



**AUDIT REPORT
ON
THE ACCOUNTS OF
TEHSIL MUNICIPAL ADMINISTRATIONS
RAJANPUR
AUDIT YEAR 2014-15**

AUDITOR GENERAL OF PAKISTAN

TABLE OF CONTENTS

ABBREVIATIONS AND ACRONYMS	i
Preface	ii
EXECUTIVE SUMMARY	iii
SUMMARY TABLES AND CHARTS	vii
Table 1: Audit Work Statistics	vii
Table 2: Audit Observations Classified by Category	vii
Table 3: Outcome Statistics.....	viii
Table 4: Irregularities Pointed Out.....	ix
Table 5: Cost-Benefit	ix
CHAPTER-1	1
1.1 TEHSIL MUNICIPAL ADMINISTRATIONS, RAJANPUR	1
1.1.1 Introduction.....	1
1.1.2 Comments on Budget and Accounts	1
1.1.3 Brief Comments on the Status of Compliance on MFDAC Audit Paras of Audit Report 2013-14	3
1.1.4 Brief Comments on the Status of Compliance with PAC Directives	3
AUDIT PARAS.....	4
1.2 Tehsil Municipal Administration Rajanpur	5
1.3 Tehsil Municipal Administration Jampur	19
1.4 Tehsil Municipal Administration Rojhan	33
ANNEX.....	39
Annex-A	40
Annex-B	46
Annex-C	47
Annex-D.....	48
Annex-E	50
Annex-F.....	52
Annex-G.....	54
Annex-H	55
Annex-I.....	57

ABBREVIATIONS AND ACRONYMS

AGP	Auditor General of Pakistan
AIR	Audit and Inspection Report
B&R	Building & Road
DAC	Departmental Accounts Committee
DG	Director General
IPSAS	International Public Sector Accounting Standards
LG & RD	Local Government and Rural Development
MB	Measurement Book
MFDAC	Memorandum for Departmental Accounts Committee
MRS	Market Rates System
NAM	New Accounting Model
PAC	Public Accounts Committee
PAO	Principal Accounting Officer
PFR	Punjab Financial Rules
PLGO	Punjab Local Government Ordinance, 2001
PPRA	Punjab Procurement Regulatory Authority
TAC	Tehsil Accounts Committee
TMA	Tehsil Municipal Administration
TMO	Tehsil Municipal Officer
TO (F)	Tehsil Officer (Finance)
TO (I&S)	Tehsil Officer (Infrastructure & Services)
TO (P&C)	Tehsil Officer (Planning & Coordination)
TO (R)	Tehsil Officer (Regulation)
TSE	Technically Sanctioned Estimate

Preface

Articles 169 and 170 of the Constitution of the Islamic Republic of Pakistan, 1973 and Section 115 of the Punjab Local Government Ordinance, 2001 require the Auditor General of Pakistan to conduct the audit of the receipts and the expenditure of the Local Fund and Public Accounts of Tehsil / Town Municipal Administrations of the Districts.

The report is based on Audit of the accounts of Tehsil Municipal Administrations of District Rajanpur for the financial year 2013-14. The Directorate General of Audit District Governments Punjab (South), Multan, conducted audit during 2014-15 on test check basis with a view to reporting significant findings to relevant stakeholders. The main body of Audit Report includes only the systemic issues and audit findings carrying value of Rs 1 million or more. Relatively less significant issues are listed in the Annex-A of the Audit Report. The Audit observations listed in the Annex-A shall be pursued with the Principal Accounting Officer at the DAC level and in all cases where the PAO does not initiate appropriate action, the Audit observations will be brought to the notice of the Public Accounts Committee through the next year's Audit Report.

Audit findings indicate the need for adherence to the regularity framework besides instituting and strengthening internal controls to avoid recurrence of similar violations and irregularities.

The observations included in this Report have been finalized in the light of written responses of the management concerned.

The Audit Report is submitted to the Governor of the Punjab in pursuance of Article 171 of the Constitution of the Islamic Republic of Pakistan, 1973 read with Section 115 of the Punjab Local Government Ordinance 2001, for causing it to be laid before the Provincial Assembly.

Islamabad
Dated:

(Rana Assad Amin)
Auditor General of Pakistan

EXECUTIVE SUMMARY

The Directorate General Audit, District Governments, Punjab (South), Multan, a Field Audit Office of the Auditor General of Pakistan is mandated to carry out the audit of all District Governments in Punjab (South) including Town / Tehsil Municipal Administration. The Regional Directorate of Audit (RDA), D.G. Khan has audit jurisdiction of District Governments, TMAs and UAs of four Districts i.e. D.G. Khan, Rajanpur, Layyah and Muzaffargarh.

The Regional Directorate has a human resource of 23 officers and staff, constituting 3,939 man days and the budget amounting to Rs 12.179 million was allocated in Audit Year 2014-15. The office is mandated to conduct financial attest audit, audit of sanctions, audit of compliance with authority and audit of receipts as well as the performance audit of the entities, projects and programmes. Accordingly RDA D.G.Khan carried out audit of the accounts of TMAs of District Rajanpur for the Financial Year 2013-14 and the findings included in the Audit Report.

Each Tehsil Municipal Administrations in District Rajanpur is headed by a Tehsil Nazim / Administrator. He/she carries out operations as per Punjab Local Government Ordinance, 2001. TMO is the Principal Accounting Officer (PAO) and acts as coordinating and administrative officer, responsible to control land use, its division and development and to enforce all laws including Municipal Laws, Rules and By-laws. The PLGO 2001 requires the establishment of Tehsil / Town Local Fund and Public Account for which Annual Budget Statement is authorized by the Tehsil Nazim / Tehsil Council / Administrator in the form of Budgetary Grants.

The total Development Budget of three TMAs in District Rajanpur, for the Financial Year 2013-14, was Rs 187.019 million and expenditure amounting to Rs 164.991 million was incurred showing savings of Rs 22.028 million. Total Non Development Budget for Financial Year 2013-14 was Rs 429.087 million and expenditure amounting to Rs 398.555 million was incurred showing saving of Rs 30.532 million. The reasons for savings in Development and Non development Budgets are required to be provided by the TMOs / PAOs concerned.

Audit of TMAs of District Rajanpur was carried out with the view to ascertain that the expenditure was made with proper authorization, in conformity with laws/ rules/ regulations, economical procurement of assets and hiring of services etc.

Audit of receipts / revenues was also conducted to verify whether the assessment, collection, reconciliation and allocation of revenues was made in accordance with laws and rules and there was no leakage of revenues and revenue did not remain outside Government account/ Local Fund.

a. Scope of Audit

Out of total expenditure of Tehsil Municipal Administrations of District Rajanpur for the financial year 2013-14, auditable expenditure under the jurisdiction of Regional Director Audit (District Governments), D.G.Khan was Rs 563.546 million covering three PAOs. Out of this, RDA D.G.Khan audited an expenditure of Rs 191.606 million which, in terms of percentage, was 34% of total auditable expenditure and irregularities amounting to Rs 207.598 million were pointed out. Regional Director Audit planned and executed audit of 3 formations, i.e. 100% achievements against planned audit activities.

Total receipts of three TMAs of District Rajanpur for the financial year 2013-14, were Rs 558.563 million. RDA, D.G.Khan audited receipts of Rs 363.066 million which was 65% of total receipts and irregularities amounting to Rs 79.528 million were pointed out.

b. Recoveries at the Instance of Audit

Recovery of Rs 89.016 million was pointed out by Audit which was not in the notice of the management before audit. But no amount was recovered during 2013-14, till the compilation of Report.

However against the total recovery amount of Rs 79.528 million pertained to paras (over one million) drafted in this report, no amount of recovery has been made by the management till the time of compilation of this Report.

c. Audit Methodology

Audit was conducted after understanding the business process of TMAs with respect to its function, control structure, prioritization of risk areas by determining their significance and identification of key controls. This helped auditors in understanding the system, procedures, environment and the audited entity before starting field audit activity.

d. Audit Impact

A number of improvements in record maintenance and procedures have been initiated by the concerned departments, however audit impact in shape of change in rules could not be materialized as the Provincial Accounts Committee has not

discussed audit reports pertaining to Tehsil Municipal Administration for the year 2014-15.

e. Comments on Internal Control and Internal Audit Department

Internal control mechanism of TMAs District Rajanpur was not found satisfactory during audit. Many instances of weak Internal Controls have been highlighted during course of audit which includes some serious lapses. Negligence on the part of TMA authorities may be captioned as one of the important reasons for weak Internal Controls.

According to section 115-A (1) of PLGO, 2001, Nazim of each District Government and Tehsil/Town Municipal Administration shall appoint an Internal Auditor but the same was not appointed in all TMAs of District Rajanpur.

f. The Key Audit Findings of the Report;

- i. Misappropriation of Rs 2.574 million was noted in two cases.¹
- ii. Non production of record amounting to Rs 12.229 million was noted in two cases.²
- iii. Irregularities and noncompliance amounting to Rs 272.323 million were noted in 27 cases.³

Audit paras involving procedural violations including internal control weaknesses and other irregularities not considered worth reporting to the Public Accounts Committee were included in Memorandum for Departmental Accounts Committee (MFDAC) Annex-A.

¹Para 1.2.1.1, 1.3.1.1

²Para 1.3.2.1, 1.4.1.1

³Para 1.2.2.1, 1.2.2.2, 1.2.2.3, 1.2.2.4, 1.2.2.5, 1.2.2.6, 1.2.2.7, 1.2.2.8, 1.2.2.9, 1.2.2.10, 1.2.2.11, 1.2.2.12, 1.3.3.1, 1.3.3.2, 1.3.3.3, 1.3.3.4, 1.3.3.5, 1.3.3.6, 1.3.3.7, 1.3.3.8, 1.3.3.9, 1.3.3.10, 1.4.2.1, 1.4.2.2, 1.4.2.3, 1.4.2.4, 1.4.2.5

g. Recommendations

Audit recommends that the PAO/Management of TMA should ensure to resolve the following issues seriously:

- i. Production of record to audit for verification.
- ii. Compliance of relevant laws, rules, instructions and procedures, etc.
- iii. Expediting recoveries pointed out by Audit as well as others recoverable in the notice of management.
- iv. Strengthening of financial and managerial controls.
- v. Holding of DAC meetings well in time.
- vi. Appropriate actions against officers/officials responsible for negligence in performance of duties and achievement of targets.
- vii. Addressing systemic issues to prevent recurrence of various omissions and commissions.

SUMMARY TABLES AND CHARTS

Table 1: Audit Work Statistics

(Rupees in Million)

Sr. No.	Description	No.	Expenditure	Receipts
1	Total Entities (PAOs) in Audit Jurisdiction	03	563.546	558.563
2	Total Formations in Audit Jurisdiction	03	563.546	558.563
3	Total Entities (PAOs)/ DDOs Audited	03	191.606	363.066
4	Total Formations/ DDOs Audited	03	191.606	363.066
5	Audit & Inspection Reports	03	-	-
6	Special Audit Reports	-	-	-
7	Performance Audit Reports	-	-	-
8	Other Reports (Relating to TMA)	-	-	-

Table 2: Audit Observations Classified by Category

(Rupees in Million)

Sr. No.	Description	Amount Placed under Audit Observation
1	Asset Management	-
2	Financial Management	274.897
3	Internal Controls	-
4	Others	12.229
Total		287.126

Table 3: Outcome Statistics

(Rupees in Million)

Sr. No	Description	Expenditure on Physical Assets	Salary	Non Salary	Civil Works	Receipts	Total Current Year	Total Last Year
1	Total Financial Outlay	7.850	250.559	140.146	164.991	558.563	1122.109	785.716
2	Outlays Audited	5.875	55.746	41.464	88.521	363.066	554.672*	720.529
3	Amount Placed under Audit Observation / irregularities pointed out	3.700	59.123	36.756	108.019	79.528	287.126	193.038
4	Recoveries Pointed out at the instance of Audit	-	-	-	-	79.528	79.528	86.436
5	Recoveries Accepted / Established at the instance of Audit	-	-	-	-	-	-	-
6	Recoveries realized at the instance of Audit	-	-	-	-	-	-	-

* The amount mentioned against Sr. No. 2 in column of "Total Current Year" is the sum of expenditure and receipt whereas the total expenditure was Rs 191.606 million.

