

**R.N. MISHRA & CO.**  
Chartered Accountants  
507, Verma Centre,  
Boring Road Crossing,  
Patna-800001  
Pho. No.:- 0612-2541109/2541049

**Auditors' Report**  
**(Pool Fund)**

**The Project Director,**  
Bihar State AIDS Control Society,  
Sheikhpura,  
Patna-14.

We have audited the accompanying financial statements of the Pool Fund of the National AIDS Control Project – Phase III (financed under World Bank Credit No. not applicable 3242-IN and DFID grant No not applicable) comprising Balance Sheet as at **31<sup>st</sup> March, 2009**, Income & Expenditure Account and Receipt & Payment Account for the year ended 31<sup>st</sup> March, 2009. These Financial Statement are the responsibility of the society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

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.

In our opinion and to the best of our information and according to the explanations given to us, the Balance Sheet and the Income & Expenditure Statement read with the Accounting Policies and the notes on the accounts attached with the Balance Sheet and subject to our comments given in Annexure-I of the report give a true and fair view:

- (a) in the case of Balance Sheet, of the State of Affairs of the Society as at 31<sup>st</sup> March, 2009;
- (b) in the case of Income & Expenditure Statement, of the Income & Expenditure for the year ended on that date; and,
- (c) in the case of Receipt & Payment Account, of the receipts & payments taken place during the year ended on that date.

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

Place : Patna

Dated : *28th day of Aug 2009*



For R. N. Mishra & Co.,  
Chartered Accountants.

*[Handwritten Signature]*  
[R. N. Mishra]  
Partner  
M. No. 80270

Statement of Expenditure for the Purpose of Reimbursement - Claim for the year 2008-09

		Amount	VAI	Ser Tax	Total	Name of Party
		67,764.00		67,764.00	67,764.00	O.P. Tulsyan & Co.
		2,65,619		29,219.00	2,92,190.00	O.P. Tulsyan & Co.
		2,65,619		29,219.00	2,92,190.00	O.P. Tulsyan & Co.
		14,879		1,653.00	16,532.00	Keshav Jha & Co.
		16,875		1,875.00	18,750.00	Keshav Jha & Co.
		16,875		1,875.00	18,750.00	Keshav Jha & Co.
		15,424		1,714.00	17,138.00	Keshav Jha & Co.
		10,874		1,208.00	12,082.00	Keshav Jha & Co.
		16,875		1,875.00	18,750.00	Keshav Jha & Co.
		16,875		1,875.00	18,750.00	Keshav Jha & Co.
		70,755		1,250.63	72,005.63	VIA Media Advertising
		10,746		189.94	10,935.94	VIA Media Advertising
		17,800	684.00		18,484.00	Abhi Medico
		61,817	2,376.00		64,193.00	Jain International
		1,40,450		15,450.00	1,55,900.00	R.N. Mishra & Co.
	<b>Total</b>	<b>2,69,795</b>	<b>3,060.00</b>	<b>1,55,167.57</b>	<b>4,27,922.57</b>	

*Handwritten signature*

M/S R. N. MISHRA & CO.  
CHARTERED ACCOUNTANTS  
507, VERMA CENTRE  
Boring Road Crossing  
PATNA- 800 001

**BIHAR STATE AIDS CONTROL SOCIETY, PATNA**  
**MANAGEMENT REPORT ON THE ACCOUNTS OF BSACS FOR THE**  
**YEAR ENDED 31<sup>ST</sup> MARCH, 2009.**

**1. Introduction**

We were appointed by Bihar State Aids Control Society to conduct the audit of the National HIV/AIDS Control Project ("the project"), for the year 2008-2009 in accordance with the terms and conditions set out in the appointment letter dated 03<sup>rd</sup> day of June 2008 issued by the society.

This Management Letter is intended solely as per the Terms of Reference the Auditors are required to submit Management Letter incorporating comments, observations and suggestions on the accounts, systems, controls, management compliances and various other matters. In the light of the same for the information and use of the project management and others within the organization and should not be used for any other purpose or by any other person or bodies not concerned with Fund.

**2. Scope of Audit**

The primary objectives/area of coverage of the present audit were:

An assessment of the Project Financial Management Arrangements, including internal control.

An assessment of compliance of the conditions of this Grants and their uses as per Project Implementation Plan and World Bank Agreements.

All expenditure made over the projects are eligible and have been correctly classified.

