



**AUDIT REPORT**

**ON**

**THE ACCOUNTS OF**

**UNION ADMINISTRATIONS**

**CITY DISTRICT MULTAN**

**AUDIT YEAR 2013-14**

**AUDITOR GENERAL OF PAKISTAN**

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## **ABBREVIATIONS AND ACRONYMS**

ADP	Annual Development Programme
APR	Actual Payees Receipt
CCB	Citizen Community Board
DAC	Departmental Accounts Committee
DGA	Director General Audit
D&C	Demand & Collection Register
FD	Finance Department
IPSAS	International Public Sector Accounting Standards
LG&CD	Local Government and Community Development
MFDAC	Memorandum for Departmental Accounts Committee
MRS	Market Rate Schedule
NAM	New Accounting Model
PAC	Public Accounts Committee
PAO	Principal Accounting Officer
PDG	Punjab District Government
PLGO	Punjab Local Government Ordinance
TO (R)	Town Officer Regulation
UA	Union Administration

## **PREFACE**

Articles 169 & 170 (2) of the Constitution of the Islamic Republic of Pakistan, 1973 and 115 of the Punjab Local Government Ordinance, 2001 require the Auditor General of Pakistan to conduct audit of receipts and expenditure of the Local Fund and public account of Union Administrations of the Districts.

The Report is based on audit of ten Union Administrations of City District Multan for the Financial Years 2008-13. The Directorate General Audit, District Governments Punjab (South), Multan, conducted audit during 2013-14 on test check basis with a view to reporting significant findings to the relevant stakeholders. The main body of Audit Report includes only the systemic issues and audit findings carrying value of Rs 1 million or more and also the non-compliant observations which were included in Annex-I of Audit Report for the Audit Year 2008-13. Relatively less significant issues are listed in the Annex-I of the Audit Report. The Audit observations listed in the Annex-I 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 prevent recurrence of such violations and irregularities.

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

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 Local Government Ordinance 2001, for causing it to be laid before the Provincial PAC.

**Islamabad**  
Dated:

**(Muhammad Akhtar Buland Rana)**  
**Auditor General of Pakistan**

## **EXECUTIVE SUMMARY**

The Directorate General of Audit, District Governments, Punjab (South), Multan, a Field Audit Office of the Auditor General of Pakistan, is responsible to carry out the audit of all District Governments in Punjab (South) including Tehsil/ Town Municipal Administrations and Union Administrations. Its Regional Directorate of Audit Multan has audit jurisdiction of District Governments, Punjab (South), Multan, carries out audit of District Governments, TMAs and UAs of six Districts i.e. Multan, Lodhran, Vehari, Sahiwal, Pakpattan and Khanewal.

The Regional Directorate has a human resource of 30 officers and staff, constituting 6,275 man days and the budget of about Rs 13.800 million per financial year. It has the mandate to conduct financial attest audit, audit of sanctions, audit of compliance with authority and audit of receipts as well as the Performance Audit of entities, projects and programs. Accordingly, RDA Multan carried out audit of the accounts of ten UAs of City District Multan for the Financial Years 2008-13 and the findings are included in this Audit Report.

Union Administrations (UAs), City District Multan conduct their operations under Punjab Local Government Ordinance 2001. UAs of City District Multan comprise Union Nazim/Administrator and not more than three secretaries namely Secretary (Union Committees), Secretary (Municipal Services) and Secretary (Community Development). Administrator designates one secretary as Principal Accounting Officer (PAO). Financial provisions of the Ordinance require every Local Government to establish Public Account. Additional Secretary (Local Government and community development department) in pursuance of sub section 179-A of the PLGO, 2001 appointed Tehsil officer (Regulations) as Administrator of Union Councils falling in the respective Tehsil Municipal Administrations vide notification No.SOR (LG)39-6/208 dated Lahore February 24, 2010. According to this notification, the Administrators shall perform the functions and exercise the powers of the Union Nazim, Naib Union Nazim and Union Councils under the ordinance and or any other law for the time being in force.

The total Development Budget of ten above mentioned UAs in City District Multan for the Financial Years 2008-13, was Rs 53.012 million and expenditure incurred was of Rs 25.192 million, showing savings of Rs27.820 million. The total Non-development Budget for Financial Years 2008-13 was Rs 67.380 million and expenditure was of Rs 43.976 million, showing savings of Rs23.400 million. The reasons for savings in Development and Non-development Budgets are required to be provided by the PAOs concerned.

Audit of UAs of City District Multan was carried out with the view to ascertaining whether the expenditure was incurred 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 were made in accordance with laws and rules and that there was no leakage of revenue.

**a. Scope of Audit (Audit of Expenditure and Receipts)**

The total budget of 10 Union Administrations was Rs.120.392 million out of which Rs.48.429 million pertained to salary and Rs.18.951 million to non-salary. The development budget was Rs.53.012 million. Audit of development expenditure of Rs 10.077 million, out of the total expenditure of Rs 25.192 million was carried out, and Audit of non-development expenditure Rs 12.755 million was conducted out of the total expenditure of Rs 43.976 million for the Financial Years 2008-13, which are 40% & 29% of development and non-development expenditures, respectively. Total overall expenditure of UAs of City District Multan for the Financial Years 2008-13 was Rs 69.168 million, out of which overall expenditure of Rs 22.832 million was audited, which is 33 % of total expenditure. Therefore, there was 100% achievement against the planned audit activities.

Total receipts of the concerned UAs of City District Multan for the Financial Years 2008-13 were Rs 60.315 million. RDA Multan audited receipts of Rs 24.126 million which is 40% of total receipts.

**b. Recoveries at the Instance of Audit**

Neither recovery was pointed out nor effected and verified during year 2013-14 till the time of compilation of report.

**c. Audit Methodology**

Audit was conducted after understanding the business processes of UAs with respect to functions, control structure, prioritization of risk areas by determining their significance and identification of key controls. This helped auditors in understanding the systems, procedures, environment, and the audited entity before starting field audit activity. Audit used desk audit techniques for analysis of compiled data and review of permanent files/record. Desk Audit greatly facilitated identification of high-risk areas for substantive testing in the field.

**d. Audit Impact**

Significant issues like financial irregularities, non-compliance of rules and issues relating to internal controls were reported by Audit to PAOs.

**e. Comments on Internal Control and Internal Audit department**

Internal control mechanism of UAs of City District Multan was not found satisfactory during audit. Many instruments of Weak Internal Controls have been highlighted during the course of audit which includes some serious lapses like Bogus Withdrawal of Funds without Preparation of Vouched Accounts. Negligence on the part of UA authorities may be captioned as one of important reasons for Weak Internal Controls.

**f. The Key Audit Findings of the Report**

- i. Non-production of record involving Rs 13.205 million was noted in one case<sup>1</sup>
- ii. Irregularities involving Rs 42.488 million were noted in five cases<sup>2</sup>

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<sup>1</sup> Para 1.2.1.1

<sup>2</sup> Para 1.2.2.1 to 1.2.2.5

Audit paras on the accounts for 2008-13 involving procedural violations including internal control weaknesses, and irregularities which were not considered worth reporting to Provincial PAC, therefore have been included in Memorandum for Departmental Accounts Committee (MFDAC), (Annex-A).

