

Meghalaya SACS

**OFFICE OF THE PROJECT DIRECTOR MEGHALAYA AIDS CONTROL SOCIETY
SHILLONG**

No. PD/MACS/Audit/39/5185

Dated Shillong the 7th August 2008

From: The Project Director
Meghalaya AIDS Control Society
Shillong

M. M. M. M.

To,

The Director (Finance)
Govt. of India
National AIDS Control Organisation,
Ministry of Health & Family Welfare
9th Floor, Chandralok Building
36 Janpath, New Delhi-110001

Sub: Audit certificate for the year 2007-2008 of Meghalaya AIDS Control Society, Shillong

Sir,

With reference to the subject above, I have the honour to submit herewith the CPFMS generated Audit certificate along with Final Account Statements for the year 2007-2008 along with Utilization Certificate in respect of Meghalaya AIDS Control Society, Shillong.

This is for favour of your information and necessary action.

Yours faithfully

- Encl:1. Audit Certificate of 2007-2008
2. Utilization Certificate
3. CPFMS Final Account Statements

M. M. M. M.
Project Director
Meghalaya AIDS Control Society
Shillong

26/8/08
15/8/08

**AUDIT REPORT (Pool Fund)
(For Project Financial Statement)**

The Project Director,
MEGHALAYA State AIDS Control Society,
Meghalaya

Introductory Paragraph

We have audited the accompanying financial statements of the National AIDS Control Project – Phase III (financial under World Bank Credit No 3242-IN as of **March, 31, 2008**). Our responsibility is to express an opinion on these financial statements based on our audit.

Scope Paragraph

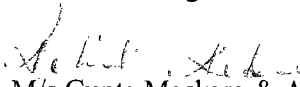
We conducted our audit in accordance with Standards on Auditing issued by the Institute of Chartered Accountants of India. Those Standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts, review of internal controls and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

Opinion Paragraph

In our opinion, the financial statements, read with observation, if any, give a true and fair view of the Sources and Application of Funds and the financial position of MEGHALAYA State Aids Control Society for the year ended March,31,2008 in accordance with consistency applied accounting standards.

In addition,

- (a) with respect to IFRs, adequate supporting documentation has been maintained to support the IFRs,
- (b) which expenditures are eligible for financing under the Credit/Grant Agreement
- (c) Procurement of goods and services has been carried out as per the procurement manual issued by NACO,GOI and NGO/CBO guidelines.


M/s Gupta Maskara & Associates
Col. J. Ali Road, Guwahati - 1
[Dated- 4th August2008]



MEGHALAYA AIDS CONTROL SOCIETY
SHILLONG

Notes on Accounts for the financial year 2007 – 2008

1. Meghalaya AIDS Control Society was formed under the NATIONAL AIDS CONTROL ORGANIZATION, NEW DELHI.
2. The books of accounts have been maintained using double entry book keeping principles.
3. The assets and liabilities of the AIDS Cell, Director of Health Service Meghalaya as on 31.03.99 have been taken over by the Meghalaya AIDS Control Society, which was approved at the second Governing Body meeting of the Society held on 24.03.99. But not included in the Statement of Accounts except recording the same in the Assets Register as per direction of NACO.
4. As per the approved Annual action plan for the financial year 2007-2008 vide letter ref. no – T.11017/23/2007- NACO(PFMU) dt.- 17th August 2007, the allocation for the Admin cost i.e, under the head of Salary & operating expenses was fixed at Rs. 30 lacs whereas the actual expenses incurred under each head was Rs. 31,17,965/- and Rs. 9,79,311/- respectively totaling to Rs. 40,97,276/- which has exceeded the sanctioned limit.
5. The provision of Tax Deducted at Source (TDS) has not been complied with in few cases. Eg- Payment of contractual fees (AMC charges) Rs. 91,418/- was paid during the period without deduction of Tax at source.
6. Grant-in-aid amounting to Rs.5,98,000/- relating to financial year 2007-2008, was received in the month of April 2008 vide DD no. 023671 dt – 05.04.2008 drawn on Bank of Baroda, New Delhi and which was subsequently deposited into Bank has been taken as receipt in the financial year 2007-2008 as per the advice from NACO . And accordingly the same has been incorporated in the Utilization Certificate for the financial year 2007-2008.
7. Grants-in-aid amounting to Rs.24,66,961/- has been treated as Inter unit fund transfer from the Pool Fund a/c and transferred to the Global Fund VI a/c as per the instruction of NACO .
8. Employees contribution to GPF, wherever applicable, were not recovered from salary paid during the year and the GPF contribution were deposited separately into the Treasury by the employee concerned. As such it is difficult to check whether appropriate payment has been made or not on regular basis.
9. Accounts have been maintained in Computer Project Financial Management Systems (CPFMS) as per guidelines by NACO during the year.

