



**AUDIT REPORT
ON
THE ACCOUNTS OF
UNION ADMINISTRATIONS
DISTRICT GUJRAT**

AUDIT YEARS 2015-16

AUDITOR GENERAL OF PAKISTAN

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ABBREVIATIONS AND ACRONYMS

AGP	Auditor General of Pakistan
AIR	Audit and Inspection Report
ADP	Annual Development Plan
BDD	Budget Demand - Development
CCB	Citizen Community Board
DAC	Departmental Accounts Committee
IPSAS	International Public Sector Accounting Standards
NAM	New Accounting Model
PAO	Principal Accounting Officer
PDG	Punjab District Governments
PFR	Punjab Financial Rules
PLA	Personal Ledger Account
PLGO	Punjab Local Government Ordinance
RDA	Regional Directorate of Audit
TMA	Town/Tehsil Municipal Administration
UA	Union Administration

PREFACE

Article 170 of the Constitution of the Islamic Republic of Pakistan, 1973 read with Section 115 of the Punjab Local Government Ordinance, 2001 requires the Auditor General of Pakistan to audit the accounts of the provincial governments and the accounts of any authority or body established by, or under the control of the provincial government. Accordingly, the Audit of all receipts and expenditures of the District Government Fund and Public Account of District Government is the responsibility of the Auditor General of Pakistan.

The report is based on audit of the accounts of various offices of the Union Administrations of District Gujrat for Financial Year 2013-15. The Directorate General of Audit, District Governments, Punjab (North), Lahore conducted audit during 2015-16 on test check basis with a view to report significant findings to the relevant stakeholders. The main body of the Audit Report includes only the systemic issues and audit findings carrying value of Rs 1.00 million or more. Relatively less significant issues are listed in the Annexure-A of the Audit Report. The Audit observations listed in the Annexure-A shall be pursued with the Principal Accounting Officer at the DAC level and in all cases where the PAO does not initiate appropriate action, the Audit observation will be brought to the notice of the Public Accounts Committee through the next year's Audit Report.

The audit results 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 but the department did not submit written responses despite repeated requests.

The Audit Report is submitted to the Governor of Punjab in pursuance of Article 171 of the Constitution of the Islamic Republic of Pakistan, 1973 to cause it to be laid before the Provincial Assembly of Punjab.

Islamabad
Dated:

(Imran Iqbal)
Acting-Auditor General of Pakistan

EXECUTIVE SUMMARY

The Directorate General Audit, District Governments, Punjab (North), Lahore is responsible to carry out the audit of One thousand eight hundreded twenty four Union Administrations. Its Regional Directorate of Audit, Gujranwala has audit jurisdiction of District Governments, TMAs and UAs of one City District Government i.e. Gujranwala and five District Governments i.e. Gujrat, Gujrat, Narowal, Sialkot and Mandi Baha-ud-Din.

2. The Regional Directorate has a human resource of seventeen officers and staff, total 4,760 man-days and the annual budget of Rs 25.20 million for the Financial Year 2015-16. It had mandated to conduct Financial Attest, Regularity Audit and Compliance with Authority & Performance Audit of entire expenditure including programmes/projects & receipts. Accordingly, RDA Gujranwala carried out Audit of accounts of 10 Union Administrations of District Gujrat for the Financial Year 2013-2015.

3. Union Administrations, District Gujrat conducts its operations under Punjab Local Government Ordinance, 2001 (as amended). Union Administration, Gujrat comprises Union Nazim / Naib Union Nazim and Secretary Union Administration. The Secretary, Union Administration is the Principal Accounting Officers (PAO). Financial provisions of the Ordinance describe the Government as Local Fund and Public Account for which Annual Budget Statement is authorized by the Union Nazim / Union Council / Union Administrator in the form of budgetary grants.

4. Audit of the Union Administration, District Gujrat was carried out with a view to ascertaining that the expenditure was incurred with proper authorization, in conformity with Laws/ Rules/Regulations, economical procurement of assets and hiring of services etc.

5. Audit of receipts / revenues was also conducted to verify whether the assessment, collection, reconciliation and allocation of revenue were made in accordance with laws and rules.

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

Total expenditure of Union Administrations of District Gujrat for the Financial Year 2013-15, was Rs 34.37 million covering Ten PAOs and ten formations. Out of this, RDA Gujranwala audited expenditure of Rs 34.37 million which, in terms of percentage, was 100% of the total expenditure. Regional Director Audit planned and executed audit of

ten formations i.e. 100% achievement against the planned audit activities.

Total receipts of 10 UAs of District, Gujrat for the Financial Year 2013-15 were Rs 32.711 million. RDA Gujranwala audited receipts of Rs 32.711 million which was 100% of total receipts.

b. Recoveries at the Instance of Audit

Recovery of Rs 2.05 million was pointed out, which was not in the notice of the executive before audit but no recovery was effected till compilation of report.

c. Audit Methodology

Audit was performed through understanding the business process 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. Formations were selected for Audit in accordance with risks analyzed. Audit was planned and executed accordingly.

d. Audit Impact

A number of improvements, as suggested by audit, in maintenance of record and procedures, have been initiated by the concerned departments. However, audit impact in shape of change in rules has not been significant due to non-convening of regular PAC meetings. Had PAC meetings been regularly held, audit impact would have been manifold.

e. Comments on Internal Controls and Internal Audit Department

The purpose of internal control system is to ensure effective operation of an organization. It consists of measures employed by the management to achieve its objectives, safeguard assets, ensure accuracy, timelines, reliability of financial and accounting information for decision making.

One of the basic components of Internal Control System is Internal Audit, which is a tool for investigating and apprising the management about the efficiency and performance of various activities of the Department, through assessment of the effectiveness and implementation of policies, rules and regulations. It was noted that an

internal auditor had not yet been appointed as required in terms of Section 115-A of PLGO, 2001.

f. The key audit findings of the report;

- i. Non-production of record of Rs 6.81 million was noted in one case¹
- ii. Irregularity and non compliance of Rules and Regulations amounting to Rs 19.62 million noted in two cases.²

Audit paras for the Audit Year 2015-16 involving procedural violations including internal control weaknesses, unsound asset management and irregularities not considered worth reporting are included in MFDAC (Annexure-A).

g. Recommendations

Audit recommends that the PAO / Management of UAs should ensure the following:

- i. Production of record to audit for scrutiny
- ii. Head of the Union Administrations needs to conduct physical stock taking of fixed and current assets
- iii. Compliance of relevant laws, rules, instructions and procedures, etc
- iv. Inquiries need to be held to fix responsibility for wasteful expenditure and unauthorized payment
- v. Expediting recoveries pointed out by Audit
- vi. The PAO and his team need to ensure proper execution and implementation of the monitoring system.

