

**PURI MUNICIPALITY**

**Balance Sheet as on 31st March 2016**

*(All amount in Rupees)*

Account Codes	Particulars	Schedule No.	Current Year	Previous Year
<b>SOURCES OF FUNDS</b>				
	<b>Reserves and Surplus</b>			
310	Municipal (General) Fund	B-1	<b>404,899,282</b>	<b>601,773,938</b>
311	Earmarked Funds	B-2	-	-
312	Reserves	B-3	<b>118,812,752</b>	-
320	<b>Grants, Contributions for specific purposes</b>	B-4	<b>1,045,148,595</b>	<b>828,479,568</b>
	<b>Loans</b>			
330	Secured loans	B-5	-	-
331	Unsecured loans	B-6	-	-
<b>TOTAL OF SOURCES OF FUNDS</b>			<b>1,568,860,629</b>	<b>1,430,253,506</b>
<b>APPLICATION OF FUNDS</b>				
	Fixed Assets including Statues & Heritage Assets	B-11		
410	Gross Block		<b>1,033,815,606</b>	<b>935,151,343</b>
411	Less: Accumulated Depreciation		<b>425,905,091</b>	<b>331,313,960</b>
	Net Block		<b>607,910,515</b>	<b>603,837,383</b>
412	Capital work-in-progress		<b>84,869</b>	-
	<b>Investments</b>			
420	Investment-General Fund	B-12	<b>1,103,707</b>	<b>979,066</b>
421	Investment-Other Funds	B-13	-	-
	<b>Current assets, Loans &amp; advances</b>			
430	Stock in hand(Inventories)	B-14	<b>3,089,799</b>	<b>13,083,614</b>
431	Sundry Debtors (Receivables)	B-15		
	Gross amount outstanding		<b>61,436,557</b>	<b>40,296,928</b>
432	Less: Accumulated provision against bad and doubtful receivables		-	-
	Net Amount		<b>61,436,557</b>	<b>40,296,928</b>
440	Prepaid Expenses	B-16	<b>146,243</b>	<b>146,243</b>
450	Cash and Bank Balances	B-17	<b>898,160,907</b>	<b>748,068,973</b>
460	Loans, advances and deposits	B-18	<b>42,282,279</b>	<b>48,770,841</b>
	Total of Current Assets(A)		<b>1,005,115,785</b>	<b>850,366,599</b>
	<b>Current Liabilities And Provisions</b>			
340	Deposits received	B-7	<b>15,876,509</b>	<b>9,429,796</b>
341	Deposit Works	B-8	-	-
350	Other Liabilities(Sundry Creditors)	B-9	<b>29,477,738</b>	<b>15,499,746</b>
	Provisions	B-10	-	-
	Total of Current Liabilities(B)		<b>45,354,247</b>	<b>24,929,542</b>
	<b>Working Capital (current Assets less Current Liabilities i.e. A-B)</b>		<b>959,761,538</b>	<b>825,437,057</b>
470	Other Assets	B-19	-	-
480	Miscellaneous Expenditure (to the extent not written off)	B-20		
	<b>Capital Deficit</b>			
<b>TOTAL OF APPLICATION OF FUNDS</b>			<b>1,568,860,629</b>	<b>1,430,253,506</b>

On Behalf of **S K Patodia & Associates**  
Chartered Accountants

**For Puri Municipality**

**Harsh Kumar Sarawagi**  
Partner  
Date:

**Executive Officer**  
Date:

**Accounts Officer**  
Date:

**PURI MUNICIPALITY**

**Income & Expenditure Statement  
1-Apr-2015 to 31-Mar-2016**

*(All amount in Rupees)*

<b>Account code</b>	<b>Item/Head of Account</b>	<b>Schedule No.</b>	<b>Current Year Amount</b>	<b>Previous Year Amount</b>
<b>INCOME</b>				
1-10	Tax Revenue	I-1	41,004,385	43,156,418
1-20	Assigned Revenue & Compensation	I-2	126,816,000	124,386,000
1-30	Rental Income From Municipal Properties	I-3	7,194,111	7,213,974
1-40	Fees & User Charges	I-4	27,204,864	19,927,257
1-50	Sales & Hire Charges	I-5	1,301,716	1,593,273
1-60	Revenue Grants, Contribution & Subsidies	I-6	-	-
1-70	Income From Investments	I-7	124,641	47,450
1-71	Interest Earned	I-8	24,796,853	15,535,723
1-80	Other Income	I-9	304,405	62,806
1-85	Prior Period Items		-	-
1-90	Transfer from funds		-	-
<b>A</b>	<b>Total - Revenue</b>		<b>228,746,976</b>	<b>211,922,901</b>
<b>EXPENDITURE</b>				
2-10	Establishment Exp	I-10	166,733,138	126,337,608
2-20	Administrative Expenses	I-11	5,132,771	2,508,055
2-30	Operation & Maintenance	I-12	38,611,306	51,376,600
2-40	Interest & Finance Charges	I-13	7,776	565
2-50	Programme Expenses	I-14	227,362	1,210,775
2-60	Revenue Grants,Contribution & Subsidies( I. E.)	I-15	-	-
2-70	Provisions and Write Off	I-16	-	-
2-71	Miscellaneous Expenses	I-17	1,180,626	948,033
2-72	Depreciation on Fixed Assets	B-11	94,591,131	64,101,652
<b>B</b>	<b>Total - Expenditure</b>		<b>306,484,110</b>	<b>246,483,288</b>
<b>A-B</b>	<b>Gross Surplus/(deficit) of income over expenditure before prior period items</b>		<b>(77,737,134)</b>	<b>(34,560,387)</b>
2-80	Add : Prior period Items (Net)		-	-
	<b>Gross Surplus/(deficit) of income over expenditure after prior period items</b>		<b>(77,737,134)</b>	<b>(34,560,387)</b>
<b>2-90</b>	<b>Less : Transfer to Reserve funds</b>		-	-
	<b>Net balance being surplus/deficit carried over to Municipal fund</b>		<b>(77,737,134)</b>	<b>(34,560,387)</b>

On Behalf of **S K Patodia & Associates**

**For Puri Municipality**

**Harsh Kumar Sarawagi**

Partner

Date:

**Executive Officer**

**Accounts Officer**

Date:

Date:

**PURI MUNICIPALITY**

**Receipts & Payments Account  
1-Apr-2015 to 31-Mar-2016**

*(All amount in Rupees)*

<b>Code No.</b>	<b>Head of Account</b>	<b>Amount</b>	<b>Code No.</b>	<b>Head of Account</b>	<b>Amount</b>
<b>Opening Balance</b>					
	Cash balances including Imprest Balances with Banks/ Treasury (including balances in designated bank accounts)/ Bank Balance	748,068,973			
<b>Operating Receipts</b>			<b>Operating Payments</b>		
1-10	Tax Revenue	861,155	2-10	Establishment Expenses	45,407,174
1-20	Assigned Revenues & Compensation	126,816,000	2-20	Administrative Expenses	4,761,024
1-30	Rental Income From Municipal Properties	7,194,111	2-30	Operation & Maintenance	17,188,233
1-40	Fees & User Charges	27,152,849	2-40	Interest & Finance Charges	7,776
1-50	Sales & Hire Charges	1,103,218	2-50	Programme Expenses	227,362
1-60	Revenue Grants, Contributions & Subsidies	-	2-60	Revenue Grants, Contributions & Subsidies	-
1-70	Income from Investments	-	2-70	Provision and Write off	-
1-71	Interest Earned	24,796,853	2-71	Miscellaneous Expenses	1,159,726
1-80	Other Income	185,096	2-85	Prior Period Items	-
1-90	Transfer from Funds	-	2-90	Transfer to Activity Funds	-
<b>Non-Operating Receipts</b>			<b>Non- Operating Payments</b>		
3-10	Municipal Fund	9,596,659	3-10	Municipal Fund	123,589,137
3-20	Grants and contribution for specific purpose	422,889,502	3-20	Grants and contribution for specific purpose	520,500
3-40	Deposits received	6,779,657	3-40	Deposits Received	6,170,475
3-41	Deposit Works	-	3-41	Deposit Works	-
3-50	Other Liabilities	1,013,417	3-50	Other Liabilities	167,182,548
3-60	Provision for Expense	-	3-60	Provision for Expense	-
4-10	Gross Block (Almirah)	-	4-10	Gross Block (Almirah)	44,934,002
4-20	Realisation of Investments-General fund	-	4-20	Realisation of Investments	-
4-30	Stock-in-hand	-	4-30	Stock-in-hand	6,548,785
4-31	Sundry receivables	19,003,602	4-31	Sundry debtors	-
4-40	Prepaid Expense	-	4-40	Prepaid Expense	-
4-60	Loans, advances & deposits	9,083,259	4-60	Loans, advances & deposits	88,611,702
4-70	Other Assets	-	4-70	other Assets	75,000
				<b>Closing Balances</b>	
				Cash balances including Imprest Balances with Banks /Treasury (including balances in designated bank accounts)	898,160,907
<b>Total</b>		<b>1,404,544,351</b>	<b>Total</b>		<b>1,404,544,351</b>

**PURI MUNICIPALITY**  
**Cash Flow Statement**  
**1-Apr-2015 to 31-Mar-2016**

(All amount in Rupees)

Code No.	Particulars	Amount	Amount
<b>Cash flow from operating activities (A) :</b>			
<b>Revenues :</b>			
110	Tax Revenue	861,155	
120	Assigned Revenue & Compensation	126,816,000	
130	Rental Income From Municipal Properties	7,194,111	
140	Fees & User Charges	27,152,849	
150	Sales & Hire Charges	1,103,218	
160	Revenue Grants, Contributions & Subsidies	-	
170	Income from Investments	-	
171	Interest Earned	24,796,853	
180	Other Income	185,096	
185	Prior Period Item	-	
<b>Expenses :</b>			
210	Establishment Exp	(45,407,174)	
220	Administrative Expenses	(4,761,024)	
230	Operation & Maintenance	(17,188,233)	
240	Interest & Finance Charges	(7,776)	
250	Programme Expenses	(227,362)	
260	Revenue Grants, Contributions & Subsidies	-	
270	Provision and written off	-	
271	Miscellaneous Expenses	(1,159,726)	
290	Transfer to Activity Funds	-	
<b>Change in Current Assets :</b>			
470	Other Assets	(75,000)	
460	Loans & Advances (Asset)	(79,528,443)	
430	stock in hand	(6,548,785)	
431	Sundry Debtors	19,003,602	
<b>Change in Current Liabilities :</b>			
340	Deposits Received	609,182	
341	Deposit Works		
350	Sundry Creditors	(166,169,131)	<b>(113,350,587)</b>
<b>Cash flow from investing activities (B) :</b>			
410	Fixed Assets	(44,934,002)	
420	Investments	-	<b>(44,934,002)</b>
<b>Cash flow from financing activities (C) :</b>			
310	Municipal General Fund	(113,992,478)	
311	Earmarked Funds	-	
320	Capital Grants, Contribtion	422,369,002	<b>308,376,524</b>
<b>Net flow (A+B+C)</b>			<b>150,091,934</b>
Cash & Cash equivalents at the beginning of the year			748,068,973
<b>Cash &amp; Cash equivalents at the end of the year</b>			<b>898,160,907</b>

**PURI MUNICIPALITY**

**Schedules to Balance Sheet for the period from 1st April 2015 to 31st March 2016**

**Schedule B-1: MUNICIPAL (GENERAL) COUNCIL**

*(All amount in Rupees)*

Account code	Particulars	Water Supply, Sewerage and Drainage	Road Development and Maintenance	Bustee Services	Commercial Projects	General Account (Municipal Fund)
1	2	3	4	5	6	7
<b>31010</b>	<b>Fund Codes</b>					
	<b>Opening balance as per the last account (Rs.)</b>					601,773,938
	<b>Additions during the year(Rs.)</b>					9,867,284
	Surplus for the year					
	Transfers					
	<b>Total (Rs.)</b>					<b>611,641,222</b>
	<b>Deductions during the year(Rs.)</b>					129,004,806
	Deficit for the year					77,737,134
	Transfers					
	<b>Balance at the end of the current year (Rs.)</b>	-	-	-	-	<b>404,899,282</b>