**g. Recommendations**

Audit recommends that the PAO/management of UAs should ensure to resolve the following issues seriously:

- i. Holding of DAC meetings in time
- ii. Disciplinary action against the concerned for non production of record
- iii. Compliance of DAC directives and decisions in letter and spirit
- iv. Proper maintenance of accounts and production of record
- v. Compliance of relevant laws, rules, instructions and procedures, etc and appropriate actions against officers/officials responsible for violation of rules and losses



## SUMMARY TABLES AND CHARTS

**Table 1: Audit Work Statistics**

(Rupees in Million)			
Sr. No.	Description	No.	Budget/Expenditure
1	Total Entities (PAOs) in Audit Jurisdiction	126	257.939
2	Total formations in Audit Jurisdiction	126	257.939
3	Total Entities (PAOs)/ DDOs Audited	10*	69.168
4	Total Formations Audited	10*	69.168
5	Audit & Inspection Reports	10	Nil
6	Special Audit Reports	Nil	Nil
7	Performance Audit Reports	Nil	Nil
8	Other Reports (Relating to UA)	Nil	Nil

\*All the ten Union Administrations had been audited for the F.Y 2008-13

**Table 2: Audit Observations regarding Financial Management**

(Rupees in Million)		
Sr. No.	Description	Amount Placed Under Audit Observation
1	Unsound Asset management	-
2	Weak Financial management	-
3	Weak Internal Control relating to financial management	-
4	Others	55.693
<b>Total</b>		<b>55.693</b>

**Table 3: Outcome Statistics**

<b>Expenditure Outlay Audited</b>				<b>(Rupees in Million)</b>			
<b>Sr. No.</b>	<b>Description</b>	<b>Expenditure on Acquiring Physical Assets (Procurement)</b>	<b>Civil Works</b>	<b>Receipts</b>	<b>Others</b>	<b>Total</b>	<b>Total Last Year</b>
1	Outlays Audited	5.000	25.192	60.315	38.976	129.483*	21.711
2	Amount Placed under Audit Observation/ Irregularities of Audit	-	20.500	-	35.193	55.693	35.740
3	Recoveries Pointed Out at the instance of Audit	-	-	-	-	-	
4	Recoveries Accepted/ Established at Audit instance	-	-	-	-	-	
5	Recoveries Realized at the instance of Audit	-	-	-	-	-	

\* The amount mentioned against serial No.1 in column of “Total Current Year” is the sum of Expenditure and Receipts whereas the total expenditure for the current year was Rs 69.168 Million.

**Table 4: Irregularities Pointed Out****(Rupees in Million)**

<b>Sr. No.</b>	<b>Description</b>	<b>Amount Placed under Audit Observation</b>
1	Violation of Rules and regulations and violation of principle of propriety and probity in public operations.	42.488
2	Reported cases of fraud, embezzlement, thefts and misuse of public resources.	-
3	Accounting Errors (accounting policy departure from IPSAS, 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	If possible quantify weaknesses of internal control systems.	-
5	Recoveries and overpayments, representing cases of establishment overpayment or misappropriations of public money.	-
6	Non-production of record to Audit.	13.205
7	Others, including cases of accidents, negligence etc.	-
<b>Total</b>		<b>55.693</b>

**Table 5 Cost -Benefit Analysis****(Rupees in Million)**

<b>Sr. No.</b>	<b>Description</b>	<b>Amount (2013-14)</b>	<b>Amount (2012-13)</b>
1	Outlays Audited (Items 1 Table 3)	129.483	17.363
2	Expenditure on Audit	0.066	0.012
3	Recoveries realized at the instance of Audit	0	0
4	Cost-Benefit Ratio	0%	0%

## CHAPTER 1

### 1.1 UNION ADMINISTRATIONS OF CITY DISTRICT MULTAN

#### 1.1 Introduction

Union Administration (UA) consists of Union Nazim, Union Naib Nazim and not more than three Secretaries namely Secretary (Union Committees), Secretary (Municipal Services) and Secretary (Community Development). Each UA has one Drawing & Disbursing Officer.

There are 126 numbers of UAs in City District Multan out of which 10 UAs were audited during 2013-14.

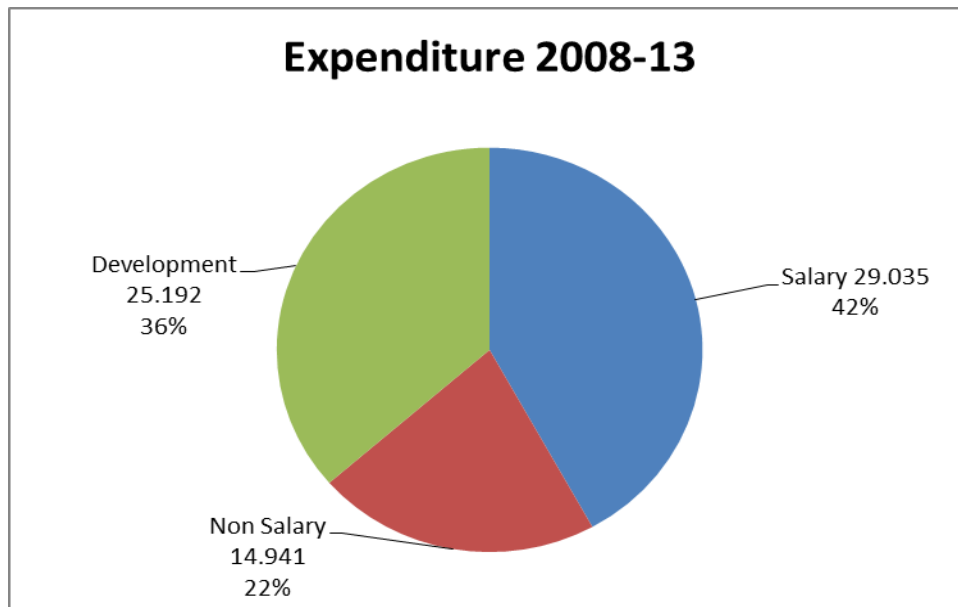
#### 1.1.1 Comments on Budget and Accounts

The detail of Budget and expenditure of UAs selected for audit is given below:

**(Rupees in Million)**

2008-13	Budget	Expenditure	Excess (+) / Saving (-)	%
				(Saving)
Salary	48.429	29.035	(-)19.394	-40%
Non-salary	18.951	14.941	(-)4.009	-21%
Development	53.012	25.192	(-)27.820	-52%
Revenue	60.315	60.315*	-	-
<b>Total</b>	<b>180.706</b>	<b>129.483</b>	<b>(-)51.223</b>	<b>-74%</b>

\*Amount of Revenues Actually Realized during the periods

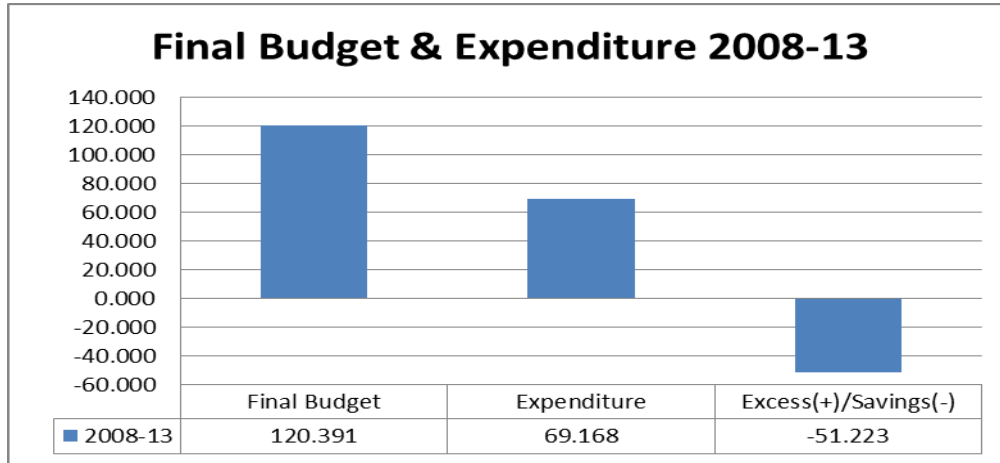


Details of budget allocations, expenditures and savings of each UA in City District Multan are at **Annex-B**.

As per Budget Books for the Financial Years 2008-13 of UAs in City District Multan, the original and final budget was of Rs 120.391 million. Total expenditures incurred by these UAs during Financial Years 2008-13 was Rs 69.168 million. There was a saving of Rs 51.223 million, the reasons for which should be provided by the PAOs, UA Nazims and management of UAs.

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

(Rupees in Million)



### 1.1.2 Audit Paras of UAs 2<sup>nd</sup> Phase Audit Year 2012-13

Paras of Audit Report of remaining UAs for the Audit Year 2012-13 have not been attended. These paras are also reported/ included in this report.