¹Para 1.2.1.1

²Para 1.2.2.1 to 1.2.2.2

SUMMARY OF TABLES AND CHARTS

Table-1 Audit Work Statistics

(Rs in million)

Sr. No.	Description	Number	Budgeted Figure FY 2013-15		
			Expenditure	Receipt	Total
1	Total Entities (PAOs) under Audit Jurisdiction	117	156.95	128.41	285.36
2	Total formations under Audit Jurisdiction	117	156.95	128.41	285.365
3	Total Entities (PAOs) Audited	10	34.37	32.71	67.08
4	Total Formations Audited	10	34.37	32.71	67.08
5	Audit & Inspection Reports	10	34.37	32.71	67.08
6	Special Audit Reports	-	-	-	-
7	Performance Audit Reports	-	-	-	-
8	Other Reports	-	-	-	-

Table-2 Audit Observations Classified by Categories

(Rs in million)

Sr. No.	Description	Amount Placed under Audit Observation
1	Asset Management	0
2	Financial management	0
3	Weak internal control	0
4	Others	26.43
TOTAL		26.43

Table-3 Outcome Statistics

(Rs in million)

Sr. No.	Description	Expenditure on Acquiring of Physical Assets (Procurement)	Civil Works	Receipts	Others	Total current year expenditure	Total Last year
1	Outlays audited	-	5.80	32.71	28.57	67.08*	246.91
2	Amount placed under	-	2.55	-	23.88	26.43	236.13

Sr. No.	Description	Expenditure on Acquiring of Physical Assets (Procurement)	Civil Works	Receipts	Others	Total current year expenditure	Total Last year
	audit observation / Irregularities of audit						
3	Recoveries pointed out at the instance of audit	-	-	2.045	-	2.05	5.64
4	Recoveries accepted / established at the instance of audit	-	-	2.045	-	2.05	5.64
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 34.37 million.

Table-4 Irregularities Pointed Out

Sr. No.	Description	Amount Placed under Audit Observation (Rs in million)
1	Violation of rules and regulations, principle of propriety and probity	17.57
2	Reported cases of fraud, embezzlement, theft, misappropriations and misuse of public resources	0
3	Quantification of weaknesses of internal control systems	0
4	Recoveries, overpayments and loss to government	2.05
5	Non-production of record to Audit	6.81
6	Others, including cases of accidents, negligence etc.	0
TOTAL		26.43

Table-5 Cost - Benefit Ratio

Sr. #	Description	Amount (Rs in millions)
1	Outlays Audited (Items 1 of Table 3)	67.08
2	Expenditure on Audit	2.099
3	Recoveries realized at the instance of Audit	-
4	Cost Benefit Ratio	1:0

CHAPTER-1

1.1 UNION ADMINISTRATIONS, DISTRICT GUJRAT

1.1.1 INTRODUCTION

According to 1998 population census, the population of District Gujrat was 2.048 million. There were 117 Union Administrations in District Gujrat. Each Union Administrations consist of Union Nazim / Administrator and three (03) Secretaries. Each Union Administration has one (01) Drawing & Disbursing Officer. As per Section 76 of PLGO, 2001 the main functions of UAs are as follows;

- i. to consolidate village and neighborhood development needs and prioritize them into union-wide development proposals with the approval of the Union Council and make recommendations there of to the City District Government or Tehsil Municipal Administration, as the case may be;
- ii. to identify deficiencies in the delivery of services and make recommendations for improvement thereof to the Tehsil Municipal Administration;
- iii. to register births, deaths and marriages and issue certificates thereof;
- iv. to make proposals to the Union Council for levy of rates and fees specified in the Second Schedule and to collect such rates and fees within the Union;
- v. to establish and maintain libraries;
- vi. to organize inter-village or neighborhood sports tournaments, fairs, shows and other cultural and recreational activities;
- vii. to disseminate information on matters of public interest;
- viii. to improve and maintain public open spaces, public gardens and playgrounds;
- ix. to provide and maintain public sources of drinking water, including wells, water pumps, tanks, ponds and other works for the supply of water;
- x. to maintain the lighting of streets, public ways and public places through mutual agreement with the Tehsil Municipal Administration;
- xi. to execute the projects of the approved Union Annual Development Plan by contracting out to the private sector in the manner as may be

prescribed and to obtain support of the Tehsil Municipal Administration or District Government for such execution; and

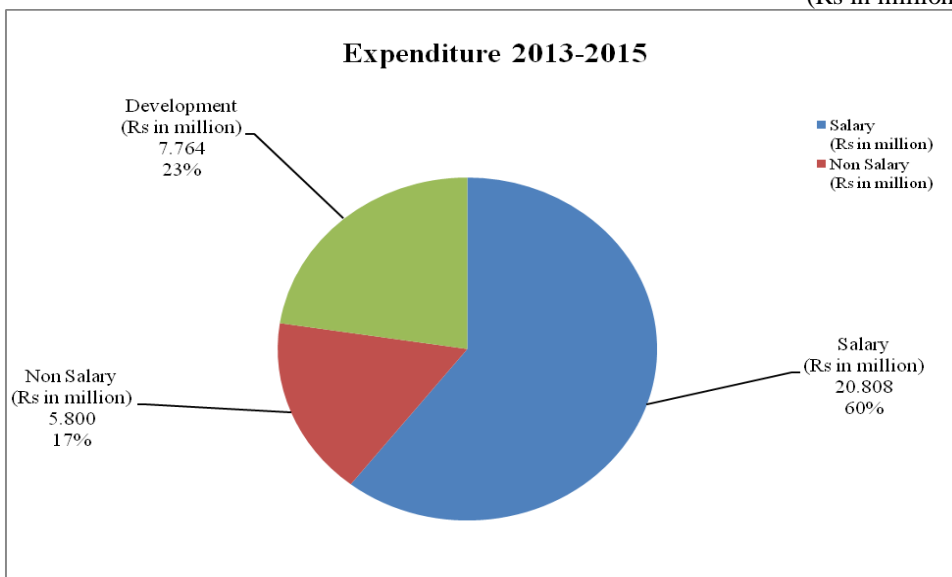
- xii. to assist the Village Councils or, as the case may be, Neighborhood Councils in the Union to execute development projects.