Table 4: Irregularities Pointed Out

(Rupees in Million)

Sr. No.	Description	Amount Placed under Audit Observation
1	Violation of rules and regulations and violation of principle of propriety and probity in public operations.	192.795
2	Reported cases of fraud, embezzlement, thefts and misuse of public resources.	-
3	Accounting errors (accounting policy departure from NAM ¹ , misclassification, over or understatement of account balances) that are significant but are not material enough to result in the qualification of audit opinions on the financial statements.	-
4	Quantification of weaknesses of internal control systems	-
5	Recoveries and overpayments, representing cases of establishment overpayment or misappropriations of public monies	82.102
6	Non production of record	12.229
7	Others, including cases of accidents, negligence, non accountal of store etc.	-
Total		287.126

Table 5: Cost-Benefit

(Rupees in Million)

Sr. No.	Description	Amount
1	Outlays Audited (Items 2 Table 3)	554.672
2	Expenditure on Audit	0.055
3	Recoveries realized at the instance of Audit	-
4	Cost-Benefit Ratio	-

The Accounting Policies and Procedures prescribed by the Auditor General of Pakistan which are IPSAS (Cash) compliant.

CHAPTER-1

1.1 TEHSIL MUNICIPAL ADMINISTRATIONS, RAJANPUR

1.1.1 Introduction

According to 1998 population census, the population of District Rajanpur is 1.085million. District Rajanpur comprises of three TMAs namely Rajanpur, Jampur and Rojhan. Business of TMAs is run by the Administrator and five Drawing & Disbursing officer i.e. TMO, TO(I&),TO(Finance), TO (P&C) and TO (Regulation) under Punjab Local Government Ordinance,2001.

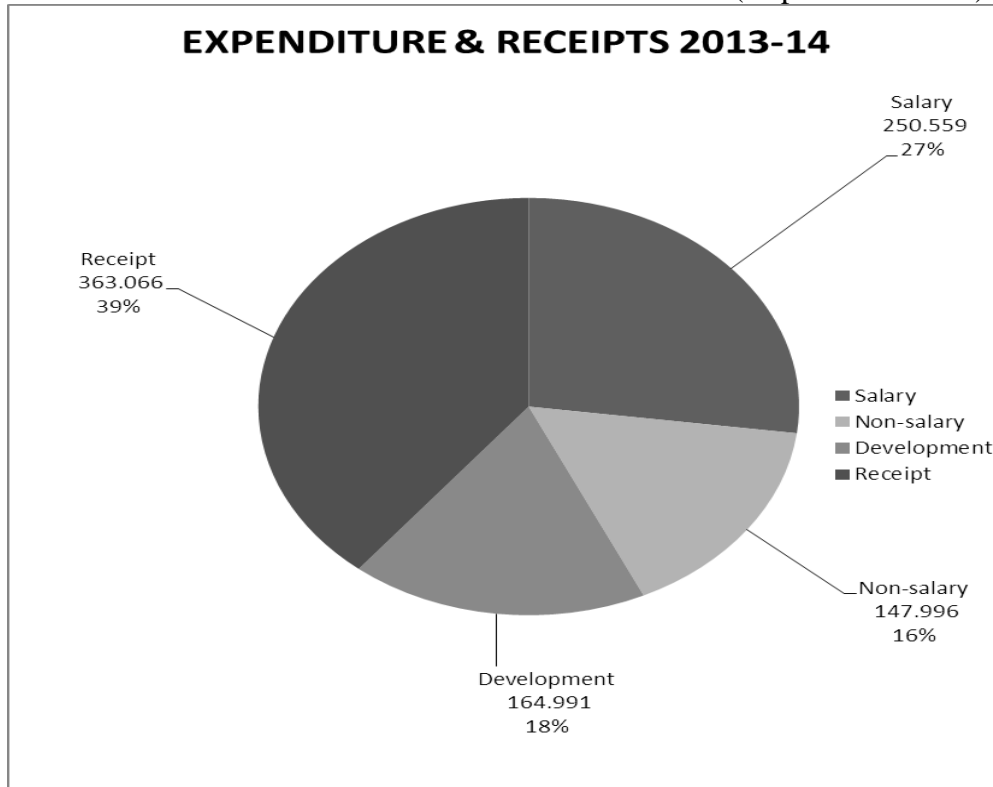
1.1.2 Comments on Budget and Accounts

The detail of budget and expenditure is given below in tabulated form:

(Rupees in Million)

2013-14	Budget	Actual	Excess (+)/ Savings(-)	(Savings) %
Salary	260.038	250.559	-9.479	-3.645%
Non Salary	169.049	147.996	-21.053	-12.454%
Development	187.019	164.991	-22.028	-11.778%
Total	616.106	563.546	-52.560	-8.441%
Receipts	558.563	363.066	-195.497	-35.000%

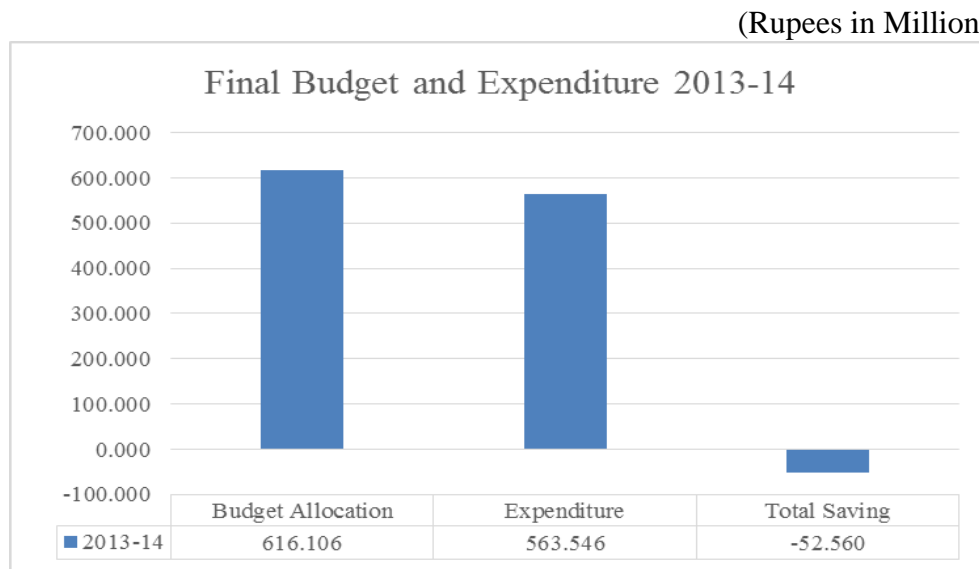
(Rupees in Million)



Details of budget allocations, expenditures and savings of each TMA in District Rajanpur are at Annex-B.

As per Budget Books for the Financial Year 2013-14 of TMAs in District Rajanpur, the original and final budgets were of Rs 616.106 million. Total expenditures incurred by these TMAs during Financial Year 2013-14 were Rs 563.546 million. A saving of Rs 52.560 million came to the notice of audit which shows that the TMAs failed to provide the basic municipal services to the community. No plausible explanation was provided by the Administrators, PAOs and management of TMAs.

The comparative analysis of the budget and expenditure of current Financial Year is depicted as under:



1.1.3 Brief Comments on the Status of Compliance on MFDAC Audit Paras of Audit Report 2013-14

Audit paras reported in MFDAC (Annex-1) of last year Audit Report which have not been attended in accordance with the directives of DAC have now been reported in part-II of Annex-A.

1.1.4 Brief Comments on the Status of Compliance with PAC Directives

The Audit Reports pertaining to following years have been submitted to the Governor of the Punjab but the reports were not examined by the Public Accounts Committee.

Status of Previous Audit Reports

Sr. No.	Audit Report Year	No. of Paras	Status of PAC Meeting
1	2009-12	23	PAC not constituted
2	2012-13	06	PAC not constituted
3	2013-14	32	PAC not constituted

AUDIT PARAS

1.2 Tehsil Municipal Administration Rajanpur

1.2.1 Fraud / Misappropriation

1.2.1.1 Likely misappropriation on account of POL and repair – Rs 1.211 million

According to Rule 2.33 of PFR Vol-I, every Government servant should realize fully and clearly that he would be held personally responsible for any loss sustained by the Government through fraud or negligence on his part.

TMO incurred an expenditure of Rs 1.211 million on account of POL and repair of vehicles during 2013-14. The vehicles were not in running condition and the logbooks were not provided for verification of expenditure. So the withdrawal of amount for POL and repair was likely to be misappropriated. The detail is below:

(Amount in Rupees)

Sr. No.	Date	Vehicle No	VR No	Amount	Remarks
1	10.10.2013	RP2138 Jeep	89 &165	76,785	No logbook was produced while the said vehicle is out of order and put in workshop of Fazilpur since long. CO Unit Fazilpur was unaware about this drawl.
2	26.3.2014	-do-	95	48,175	
3	14.06.14	RP9114 Tractor	86 to 91	488,000	The vehicle was available in TO (I&S) office and was not in running position since 2 years. Furthermore, neither the log book was produced for verification/accuracy nor the POL coupons were available against the bills.
4	10.02.2014	-do-	58 to 63	482,572	
5	21.04.2014	-do- (Repair)	120 to 124	115,098	
Total				1,210,630	

Audit is of the view that due to weak internal controls, the amount was likely misappropriated without actual utilization of vehicles.

Withdrawal of Rs 1.211 million without actual expenditure resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 1.211 million besides fixing of responsibility, under intimation to Audit.

[AIR Para: 1]

1.2.2 Irregularities & Non-Compliance

1.2.2.1 Irregular payment of work charged establishment – Rs 22.968 million

According to preface of the Wage Rate Act 2012, appointment to a post included in the schedule shall be advertised properly in leading newspapers and recruitment to all posts in the schedule shall be made on the basis of merits specified for regular establishment vide Para 11 of the Recruitment Policy issued by the S&GAD vide No. SOR-IV(S&GAD)10-1/2003 dated 17.09.2004.

Tehsil Municipal Officer recruited 178 work charged employees during 2013-14. An amount of Rs 22.968 million was paid on account of salaries of the employees and same was charged as current expenditure. The recruitment process was conducted without observing the codal formalities i.e. advertisement of the posts, detail of the candidates applied, minutes of recruitment committee, offer letters and joining reports etc. The detail is given below:

(Amount in Rupees)

Sr. No.	Name of CO Unit	No. of Employees	Amount
1	Rajanpur & Al-Fareed Library	73	9,031,782
2	Kot Mithan	46	6,844,650
3	Fazilpur	59	7,091,200
Total		178	22,967,632

Audit is of the view that due to weak internal controls, recruitment process was not followed as laid down in the Wage Rate Act, 2012.

Irregular recruitment of work charged employees resulted in unauthorized payment amounting to Rs 22.968 million.

The matter was reported to Tehsil Municipal Officer in February, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends regularization besides fixing of responsibility on the concerned, under intimation to Audit.