### 1.1.3 Brief Comments on Status of Compliance with PAC Directives

S. No.	Audit Report Year	No. of Paras	Status of PAC Meeting
1	2009-12	6	Nil
2	2012-13	5	Nil
<b>Total</b>		<b>11</b>	

As indicated in the above table, no PAC meeting was convened to discuss the Audit Reports of UAs.

# **AUDIT PARAS**

## **1.2.1 Non Production of Record**

### **1.2.1.1 Non-Production of Record –Rs13.205 million**

According to Section 14(2) of the Auditor General's (Functions, Powers and Terms and Conditions of Service) Ordinance, 2001, the officer in charge of any office or department shall afford all facilities and provide record for audit inspection and comply with requests for information in as complete a form as possible and with all reasonable expedition.

Secretaries Union Administration No.19, 39 of District Multan withdrew Rs 694,192 and 12.156 million respectively during the financial year 2008-09 and 2009-10 on account of non-development and development project but the vouched account for the same expenditure was not provided to Audit for audit scrutiny despite various repeated written and verbal requests. Only some vouchers were available without supplier bills, muster roll, and detail of other expenditure. The secretary Union Administration 29 got executed deposit work for Rs. 355.000 but neither vouched account nor statement of account was obtained for audit scrutiny from TMA. The detail of expenditure noted from cash book is given in **Annex-C**.

Audit is of the view that due to weak monitoring control of administrator and inefficiency of the management, the record was not properly maintained.

Non-maintenance of record resulted into concealment of facts from Audit and caused violation of standing instructions.

The matter was reported to Union secretaries in April, 2014. Despite written requests, management neither submitted reply nor convened the DAC meeting.

The matter was reported to the administrator union administrations for convening of DAC meeting but neither DAC meeting was convened nor any further progress was intimated till the finalization of this Report.



Audit recommends production of complete record of receipts, development and non-development expenditure, besides strict disciplinary action against responsible, under intimation to Audit.

[UC19 AIR Para No.07]

[UA 39 AIR Para No. 1]

[UA 29 AIR Para No.08]

## **1.2.2 Irregularities and Non-compliance**

### **1.2.2.1 Unauthorized Block Allocation of Funds for Development Activities – Rs36.428 Million**

According to Rule 55 (1) of Punjab Union Administration (Budget) Rules, 2003 the Annual Development Programme shall be formulated as prescribed in Part-VII, VIII and IX of Volume-I and include details of each development project. It shall be an explanatory document to the Demand for Grants (Development). Further, according to Rule 58(3) of Union Administration (Budget) Rules, 2003 No lump sum provisions shall be made in the budget the details of which cannot be explained.

Secretaries of Union Administrations No.19, 20, 40, 43,78, 86 of District Multan made lump sum provision of development budget of Rs1.305 million for development activities during the financial years 2008-09 to 2010-11 without indicating detail of schemes, their cost and geographical location, in violation of the above rule. **Annex-D**

Audit is of the view that due to weak internal controls, lump sum provision for development projects was kept in the budget.

Lump sum provision for development projects resulted in violation of Government instruction.

The matter was reported to Union secretaries in March, 2014. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends regularization from Secretary (LG&CD), besides action against the responsible, under intimation to Audit.

[UA 20 AIR Para No.01]

[UA 19 AIR Para No.01]

[UA 40 AIR Para No.01]

[UA 43 AIR Para No.01]

[UA 78 AIR Para No.01]

[UA 86 AIR Para No.01]

### **1.2.2.2 Unauthorized Transfer of Funds to TMA without Execution of Work – Rs.2.155 million**

According to Rule 4(e) of the Punjab Union Administrations (Works) Rules, 2002, the Secretary of the Project Committee shall ensure the maintenance of the following record of each project, detailed estimates duly approved by the Union Nazim, the quotations and vouchers of all articles/materials etc. purchased by the Project Committee, duly verified by the convener of the Project Committee, Muster Roll for payment of labour charges, Stock Register, Inspection Register for each scheme and completion report verified by all members of the Project Committee.

Secretary Union Administration No. 23 transferred Rs.2.155 million to TMA Shah Rukne Alam Town during financial year 2012-13 for the development schemes but there was no work performed in the jurisdiction of Union Administration No.23 by the TMA Authority. As per rule, UAs funds could not be transferred to TMA Funds. There was no record with UAs of works done with the amount of funds transferred to TMA. The detail of expenditure is given as under:

<b>To whom funds transferred</b>	<b>Amount transferred rupees in million</b>	<b>Year</b>	<b>Purpose of transfer</b>	<b>Status of works</b>
TMA Shah Rukne-Alam Town	2.155	2012-13	Development works	No work done

Following irregularities were noticed during the course of audit:

1. Rs.2.155 million was transferred to TMA without identification of development schemes and in violation of rule.
2. There was no record of execution of schemes within the jurisdiction of UA concerned.
3. The fund of union administration was transferred illegally to TMA.

Audit is of the view that due to weak internal controls, Union Administration funds were transferred to TMA.

Unauthorized transfer of union administration funds to TMA resulted in violation of Government rules and blockage of development funds.

The matter was reported to Union secretary in April, 2014. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends fixing of responsibility for illegal transfer of funds, besides regularization from Secretary (LG&CD), under intimation to Audit.

[UA 23 AIR Para No. 07]

### **1.2.2.3 Improper Tendering and Irregular Execution of Development Works – Rs1.500 Million**

According to Rule 13 (1) of PPRA 2009, the procuring agency may decide the response time for receipt of bids or proposals (including proposals for pre-qualification) from the date of publication of an advertisement or notice, keeping in view the individual procurement's complexity, availability and urgency. However, under no circumstances the response time shall be less than fifteen days for national competitive bidding and thirty days for international competitive bidding from the date of publication of advertisement or notice.

The Administrator Union Administration No. 29 of City District Multan did not follow the tendering rules of PPRA while floating tenders in the newspapers and awarded work orders valuing Rs1.500 million during financial years 2010-12. Seven (07) to nine (09) days were given for inviting tenders in violation of the above stated rule of PPRA.

Audit is of the view that due to financial mismanagement, insufficient time was allocated for opening of tenders in violation of PPRA rules.

Insufficient time for inviting tenders in the advertisement resulted into violation of the specific Government rules.

The matter was reported to Union secretary in April, 2014. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends fixing of responsibility for bogus tendering process, besides regularization from Secretary (LG&CD), under intimation to Audit.

[UA 29 AIR Para No. 07]

#### **1.2.2.4 Expenditure without Pre-Audit – Rs1.257 Million**

According to Government of Punjab Finance Department letter No.FD(FR) 11-5/82 (P) dated 29.05.2009 it has been decided, in consultation with Local Government and Community Development Department, and after approval by the Competent Authority, that the Local Fund Audit Department shall perform accounting functions including maintenance of accounts, pre-audit and payments and disbursement of money in Tehsil/Town and Union Administrations in Punjab.

The Secretary Union Administration No.20 of District Multan withdrew Rs1.257 million for disbursement without pre-audit of vouchers in violation of above directions of Government. The amount was withdrawn by the Nazim and Secretary Union Administration being co-signatory from the bank account without pre-audit of vouchers from the concerned Tehsil Accounts Officer Musa Pak Town. **Annex-E**

Audit is of the view that due to weak internal controls, the funds were withdrawn without pre-audit.

Withdrawal of funds without pre-audit of vouchers resulted in violation of Government instructions.

The matter was reported to Union secretary in April, 2014. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends regularization of expenditure from Secretary (LG&CD) besides fixing of responsibility under intimation to Audit.

[UC 20 AIR Para No.07]

#### **1.2.2.5 Unauthorized Expenditure of CCB Funds – Rs1.148 million**

According to Punjab Local Government Ordinance 2001, Section (8) that 25% funds for CCB under Section 109 shall be communicated to authorized officer under sub-section (5) by the Union Secretary and not less than 25% of the development budget shall be set apart for utilization and un-spent balance should be credited in the same head in the following years. Further, Rule 6(iv) of Punjab Union Administration (Budget) Rules, 2003 stipulates that the DDO shall ensure proper monitoring of his budget.