**Schedule B-2: Earmarked Funds (Special Funds/Sinking Fund/Trust or Agency Fund)**

Particulars	Special Fund	Sinking Fund	General Provident Fund (Rs.)	Total
<b>Account Code</b>	<b>31110</b>	<b>31150</b>		
<b>(a) Opening Balance</b>				
<b>(b) Additions to the Special Fund</b>				
Transfer from Municipal Fund				
Interest/Dividend earned on Special Fund				
Investments				
Profit on disposal of Special Fund Investments				
Appreciation in Value of Special Fund				
Investments				
Other addition				
<b>Total (b)</b>	-	-	-	-
<b>Total (a+b)</b>	-	-	-	-
<b>(c) Payments out of Funds</b>				
<b>(I) Capital expenditure on:</b>				
Fixed Asset				
Others				
<b>(II) Revenue Expenditure on:</b>				
Salary, Waqes and allowances etc				
Rent Other administrative charges				
<b>(III) Other:</b>				
Loss on disposal of Special Fund				
Investments				
Diminution in Value of Special Fund				
Investments				
Transferred to Municipal Fund				
<b>Total (c)</b>	-	-	-	-
<b>Net Balance of Special Funds (A+b)-(c)</b>	-	-	-	-

**Schedule B3: Reserves**

Account code	Particulars	Opening Balance	Additions during the year	Total	Deductions during the year	Closing Balance
1	2	3	4	5(3+4)	6	7(5-6)
31210	Capital Contribution	-	118,812,752	118,812,752	-	118,812,752
31211	Capital Reserve					
31220	Borrowing Redemption Reserve					
31230	Special Funds (Utilised)					
31240	Statutory Reserve					
31250	General Reserve					
31260	Revaluation Reserve					
	<b>Total Reserve funds</b>	-	<b>118,812,752</b>	<b>118,812,752</b>	-	<b>118,812,752</b>

**Schedule B-4: Grants & Contribution for Specific Purposes**

Particulars	Grants from Central Government	Grants from State Government	Grants from Other Government Agencies	Grants from Financial Institutions	Grants from Welfare Bodies	Grants from International Organizations	Others	Total
Account Code	32010	32020	32030	32040	32050	32060	32080	
<b>(a) Opening Balance</b>	249,510,505	512,073,591	-	-	-	-	66,895,472	828,479,568
<b>(b) Additions to the Grants</b>	97,878,619	328,921,133	-	-	-	-	2,998,046	429,797,798
Grant received during the year								
Interest/Dividend earned on Grant Investments								
Profit on disposal of Grant Investments								
Appreciation in Value of Grant								
Other addition (Specify nature)								
<b>Total (b)</b>	97,878,619	328,921,133	-	-	-	-	2,998,046	429,797,798
<b>Total (a+b)</b>	347,389,124	840,994,724	-	-	-	-	69,893,518	1,258,277,366
<b>(c) Payments out of funds</b>	35,833,593	172,604,507	-	-	-	-	4,690,671	213,128,771
Capital expenditure on Fixed Assets								
Capital Expenditure on Other Assets								
Revenue Expenditure on Salary, Wages, allowances etc.								
Rent								
Other:								
Loss on disposal of Grant Investments								
Diminution in Value of Grant								
Grants Refunded/disbursed								
Other administrative charges								
<b>Total (c)</b>	35,833,593	172,604,507	-	-	-	-	4,690,671	213,128,771
<b>Net balance at the year and -(a+b)-(c)</b>	<b>311,555,531</b>	<b>668,390,217</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>65,202,847</b>	<b>1,045,148,595</b>

**Schedule B-5: Secured Loans**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
33010	Loans from Central Government		
33020	Loans from State Government		
33030	Loans from Govt. Bodies & Associations		
33040	Loans from international agencies		
33050	Loans from banks & other financial institutions		
33060	Other term loans		
33070	Bonds & debentures		
33080	Other loans		
<b>Total Secured Loans</b>		-	-

**Schedule B-6: Unsecured Loans**

Code No.	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
33110	Loans from Central Government (NSDP)		
33120	Loans from State Government		
33130	Loans from Govt. Bodies & Associations		
33140	Loans from international agencies		
33150	Loans from banks & other financial institutions		
33160	Other term loans		
33170	Bonds & debentures		
33180	Other loans		
<b>Total Unsecured Loans</b>		-	-

**Schedule B-7: Deposits Received**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4
34010	<b>I. From Contractors</b>	15,022,546	8,659,793
34020	<b>III. From Revenues</b>	110,204	125,204
34030	<b>IV. From staff</b>	-	
34080	<b>II. From Others</b>	743,759	644,799
<b>Total Deposits Received</b>		<b>15,876,509</b>	<b>9,429,796</b>

**Schedule b-8: Deposits Works**

Account Code	Particulars	Opening Balance as Beginning of the year Amount (Rs)	Additions during the current year Amount (Rs)	Utilisation/ Expenditure Amount (Rs)	Balance outstanding at the end of the current year Amount (Rs)
1	2	3	4	5	6
34110	For Civil Works				
34120	For Electrical works				
34180	For Others				
<b>Total of Deposit Works</b>		-	-	-	-

**Schedule B-9: Other Liabilities (Sundry Creditors)**

<b>Account code</b>	<b>Particulars</b>	<b>Current Year Amount (Rs)</b>	<b>Previous Year Amount (Rs)</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
35010	Creditors	740,075	(2,855,927)
35011	Employee Liabilities	18,256,096	14,344,803
	Leave Salary Payable		
	Pension Liabilities		
	Old Age Pension Payable		
	Retirement Gratuity Payable		
	Revised Pay Arrear Payable		
35012	Interest Accrued and Due		
35020	Recoveries Payable	10,481,567	3,840,660
35030	Government Dues Payable		
35040	Refunds Payable		
35041	Advance Collection of Revenues		
35080	Others		
<b>Total Other Liabilities</b>		<b>29,477,738</b>	<b>15,329,536</b>