Necessary supporting documents, contracts, records and accounts have been kept in respect of all Project Activities, and

About withdrawals made from the IDA Credit on the basis of Statement of the Expenditure, whether the expenditure was eligible for such withdrawal.



1. **Audit Coverage**

We have audited the accounts of the Project covering the transactions for the financial year ended on 31<sup>st</sup> March 2009. The following Accounts incorporate the accounts/expenditure incurred by:

1. The State Project Office (SPO) at Patna,
2. District Authorities ,
3. Non Government Organizations (NGO's) including People living with Aids Network (PLHA) Organizations,
4. Technical Support Units namely Care India and
5. Community Care Centers.

As per the terms of appointment we conducted the audit of the accounts of The State Project Office (SPO) at Patna.

The Statement of Expenditure submitted by the District Authorities / District Project Implementing Units (DPIU) are accounted for on the basis of certificate from competent authority for utilization of funds as per sanctioned terms and after approval of the programme officer.

Utilization Certificates/ Statement of Expenditure in respect of expenditure incurred by the NGOs against the advance made to them have been audited by the auditors, other than the Society Auditors, appointed by the society for the purpose.

4. **Methodology of the Audit**

The following methodology was followed for the purpose of Audit :

1. Examination of Internal Auditors' Observations
2. Evaluation of Internal Control measures
3. Review of procedures regarding the procurement made during the year.
4. Transactional audit
5. Compliance with the applicable statutes and underlying financing agreements.



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6. Review of the Statements of Expenditure (SOE) / Financial Management Report (FMR) submitted by the project.

**Audit Preparation and Planning:**

The audit was conducted in accordance with the generally accepted principles of auditing and includes such tests of controls and checks as were considered necessary and appropriate under the situation. The audit was conducted on-site at the office of SPO, Patna.

**5. Reporting**

The terms of engagement require us to submit a Management Letter in addition to Audit Report.

The Audit Report and the Management Letter to the Project Management contains our observations and findings arising out of the audit to enable the management to take appropriate remedial action. This incorporates audit observations on the following:

- a) Accuracy of expenditure included in SOE/FMR,
- b) Adequacy of the financial management records, systems and controls,
- c) Adequacy of the systems and controls and recommendations for their improvements,
- d) Compliance with the covenants in the financing agreements,
- e) Other matters having a significant impact on the implementation of the Project.

**6. Records & Statements Reviewed**

During the course of the audit, we reviewed the following Books/ Records/ Documents etc. at the SPO on test check basis for which the items were selected on random sampling basis :

1. Cash Book
2. General Ledger
3. Bank Book



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Journal Book

Subsidiary Ledger

6 Bank Statements and Bank Reconciliation Statements

7 Stock Register

8. Fixed Assets Register

9. The primary books of account of the project were maintained at the SPO in the Software i.e. Computerized Financial Management Service (CPFMS). The Stock Register and Fixed Assets Registers are maintained at the SPO manually.



During the Statutory Audit of Bihar State AIDS Control Society we observed

the following :

BOOK KEEPING & ACCOUNTING SYSTEMS :

- 1.1 During the year under audit BSACS has introduced the CPFMS accounting software as approved by the NACO.
- 1.2 The accounts are being maintained on Cash basis.
- 1.3 Although accounts were maintained in a computerized environments but it was not found satisfactory. Paucity of Trained manpower was the main hurdle in updation of accounts in CPFMS software.
- 1.4 System of Pre-numbered & printed vouchers was not introduced.
- 1.5 There was no system of preparing payment vouchers separately instead concerned Bill/cash memos/Invoices are treated as vouchers.
- 1.6 Vouchers, Bills, Cash Memos or Invoices etc are not being Stamped with a Rubber stamp of a particular Project.
- 1.7 Bank Deposit Receipts were not attached with the Receipt vouchers instead kept in the concerned files.
- 1.8 Advances paid have been treated as expenditure in case of GFATM-VI Fund irrespective of actual expenditure at the time of payment. On the other hand in POOL FUND, it is treated as Advance.
- 1.9 (a) Grants Received were taken as Income to the extent of amount utilised for Revenue Expenditure.  
(b) Capital Grants utilised for Capital Expenditures i.e. purchase of Fixed Assets were not transferred to the "Capital Grant Fund utilised Account" in B/S.
- 1.10 Formal authentication of Journal Entries was not done.
- 1.11 Manual Ledger is not maintained.
- 1.12 No record for Pass-word and ID was kept.
- 1.13 In appropriate presentation in schedules of Balance Sheet & SOE:-