The Secretaries Union Administrations No. 19 and 20 of District Multan kept opening balance of CCB Funds of Rs 659,600 and Rs 488,099 respectively in budget 2011-12 but made expenditure out of un-spent balance of CCB despite the Government instruction that CCB funds were allocated for “Chief Minister Initiative for Municipal Services”. No project was approved for municipal services but the available funds were utilized for the Annual Development Plan. The detail is as under: -

(Amount in Rupees)

UA	Year	CCB Allocation
19	2010-11	309,600
	2011-12	250,000
	2012-13	100,000
	<b>Total</b>	<b>659,600</b>

Audit is of the view that due to weak internal controls, funds of CCB were released for development projects.

Unauthorized expenditure of CCB Funds resulted in violation of Government instructions.

The matter was reported to Union Secretaries in April, 2014. The Secretaries signed the audit observations but did not submit detailed reply.

The matter was reported to Union secretaries in April, 2014. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends regularization of expenditure from Secretary (LG&CD), under intimation to Audit.

[UC 20 AIR Para No.03]  
[UC 19 AIR Para No.03]

**Paras of Audit Reports of Remaining  
UAs for the Audit Year 2012-13**



### 1.3.1 Non-Production of Record

#### 1.3.1.1 Non-Production of Record – Rs 1.009 Million

According to Section 14(b) of the Auditor General’s (Functions, Powers and Terms and Conditions of Service) Ordinance, 2001, read with Section 115(6) of the PLGO, 2001, the officials shall afford all facilities and provide record for audit inspection and comply with request for information in as complete a form as possible and with all reasonable expedition.

Union Administrations of District Multan did not produce the vouched account of Rs 1.009 million for Audit scrutiny. The detail is as under: -

**(Amount in Rupees)**

<b>Fin. Year</b>	<b>Union Administration No.</b>	<b>Amount</b>
2008-12	102	881,780
2008-12	116	127,000
<b>Total</b>		<b>1,008,780</b>

Audit is of the view that due to weak internal controls, vouched account was not maintained for Audit scrutiny.

Non production of auditable record resulted in violation of Government instructions.

The matter was reported to Union secretaries in April, 2013. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends action against the concerned for non-production of Auditable record, besides production of record within fifteen days for Audit scrutiny.

[UA-102 Para No. 06]

[UA-116 Para No. 03]

## 1.3.2 Irregularities and Non-Compliance

### 1.3.2.1 Unauthorized Lump-sum Provision of Funds – Rs 11.869 million

According to Rule 58(3) of Union Administration (Budget) Rules, 2003, no lump sum provisions shall be made in the budget the details of which cannot be explained.

Secretaries Union Administrations allocated the development funds in lump sum without the identification of projects valuing Rs. 11.869 million during 2008-12. Such allocation was quite irregular and contradictory to the instructions of Government. Detail is given below:

(Amount in Rupees)

Union Administration No.	Lump sum allocation of Development Funds				
	2008-09	2009-10	2010-11	2011-12	Total
71	1,530,000	600,000	1,125,000	1,662,500	4,917,500
102	950,270	562,139	1,000,000	1,038,653	3,551,062
116	1,000,000	900,000		1,500,000	3,400,000
<b>Total</b>					<b>11,868,562</b>

Audit is of the view that due to weak financial management, funds of Union Administration were allocated in lump sum.

Lump sum allocation of funds resulted in irrational budgeting and defective allocation of available resources.

The matter was reported to Union secretaries in April, 2013. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends regularization, besides inquiry into the matter as to why the lump-sum provision of development funds was made by the Secretaries/Administrators, under intimation to Audit.

[UA-71 Para: 1]  
[UA-102 Para: 2]  
[UA-116 Para: 9]

### 1.3.2.2 Unauthorized Expenditure on Development Schemes through Splitting of Expenditure – Rs 3.063 Million

According to Rule 4 (5) of Punjab Union Administrations (Works) Rules, 2002, if the cost of a project included in the Annual Development Plan is more than Rs. 100,000/- the Union Administration may get it executed through the Tehsil Municipal Administration or the District Government as deposit work for which the funds shall be placed at their disposal. The Tehsil Municipal Administration or the District Government, as the case may be, shall be responsible to prepare the detailed estimates of the project and get them technically sanctioned in accordance with the procedure as may be specified by Government from time to time.

Union Administrations District Multan incurred expenditure of Rs 3.063 million on development schemes through splitting the expenditure just to keep the expenditure within competency as detailed below:

(Amount in Rupees)			
AIR Para No.	Union Administration No.	Period	Total Expenditure
4	71	2008-09	422,900
7	102	2008-09	1,025,000
2	116	2008-12	866,384
3	119	2008-12	749,000
<b>Total</b>			<b>3,063,284</b>

Audit is of the view that due to weak financial controls, unauthorized expenditure was incurred beyond the competency by splitting the expenditure.

Unauthorized expenditure resulted in violation of Government instructions.

The matter was reported to Union secretaries in April, 2013. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends action against the concerned for unauthorized expenditure, besides regularization from the competent authority, under intimation to Audit.

[UA-71 Para: 4]  
[UA-102 Para: 7]  
[UA-116 Para:2]  
[UA-119 Para: 3]

### **1.3.2.3 Unauthorized Expenditure on Execution of Development Works without Approval of ADP–Rs 2.606 Million**

According to Government of the Punjab, Union Administration (Works) Rules, 2002, the Union Administration may prepare its Annual Development Plan and get it approved by the Union Council as per procedure laid down in the Punjab Government (Budget) Rules, 2001.

The Secretary Union Administration No. 116 Multan incurred expenditure worth Rs 1.100 million out of development allocation without the approval of the ADP from the competent authority. The projects were executed without the administrative approval and proper project wise approval of local council along with the financial estimate of each project. **Annex-F**

Audit is of the view that due to weak internal controls, irregular expenditure on development was made without approval of ADP.

Irregular expenditure resulted in violation of Government rules.

The matter was reported to Union secretary in April, 2013. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends inquiry of the matter at appropriate level and action against the responsible, under intimation to Audit.

[UA-116 Para: 05]

### 1.3.3 Internal Control Weaknesses

#### 1.3.3.1 Unauthorized Execution of Development Projects without Maintenance of Form BDD-4 – Rs 7.935 Million

According to Rules 30 and 34 of Union Administration (Budget) Rules, 2003, development projects are those projects undertaken through development budget and required to be prepared on the Form BDD-4.

Secretaries Union Administrations incurred development expenditure of Rs7.935 million on execution of development projects during the financial years 2008-12 without maintenance of basic document i.e. Form BDD-4. In the absence of this form the identification of scheme and scope of work, specifications, feasibility to incur the expenditure and its beneficiaries could not be ascertained. Hence the actual execution of work could not be verified by Audit. The detail is as under:

**(Amount in Rupees)**

<b>Union Administration No.</b>	<b>Total</b>
71	532,500
102	4,826,062
116	2,576,490
<b>Total</b>	<b>7,935,052</b>

Audit is of the view that due to weak internal controls over execution of development projects, no proper record was maintained regarding identification and execution of development projects.

Non-maintenance of proper record resulted in apprehensions and made the whole activity of project execution doubtful.

The matter was reported to Union secretaries in April, 2013. Despite written requests, management neither submitted reply nor convened the DAC meeting.

Audit recommends inquiry against the responsible, under intimation to Audit.