[AIR Para:31]

1.2.2.2 Non-recovery of rent of shops - Rs 14.714 million

According to Rule 76 of Punjab District Government and TMA (Budget) Rules 2003, it is the duty of the departmental authorities to see that all Government dues/revenues which have to be brought to account are correctly and promptly assessed, realized and credited to Government account

TMO failed to recover the rent of 257 shops amounting to Rs 14.714 million during 2013-14, which were leased out to various shopkeepers. The detail is as below:

(Amount in Rupees)

Sr. No.	Name of CO Unit	Name of Market	No. of Shops	Recoverable	Recovere d	Balance
1	Kot Mithan	Kashmeer Market Kot Mithen	27	103,148		
		General Bus Stand No.01 Kot Mithen	23	218382		
		General Bus Stand No.02 Kot Mithen	10	25,509		
		Baroon Golai Committee Kotmithen	19	644,446		
		Markeet Astan Alia Kot Mithen	15	394,549		
		Market Mithan Kot	20	99,416		
		Phatak Market Kot Mithen	5	4139		
		Thana Market Kot Mithen	3	800,868		
		Golai Market Androon Kot Mithen	8	327,277		
		Old Octori Tax Kot Mithen	12	81,747		
		Mincipal Market Kot Mithen	95	12,922,328		
S Total				15,621,809	1,221,167	14,400,642
2	Fazilpur	Subzi Mondi Fazalpur	10	591,724	278,132	313,592
		Shopping Center Fazalpur	10			
Sub Total				591,724	278,132	313,592
Grand Total						14,714,234

Audit is of the view that due to weak internal controls, the rent of shops was not recovered.

Non-recovery of rent of shops resulted into loss of Rs 14.714 million to the TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 14.714 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para:17]

1.2.2.3 Unauthorized approval of TSE by irrelevant authority and acceptance of tender beyond competency – Rs 10.448 million

According to Government of Punjab LG&CD Department Notification No.SO-V(LG) 5-48/2002 dated 28-03-2006, Tehsil Officer (I&S) of BS-17 (Qualified Engineer) has the power to accord technical sanction up to the value of one million rupees. Furthermore, as per Chief Engineer letter No.CE(HQ)PLGB-6/2008 dated 13-05-2008, the scheme beyond the competency of Tehsil Officer (I&S) was required to be forwarded to the Chief Engineer for technical sanction.

Contrary to above, TMO executed six development schemes having TS value of Rs 10.448 million during 2013-14. The schemes were technically sanctioned by irrelevant authority instead of approval from the Chief Engineer Local Government Lahore. Furthermore, the tenders were accepted beyond the competency of TMO /TO(I&S) as detailed below.

(Amount in Rupees)

Sr. No.	Description	TS By	TS Amount	Authority
1	Const. of Drain soling, slabs, main hole covers CO unit Rajanpur	Executive Engineer Local Government Dera Ghazi Khan	600,000	Chief Engineer LG& CD Lahore
2	Const. of Drain soling, slabs, main hole covers CO unit Kot Mithan		500,000	
3	Const. of Drain soling, slabs, main hole covers CO unit Fazilpur.		500,000	
4	Const. of Drain soling, slabs, main hole covers TMA Rural Area		200,000	
5	Const. of Floor with marble in the yard of mosque of Fakhir-e-Jahan park.		148,000	
6	Const. of boundary wall & M.S Grill Dr. Muhammad Abdullah Park.	EDO (W&S) Rajanpur.	8,500,000	
Total			10,448,000	

Audit is of the view that due to weak internal controls, tenders were accepted and sanctioned by the irrelevant authority.

Acceptance of tender beyond the competency and obtaining of Technical Sanction amounting to Rs 10.488 million from irrelevant authority resulted in irregular execution of development schemes.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends regularization besides fixing of responsibility on the concerned, under intimation to Audit.

[AIR Para: 29]

1.2.2.4 Irregular enhancement of administrative approval – Rs 7.500 million

According to Government of the Punjab, Planning and Development Department letter No.12 (2) RO (Coord) P&D/2010 dated 31.05.2010, prior clearance from P&D Department would be obtained before according revised admin approval.

Contrary to above, TMO executed the scheme “Development of Public Park opposite Danish School Fazilpur” during 2013-14. The scheme was approved for Rs 8.50 million but later on the scheme was enhanced up to Rs 16.000 million without getting approval from Planning and Development Department.

Audit is of the view that due to weak internal controls, the proper approval was not obtained from the P&D Department.

Non obtaining of approval from P&D Department resulted in unauthorized expenditure of Rs 7.500 million.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends regularization besides fixing of responsibility on the concerned, under intimation to Audit.

[AIR Para: 6]

1.2.2.5 Un-authorized payment against non functional water supply schemes – Rs 4.428 million

According to Government of the Punjab Finance Department letter No. FD.SO(GOODS)44-4/2011 dated 06.05.2013 no contingent paid staff shall be appointed without obtaining the prior approval of Finance Department. Further according to Government of the Punjab, Finance Department, Notification No.RO(Tech)FD-2-2/2001 dated 03.11.2008, appointment of work charge /contingent labour staff shall be made with procedure that the post(s) shall be advertised properly in the leading newspapers and recruitment to all posts shall be made on the basis of merit specified for regular establishment.

Contrary to above, TMO paid an amount of Rs 4.428 million on account of salary to daily wages employees deployed at 15 numbers of water supply schemes during 2013-14. Whereas the said schemes were out of order during the year. The detail is as below;

(Amount in Rupees)

Sr. No.	Date	Description	Chque No.	Amount
1	02.08.13	Daily wages of 15 water supply scheme	849119	401,450
2	03.09.13		C84913	412,300
3	02.10.13		849137	399,000
4	04.11.13		849141	412,300
5	04.12.13		81237656	399,000
6	06.01.14		849173	412,300
7	01.02.14		105840436	399,000
8	06.03.14		C849191	372,400
9	07.04.14		C849192	412,300
10	02.05.14		81603148	359,100
11	02.06.14		82019604	449,050
Total				4,428,200

Audit is of the view that due to weak internal controls, salaries were paid to daily wages staff without performing of duties.

Payment of salaries amounting to Rs 4.428 million without performance of duties resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 4.428 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 22]

1.2.2.6 Non-recovery of outstanding revenues – Rs 4.346 million

According to Rule 76 of Punjab District Government and TMA (Budget) Rules 2003, the primary obligation of collecting officers shall be to ensure that all revenue due is claimed, realized and credited immediately into the Local Government fund under the proper receipt head.

TMO failed to recover an amount of Rs 4.346 million from contractors to whom places were leased out during 2013-14 as detailed below;

(Amount in Rupees)

Sr. No.	Places	Outstanding Amount
1	Mandi Maveshian Rakh Fazilpur	3,104,546
2	Bakar Mandi Fazilpur	1,241,818
Total		4,346,364

Audit is of the view that due to weak internal controls, outstanding revenues were not collected.

Non recovery of outstanding revenues amounting to Rs 4.346 million, resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends recovery of Rs 4.346 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 25]

1.2.2.7 Non recovery of departmental charges – Rs 3.528 million

According to Appendix-V of CPW code, in case of deposit work, 17% departmental charges should be recovered from the agency for which work was to be carried out.

Contrary to above, TMO executed 75 developments schemes of District Government having TS amounting to Rs 20.750 million during 2013-14. However, 17% departmental charges amounting to Rs 3.528 million were not recovered from the client departments.

Audit is of the view that due to weak financial controls, 17 % departmental charges were not recovered from the client departments.

Non-recovery of departmental charges amounting to Rs 3.528 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 3.528 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 18]

1.2.2.8 Non realization of conversion fee - Rs 2.730 million

According to Government of Punjab LG&CD Department Notification No.SOR(LG)38-18/2009 dated 06.06.2012, the conversion fee for the conversion of a residential, industrial, Peri Urban area or intercity service area to commercial use shall be as under.

Value of land as per valuation Table	Conversion Fee
Less than one million rupees	5%
From one million rupees to ten million rupees	10%
More than ten million rupees	20%

TMO did not recover conversion fee amounting to Rs 31.955 million from the owner of residential schemes during 2013-14. The detail is as below:

(Amount in Rupees)

Name of Commercial Center	Cost of Land	Commercialization charges @ 20%
Dr. Munir Ahmad Plaza	13,650,000	2,730,000
Total		2,730,000

Audit is of the view that due to weak internal controls, conversion fee was non recovered.

Non-recovery of conversion fee amounting to Rs 2.730 million resulted in loss to TMA.

The matter was reported to Tehsil Municipal Officer in February, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 2.730 million besides fixing of responsibility against concerned, under intimation to Audit.

[AIR Para: 5]

1.2.2.9 Non-auctioning of leases - Rs 2.725 million

According to Rule 76 of Punjab District Government and TMA (Budget) Rules 2003, "The primary obligation of collecting officers shall be to ensure that all revenue due is claimed, realized and credited immediately into the Local Government fund under the proper receipt head".

TMO did not leased out the collection rights of the cattle mandies and latrine fee during 2013-14. The collection was also not made through its employees. While the same sources fetched huge revenues for Rs 2.725 million during 2012-13. The detail is given below:

(Amount in Rupees)

Sr. No.	Name of Lease	Amount collected during 2013-14	Amount collected in 2012-13
1	Cattle Mandi Rakh Fazilpur.	Nil	1,895,454
2	Bakar Mandi Fazilpur		758182
3	Laterin Fee Kot Mithan		71,500
Total			2,725,136

Audit is of the view that due to weak internal controls, collection rights were not auctioned.

Non auctioning of collection rights amounting to Rs 2.725 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends recovery of Rs 2.725 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para:45]

1.2.2.10 Non recovery of various fees / taxes – Rs 2.536 million

According to Rule 76 of Punjab District Government and TMA (Budget) Rules 2003, The primary obligation of collecting officers shall be to ensure that all revenue due is claimed, realized and credited immediately into the Local Government fund under the proper receipt head. Further according to Rate Schedule Gazette No.463/TMA/R.P dated 12.10.2011 that fee of Rs 2000 as professional fee from Medical stores and Rs 30,000 from Cotton Factories will be charged annually. Further Section 236A of Income Tax Ordinance 2001 requires to collect advance income tax @5% on sale of confiscated property or goods, through public auction and are also applicable to transactions involving awarding of lease, lease of the rights to collect tolls, fees or other levies.

Contrary to above, TMO failed to recover various fees/taxes amounting to Rs 2.536 million under various heads during 2013-14 as detailed below;

(Amount in Rupees)

Sr. No.	Description	Amount
1	Advertisement Fee	10,00,000
2	Water rate charges	1,078,800
3	Professional Fee	1,457,000
Total		2,535,810

Audit is of the view that due to weak internal controls, recovery of fee/taxes was not made by the TMA authority.

Non recovery of fee/taxes amounting to Rs 2.536 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends recovery of Rs 2.536 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Paras: 14,15,16]

1.2.2.11 Loss due to award of leases at less than reserve price – Rs 2.481 million

According to Rule 11 of the PLG (Auctioning of Collection Rights) Rules, 2003, the bid received in open auction, if less than the reserved price shall be rejected by the Nazim / Administration concerned or the person authorized by him in all cases and contract shall be re-auctioned in the prescribed manner. Moreover, the Council has full powers to accept or reject the bid duly recommended by the Local Government administration for the reasons to be recorded in writing.

Contrary to above, TMO advertised the contract for collection of Cattle Mandi Fee and Advertisement Fee with the reserved price of Rs 28.933 million. The contract of the same was awarded amounting to Rs 26.452 million. The DDO did not re-auction to fetch at least the reserved price which resulted in loss of Rs 2.481 million. The detailed is below:

(Amount in Rupees)

Sr. No.	Detail of Fee	Reserve Price	Auctioned Price	Loss
1	Cattle Mandi Kotla Naseer	28,300,000	25,950,000	2,350,000
2	Advertisement Fee	632,500	502,000	130,500
Total		28,932,500	26,452,000	2,480,500

Audit is of the view that due to weak internal controls, the leases were leased out at less than the reserve price.