**Schedule B-10: Provisions**

<b>Account code</b>	<b>Particulars</b>	<b>Current Year Amount (Rs)</b>	<b>Previous Year Amount (Rs)</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
36010	Provision for Expenses		
36020	Provision for Interest		
36030	Provision for Other Assets		
<b>Total Provisions</b>		<b>-</b>	<b>-</b>



Schedule B-11: Fixed Assets

Account code	Particulars	Gross Block				Accumulated Depreciation			Net Block		
		Opening Balance	Additions during year	Deductions during the year	Cost at the end of the year	Opening balance	Additions during year	Deductions during the year	Total at the end of the year	At the end of current year	At the end of the previous year
1	2	3	4	5	6	7	8	9	10	11	12
41010	Land	1,411,504	-	-	1,411,504	-	-	-	-	1,411,504	1,411,504
41020	Buildings	61,047,791	35,068,372	2,965,895	93,150,268	27,191,741	2,965,895	-	30,157,636	62,992,632	33,856,050
	<b>Infrastructure Assets</b>										
41030	Roads and Bridges	744,319,093	122,754,365	77,623,371	789,450,087	239,235,822	77,623,371	-	316,859,193	472,590,894	505,083,271
41031	Sewerage and drainage	12,082,450	3,274,832	1,359,173	13,998,109	3,664,631	1,359,173	-	5,023,804	8,974,305	8,417,819
41032	water ways	91,827	16,383	16,383	91,827	-	16,383	-	16,383	75,444	91,827
41033	Public lighting	80,671,537	16,913,323	8,645,113	88,939,747	49,360,866	8,645,113	-	58,005,979	30,933,768	31,310,671
	<b>Other assets</b>										
41040	Plants & Machinery	1,603,524	218,990	165,683	1,656,831	172,636	165,683	-	338,319	1,318,512	1,430,888
41050	Vehicles	25,484,314	10,347,831	2,919,831	32,912,314	9,022,451	2,919,831	-	11,942,282	20,970,032	16,461,863
41060	Office equipment & Other	3,335,954	1,110,095	400,678	4,045,371	1,626,706	400,678	-	2,027,384	2,017,987	1,709,248
41070	Furniture, Fixtures and Fittings	4,631,254	672,268	243,968	5,059,554	930,427	243,968	-	1,174,395	3,885,159	3,700,827
41080	Other Fixed Assets	472,095	2,878,935	251,036	3,099,994	108,680	251,036	-	359,716	2,740,278	363,415
	<b>Total</b>	<b>935,151,343</b>	<b>193,255,394</b>	<b>94,591,131</b>	<b>1,033,815,606</b>	<b>331,313,960</b>	<b>94,591,131</b>	<b>-</b>	<b>425,905,091</b>	<b>607,910,515</b>	<b>603,837,383</b>
41240	Capital work in Progress	-	653,977	569,108	84,869	-	-	-	-	84,869	-
	<b>Total</b>	<b>-</b>	<b>653,977</b>	<b>569,108</b>	<b>84,869</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>84,869</b>	<b>-</b>

**Schedule B-12: Investments-General funds**

Account code	Particulars	With whom invested	Face Value (Rs)	Current Year Carrying cost (Rs)	Previous Year Carrying cost (Rs)
1	2	3	4	5	6
42010	Central Government Securities				
42020	State Government Securities				
42030	Debentures and Bonds				
42010	Preference Shares				
42050	Equity Shares			500,000	500,000
42060	Units of Mutual Funds				
42080	Other Investments			603,707	479,066
<b>Total of Investments - General Fund</b>				<b>1,103,707</b>	<b>979,066</b>

**Schedule B-13: Investments- Other funds**

Account code	Particulars	With whom invested	Face Value	Current Year Carrying cost (Rs)	Previous Year carrying cost (Rs)
1	2	3	4	5	6
42110	Central Government Securities				
42120	State Government Securities				
42130	Debentures and Bonds				
42140	Preference Shares				
42150	Equity Shares				
42160	Units of Mutual Funds				
42180	Other Investments				
<b>Total of Investment-Other Funds</b>					

**Schedule B-14: Stock in Hand (Inventories)**

Account code	particulars	Current Year Amount (Rs)	Previous Year Amount (Rs)
1	2	3	4
43010	Stores	3,089,799	13,083,614
43020	Loose Tools		
43080	Others		
<b>Total Stock in Hand</b>		<b>3,089,799</b>	<b>13,083,614</b>

**Schedule B-15: Sundry Debtors (Receivables)**

Account code	Particulars	Gross Amount (Rs)	Provision for Outstanding revenues (Rs)	Net amount(Rs)	Previous year Net amount (Rs)
1	2	3	4	5	6
43110	<b>Receivables for Property Taxes</b>				
	Less than 5 years	23,044,981		23,044,981	13,925,525
	More than 5 years	-		-	
	<b>Sub-Total</b>	<b>23,044,981</b>		<b>23,044,981</b>	<b>13,925,525</b>
43140	<b>Receivables from Rent</b>				
	Less than 3 Years	956,420		956,420	956,420
	More than 3 years	-		-	
	<b>Total</b>	<b>956,420</b>		<b>956,420</b>	<b>956,420</b>
43111/12/13	<b>Receivable of Other Taxes</b>				
	Less Than 3 Years	33,495,636		33,495,636	21,475,463
	More than 3 years	-		-	
	<b>Sub Total</b>	<b>33,495,636</b>		<b>33,495,636</b>	<b>21,475,463</b>
43130	<b>Licence Fees</b>				
	Less Than 3 Years	3,939,520		3,939,520	3,939,520
	More than 3 years	-		-	
	<b>Sub Total</b>	<b>3,939,520</b>		<b>3,939,520</b>	<b>3,939,520</b>
	<b>Receivables from Government</b>	-		-	
	<b>Total of Sundry Debtors (Receivables)</b>	<b>61,436,557</b>			<b>40,296,928</b>

**Schedule B-16: Prepaid Expenses**

Account code	Particulars	Current Year Amount (Rs)	Previous Year Amount (Rs)
1	2	3	4
44010	Establishment		
44020	Administrative		
44030	Operations & Maintenance	146,243	146,243
<b>Total Prepaid expenses</b>		<b>146,243</b>	<b>146,243</b>

