date: 6/3/24

Detailed Internal Audit Report 2022-23 (Period from 05.12.2022 to 31.03.2023)**1) METHODOLOGY ADOPTED TO FINALISE THE ACCOUNTS FOR THE FY 2022-23:**

The manual Cash book is not maintained to capture all the financial transactions since the Bank related transactions, the receipt of the Grants etc. were not recorded in the Cash Book. In view of the lesser volume of transactions, we had attempted to record all the transaction in the Tally Accounting Software for the ease, convenience and to facilitate understanding and establish the audit trail for future records and reference. The Annual Accounts for the FY 2022-23 were finalized on the basis of the reports generated from Tally Prime.

2) FIXED ASSETS

There are many areas under Fixed Assets Accounting which requires improvement and immediate attention of the Management. Some of these areas are:

- 1) Maintenance of the Fixed Assets Register inline with and matching with the figures as per the Schedule of the Balance Sheet.
- 2) Marking of the Fixed Assets Identification Number on the Asset with the serial Numbers as given in the Fixed Assets Register.
- 3) Implementation of the System of the Physical Verification of the Fixed Assets on regular basis, atleast once in a year.

3) ACCOUNTING POLICIES, ACCOUNTING MANUAL, FINANCIAL POWERS, POLICIES FOR EXPENSES RELATING TO STAFF ENTITLEMENTS AND PREPARATION OF BUDGET.

Since this is the Inception Year for the LMC and many of the activities are yet to be taken up by the Council, there is a need to design the Accounting Policies in line with such activities in due course, however, minimal accounting policies are followed and disclosed in the Notes to the Accounts. It is also suggested that the Council designs an Accounting Manual with the detailed Account Head Codes which can be operated and used in Accounting Process. There is also a need of designing policies for Financial powers to deal with different expenditure limits as a tool for Inter-Control in processing of the payments. We suggest that policies are designed for different staff related expenses like TA/DA, Medical Reimbursement, Staff Transfers, Allowances and other entitlements to the Staffs. It is also suggested that there is preparation of the Financial forecast in the form of Annual/Half-Yearly or the Quarterly Budgets for financial discipline and control of the Expenditures.



4) BOOK-KEEPING PROCESS & RECORDING

The system of proper recording of the transactions, body of the vouchers, quality of supporting in the form of Cash Memo/ Bills, processing, authorization, mention of the correct head of expenditure, mention of voucher number serially and their proper filing and upkeep also need improvement.

5) MAINTENANCE OF THE CASH BOOK

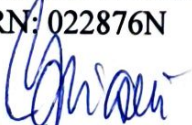
The maintenance of Cash books needs improvement, since it records on the transactions towards the withdrawals/payments from the Bank. It is suggested that two-columnar cash is maintained and proper balancing, initials and reconciliation is made on monthly basis. It is observed that all the payments are released in Cash, it is advised that Cheque payments or Bank Transfers are used as a medium of payment.

6) OTHER AREAS

- a) The Council does not have its own PAN & TAN Number, it is suggested that it is applied immediately in order to avoid any non-compliance from the Income Tax Department.
- b) The Council should also apply for the TAN Based GST registration, since for all the payments above Rs. 2,50,000/-, the council is required to deduct 1% TDS each for SGST and CGST.
- c) There is a need to have proper internal control on procurement, usage and closing stock of expenditure incurred on Stationery Items and POL

We are thankful to the all the staffs of the LMC who extended their full support and assistance in completing the audit assignment and we envisage that our aforesaid comments and suggestions will help the organization in improving and strengthening their Financial Management System and help achieving the goals of the organization.

For AKAS & Associates
Chartered Accountants
FRN: 022876N


CA Ajay Kumar Joshi
(Partner)



Mem. No. 098017

Date: 29.02.2024

Place: Aizawl

UDIN: 24098017BKBOHF3400

LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



BALANCE SHEET AS AT 31ST MARCH 2023

(Amount in Rs.)

(Amount in Rs.)