1.1.2 Comments on Budget and Accounts (Variance Analysis)

(Rs in million)

F.Y. 2013-15	Budget (Rs)	Expenditure (Rs)	Saving (-) (Rs)	%age Saving
Salary	26.49	20.81	-5.68	21
Non Salary	10.61	5.80	-4.81	45
Development	17.46	7.76	-9.70	56
TOTAL	54.56	34.37	-20.191	37

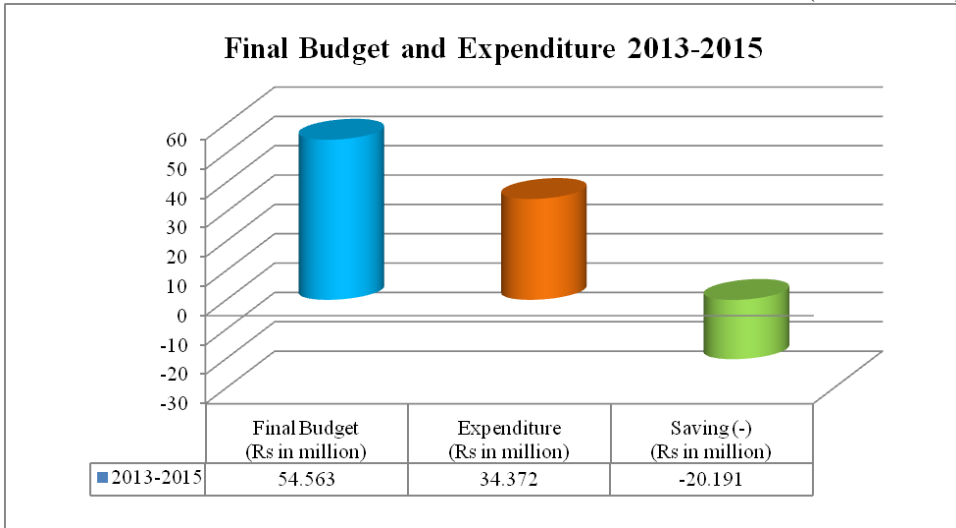
(Rs in million)



Details of budget allocations, expenditures and saving of Ten UAs in District Gujrat for Financial Year 2013-15 is at Annexure-B.

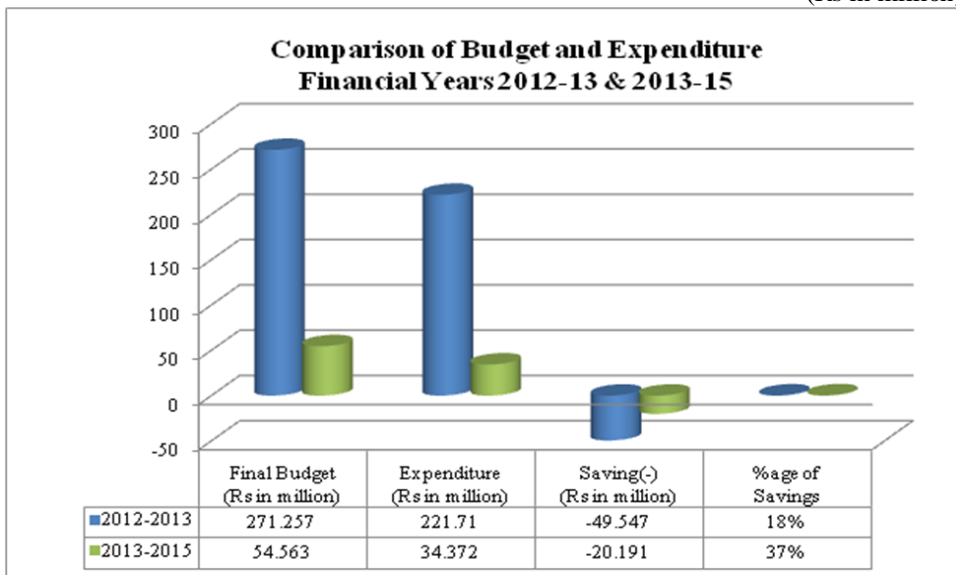
As per Budget Books for the years 2013-15 of UAs of District Gujrat the original and final budget was Rs 54.56 million. Against the final budget total expenditure incurred by the UAs during 2013-15 was Rs 34.37 million. There was a saving of Rs 20.191 million the reasons for which should be explained by the Secretary UAs/PAOs.

(Rs in million)



The comparative analysis of the expenditure of current and previous Financial Years is depicted as under.

(Rs in million)



There were overall saving in the budget allocation of the Financial Year 2012-13 & 2013-15 as follows:

(Rs in million)

Financial Year	Final Budget	Expenditure	Excess (+) / Saving (-)	%age of Saving
2012-2013	271.26	221.7	-49.55	18
2013-2015	54.56	34.37	-20.19	37

The justification of saving when the development schemes have remained incomplete is required to be provided, explained by PAO and Secretaries concerned.

1.1.4 Brief Comments on the Status of Compliance with PAC / UAC Directives

Sr. No.	Audit Year	No. of Paras	Status of PAC / UAC Meetings
1.	2008-11	08	Nil
2.	2011-12	00	Nil
3	2013-14	07	Nil

As indicated in the above table, no PAC/UAC meeting was convened to discuss the audit report of UAs of District Gujrat.

1.2 AUDIT PARAS

1.2.1 Non Production of Record

1.2.1.1 Non production of record – Rs 6.81 million

According to Section-115(5) & (6) of PLGO, 2001, the Auditor General have the authority to require that any accounts books, papers & other documents which deal with, or form the basis of or otherwise relevant to the transactions to which his duties in respect of audit extend, shall be sent to such place as he may direct for his inspection and the officials 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.