**Schedule B-17: Cash and Bank Balances**

Account Code	Particulars	Current Year Amount (Rs)	Previous Year Amount (Rs)
1	2	3	4
45010	<b>Cash in Hand</b>	<b>2,216,197</b>	<b>723,764</b>
45020	<b>Cash Balance with Bank- Municipal Funds</b>		
	Nationalised Banks	139,604,667	74,954,078
	Other Scheduled Banks	48,958,721	<b>48,099,080</b>
	Scheduled Co-operative Banks	9,909	<b>9,582</b>
	Post Office	40,212	40,212
	Sub Total	188,613,509	123,102,952
45040	<b>Balance with Bank- Special Funds</b>		
	Nationalised Banks	9,939,089	9,551,824
	Other Scheduled Banks	382,666	1,452,919
	Scheduled Co-operative Banks	-	-
	Post Office	-	-
	Sub Total	10,321,755	11,004,743
45060	<b>Balance with Bank-Grant Funds</b>		
	Nationalised Banks	544,161,416	290,662,956
	Other Scheduled Banks	152,793,680	322,522,260
	Scheduled Co-operative Banks	54,351	52,299
	Post Office	-	-
	Sub total	697,009,447	613,237,515
<b>Total Cash and Bank balances</b>		<b>898,160,907</b>	<b>748,068,973</b>

**Schedule B-18: Loans, Advances, and deposits**

Account code	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)
1	2	3	4	5	6
46010	Loans and Advances to Employees	40,869,879	69,926,585	70,228,859	40,567,605
46020	Employee Provident Fund	6,045,322	31,533	5,739,905	336,950
46030	Loans to others	496,351	-	-	496,351
46040	Advance to Suppliers and contractor	772,873	-	-	772,873
46050	Advance to others	527,916	141,816	619,732	50,000
46060	Deposit with External agencies	58,500	-	-	58,500
46080	Other current assets	-	20,765,972	20,765,972	-
<b>Total of Loans, Advances, and Deposits</b>		<b>48,770,841</b>	<b>90,865,906</b>	<b>97,354,468</b>	<b>42,282,279</b>

**Schedule B-18(a): accumulated Provisions against Loans, Advances, and Deposits**

Account code	Particulars	Current year Amount (Rs)	Previous year Amount (Rs)
1	2	3	4
46110	Loans to Others		
46120	Advance		
46130	Deposits		
<b>Total Accumulated Provision</b>		-	-

**Schedule B-19: Other Assets**

<b>Account Code</b>	<b>Particulars</b>	<b>Current Year Amount (RS)</b>	<b>Previous Year Amount (rs)</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
47010	Deposit Works	-	-
	Bank Clearing Accounts	-	-
<b>Total Other Assets</b>		<b>-</b>	<b>-</b>

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

<b>Code No</b>	<b>Particulars</b>	<b>Current year Amount (Rs)</b>	<b>Previous Year Amount (Rs)</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
48010	Loan Issue Expenses Deferred		
48020	Discount on Issue of Loans		
	Deferred Revenue Expenses		
48030	Others		
<b>Total Miscellaneous expenditure</b>		<b>-</b>	<b>-</b>

**PURI MUNICIPALITY**

**Schedules to Income & Expenditure Statement for the period from 1st April 2015 to 31st March 2016**

**SCHEDULE I-1 : Tax Revenue [Code No. 110]**

*(All amount in Rupees)*

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
110-01	Property Tax (Revenue)	16,726,346	15,426,000
110-02	Water tax	6,690,538	6,166,000
110-03	Sewerage Tax		
110-04	Conservancy Tax	3,345,269	3,083,000
110-05	Lighting Tax	13,381,077	12,332,000
110-06	Education Tax	-	
110-07	Vehicle Tax	-	
110-09	Electricity Tax	-	
110-10	Professional Tax	-	-
110-11	Advertisement Tax	827,475	6,122,011
110-12	Pilgrimage Tax	-	
110-08	Tax on Animals	180	215
110-51	Octroi & Toll	-	
110-52	Cess		
110-80	Other taxes	33,500	27,192
	<b>Sub - Total</b>	<b>41,004,385</b>	<b>43,156,418</b>
110-90	Less : tax remission and Refund (Schedule I-1(a))	-	
	<b>Total</b>	<b>41,004,385</b>	<b>43,156,418</b>

**SCHEDULE I-2 : Assigned Revenues & Compensation [Code No. 120]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
120-10	Taxes and Duties collected by others	-	
120-20	Compensation in lieu of Taxes/duties	126,816,000	124,386,000
120-30	Compensation in lieu of Concessions	-	
	<b>Total</b>	<b>126,816,000</b>	<b>124,386,000</b>

**SCHEDULE I-3 : Rental Income from Municipal Properties [Code No. 130]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
130-10	Rent From Civic Amenities	7,191,627	6,883,503
130-20	Rent From Office Buildings	-	-
130-30	Rent From Guest Houses	-	
130-40	Rent From Lease Land	-	-
130-80	Other Rents	2,484	330,471
	<b>Sub - Total</b>	<b>7,194,111</b>	<b>7,213,974</b>
130-90	Less: Rent Remissions & Refunds	-	
	<b>Total</b>	<b>7,194,111</b>	<b>7,213,974</b>

**SCHEDULE I-4 : Fees & User Charges- Income head-wise [Code No. 140]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
140-10	Empanelment & Registration Charges	2,000	1,500
140-11	Licensing(License Fee)	4,976,964	4,597,376
140-12	Fees for Grants of Permit	-	-
140-13	Fees for Certificate or Extract	-	-
140-14	Dev,Betterment,Demolition,Space Contribution,Park	1,147,477	1,470,163
140-15	Regularization Fees	-	-
140-20	Penalties and Fines	667,150	4,430
140-40	Other Fees	176,975	383,020
140-50	User Fees	16,201,518	12,791,895
140-60	Entry Fees	-	-
140-70	Service/Administrative Charges	3,837,651	320,686
140-80	Other Charges	195,129	358,187
	<b>Sub - Total</b>	<b>27,204,864</b>	<b>19,927,257</b>
140-90	Less: Rent Remissions & Refunds	-	-
	<b>Total</b>	<b>27,204,864</b>	<b>19,927,257</b>