Particulars		Schedule	As on 31.03.2023	As on 31.03.2022
1		2		
I.	LIABILITIES			
	Municipal Fund	Sch:1	-19,65,355.89	-
	Reserves and Surplus	Sch:2	65,93,350.01	-
	Grant-in-Aid for Specified Purposes	Sch:3	80,86,649.99	-
	Deposits/EMD	Sch:4	-	-
	Other Liabilities	Sch:5	4,93,683.00	-
	Provisions	Sch:6	-	-
	TOTAL		1,32,08,327.11	-
II.	ASSETS			
	Fixed Assets			
	Gross Block	Sch:7	70,27,836.00	-
	Less: Accumulated Depreciation		4,34,485.99	-
			65,93,350.01	-
	Investments	Sch:8	-	-
	Current assets			
	Tax & Revenue Receivable	Sch:9	-	-
	Cash and Cash Equivalents	Sch:10	66,14,977.10	-
	Loans,Advances & Deposits	Sch:11	-	-
	TOTAL		1,32,08,327.11	-

For & On Behalf of AKAS & Associates
Chartered Accountants
FRN: 022876N



CA. Ajay Kumar Joshi
Partner

Mem. No. 098017

Date: 29.02.2024

Place: Aizawl

UDIN: 24098017BKBOHF3400

For Lunglei Municipal Council

Chief Executive Officer

For Lunglei Municipal Council

Secretary



INCOME & EXPENDITURE FOR THE PERIOD FROM 05.12.2022 TO 31.03.2023

(Amount in Rs.)

Particulars	Schedule	Period from 05.12.2022 to 31.03.2023	01.04.2021-31.03.2022
INCOME			
Tax Revenue	IE-1	-	-
Rental Income from Municipal Properties	IE-2	-	-
Fees & User Charges	IE-3	-	-
Sale & Hire Charges	IE-4	-	-
Revenue Grants, Contributions & Subsidies	IE-5	23,78,000.00	-
Interest Earned	IE-6	41,961.00	-
Other Income	IE-7	-	-
Grant Recouped for Depreciation	IE-8	-	-
TOTAL		24,19,961.00	-
EXPENDITURE			
Establishment Expenditures	IE-9	28,48,440.00	-
Administrative Expenses	IE-10	9,46,579.90	-
Operations & Maintenance	IE-11	1,55,811.00	-
Programme Expenses	IE-12	-	-
Depreciation	Sch:7	4,34,485.99	-
TOTAL		43,85,316.89	-
Net Surplus/Deficit Before Prior Period Items		-19,65,355.89	-
Add: Prior period Items (Net Surplus)	IE-13	-	-
Net Surplus/(Deficit) After Prior Period Items		-19,65,355.89	-
Transferred to the Reserves Account			

For & On Behalf of AKAS & Associates
Chartered Accountants
FRN: 022876N

CA. Ajay Kumar Joshi
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For Lunglei Municipal Council

Chief Executive Officer

For Lunglei Municipal Council

Secretary

LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule 1 -Municipal Fund

(Amount in Rs.)

<u>Share Capital</u>	As on 31.03.2023	As on 31.03.2022
<u>Consolidated Municipl Fund</u>		
Opening Balance	-	-
Add/Less: Surplus/Deficit for the Current Year	-19,65,355.89	-
Less: Adjustment for Reversal of Creditors Head	-	-
***Adjustment With Reserve & Surplus	-	-
Grand Total	-19,65,355.89	-



**LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM**



Schedule-2 Reserves & Surplus

(Amount in Rs.)

<u>Particulars</u>	As on 31.03.2023	As on 31.03.2022
Specialised Fund Utilised (Capital Reserve)		
Opening Balance	-	-
Add: Assets procured from GIA during the year	70,27,836.00	-
Less: Depreciation W/off on Assets from GIA for Current Year	4,34,485.99	-
	65,93,350.01	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-3: Grant-in-Aid for Specified Purposes

(Amount in Rs.)