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**III A IM** - In schedule no. 0401 Loans and Advances Rs. 2, 32, 33,419.71 has been as Credit. Balance under the sub-head "Inter Unit Balance". This should have been shown as "Current Liabilities" under a separate head

**2. Internal Control System :**

- 2.1 BSACS has no system of Inhouse Internal Audit instead Accounts are being audited by External Agencies. The Internal Audit system needs to be further strengthened.
- 2.2 The MIS system was not adequate MIS Reports are not timely prepared and analysed.
- 2.3 There was no Disaster Recovery Plan for timely recovery of information.
- 2.4 There is a acute Shortage of Staff at all levels of functioning and management.
- 2.5 Lack of Trained and experienced Accounts personnel comes in the way of maintenance and upkeep of accounts very seriously.
- 2.6 Under the System presently in vogue there is no Digester Management Plan for recovery of data lost due to any reason. This year's accounting has suffered a great set back because of this reason resulting in delayed finalization of accounts.
- 2.7 No regular back-up of data is taken out.

**3. PROJECT MONITORING :**

- 3.1 Action taken report of the Audit Report findings of the NGO/peripheral units were not shown to us.
- 3.2 Recipient units were not regular in submitting monthly statements/ utilization certificates in time.
- 3.3 Late adjustment of advances of NGO/Peripheral units was done at BSACS State Project Office.





**FIXED ASSETS MANAGEMENT :**

Fixed Assets Register recording details of Assets created out of grants were not maintained in a proper manner and in prescribed format. Several columns of the Register were left Blank. In the Register the Name of Assets were not recorded on the page where details of the assets were recorded. There was no totalling of any particular asset for ascertaining total number of any asset.

A number of Fixed Assets does not bear any Identification Mark.

No Depreciation on Fixed Assets was charged.

No Register for Maintenance of Fixed Assets was kept.

Physical Inventory verification of Fixed Assets was not done any time during the year under audit

Recipient units also have neither maintained Fixed Assets Register nor conducted Physical Inventory taking any time during the year.

7 System of Review for Impairment of Fixed Assets was not presently in vogue.

4.8 Log Book for Assets possessed by BSACS was not maintained.

4.9 There is no system of obtaining confirmation from the concerned official that the assets are still in the possession of them and are in good condition.

4.10 Insurance Policy for fixed assets other than vehicles has not been taken.

5 **INVENTORY MANAGEMENT :**

5.1 Computerisation of Inventory control was not done during the year.

5.2 Register for Recording Inventory is not in conformity with the proforma designed by the NACO.

5.3 Inventory Master File was not maintained.

5.4 Receiving and storing of materials were not being done properly. Stores Register was not maintained properly.

5.5 Inventories were not adequately safe guarded.

5.6 There was no System of issuing inventories on FIFO or any other method instead all purchases were treated as consumed.



- 5.7 There was no system of recording of returned materials received from Recipient units.
- 5.8 No physical verification on Inventory was conducted by the BSACS during the year under audit.
- 5.9 There exists no Data base for Inventories.
- 5.10 Issue vouchers are not pre numbered.

6. **FUND MANAGEMENT :**

- 6.1 Grants received in kind from NACO was not recorded in the Grants Register.
- 6.2 Grants released to units were not made as per the expenditure incurred to the extent.
- 6.3 Grants Register for Grants disbursed has not been maintained.

7. **PROCUREMENT CONTROL :**

- 7.1 NGO/CBO Guidelines prepared by NACO has not been followed for conducting due diligence process to identify NGO/CBO for issuing the contracts including supply of pharmaceuticals and Medical under TI/CST contracts.
- 7.2 Special preference has not been given to state owned enterprise/ SSI units at the time of evaluation of bidding of contracts.

8. **CASH MANAGEMENT / RECEIVABLES MANAGEMENT :**

- 8.1 BSACS has not yet disclosed its Accounting policies.
- 8.2 All Accounts are being maintained on cash basis except Salary.
- 8.3 Surplus Fund were kept in savings Bank / Current Account only.
- 8.4 Off Balance Sheet items have not been disclosed properly.
- 8.5 Personal Advances were not adjusted timely.
- 8.6 Huge amount of Advances made to peripheral units and Recipient units were remaining unadjusted for the last several years.