[UA-71 Para: 03]  
[UA-102 Para: 05]  
[UA-116 Para: 11]

# **ANNEX**

**Annex-1****(Rupees in Million)**

<b>Name of Formation</b>	<b>Sr. No.</b>	<b>AP No.</b>	<b>Subject</b>	<b>Amount</b>	<b>Nature of Audit Observation.</b>
UA No.19	1	5	Unauthorized Expenditure on Development Schemes through Splitting the Expenditure	0.248	Non-compliance
UA No.19	2	8	Non-Recovery of Loans given to Employees	0.11	Performance
UA No.23	3	1	Fraudulent withdrawal and Non-deposit of cost of sale of NADRA security paper	0.095	Fraud
UA No.23	4	3	Loss to Union Administration due to Less collection/deposit of income	0.135	Performance
UA No.23	5	4	Recovery on account of pay and allowances during absent period	0.271	Internal Control Weaknesses
UA No.23	6	13	Unauthorized Expenditure Beyond competency on Civil Works by splitting	0.646	Non Compliance
<b>List of Paras of 2<sup>nd</sup> Phase Audit Year 2012-13</b>					
UC No.71	7	5	Non Production of Record	-	Non Production
UC No. 99	8	3	Non Production of Record	-	Non Production
UC No. 119	9	11	Non deduction of sales tax and income tax	0.525	Irregularity
<b>Total</b>				<b>2.030</b>	



## MFDAC Paras

(Rupees in Million)

Sr. No.	Name of Union Council	Para No.	Subject	Amount
1	UA No.19	2	Non-Allocation of CCB Funds	0.338
2		4	Uneconomical Purchase of UPS during Ban Period without Approval of Austerity Committee	0.056
3		6	Unjustified Expenditure on Development Schemes	0.545
4		9	Doubtful Transfer of Funds as Deposit Work without Vouched Account and detail of Actual Expenditure	0.158
5		10	Loss due to Non-Levying of Licensing Fee on Various Professions	0
6	UA No.20	2	Less-Allocation of CCB Funds	0.05
7		4	Uneconomical Purchase of UPS during Ban Period without Approval of Austerity Committee Total Expenditure of District Multan	7.224
8		5	Unauthorized Expenditure on Development Schemes	0.194
9		6	Unauthorized Expenditure without Opening of Separate Bank Account for Project Committee	0.68
10		8	Excess Payment to Contractors by Approving Excess Rate	0.195
11		9	Unjustified Expenditure on Development Schemes	0.84
12		10	Non Deduction of Income Tax	0.041
13		11	Loss due to Non-Levying of Licensing Fee on Various Professions	0
14	UA No.23	2	Double drawl on account of pension contribution by the union secretary	0.055
15		5	Misappropriation on account of construction of soling	0.756
16		6	Unauthorized execution of soling work without cross-section of earth work and Non-Deduction of Shrinkage from Earthwork	0.453
17		8	Unauthorized withdrawn on account youth festival 2011-13 at Union Council Level and recovery thereof.	0.229
18		9	Bogus withdrawal on account of purchase of UPS, LCD and Hard Drive and recovery thereof	0.076
19		10	Non-levying of Licensing Fee on Various Trades	0

Sr. No.	Name of Union Council	Para No.	Subject	Amount
20		11	Non-submission of Monthly Progress Report on the prescribed forms regarding Development Projects	1.401
21		12	Non-conducting of Post Completion Evaluation of Development Projects	1.401
22	UA No.29	2	Less Allocation for CCB Schemes	0.125
23		3	Non Utilization of CCB Funds	0.8
24		4	Unauthorized purchase of UPSs	1.232
25		5	Loss to Government due to non auction of taxes and non-notifying the schedule of taxes	0
26		6	Excess Payment to Contractors by Approving Excess Rate	0.029
27	UA No.40	2	Unauthorized execution of development projects without maintenance of Form BDD-4	1.867
28		3	Non-utilization of CCB funds	1.075
29		4	Non-utilization of Development Funds	3.017
30		5	Unauthorized Less Allocation for Development & CCBs Funds	3.687
31		6	Irregular purchase of sports items	0.111
32		7	Improper Maintenance of the Cash Book	6.869
33	UA No.44	2	Unauthorized execution of development projects without maintenance of Form BDD-4	2.552
34		3	Non-Monitoring of development projects & non-submission of monthly progress reports on the prescribed forms regarding development projects	1.38
35		4	Non-utilization of CCB funds	1.08
36		5	Unauthorized Less Allocation for Development & CCBs Funds	4.699
37		6	Unauthorized Purchase of UPS	1.344
38	UA No.78	2	Unauthorized execution of development projects without maintenance of Form BDD-4	2.167
39		3	Non-Monitoring of development projects & non-submission of monthly progress reports on the prescribed forms regarding development projects	0.12
40		4	Non-utilization of CCB funds	1.037
41		5	Non-utilization of Development Funds	0.8
42		6	Unauthorized Less Allocation for Development & CCBs Funds	3.361
43		7	Unauthorized Purchase of UPS	1.344
44	UA No.86	2	Unauthorized execution of development projects without maintenance of Form BDD-4	2.488

Sr. No.	Name of Union Council	Para No.	Subject	Amount
45		3	Non-Monitoring of development projects & non-submission of monthly progress reports on the prescribed forms regarding development projects	0.856
46		4	Non-utilization of CCB funds	2.29
47		5	Non-utilization of Development Funds	0.85
48		6	Unauthorized Less Allocation for Development & CCBs Funds	2.723
49			Unauthorized Purchase of UPS	1.344
50	UA No.87	2	Unauthorized execution of development projects without maintenance of Form BDD-4	1.179
51		3	Non-Monitoring of development projects & non-submission of monthly progress reports on the prescribed forms regarding development projects	0.445
52		4	Non-utilization of CCB funds million	0.588
53		5	Non-utilization of Development Funds	1.75
54		6	Unauthorized Less Allocation for Development & CCBs Funds	4.627
55		7	Unauthorized Purchase of UPS	1.344
<b>Total</b>				<b>73.872</b>
<b>List of Paras of 2<sup>nd</sup> Phase Audit Year 2012-13</b>				
56	UC No. 71	2	Non-utilization of CCB Funds	0.532
57		6	Irregular expenditure on account of sports activities worth Rs.59606	0.06
58		7	Non-conducting of post completion evaluation of development project Rs 2.130 MILLION	2.13
59		8	Irregular expenditure on account of construction of sullage carrier mouzamongwah Rs 99800	0.1
60		9	Un-justified expenditure on account of miscellaneous items RS. 91075	0.091
61		10	Irregular drawal of arrear due to up- gradation of scale worth RS.119668	0.129
62		11	Irregular expenditure on account of salary of work charge chowkidar worth RS.79200	0.079
63		12	Non-utilization of Development Funds – Rs 2.788 Million	2.788
64		13	Non refund of loan recovery RS.28000	0.028
65		14	Theft of motor pump valued RS.10000	0.01
<b>Total</b>				<b>5.947</b>

Sr. No.	Name of Union Council	Para No.	Subject	Amount
66	UC No. 99	1	Irregular expenditure on account of purchase of sewing machines RS.177500 /-	0.178
67		2	Non-utilization of CCB Funds	0.440
68		4	Irregular expenditure on account of sports activities worth RS.142425	0.142
69		5	Non-conducting of post completion evaluation of development project RS.648000	0.648
70		6	Irregular drawl of bonus and pay RS.54575	0.055
71		7	Un-justified expenditure on account of miscellaneous items RS.107650	0.108
72		8	Irregular expenditure on account of salary of work harge sanitary worker worth RS.52400/	0.052
73		9	Difference Rs.410857/- between bank statement and cash book	0.411
74		10	Non refund of loan recovery RS.18500	0.019
75		11	Recovery due to non deposit of registration fee for marriage worth RS.64650	0.065
76		12	Recovery due to less deposit of registration fee for birth / death worth RS.27007	0.027
77		13	Recovery due to non deposit of registration fee for marriage worth RS.41450	0.0415
78		14	Non-maintenance of property register and non physical verification of store and stock.	0
79		15	Non-constitutional of marriage function committee	0
<b>Total</b>				<b>2.1865</b>
80	UC No. 102	1	Unjustified Heavy Expenditure on Account Of Sports Activities Worth Rs:142400/-	0.142
81		3	Loss to Government Due to Non-Recovery Trade License in Millions	0
82		4	Non allocation of CCB fund worth RS=257902	0.258
83		8	Irregular expenditure without admin approval Rs.50000	0.05
84		9	Non-conducting of post completion evaluation of development project RS 3551062	3.551
85		10	Doubtful award of tenders for works to contractors RS.1445000	1.445
86		11	Un-justified expenditure on account of purchase of motor pump/ nulka RS. 25745	0.026