For Gupta Maskara and Associates
Chartered Accountant

Partner

Dated: Guwahati, 4th August 2008

Project Director
Meghalaya AIDS Control Society

Shillong-793001

Date: 4th August 2008

Project Director,

Meghalaya AIDS Control Society

Shillong.

GUPTA MASKARA & ASSOCIATES
CHARTERED ACCOUNTANTS

Head Office :-

Assam Gujrat Blood Bank Building[2nd Floor]
Col J. Ali Road, Near Hari Sabha, Pan Bazar,
Guwahati - 781001
Ph. : (O) (0361) 2543743 , 2630487
Tele-Fax : (0361) 2543743
e-mail : pmasguw@rediffmail.com

Branch:

1. Kolkata
2. Guwahati

To,
Meghalaya SACS – POOL FUND
Ideal Lodge Oakland, Shillong-793001
National AIDS Control Project-
Phase III (Credit No.3242-IN)

Utilisation Certificate

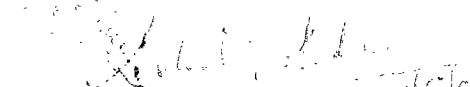
Certified that out of amount of Rs. **5,146,000.00** as grants-in-aid received during the year **2007-08** from the Ministry of Health and Family Welfare (National AIDS Control Organization) vide letters mentioned hereunder and Rs. **11,571,463.88** on account of unspent balance brought forward from the previous financial year, a sum of Rs. **5,876,235.00** has been utilized for the purpose for which it was sanctioned and the balance of Rs. **10,055,424.88** remaining unutilized at the end of the year will be adjusted towards the grants in-aid payable during the next year 2008-2009.


Sl. No.	Sanction letter Number and Date	Amount
1.	Vide letter No. T-11020/7/2007 - NACO (ART) dated 12/04/07	Rs. 9,52,000.00
2.	Vide letter No. T-11017/23/2007 - NACO (PFMU) dated 13/02/08	Rs. 35,96,000.00
3.	Vide letter No. T-11017/23/2007 - NACO (PFMU) dated 11/04/08	Rs. 5,98,000.00
	Total:	Rs. 51,46,000.00

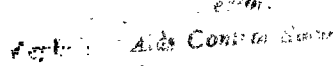
Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised

1. Statement of Expenditures
2. Annual Financial Statements


M/s Gupta Maskara & Associates
(Chartered Accountant)


(Project Director)
(Meghalaya SACS-POOL FUND)