Management of different Union Administrations of District Gujrat did not produce record for audit scrutiny for Rs 6.81 million pertaining to Financial Year 2013-15, in the absence of accounting record the actual expenditure/receipt could not be verified . Detaile is at **Annexure-C**.

Audit is of the view that non production of record may lead to apprehension of misappropriation and misuse of public resources..

The matter was reported to the PAO in May, 2016. However, no reply was furnished by the Management and DAC meeting was also not convened till finalization of this Report.

Audit recommends fixing of responsibility for not production of record.

1.2.2 Irregularity and Non-Compliance

1.2.2.1 Irregular provision of block allocation – Rs 17.46 million

According to Section 58(5) of Budget Rules, 2003 notified by the LG&RD Department vide No. SOV(LG)5-12/2003, dated 5.6.2003, “No lump sum provision shall be made in the budget, the details of which cannot be explained”

Management of the Union Administrations of District Gujrat allocated Rs 17.462 million pertaining to Financial Years 2013-15 for development programs but the scheme wise details of the sub head of development components were neither reflected in the budget nor provided separately. This clearly shows that the Union councils had made block allocation in violation of the rule *ibid* as detailed at **Annexure-D**.

Audit is of the view that government instructions were intentionally violated by the management. This resulted in irregular block allocation of Rs 17.462 million.

The matter was reported to the PAO in May, 2016. The reply was not furnished and DAC meeting was also not convened till finalization of report.

Audit recommends fixing responsibility against the person(s) at fault under intimation to audit.

1.2.2.2 Irregular expenditure on development works – Rs 2.55 million

According to para 4.5 of B&R Code, the measurement book must be looked upon as a most important record since it is the basis of the all of the accounts of quantities, whether work done by labor or by the piece or by contract or of material received which have to be counted or measured.

Management of the Union Administrations of District Gujrat incurred an expenditure of Rs 2.55 million on development schemes during Financial Year 2013-15, without preparing measurement books pertaining to development schemes as detailed at **Annexure-E**

Audit holds that due to weak internal control expenditure was incurred by violating the government instructions. This resulted in irregular expenditure of Rs 2.55 million.

The matter was reported to the PAO in May, 2016. The reply was not furnished and DAC meeting was also not convened till finalization of report.

Audit recommends fixing responsibility against the person(s) at fault besides regularization of expenditure under intimation to Audit.

ANNEXURES

PART-I

**Memorandum for Departmental Accounts Committee
Paras Pertaining to Current Audit Year 2015-16**

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
1.	48/04 City	02	Non Utilization of funds	1.095	Internal Control Weakness
2.	48/04 City	05	Irregular expenditure on rent of building	0.187	Internal Control Weakness
3.	48/04 City	06	Irregular expenditure on various Projects	0.106	Poor Performance
4.	48/04 City	07	Doubtful payment on labour charges	0.740	Internal Control Weakness
5.	48/04 City	08	Doubtful payment on various work	0.740	Poor Performance
6.	48/04 City	09	Non-recovery of performance security	0.440	Internal Control Weakness
7.	48/04 City	10	Extravagant expenditure on sports festival	0.036	Poor Performance
8.	48/04 City	11	Non-deduction of income tax	0.190	Internal Control Weakness
9.	48/04 City	12	Non-maintenance of record		Poor Performance
10.	55/11 city	02	Non-utilization of fund	0.300	Internal Control Weakness
11.	55/11	03	Non-verification of receipt.	0.965	Internal Control Weakness
12.	55/11	04	Irregular expenditure on L.P.R	0.686	Internal Control Weakness
13.	55/11	06	Doubtful payment of HBA	0.100	Poor Performance
14.	55/11	07	Doubtful refund of security	0.920	Internal Control Weakness
15.	55/11	08	Wastage of local fund	0.680	Internal Control Weakness
16.	55/11	09	Doubtful expenditure on development work	0.570	Poor Performance
17.	55/11	10	Doubtful expenditure	0.440	Internal Control Weakness
18.	55/11	11	Unauthorized expenditure	0.025	Internal Control Weakness
19.	55/11	12	Misuse of local funds	0.013	Internal Control Weakness
20.	55/11	13	Non-maintenance of record		Internal Control Weakness
21.	29-DEONA	04	Excess expenditure than Budget	0.372	Internal Control Weakness

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
22.	29-DEONA	05	Non Maintenance of record		Internal Control Weakness
23.	65-Shadiwal	02	Non utilization of development fund	1.600	Poor Performance
24.	65-Shadiwal	03	Non Utilization of CCB funds	0.325	Internal Control Weakness
25.	65-Shadiwal	04	Non verification of receipt	0.301	Poor Performance
26.	65-Shadiwal	07	Non maintenance of Permanent Stock register	0.115	Internal Control Weakness
27.	65-Shadiwal	08	In admissible expenditure on sports festival	0.078	Internal Control Weakness
28.	65-Shadiwal	09	Non accountal of stock	0.600	Internal Control Weakness
29.	65-Shadiwal	10	Irregular expenditure on various works	0.026	Internal Control Weakness
30.	65-Shadiwal	11	Doubtful expenditure on wall chalking	0.022	Internal Control Weakness
31.	65-Shadiwal	12	Non production of bills	0.016	Poor Performance
32.	65-Shadiwal	13	Non maintenance of record		Internal Control Weakness
33.	59/15 city	01	Defective maintenance of cash book	3.214	Internal Control Weakness
34.	59/15 city	02	Doubtful payment on various works	0.501	Internal Control Weakness
35.	59/15 city	03	Excess expenditure than allocation	0.380	Poor Performance
36.	59/15 city	05	Non verification of local receipt	0.132	Internal Control Weakness
37.	59/15 city	06	Irregular expenditure on rent of building	0.149	Internal Control Weakness
38.	59/15 city	08	Non utilization of CCB funds	0.048	Internal Control Weakness
39.	59/15 city	09	Non accountal of various items	0.018	Poor Performance
40.	59/15 city	10	Unjustified expenditure	0.009	Internal Control Weakness
41.	59/15 city	11	Non maintenance of record.		Internal Control Weakness
42.	49/05 City	02	Non verification of receipt	0.644	Internal Control Weakness
43.	49/05 City	03	Expenditure on pay and allowances	0.610	Internal Control Weakness
44.	49/05 City	04	Irregular expenditure on rent of building	0.190	Internal Control Weakness
45.	49/05 City	05	Unjustified expenditure on earth work	0.106	Internal Control Weakness
46.	49/05 City	06	Irregular expenditure of work	0.058	Poor Performance

