



AUDIT REPORT
ON
THE ACCOUNTS OF
UNION ADMINISTRATIONS
BAHAWALNAGAR
AUDIT YEAR 2013-14

AUDITOR GENERAL OF PAKISTAN

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ABBREVIATIONS AND ACRONYMS

CCB	Citizen Community Board
DGA	Director General Audit
DAC	Departmental Accounts Committee
LG&CD	Local Government & Community Development
MFDAC	Memorandum for Departmental Accounts Committee
NAM	New Accounting Model
PAO	Principal Accounting Officer
PLGO	Punjab Local Government Ordinance
RDA	Regional Directorate of Audit
TMA	Tehsil Municipal Administration
UA	Union Administration
UC	Union Council

Preface

Articles 169 and 170 (2) 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 audit of receipts and expenditure of the Local Fund and Public Accounts of Union Administrations of the Districts.

The Report is based on audit of the accounts of ten Union Administrations of District Bahawalnagar for the financial year 2012-13. The Director General Audit, District Governments, Punjab (South), Multan, conducted audit during 2013-14 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-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 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 and DAC directive.

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 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 Bahawalpur has audit jurisdiction of District Governments, TMAs and UAs of three Districts i.e. Bahawalpur, Bahawalnagar and Rahim Yar Khan.

The Regional Directorate has a human resource of 26 officers and staff, constituting 247 man days and the budget of about Rs3.250 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, R.D.A Bahawalpur carried out audit of the accounts of ten UAs of District Bahawalnagar for the financial year 2012-13 and the findings included in the Audit Report.

Union Administrations (UAs) in District Bahawalnagar conduct their operations under the Punjab Local Government Ordinance 2001. UAs of District Bahawalnagar 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 Administration vide notification No. SOR (LG) 39-6 / 2008 dated Lahore February 24th 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 UAs in District Bahawalnagar mentioned above for the financial year 2012-13, was Rs22.230 million and expenditure incurred was Rs18.063 million showing savings of Rs4.167 million in the year. The total non-development budget for financial year 2012-13 was Rs56.582 million and expenditure was Rs50.020 million, showing savings of Rs6.562 million. The reasons for savings in development and non-development Budgets are required to be provided by the PAO concerned.

Audit of UAs of District Bahawalnagar was carried out with a 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 Rs78.812 million out of which Rs46.869 million pertained to salary and Rs9.713 million to non-salary. The development budget was Rs22.230 million. Audit of development expenditure of Rs12.558 million out of total expenditure of Rs18.063 million was carried out, and audit of non-development expenditure Rs29.162 million out of total expenditure of Rs50.020 million for the financial year 2012-13 was conducted which is 69.52% & 58.30% of development and non-development expenditures respectively. Total overall expenditure of UAs of District Bahawalnagar for the financial year 2012-13 was Rs68.083 million, out of which overall expenditure of Rs41.719 million was audited which is 61.28% of total expenditure. Sample size selected for audit ranged from 31% to 85% of total expenditure.

Total receipts of the Union Administrations, District Bahawalnagar, for the financial year 2012-13, were Rs9.782 million. RDA Bahawalpur audited receipts of Rs5.596 million which was 57.21% of total receipts.

b. Recoveries at the Instance of Audit

No Recovery was pointed out and effected till the time of compilation of report.

c. Audit Methodology

Audit was conducted after understanding the business processes of UAs with respect to its 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 non-production of record, outstanding recoveries, financial irregularities and non-compliance of rules were reported by Audit. PAOs agreed in DAC meetings, to affect recoveries.

In some cases, PAOs agreed to hold enquiries to rule out reasons for non-production of record to Audit / deviation from financial discipline, overpayments etc. and fix responsibilities accordingly.

f. The Key Audit Findings of the Report

- i. Non Production of record of Rs22.079 million was noted in one case¹
- ii. Irregularities of Rs18.930 million were noted in four cases².

Audit paras for the audit year 2013-14 involving procedural violations including internal control weaknesses and irregularities not considered worth reporting to the PAC were included in MFDAC (Annex- A).

g. Recommendations

- i. The UAs need to take steps for compliance of DAC directives.
- ii. Provision of record during audit needs to be ensured
- iii. The UAs need to improve their performance
- iv. The UAs need to make efforts for expediting the realization of various Government receipts.

¹ Para: 12.1.1

² Para: 1.2.2.1 to 1.2.2.4

SUMMARY, TABLES & CHARTS

Table 1: Audit Work Statistics

(Rupees in Million)

Sr. No	Description	No.	Budget/ Expenditure
1	Total Entities (PAOs) in Audit Jurisdiction	118	729.982
2	Total Formations in Audit Jurisdiction	118	729.982
3	Total Entities (PAOs) Audited	10	78.812*
4	Audit & Inspection Reports	10	68.083*
5	Special Audit Reports	-	-
6	Performance Audit Reports	-	-
7	Other Reports (relating to UAs)	-	-

*The budget and the expenditure pertains to the period 2008-13

Table 2: Audit Observations Classified by Categories

(Rupees in Million)

Sr. No.	Description	Amount Placed Under Audit Observation
1	Unsound asset management	-
2	Weak financial management	22.079
3	Weak Internal controls relating to financial management	-
4	Others	18.930
Total		41.009

Table 3: Outcome Statistics

(Rupees in Million)

Sr. No.	Description	Physical Assets	Civil Works	Receipts	Others	Total Current Year	Total Last Year
1	Outlays Audited	5.343	29.741	2.720	41.008	78.812	47.246
2	Amount Placed under Audit Observation/ Irregularities Pointed Out.	-	10.355	0	30.654	41.009	15.284
3	Recoveries Pointed Out at the instance of Audit.	-	-	-	-	-	2.715
4	Recoveries Accepted/ Established at the instance of Audit.	-	-	-	-	-	2.715
5	Recoveries Realized at the instance of Audit.	-	-	-	-	-	-

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.	18.930
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 system.	-
5	Recoveries and overpayments, representing cases of established overpayment or misappropriations of public monies.	-
6	Non-production of record.	22.079
7	Others, including cases of accidents, negligence etc.	-
Total		41.009

Table 5: Cost – Benefit Analysis

(Rupees in Million)

Sr. No.	Description	Amount
1	Outlays Audited (Items 1 of Table 3)	78.812
2	Expenditure on Audit	0.125
3	Recoveries realized at the instance of Audit	-
4	Cost-Benefit Ratio	-

¹ The Accounting Policies and Procedures prescribed by the Auditor General of Pakistan which are IPSAS (Cash) compliant.

CHAPTER-1

1.1 Union Administrations District Bahawalnagar

1.1.1 Introduction

According to 1998 population census, the population of District Bahawalnagar is 2.061 million. Union Administrations consist of Union Nazim / Administrator and three (03) Secretaries. Each Union Administration has one (01) Drawing & Disbursing Officer.

There are 118 UAs in district Bahawalnagar out of which UAs number 6, 7, 8, 9, 10, 66, 67, 68, 69 and 36 were audited on sample basis during 2013-14.