Project Director
Aids Control Society

Opening balance of Net Current Assets	Amount (Rs.)
SBI	9,866,582.88
Advance to Others	1,000,000.00
Advance to NGOs	193,236.00
Advance to Staff	211,645.00
Advance to Autonomous Bodies	300,000.00
	<u>11,571,463.88</u>
Sources of funds	Amount (Rs.)
Grant from NACO to SACS	5,146,000.00
	<u>5,146,000.00</u>
Utilisation of funds	Amount (Rs.)
HIV Kits	11,555.00
Other Lab. Supplies	45,828.00
IEC	792,813.00
Training	105,514.00
Salary	3,057,059.00
Vehicle Maintenance	7,925.00
Travelling Expenses	283,602.00
Rent, Rates & Taxes	194,129.00
Telephone/Communication Expenses	7,837.00
Bank Charges	3,125.00
Miscellaneous Expenses	415,693.00
Printing & Stationery	20,891.00
Leave Salary & Pension Contributions	60,906.00
Surveillance	768,977.00
Quality Assessment	54,034.00
Office Equipment	46,347.00
	<u>5,876,235.00</u>
Closing balance of Net Current Assets	Amount (Rs.)
SBI	2,046,172.88
Cheque in Transit	598,000.00
ICICI (PF)	3,596,000.00
Advance to Others	233,791.00
Advance to NGOs	708,800.00
Advance to Staff	75,000.00
Advance to Autonomous Bodies	330,700.00
Inter Unit Fund Transfer	2,466,961.00
	<u>10,055,424.88</u>



Meghalaya SACS - Pool Fund

[Draft]


Ideal Lodge Oakland , Shillong - 793001

National AIDS Control Project - Phase III (Credit No. 3242-IN)

Balance Sheet

For The Period From : 01-Apr-2007 To :31-Mar-2008

Figures for the previous Period (Rs.)	LIABILITIES	Schedule Reference	Figures for the current Period (Rs.)	Figures for the previous Period (Rs.)	ASSETS	Schedule Reference	Figures current (R)
11,571,463.88	GENERAL FUND	01	10,055,424.88	3,101,072.00	FIXED ASSETS	02	3.14
3,101,072.00	FIXED ASSET FUND		3,147,419.00		CURRENT ASSETS, LOANS AND ADVANCES		
				9,866,582.88	CURRENT ASSETS	0301	6.24
				1,704,881.00	LOANS AND ADVANCES	0401	3.81
<u>14,672,535.88</u>			<u>13,202,843.88</u>	<u>14,672,535.88</u>			<u>13.202</u>



[Signature]
Auditor

FC/EM/FO
Finance Officer
Meghalaya AIDS Control Society
Shillong

Project Director
[Signature]
Meghalaya AIDS Control Society
Shillong.

General Fund

Schedule 01

Figures in Rupees

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Opening grant in aid	11,571,463.88	0.00
Add: Received during the year		
Pool Fund - World Bank	0.00	14,672,535.88
Grant from NACO to SACS	5,146,000.00	0.00
Less: Utilised during the year		
Grants utilised to the extent of revenue expenditure	6,615,692.00	0.00
Grants utilised to the extent of fixed asset expenditure	46,347.00	3,101,072.00
Closing grant in aid	10,055,424.88	11,571,463.88

Fixed Asset

Schedule 02

Figures in Rupees

Particulars	Opening Balance	Addition	Deletion	Closing Balance
Blood Bank Equipments (2203)	1,246,781.00	0.00	0.00	1,246,781.00
Furniture , Fixtures & Supplies (2202)	395,268.00	0.00	0.00	395,268.00
Office Equipment (2206)	762,373.00	46,347.00	0.00	808,720.00
Vehicles (2205)	696,650.00	0.00	0.00	696,650.00
Grand Total	3,101,072.00	46,347.00	0.00	3,147,419.00

Funds from Other Sources

Schedule 03

Figures in Rupees

Particulars	Opening Balance	Grant Recieved	Grant Utilised/ Refunded	Closing Balance
Grand Total				

CURRENT ASSETS

Schedule 0301

Figures in Rupees

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
SBI	2,046,172.88	9,866,582.88
Cheque in Transit	598,000.00	0.00
ICICI (PF)	3,596,000.00	0.00
Total	6,240,172.88	9,866,582.88