8.7 Identification of advances being doubtful of recovery was not done by the management.

9. **BANK ACCOUNTS :**

- 9.1 Confirmation of Bank balances were not obtained.
- 9.2 Receipts directly deposited into Bank by the parties were late recorded in the Books of account.
- 9.3 The transactions entered into with banks were not reconciled on month to month basis.
- 9.4 The Bank Reconciliation Statement (BRS) prepared at the year end contained a number of transactions unresponded for a period exceeding six months or above.

10. **OBSEVVATIONS ON REMITANCE OF STATUTORY**

**DEDUCTIONS :**

- 10.1 On occasions TDS was not deposited in time.
- 10.2 In some cases other deductions also P.F. and the likes were not remitted in time to the concerned authorities.

11. **Accounting of Funds received from Other Organizations :**

The funds received from the Other Organizations like UNDP etc. are not accounted for in the books of the Society. Instead, a separate bank account was opened and the funds so received were deposited in the separate bank account. A Separate utilization certificate, as explained, are submitted for the utilization of the funds so received. During the year under consideration the details of the funds received by the society from other organizations are given in *Annexure-2* of the report.

12. **Advances:**



- 12.1 The Society has not maintained Temporary Advance Register although per prescribed in guidelines.
- 12.2 An opening balance under Advance to Contractors/ Suppliers of Rs.14,28,000.00 was found as unadjusted during the year.
- 12.3 Some of the advances given to Autonomous Bodies are lying unadjusted from a long period. Neither Utilization Certificate nor refund has been received from parties.
13. **Prior Period Expenses & Income:**  
Expenses accounted through utilization of advance given in previous years related to phase II Not done transferred to prior period expenses at the year end.
14. **Advance to Peripheral Units & Its Adjustments:**
- 14.1 The periodicity of sending the utilization certificates by the peripheral units to the society is quarterly, but in the course of audit it was observed that the norms was not followed in a number of cases. During the year 2008-09 utilization certificates received from peripheral units relating to earlier years were booked as to Prior Period Expenses.
- 14.2 The Society has released subsequent advance or fund to district authorities without settlement of earlier advances.
- 14.3 Advance Register has not been maintained although prescribed.
15. **Advance to NGOs & Its Adjustments:**
- 15.1. We observed that against the advances given to NGOs in earlier years, there was still a substantial amount outstanding as at 31<sup>st</sup> March, 2009.
- 15.2. Advance Register has not been maintained for NGOs.
- 15.3. No advance was released to NGOs for the year 2007-08 and 2008-09, although advances were released for the earlier years.



16. **Ineligible Expenditure for the year 2008-2009:**

As per the current accounting practices the taxes are not separated from the gross expenditure due to which the gross expenses are reported in the SOE claims. During the course of the audit for the year we observed that the society has paid Rs.1, 58,227.57.00 as taxes on category 4 expenses. The details are given vide *Annexure I*.

17. **Statutory Compliances :**

- 17.1 IT Return was not filed.
- 17.2 Annual Return was not submitted with the I.G. Registration, Bihar.
- 17.3 Registration U/S 12 A of IT Act has not been done. Accordingly, exemption U/S 80G also has not been obtained.
- 17.4 The requirements of As – 1 and As – 6 have not been complied with.
- 17.5 The accounts of the previous year was not placed before the AGM of Members.
- 17.6 One number of Governing Council Meeting was held during the year.

18. **Annual Action Plan, FMR and Variance:**

Annual Action Plan is approved by NACO and accordingly grant is released to BSACS. AAP is being approved component wise and again subdivided in sub components with physical targets. However, the Receipt and Payment Account does not reflect the expenses/payment according to approved component wise and sub component wise. Thus utilization is not comparable with the approved Annual Action Plan and no comment is possible on any deviation thereon. The same situation is with the FMR, which is agreeing in total but component wise detail is not possible to verify with the Income and Expenditure Account.

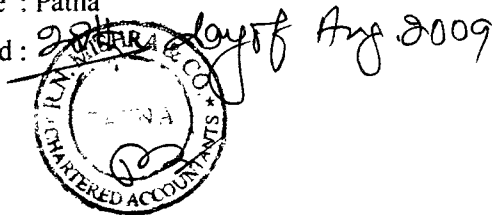


19. OVERALL BOOK KEEPING & ACCOUNTING :

The system of maintenance of books of account is not satisfactory. Late recording of transactions, sometimes not properly and sometimes not in proper heads of accounts, non reconciliation of bank transactions on monthly basis, keeping of payment vouchers in different correspondence files maintained party wise or nature wise instead of number-wise and date-wise in voucher files/Guard Files, lack of numbering on vouchers, lack of monitoring of utilization of grant/ scrutiny of vouchers of the grantee institutions, lack of periodic reconciliation of advances provided to peripheral units and NGOs, lack of follow-up of advances etc are the major deficiencies which need immediate redressal. These deficiencies are largely due to acute shortage of experienced and trained hands in the Accounts Department of the Society.