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
47.	49/05 City	07	Wasteful expenditure on sports Activities	0.053	Internal Control Weakness
48.	49/05 City	08	Doubtful expenditure through Project Committee	0.048	Internal Control Weakness
49.	49/05 City	09	Non accountal of various items	0.046	Internal Control Weakness
50.	49/05 City	10	Non maintenance of record		Poor Performance
51.	15 Jheranwali	02	Unjustified expenditure on pay and allowances	0.620	Internal Control Weakness
52.	15 Jheranwali	03	Non verification of receipt	0.618	Poor Performance
53.	15 Jheranwali	04	Doubtful expenditure through project committee	0.434	Internal Control Weakness
54.	15 Jheranwali	05	Doubtful payment on various works	0.331	Internal Control Weakness
55.	15 Jheranwali	07	Excess expenditure than allocation	0.284	Internal Control Weakness
56.	15 Jheranwali	08	Irregular expenditure on arrear	0.133	Internal Control Weakness
57.	15 Jheranwali	09	Theft batteries and UPS	0.109	Poor Performance
58.	15 Jheranwali	10	Wasteful expenditure on sports activities	0.081	Internal Control Weakness
59.	15 Jheranwali	11	Unjustified expenditure on earth work	0.046	Poor Performance
60.	15 Jheranwali	12	Non accountal of stock	0.020	Internal Control Weakness
61.	15 Jheranwali	13	Non maintenance of record		Poor Performance
62.	61/02 Jalapur Jattan	01	Non-verification of receipts	0.441	Internal Control Weakness
63.	61/02 Jalapur Jattan	03	Non-maintenance of record		Internal Control Weakness
64.	61/02 Jalapur Jattan	04	Non deduction of income tax	0.123	Internal Control Weakness
65.	61/02 Jalapur Jattan	05	Unjustified repair of generator	0.021	Internal Control Weakness
66.	61/02 Jalapur Jattan	06	Misappropriation on advertisement	0.019	Internal Control Weakness
67.	61/02 Jalapur Jattan	07	Bogus payment on account of earth filling & sanitation work	0.172	Internal Control Weakness
68.	61/02 Jalapur Jattan	08	Misappropriation of funds on development	0.125	Internal Control Weakness
69.	61/02 Jalapur Jattan	09	Bogus drawl on development funds	0.125	Poor Performance
70.	61/02 Jalapur	10	Misappropriation of	0.191	Internal Control

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
	Jattan		development funds		Weakness
71.	61/02 Jalapur Jattan	11	Non accountal of stock	0.022	Internal Control Weakness
72.	61/02 Jalapur Jattan	12	Doubtful expenditure on development works	0.197	Poor Performance
73.	27 Kathala Gujrat	01	Non utilization of CCB funds	0.650	Internal Control Weakness
74.	27 Kathala Gujrat	03	Non maintenance of record		Internal Control Weakness
75.	27 Kathala Gujrat	04	Non verification of receipts	0.777	Poor Performance
76.	27 Kathala Gujrat	05	Expenditure on pay & allowances	0.502	Internal Control Weakness
77.	27 Kathala Gujrat	07	Unjustified expenditure on civil works	0.043	Internal Control Weakness
78.	27 Kathala Gujrat	08	Doubtful expenditure on dengue spray	0.030	Poor Performance
79.	27 Kathala Gujrat	09	Non accountal of stock	0.030	Internal Control Weakness
80.	27 Kathala Gujrat	10	Unjustified expenditure on wall chalking	0.038	Internal Control Weakness
81.	Saroki-17	01	Non maintenance of record		Poor Performance
82.	Saroki-17	02	Non verification of receipts	0.666	Internal Control Weakness
83.	Saroki-17	03	Non production of bank statement		Internal Control Weakness
84.	Saroki-17	05	Excess expenditure than budget allocation	0.330	Poor Performance
85.	Saroki-17	06	Expenditure on pay & allowances	0.401	Internal Control Weakness
86.	Saroki-17	07	Non accountal of stock	0.074	Internal Control Weakness
87.	Saroki-17	08	Non utilization of CCB fund	0.125	Poor Performance
88.	Saroki-17	09	Unjustified expenditure on sanitation	0.183	Internal Control Weakness
89.	Saroki-17	11	Doubtful expenditure on labor charges	0.143	Internal Control Weakness
90.	Saroki-17	12	Expenditure on earth filling	0.011	Poor Performance

PART-II**Memorandum for Departmental Accounts Committee
Paras Pertaining to previous Audit Years****MFDAC Paras 2011-12**

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
1	UA 52/8 Gujrat	04	Irregular expenditure	100,000	Irregularity / Non-compliance
2	UA 51/7 , UA 52/8	03, 03 & 5	Non-production of record	828,914	Internal Control Weakness
3	UA 51/7	04	Unjustified payment of POL	114,580	Weak Financial Management