**SCHEDULE I-5 : Sale and Hire charges- Income head- wise [Code No. 150]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
150-10	Product Sale	-	-
150-11	Sale of Forms and Publications	1,045,063	1,297,655
150-12	Sale of Store and Scrap	220,253	295,618
150-30	Sale of Others	-	-
150-40	Hire Charges for Vehicles	10,000	-
150-41	Hire Charges for Equipment	26,400	-
	<b>Total</b>	<b>1,301,716</b>	<b>1,593,273</b>

**SCHEDULE I-6 : Revenue Grants, Contribution and Subsidies [Code No. 160]**

Account code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
160-10	Revenue Grant	-	-
160-20	Re-imburement of expenses	-	-
160-30	Contribution towards schemes	-	-
	<b>Total</b>	<b>-</b>	<b>-</b>

**SCHEDULE I-7 : Income from Investments - General Fund [Code No. 170]**

Account Cde	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
170-10	Interest on Investments	124,641	47,450
170-20	Dividend	-	-
170-30	Income from projects taken up on commercial basis	-	-
170-40	Profit in Sale of Investments	-	-
170-80	Others	-	-
	<b>Total</b>	<b>124,641</b>	<b>47,450</b>

**SCHEDULE I-8 : Interest Earned [Code No. 171]**

<b>Account Code</b>	<b>Particulars</b>	<b>Current Year Amount (Rs.)</b>	<b>Previous Year Amount (Rs.)</b>
171-10	Interest from Bank Accounts	24,796,853	15,535,723
171-20	Interest on Loans and advances to Employees	-	
171-30	Interest on loans to others	-	
171-80	Other Interest	-	
	<b>Total</b>	<b>24,796,853</b>	<b>15,535,723</b>

**SCHEDULE I-9 : Other Income [Code No. 180]**

<b>Account Code</b>	<b>Particulars</b>	<b>Current Year Amount (Rs.)</b>	<b>Previous Year Amount (Rs.)</b>
180-10	Deposits Forfeited	-	
180-11	Lapsed Deposits	-	
180-20	Insurance Claim Recovery	-	
180-30	Profit on Disposal of Fixed Assets	-	
180-40	Recovery from Employees	-	-
180-50	Unclaimed Refund/Liabilities	-	
180-60	Excess Provisions written back	-	
180-80	Miscellaneous Income	304,405	62,806
	<b>Total</b>	<b>304,405</b>	<b>62,806</b>

**SCHEDULE I-10 : Establishment Expenses [Code No. 210]**

Account code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
210-10	Salaries and Allowances- Officers,Staff,Wage, Ex-Gratia,Bonus,Octroi, Bonus	129,207,473	108,321,813
210-20	Benefits and Allowances	3,742,263	2,289,357
210-30	Pension	31,326,184	14,045,723
210-40	Other Terminal and Retirement Benefits	2,457,218	1,680,715
<b>Total</b>		<b>166,733,138</b>	<b>126,337,608</b>

**SCHEDULE I-11 : Administrative Expenses [Code No. 220]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
220-10	Rent,Rates and Taxes	161,629	141,784
220-11	Office Maintenance	-	86,061
220-12	Communication Expenses	142,629	73,718
220-20	Books & Periodicals	43,083	6,676
220-21	Printing & Stationery	138,698	304,384
220-30	Travelling and Conveyance	1,336,304	367,168
220-40	Insurance	198,776	114,718
220-50	Audit Fees	-	-
220-51	Legal Fees	584,060	349,107
220-52	Professional and Other Fees	988,431	4,610
220-60	Advertisement and Publicity	1,494,904	962,818
220-61	Membership & subscriptions	-	-
220-80	Others (Adm. Expenses)	44,257	97,011
<b>Total</b>		<b>5,132,771</b>	<b>2,508,055</b>

**SCHEDULE I-12 : Operations & Maintenance [Code No. 230]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
230-10	Power & Fuel	9,217,541	12,530,397
230-20	Bulk Purchases	-	-
230-30	Consumption of Stores	16,542,600	3,717,619
230-40	Hire Charges	4,253,484	1,316,984
230-51	Repair & Maintenance-Infrastructure Assets	6,196,349	29,549,748
230-52	Repair & Maintenance- Civic Amenities	102,204	1,315,537
230-53	Repairs & Maintenance- Buildings	270,784	305,155
230-54	Repairs & Maintenance- Vehicles	-	-
230-59	Repair & Maintenance- Others	129,325	148,513
230-80	Other Operating & Maintenance Expenses	1,899,019	2,492,647
<b>Total</b>		<b>38,611,306</b>	<b>51,376,600</b>



**SCHEDULE I-13 : Interest and Finance charges [Code No. 240]**

Account code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
240-10	Interest on loans from Central Government	-	
240-20	Interest on loans from State Government	-	
240-30	Interest on loans from Government Bodies & Associations	-	
240-40	Interest on loans from International Agencies	-	
240-50	Interest on loans from Banks & Other Financial Institutions	-	
240-60	Other Interest	-	
240-70	Bank Charges	7,776	565
240-80	Other Finance Expenses	-	
<b>Total</b>		<b>7,776</b>	<b>565</b>

**SCHEDULE I-14 : Programme Expenses [Code No. 250]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
250-10	Election Expenses	145,612	395,000
250-20	Own Programmes (Festival Expenses)	81,750	815,775
250-30	Share in Programmes of others	-	-
<b>Total</b>		<b>227,362</b>	<b>1,210,775</b>

**SCHEDULE I-15 : Revenue Grants , contribution and subsidies [Code No. 260]**

Account code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
260-10	Grants	-	
260-20	Contributions	-	
260-30	Subsidies	-	
<b>Total</b>		<b>-</b>	<b>-</b>

**SCHEDULE I-16 : Provision and Write off [Code No. 270]**

Account code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
270-90	Tax Remission & refunds	-	
270-91	Fees Remission ans refund	-	
<b>Total</b>		<b>-</b>	<b>-</b>