LOANS AND ADVANCES

Schedule 0401

Figures in Rupees

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Advance to Others	233,791.00	1,000,000.00
Advance to NGOs	708,800.00	193,236.00
Advance to Staff	75,000.00	211,645.00
Advance to Autonomous Bodies	330,700.00	300,000.00
Inter Unit Fund Transfer	2,466,961.00	0.00
Total	3,815,252.00	1,704,881.00



Meghalaya SACS - Pool Fund

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Ideal Lodge Oakland , Shillong - 793001

National AIDS Control Project - Phase III (Credit No. 3242-IN)

Income And Expenditure Account
For The Period From : 01-Apr-2007 To :31-Mar-2008

Figures for the previous Period (Rs.)	EXPENDITURE	Schedule Reference	Figures for the current Period (Rs.)	Figures for the previous Period (Rs.)	INCOME	Schedule Reference	Figure: current (F)
0.00	IEC		792,813.00	0.00	Other Income	28	30
0.00	Surveillance		768,977.00	0.00	Grants utilised to the extent of revenue expenditure		6,6
0.00	(TI)Non Reimbursable prior period expensable		122,874.00				
0.00	(PI)Non Reimbursable prior period expensable		968,831.00				
0.00	Kits and Other Lab Supplies	06	57,383.00				
0.00	Training and Workshops	08	105,514.00				
0.00	Salary (Pay and Allowances)	13	3,117,965.00				
0.00	Maintenance Costs	14	7,925.00				
0.00	Operational Expenses	15	979,311.00				
0.00			6,921,593.00	0.00			

Other Income

Schedule 28

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Interest from Bank	305,901.00	0.00
Total	305,901.00	0.00

Kits and Other Lab Supplies

Schedule 06

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
HIV Kits	11,555.00	0.00
Other Lab. Supplies	45,828.00	0.00
Total	57,383.00	0.00

Training and Workshops

Schedule 08

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Training	105,514.00	0.00
Total	105,514.00	0.00

Salary (Pay and Allowances)

Schedule 13

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Salary	3,057,059.00	0.00
Leave Salary & Pension Contributions	60,906.00	0.00
Total	3,117,965.00	0.00

Maintenance Costs

Schedule 14

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Vehicle Maintenance	7,925.00	0.00
Total	7,925.00	0.00

Operational Expenses

Schedule 15

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Travelling Expenses	283,602.00	0.00
Rent, Rates & Taxes	194,129.00	0.00
Telephone/Communication Expenses	7,837.00	0.00
Bank Charges	3,125.00	0.00
Miscellaneous Expenses	415,693.00	0.00
Printing & Stationery	20,891.00	0.00
Quality Assessment	54,034.00	0.00
Total	979,311.00	0.00



Meghalaya SACS - Pool Fund

[Draft]

Ideal Lodge Oakland, Shillong - 793001

National AIDS Control Project - Phase III (Credit No. 3242-IN)

Receipt And Payment Account For The Period From : 01-Apr-2007 To :31-Mar-2008

Figures for the previous Period (Rs.)	RECEIPTS	Schedule Reference	Figures for the current Period (Rs.)	Figures for the previous Period (Rs.)	PAYMENTS	Schedule Reference	Figures current (Rs.)
	Opening Balance:			0.00	LOANS AND ADVANCES	17	3,47
0.00	Balance with Bank	30	9,866,582.88	0.00	FIXED ASSETS	16	4
9,866,582.88	GENERAL FUND	13	5,146,000.00	0.00	CURRENT LIABILITIES	32	1
0.00	CURRENT LIABILITIES	32	35,944.00	0.00	Kits and Other Lab Supplies	18	4
0.00	Other Income	40	305,901.00	0.00	Training and Workshops	20	1
				0.00	Salary (Pay and Allowances)	25	3,15
				0.00	Maintenance Costs	26	
				0.00	Operational Expenses	27	92
				0.00	IEC		62
				0.00	Surveillance		7
					Closing Balance:		
				0.00	Cash in hand		
				9,866,582.88	Balance with Bank	31	6,24