Particulars	As on 31.03.2023	As on 31.03.2022
<u>GRANT-IN-AID</u>		
Opening Balance	-	-
Add: GIA Received During the Current Year-Central	-	-
Add: GIA Received During the Current Year-State	1,46,80,000.00	
Add: GIA Received During the Current Year-State(AMRUT)	-	
Add: Amount Received as Beneficiary Contribution	-	
Less: GIA Utilised & Trfd to Capital Reserve	65,93,350.01	
Closing Balance	80,86,649.99	-

Schedule- 4 : Deposit Received

Particulars	As on 31.03.2023	As on 31.03.2022
Security Deposit - Contractors & Suppliers	-	-
Security Deposits - Rent & Parking Revenue	-	-
Security Deposits - Engineers & Architects	-	-
Total	-	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule- 5 : Other Liabilities

(Amount in Rs.)

Particulars	As on 31.03.2023	As on 31.03.2022
Other Liabilities(Sundry Creditors)		
Suppliers Control Account	-	-
Contractors Control Account	-	-
<i>Sub-Total (A)</i>	-	-
Staff Statutory Deductions		
EPF Deductions (Employee's Contribution)	-	-
EPF Deductions (Employer's Contribution)	-	-
EPF Deductions- ADA Staff	-	-
Allowances Payable	-	-
DA Impounded @16%	41,808.00	-
GPF Deductions	55,000.00	-
Insurance Fund Deductions(MSGEGIS/IF & SF)	1,500.00	-
Licence Fess Staff Quarters	-	-
HBA Deductions	26,000.00	-
Other Deductions- Staff	-	-
Welfare Fund Deductions	-	-
Wages Payable	-	-
Payroll Savings Deductions/MCA	-	-
NPS Contribution Payable	10,701.00	-
CM Relief Fund	-	-
Salary Payable	3,58,674.00	-
Councillors Remuneration Payable	-	-
<i>Sub-Total (B)</i>	4,93,683.00	-
Other Liabilities		
Other Deductions- Contractors	-	-
Labour Cess-Contractors	-	-
Professional Tax Deduction	-	-
GST TDS Deductions - Contractors	-	-
VAT TDS Deductions - Contractors	-	-
TDS-Professional Payable	-	-
TDS-Scheme Expenses	-	-
Property & Other Taxes Payable	-	-
Refund of excess receipt against sale of attached Prop	-	-
Refund of Other Income	-	-
<i>Sub-Total (B)</i>	-	-
Total	4,93,683.00	-

Schedule- 6 : Provisions

Particulars	As on 31.03.2023	As on 31.03.2022
Opening Balance	-	-
Add: Consolidated Provisions for Expenses	-	-
Less: Provisions for Expenses Adjusted in the Year	-	-
Total	-	-



**LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM**



Schedule-7: FIXED ASSETS & DEPRECIATION

(Amount in Rs.)

Tangible Assets Owned	Rate of Depreciation	Gross Block		Accumulated Depreciation			Net Block	Net Block
		As on 01.04.2022	Addition/Deductions during the year	As on 31.03.2023	As on 01.04.2022	During the year	Total as on 31.03.2023	As on 31.03.2022
1 Computer & Peripherals	31.67%	-	7,08,000.00	7,08,000.00	-	1,12,111.80	1,12,111.80	5,95,888.20
2 Furniture & Fixture	9.50%	-	35,51,852.00	35,51,852.00	-	1,68,712.97	1,68,712.97	33,83,139.03
3 Plants & Machineries	7.31%	-	6,09,428.00	6,09,428.00	-	22,274.59	22,274.59	5,87,153.41
4 Office & Other Equipments	19.00%	-	89,000.00	89,000.00	-	8,455.00	8,455.00	80,545.00
5 Vehicle	11.88%	-	20,69,556.00	20,69,556.00	-	1,22,931.63	1,22,931.63	19,46,624.37
TOTAL		-	70,27,836.00	70,27,836.00	-	4,34,485.99	4,34,485.99	65,93,350.01
6 Capital Work-in-Progress		-	-	-	-	-	-	-
GRAND TOTAL		-	70,27,836.00	70,27,836.00	-	4,34,485.99	4,34,485.99	65,93,350.01
Previous Year's		-	-	-	-	-	-	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule- 8 : Investments