Sr. No.	Name of Union Council	Para No.	Subject	Amount
87		12	Irregular expenditure on account of development work from self favored contractor & without tender process worth RS. 3551062/-.	3.551
88		13	Irregular Transfer of Fund Worth Rs:1294000/-	1.294
89		14	Recovery due to less construction works RS.53815	0.054
90		15	Recovery due to less deposit of registration fee for marriage worth RS.14469	0.014
91		16	Recovery Due to Non Deduction of 10% Shrinkage Charges Rs.3195	0.003
92		17	Non-constitutional of marriage function committee	0
93		18	Non-maintenance of property register and non physical verification of store and stock	0
<b>Total</b>				<b>10.388</b>
94	UC No. 116	1	Irregular Tendering Process for Execution of Development Schemes worth Rs 1.427 Million	1.427
95		3	Non-Production of Record of Receipts Collected by Own Sources and its Deposit into Government Account Rs 0.127 Million	0.127
96		4	Over-Payment on Account of Overhead Charges & Contractor Profit worth Rs 0.074 Million	0.074
97		6	Irregular Expenditure worth Rs. 0.371 million on Development Schemes without Inspection Reports	0.371
98		7	Non Preparation of Expenditure Statement worth Rs 4.042 Million	4.042
99		8	Non-utilization of CCB Funds	2.966
100		10	Non-Submission of Monthly Progress Report on the Prescribed Forms regarding Development Projects Rs 2.577 Million	2.577
101		12	Irregular Withdrawal of Funds without Opening of Bank Account of Project Committee Rs 0.371 Million	0.371
102		13	Non- Allocation of Funds for Development Rs 0.234 Million	0.234
103		14	Actual Payees Receipts not obtained of the Expenditure	0
104		15	Non-Deduction of Income Tax on the Works Execution worth Rs 0.071 Million	0.071
105		16	Loss to Government Due To Non Auction of Taxes and Non-Notifying the Schedule of Taxes	0

<b>Sr. No.</b>	<b>Name of Union Council</b>	<b>Para No.</b>	<b>Subject</b>	<b>Amount</b>
106		17	Non-Maintenance of Property Register and Non Physical Verification of Store and Stock	0
107		18	Non-Constitution of Marriage Function Committee	0
<b>Total</b>				<b>12.26</b>

## UAs of Multan District

### Budget and Expenditure Statement for Financial Years 2008-2013

(Rupees in Million)

Sr. No.	Name of UAs	Particular	Original Budget	Supplementary Grant/Re-Appropriation	Final Budget	Actual Expenditure	Excess (+) Saving (-)
1	UA No. 19	Salary	6.051	-	6.051	3.511	-2.539
		Non-Salary	1.080	-	1.080	2.234	1.154
		<b>Sub Total</b>	<b>7.131</b>	-	<b>7.131</b>	<b>5.745</b>	<b>-1.386</b>
		Development	5.298	-	5.298	1.104	-4.194
		<b>Total</b>	<b>12.429</b>	-	<b>12.429</b>	<b>6.849</b>	<b>-5.580</b>
2	UA No. 20	Salary	3.549	-	3.549	2.748	-0.802
		Non-Salary	2.262	-	2.262	2.045	-0.217
		<b>Sub Total</b>	<b>5.812</b>	-	<b>5.812</b>	<b>4.793</b>	<b>-1.019</b>
		Development	4.742	-	4.742	2.015	-2.727
		<b>Total</b>	<b>10.553</b>	-	<b>10.553</b>	<b>6.808</b>	<b>-3.745</b>
3	UA No. 23	Salary	7.151	-	7.151	2.818	-4.333
		Non-Salary	5.283	-	5.283	2.101	-3.182
		<b>Sub Total</b>	<b>12.434</b>	-	<b>12.434</b>	<b>4.919</b>	<b>-7.515</b>
		Development	3.457	-	3.457	1.401	-2.056
		<b>Total</b>	<b>15.891</b>	-	<b>15.891</b>	<b>6.320</b>	<b>-9.571</b>
4	UA No. 29	Salary	2.806	-	2.806	1.487	-1.319
		Non-Salary	0.783	-	0.783	0.288	-0.495
		<b>Sub Total</b>	<b>3.589</b>	-	<b>3.589</b>	<b>1.775</b>	<b>-1.814</b>
		Development	5.950	-	5.950	<b>3.570</b>	-2.380
		<b>Total</b>	<b>9.539</b>	-	<b>9.539</b>	<b>5.345</b>	<b>-4.194</b>
5	UA No. 39	Salary	3.605	-	3.605	3.605	0.000
		Non-Salary	2.403	-	2.403	2.403	0.000
		<b>Sub Total</b>	<b>6.008</b>	-	<b>6.008</b>	<b>6.008</b>	<b>0.000</b>
		Development	6.148	-	6.148	6.148	0.000
		<b>Total</b>	<b>12.156</b>	-	<b>12.156</b>	<b>12.156</b>	<b>0.000</b>
6	UA No. 40	Salary	6.089	-	6.089	2.843	-3.246
		Non-Salary	1.598	-	1.598	0.933	-0.665
		<b>Sub Total</b>	<b>7.687</b>	-	<b>7.687</b>	<b>3.776</b>	<b>-3.911</b>
		Development	7.159	-	7.159	<b>2.069</b>	-5.090
		<b>Total</b>	<b>14.846</b>	-	<b>14.846</b>	<b>5.845</b>	<b>-9.001</b>

Sr. No.	Name of UAs	Particular	Original Budget	Supplementary Grant/Re-Appropriation	Final Budget	Actual Expenditure	Excess (+) Saving (-)
7	UA No. 43	Salary	5.580	-	5.580	2.786	-2.794
		Non-Salary	1.255	-	1.255	2.236	0.981
		<b>Sub Total</b>	<b>6.835</b>	-	<b>6.835</b>	<b>5.022</b>	<b>-1.813</b>
		Development	4.880	-	4.880	2.652	-2.228
		<b>Total</b>	<b>11.715</b>	-	<b>11.715</b>	<b>7.674</b>	<b>-4.041</b>
8	UA No. 78	Salary	5.207	-	5.207	3.250	-1.957
		Non-Salary	1.905	-	1.905	0.932	-0.973
		<b>Sub Total</b>	<b>7.112</b>	-	<b>7.112</b>	<b>4.182</b>	<b>-2.930</b>
		Development	<b>5.224</b>	-	5.224	<b>2.267</b>	-2.957
		<b>Total</b>	<b>11.213</b>	-	<b>11.213</b>	<b>6.710</b>	<b>-4.503</b>
9	UA No. 86	Salary	4.101	-	4.101	2.528	-1.573
		Non-Salary	1.547	-	1.547	0.893	-0.654
		<b>Sub Total</b>	<b>5.648</b>	-	<b>5.648</b>	<b>3.421</b>	<b>-2.227</b>
		Development	<b>6.890</b>	-	6.890	2.526	-4.364
		<b>Total</b>	<b>12.538</b>	-	<b>12.538</b>	<b>5.947</b>	<b>-6.591</b>
10	UA No. 87	Salary	4.290	-	4.290	3.459	-0.831
		Non-Salary	0.834	-	0.834	0.876	0.042
		<b>Sub Total</b>	<b>5.124</b>	-	<b>5.124</b>	<b>4.335</b>	<b>-0.789</b>
		Development	4.387	-	4.387	1.179	-3.208
		<b>Total</b>	<b>9.511</b>	-	<b>9.511</b>	<b>5.514</b>	<b>-3.997</b>
		<b>Grand Total</b>	<b>120.391</b>	-	<b>120.391</b>	<b>69.168</b>	<b>-51.223</b>



**Annex-C**  
**[Para 1.2.1.1]**

**Non-Production of Record –Rs13.205 Million**

(Amount in Rupees)