GENERAL FUND

Schedule 13

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Pool Fund - World Bank	0.00	9,866,582.88
Grant from NACO to SACS	5,146,000.00	0.00
Total	5,146,000.00	9,866,582.88

CURRENT LIABILITIES

Schedule 32

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Stale Cheques	35,944.00	0.00
Total	35,944.00	0.00

Balance with Bank

Schedule 30

Particulars	As at 01-Apr-07 (Rs.)	As at 01-Apr-06 (Rs.)
SBI	9,866,582.88	0.00
Total	9,866,582.88	0.00

Other Income

Schedule 40

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Interest from Bank	305,901.00	0.00
Total	305,901.00	0.00

LOANS AND ADVANCES

Schedule 17

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Advance to NGOs	638,438.00	0.00
Advance to Staff	323,132.00	0.00
Advance to Autonomous Bodies	41,950.00	0.00
Inter Unit Fund Transfer	2,466,961.00	0.00
Total	3,470,481.00	0.00

FIXED ASSETS

Schedule 16

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Office Equipment	46,347.00	0.00
Total	46,347.00	0.00

CURRENT LIABILITIES

Schedule 32

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
General Provident Fund	4,000.00	0.00
TDS (Salary)	7,815.00	0.00
Total	11,815.00	0.00

Kits and Other Lab Supplies

Schedule 18

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
HIV Kits	11,555.00	0.00
Other Lab. Supplies	45,828.00	0.00
Total	57,383.00	0.00

Training and Workshops

Schedule 20

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Training	78,359.00	0.00
Total	78,359.00	0.00

Salary (Pay and Allowances)

Schedule 25

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Salary	3,072,399.00	0.00
Leave Salary & Pension Contributions	83,989.00	0.00
Total	3,156,388.00	0.00

Maintenance Costs

Schedule 26

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Vehicle Maintenance	8,275.00	0.00
Total	8,275.00	0.00

Operational Expenses

Schedule 27

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
Travelling Expenses	283,602.00	0.00
Rent, Rates & Taxes	194,129.00	0.00
Telephone/Communication Expenses	12,265.00	0.00
Bank Charges	3,125.00	0.00
Miscellaneous Expenses	415,693.00	0.00
Printing & Stationery	20,891.00	0.00
Quality Assessment	4,034.00	0.00
Total	933,739.00	0.00

Balance with Bank

Schedule 31

Particulars	As at 31-Mar-08 (Rs.)	As at 31-Mar-07 (Rs.)
SBI	2,046,172.88	9,866,582.88
Cheque in Transit	598,000.00	0.00
ICICI (PF)	3,596,000.00	0.00
Total	6,240,172.88	9,866,582.88



Meghalaya SACS - Pool Fund

National AIDS Control Project - Phase III (Credit No. 3242-IN)

Bank Reconciliation Statement

Bank Code SBI (3104)

As on 31-Mar-2008

Particulars	Amount (Rs.)	Amount (Rs.)
Closing Balance as per Bank Book		2,046,172.88
ADD		
Cheques issued but not presented for payment	13,960.00	
Directly Credited by Bank	0.00	
		13,960.00
LESS		
Cheques deposited but not cleared	0.00	
Directly Debited by Bank	0.00	
		0.00
Closing Balance as per Bank Statement		2,060,132.88



Meghalaya SACS - Pool Fund

National AIDS Control Project - Phase III (Credit No. 3242-IN)

Bank Reconciliation Statement

Bank Code ICICI (PF) (3108)

As on 31-Mar-2008

Particulars	Amount (Rs.)	Amount (Rs.)
Closing Balance as per Bank Book		3,596,000.00
ADD		
Cheques issued but not presented for payment	0.00	
Directly Credited by Bank	0.00	
		0.00
LESS		
Cheques deposited but not cleared	0.00	
Directly Debited by Bank	0.00	
		0.00
Closing Balance as per Bank Statement		3,596,000.00