Particulars	As on 31.03.2023	As on 31.03.2022
Fixed Deposits	-	-
Total	-	-

Schedule- 9 : Tax & Revenue Receivable

Particulars	As on 31.03.2023	As on 31.03.2022
Property Tax/Rent Receivables		
<u>Property Tax Receivables</u>		
Receivables for the Current Year	-	-
Receivables for more than One year	-	-
Grand Total	-	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule - 10 Cash & Cash Equivalents

Cash and cash equivalents	As on 31.03.2023		As on 31.03.2022	
A) Cash in hand				
a) Cash-in-Hand-General	-		-	
b) Cash-in-Hand -Revenue	-	-	-	-
B) Balances with Scheduled Banks				
SBI A/c 41448176583		66,14,977.10	-	
		66,14,977.10		-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-11: Loans, Advances, Deposits & GIA Receivable

(Amount in Rs.)

Particulars	As on 31.03.2023	As on 31.03.2022
<u>Loans & Advances</u>		
Temporary Advance to Employees(EPF)	-	-
Advances to Suppliers/Contracors-Others	-	-
Advances Recoverable	-	-
Advances due for Adjustment	-	-
TDS Deducted By the Bank	-	-
<u>GIA Receivable</u>		
Grant Receivable from State Govt.	-	-
<u>Bank Interest Accrued</u>		
FDR Interest	-	-
Total	-	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-IE-1: Tax Revenue

(Amount in Rs.)

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Property Tax	-	-
Total	-	-

Schedule-IE-2: Rental Income from Municipal Properties

(Amount in Rs.)

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Rent from Municipal Properties	-	-
Total	-	-

Schedule-IE-3: Fees & User Charges

(Amount in Rs.)

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Licensing Fees -Shops & Mobile towers License Fees	-	-
Fees for Grant of Permit -Fees from sanction of building plans	-	-
Fees for Certificate or Extract -Birth & Death Registration Fees	-	-
Penalties & Fines- Unauthorized Construction	-	-
Other Penalties & Fine	-	-
User Charges- Parking Space for CCBT	-	-
Other Fees -Miscellaneous fees- Fees from Zemabawk Market	-	-
Other Fees -Building Regulation - Technical License Holder Fee	-	-
User Charges -Pay & Use toilets	-	-
Other Fees -Electricity supply fees (STPI)	-	-
Losse Soil	-	-
User Charges -Litter & Debris Collection (SWM) charges	-	-
SWM Charges Collected	-	-
User Charges -Septic tank cleaning charges (Cesspool Cleaner)	-	-
User Charges -Parking Space Charges for Aizawl City	-	-
Other Fees -Water Connection Fees (STPI)	-	-
Other Fees -Advertisement & Hoarding fees	-	-
Other Fees- Vendor Fees	-	-
User Charges- Parking Space for CSTT	-	-
Total	-	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-IE-4: Sale & Hire Charges

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Sale of Products -Sale of Book leaflets & others	-	-
Sale of Forms & Publications -Sale of tender papers	-	-
Sale of Forms & Publications -Building Permission Forms	-	-
Sale of Adv. & Hoarding Forms	-	-
Sale of Shop Licence Forms	-	-
Sale of stores & scrap -Vehicle/JCB Auction	-	-
Sale of Others -Sale of Parking Fee Receipt Book, Parking Collector's Badge etc.	-	-
Total	-	-

Schedule-IE-5: Revenue Grants, Contributions & Subsidies

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Revenue Grants-From State Government		
- Salaries & Remuneration	23,78,000.00	-
- Non-Salaries	-	-
- Swachh Bharat Mission	-	-
- Recoupment of Basic Grant for Revenue Expenses	-	-
Revenue Grants-From Central Government		
-Reimbursement of Expenses	-	-
Total	23,78,000.00	-