MFDAC Paras 2012-13

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
1.	UC Mandiala	2	Non/Less Allocation of CCB Funds	106,250	Internal Control Weakness
2.	UC Thatha Musa	2	Non/Less Allocation of CCB Funds	79,781	Internal Control Weakness
3.	UC Lakhanwal	5	Unjustified payment of salary to Secretary CD	191,388	Poor Performance
4.		6	non verification of deposits of receipts		Internal Control Weakness
5.	UC Chopala	5	Unjustified payment of salary to Secretary CD	191,388	Poor Performance
6.		6	non verification of deposits of receipts		Internal Control Weakness
7.	UC Bharaj	5	Unjustified payment of salary to Secretary CD	191,388	Poor Performance
8.		6	non verification of deposits of receipts		Internal Control Weakness
9.	UC Alamgarh	5	Unjustified payment of salary to Secretary CD	191,388	Poor Performance
10.		6	non verification of deposits of receipts		Internal Control Weakness
11.	UC FatehPur	7	Non/Less Allocation of CCB Funds	400,000	Internal Control Weakness
12.	UC Chechian	2	Non/Less Allocation of CCB Funds	237,500	Internal Control Weakness
13.	UC Jora Jalapur	5	Unjustified payment of salary to Secretary CD	230,842	Poor Performance
14.		6	Non Utilization of CCB funds	175,000	Internal Control Weakness
15.		7	non verification of deposits of receipts	1,825,105	Internal Control Weakness
16.	UC Daulat Nagar	5	Unjustified payment of salary to Secretary CD	191,388	Poor Performance
17.		6	non verification of deposits of receipts		Internal Control Weakness
18.	UC Doga	2	Non/Less Allocation of CCB Funds	162,500	Internal Control Weakness
19.	UC Machiwal	2	Non Utilization of CCB funds	220,000	Internal Control Weakness
20.		5	non verification of deposits of receipts	1,674,765	Internal Control Weakness
21.	UC Langay	2	Non/Less Allocation of CCB Funds	100,000	Internal Control Weakness
22.		5	non verification of deposits of receipts	264,172	Internal Control Weakness
23.	UC Mangowal Gharbi	5	Unjustified payment of salary to secretary CD	178,456	Poor Performance
24.		6	Non verification of deposits of receipt	1,229,322	Internal Control Weakness
25.	UC Jhoranwali	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
26.		6	Non-verification of deposits of receipt		Internal Control Weakness
27.	UC Golayke	2	Non/Less Allocation of CCB Funds	300,000	Internal Control Weakness

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
28.	UC Saroki	2	Non/Less Allocation of CCB Funds	250,000	Internal Control Weakness
29.	UC Machiana	2	Non-Utilization of CCB funds	100,000	Internal Control Weakness
30.		5	Non-verification of deposits of receipts	297,955	Internal Control Weakness
31.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
32.	UC Ghakara Kalan	2	Non-Utilization of CCB funds	200,000	Internal Control Weakness
33.		5	Non-verification of deposits of receipts	150,484	Internal Control Weakness
34.	UC Nagrianwala	5	non verification of deposits of receipts	1,879,036	Internal Control Weakness
35.		6	Unjustified payment of salary to secretary CD	230,892	Poor Performance
36.		7	Non/Less Allocation of CCB Funds	625,000	Internal Control Weakness
37.	UC Moin Ud Din Pur	2	Non/Less Allocation of CCB Funds	396,875	Internal Control Weakness
38.		5	Doubtfull/Less deposit of govt receipt	2,345	Internal Control Weakness
39.	UC Chak Manjun	5	Unjustified payment of salary to Secretary CD	191,388	Poor Performance
40.		6	non verification of deposits of receipts		Internal Control Weakness
41.	UC Madena	2	Non/Less Allocation of CCB Funds	62,500	Internal Control Weakness
42.	UC Sabowal	2	Non/Less Allocation of CCB Funds	62,500	Internal Control Weakness
43.	UC Hariawala	2	Non/Less Allocation of CCB Funds	68,750	Internal Control Weakness
44.	UC Kathala	2	Non/Less Allocation of CCB Funds	300,000	Internal Control Weakness
45.	UC Chak Sada	5	non verification of deposits of receipts		Internal Control Weakness
46.		6	Unjustified payment of salary to secretary CD	191,388	Poor Performance
47.	UC Deona	2	Non/Less Allocation of CCB Funds	250,000	Internal Control Weakness
48.	UC Barila Sharif	2	Non/Less Allocation of CCB Funds	200,000	Internal Control Weakness
49.	UC Tanda	5	non verification of deposits of receipts		Internal Control Weakness
50.		6	Unjustified payment of salary to secretary CD	191,388	Poor Performance
51.	UC Mari Khokharan	5	non verification of deposits of receipts		Internal Control Weakness
52.		6	Unjustified payment of salary to secretary CD	191,388	Poor Performance
53.	UC Bhagowal Kalan	2	Non Allocation of CCB Funds	225,000	Internal Control Weakness
54.	UC Chak Kamala	2	Non Allocation of CCB Funds	250,000	Internal Control Weakness

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
55.	UC Karianwala	4	Differece between cash book and Bank Balace	217,194	Internal Control Weakness
56.		5	non verification of deposits of receipts		Internal Control Weakness
57.		6	Unjustified payment of salary to secretary CD	191,388	Poor Performance
58.	UC Hajiwala	5	non verification of deposits of receipts		Internal Control Weakness
59.		6	Unjustified payment of salary to secretary CD	191,388	Poor Performance
60.	UC Hazara Mughlan	5	non verification of deposits of receipts	179,434	Internal Control Weakness
61.		6	Unjustified payment of salary to secretary CD	225,972	Poor Performance
62.		7	Non Allocation of CCB Funds	460,000	Internal Control Weakness
63.	UC Ajnala	2	Non utilization of CCB Funds	312,500	Internal Control Weakness
64.		5	non verification of deposits of receipts	1,731,335	Internal Control Weakness
65.	UC Jalapur Sobatian	2	Non allocation of CCB Funds	350,000	Internal Control Weakness
66.	UC Santal	2	Non utilization of CCB Funds	250,000	Internal Control Weakness
67.	UC Pero Shah	2	Non utilization of CCB Funds	225,000	Internal Control Weakness
68.		5	non verification of deposits of receipts	1,819,017	Internal Control Weakness
69.		6	Unjustified payment of salary to secretary CD	230,847	Poor Performance
70.	UC Gujrat-1	2	Non allocation of CCB Funds	170,000	Internal Control Weakness
71.		5	non verification of deposits of receipts	1,255,476	Internal Control Weakness
72.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
73.	UC Gujrat-2	2	Non utilization of CCB Funds	220,000	Internal Control Weakness
74.		5	non verification of deposits of receipts	2,110,264	Internal Control Weakness
75.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
76.	UC Gujrat-3	2	Non allocation of CCB Funds	242,500	Internal Control Weakness
77.		5	non verification of deposits of receipts	732,709	Internal Control Weakness
78.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
79.	UC Gujrat-4	2	Non allocation of CCB Funds	265,000	Internal Control Weakness
80.		5	non verification of deposits of receipts	1,365,123	Internal Control Weakness
81.		6	Unjustified payment of salary to secretary CD	230,892	Poor Performance