Acceptance of bids less than the reserve prices amounting to Rs 2.481 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends recovery of Rs 2.481 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 3]

1.2.2.12 Award of work without calling of tenders – Rs 2.058 million

According to Clause 12(1) of Punjab Public Procurements Rules 2009, that Procurements over one hundred thousand rupees and up to the limit of two million rupees shall be advertised on the PPRA's website in the manner and format specified by regulation by the PPRA from time to time. These procurement opportunities may also be advertised in print media, if deemed necessary by the procuring agency:

Contrary to above, TMO incurred an expenditure of Rs 2.058 million on leasing of tentage on quotation basis instead of advertisement on the PPRA website as well as on print media. Furthermore, neither the reasonability of the rates charged could be verified nor the bill of leasing of tentage was signed by the supervisory staff. The detail is given as below:

(Amount in Rupees)

Sr. No.	Vr. No. & Date	Cheque No.	Description	Amount
1	37 of 2.1.2014	81010169	Moharram Tentage	238,800
2	146 to 158 of 22.11.14	74557757	Flood effecties	76,050
3	74 of 2.1.2014	81010148	Ramzan bazaar tents	526,000
4	47 to 49 of 2.5.14	74557169	Urss expenditure	238,080
5	92 of 14.6.14	82019609	Rent of tents	384,000
6	125 of 21.4.14	81603142	Tents Jjashn-e-Baharan	75,450
7	15.07.13	80707378	Tentage	49,700
8	80 to 82 of 18.4.14	74557164	Tentage Eid Milad	268,900
9	199 of 30.05.2014	81603193	Tentage Ramzan Bazar	200880
Total				2,057,860

Audit is of the view that due to weak internal controls, expenditure were made without advertisement and fair competition.

Non advertisement of procurement amounting to Rs 2.058 million resulted in unauthorized expenditure.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends regularization besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 26]

1.3 Tehsil Municipal Administration Jampur

1.3.1 Fraud / Misappropriation

1.3.1.1 Likely misappropriation of POL – Rs 1.363 million

According to Rule 2.33 of PFR Vol-I, every Government servant should realize fully and clearly that he would be held personally responsible for any loss sustained by the Government through fraud or negligence on his part.

TMO incurred an expenditure of Rs 1.363 million on account of purchase of POL during 2013-14. The entries of consumption of POL in the relevant logbooks of vehicles were not made. The detail is given below:

(Amount in Rupees)

Sr. No.	Token No.	Drawal date	Machinery	Bill Date	Liter & Rate	Mobil Oil	Amount	Remarks
1	294	13-09-2013	Generator Lundi Patafi 88 KV	30-06-2013	3960*107.9	32*400	441,686	No entry in the Logbook
			Generator Lundi Patafi 88 KV	30-06-2013	880*107.9	0	94,952	-do-
2	295	13-09-2013	Generator Lundi Patafi 88 KV	31-07-2013	4169*110.1	32*400	547,284	-do-
3	296	13-09-2013	Generator Office TMA	30-06-2013	440*107.9	0	47,476	Total Drawn 1540 liters (220*7) but entered 1100 liters (220*5). Less entered 440 liters.
			Generator Office TMA	31-07-2013	220*110.1	0	24,222	Total Drawn 1320 liters (220*6) but entered 1100 liter (220*5). Less entered 220 litters.
4	297	13-09-2013	Disposal Lundi Patafi	01-08 to 10-08-2013	1640*110.9	0	181,876	No entry in the Logbook
			Disposal Kotla Mughlan	01-08 to 10-08-2013	230*110.9	0	25,507	Total drawn 1590 (220*7+100) but entered 1360. Less entered 230 liters
Total							1,363,003	

Audit is of the view that due to weak internal controls, logbooks were not properly maintained.

Drawl of POL amounting to Rs 1.363 million without consumption resulted in likely misappropriation and loss to TMA.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 1.363 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 21]

1.3.2 Non-Production of Record

1.3.2.1 Non production of record - Rs 1.834 million

According to Clause 14 (1) (b) of the Auditor General's (Functions, Powers and Terms and Conditions of Service) Ordinance 2001, the Auditor General shall in connection with the performance of his duties under this Ordinance, have authority to inspect any office of accounts, under the control of Federation or of the Province or of District including Treasuries and such offices responsible for the keeping of initial and subsidiary accounts. Furthermore, according to section 115(6) of the Punjab Local Government Ordinance 2001, all officials shall afford all facilities and provide record for audit inspection and comply with the requests for information in as complete a form as possible and with all reasonable expedition".

Contrary to above, TMO did not produce the record against the expenditure of Rs 1.834 million incurred during 2013-14. The expenditure was shown as incurred on POL for generator, peter engine for water supply and contingencies. (Annex-C)

Audit is of the view that due to weak internal controls, auditable record was not produced to Audit.

Legitimacy of expenditure of Rs 1.834 million could not be ascertained due to non production of record.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends that responsibility be fixed and strict disciplinary action taken against the officials concerned for non-production of record, under intimation to Audit, and to ensure that the record is produced to Audit for scrutiny.

[AIR Paras: 27,56]

1.3.3 Irregularities & Non-Compliance

1.3.3.1 Un-authorized acceptance of tender by irrelevant authority - Rs 61.700 million

According to Chief Engineer LG&RD department Letter No CE(HQ) PLGB-6/2008 dated 13-05-2008 the scheme beyond the competency of TO(I&S) should be forwarded to the Chief Engineer for Technical Sanction. Further according to LG &CD Department instructions, the Sub Engineer of BS-11 posted as TO(1&S) will have the power of Rs 1.00 lac for technical sanction and TO(I&S) of BS-17, a qualified engineer will have the power of Rs 1.00 million for Technical Sanction.

TMO incurred an expenditure of Rs 61.700 million on 31 development scheme during 2013-14. The schemes were technically sanctioned by the irrelevant authority in violation of above rule. (Annex-D)

Audit is of the view that due to weak internal controls, Technical Sanction was obtained from irrelevant authority.

Approval of TS from irrelevant authority resulted in unauthorized expenditure of Rs 61.700 million.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends regularization besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 9]

1.3.3.2 Non-recovery of Government revenue – Rs 46.264 million

According to Rule 76 (1) of the PDG and TMA (Budget) Rules, 2003, the primary obligation of the Collecting Officer shall be to ensure that all revenue due is claimed, realized and credited immediately into Local Government Fund under proper receipt head. Further as per notification/tax schedule of Administrator TMA Jampur vide notification No.375/TMA/JP dated 18-06-2012 the drainage tax will be collected as per detailed below:

Sr. No.	Description	Old Rate	New Rate
1	Hotel (Tea Stall)	100	200
2	Restraint	100	500
3	House 1 to 5Marla	100	200
4	House 5 to 10 Marla	100	500
5	House 10 to above	100	1,000

Contrary to above, TMO did not recover outstanding rent of shops, drainage tax, license fee, lease money and outstanding revenue amounting to Rs 46.264 million during 2013-14 as detailed below;

(Amount in Rupees)

Sr. No	Description	Amount
1	Rent of shops	717,524
2	Drainage Tax	1,871,750
3	License Fee	272,800
4	Outstanding revenue from contractor	43,338,045
5	Lease money	64,318
Total		46,264,437

Audit is of the view that due to weak internal controls, timely action was not taken for recovery of outstanding revenue.

Non-recovery of outstanding revenue Rs 46.264 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 46.264 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Paras: 35,36,37,39,41]

1.3.3.3 Irregular payment of work charged establishment - Rs 22.756 Million

According to preface of the Wage Rate Act 2012, appointment to a post included in the schedule shall be advertised properly in leading newspapers and recruitment to all posts in the schedule shall be made on the basis of merits

specified for regular establishment vide Para 11 of the Recruitment Policy issued by the S&GAD vide No. SOR-IV(S&GAD)10-1/2003 dated 17.09.2004.

Tehsil Municipal Officer recruited 193 work charged employees to perform duties on water supply schemes and sanitation work during 2013-14. An amount of Rs 22.756 million was paid on account of salaries of the employees and same was charged to current expenditure. The recruitment process was conducted without observing the codal formalities i.e. advertisement of the posts, detail of the candidates applied, minutes of recruitment committee, offer letters and joining reports etc. The detail is given below:

(Amount in Rupees)			
Sr. No.	Description	No. of Employees	Amount
1	Work Charge Water Supply Schemes	74	8,998,017
2	Work Charge Sanitation CO Unit Jampur	93	10,741,926
3	Work Charge Sanitation CO Unit Dajal	18	2,070,126
4	Work Charge WSS Dajal at Jampur	8	946,177
Total		193	22,756,246

Audit is of the view that due to weak internal controls, recruitment process was not followed as laid down in the Wage Rate Act, 2012.

Irregular recruitment of work charged employees resulted into unauthorized payment amounting to Rs 22.756 million.

The matter was reported to Tehsil Municipal Officer in January, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends regularization besides fixing of responsibility on the concerned, under intimation to Audit.

[AIR Para: 54]

1.3.3.4 Non / less realization of conversion fee - Rs 5.752 million

According to Government of Punjab LG&CD Department Notification No.SOR(LG)38-18/2009 dated 06.06.2012, the conversion fee for the conversion of a residential, industrial, Peri Urban area or intercity service are to commercial use shall be as under.

Value of land as per valuation Table	Conversion Fee
Less than one million rupees	5%
From one million rupees to ten million rupees	10%
More than ten million rupees	20%

TMO did not recover conversion fee amounting to Rs 3.230 million from the 42 owners of residential schemes during 2013-14. Furthermore, in one case TMA authorities charged rate of conversion fee less than the prescribed rate resulting in less recovery of Rs 2.522 million. (Annex-E)

Audit is of the view that due to weak internal controls, conversion fee was not recovered.

Non-recovery of conversion fee amounting to Rs 5.752 million resulted in loss to TMA.

The matter was reported to Tehsil Municipal Officer in January, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 5.752 million besides fixing of responsibility against concerned, under intimation to Audit.

[AIR Para: 51,31]

1.3.3.5 Non recovery of arrears – Rs 5.627 million

As per rule 76 of Punjab District Government and TMA (Budget) Rules 2003, the primary obligation of collecting officers shall be to ensure that all revenue due is claimed, realized and credited immediately into the Local Government fund under the proper receipt head.

TMO failed to recover an amount of Rs 5.627 million from contractors on account of rent of shops and water rate charges during 2013-14 as detailed below;

(Amount in Rupees)

Sr. No.	Description	Year	Budget	Actual Recovery	Balance Amount
1	Rent of Shops of Jampur	2013-14	724,865	Nil	724,865
2	Rent of Shops of Dajal	-do-	790,000	-do-	790,000
3	Water Rate Dajal	-do-	4112240	-do-	4,112,240
Total					5,627,105

Audit is of the view that due to weak internal controls, rent of shops and water rate charges were not recovered.

Non recovery of rent and water rate amounting to Rs 5.627 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends recovery of Rs 5.627 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 40]

1.3.3.6 Less recovery of immovable property tax - Rs 3.118 million

According to Government of Punjab, Board of Revenue Lahore notification No. 1807-2004 /1414 -LR-I, dated 29.06.2004, the mutation fee on transfer of agriculture land in rural area shall be charged @ 3% of the value of land and Registration fee in the urban area will be charged @ 1% of the value of land. Furthermore, as per TMA notification No. 720/TN/TMA/DGK dated 20.06.2006, 1% tax will be charged on transfer of immovable property in urban and rural areas.