Schedule-IE-6: Interest Earned

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Interest - Other Interest	-	-
Interest from Bank Accounts - Bank Interest	41,961.00	-
Total	41,961.00	-

Schedule-IE-7: Other Income

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Miscellaneous Income	-	-
Total	-	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-IE-8: Capital Grant Recouped

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Grant Recouped for Depreciation	-	-
Total		-

Schedule-IE-9: Establishment Expenditures

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Salaries, Wages and Bonus -Salaries & Allowances - Staff	28,48,440.00	-
Salaries, Wages and Bonus -Wages	-	-
Furnishing Allowance	-	-
Salaries, Wages and Bonus -Honorarium	-	-
Benefits and Allowances -Staff Welfare Expenses	-	-
Benefits and Allowances -Remuneration & Fees (People Representatives)	-	-
Benefits and Allowances -Remuneration of Local Council Member	-	-
Benefits and Allowances -Stipend to Apprentice	-	-
EPF Payment for Erstwhile ADA Staff	-	-
Benefits and Allowances -Sitting Allowance	-	-
Pension -Pension Leave Salary Contribution(NPS)	-	-
Other Benefits -Employees Provident Fund Contribution (Employers share)	-	-
Total	28,48,440.00	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-IE-10: Administrative Expenses

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Office Maintenance -Electricity charges	-	-
Office Maintenance -Postage	-	-
Office Maintenance -Office decoration	-	-
Communication Expenses-Telephone/Fax expenses	-	-
Communication Expenses-Internet expenses	3,400.00	-
Communication Expenses-Computer Networking Expenses	-	-
Communication Expenses-TV Cable Expenses	-	-
Books & Periodicals -Newspapers	-	-
Books & Periodicals -Books	-	-
Printing and Stationery -Printing expenses	-	-
Printing and Stationery -Stationery	1,05,250.00	-
Printing and Stationery -Computer stationery and consumables	-	-
Travelling & Conveyance -Hire Charges	-	-
Travelling & Conveyance -Tours & Travel	-	-
Insurance -Vehicle Insurance	-	-
Audit Fees	-	-
Legal Expenses -Legal Fees	-	-
Professional and Other Fees -Technical and Administrative Support	-	-
Professional and Other Fees -Consultancy fees	-	-
Advertisement and Publicity -Advertisement expenses	-	-
Other Admin. Expenses-Meeting, Training, Capacity Building, etc.	-	-
Other Admin. Expenses-Miscellaneous expenses	-	-
Other Admin. Expenses-Transfer Exp. Re-imbursement	5,98,515.00	-
Other Administrative Expenses-Refreshment Expenses	17,170.00	-
Other Admin. Expenses-Refreshment and other Expenses	-	-
Other Admin. Expenses-Monsoon Damage Assistance	-	-
Other Admin. Expenses-Drinking Water Expenses	-	-
Bank Charges	1,008.90	-
Inauguration Expenses	2,04,886.00	-
Office Expenses	16,350.00	-
Other Administrative Expenses-Solid Waste Management Expenses	-	-
Remittance of Fees for Registration of Birth & Death	-	-
Total	9,46,579.90	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-IE-11: Operations & Maintenance

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Power & Fuel -Consumption of Diesel and Petrol	1,12,600.00	-
Hire Charges - Vehicles	-	-
<u>Repair & Maintenance</u>		
Infrastructure Assets -Traffic Signals	-	-
Infrastructure Assets -Street Lighting System	-	-
Repairs & maintenance -Buildings -Office Buildings	-	-
Vehicles -SWM Vehicles	-	-
Vehicles -Office Vehicles	38,011.00	-
Others -Electrical Appliances	5,200.00	-
Others -Office Equipments	-	-
Others -Other fixed assets	-	-
Others -Computers and Accessories	-	-
Plant & Machinery	-	-
Total	1,55,811.00	-





Schedule-IE-12: Programme Expenses

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Ward Fund & Hospitality (Special Assistance to the Urban Poor)	-	-
Donation/Sponsorship	-	-
Property Tax Returns	-	-
Street Vending	-	-
- Scheme Programme -Swachh Bharat Mission	-	-
Total	-	-