**SCHEDULE I-17 : Miscellaneous Expenses [Code No. 271]**

Account Code	Particulars	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
271-10	Loss on disposal of Assets	-	
271-20	Loss on disposal of Investments	-	
271-80	Other Miscellaneous Expenses	1,180,626	948,033
<b>Total</b>		<b>1,180,626</b>	<b>948,033</b>

**SCHEDULE I-18: Prior Period Items (Net) [Code No 280]**

<b>Code No.</b>	<b>Particulars</b>	<b>Current Year Amount (Rs.)</b>	<b>Previous Year Amount (Rs.)</b>
	<b><u>Income</u></b>		
280-10	Taxes	-	-
280-20	Other-Revenues	-	-
280-30	Recovery of revenues written off	-	-
280-40	Other income	-	-
	<b>Sub - Total</b>	<hr/>	<hr/>
	<b>Expenses</b>		
280-50	Refund of taxes	-	-
280-60	Refund of Other-Revenues	-	-
280-80	Other Expenses	-	-
	<b>Sub - Total</b>	<hr/>	<hr/>
	<b>Total</b>	<hr/>	<hr/>

## PURI MUNICIPALITY

### Schedule to Annual Balance Sheet as on 31.03.2016

Balance Sheet is compiled with the Schedules and the Significant Policies and Notes on Accounts adopting the Formats as per the State Accounting Manual and in compliance with the Accounting Standards of Local Bodies issued by the Institute of Chartered Accountants of India, to the extent applicable, feasible and relevant to the ULB. Balance Sheet is prepared for the ULB as a whole consolidating the various departments of ULB.

#### Schedule B-21A: Significant Accounting Principles:

##### 1. Basis of Accounting:

- i. Balance sheet has been prepared under historical cost convention on accrual basis.
- ii. Balance sheet has been prepared assuming the urban local body (ULB) will continue as a going concern. Accordingly, the Financial Statements do not include any adjustments regarding the recoverability and classification of carrying amounts of the assets or the amounts and classification of liabilities that might result into the company be unable to continue as a going concern.

##### 2. Grants:

- i. **General grants**, which are of a revenue nature, are recognized as income on actual receipt. Grant's towards revenue expenditure, received prior to incurrence of expenditure are treated as a liability till such time that the expenditure is incurred. Grants received or receivable in respect of specific revenue expenditure are recognized as income in the accounting period in which the corresponding revenue expenditure is charged to the income and expenditure account.
- ii. Grants received towards **capital expenditure** are treated as a liability till such time that the fixed asset is constructed or accrued. On the construction/ acquisition of a fixed asset out of the grants so received, the extent of liability corresponding to the value of the assets so constructed / acquired stands reduced and the amount is treated as a capital receipt and is transferred from the respective specific grant account to the capital contribution.
- iii. **Deposit Works:** Capital grant received as a nodal agency or as implementing agency for an intended purpose, which doesn't result in creation of assets with ownership rights for AMC shall be treated as a liability till such time it is used for the intended purpose. Upon utilisation for the intended purpose, the extent of liability shall stand reduced with the value of such utilisation and no further treatment, as a capital receipt is required.
- iv. Grants in the form of **non-monetary assets** (such as fixed assets given at a concessional rate) are accounted for on the basis of the acquisition cost. In case a non-monetary asset is received free of cost, it is recorded at a nominal value of rupee one.

##### 3. Recognition of income & Expenditure:

## **PURI MUNICIPALITY**

- i. Income is booked as per significant accounting principles stipulated in Municipal Accounts Manual published by Government of India, Ministry of Urban Development.
- ii. Provision for arrears of income is made as per the guidelines prescribed in above manual and recovery towards previous year's arrears is considered as per the FIFO Methods.
- iii. Expenses related to contractors/Suppliers are booked only if their bills are passed before 31<sup>st</sup> March, 2016.
- iv. Retirement benefits are accounted only if concerned employee is retired and presented claims for the same.

### **4. Other Income:**

- i. Assigned revenues, if any, shall be accounted during the year only upon actual collection. However at year-end alone, these shall be accrued if sanction order (or proceedings) is passed and the amount is ascertained.
- ii. Revenue in respect of rent from properties are accounted on due basis i.e. at the end of the month.
- iii. Other income, in respect of which demand is ascertainable and can be raised in regular course of operation of the MC, shall be recognized in the periods in which they became due, i.e., when the bills are raised.
- iv. The Other Incomes, which are of an uncertain nature or for which the amount is not ascertainable or where demand is not raised in regular course of operations of the MC, shall be recognized on actual receipt.
- v. Interest on investment, loan and interest bearing advance is recognized on due basis.

### **5. Fixed Assets:**

- i. All fixed assets are stated at cost of acquisition less accumulated depreciation. Cost included incidental expenses related to acquisition of assets. Cost of fixed assets has been determined as per records and information's from ULB staff, in some cases where cost were not available, current standard cost is determined as per guidelines stipulated in model National Municipal Assets Valuation Methodology Manual published by Government of India , Ministry of Urban Development.
- ii. All the depreciable assets purchased or constructed are shown at historical cost of purchase or construction less accumulated depreciation.
- iii. Any addition or improvement to the fixed asset that results in increasing the utility or capacity or useful life of the assets are capitalized and included in the cost of the asset. Revenue expenditure in the nature of repairs and maintenance incurred to maintain the asset and sustain its functioning or the benefits of which is less than for a year, are charge off.
- iv. Assets under erection/installation on existing projects and capital expenditures on new projects (including advances for capital works and project stores) are shown as "Capital-Work-in-Progress".

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- v. Asset received in donation, gift and whose life has been over are stated at nominal value of Rs. 1/-.
- vi. All assets costing less than Rs. 5000/- are capitalized and depreciated 100% in the year of purchase.