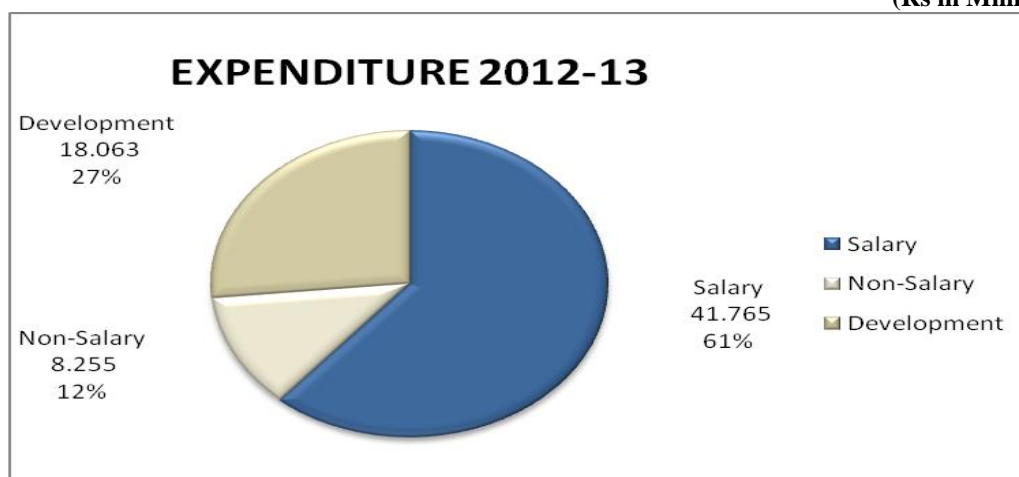
1.1.2 Comments on Budget and Accounts (Variance Analysis) For the Financial Year 2012-13

The detail of budget and expenditure of UAs selected for audit is given at in Annex - B.

(Amount in Rupees)

Nature of Expenditure / Receipt	Original Grant	Supplementary Grant	Revised / Final Grant	Actual Expenditure / Receipt	(+) Excess (-) Saving
Salary	46,869,407	-	46,869,407	41,765,167	-5,104,240
Non-Salary	9,713,069	-	9,713,069	8,254,617	-1,458,452
Sub Total	56,582,477	-	56,582,477	50,019,784	-6,562,693
Development	22,229,810	-	22,229,810	18,063,377	-4,166,433
Total	78,812,286	-	78,812,286	68,083,161	-10,729,125
Revenue Receipt	10,141,000			9,782,000	

(Rs in Million)



As per the budget books the expenditure relating to UAs in District Bahawalnagar was Rs68.083 million against original budget of Rs78.812 million. There was a saving of Rs10.729 million for which the reasons should be explained by the PAO, Union Nazims and management of UAs.

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

Audit Paras of Audit reports of remaining UAs for the Audit year 2012-13 have not been attended in accordance with the direction of DAC. These paras are reported / included in this Report.

1.1.4 Brief Comments on Status of Compliance with PAC Directives

S. No.	Audit Report Year	No. of Paras	Status of PAC Meeting
1	2009-10	08	Nil
2	2010-11	09	Nil
3	2011-12	10	Nil
Total		27	Nil

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

1.2 AUDIT PARAS

1.2.1 Non Production of Record

1.2.1.1 Non-Production / Non Maintenance of Record – Rs22.079 Million

As per clause 14(1) of the Auditor General's (Functions, Powers and Terms & 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.

The Secretaries of the Union Administrations District Bahawalnagar did not produce/ maintain the record of expenditure incurred under different objects / codes of classification amounting to Rs22.079 million during 2008-13, in violation of above rule. The detail is given at Annex – C.

The above irregularity occurred due to weak financial control and poor financial management.

Legitimacy of expenditure / revenue could not be ensured due to non-production/non maintenance of record.

The matter was reported to the Secretaries and Administrators of Union Administrations during April, 2014. The Secretaries UC No. 6, 7, 8 & 9 replied that all relevant record was available. The Secretary UC No. 36 neither submitted working papers nor attended the SDAC meeting. The Secretaries UC No. 66 and 67 replied that instructions have been delievered to the quarter concenered for maintenance of record, but no record was produced in support of reply.

The DAC in its meeting held during May, 2014 directed to produce the record at the earliest.

No progress was intimated till finalization of this Report.

Audit recommends to produce the record for verification besides disciplinary action against the person(s), at fault under intimation to Audit.

[AIR Para: 7, 7, 16, 10, 11, 7, 13, 9 & 10]

1.2.2 Irregularities / Non Compliance

1.2.2.1 Unauthorized Block Allocation of Funds for Development Activities – Rs8.575 Million

As per Rule 58 of the Punjab Union Administration (Budget) Rules, 2003, “No lump sump provision shall be made in the budget the detail of which can not be explained”.

The Union Administrations No 06 and 07 of Bahawalnagar made lump sump provision of Rs8.575 million for development activities without mentioning detail of these schemes their cost and geographic location, in the budget in violation of the above rule. The detail is given below.

(Amount in Rupees)		
Period	Name of UC	Amount
2008-13	Union Administration No. 6	1,993,385
2008-13	Union Administration No. 7	6,581,794
Total		8,575,179

Audit is of the view that unauthorized block allocation was made due to willful negligence of the management.

Unauthorized block allocation resulted in violation of government instructions and financial indiscipline which may lead to embezzlement or fraud.

The matter was reported to the Secretaries and Administrator of Union Councils during April, 2014. The Secretaries replied that observation was noted for future compliance.

The DAC in its meeting held during May, 2014 directed to get the expenditure regularized from competent authority at the earliest.

No progress was intimated till finalization of this Report.

Audit recommends that the irregularity be got condoned from the competent authority, besides fixing responsibility on the person(s) at fault, under intimation to Audit.

[AIR Paras: 9 & 9]

1.2.2.2 Un-authorized Expenditure without Measurement Book – Rs4.427 Million

According to provision added vide notification No. SOV(LG)5-33/2002 dated 26th June,2002 in the rule 3 of the Union Administration works Rules,2002 that the payment shall be made only after the assessment of work and recording of its measurement in the Measurement Book by the Sub-Engineer of Tehsil/Town Municipal Administration concerned.”

Union Administrations No. 66, 67, 68 and 69 of Bahawalnagar paid Rs4.427 million without maintenance of measurement book. The payments were made without assessment of work and recording of its measurement. The detail is given at Annex – D.

(Amount in Rupees)

Period	Name of UAs	Amount
2008-13	Union Administration No. 66	1,379,604
2008-13	Union Administration No. 67	2,066,990
2008-13	Union Administration No. 68	534,158
2008-13	Union Administration No. 69	445,833
Total		4,426,585

Non assessment of work & payment without record entries resulted into un-authorized expenditure.

Legitimacy of expenditure / revenue could not be ensured due to non-production of Measurement book.

The matter was reported to the Secretaries and Administrator of Union Councils during April, 2014. The Secretaries of UC No. 66 and 67 replied that the expenditure was of less amount so there was no need to record the entries in measurement book. The Secretary UC No. 68 replied that measurement books will be shown at the time of next regular audit. The Secretary UC No. 69 replied that MB was available in the office. The reply was not accepted as no documentary evidence was produced. The Replies of UC No. 66 and 67 were irrelevant as directions of Government are available for maintenance of measurement book.

The DAC in its meeting held during May, 2014 directed to get the expenditure regularized from competent authority at the earliest.

No progress was intimated till finalization of this Report.

Audit recommends for assessment and record entry into MB besides action against the responsible person under intimation to Audit.

[AIR Paras: 8, 8, 5 & 2]

1.2.2.3 Unjustified / Irregular Expenditure on Development Projects – Rs3.562 Million

According to Rules 2 and 3 of the Punjab Union Administrations (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 Local Governments (Budget) Rules, 2003 and it shall be competent to get the works executed through Project Committees without approval of the Union Council where the project costs up to Rs.5,000 and with approval of the Union Council where the project costs up to Rs.100,000.