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
82.	UC Gujrat-5	2	Non utilization of CCB Funds	52,000	Internal Control Weakness
83.		5	non verification of deposits of receipts	270,609	Internal Control Weakness
84.		6	Unjustified payment of salary to secretary CD	230,892	Poor Performance
85.	UC Gujrat-6	2	Non utlization of CCB Funds	275,000	Internal Control Weakness
86.		5	non verification of deposits of receipts	1,804,560	Internal Control Weakness
87.		6	Unjustified payment of salary to secretary CD	225,972	Poor Performance
88.	UC Gujrat-7	2	Non utlization of CCB Funds	125,000	Internal Control Weakness
89.		5	non verification of deposits of receipts	262,162	Internal Control Weakness
90.		6	Unjustified payment of salary to secretary CD	230,892	Poor Performance
91.	UC Gujrat-8	2	Non allocation of CCB Funds	75,000	Internal Control Weakness
92.		5	non verification of deposits of receipts	1,888,073	Internal Control Weakness
93.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
94.	UC Gujrat-9	2	Non allocation of CCB Funds	300,000	Internal Control Weakness
95.		5	non verification of deposits of receipts	1799,974	Internal Control Weakness
96.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
97.	UC Gujrat-10	5	non verification of deposits of receipts		Internal Control Weakness
98.		6	Unjustified payment of salary to secretary CD	191,388	Poor Performance
99.	UC Gujrat-12	2	Non utilization of CCB Funds	250,000	Internal Control Weakness
100.		5	non verification of deposits of receipts	1,969,055	Internal Control Weakness
101.		6	Unjustified payment of salary to secretary CD	230,892	Poor Performance
102.	UC Gujrat-13	2	Non utilization of CCB Funds	175,000	Internal Control Weakness
103.		5	non verification of deposits of receipts	1,797,075	Internal Control Weakness
104.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
105.	UC Gujrat-14	2	Non utilization of CCB Funds	220,000	Internal Control Weakness
106.		5	non verification of deposits of receipts	1,775,289	Internal Control Weakness
107.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
108.	UC Gujrat-15	2	Non utilization of CCB Funds	100,000	Internal Control Weakness
109.		5	non verification of deposits of receipts	250,162	Internal Control Weakness
110.		6	Unjustified payment of salary to secretary CD	230,842	Poor Performance
111.	UC Jalapur Jattan-1	2	Non allocation of CCB Funds	250,000	Internal Control Weakness
112.	UC Jalapur Jattan-2	2	Non/less allocation of CCB Funds	150,000	Internal Control Weakness
113.	UC Jalapur Jattan-4	2	Non/less allocation of CCB Funds	150,000	Internal Control Weakness
114.	UC Kunjah	2	Non utilization of CCB Funds	190,625	Internal Control Weakness
115.		5	non verification of deposits of receipts	1,762,463	Internal Control Weakness
116.		6	Unjustified payment of salary to secretary CD	225,972	Poor Performance
117.	UC Sehna	5	Unjustified payment of salary to secretary CD	191,388	Internal Control Weakness
118.		6	Non verification of deposits of receipt		Internal Control Weakness
119.	UC Gulyana	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
120.		6	Non verification of deposits of receipt		Internal Control Weakness
121.	UC Malka	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
122.		6	Non verification of deposits of receipt		Internal Control Weakness
123.	UC Thota Rai Bahadar	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
124.		6	Non verification of deposits of receipt		Internal Control Weakness
125.	UC Dhoria	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
126.		6	Non verification of deposits of receipt		Internal Control Weakness
127.	UC Barnali	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
128.		6	Non verification of deposits of receipt		Internal Control Weakness
129.	UC Noonan Wali	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
130.		6	Non verification of deposits of receipt		Internal Control Weakness

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
131.	UC Mirza Tahir	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
132.		6	Non verification of deposits of receipt		Internal Control Weakness
133.	UC Marala	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
134.		6	Non verification of deposits of receipt	328,818	Internal Control Weakness
135.	UC Panjan Kissana	5	Unjustified payment of salary to secretary CD	178,456	Poor Performance
136.		6	Non verification of deposits of receipt	1,419,812	Internal Control Weakness
137.	UC Bharwal	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
138.		6	Non verification of deposits of receipt		Internal Control Weakness
139.	UC Jora	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
140.		6	Non verification of deposits of receipt	108,600	Internal Control Weakness
141.	UC Karnana	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
142.		6	Non verification of deposits of receipt	79,400	Internal Control Weakness
143.	UC Haji Muhammad	5	Unjustified payment of salary to secretary CD	178,456	Poor Performance
144.		6	Non verification of deposits of receipt	1,456,946	Internal Control Weakness
145.	UC Kotla Qasim Khan	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
146.		6	Non verification of deposits of receipt		Internal Control Weakness
147.	UC Theekrian	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
148.		6	Non verification of deposits of receipt	130900	Internal Control Weakness
149.	UC Lamausa 1	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
150.		6	Non verification of deposits of receipt		Internal Control Weakness
151.	UC Lamausa 3	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
152.		6	Non verification of deposits of receipt		Internal Control Weakness
153.	UC Lamausa 4	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
154.		6	Non verification of deposits of receipt		Internal Control Weakness
155.	UC Khawaspur	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
156.		6	Non verification of deposits of receipt	202,800	Internal Control Weakness