Tehsil Municipal Officer charged 1% tax on transfer of immovable property during 2013-14. Whereas, at the same time, tax is also charged by the Government of Punjab as Registration Fee for urban property and Mutation Fee for rural property @ 1% and 3% respectively. In Tehsil Jampur an amount of Rs 12.942 million was recovered as registration fee and Rs 95.089 million as mutation fee. TMO should have collected receipt of Rs 44.638 million. Whereas actually an amount of Rs 41.519 million was collected. So an amount of Rs 3.118 million was not recovered. The detail is as below:

(Amount in Rupees)

Month	Registry Fee B01311	Mutation Fee B01417	Total
July-13	1,197,502	7,190,365	3,222,880
August-13	606,168	2,984,953	1,463,515
September-13	754,662	4,006,954	2,014,935
October-13	993,914	5,296,251	2,269,660

Month	Registry Fee B01311	Mutation Fee B01417	Total
November-13	1,165,377	10,593,855	4,209,298
December-13	1,658,792	14,430,818	6,123,390
January-14	1,095,211	9,239,275	4,157,655
February-14	1,245,000	9,473,604	4,163,755
March-14	746,487	7,506,057	3,267,720
April-14	600,095	4,765,158	2,137,450
May-14	1,093,190	9,237,835	3,708,712
June-14	1,785,178	10,363,486	4,780,155
Total	12,941,576	95,088,611	41,519,125

Audit is of the view that due to weak financial controls, a huge amount of immovable property tax was not recovered.

Less recovery of immovable property tax, resulted in loss to Government amounting to Rs 3.118 million.

The matter was reported to Tehsil Municipal Officer in January, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends fixing of responsibility on the person(s) at fault, besides recovery of the said amount.

[AIR Para: 45]

1.3.3.7 Loss due to less recovery of water rate – Rs 2.480 million

According to Rule 59 of Punjab local Government Ordinance 2001, The Tehsil Nazim shall be personally responsible for any loss, financial or otherwise, flowing from the decisions made by him personally or under his directions in violation of any provisions of this ordinance or any other law for the time being in force and for any expenditure incurred without lawful authority. Further according to Rule 76 (1) of the PDG and TMA (Budget) Rules, 2003, the primary obligation of the Collecting Officer shall be to ensure that all revenue due is claimed, realized and credited immediately into Local Government Fund under proper receipt head.

Contrary to above, TMO did not make any efforts to collect water rate charges amounting to Rs 2.480 million from the domestic/commercial connection holders during 2013-14. The detail is below.

(Amount in Rupees)

Sr. No.	Types of users	Total Connection	Rate P/M	Amount recoverable
1	Domestic	2035	2,00	4,884,000
2	Commercial	30	600	216,000
3	Factory	2	5000	120,000
4	Grid	1	1500	18,000
5	Schools etc.	15	1500	270,000
Total amount recoverable				5,508,000
Total amount recovered				3,028,360
Total amount outstanding				2,479,640

Audit is of the view that due to weak internal controls, water charge were not recovered.

Non recovery of water rate amounting to Rs 2.480 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends recovery of Rs 2.480 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 38]

1.3.3.8 Loss due to non-imposition of penalty – Rs 2.100 million

As per Clause-39 of Contract Agreement, if contractor failed to complete the work within stipulated / extended period, he was required to be penalized @1% to 10% of the agreement amount for delayed completion of work.

Contrary to above, TMO did not impose penalty of Rs 2.100 million against the contractors @1% to 10% who failed to complete works within stipulated period as detailed below;

(Amount in Rupees)

Sr. No.	Name of Work	Acceptance No. & Date	Completion period	Date of completion	TS Amount	Penalty @ 10%
---------	--------------	-----------------------	-------------------	--------------------	-----------	---------------

Sr. No.	Name of Work	Acceptance No. & Date	Completion period	Date of completion	TS Amount	Penalty @ 10%
1	Extension of M/R Basti Popat U/C Tal Shumali	491/22-11-2012	4	15-05-2013	5,000,000	500,000
2	Construction M/R Dahdanda Chok to Basti Popat	230/08-06-2014	6	19-12-2013	9,500,000	950,000
3	Construction of Culverts Kosar Minors	79/09-02-2013	2	12/10/2013	500,000	50,000
4	Filling of Dangerous Depression in Dajal Town 2 Talab	549/26.12.12	4 Months	6.5.13	5,100,000	510,000
5	Cons of B/W Eidgah Talai Wala	00/9.2.13	2 Months	15.7.13	900,000	90,000
Total						2,100,000

Audit is of the view that due to weak internal control, penalty was not imposed by the department against the contractors who failed to complete the work in time.

Non-imposition of penalty amounting to Rs 2.100 million resulted in loss to TMA.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends recovery of Rs 2.100 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 15]

1.3.3.9 Award of work without calling tenders – Rs 1.642 million

According to Clause 12(1) of Punjab public Procurements Rules 2009 that Procurements over one hundred thousand rupees and up to the limit of two million rupees shall be advertised on the PPRA's website in the manner and format specified by regulation by the PPRA from time to time. These

procurement opportunities may also be advertised in print media, if deemed necessary by the procuring agency.

TMO incurred expenditure to the extent of Rs 1.642 million on leasing of tentage without advertisement on the PPRA website and inviting tenders through newspapers. Tentage was leased on the basis of quotations collected at personal level, which could not be treated as competitive. (Annex-F)

Audit is of the view that due to weak internal controls, leasing of tentage was made without advertising and fair competition.

Incurrence of expenditure without advertisement on PPRA web site resulted in unauthorized expenditure of Rs 1.642 million.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends regularization besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 34]

1.3.3.10 Loss due to auction of collection rights at unjustified prices – Rs 1.095 million

According to Rule 11 of the PLG (Auctioning of Collection Rights) Rules, 2003, the bid received in open auction, if less than the reserved price shall be rejected by the Nazim concerned or the person authorized by him in all cases and contract shall be re-auctioned in the prescribed manner. Moreover, the Council has full powers to accept or reject the bid duly recommended by the Local Government administration for the reasons to be recorded in writing.

TMO awarded the contract for collection of cattle mandi Dajal amounting to Rs 1.800 million against the reserve price of Rs 3 million during the year 2013-14 in violation of above rule. The detail is below:

(Amount in Rupees)

Name of Lease	Reserve Price	Auctioned for 1-08-13 to 30-06-14	Self Collection 01.07.13 to 31.07.13	Total Recovery	Loss

Cattle Mondi Dajal	3,000,000	1,800,000	107115	1,907,115	1,094,885
Total			107115	1,907,115	1,094,885

Audit is of the view that due to weak internal controls, rights for collection of cattle mandi was auctioned less than the reserve price.

Auction of leases less than the reserve price resulted in loss to TMA amounting to Rs 1.095 million.

The matter was reported to TMO and Administrator in January, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends recovery of Rs 1.095 million besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 44]

1.4 Tehsil Municipal Administration Rojhan

1.4.1 Non-Production of Record

1.4.1.1 Non production of record – Rs 10.395 million

According to Clause 14 (1) (b) of the Auditor General's (Functions, Powers and Terms and Conditions of Service) Ordinance 2001, the Auditor General shall in connection with the performance of his duties under this Ordinance, have authority to inspect any office of accounts, under the control of Federation or of the Province or of District including Treasuries and such offices responsible for the keeping of initial and subsidiary accounts. Furthermore, according to section 115(6) of the Punjab Local Government Ordinance 2001, all officials shall afford all facilities and provide record for audit inspection and comply with the requests for information in as complete a form as possible and with all reasonable expedition".

Contrary to above, TMO did not produce the record against the expenditure of Rs 10.395 million incurred during 2013-14. The expenditure was shown as incurred on development scheme, against which bills, vouchers, sanction of competent authority, MB, and reconciliation with the department was not provided. (Annex-G)

Audit is of the view that due to weak internal controls, auditable record was not produced to Audit.

Legitimacy of expenditure of Rs 10.395 million could not be ascertained due to non production of record.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends that responsibility be fixed and strict disciplinary action taken against the officials concerned for non-production of record, under intimation to Audit, and to ensure that the record is produced to Audit for scrutiny.

[AIR Para: 1]

1.4.2 Irregularities & Non-Compliance

1.4.2.1 Unjustified expenditure on water supply schemes - Rs 13.468 million

According to Rule 94 (2) of Sixth schedule of PLGO 2005, where a piped water supply is provided, the concerned local Government shall supply water to private and public premises in such manner and on payment of such charge as the byelaws may provide.

Contrary to above, TMO incurred an expenditure of Rs 13.468 million on account of POL, electricity and repair of water supply schemes during 2013-14. Incurrence of huge expenditure against which the registered water users were only 20 commercial and 163 domestic and recovery from them was only Rs 275,850. Further the water supply schemes were not handed over to water users association.

Audit is of the view that due to weak internal controls, a huge expenditure was incurred against less recovery.

Incurrence of expenditure amounting to Rs 13.468 million without registered water users resulted in unjustified expenditure.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests.

Audit recommends Inquiry besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 8]

1.4.2.2 Irregular payment of work charged establishment - Rs 13.399 million

According to preface of the Wage Rate Act 2012, appointment to a post included in the schedule shall be advertised properly in leading newspapers and recruitment to all posts in the schedule shall be made on the basis of merits specified for regular establishment vide Para 11 of the Recruitment Policy issued by the S&GAD vide No. SOR-IV(S&GAD)10-1/2003 dated 17.09.2004.

Tehsil Municipal Officer recruited work charged employees to perform the duties of sanitation work, water supply schemes, driver etc. during 2013-14. An amount of Rs 13.399 million was paid on account of salaries of the employees and same was charged to the current expenditure. The recruitment process was conducted without observing the codal formalities i.e. advertisement of the posts, detail of the candidates applied, minutes of recruitment committee, offer letters and joining reports etc. (Annex-H)

Audit is of the view that due to weak internal controls, recruitment process was not followed as laid down in the Wage Rate Act, 2012.

Irregular recruitment of work charged employees resulted in unauthorized payment amounting to Rs 13.339 million.

The matter was reported to Tehsil Municipal Officer in February, 2015. Department neither submitted any reply nor convened the DAC meeting despite repeated requests.

Audit recommends regularization besides fixing of responsibility on the concerned, under intimation to Audit.

[AIR Para: 11]

1.4.2.3 Irregular auction of cattle mandi - Rs 5.800 million

According to Rule 59 of Punjab local Government Ordinance, 2001 The Tehsil Nazim shall be personally responsible for any loss, financial or otherwise, flowing from the decisions made by him personally or under his directions in violation of any provisions of this ordinance or any other law for the time being in force and for any expenditure incurred without lawful authority. Further according to directorate (LG&CD) D.G. Khan division letter No.DLG/183-194 for strict observance of PLGO Rule 2003 (4) that each cattle mandi should be auctioned separately.

TMO awarded the collection rights of all tehsil cattle mandies by consolidating for Rs 5.800 million during 2013-14 whereas the same were auctioned for Rs 7.802 million during 2012-13.

Audit is of the view that due to weak internal controls, collection rights of cattle mandies were awarded by consolidating all tehsil mandies and auction amount was also less than the previous year.

Auction of cattle mandies at price less than the previous year resulted in loss to TMA amounting to Rs 5.800 million.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends regularization besides fixing of responsibility, under intimation to Audit.

[AIR Para: 18]

1.4.2.4 Un-authorized acceptance of tender beyond competency - Rs 4.508 million

According to Rule 17 of TMA (Works) Rules 2003, unless otherwise Government decides, Local Government Engineer Shall have the same power of technical sanction, approval of rates of non schedule items and all other power not specified in these rules as vest with the engineer of corresponding rank in the C& W, PHED, H&PPD and officer of District Government as delegated by the Government of Punjab. According to Chief Engineer letter No.CE(HQ)PLGB-6/2008 dated 13.05.2008, the scheme beyond the competency of Tehsil Officer (I&S) was required to be forwarded to the Chief Engineer for technical sanction.