Secretaries of Union Administrations Nos. 06, 07 & 09 Bahawalnagar for the period 2008-13, incurred expenditure of Rs3,562,472 as detailed below on different development projects.

(Amount in Rupees)

Sr. No.	Name of UAs	Period	Unjustified Amount	Without Approval of ADP	Total
1	Union Administration No. 6	2008-13	1,026,374	939,559	1,965,933
2	Union Administration No. 7	2008-13	897,020	251,020	1,148,040
3	Union Administration No. 9	2008-13	448,499		448,499
Total					3,562,472

The expenditure was subject to following observations:

1. The schemes were executed without preparation of ADP and getting the projects approved from the Council/Administrator.
2. The schemes were got executed during the period of ban imposed by the Election Commission of Pakistan.

The irregularity occurred due to non compliance of financial discipline, which also resulted into irregular expenditure.

The expenditure held irregular due to non observing the financial discipline.

The matter was reported to the Secretaries and Administrator of Union Councils during April, 2014. The Secretaries of UC No. 6 and 7 replied that the

project was executed after approval of Engineering Branch. The Secretary UC No. 9 replied that all the schemes were executed after getting approval from competent authority and all the projects were completed within time limit. The replies were not accepted as no record was produced in support of replies.

The DAC in its meeting held during May, 2014 directed to get the expenditure regularized from competent authority at the earliest.

No progress was intimated till finalization of this Report.

Audit recommends that the irregularity be got condoned from the competent authority besides fixing responsibility on the person(s) at fault, under intimation to Audit.

[AIR Paras: 3, 14, 1, 10 & 1]

1.2.2.4 Irregular Promotion and Irregular Expenditure – Rs2.366 Million

As per service rule of 1997 for local government / TMA, all posts are to be filled either by initial requirement / promotion or by transfer if so prescribed in the service rules as method of appointment / promotion.

During audit of the accounts of UC No. 6 Fort Abbas it was observed that the following officials were promoted without observing codal Formalities and service rules. The Post of Octroi Clerk is not a promotion post as per service rule 1997. Mr. Muhammad Shafique while working as Baildar was promoted as Octroi Clerk vide Order No.2267-71 dated 08.10.2001 without adopting any codal formulation / procedure. No regular appointment during this period was made. Similar case is of Mr. Zahid Iqbal Who was appointed as Naib Qasid on 01.10.1986 and promoted as Secretary Union Council on 26.04.2004 vide No.3840 dated 26.04.2004, whereas the post of the Secretary is not a promotion post. The detail is given at Annex – E.

(Amount in Rupees)

Sr. No.	Name of Official	Post Held	Period	Amount
1	Mr. Muhammad Shafique	Octroi Clerk	2001 to 2013	1,190,203
2	Mr. Zahid Iqbal	Naib Qasid	2004 to 2013	1,175,815
Total				2,366,018

The irregularity occurred due to weak financial controls and internal control.

The above action of the management caused excess payment.

The matter was reported to the Secretary and Administrator of Union Council during April, 2014. The Secretary UC No. 6 replied that both the officials were performing their duties as Naib Qasids in Octori Branch and there is no provision in the service rules for codal formalities other than fitness cum-seniority. Further both the officials were promoted on the recommendations of the Departmental Promotion Committee. The reply of the department was not accepted as the service rules were not followed in letter and spirit.

The DAC in its meeting held during May, 2014 directed to get the irregularity regularized from competent authority at the earliest.

No progress was intimated till finalization of this Report.

Audit recommends that the irregularity be got condoned from competent authority besides fixing responsibility against the concerned under intimation to Audit.

[AIR Para: 1]

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

1.3.1 Fraud / Misappropriation

1.3.1.1 Misappropriation of Financial Resources – Rs1.336 Million

According to Rule 2.33 of PFR Vol-I, every government servant should realize fully and clearly that he will be held personally responsible for any loss sustained by government though fraud or negligence on his part, and that he will also be held personally responsible for any loss arising from fraud or negligence on the part of any other government servant to the extent to which it may be shown that he contributed to the loss by his own action or negligence.

Secretaries of following Union Administrations incurred expenditure of Rs1.336 million on account of construction of solings, culverts and provision and fixing of hand pumps etc during 2010-2012. The sites were physically verified on 26.03.2013, 28.03.2013 and 30.03.2013 by the Inspecting Officer and Secretaries of Union Councils No.61, 62, 63, 64 and 65 and it was noticed that no work was actually executed there and funds were misappropriated by concerned staff. The detail is given below:

(Amount in Rupees)

Sr. No.	Formation	Period	No. of Projects	Amount	Date of Physical Verification
1	Union Council No. 63	02.04.2011 To 19.09.2011	15	1,127,160	26.03.2013
2	Union Council No. 64	25.08.2010 To 12.11.2010	07	117,445	28.03.2013
3	Union Council No. 65	23.06.2011 To 04.06.2012	05	91,680	30.03.2013
Total			27	1,336,285	

The loss occurred due to ineffective financial controls and malafide intention of the management.

Government sustained loss of Rs 1.336 million due to fake invoicing / misappropriation of financial resources.

The matter was reported to the Secretaries of concerned Union Administrations during March, 2013. The DAC meeting could not be convened due to non preparation / submission of working papers by the department.

Audit recommends that amount of Rs 1.336 million be recovered and deposited into relevant head of account besides fixing responsibility on the person(s) at fault, under intimation to Audit.

[AIR Para No.4, 22 & 2]

1.3.2 Non Production of Record

1.3.2.1 Non-Production of Record – Rs7.029 Million

As per clause 14(1) of the Auditor General’s (Functions, Powers and Terms & 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.

Secretaries of following Union Administrations did not produce record of expenditure incurred under different objects / codes of classification during 2008-09, 2009-10, 2010-11 and 2011-12, in violation of above rule. The detail is given below:

(Amount in Rupees)

Sr. No.	Formation	Description	Amount
1	Union Council No. 61	Detail of receipts and related record of deposits	0
		Technical sanctions, site plans, proceedings register etc of development projects	72,010
		Measurement books	697,145
2	Union Council No. 62	Detail of receipts and related record of deposits	0
		Measurement books	972,416
3	Union Council No. 63	Detail of receipts and related record of deposits	0
		Technical sanctions, site plans, proceedings register etc of development projects	2,578,985
4	Union Council No. 64	Detail of receipts and related record of deposits	0
		Technical sanctions, site plans, proceedings register etc of development projects	629,756
		Measurement books	568,673
5	Union Council No. 65	Vouched Account of Receipt, Monitoring and Inspection Reports (BM-5, BM-7) , technical sanction of development project, measurement book	0
		Technical sanctions, site plans, proceedings register etc of development projects	730,818
		Measurement books	779,930
Total			7,029,733

The above irregularity occurred due to weak financial control and poor financial management.

Legitimacy of expenditure / revenue could not be ensured due to non-production/non maintenance of record.

The matter was reported to the Secretary Union Administration during March, 2013. But neither working papers were submitted nor SDAC meeting was convened.

Audit recommends getting the record verified from audit besides initiating disciplinary action against the person(s), at fault under intimation to Audit.

[AIR Para:4,7,10,12,14,11,16,3,9,15,7,12 & 15]

1.3.3 Internal Control Weaknesses

1.3.3.1 Loss due to Non Deduction / Non Payment of Income Tax and General Sales Tax – Rs1.628 Million

According to section 153 (a) of the Income Tax Ordinance 2001, income tax at source is required to be deducted from the firms concerned. Furthermore, according to Finance Department letter No. FD SO (Tax) 1-11/97 dated 19-09-1998, it is required that all purchases should be made from the firms registered with the Sales Tax Department and payment of GST be made on submission of sales tax Invoices showing the sale tax registration number. Moreover, according to Government of the Punjab instructions vide letter No.D.O.No.5(21)L&D/97-4910/FS dated 03/10/1997, the proof of general sales tax deposited into Government treasury is necessary.