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
157.	Uc Chakori Sher Ghazi	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
158.	Uc Miana Chak	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
159.		6	Non verification of deposits of receipt	118,600	Internal Control Weakness
160.	UC Fata Band	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
161.		6	Non verification of deposits of receipt		Internal Control Weakness
162.	UC Kolian Shah Hussain	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
163.		6	Non verification of deposits of receipt		Internal Control Weakness
164.	UC Sikryala	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
165.		6	Non verification of deposits of receipt		Internal Control Weakness
166.	UC Warriachanwala	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
167.		6	Non verification of deposits of receipt		Internal Control Weakness
168.	UC Amra Kalan	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
169.		6	Non verification of deposits of receipt		Internal Control Weakness
170.	UC Chak Jani	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
171.		6	Non verification of deposits of receipt		Internal Control Weakness
172.	UC Chakori Bheelowal	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
173.		6	Non verification of deposits of receipt		Internal Control Weakness
174.	UC Bagrianwali	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
175.		6	Non verification of deposits of receipt		Internal Control Weakness
176.	UC Kotla Arab Ali Khan	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
177.		6	Non verification of deposits of receipt		Internal Control Weakness
178.	UC Achh	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
179.		6	Non verification of deposits of receipt		Internal Control Weakness
180.	UC Charyawala	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
181.		6	Non verification of deposits of receipt		Internal Control Weakness
182.	UC Bhaddar	2	Non Allocation of CCB Funds	225,000	Internal Control Weakness

Sr. #	Name of Formations	AIR Para No.	Subject	Amount (Rs)	Nature of Para
183.	UC Langrial	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
184.		6	Non verification of deposits of receipt		Internal Control Weakness
185.	UC Sabour	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
186.		6	Non verification of deposits of receipt		Internal Control Weakness
187.	UC Dilawar Pur	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
188.		6	Non verification of deposits of receipt		Internal Control Weakness
189.	UC Kharian	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
190.		6	Non verification of deposits of receipt		Internal Control Weakness
191.	UC Dinga 1	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
192.		6	Non verification of deposits of receipt		Internal Control Weakness
193.	UC Dinga 2	5	Unjustified payment of salary to secretary CD	191,388	Poor Performance
194.		6	Non verification of deposits of receipt		Internal Control Weakness
195.	UC 115- Kohar	5	Doubtfull deposit of receipt		Internal Control Weakness
196.	UC 116- Sarai Alamgir City 1	5	Doubtfull deposit of receipt		Internal Control Weakness
197.	UC 117- Sarai Alamgir City 2	5	Doubtfull deposit of receipt		Internal Control Weakness

Annexure-B

**UAs of Gujrat District
Budget and Expenditure Statement for Financial Years 2013-2015
Ten Union Administrations - Budget and Expenditure details**

Sr. #	UA # & Name of UAs	Name of Heads	Budget (Rs)	Expenditure (Rs)	Excess (+) / Saving (-) (Rs)	%age Saving / Excess
1	UA # 29 Deona	Salary	1.814	1.264	-0.550	30%
		Non Salary	0.868	1.011	0.143	16%
		Development	1.25	1.197	-0.053	4%
2	UA # 59/15 Fawara Chowk	Salary	2.480	2.117	-0.363	15%
		Non Salary	1.68	0.424	-1.256	75%
		Development	0.692	0.672	-0.020	3%
3	UA # 55/11 City Gujrat	Salary	2.845	2.685	-0.160	6%
		Non Salary	1.718	0.405	-1.313	76%
		Development	3.7	0.698	-3.002	81%
4	UA # 17 Saroki	Salary	3.232	2.065	-1.167	36%
		Non Salary	1.05	0.662	-0.388	37%
		Development	1.53	1.211	-0.319	21%
5	UA # 27 Kathala	Salary	2.946	1.897	-1.049	36%
		Non Salary	0.9	0.499	-0.401	45%
		Development	3.4	0.476	-2.924	86%
6	UA # 15 Jheeranwali	Salary	2.68	2.144	-0.536	20%
		Non Salary	0.955	0.507	-0.448	47%
		Development	0.91	0.835	-0.075	8%
7	UA # 65 Shadiwal	Salary	2.67	2.18	-0.490	18%
		Non Salary	0.385	0.465	0.080	21%
		Development	1.6	0.234	-1.366	85%
8	UA # 48/04 City	Salary	2.54	2.073	-0.467	18%
		Non Salary	1.189	0.658	-0.531	45%
		Development	1.75	0.655	-1.095	63%
9	UA # 61/02 Jalal Pur Jattan	Salary	2.774	2.191	-0.583	21%
		Non Salary	0.7	0.455	-0.245	35%
		Development	1.7	1.28	-0.420	25%
10	UA # 49/05 City	Salary	2.51	2.192	-0.318	13%
		Non Salary	1.165	0.714	-0.451	39%
		Development	0.93	0.506	-0.424	46%
GRAND TOTAL			54.563	34.372	-20.191	37%

Annexure-C**Non Production of Record**

Para 1.2.1.1 of Rs 6.81 million

Sr. No	Name of Union Council	Tehsile	Financial Year	Description	Amount (Rs)
1	29-Doena	Gujrat	2013-15	Receipt	3.085
2	29-Doena	Gujrat	2013-15	Exepnditure	3.472
3	59/15 City	Gujrat	2013-15	Exepnditure	0.171
4	59/15 City	Gujrat	2013-15	Sports Festival	0.087
TOTAL					6.815

Annexure-D**Irregular Provision of Block Allocation**

Para 1.2.2.1 of Rs 17.07 million

Sr. #	Name of Union Council	Tehsile	Amount (Rs)	AIR Para #
1	48/04 City	Gujrat	1.750	1
2	55/11 City	Gujrat	4.000	1
3	29- Deona	Gujrat	1.250	03
4	65- Shadiwal	Gujrat	1.600	1
5	49/05 City	Gujrat	0.930	1
6	Jheranwali	Gujrat	0.910	1
7	Jalalpur Jattan	Gujrat	1.700	2
8	Kathala	Gujrat	3.400	2
9	17-Saroke	Gujrat	1.530	4
TOTAL			17.07	-

Annexure-E**Irregular Expenditure on Development Work** Para 1.2.2.2 of Rs 2.55 million

Sr. #	Name of UCs	Tehsile	Amount (Rs)	AIR Para #
1	48/04 City	Gujrat	0.272	03
2	48/04 City	Gujrat	0.260	04
3	55/11 City	Gujrat	0.449	05
4	65- Shadiwal	Gujrat	0.221	05
5	65- Shadiwal	Gujrat	0.183	06
6	Jhehranwali	Gujrat	0.299	06
7	Khatala	Gujrat	0.344	06
8	Saroke	Gujrat	0.519	10
TOTAL			2.547	