Contrary to above, TMO incurred an expenditure of Rs 4.508 million on development schemes during 2013-14. The tenders were accepted by the Sub Engineer having acting charge of TO (I&S) beyond his competency. (Annex-I)

Audit is of the view that due to weak internal controls, the tenders were accepted beyond the competency.

Acceptance of tenders beyond the competency resulted in unauthorized expenditure of Rs 4.508 million.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends regularization besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 12]

1.4.2.5 Doubtful consumption of POL Rs 2.135 million

According to Para 20 of West Pakistan Staff Vehicles (Use & Maintenance) Rules 1969, Log Book, History Sheet and Petrol Account Register shall be maintained for each Government owned vehicle.

TMO incurred an expenditure of Rs 2.135 million on account of POL during 2013-14 for the vehicles used for sanitation and other municipal services. The approved route by the competent authority was not available in the office.

Audit is of the view that due to weak internal controls, POL was consumed without approved routes.

Consumption of POL without route resulted in unauthorized expenditure amounting to Rs 2.135 million.

The matter was reported to TMO and Administrator in February, 2015. Department neither submitted reply nor convened the DAC meeting despite repeated requests

Audit recommends regularization besides fixing of responsibility against the concerned, under intimation to Audit.

[AIR Para: 13]

ANNEX

**Memorandum for Departmental Accounts Committee Paras
pertaining to Current Audit Year 2014-15**

(Rupees in Million)

Name of Formation	Sr. No.	A.P No.	Subject	Amount
TMA Rajanpur	1	2	Loss to Government due to self collection of cattle mandi	1.258
	2	4	Chances of less collection due to less valuation	0.221
	3	7	Recovery of un authorized payment of pay and allowances	0.107
	4	8	Loss during lease of advertisement fee collection right	0.498
	5	9	Unauthorized execution of development scheme without measurement	1.200
	6	10	Overpayment due to payment of higher rates of POL than notified by OGRA	0.181
	7	11	Loss due to un-approved residential schemes	3.174
	8	12	Misappropriation due to un-reconciled immoveable property tax	1.602
	9	13	Loss due to less valuation of petrol pumps land	0.354
	10	19	Illegally construction of buildings without paying commercialization fee	0.288
	11	21	Irregular cash payments of HBA without acknowledgements	1.120
	12	23	Uneconomical and doubtful purchases of street light material	0.411
	13	24	Unauthorized purchases of different items without observing the PPRA rules	1.834
	14	27	Non deduction of GST	0.190
	15	28	Unjustified drawl of honoraria	0.128
	16	30	Unjustified drawl of arrears without acknowledgement	2.592
	17	32	Doubtful and irregular expenditure on Moharram routes	1.8
	18	33	Non accountal of stores	1.424
	19	34	Overpayment due to excessive rates of tuff tiles	0.075

Name of Formation	Sr. No.	A.P No.	Subject	Amount
	20	35	Unjustified expenditure without consumption record	1.069
	21	36	Unjustified expenditure on ta/da	0.080
	22	37	Unjustified expenditure of removal of wall chalking	0.115
	23	38	Wastage of expenditure due to abandoned works	3.75
	24	39	Unjustified release of security deposits	1.426
	25	40	Overpayment on earth work	0.063
	26	41	Unjustified payment of tuff tiles psi report	0.222
	27	42	Loss to Government due to theft of transformer	0.141
	28	43	Irregular and unjustified expenditure of steel racks through calling quotations	0.239
	29	44	Unauthorized expenditure on quotations works	0.393
	30	46	Non deposit of income tax deducted at source	0.370
TMA Jampur	31	1	Overpayment due to unjustified quantity of earthwork	0.621
	32	2	Fraudulent withdrawal of salaries	0.213
	33	3	Unjustified payment against earthwork resulted loss	0.504
	34	4	Overpayment due to non deduction quantity of drain	0.114
	35	5	Unjustified payment against quantity of soling	0.161
	36	6	Unjustified payment against soling work	0.058
	37	7	Overpayment on account of extra measurement than earth work	0.111
	38	8	Unauthorized and doubtful execution of work	1.869
	39	10	Unauthorized award of contracts of development schemes due to defective advertisement/ without PAPRA's website	106.123
	40	11	Unjustified payment on account of excess quantity of soling	0.030
	41	12	Overpayment due to non deduction of quantity of culverts	0.027
	42	13	Unjustified provision of lead on earth work	0.049

Name of Formation	Sr. No.	A.P No.	Subject	Amount
	43	14	Payment of work done without dates of measurements and billings	23.800
	44	16	Unjustified payment against road curves	0.098
	45	17	Overpayment due to non deduction of shrinkage	0.420
	46	18	Unjustified payment against bitumen	4.476
	47	19	Excess payment on account of use of local sand	0.036
	48	20	Overpayment due to payment of higher rates of POL than notified by OGRA	0.168
	49	22	Unjustified and doubtful drawl of POL against disposal work	2.941
	50	23	Unauthorized and doubtful payment	0.539
	51	24	Unjustified drawl of POL against office generator having ups for all branches	1.660
	52	25	Unjustified and doubtful drawn against POL for vehicle	0.654
	53	26	Un-authorized consumption of POL due damaged meter and un-approved routs	7.412
	54	27	Unauthorized and non accountal , consumption of store	1.732
	55	29	Doubtful and irregular expenditure without calling tenders	0.292
	56	30	Unjustified dateless bills for repair of machinery & equipment	1.181
	57	32	Non deposit of Government receipt on account of immoveable property tax	0.238
	58	33	Overpayment of on account of hire of tentage	0.234
	59	42	Loss to Government due to unjustified lease of advertisement fee	0.545
	60	43	Loss to Government due to less realization of income	0.200
	61	46	Loss due to non deputing TMA employees on leases	2.70
	62	47	Loss due to non-auction of shops after the expiry period	2.905
	63	48	Recovery of un authorized payment of conveyance allowance during leave on full pay	0.027

Name of Formation	Sr. No.	A.P No.	Subject	Amount
	64	49	Short fall due to reduction of revenue in the revised budget estimates	1.820
	65	50	Stores found short during physical verification	1.508
	66	52	Loss due to un-approved residential schemes	10.800
	67	53	Un-authorized / invalid and without advertisement expenditure	0.446
	68	55	Un-authorized drawl of pay without sanctioned posts	10.006
	69	57	Unauthorized execution of culverts schemes	6.195
TMA Rojhan	70	2	Overpayment due to allowance of unjustified rate of ramming of earthwork	0.113
	71	3	Overpayment due to non deduction of shrinkage in earth work	0.043
	72	4	Un-authorized expenditure on purchase of furniture	0.292
	73	5	Overpayment due to unjustified inclusion of borrow pit excavation rate in earth work	0.132
	74	6	Unauthorized execution of culverts schemes	1.400
	75	7	Unauthorized award of contracts of development schemes due to defective advertisement/ without PAPRA's website	4.508
	76	9	Non recovery of departmental charges from deposit work	0.766
	77	10	Un-authorized clearance of outstanding liabilities	0.739
	78	14	Non proof of consumption of POL for spray of dengue virus	0.038
	79	15	Un authorized payment of salary of close day	0.352
	80	16	Expenditure beyond competency	0.100
	81	17	Non accountal of stores	0.290
	82	19	Overpayment due to grant of unauthorized annual increment and pre-mature increment	0.028

Part-II

[Para 1.1.3]

**Memorandum for Departmental Accounts Committee Paras
pertaining to Audit Year 2013-14**

(Amount in Rupees)

Name of Formation	Sr. No.	AP No.	Subject	Amount	Nature of Observation
TMA Rajanpur	1	1	Overpayment due to unjustified inclusion of borrow pit excavation rate in earthwork	851,018	Overpayment
	2	2	Overpayment due to non deduction of shrinkage.	107,343	Overpayment
	3	3	Overpayment due to allowing of unjustified rate of ramming of earthwork.	142,225	Overpayment
	4	5	Overpayment due to unjustified payment of contractor profit and overhead charges	216,278	Overpayment
	5	6	Overpayment of due to allowing of unjustified carriage.	98,758	Overpayment
	6	7	Overpayment due to allowing of unjustified contractor profit 20% on carriage and on schedule items.	89,056	Overpayment
	7	8	Overpayment of due to charging of higher rate of skilled labour	107,914	Overpayment
	8	9	Non depositing of additional performance security required for below quotation/tender	257,400	Violation of Rules
	9	11	Loss due to unjustified payment of contractor profit and overhead charges	78,798	Overpayment
	10	14	Overpayment due to allowing of unjustified items of borrow bit excavation.	121,230	Overpayment
	11	15	Overpayment due to unjustified allowing of leveling and dressing of lawn	245,089	Overpayment

Name of Formation	Sr. No.	AP No.	Subject	Amount	Nature of Observation
	12	19	Non recovery of professional tax	210,000	Recovery
	13	20	Unauthorized adjustment of earnest money	497,274	Violation of rules
	14	21	Overpayment due to non-deduction of flood surcharge on payable income tax	54,449	Overpayment
	15	23	Less-recovery of water rate	601,200	Recovery
	16	26	Non-collection of mela tax	300,000	Recovery
	17	30	Incurrence of expenditure without advertisement	192,000	Violation of Rules
	18	31	Un-justified expenditure on repair of Tractor Trollies	116,375	Violation of Rules
	19	34	Expenditure beyond competency on Ramzan Bazaar	476,175	Violation of Rules
	20	37	Un-justified Expenditure on purchase of Motorcycle	263,600	Violation of Rules
	TMA Rojhan	21	2	Unauthorized retention of income tax deducted at source	225214
22		3	Unauthorized retention of general Sales Tax deducted at source	253515	Violation of Rules
23		7	Doubtful consumption of POL due to non production of log books.	788,505	Violation of Rules
24		10	Loss due to slackness of management	189,139	Violation of Rules
25		11	Non-conducting of survey and loss due to non-recovery of trade license fee	118,000	Recovery
26		13	Non-recovery of penalty due to delay in completion of work.	195,000	Recovery
27		14	Loss due to non auction of right of commission agent in fruit mandi	121,000	Recovery
28		15	Non-recovery of outstanding amount of lease money	110,000	Recovery
29		16	Un-authorized purchase of insecticide spray	178,988	Violation of Rules
30		17	Unauthorized purchase of de-watering sets	141,480	Violation of Rules

TMAs of District Rajanpur

Budget and Expenditure Statement for Financial Year 2013-2014

(Amount in Rupees)

TMA Rajanpur				
2013-14	Budget	Expenditure	Excess (+)/ Saving(-)	%Saving
Salary	148,300,739	139,632,703	8,668,036	6%
Non Salary	61,467,000	49,820,491	11,646,509	19%
Development	25,888,498	5,910,947	19,977,551	77%
Total	235,656,237	195,364,141	40,292,096	17%
Receipts	223,940,308	185,118,873	38,821,435	17%
TMA Rojhan				
2013-14	Budget	Expenditure	Excess (+)/ Saving(-)	%Saving
Salary	36,151,800	35,337,384	814,416	2%
Non Salary	37,007,000	36,046,540	960,460	3%
Development	7,500,000	7,450,000	50,000	1%
Total	80,658,800	78,833,924	1,824,876	2%
Receipts	80,658,800	71,383,924	9,274,876	11%
TMA Jampur				
2013-14	Budget	Expenditure	Excess (+)/ Saving(-)	%Saving
Salary	75,585,064	75,589,064	-4,000	0%
Non Salary	70,575,394	62,128,939	8,446,455	12%
Development	153,630,052	151,630,000	2,000,052	1%
Total	299,790,510	289,348,003	10,442,507	3%
Receipts	253,963,814	232,540,046	21,423,768	8%