Secretaries of following Union Administrations did not deduct income tax amounting to Rs 514,347 from the payments made to different contractors/suppliers during 2008-12. Moreover, the purchases were made from the firms not registered with the Sales Tax Department as a result the government sustained a loss of Rs 1.628 million due to non payment of GST. The detail is given as below,

(Amount in Rupees)

Sr. No.	Formation	Income Tax	GST	Total
1	Union Council No. 61	99,841	57,221	157,062
2	Union Council No. 62	113,584	145,331	258,915
3	Union Council No. 63	112,892	515,004	627,896
4	Union Council No. 64	101,516	208,076	309,592
5	Union Council No. 65	86,514	188,161	274,675
Total		514,347	1,113,793	1,628,140

Audit is of the view that irregularity occurred due to ineffective financial controls of the department.

Non deduction of Government dues resulted in loss of Rs1.628 million to the government.

The matter was reported to the Secretaries of concerned Union Administrations during March, 2013. The DAC meeting could not be convened due to non preparation / submission of working papers by the department.

Audit recommends that the stated loss of revenue be made good from the concerned and deposited into relevant head of account, besides taking disciplinary action against the person(s) at fault, under intimation to Audit.

[AIR Para: 15, 23, 26, 21 & 21]

1.3.3.2 Loss due to Non-levying of Licensing Fees

According to Govt. of the Punjab, local governments (Fee for Licensing & Permits) Rules 2002, the union administration shall levy fees for licensing of the following professions and vocations:

- a) Butchers and vendors of poultry, game or fish;
- b) Persons keeping milk cattle or milk goats for profit;
- c) Persons keeping any animal for profit other than milk cattle and milk goats;
- d) Dairymen, butter men and vendors of ghee;
- e) Vendors of fruits or vegetables;
- f) Washmen;
- g) Vendors of wheat, rice and other grains or flour;
- h) Makers and keepers of sweets and
- i) Barber and keepers of shaving saloons.

Secretaries of Union Administrations No. 61, 62, 63, 64 and 65 did not levy license and permit fee on above mentioned professions and vocations which resulted into loss of revenue to the government.

The loss occurred due to ineffective financial controls and negligence of the management.

Non collection of permit / license fee resulted in loss of revenue to the Government.

The matter was reported to the Secretaries of concerned Union Administrations during March, 2013. The DAC meeting could not be convened due to non preparation / submission of working papers by the department.

Audit recommends that the taxes be got levied and amount of loss be recovered from the concerned and deposited into relevant head of account besides fixing of responsibility on the person(s) at fault under intimation to Audit.

[AIR Para: 11,20,7,19,7,21,7,16,5 &16]

ANNEX

List of Non Significant Paras

(Rupees in Million)

UA No.	Sr. No.	Para No.	Subject of Para	Amount
UA No. 6	1	05	Loss due to non deduction of Income Tax & GST	0.114
	2	06	Less / Non allocation of 25% development budget	0.683
	3	17	Loss due to non leying of licensing Fee	-
UA No. 7	4	02	Loss due to non deduction of Income Tax & GST	0.132
	5	03	Less / Non allocation of 25% development budget	1.500
	6	17	Loss due to non leying of licensing Fee	-
UA No. 8	7	07	Loss due to non deduction of Income Tax & GST	0.017
	8	09	Loss due to non leying of licensing Fee	-
UA No. 9	9	05	Loss due to non leying of licensing Fee	-
UA No. 10	10	08	Loss due to non leying of licensing Fee	-
UA No. 66	11	02	Loss due to non deduction of Income Tax & GST	0.414
	12	05	Irregular Expenditure due to non compliance of PPRA Rules	1.880
UA No. 67	13	03	Loss due to non deduction of Income Tax & GST	0.470
	14	05	Irregular Expenditure due to non compliance of PPRA Rules	2.993
UA No. 68	15	04	Irregular Expenditure due to non compliance of PPRA Rules	1.152
	16	06	Less / Non allocation of 25% development budget	0.655
	17	12	Loss due to non leying of licensing Fee	-
	18	13	Less allocation of funds of development schemes	1.177
	19	14	Non Utilization of CCB Funds	1.087
	20	15	Irregular Expenditure due to non compliance of PPRA Rules	0.959
	21	19	Loss due to non deduction of Income Tax & GST	0.618
UA No. 69	22	01	Less / Non allocation of 25% development budget	0.467
	23	08	Irregular Expenditure due to non compliance of PPRA Rules	1.174
	24	12	Loss due to non leying of licensing Fee	-
	25	14	Non Utilization of CCB Funds	1.613
	26	20	Loss due to non deduction of Income Tax & GST	0.341
UA No. 36	27	1	Loss due to non leying of licensing Fee	-

List of MFDAC Paras

(Amount in Rupees)

UC No.	Sr. No.	Para No.	SUBJECT	Amount
UC No. 6	1	2	Excess payment of pay and allowances and irregular payment of arrears.	125,127
	2	4	Loss due to shortage of store.	186,092
	3	8	Non allocation of youth fund.	95,068
	4	10	Expenditure beyond the jurisdiction of UC.	23,807
	5	11	Unauthorized use of CCB fund by the UC.	329,000
	6	12	Irregular provision of fund on development activities.	354,500
	7	13	Non reconciliation of receipt.	325,535
	8	14	Irregular expenditure on development activities without approval of ADP.	939,559
	9	15	Unauthorized expenditure.	77,888
	10	17	Non preparation of budget and monthly reports on the prescribed format.	0
	11	18	Refund of security without back up record	0
	12	19	Default of stock taking	0
UC No. 7	13	4	Irregular expenditures.	163,160
	14	5	Ambiguous expenditure on repair of computer	0
	15	6	Un authorized provision of fund on development activities.	83,417
	16	8	Non reconciliation of receipt.	95,652
	17	11	Payment of building without observing codal formalities.	231,750
	18	12	Refund of security without back up record	
	19	13	Non accountable into stock recovery.	147,149
	20	14	Non allocation of youth fund. Rs. 64848	
	21	15	Irregular purchase of crockery, recovery and irregular/unauthorized expenditure.	39,566
	22	18	Default of stock taking	-

	Sr. No.	Para No.	SUBJECT	Amount
UC No. 7	23	19	Non conducting of internal audit	
	24	20	Non deposit of GP fund.	37,824
	25	21	Expenditure beyond the jurisdiction of UC.	53,170
	26	22	Miscellaneous irregularities	
UC No. 8	27	1	Un authorized and irregular expenditure on development project	448,499
	28	2	Irregular expenditure on civil works.	546,078
	29	3	Irregular expenditure on national celebration and VVIP vist.	101,100
	30	4	Irregular expenditure due to irregular appointments.	405,253
	31	5	Non deposit of pension contribution.	44,225
	32	6	Non deposit of G.P Fund , welfare fund and benevolent fund into Govt treasury.	60,019
	33	8	Loss due to excess consumption of Bricks-	27,990
UC No. 9	34	2	Un authorized and irregular refund of security deposits..	49,950
	35	3	Irregular splitting of works and incurring of expenditure beyond competency of union administration.	299,402
	36	4	Non deposit of Pension Contribution.	54,472
UC No. 10	37	1	Loss to Govt. due to fictitious expenditure regarding repair of doors windows and white washing of building.	
	38	2	Loss to Govt. due to fictitious expenditure regarding repair of furniture.	49,800
	39	3	Loss to Govt. due to unjustified billing for sports.	88,237
	40	4	Loss to Govt. due to repeated expenditure regarding repair of computers.	45,693
	41	5	Loss to Govt. due to repeated expenditure regarding purchase of crockery.	18,462
	42	6	Loss to Govt. due to unjustified expenditure regarding to Koila.	13,190
	43	7	Loss to Govt. due to unjustified expenditure for Banners,	34,050
	44	9	Loss to Govt. due to purchase of store items on higher rates,	13,795
	45	10	Irregular expenditure on purchase of machinery and equipments in violation of Austerity Measures,	66,040
	46	11	Loss to Govt. due to awarding contract to desired contractors,	499,000