Schedule-13: Prior Period Incomes/Expenditures

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
<u>Prior Period Expenditures</u>		
Refund of Revenues-Rent & Taxes	-	-
Expenses of Previous Years	-	-
<i>Sub-Total (A)</i>	-	-
<u>Prior Period Incomes</u>		
Expenses of Previous Years Reversed	-	-
<i>Sub-Total (B)</i>	-	-
Total (A-B) Net Prior Period Income	-	-



LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM

RECEIPTS & PAYMENTS ACCOUNT FOR THE PERIOD FROM 05.12.2022 TO 31.03.2023



(Amount in Rs.)

Particulars	Schedule	Period from 05.12.2022 to 31.03.2023	01.04.2021-31.03.2022
RECEIPTS			
Opening Balance (Cash & Bank)		-	-
Tax Revenue		-	-
Rental Income from Municipal Properties		-	-
Fees & User Charges		-	-
Sale & Hire Charges		-	-
Revenue Grants, Contributions & Subsidies	RP-1	1,03,56,594.00	-
Interest Earned	RP-2	41,961.00	-
Other Income		-	-
Amount Paid in Loans & Advances		-	-
Central Grant Received- Capital		-	-
TOTAL		1,03,98,555.00	-

For & On Behalf of AKAS & Associates
 Chartered Accountants
 FRN: 022876N

CA. Ajay Kumar Joshi
 Partner

Mem. No. 098017

Date: 29.02.2024

Place: Aizawl

UDIN: 24098017BKBOHF3400



For Lunglei Municipal Council

Chief Executive Officer

For Lunglei Municipal Council

Secretary

LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM
RECEIPTS & PAYMENTS ACCOUNT FOR THE PERIOD FROM 05.12.2022 TO 31.03.2023



Particulars		Period from 05.12.2022 to 31.03.2023	01.04.2021-31.03.2022
PAYMENTS			
Establishment Expenditures	RP-3	23,54,757.00	-
Administrative Expenses	RP-4	8,74,109.90	-
Operations & Maintenance	RP-5	1,55,811.00	-
Programme Expenses		-	-
EMD/Security Deposited Received (Net)		-	-
Purchase of Fixed Assets	RP-6	3,98,900.00	-
Investments		-	-
Sundry Creditors/Expenses Payable		-	-
Prior Period Expenditures		-	-
Closing Balance (Cash & Bank)	Sch-10	66,14,977.10	-
TOTAL		1,03,98,555.00	-

For & On Behalf of AKAS & Associates
Chartered Accountants
FRN: 022876N

CA. Ajay Kumar Joshi
Partner
Mem. No. 098017
Date: 29.02.2024
Place: Aizawl
UDIN: 24098017BKBOHF3400



For Lunglei Municipal Council

Chief Executive Officer

For Lunglei Municipal Council

Secretary

LUNGLEI MUNICIPAL COUNCIL
CONVENTION CENTRE BASEMENT-II, LUNGLEI, MIZORAM



Schedule-RP-1: Revenue Grants, Contributions & Subsidies

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Revenue Grants-From State Government		
- Salaries & Remuneration	23,78,000.00	-
- Non-Salaries	79,78,594.00	-
- Swachh Bharat Mission	-	-
- Recoupment of Basic Grant for Revenue Expenses	-	-
Revenue Grants-From Central Government		-
-Reimbursement of Expenses	-	-
Total	1,03,56,594.00	-

Schedule-RP-2: Interest Earned

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Interest - Other Interest	-	-
Interest from Bank Accounts - Bank Interest	41,961.00	-
Total	41,961.00	-

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Schedule-RP-3: Establishment Expenditures