Annex-C

[Para 1.3.2.1]

Non production of record

Token No.	DOD	Description	Bill Date	Amount
101	1/8/2013	W.S Thul Janan	11/6/2013	26,600
102	1/8/2013	W.S Dajal at Jampur	15-05-2013	119,350
216	28-08-2013	WSS Dajal at Jampur remaining May 2013	30-05-2013	19,000
239	29-08-2013	WSS Dajal at Jampur	Jul-13	96,888
307	13-09-2013	WSS Thul Ali Muhammad	12/9/2013	30,390
308	13-09-2013	WSS Generator WSS Dajal	31-08-2013	126,790
342	23-09-2013	WSS Dajal Sharki	Jul-13	11,445
346	23-09-2013	WSS Thull Janan	6/8/2013	27,380
80	12/10/2013	WSS Dajalat Jampur	30-09-2013	124,850
69	27-11-2013	WSS Dajal at Jampur	31-10-2013	130,900
64	27-11-2013	WSS Thul Harrow	dateless Slips	19,124
42	18-12-2013	Peter Engine No.16 CO Dajal	8/11/2013	6,300
54	18-12-2013	WSS Thul Janan	12-10-2013	29,000
96	30-12-2013	WSS dajal Intermediate Pumps station	31-08-2013	48,796
98	23-01-2014	WSS Dajal Intermediate Pump Station	31-12-2013	29,825
132	26-03-2014	WSS Thull Janan	dateless bill	29,460
73	17-03-2014	WSS Generator Dajal	30-11-2013	87,880
		WSS Dajal No.4	31-12-2013	52,492
187	30-05-2014	WSS Thull Ali Muhammad	9/4/2014	31,208
237	4/6/2014	WSS Thull Janan	26-05-2014	27,980
	2013-14	Tractor Co Unit Dajal	2013-14	590,005
Total				1,665,663
	12/10/2013	Lighting on 14 th August no bill attached		50,000
	12/10/2013	Sweet on 14th august		48,000
	18-09-2013	(1) Motor rewinding & Replace Assemble but bill not attached.		70,450
Total				168,450
G.Total				1,834,113

Annex-D**[Para 1.3.3.1]****Un-authorized acceptance of tender by irrelevant authority**

(Amount in Rupees)

Description	TS By	TS Amount
Construction M/R from Dajal Canal Bridge to Basti Allah Diwaya U/C Dajal	XEN LG&CD D.G.Khan	4,500,000
Construction of M/R from Basti Khurshid Karlo to Basti ishaq Bajwa	Executive Engineer Local Government & Community Development Dera Ghazi Khan	4,500,000
Construction of drain ,soling E/F , Tuff Tile from Attaa Ullah Lohar	Executive Engineer Local Government & Community Development Dera Ghazi Khan	2,300,000
Construction of drain ,soling E/F , Sullage carrier near Darbar Road Mohallah Khanzada	Executive Engineer Local Government & Community Development Dera Ghazi Khan	1,000,000
Construction of RDS Basti Mukhtiar Ahmad to Basti Muneer Ahmad	Executive Engineer Local Government & Community Development Dera Ghazi Khan	800,000
Construction of Culverts Mouza Pat Wali	Executive Engineer Local Government & Community Development Dera Ghazi Khan	600,000
Construction of drain soling, E/F Tuff Tile Fareed Baksh Chaki	C.E (H.Q) PLG Board Lahore	3,000,000
Construction of drain soling Basti Solgi	Executive Engineer Local Government & Community Development Dera Ghazi Khan	2,000,000
Construction of Drain, Soling, E/F Sullage Carrier Near Darbar Road Mohallah Khan Zadah	Executive Engineer Local Government & Community Development Dera Ghazi Khan	1,200,000
Construction of drain soling Ward No.9 Mohallah Mochian Wala	Executive Engineer Local Government & Community Development Dera Ghazi Khan	1,000,000
Construction of drain soling Ward Basti Fazal Khan	Executive Engineer Local Government & Community Development Dera Ghazi Khan	500,000
Construction of drain soling Street Malik Mushtaq Ahmad	XEN LG&CD D.G.Khan	1,000,000
Construction of Drain,soling, E/F Culverts in Mouza Sherqi ,Gharbi	XEN LG&CD D.G.Khan	1,000,000
Construction of Drain, soling, E/F	Executive Engineer Local	1,000,000

Description	TS By	TS Amount
Mohallah New Abadi	Government & Community Development Dera Ghazi Khan	
Construction of Drain, soling, E/F Mouza Basti Sikhani	XEN LG&CD D.G.Khan	700,000
Construction of Drain, soling, E/F silagecareer Kotla mughlani	Executive Engineer Local Government & Community Development Dera Ghazi Khan	500,000
Construction & Rehabilitation of slaughter House Jampur	Executive Engineer Local Government & Community Development Dera Ghazi Khan	1,000,000
Construction of water filtration & shifting of machinery	Executive Engineer Local Government & Community Development Dera Ghazi Khan	500,000
Construction of Drain, soling, E/F Indus High way to Flood Bund	Executive Engineer Local Government & Community Development Dera Ghazi Khan	800,000
Construction of Flower through on various points in city, recreation area on canal bridge in Jampur city	XEN LG&CD D.G.Khan	1,000,000
Construction M/R Basti Fayyaz Khosa	C.E H.Q	5,000,000
Construction of Boundary Wall Eid Gah Talaiwala	TO (I& S) TMA Rajanpur	900,000
Construction of Culverts at Kousar Minors to Burraey Wala	TO (I& S) TMA Rajanpur	500,000
Construction Veraindah Graveyard Lal Garh	TO (I& S) TMA Rajanpur	1,000,000
Construction of M/R From Dahandla Chowk to Basti Popat	TO (I& S) TMA Rajanpur	9,500,000
Contraction of drain soloing E/F Tibbi Solangi -16	E.E LG& Dev D.G.Khan	2,000,000
Construction Of Drain Soling E/F Gul Muhammad Iqbal Naich	E.E LG Dera Ghazi Khan	1,200,000
Construction of drain sooling E/F Mouza Basti Sikhani	XEN. LG &CD DGK	700,000
Construction of M/R from BastiKhurshaid Karlo to Basti Bajwa U/C Dajal	E.E LG Dera Ghazi Khan	4,500,000
Construction of MR From Dajal Canal Bridge to Basti Allah Wasaya U/C Dajal	XEN. LG &CD DGK	4,500,000
Construction of drain , soling, E/F, Tuff Tile From Fareed Baksh chaki to Mohalla Umar Nai	C.E H.Q P.L.G Board Lahore	3,000,000
Total		61,700,000

Annex-E**[Para 1.3.3.4]****Non / less realization of conversion fee**

(Amount in Rupees)

Name & Address	Issue notice date	Total Amount (Estimated)
Dewo Bus Stop as addition in Al-Sodas Petroleum Basti Rindan Dera Road Jampur	Hall, Tuk Shops.	2,420,000
Residence Mr. Muhammad Sharif S/O Din Muhammad Basti Rindan Jampur	-	10,000
Atta Ullah s/o Khadim Hussain Kotla Mughlan road Jampur	02 shops 28-09-2013	20,000
Malik Shahid Hussain s/o Ghulam Qadir Shero road Jampur	Store 22-10-2013	20,000
Hafeez s/o Nawaz Lajwab oil mils Dera road Jampur	Sakota 03-10-2013	20,000
Muhammad Tahir qureshi near Masjid Muhammadi Jampur	4 shops 19-11-2013	20,000
Muhammad Bilal ,Muhammad Azam s/o Malik Elahi Bakhsh circular road Jampur	Shop 14-11-2013	20,000
Malik Nazeer Ahmad Dera road Jampur	Gudam 19-11-2013	20,000
Haji Ibrahim s/o Qadir Bakhsh Harrand road Jampur	Shop 15-01-2014	20,000
Haji Manzoor Ahmad s/o Ghulam Sadique Harrand road Jampur	Gudam and shop 15-01-2014	20,000
Haji Abdul Rehman s/o Sonhara Harrand road Dajal Tehsil Jampur	02 shops 15-01-2014	20,000
Muhammad Ali s/o Ghulam Rasool Harrand road dajal Tehsil Jampur	Shop 28-01-2014	20,000
Rab Nawaz Ahmadani mouza Salam Pur Rajanpur road Jampur	Shops	20,000
Abdul Kareem s/o Nazeer Ahmad Dera Road Jampur	03 shops 30-01-2014	20,000
Haji Allah Bakhsh s/o Nabi Bakhsh Dajal Tehsil Jampur	Shops 06-03-2014	20,000
Abdul Hakeem s/o Qalandar Ali near Government High School Muhammad Pur	05 shops 05-06-2014	20,000
Ghulam Rasool s/o Barkat Ali near Kreem Abad colony Muhammad Pur Jampur	02 shops 05-06-2014	20,000
Muhammad Wasim s/o Allah Dad Lundi Pitafi road Jampur	02 shops 05-04-2014	20,000
Khalil Ahmad s/o Haji Mukhtiar Lundai Pitafi road Jampur	Godam 05-04-2014	20,000
Assad Khan s/o Hassan Khan Rajanpur road Jampur	Shop 31-03-2014	20,000

Name & Address	Issue notice date	Total Amount (Estimated)
Nadeem Dhah mouza salam pur Gharbi side Rajanpur road Jampur	Shop 13-02-2014	20,000
Allah Bachiya s/o Dur Muhammad mouza Allah Abad Rajanpur road Jampur	Shops 13-02-2014	20,000
Rahmat Ullah s/o Maqsood Ahmad mouza Allah abad Tehsil Jampur.	Shops 13-02-2014	20,000
Ahmad Bilal ,Kaleem Ullah s/o Haji saif ullah Rajanpur road Muhammad pur Tehsil Jampur	02 shops 13-02-2014	20,000
Muhammad Zahid s/o Haji Allah Diwaya mouza Tattar wala pul saim nala Rajanpur road Jampur	Ice Factory 28-09-2013	20,000
Allah Diwaya s/o Lal Khan mouza basti China	Showroom 03-04-2014	20,000
Mian Naveed s/o saif ullah Khowja syed shahzad s/o nabani shah Mohib shah dajal road Jampur	Ice factory 03-06-2014	20,000
Malik Mustafa Khokhar Dajal road Jampur	Shop 03-06-2014	20,000
Muhammad Asif s/o Muhammad Nawaz pull link 3 Rajanpur road Jampur	Shop 18-05-2014	20,000
Muhammad Razwan s/o Aiyaz Ahmad	Shop 18-05-2014	20,000
Hafaz Muhammad Bakhsh s/o Imam Bakhsh sanwaly wala road /hospital road Jampur	Shops 15-05-2014 08-05-2014	20,000
Sana Ullah Dasti Marjan Khan near bay pass chowke dajal Jampur	50 Shops 31-03-2014 16-4-2014	20,000
Nazar Hussain s/o Allah Bakhsh	Godam 07-06-2014	20,000
Muhammad Tariq s/o Nazik Hussain Chandia Muhammad Pur Dewan.	Shops 21-04-2011	20,000
Muhammad Akhtar s/o Muhammad Aslam ,Muhamamd Sharif s/o Ghulam Hussain mouza Muhammad pur Tehsil Jampur	28-4-2014	20,000
Malik Shah nawaz Dhandla Muhammad pur No.1 Tehsil Jampur	21-04-2014 ,28-04-2014	20,000
Zain-ul-Abidan s/o Akhtar shah Mollah sadat Dajal Jampur	02 shops 06-03-2014	20,000
Syed Mumtaz Gilani s/o Qadir Bakhsh Mohalla Sadat Dajal Tehsil Jampur	02 shops 15-03-2014	20,000
Haji Ramzan s/o Nawaz shah new Sabzi mandi Rajanpur road Jampur	02 shops	20,000
Khadim Hussain Gopang near Hospital Muhammad Pur dewan Tehsil Jampur	Commercial Building	20,000
Malik Nazeer Dera road Jampur	Shop/Godam	20,000
Muhammad Khuram s/o Eijaz Ahmad Dera road Jampur	Shops 30-01-2014	20,000
Total		3,230,000