	Sr. No.	Para No.	SUBJECT	Amount
UC No. 10	47	12	Loss to Govt. due to misappropriation of funds.	491,750
	48	13	Loss to Govt. due doubtful development expenditure.	905,872
UC No. 66	49	1	Fraudulent drawl.	899,814
	50	3	Irregular purchase of hand water pumps.	158,152
	51	4	Loss to Govt. due to non deposit of GP Fund and Pension Contribution.	65,408
	52	6	Misappropriation of stock.	1,880,478
	53	7	Unjustified Split Up of Development Scheme.	618,915
	54	11	Misappropriation in Pert/ Nikkah forms.	2,100,000
	55	12	Non renewal of Qazi/ Nikkah Khan.	35,000
UC No. 67	56	1	Loss to Govt. due to non deposit of GP Fund and Pension Contribution.	59,656
	57	2	Irregular construction of office Building.	710,020
	58	4	Loss to Govt. Treasury due to bogus purchase.	2,992,932
	59	6	Misappropriation of stock.	2,992,932
	60	7	Unjustified Split Up of Development Scheme.	815,440
	61	9	Un-authorized withdrawal of funds without opening of bank account of project committee.	698,130
	62	11	Irregular purchase of hand water pumps.	825,112
	63	12	Unjustified expenditure.	134,806
	64	13	Expenditure during BAN period.	719,150
	65	14	Mis-appropriation in CCB funds.	822,500
	66	15	Unjustified receipts of Nikkah Nama/pert fee.	54,130
67	16	Misappropriation in Pert/ Nikkah forms.	45,600	
UC No. 68	68	1	Non-Deposit of GPF,WF & GI.	70,667
	69	2	Unjustified payment to Contingent Paid Staff.	120,555

	Sr. No.	Para No.	SUBJECT	Amount
UC No. 68	70	3	Irregular expenditure on purchase of durable goods without sanction from austerity committee.	149,765
	71	7	Irregular Expenditure on Construction of Office.	781,725
	72	8	Irregular Drawn of Pay and Allowance in BPS-11.	105,799
	73	9	Un-Justified Expenditure on Repair of Hand Pumps.	240,209
	74	10	Irregular / ambiguous Preparation of Budget	
	75	11	Loss to Govt. due to not deducting Shrinkage, Non Adjustment of available earth and due to excess rates.	15,434
	76	16	Loss to Government due to purchase from Unregistered firm	3,700,644
	77	18	Un-justified expenditure on development projects.	526,497
	78	20	Loss to government due to non deposit of government fee.	108,760
	UC No. 69	79	3	Irregular purchase of hand water pumps.
80		4	Un-authorized withdrawal of funds without opening of bank account of project committee.	170,163
81		5	Expenditure beyond Jurisdiction and Functions of U.A.	91,860
82		6	Irregular expenditure on purchase of durable goods without sanction from austerity committee	
83		7	Irregular preparation of Budget.	501,305
84		9	Irregular Drawn of Pay and Allowance.	69,022
85		10	Un-Justified Expenditure on Repair of Hand Pumps.	279,919
86		11	Loss to Govt. due to not deducting Shrinkage, Non Adjustment of available earth and due to excess rates.	14,521
87		13	Less allocation of funds for development.	1,105,472
88		15	Irregular development expenditure on different scheme.	979,826
89		17	Loss to Government due to purchase from Unregistered firm.	1,987,348
90		18	Loss to government due to non auction of collection rights of taxes	
91		21	Unjustified payment to Contingent Paid Staff.	136,060
92		22	Loss to government due to non deposit of government fee.	64,410
93		23	Non-Deposit of GPF,WF & GI.	23,623

	Sr. No.	Para No.	SUBJECT	Amount
UC No. 36	94	2	Loss to Govt. due to Rental Lighting and Tenting, amounting to	84,864
	95	3	Loss to Govt. due to Non-Imposing Penalty to Contractors	48,572
	96	4	Loss to Govt. due to Unjustified / Illogical Expenditure regarding Replacement of Electric Item	68,100
	97	5	Loss to Govt. due to Fictitious Expenditure regarding Repair of Building and Grassy Plots	150,508
	98	6	Loss to Govt. due to Unjustified Expenditure for Banners etc.,	28,920
	99	7	Loss to Govt. due to Fictitious Expenditure regarding Repair of Furniture	60,028
	100	8	Loss to Govt. due to Unjustified Billing for Conducting Cricket Tournament	50,973
	101	9	Loss to Govt. due to Unjustified / Illogical Expenditure regarding Repair of Machinery	60,905
	102	10	Loss to Govt. Treasury due to Illogical Expenditure on Sports Events,	102,183
	103	11	Loss to Govt. due to Unjustified Expenditure regarding Purchase of Koila	32,980
	104	12	Loss to Govt. Treasury due to awarding Contracts to Desired Contractor	48,072
	105	14	Loss to Govt. due to Unjustified drawl of Medical Reimbursement	55,405

Annex – B

Detail of budget and expenditure of UAs

(Amount in Rupees)