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Salaries, Wages and Bonus -Salaries & Allowances - Staff	23,54,757.00	-
Salaries, Wages and Bonus -Wages	-	-
Furnishing Allowance	-	-
Salaries, Wages and Bonus -Honorarium	-	-
Benefits and Allowances -Staff Welfare Expenses	-	-
Benefits and Allowances -Remuneration & Fees (People Representatives)	-	-
Benefits and Allowances -Remuneration of Local Council Member	-	-
Benefits and Allowances -Stipend to Apprentice	-	-
EPF Payment for Erstwhile ADA Staff	-	-
Benefits and Allowances -Sitting Allowance	-	-
Pension -Pension Leave Salary Contribution (NPS)	-	-
Other Benefits -Employees Provident Fund Contribution (Employers share)	-	-
Total	23,54,757.00	-



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Schedule-RP-4: Administrative Expenses

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Office Maintenance -Electricity charges	-	-
Office Maintenance -Postage	-	-
Office Maintenance -Office decoration	-	-
Communication Expenses-Telephone/Fax expenses	-	-
Communication Expenses-Internet expenses	3,400.00	-
Communication Expenses-Computer Networking Expenses	-	-
Communication Expenses-TV Cable Expenses	-	-
Books & Periodicals -Newspapers	-	-
Books & Periodicals -Books	-	-
Printing and Stationery -Printing expenses	-	-
Printing and Stationery -Stationery	45,380.00	-
Printing and Stationery -Computer stationery and consumables	-	-
Travelling & Conveyance -Hire Charges	-	-
Travelling & Conveyance -Tours & Travel	-	-
Insurance -Vehicle Insurance	-	-
Audit Fees	-	-
Legal Expenses -Legal Fees	-	-
Professional and Other Fees -Technical and Administrative Support	-	-
Professional and Other Fees -Consultancy fees	-	-
Advertisement and Publicity -Advertisement expenses	-	-
Other Admin. Expenses-Meeting, Training, Capacity Building, etc.	-	-
Other Admin. Expenses-Miscellaneous expenses	-	-
Other Admin. Expenses-Transfer Exp. Re-imbursement	5,98,515.00	-
Other Administrative Expenses-Refreshment Expenses	17,170.00	-
Other Admin. Expenses-Refreshment and other Expenses	-	-
Other Admin. Expenses-Monsoon Damage Assistance	-	-
Other Admin. Expenses-Drinking Water Expenses	-	-
Bank Charges	1,008.90	-
Inauguration Expenses	2,04,886.00	-
Office Expenses	3,750.00	-
Other Administrative Expenses-Solid Waste Management Expenses	-	-
Remittance of Fees for Registration of Birth & Death	-	-
Total	8,74,109.90	-



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Schedule-RP-5: Operations & Maintenance



Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Power & Fuel -Consumption of Diesel and Petrol		
Hire Charges - Vehicles	1,12,600.00	-
Repair & Maintenance	-	-
Infrastructure Assets -Traffic Signals	-	-
Infrastructure Assets -Street Lighting System	-	-
Repairs & maintenance -Buildings -Office Buildings	-	-
Vehicles -SWM Vehicles	-	-
Vehicles -Office Vehicles	38,011.00	-
Others -Electrical Appliances	5,200.00	-
Others -Office Equipments	-	-
Others -Other fixed assets	-	-
Others -Computers and Accessories	-	-
Plant & Machinery	-	-
Total	1,55,811.00	-



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Schedule-RP-6: Purchase of Fixed Assets

Particulars	Period from 05.12.2022 to 31.03.2023	01.04.2021- 31.03.2022
Computer & Peripherals	-	-
Furniture & Fixture	3,11,900.00	-
Plants & Machineries	28,000.00	-
Office & Other Equipments	59,000.00	-
Vehicle	-	-
Total	3,98,900.00	-



LUNGLEI MUNICIPAL COUNCIL

SCHEDULE FORMING PART OF THE FINAL ACCOUNTS FOR THE PERIOD FROM 05.12.2022 TO 31.03.2023

SCHEDULE: 10-SIGNIFICANT ACCOUNTING POLICIES

1. ACCOUNTING POLICIES

Basis of Accounting and Preparation of Financial Statements

The Accounting Policies, which are not specifically referred, otherwise in the notes, is followed in consistent and in consonance with Generally Accepted Accounting Principles in India. The Financial statements are prepared under the historical cost conventions on the basis of a going concern with revenues recognized and the expenses accounted on Accrual basis, unless otherwise specifically stated.