Vr. No.	Date	Cheque No.	Nature of Exp	Name of Payee	Amount
4	25.07.08	9630388	Unknown	Nazim UC	33320
5	28.07.08	9630389	Iron Cross	Nazim UC	9400
11	30.08.08	9630395	Iron Cross	Nazim UC	24800
12	30.08.08	9630396	Repair of Nali	Nazim UC	24800
28	08.11.08	4926062	Iron Cross	Nazim UC	9400
29	10.11.08	4926063	Iron Cross	Nazim UC	9400
30	12.11.08	4926064	Iron Cross	Nazim UC	9400
42	16.01.09	4926077	Unknown	Nazim UC	9400
45	02.02.09	4926080	Repair of Nali	Nazim UC	9400
50	24.02.09	4926085	Work of repair	Nazim UC	9400
51	25.02.09	4926086	Work of repair	Nazim UC	9400
52	27.02.09	4926087	Work of repair	Nazim UC	9400
57	06.03.09	4926092	Work of repair	Nazim UC	9400
63	20.04.09	4926098	Work of repair	Nazim UC	9380
68	07.05.09	16280753	Unknown	Nazim UC	9212
69	08.05.09	16280754	Work of repair	Nazim UC	9400
71	21.05.09	16280756	Unknown	Nazim UC	9400
72	26.05.09	16280758	Work of repair	Nazim UC	9400
73	29.05.09	16280759	Unknown	Nazim UC	9400
78	13.06.09	16280764	Cricket Tournament	Nazim UC	23480
79	16.06.09	16280765	Unknown	Nazim UC	9400
80	18.06.09	16280766	Unknown	Nazim UC	9400
3	02.07.09	16280769	Work of repair	Nazim UC	9400
6	08.07.09	16280772	Work of repair	Nazim UC	9400
8	08.07.09	16280775	Development work	Nazim UC	100000
9	15.07.09	16280776	Development work	Nazim UC	100000
10	24.07.09	16280777	Development work	Nazim UC	100000
11	24.07.09	16280778	Development work	Nazim UC	100000
<b>Total Expenditure</b>					<b>694192</b>

**UA 39**

(Amount in Rupees)

Financial Year	Non-Development Budget	Development Budget	Total
2008-09	255,000	1,100,000	1,355,000
2009-10	790,500	1,100,000	1,890,500
2010-11	1,377,600	1,174,000	2,551,600
2011-12	1,679,000	1,199,000	2,878,000
2012-13	1,906,000	1,575,000	3,481,000
<b>Total</b>	<b>6,008,100</b>	<b>6,148,000</b>	<b>12,156,100</b>

**UA 29**

<b>Name of Work</b>	<b>Cheque No.</b>	<b>Date</b>	<b>Amount</b>
Construction of Sooling Re-sooling Tufftile Paver Flooring UC 29 Abbas Pura	77268234	17.01.2013	355,000
<b>Grand Total</b>			<b>13,205,292</b>

**Annex-D****[Para 1.2.2.1]****Unauthorized Block Allocation of Funds for Development Activities –  
Rs36.428 Million****(Amount in Rupees)**

<b>UA No.</b>	<b>Year</b>	<b>Development</b>
20	2008-09	404,694
	2009-10	600,000
	2010-11	300,000
		<b>1,304,694</b>
<b>19</b>	2008-09	450,000
	2009-10	900,000
	2010-11	928,700
	2011-12	1,000,000
	2012-13	1,050,000
		<b>4,328,700</b>
<b>40</b>	2008-09	1,244,000
	2009-10	822,000
	2010-11	1,700,000
	2011-12	1,550,000
	2012-13	1,843,000
		<b>7,159,000</b>
<b>43</b>	2008-13	<b>3,975,000</b>
<b>78</b>	2008-13	<b>5,224,000</b>
<b>86</b>	2008-13	<b>6,890,000</b>
<b>87</b>	2008-13	<b>4,387,000</b>
<b>29</b>	2008-09	800000
	2009-10	500000
	2010-11	600000
	2011-12	900000
	2012-13	360000
		3160000
		<b>36,428,394</b>

**Annex-E**

**[Para 1.2.2.4]**

**Doubtful Expenditure without Pre-Audit of Vouchers Rs 1.257 Million**

**(Amount in Rupees)**

<b>Voucher No.</b>	<b>Cheque No.</b>	<b>Date</b>	<b>Nature of Expense</b>	<b>Amount</b>
1	5663840	02.07.2009	Honoraria Nazim	3000
2	5663841	02.07.2009	Honoraria Naib Nazim	2000
3	5663842	02.07.09	Salary Secretary	11266
4	5663843	02.07.09	Salary N/Q	9972
5	5663844	02.07.09	Rent of Office	3500
6	5663845	02.07.09	Pension Fund	2552
7	5663846	02.07.09	Photo state	525
8	5663846	02.07.09	Bill ICE	300
9	5663847	02.07.09	Newspapers Aprl, May, June 2008	884
10	5663848	02.07.09	Misc. Exp	4920
11	5663849	02.07.09	Loan to Secretary	75000
12	5663850	02.07.09	Electricity Bill June 2009	2597
13	8931422	13.07.09	Loan to N/Q	50000
14	8931424	13.07.09	Refreshment Ejlas and Photo state	976
15	8931425	16.07.09	Honoraria to Secretary.	12000
16	8931426	16.07.09	Honoraria to N/Q.	10000
17	8931427	20.07.09	NADRA Share	1990
18	8931429	01.08.09	Honoraria to Nazim.	3000
19	8931430	01.08.09	Honoraria to Naib Nazim.	2000
20	8931431	01.08.09	Pay Secretary July 2009	11542
21	8931432	01.08.09	Pay N/Q July 2009	10079
22	8931440	01.08.09	Rent of Office building	3500
23	8931434	01.08.09	Pension Fund Secy. Mr. Ejaz Hussain	2552
24	8931435	01.08.09	Bill Photo state	180
25	8931435	01.08.09	Bill for ICE	300
26	8931435	01.08.09	Misc. Bill	240
27	8931435	01.08.09	Purchase of Tube lights	360
28	8931436	01.08.09	Repair of Computer	520
29	8931437	01.08.09	Bill Musalihat Anjman	4000
30	8931438	01.08.09	NADRA Share	2410
31	8931441	04.08.09	Bill Newspaper	301
33	8931441	04.08.09	Erection of Nalka Ahmedabad Graveyard	1500
33	8931443	01.09.09	Honoraria of Nazim	3000
34	8931444	01.09.09	Honoraria of Naib Nazim	2000
35	8931445	01.09.09	Salary Secretary	11542

Voucher No.	Cheque No.	Date	Nature of Expense	Amount
36	8931446	01.09.09	Salary N/Q	10079
37	8931447	01.09.09	Rent of office building	3500
38	8931448	01.09.09	Pension Fund	2552
39	8931449	01.09.09	Bill Photo state	600
40	8931449	01.09.09	Bill for ICE	300
41	8931449	01.09.09	Bill for Refreshment Ijlas	500
42	8931450	01.09.09	Bill for Musalihat Anjman	2000
43	3190701	01.09.09	Expenses on Jashn e Azadi	5950
44	3190702	01.09.09	Construction of floor Bashirabad	90000
45	3190703	01.09.09	Repair of drain Mohallah Ram Tirrat	90000
46	3190704	01.09.09	Const. of drain St No. 21 Ahmedabad.	90000
47	3190705	01.09.09	Const. of Salug Carrier from Chowk Ahmedabad to Rasoolpur St No. 1.	90000
48	3190706	01.09.09	Const. of Salug Carrier from Rasoolpura to Basti Maswana	90000
49	3190707	01.09.09	Const. of 04 walls of Itfaqpura Graveyard	50000
50	3190708	05.09.09	Honoraria to Nazim.	3000
51	3190709	05.09.09	Honoraria to Naib Nazim.	2000
52	3190710	15.09.09	Salary Secretary including Eid Bonus	12542
53	3190711	15.09.09	Salary	11079
54	3190712	15.09.09	Rent of office building	3500
55	3190713	15.09.09	Bill for electricity office	362
56	3190713	15.09.09	Bill for Newspaper	294
57	3190713	15.09.09	Bill of Photo state	460
58	3190714	15.09.09	Bill for Musalihat Anjman	2000
59	3190714	15.09.09	Refreshment for Ijlas	1000
60	3190715	15.09.09	Misc. exp	4900
61	3190716	05.10.09	NADRA Share	2130
62	3190717	05.10.09	Pension Fund	2552
63	3190718	06.10.09	Bill for Newspaper	264
64	3190718	06.10.09	Bill for Electricity	236
65	3190719	07.10.09	Erection of Cross Iron U.C Area	60000
66	3190720	13.10.09	Misc. Exp	4266
67	3190721	13.10.09	Stationery	5000
68	3190722	01.11.09	Honoraria to Nazim.	3000
69	3190732	01.11.09	Salary	11542
70	3190733	01.11.09	Honoraria to Naib Nazim.	2000
71	3190731	01.11.09	Salary N/Q	10079
72	3190726	01.11.09	Pension Fund	2552
73	3190728	01.11.09	Rent for office building	3500
74	3190729	01.11.09	Bill Refreshment	500
75	3190729	01.11.09	Bill Photo state	533
76	3190730	01.11.09	Bill Musalihat Anjman	2000