Sr. No.	Name of UAs	Nature of Expenditures	Original Grant	Supplementary Grant	Revised / Final Grant	Actual Expenditure	(+) Excess (-) Saving
1	UA No.6	Salary	8,592,022	-	8,592,022	5,894,127	-2,697,895
		Non-Salary	1,288,394	-	1,288,394	1,120,902	-167,491
		Sub Total	9,880,415	-	9,880,415	7,015,029	-2,865,386
		Development	1,739,238	-	1,739,238	887,011	-852,227
		Total	11,619,653	-	11,619,653	1,466,276	-10,153,377
2	UA No.7	Salary	7,089,734	-	7,089,734	6,380,761	-708,973
		Non-Salary	960,671	-	960,671	806,963	-153,707
		Sub Total	8,050,405	-	8,050,405	7,187,724	-862,681
		Development	1,807,083	-	1,807,083	1,084,250	-722,833
		Total	9,857,488	-	9,857,488	8,271,974	-1,585,514
3	UA No. 8	Salary	4,644,199	-	4,644,199	4,551,315	-92,884
		Non-Salary	1,056,727	-	1,056,727	813,680	-243,047
		Sub Total	5,700,925	-	5,700,925	5,364,994	-335,931
		Development	4,055,324	-	4,055,324	3,122,599	-932,725
		Total	9,756,249	-	9,756,249	8,487,594	-1,268,656
4	UA No.9	Salary	4,298,124	-	4,298,124	3,997,256	-300,869
		Non-Salary	692,508	-	692,508	533,231	-159,277
		Sub Total	4,990,632	-	4,990,632	4,530,487	-460,146
		Development	807,840	-	807,840	613,958	-193,882
		Total	5,798,472	-	5,798,472	5,144,445	-654,027
5	UA No.10	Salary	1,978,309	-	1,978,309	1,760,695	-217,614
		Non-Salary	805,804	-	805,804	717,166	-88,638
		Sub Total	2,784,113	-	2,784,113	2,477,861	-306,252
		Development	791,416	-	791,416	696,446	-94,970
		Total	3,575,529	-	3,575,529	3,174,307	-401,222
6	UA No.66	Salary	1,734,160	-	1,734,160	1,630,111	-104,050
		Non-Salary	891,723	-	891,723	775,799	-115,924
		Sub Total	2,625,883	-	2,625,883	2,405,909	-219,974
		Development	1,446,053	-	1,446,053	1,359,290	-86,763
		Total	4,071,936	-	4,071,936	3,765,200	-306,737
7	UA No.67	Salary	5,147,193	-	5,147,193	4,941,305	-205,888
		Non-Salary	1,328,281	-	1,328,281	1,155,604	-172,677
		Sub Total	6,475,474	-	6,475,474	6,096,909	-378,564
		Development	3,563,638	-	3,563,638	3,242,910	-320,727
		Total	10,039,111	-	10,039,111	9,339,820	-699,292
8	UA No.68	Salary	2,534,441	-	2,534,441	2,407,719	-126,722
		Non-Salary	600,226	-	600,226	558,210	-42,016
		Sub Total	3,134,667	-	3,134,667	2,965,929	-168,738
		Development	4,231,475	-	4,231,475	3,723,698	-507,777
		Total	7,366,142	-	7,366,142	6,689,627	-676,515
9	UA No.69	Salary	5,396,818	-	5,396,818	4,911,104	-485,714
		Non-Salary	1,300,538	-	1,300,538	1,079,446	-221,091
		Sub Total	6,697,356	-	6,697,356	5,990,551	-706,805
		Development	794,580	-	794,580	699,230	-95,350
		Total	7,491,936	-	7,491,936	6,689,781	-802,155
10	UA No.36	Salary	5,454,408	-	5,454,408	5,290,776	-163,632
		Non-Salary	788,198	-	788,198	693,615	-94,584
		Sub Total	6,242,607	-	6,242,607	5,984,390	-258,216

Sr. No.	Name of UAs	Nature of Expenditures	Original Grant	Supplementary Grant	Revised / Final Grant	Actual Expenditure	(+) Excess (-) Saving
		Development	2,993,163	-	2,993,163	2,633,983	-359,180
		Total	9,235,769	-	9,235,769	8,618,374	-617,396
Grand Total		Salary	46,869,407	-	46,869,407	41,765,167	-5,104,240
		Non-Salary	9,713,069	-	9,713,069	8,254,617	-1,458,452
		Sub Total	56,582,477	-	56,582,477	50,019,784	-6,562,693
		Development	22,229,810	-	22,229,810	18,063,377	-4,166,433
		Total	78,812,286	-	78,812,286	68,083,161	-10,729,125

Annex – C
[Para 1.2.1.1]

Non-Production / Non Maintenance of Record – Rs22.079 Million

(Amount in Rupees)

Formation Name	Para No	Description	Amount
UA No. 6	7	Unserviceable Stock, Works, Security Refund & Receipt Register, Reconciliation Statement of Expenditure, Cheque paid to Local Club on 10-10-2008, Expenditure on prizes on 28-2-2012	1,196,600
UA No.7	16	budget and monthly reports	
UA No.7	7	Unserviceable Stock, Works, Security Refund & Receipt Register, Reconciliation Statement of Expenditure, Nikah register issue to Nikh Khawn, Renewal of Licence of Nikah Khawan, Construction of Work, Total Expenditure 773253/- Record Produced 644000/- Detail in OS 01, Sports Items Total Expenditure 119977/- Record Produced 72649/- (24702 + 24550+23397), Schedule Rate of Income	174,581
UA No.8	10	<p>BM-1 - Monthly Statement of Current expenditure;</p> <p>(ii) BM-2 - Monthly Reconciliation of Current expenditure;</p> <p>(iii) BM-3 - Monthly Statement of Receipts;</p> <p>(iv) BM-4 - Monthly Reconciliation of Receipts;</p> <p>(v) BM-5- Monthly Progress Report Development Programme - government Projects & Citizen Community Boards (Citizen Community Boards);</p> <p>(vi) BM-6 - Monthly Reconciliation of Development expenditure;</p> <p>(vii) BM-7 - Monthly Report- Operationalization of Projects;</p> <p>(viii) BM-8 - Service Delivery Targets;</p> <p>BM-9 - Service Delivery Facilities Status;</p> <p>(x) BM-10 - Establishment Status by Designation;</p> <p>(xi) BM-11 - Monthly Statement of Re-appropriations of Funds;</p> <p>(xii) BM-12 - Statement of Supplementary Grants; and</p> <p>(xiii) BM-13 - Statement of Excesses and Surrenders.</p>	
UA No.8	11	Bank Accounts budget statements and release ADP and MB	7,003,000

Formation Name	Para No	Description	Amount
		All revenue forms for 2008-13 (Rs 7,067,616) Asset register, stock register, history sheets, dead stock register, Service books and personal files of Mr. Iqbal (Secretary) and Mr. Javed Nawaz (Secretary) Arrears Bill of Mr.Mazhar-ul-Haq (Secretary) (01.07.2007 to 31.03.2012) for Rs 63,964 Appointment letters, joining, medical,. Details of inquiries	
UA No.9	6	<p>BM-1 - Monthly Statement of Current expenditure;</p> <p>(ii) BM-2 - Monthly Reconciliation of Current expenditure;</p> <p>(iii) BM-3 - Monthly Statement of Receipts;</p> <p>(iv) BM-4 - Monthly Reconciliation of Receipts;</p> <p>(v) BM-5- Monthly Progress Report Development Programme - government Projects & Citizen Community Boards (Citizen Community Boards);</p> <p>(vi) BM-6 - Monthly Reconciliation of Development expenditure;</p> <p>(vii) BM-7 - Monthly Report- Operationalization of Projects;</p> <p>(viii) BM-8 - Service Delivery Targets;</p> <p>(ix) BM-9 - Service Delivery Facilities Status;</p> <p>(x) BM-10 - Establishment Status by Designation;</p> <p>(xi) BM-11 - Monthly Statement of Re-appropriations of Funds;</p> <p>(xii) BM-12 - Statement of Supplementary Grants; and</p> <p>(xiii) BM-13 - Statement of Excesses and Surrenders.</p>	
UA No.9	7	<ol style="list-style-type: none"> 1. Complete vouched account amounting to Rs3,411,728 for the period 2008-09,2009-10 and 2010-11. 2. Expenditure of Rs24,930 was incurred on “Construction of Naali in Mauza Khaim Garh” during 2012-13. Complete vouched account including cash book, stock register, bank statement of the Project Committee etc was not produced to Audit. 3. Copies of budget statements and release orders 4. ADP and Measurement Books 	10,258,000

Formation Name	Para No	Description	Amount
		5. Record of revenue amounting to Rs6,846,541 including detail of government grants receive, own source revenue realized, detail of death, birth, marriage certificates issued, registers of death, birth, marriage certificates, copies of death, birth, marriage certificates, detail of late fee recovered and deposited for issuance of these certificates, total No. of forms purchased from NADRA and consumption of these forms. 6. Asset register, stock register, history sheets, dead stock register, 7. Service books and personal files of all staff members. 8. Copies of appointment letters, joining reports, medical fitness reports, verification of testimonials and verification of appointment letters. 9. Details disciplinary proceedings / inquiries against the staff.	
UA No.36	13	1. Record of receipt Heads mentioned in observation No. 01. 2. Last Audit Report which was necessary to define current audit period. 3. History Sheet Registers. 4. Record of Enquiries, cases or thefts etc. 5. Record of All Assets (Moveable or Immoveable). 6. Survey Reports for the period of auditable period (For Taxable Items). 7. Advances Register.	
UA No.67	10	Monthly progress reports	2,066,990
UA No.66	9	Monthly progress reports	1,379,604
Total			22,079,000