2. FIXED ASSETS

Fixed Assets are stated at cost of acquisition inclusive of inward freight, duties, taxes and incidental and direct expenses related to acquisition.

Fixed Assets received by way of non-monetary grant, other than towards corpus fund, are capitalized at values stated, by corresponding credit to capital reserve.

3. DEPRECIATION

Depreciation is provided on Straight Line Method as per rates specified in the Income Tax Act, 1961.

In respect of addition to/deductions from fixed assets during the year, depreciation is considered full year if the Assets are procured and put to use for more than 180 days, otherwise Half Year's depreciation is provided.

An item of Fixed Assets which costs less than Rs.5000/-, though it is capitalized but is charged off at 100% depreciation.

4. INVENTORY

Valuations of the inventories, if any, and if at required to be made, shall be valued at lower of cost of acquisition or the market value, whichever is lower. However the stock of consumables such as office stationery etc. shall be written off in the year of purchase.

5. INVESTMENTS

Long Term Investments are carried at their cost or face value whichever is lower. However, any permanent diminution in their value as on the date of the Balance Sheet is provided for in the accounts. Short-term investments are to be carried at their cost or market value, whichever is less.

6. GOVERNMENT GRANTS

- a) Government Grants are accounted on realization basis. However, as an exception where a sanction for the release of grant pertaining to the financial year is received before 31st March and the grant is actually received in the next financial year, the grant covered by such sanction is accounted on accrual basis and equal amount is shown as "Receivable from the Grantor/Govt."
- b) To the extent utilized towards capital expenditure, government grants are transferred to the Capital Fund. Government grants for meeting Revenue Expenditure are treated, to the extent utilized, as income of the year in which they are realized. Unutilized grants are carried forward and exhibited as a liability in the Balance Sheet.

7. REVENUE RECOGNITION

Revenues are recognized on an accrual basis. Interest on Investments and Fixed Deposits are accounted for on a pro-rata basis for the number of days for which interest is accrued.

8. RETIREMENT BENEFITS

The policy for retirement benefits has so far not been designed. However, the contribution to the retirement benefits in the form of Leave Encashment and Pension Fund is accounted for as expense during the period it is becoming due.

9. CONTINGENT LIABILITIES

The Notes will give a mention of all the liabilities of the contingent nature, including the estimated amount of such liability and nature and present status of such a liability.

10. TAXATION

In view of there being no taxable income under Income Tax Act 1961, no provision for Income Tax has been considered necessary.

11. OTHERS

- a) Any significant change in the accounting policies or adoption of any new policy, duly approved by the Board, or any policy or the accounting treatment which is significantly deviated



from the generally accepted accounting principles in India shall be significantly disclosed in the Notes to the Accounts.

b) The figures in the Balance sheet and Accounts may be regrouped and rearranged wherever necessary.

SCHEDULE: 12-NOTES TO THE ACCOUNTS

1. Accounting of the Initial GIA received and Spent by the UD&PA Department

The First sanction and release of the GIA amounting to Rs. 73,40,000/-before the formation and functioning of the Council was partly spent by the UD&PA Deptt. towards the initial infrastructure and office setup of the Council. After the formation and opening of the Bank Account of the Council, Rs.6,38,594/- being the unspent balance out of the total Grant, the amount was remitted to the Council. The Break of the amount utilized and amount remitted is given below:

A) Renovation of the LMC Office Rooms	-Rs. 15,00,000.00
B) Vehicles & Accessories	-Rs.20,69,556.00
C) IT Equipment, Furniture, Stationery etc.	-Rs.31,31,850.00
D) Unspent Balance Transferred to LMC	- 6,38,594.00
TOTAL	Rs. 73,40,000.00

The above receipt and expenditure are recorded in the books of the Council in the Financial Year 2022-23, since the Assets are handed over and in the possession of the Council.