Annex-F**[Para 1.3.3.9]****Award of work without calling tenders**

(Amount in Rupees)

T No	Date	Bill Date	Description	Period	Paid to	Bill Claimed	Amount Paid
222	09-08-2013	Dateless	Tentage for 14 th August	One Day	Insaf Tents	121710	80,000
194	7/8/2013	Dateless Bill	Rent for Padestal Fan For Ramzan Bazar	32 Days	Waqar Degital Eco Sound	44,800	44,800
204	26-08-2013	Dateless Bill	Rent for Generator for Ramzan Bazar	32 Days	-do	41,600	41,600
223	29-08-2013	Dateless bill	Tentage for Ramzan Bazar	8-7 to 8-08-2013 (32Days)	Insaf Tents	274,040	274,040
209	20-02-2014	17-02-2014	Sohalat Bazar	-	Insaf Tentage	88,000	88000
30	4/3/2014	20-02-2014	Youth Festival	-	Madina Tentage	580,250	580250
32	4/3/2014	dateless Bill	Youth Festival	-	Abdul Raof Balum	12,000	12000
85	29-03-2013		Youth Festival	-		71,600	71600
118	26-03-2014	17-02-104	Sohalat Bazar	-	Insaf Tentage	44,000	44000
119	26-03-2014	17-02-104	Sohalat Bazar	-	Insaf Tentage	67,600	67600
192	30-05-2014	18,19-04-2014	Tentage for Jashan Baharan,Kabadi, Wali Bal Match at TMA Jampur	2 Days	Madina Tent Servicec	16,700	16700
193	30-05-2014	18,19-04-2014	Tentage for Jashan Bahan Sarsayad Public School	2	Madina Tent Servicec	92,000	92000
194	30-05-2014	17-04-2014	Tentage for Jashan Baharan darama etc	1	Madina Tent Servicec	69,500	69500

T No	Date	Bill Date	Description	Period	Paid to	Bill Claimed	Amount Paid
195	30-05-2014	17-04-2014	Tentage for Moshahara	1	Madina Tent Servicec	69500	69500
196	30-05-2014	2/4/2014	Tentage for Prise distribution Guest Mr. Shar Al Gorchani	1	Madina Tent Servicec		21700
197	30-05-2014	19-04-2014	Tentage for Mahfal Mosiqi	1	Madina Tent Servicec		69500
Total							1,642,790

Annex-G

[Para 1.4.1.1]

Non production of record

(Amount in Rupees)

Sr. No.	Name of Schemes	TS Amount	Liability
1	Construction and repair of earth filling and brick pavement from road to Dera Dildar to Basti Shafqat Ullah Mazari	660,000	519244
2	Extension and repair of piping WSS Miran pur	900,000	865,700
3	Construction of soling, E/F RCC slab, culverts Misc. Work Basti Zaheer_ud-Din Khan Balachani	595500	232374
4	Construction of soling, E/F Misc. work Basti Sher Muhammad Punjabi Arain	1756000	194,747
5	Construction of soling ,E/F Misc. work Basti Malik Shoukat Mouza Gianmal	1155100	455,849
6	Construction of culverts , Misc. workconstruction of pull Haji Waqif Din Khan Balachani Ber Hudayait Minnors	1648000	33,483
7	Repair and construction of office TMA Rojhan	500,000	500,000
8	Construction of Racks for ware house TMA Rojhan	200,000	200,000
9	Awareness from measals sighn Board TMA Rojhan	210,000	250,000
10	Repair and maintenance U/sewerage WSS of TMA Rojhan	260,000	260,000
	Total for Liability	7,884,600	3,511,397
	Name of Scheme 2013-14	TS Amount	Date of Advertisement
6	Construction of Earth filling M/R to House Mrs. Sheren Mizar U/C Council Bangla Icha	700,000	2/4/2014
7	Construction and repair of Shokat Khan Park	1,235,800	2/4/2014
9	Construction of culverts Shahid Khan Balachani U/C Miran Pur	215,000	2/4/2014
20	Extension and repair of WSS Miran pur	359,200	2/4/2014
	Total for current year	2,510,000	
	Total	10,394,600	3,511,394

Annex-H**[Para 1.4.2.2]****Irregular payment of work charged establishment**

(Amount in Rupees)

Token No.	DOD	Designation	No. of Employee	Period of Pay	Amount
2	01-7-213	S.W	49	30-06-2014	441,000
3	01-7-213	Helper	8	30-06-2014	72,000
4	01-7-213	Driver	4	30-06-2014	36,000
5	01-7-213	S.W	4	30-06-2014	36,000
6	01-7-213	WSS Lineman, Operator and Chowkidar	62	30-06-2014	539,400
2	3/8/2013	S.W	49	31-07-2013	441,000
3	3/8/2013	Helper	8	31-07-2013	72,000
4	3/8/2013	Driver	4	31-07-2013	36,000
5	3/8/2013	S.W	4	31-07-2013	36,000
6	3/8/2013	WSS Lineman, Operator and Chowkidar	62	31-07-2013	539,400
14	31-08-2013	S.W	49	31-08-2013	441,000
15	31-08-2013	Helper	8	31-08-2013	72,000
16	31-08-2013	S.W	4	31-08-2013	36,000
18	31-08-2013	WSS Lineman, Operator and Chowkidar	61	31-08-2013	530,700
14	1/10/2013	S.W	49	30-09-2013	426,300
15	1/10/2013	Helper	8	30-09-2013	69,600
16	1/10/2013	Driver	4	30-09-2013	34,800
17	1/10/2013	S.W	4	30-09-2013	34,800
18	1/10/2013	WSS Lineman, Operator and Chowkidar	62	30-09-2013	539,400
14	1/11/2013	S.W	49	30-10-2013	432,590
15	1/11/2013	Helper	8	30-10-2013	72,000
16	1/11/2013	Driver	4	30-10-2013	36,000
17	1/11/2013	S.W	4	30-10-2013	35,420
35	1/11/2013	WSS Lineman, Operator and Chowkidar	63	30-10-2013	533,700
29	3/12/2013	S.W	49	31-11-2014	441,000
30	3/12/2013	Helper	8	31-11-2014	70,800
31	3/12/2013	Driver	4	31-11-2014	36,000
32	3/12/2013	S.W	4	31-11-2014	34,200
33	3/12/2013	WSS Lineman, Operator and Chowkidar	63	31-11-2014	556,800
15	1/1/2014	S.W	49	31-12-2013	426,000

Token No.	DOD	Designation	No. of Employee	Period of Pay	Amount
16	1-1-2014	Helper	8	31-12-2013	69,600
17	1-1-2014	S.W	4	31-12-2013	34,800
18	1-1-2014	Driver	4	31-12-2013	34,800
19	1-1-2014	WSS Lineman, Operator and Chowkidar	63	31-12-2013	548,100
12	1-2-2014	S.W	49	31-01-2014	437,508
13	1-2-2014	Helper	8	31-01-2014	72,000
14	1-2-2014	S.W	4	31-01-2014	36,000
15	1-2-2014	Driver	4	31-01-2014	36,000
16	1-2-2014	WSS Lineman, Operator and Chowkidar	63	31-01-2014	548,100
12	1-3-2014	S.W	49	28-02-2014	441,000
13	1-3-2014	Helper	8	28-02-2014	72,000
14	1-3-2014	S.W	4	28-02-2014	36,000
15	1-3-2014	Driver	4	28-02-2014	36,000
16	1-3-2014	WSS Lineman, Operator and Chowkidar	63	28-02-2014	548,100
12	1-4-2014	S.W	49	31-03-2014	426,300
13	1-4-2014	Helper	8	31-03-2014	72,000
14	1-4-2014	S.W	4	31-03-2014	34,800
15	1-4-2014	Driver	4	31-03-2014	34,800
16	1-4-2014	WSS Lineman, Operator and Chowkidar	59	31-03-2014	513,300
14	2-5-2014	S.W	49	30-04-2014	441,000
15	2-5-2014	Helpor	8	30-04-2014	72,000
16	2-5-2014	S.W	4	30-04-2014	36,000
17	2-5-2014	Driver	4	30-04-2014	36,000
18	2-5-2014	WSS Lineman, Operator and Chowkidar	62	30-04-2014	539,400
19	2-5-2014	WSS Lineman, Operator and Chowkidar	1	30-04-2014	8,700
13	2-6-2014	S.W	49	31-05-2014	439,550
13	2-6-2014	Helper	8	31-05-2014	72,000
14	2-6-2014	S.W	4	31-05-2014	36,000
15	2-6-2014	Driver	4	31-05-2014	36,000
16	2-6-2014	WSS Lineman, Operator and Chowkidar	63	31-05-2014	543,900
Total					13,399,668

Annex-I**[Para 1.4.2.4]****Un-Authorized acceptance of tender beyond competency**

(Amount in Rupees)

Name of Scheme	TS Amount	TS Sanctioned By	Acceptance By
WSS Pipe for Basti Jatan Near Court	541,000	Chief Engineer Punjab Local Government Board Lahore	TO(I&S) TMA Rojhan
WSS pipe line for Basti Insaf Ali Khan Balachani U/C Rojhan	200,000	-do-	-do-
WSS pipe for Basti Yaqoub Balachani	400,000	-do-	-do-
WSS pipe for Kachi Abbadi Basti Sawan	432,000	-do-	-do-
Construction of soling and Earth filling , Asad Khan Balachani U/C Rojhan	623,300	-do-	-do-
Construction of Eearth filling M/R to Hoiuse Mrs. Sheren Mizar U/C Counsal Bangla Icha	700,000	-do-	-do-
Construction and repair of Shokat Khan Park	1,235,800	-do-	-do-
Construction soling and earth filling from House Shah Nawaz khan Mizari to Waheed- Ur-Rehman Khan Mizari	242,500	-do-	-do-
Construction of culverts Shahid Khan Balachani U/C Miran Pur	215,000	-do-	-do-
P/F RCC main hole cover , Angle iron , main hole cover U/C Rojhan City	296,000	-do-	-do-
Construction of Earth Filling /Brick Pavement From M/Road to House Sardar Sher Ali Khan Mazari U/C Soan Miani Rojhan	610,700	-do-	-do-
Construction of Soling , earth filling RCC pipe from M/Road to House Abdul Azia Khan Mizari	592,500	-do-	-do-
Construction of Culverts Abdul Karim Machi , Molvi Mukhtiar	300,000	-do-	-do-
Construction for E/F and soling Basti Haji Dado U/C Umar Kot	200,000	-do-	-do-
Construction of Bricks Pavement/Earth Filling Basti Arrz Muhammad Sumbalani U/C Shahwali	600,000	-do-	-do-
Construction of culverts Jam Gul Muhammad Basti Jam yar , dera Imam Baksh U/C Bangla Icha	600,000	-do-	-do-

Name of Scheme	TS Amount	TS Sanctioned By	Acceptance By
Construction of culverts Amanullah Khan Gopang Sabzani	240,000	-do-	-do-
Construction of culverts Arbung Sultan Basti Ibrahim Khan	260,000	-do-	-do-
Construction of soling and earth filling shah Muhammad Lalwani Miran Pur	224,000	-do-	-do-
Extension and repair of WSS Miran pur	359,200	-do-	-do-
Construction of soling and earth filling from link road to House Zahid Khan Balachani	225,600	-do-	-do-
Total Amount	4,508,000		