Annex – D
[Para 1.2.2.2]

Un-authorized Expenditure without Measurement Book – Rs4.427
Million

(Amount in Rupees)

Cheque No	Date of drawl as per cash book	Description	Expenditure
Union Adminisration No.67			
546456	20.10.2008	purchase/ construction of diggi	24,500
546457	2010-2008	purchase/construction of diggi	11,500
546458	21.10.2008	purchase/construction of diggi	19,000
576459	21.10.2008	Purchase/ construction of Pullies	10,000
576462	14.11.2008	purchase of material for diggi	18,000
576463	14.11.2008	purchase of material for diggi	20,000
576464	14.11.2008	purchase of material for diggi	7,000
576465	15.11.2008	purchase of material for diggi	20,000
576482	27.03.2009	Purchase/ construction of Pullies	60,000
576487	27.04.2009	purchase of Pullies	30,200
463053	29.06.2009	purchase of Material for building	50,000
463054	29.06.2009	purchase of material for office	22,000
463055	29.06.2009	purchase of Pullies	10,000
582639	07.10.2010	purchase of Pullies	30,450
582641	15.10.2010	prurchase of material for office	35,450
582642	18.10.2010	prurchase of material for office	29,380
582643	21.10.2010	prurchase of material for office	54,700
582644	21.10.2011	prurchase of material for office	38,300
582645	22.10.2010	prurchase of material for office	45,500
582646	28.10.2010	prurchase of material for office	59,600
582647	1.11.2010	prurchase of material for office	68,950
582650	5.11.2010	prurchase of material for office	78,660
582651	22.11.2010	prurchase of material for office	27,450
582657	11.12.2010	purchase of material for office	35,400
582658	11.12.2010	purchase of material for office	24,600
582659	11.12.2010	purchase of material for office	28,100
582660	4.1.2011	purchase of material for office	36,580
582661	4.1.2011	purchase of Pullies	31,000
582666	08.1.2011	purchase of material for office	43,600

Cheque No	Date of drawl as per cash book	Description	Expenditure
582667	08.01.2011	purchase of material for office	31,750
582691	05.07.2011	purchase of Pullies	88,460
582692	12.07.2011	purchase of Pullies	63,300
582693	23.07.2011	purchase of Pullies	42,450
582696	04.08.2011	purchase of Pullies	78,315
582697	04.08.2011	purchase of Pullies	88,450
582700	15.08.2011	purchase of Pullies	80,910
60452705	24.08.2011	purchase of Pullies	52,410
60452706	27.08.2011	purchase of Pullies	66,515
582722	03.01.2012	purchase of Pullies	35,150
582726	14.02.2012	purchase of Pullies	30,000
582727	16.02.2012	purchase of Pullies	84,000
582729	21.02.2012	purchase of Pullies	84,000
582734	01.03.2012	purchase of Pullies	30,000
582737	09.04.2012	purchase of Pullies	85,000
60452748	06.07.2012	purchase of Pullies	60,000
60452780	25.02.2013	purchase of Pullies	32,400
60452793	02.05.2013	purchase of Pullies	31,960
782127	20.06.2013	purchase of Pullies	32,000
Total			2,066,990
581886	02.09.2010	Purchase of bricks , cement	8,500
581686	Missing	Purchase of bricks , cement	7,500
581686	Missing	Purchase of bricks , cement	8,300
581694	23.09.2010	Purchase of bricks , cement	9,000
No cheque	Missing	Purchase of bricks , cement	9,000
No cheque	Missing	Purchase of bricks , cement	8,600
No cheque	Missing	Purchase of bricks , cement	8,725
581692	06.09.2010	Purchase of bricks , cement	4,600
581692	06.09.2010	Purchase of bricks , cement	5,400
581692	06.09.2010	Purchase of bricks , cement	5,000
581692	06.09.2010	Purchase of bricks , cement	5,300
581690	06.09.2010	Purchase of bricks , cement	6,100
581690	06.09.2010	Purchase of bricks , cement	5,300
581690	06.09.2010	Purchase of bricks , cement	5,400
581690	06.09.2010	Purchase of bricks , cement	5,800
581690	06.09.2010	Purchase of bricks , cement	6,100

Cheque No	Date of drawl as per cash book	Description	Expenditure
581690	06.09.2010	Purchase of stationary	2,300
581690	06.09.2010	Purchase of bricks , cement	5,300
Missing	Missing	Purchase of Hand Pump	3,500
Missing	Missing	Purchase of bricks , cement	5,600
Missing	Missing	Purchase of Hand Pump	5,000
Missing	Missing	Purchase of Hand Pump	5,000
Missing	Missing	Purchase of bricks , cement	5,500
Missing	Missing	Purchase of bricks , cement	6,000
Missing	Missing	Purchase of Hand Pump	7,250
581689	02.09.2010	Purchase of Bicycle	7,500
581691	06.09.2010	Purchase of Hand Pump	23,770
581693	06.09.2010	Purchase of bricks , cement	4,800
581649	12.05.2010	Purchase of bricks , cement	7,000
581643	10.04.2010	Purchase of bricks , cement	2,390
581644	10.04.2010	Purchase of bricks , cement	2,390
581646	10.04.2010	Purchase of bricks , cement	2,390
73388967	12.08.2011	Purchase of Hand Pump	9,000
581698	05.11.2010	Purchase of bricks , cement	5,200
Missing	Missing	Purchase of bricks , cement	8,375
Missing	Missing	Purchase of bricks , cement	7,125
Missing	Missing	Purchase of bricks , cement	5,500
Missing	Missing	Purchase of bricks , cement	6,350
581699	22.11.2010	Purchase of bricks , cement	9,600
581699	25.11.2010	Purchase of bricks , cement	9,775
581656	11.06.2010	Purchase of bricks , cement	5,780
581655	11.06.2010	Purchase of bricks , cement	5,520
581654	11.06.2010	Purchase of bricks , cement	5,480
581653	10.06.2010	Purchase of bricks , cement	15,915
581652	10.06.2010	Purchase of bricks , cement	6,530
4576513	07.06.2012	Purchase of bricks , cement	15,911
45766514	07.06.12	Purchase of material for Pullis	74,624
45766515	12.06.12	Purchase of material for Pullis	21,000
45766516	19.06.2012	Purchase of Hand Pump	10,510
45766517	21.06.12	Purchase of material for Pullis	31,512
45766518	25.06.12	Purchase of material for Pullis	2,000
45766510	12.04.2012	Purchase of Hand Pump	9,250