Voucher No.	Cheque No.	Date	Nature of Expense	Amount
77	3190734	03.11.09	NADRA Share	5050
78	3190735	03.11.09	Electricity Bill	361
79	3190735	03.11.09	Bill for Newspaper	291
80	3190736	24.11.09	Honoraria Nazim	3000
81	3190737	24.11.09	Honoraria Naib Nazim	2000
82	3190738	24.11.09	Salary	11707
83	3190739	24.11.09	Salary N/Q	10179
84	3190740	24.11.09	Rent of office	3500
85	3190741	24.11.09	Pension Fund	2418
86	3190742	24.11.09	Photo state bill	120
87	3190743	24.11.09	Composing of papers	1200
88	3190743	24.11.09	Photo state exp	300
89	3190743	24.11.09	Refreshment Ijlas	500
90	3190743	24.11.09	Musalihat Committee	2000
91	3190744	24.11.09	Const. of Sullage Carrier Street Itafaqura graveyard wali to Mainwhole Factory Khushi Muhammad.	90000
92	3190745	24.11.09	Const. of drainage Sullage Carrier St. Bashir Shopkeeper Mr.Ghulam Nabi to Graveyard Itafaqura	90000
93	3190746	24.11.09	Const. of drain St. Mr. Saleem Ansari Mohallah Itafaq Pura.	30000
94	3190747	21.12..09	NADRA Share	2820
95	3190748	21.12..09	Newspaper Nov, Dec 2009	549
96	3190749	02.01.10	Honoraria Nazim	3000
97	3190750	02.01.10	Honoraria Naib Nazim	2000
98	8101051	02.01.10	Salary Secy	11707
99	8101052	02.01.10	Salary N/Q	10179
100	8101053	02.01.10	Rent of office building	3500
101	8101054	02.01.10	Pension Fund Secretary	2618
102	8101055	02.01.10	Bill Musalihat Committee	2000
103	8101055	02.01.10	Bill Refreshment Ijlas	500
104	8101055	02.01.10	Bill Photo state	400
105	8101056	05.01.10	Bill Electricity	413
106	8101057	06.01.10	NADRA Share	3910
107	8101058	01.02.10	Salary Secretary	11707
108	8101059	01.02.10	Salary N/Q	10179
109	8101060	01.02.10	Rent of office building	3500
110	8101061	01.02.10	Pension Fund	2618
111	8101062	01.02.10	Honoraria Nazim	3000
112	8101062	01.02.10	Honoraria Naib Nazim	2000
113	8101062	01.02.10	Bill for Newspaper office	294
113	8101062	01.02.10	Bill for Electricity Office	142
			<b>Total Expenditure</b>	<b>1256942</b>

**Annex-F****[Para 1.3.2.3]****Unauthorized Expenditure on Execution of Development Works  
without Approval of ADP–Rs 2.606 Million****(Amount in Rupees)**

<b>Sr. No.</b>	<b>Name of Scheme/Project</b>	<b>Cost</b>	<b>Expenditure</b>
1	Construction of Soling of Office Street UA No.116	90000	82000
2	Construction of Soling of Nusrat Iqbal Dera Wali UA No.116	109000	90000
3	Construction of Soling Qari Ghulam Shabbir Wali Moza Nurrul	109000	90000
4	Construction of Soling Basti Ponta	90000	80000
5	Construction of Soling Basti Ponta Phase-II	78000	70000
6	Construction Pullies Basti Ranjha Wali	70000	60000
7	Soling Street Jam Arshad Wali	80000	70000
8	Construction of Pullies Basti Basera	60000	54000
9	Construction of Pullies Basti Kharora	54000	48400
10	Construction of Pullies Basti Bukhasha	80000	75100
11	Construction of Pullies Basti Bait Kaich Ghulam Shabbir Wali	25000	18682
12	Construction of Soling Basti Babar up to Hafiz Ghulam Rasool house	78000	70000
<b>Total</b>		<b>923000</b>	<b>808182</b>

**2009-10**

<b>Sr. No.</b>	<b>Name of Scheme/Project</b>	<b>Cost</b>	<b>Expenditure</b>
1	Construction of Soling Basti Nacha near House Master Ashiq Hussain	108000	90000
2	Construction of Soling Char Jam Wala	95000	89350
3	Construction of Soling Hospital Road to Dera Jam Imam Bux Phase-I	108000	90000
4	Construction of Soling Hospital Road to Dera Jam Imam Bux Phase-II	90000	81555
5	Matti Dalvi Main Road Thar Wali	20000	20000
<b>Total</b>		<b>421000</b>	<b>370905</b>

**2011-12**

<b>Sr. No.</b>	<b>Name of Scheme/Project</b>	<b>Cost</b>	<b>Expenditure</b>
1	Construction of Soling Jam Bashir Ahmad Nuka Wali	100000	84000
2	Construction of Soling Basti Bhani	50000	42000
3	Construction of Soling Basti Khokhar near Basti Bhindi	50000	42000
4	Construction of Pullies Basti Narrul House Jam Ghulam	100000	84000

Sr. No.	Name of Scheme/Project	Cost	Expenditure
	Nazik & Basti Nuka		
5	Construction of Soling Basti Wains Moza Bait Kaich	100000	84000
6	Construction of Soling Basti Wains Moza Bait Kaich Phase-II	100000	83935
7	Construction of Soling Basti Wains Moza Bait Kaich Phase-III	50000	41958
8	Construction of Soling Basti Wagi Phase-I	100000	84000
9	Construction of Soling Basti Wagi Phase-II	100000	83462
10	Construction of Pullies Jam Sajad HaJam Wali Basti Bundoqi & Basti Sandila Puli Jam Farooq Wali Phase-II	100000	83538
11	Construction of Soling Jam Arshad Wali	50000	42000
12	Construction of Pullies Basti Wains	50000	41980
13	Construction of Pulies Ghulam Nazik Wali	50000	41798
14	Construction of Soling Saith Ummar Hayat Wali Basti Chunia Bait Kaich	100000	84000
15	Construction of Soling & Nali Basti Rahim Bukhash Wali	100000	84000
16	Construction of Pullies Basti Saleema bad Bait Kaich	50000	41963
17	Construction of Nali from Ghulam Nabi to Allah Bachia	100000	84081
18	Construction of Soling and Nali Muhammad Hayat Wali Makan Master Hafiz Basti Nacha	100000	84272
19	Construction of Soling & Nali Basti Nacha Gali Altaf Hussain Wali	50000	42089
20	Construction of Soling Phase-I Bar Nishan Dahi Jam Nusrat Iqbal Gali Jam Mushtaq Lar Wali	100000	83691
21	Construction of Soling Phase-II Bar Nishan Dahi Jam Nusrat Iqbal Gali Jam Mushtaq Lar Wali	100000	83783
	<b>Total</b>	<b>1700000</b>	<b>1426550</b>
	<b>Grand Total</b>	<b>3044000</b>	<b>2605637</b>