### **6. Depreciation:**

- i. No depreciation is provided on land as they do not depreciate.
- ii. Estimate year of acquisition is in some cases where the accurate date/ year of acquisition is not available/ ascertainable.
- iii. All tangible assets costing less than 5000/- has been depreciated 100% at the time of preparation of balance sheet.
- iv. All intangible assets, if any costing less than Rs 25000/- are depreciated fully at the time of preparation of balance sheet
- v. Depreciation is provided on the gross value of the asset. The corresponding depreciation on the grants portion of the asset is amortized from the 'Reserve – Capital contribution' to income and expenditure.
- vi. Depreciation on all depreciable fixed assets is provided consistently on straight line method, at the rates prescribed for urban local bodies in the Municipal Accounting Assets Valuation Methodology Manual issued by the Central Government of India.
- vii. Depreciation is provided at full rates for assets, which are purchased/ constructed before October 1 of an accounting year. Depreciation is provided at half the rates for assets, which are purchased/ constructed on or after October 1 of an accounting year. Similarly, additions/ extensions/ improvements which are of capital nature and which becomes an integral part of that assets are depreciated over the remaining useful life of asset. Any addition or extension, which retains a separate identity and is capable of being used after the existing asset is disposed of, is depreciated independently on the basis of an estimate of its own useful life.
- viii. Depreciation is provided at full rates for assets, which are disposed on or after October 1 of an accounting year. Depreciation is provided at half the rates for assets, which are disposed before October 1 of an accounting year.

### **7. Investments:**

- i. Investments are disclosed distinctly as current investments and long term investments. Current investments are by its nature readily realizable and are intended to be held for not more than one year from the date on which such investment is made.
- ii. The carrying amount for current investments is the lower of cost and fair value. In respect of investments for which an active market exists, market value generally provided the best evidence of fair value.
- iii. The cost of investment includes cost incurred in acquiring investment and other incidental expenses incurred for its acquisition.

## **PURI MUNICIPALITY**

- iv. All long-term investments are carried/ stated in the books of accounts at their cost. However in the event of any diminution other than temporary in their value as on the date of balance sheet, these are provided for by charging the diminution against revenue. Alternatively such diminution may be credited to an investment revaluation Reserve.
- v. Interests on investments are recognized on time proportionate basis.
- vi. Profit/ loss, if any, arising on disposal of investment (net of selling expense such as commission, brokerage, etc) from the Municipal Fund are recognized in the year when such disposal takes place.
- vii. Income on investments made from Special Fund and Grants under specific Scheme are recognized as income and credited to the Income and Expenditure Account whenever accrued. Profit/ Loss, if any, arising on disposal of investments (net of selling expenses such as commission, brokerage, etc) made from the special fund and grants under specific Scheme are recognized as income and credited/ debited to the Income and Expenditure.

### **8. Inventory:**

- i. The stock laying at the period end shall be valued at cost in accordance with the first in first out (FIFO) Method.
- ii. Inventories of consumable supplies such as stationary, fuel shall be charged to revenue at the time of purchase.

### **9. Retirement benefit:**

- i. Contribution payable to defined contribution scheme (like Provident Fund) is charged to the income and expenditure account for the year.
- ii. Leave encashment has not been provided in the absence of consolidated data on leave and its financial implications being estimated.

- 10.** Previous year figures have been regrouped wherever necessary so as to make them comparable with those of the current year

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### **Schedule B-21 B: Notes of Accounts:**

- 1. Miscellaneous Assets/ Municipal General Fund:** Municipal General Fund is calculated by subtracting Accumulated Depreciation, Earmarked Fund/Grants, Loans and Current liabilities & Provisions from the addition of Investment, Current Assets, and Loans & Advances. Resulting amount, if positive is shown in liabilities side as Municipal General Fund else in Miscellaneous Assets as Deficit of Income over Expenditure.
- 2. Earmarked Funds:** Earmarked fund includes funds received and unspent for specific purpose, funds created for use in specific purpose or having restrictive use (Includes Sanchit Nidhi).
- 3. Reserves** Capital Contribution represents transfer of Grants Liability pertaining to the Acquired / Constructed Assets. This account will also reduced by the amortization of depreciation related to such grant amounts by way of credit to the Income and Expenditure account.
- 4. Grants, Contributions for Specific Purposes:** Grants received from various governments towards specific purposes are accounted as a liability, until the related capital / revenue expenditure is incurred, at which point, the amount is transferred to capital contribution or income and expenditure statement as applicable.
- 5. Deposits Received:** The balance represents the Security Deposit, Performance Security, EMD and Rent Deposit etc received from contractors / suppliers, staff or others.
- 6. Deposit Works:** Deposit Works liability represents the amount received towards work undertaken on behalf of other entities and to be handed over to such other entity as soon as the work is completed.
- 7. Other Liabilities:** This represents amount payable (including Accounts Payables) towards various expenses, employee liabilities as well as statutory dues remitted after the Balance Sheet date.
- 8. Provisions:** Provision for various expenses as per information compiled from the various departments is reflected under this head as Provisions.
- 9. Fixed Assets:**
  - a. The cost of assets transferred received as a gift has been considered as Rs. 1/-.
  - b. The Assets considered in the financials are mainly the assets which are in active use provided by the accounting units and the current year additions.
  - c. Accumulated Depreciation has been provided on the opening balance and addition of

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- Assets Balances during the year.
- d. Where only the year of addition is available, addition has been considered as being made on 1<sup>st</sup> April of that year and appropriately depreciated.
  - e. The Computer Software are considered as the Intangible Assets and amortized over 5 years.
  - f. The Capitalization has been done to the extent and based on the Work in progress report received from the divisions.
- 10. Investments – General Fund:** Other Investments which is in the nature of current Investment represent the Fixed Deposits Investments made with the Banks. Consequently, the investments are unquoted investments.
  - 11. Stock in Hand (Inventories):** Inventories represent stock of materials lying with the Municipality at the end of the financial year.
  - 12. Sundry Debtors (Receivables):** Provision for outstanding receivable has been recalculated, any deficit/ surplus have been provided from income and expenditure accounts for the year.
  - 13. Cash and Bank Balances:** Cash Balance represents physical cash as per the cash books maintained in the Municipality and the Cash in transit i.e., Cheque issued but not accounted at the Municipality Level. Bank balance represents the balance lying in the bank accounts of the Municipality adjusted for items under reconciliation.
  - 14. Loan, advances and deposit:** it includes the various advances given to employees, contractors or suppliers and still unrecovered on account of various occasion/ purpose e.g. marriage advance, Scooter loan, computer loan etc.
  - 15. Prior Period Items:** It includes item related to previous year which have been accounted in current year.