Cheque No	Date of drawl as per cash book	Description	Expenditure
114490825	01.02.2012	Purchase of material for Pullis	31,602
45766502	27.02.2012	Purchase of bricks , cement	21,000
114490823	01.02.2012	Purchase of material for Pullis	31,602
114490821	08.02.2012	Purchase of material for Pullis	105,720
114490817	19.01.2012	Purchase of bricks , cement	20,960
114490818	25.01.2012	Purchase of material for Pullis	16,000
114490816	11.01.2012	Earth work	5,000
114490804	10.11.2011	Purchase of bricks , cement	40,950
57388970	28.10.2011	Purchase of bricks , cement	56,224
57388969	28.10.2011	Purchase of Hand Pump	9,200
60451421	04.07.2011	Purchase of Hand Pump	11,360
60451420	02.07.2011	Purchase of bricks , cement	44,750
60451419	02.07.2011	Purchase of Hand Pump	11,360
60451422	09.07.2011	Purchase of material for Pullis	17,016
60451422	12.07.2011	Purchase of material for Pullis	17,016
60451424	18.07.2011	Purchase of material for Pullis	35,816
60451425	23.07.2011	Purchase of material for Pullis	35,816
60451426	27.07.2011	Purchase of Hand Pump	11,360
60451412	03.06.2011	Purchase of material for Pullis	17,016
60451413	16.06.2011	Purchase of material for Pullis	34,032
60451411	08.06.2011	Purchase of material for Pullis	22,676
60451410	06.06.2011	Purchase of material for Pullis	33,416
60451415	23.06.2011	Purchase of material for Pullis	45,760
60451416	27.06.2011	Purchase of material for Pullis	34,032
60451417	30.06.2011	Purchase of material for Pullis	34,032
923738	17.02.2011	Purchase of Hand Pump	6,000
925939	07.02.2011	Purchase of bricks , cement	50,000
925737	17.02.2011	Purchase of material for Pullis	67,280
925736	17.02.2011	Purchase of material for Pullis	56,000
925742	17.03.2011	Purchase of material for Pullis	40,000
925740	14.03.2011	Purchase of material for Pullis	34,080
925744	14.02.2011	Purchase of Hand Pump	8,120
925745	21.03.2011	Purchase of Hand Pump	11,520
925728	01.12.2010	Purchase of Hand Pump	7,192
925730	04.01.2011	Purchase of Hand Pump	8,760
60451408	26.05.2011	Purchase of material for Pullis	38,064
60451401	09.05.2011	Purchase of bricks , cement	56,560

Cheque No	Date of drawl as per cash book	Description	Expenditure
60451402	09.05.2011	Purchase of bricks , cement	56,560
Missing	Missing	Purchase of bricks , cement	40,992
60451404	14.05.2011	Purchase of RCC Pipe	23,400
60451405	14.05.2011	Purchase of material for Pullis	74,112
60451407	19.05.2011	Purchase of material for Pullis	30,000
60451406	19.05.2011	Purchase of material for Pullis	58,850
Total			1,379,604
897303	20.05.09	Construction of Culverts	50,000
897304	20.05.09	Construction of Culverts	30,660
897306	26.05.09	Construction of Culverts	19,200
897317	29.06.08	Construction of Culverts	33,420
908842	02.09.10	Construction of Culverts	16,090
60450605	26.02.11	Construction of Culverts	20,850
60450610	04.03.09	Construction of Culverts	20,850
60450612	14.03.11	Construction of Culverts	20,850
60450628	08.04.11	Repair of Culverts	22,276
60450629	08.04.11	Repair of Culverts	7,641
60450646	27.06.11	Construction of Culverts	23,500
53388887	30.06.11	Construction of Culverts	23,500
73190335	24.02.12	Construction of Culverts Chak No. 271	29,215
73190336	29.02.12	Construction of Culverts Chak No. 267/HR	28,678
73190353	08.08.12	Construction of Culverts	26,760
73190359	03.09.12	Construction of Culverts	29,160
73190381	28.12.12	Construction of Culverts 269/HR	23,300
73190389	29.01.13	Construction of Culverts 265/HR	54,006
73190395	05.03.13	Construction of Culverts 268/HR	30,870
8052801	15.03.13	Construction of Culverts 263/HR	23,312
Total			534,138
575949	17.07.08	Construction of Culverts	14,313
575950	26.07.08	Construction of Culverts	6,950
575951	28.07.08	Construction of Culverts	7,300
575959	02.08.08	Construction of Culverts	7,000
575965	13.08.08	Construction of Culverts	7,300
575970	16.09.08	Construction of Culverts 239/9R	14,600
580403	19.02.09	Construction of Culverts 237/9R	14,600

Cheque No	Date of drawl as per cash book	Description	Expenditure
894641	25.02.09	Repair of Drain	7,200
580475	09.04.10	Repair of Culverts	14,800
580475	09.04.10	Repair of Culverts	14,800
580499		Repair of Culverts	7,750
580500	28.10.10	Earth filling	18,400
584655	25.04.11	Repair of Culvert	11,050
580499		Repair of Culverts	7,250
584655	25.04.11	Repair of Culvert	11,050
57388900	19.07.11	Repair of Culverts	20,280
14012880	15.08.11	Construction of Culvert	61,000
74873212	22.02.12	Repair of Culverts 261/HR	13,900
74873212	22.02.12	Repair of Culverts 260/HR	13,600
74873220	27.03.12	Repair of Culverts 241/HL	17,490
74873221	27.03.12	Repair of Culverts 260/HL	17,140
74873231	24.05.12	Repair of Culverts 260/HR & 240/HL	19,506
74873270	04.12.12	Repair of Culverts	9,230
74873271	25.12.12	Repair of Soling	24,200
74873272	10.12.12	Repair of Culverts	9,700
74873272	10.12.12	Repair of Culverts	9,230
74873277	07.01.13	Construction of Culverts	33,098
74873284,87		Construction of Culverts	33,098
Total			445,835
Grand Total			4,426,567

Annex – E
[Para 1.2.2.4]

Irregular Promotion and Irregular Expenditure – Rs2.366 Million
(Amount in Rupees)

Mr. Muhammad Shafique (Octroi Clerk)			
Period	Pay	Month	Expenditure
08.10.2001 to 11/2001	1595	1.75	2,791.25
12/2001 to 11/2002	2500	12	30,000
12/2002 to 11/2003	2600	12	31,200
12/2003 to 11/2004	2700	12	32,400
12/2004 to 06/2005	2800	7	19,600
7/2005 to 11/2005	3220	5	16,100
12/2005 to 11/2006	3335	12	40,020
12/2006 to 06/2007	3450	7	24,150
7/2007 to 11/2007	4060	5	20,300
12/2007 to 06/2008	4380	7	30,660
7/08 to 11/2008	5240	5	26,200
12/08 to 11/2009	5430	12	65,160
12/2009 to 11/2010	5620	12	67,440
12/2010 to 06/2011	5810	7	40,670
7/2011 to 11/2011	9640	5	48,200
12/2011 to 11/2012	9960	12	119,520
12/12 to 11/2013	10280	12	123,360
Sub Total	Sub Total		737,771
Allowances			452,432
Sub Total			1,190,203
Mr. Zahid Iqbal Naib Qasib			
Period	Pay	Month	Expenditure
26/4/2004 to 11/2004	3100	12	22,940
12/2004 to 06/2005	3200	7	22,400
7/2005 to 11/2005	3680	5	18,400
12/2005 to 11/2006	3795	12	45,540
12/2006 to 06/2007	3910	7	27,370
7/2007 to 11/2007	4535	5	22,675
12/2007 to 06/2008	4860	7	34,020
7/08 to 11/2008	5810	5	29,050
12/08 to 11/2009	6000	12	72,000
12/2009 to 11/2010	6190	12	74,280
12/2010 to 06/2011	6380	7	44,660

Period	Pay	Month	Expenditure
7/2011 to 11/2011	10600	5	53,000
12/2011 to 11/2012	10920	12	131,040
12/12 to 11/2013	11240	12	134,880
Sub Total	Sub Total		732,255
Allowances			443,560
Sub Total			1,175,815
Grand Total			2,366,018