Place : Patna

Dated : 28th



For R. N. Mishra & Co.,  
Chartered Accountants.

A handwritten signature in black ink, appearing to be 'R. N. Mishra', written over the printed name.

[R. N. Mishra]

Partner

M. No. 80270

Bihar SACS - POOL FUND

(Draft)

SIHFW Bhawan Sheikhpura, Patna - 800014

National AIDS Control Project - Phase III (Credit No. 324-PN)

Balance Sheet

For The Period From : 01-Apr-2008 To :31-Mar-2009

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 for the current Period (Rs.)
132,398,833.49	GENERAL FUND	01	132,398,833.49	12,780,718.70	FIXED ASSETS	02	13,400.47
	CURRENT LIABILITIES AND PROVISIONS				CURRENT ASSETS, LOANS AND ADVANCES		
528,544.00	CURRENT LIABILITIES	0501	221,538.00	69,791,603.18	CURRENT ASSETS	0301	53,153.19
12,780,718.70	FIXED ASSET FUND		13,400,427.70	80,623,937.01	LOANS AND ADVANCES	0401	79,467.17
<u>163,196,258.89</u>			<u>146,020,799.19</u>	<u>163,196,258.89</u>			<u>146,020,799.19</u>



As per our report of even date  
**For R. N. MISHRA & CO.**  
**CHARTERED ACCOUNTANTS**

Auditor

*[Signature]*  
**(R. N. MISHRA)**  
**PARTNER**

*[Signature]*  
 FC/FM/FO

*[Signature]*  
 Patna, dated 20th day of August 2009

*[Signature]*  
 Project Director

**Project Director**  
 Bihar State AIDS Control Society  
 Sheikhpura, Patna

General Fund

Table 01

Rupees

Particulars	As at 31-Mar-09 (Rs.)	
Opening grant in aid	150,087,026.19	150,087,026.19
<b>Add: Received during the year</b>		
Pool Fund - World Bank	12,657,059.00	12,657,059.00
Pool Fund-DFID	12,657,059.00	12,657,059.00
Grant from NACO to SACS	40,000,000.00	61,000,000.00
<b>Less: Utilised during the year</b>		
Grants utilised to the extent of revenue expenditure	57,068,483.70	57,068,483.70
Grants utilised to the extent of fixed asset expenditure	619,709.00	619,709.00
<b>Closing grant in aid</b>	<b>132,398,833.49</b>	<b>150,087,026.19</b>





## Fixed Asset

Schedule 02

Figures in Rupees

Particulars	Opening Balance	Addition	Deletion	Closing Balance
Blood Bank Equipments (2203)	7,911,171.90	0.00	0.00	7,911,171.90
Civil Works (2201)	11,402.00	0.00	0.00	11,402.00
Equipment (Other) (2204)	134,024.00	0.00	0.00	134,024.00
Furniture, Fixtures & Supplies (2202)	2,857,555.80	120,058.00	0.00	2,977,613.80
Office Equipment (2206)	959,262.00	499,651.00	0.00	1,458,913.00
Vehicles (2205)	907,303.00	0.00	0.00	907,303.00
<b>Grand Total</b>	<b>12,780,718.70</b>	<b>619,709.00</b>	<b>0.00</b>	<b>13,400,427.70</b>

## Funds from Other Sources

Schedule 03

Figures in Rupees

Particulars	Opening Balance	Grant Received	Grant Utilised/ Refunded	Closing Balance
<b>Grand Total</b>				



## CURRENT ASSETS

Schedule 0301

Figures in Rupees

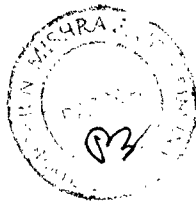
Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Bank 3	53,153,196.58	54,900,195.21
Cheque in Transit	0.00	2,358,000.00
Bank 7	0.00	12,533,407.97
Total	53,153,196.58	69,791,603.18

## LOANS AND ADVANCES

Schedule 0401

Figures in Rupees

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Advance to Others	466,321.30	2,026,483.30
Advance to NGOs	21,325,060.00	19,593,190.00
Advance to Contractors/Suppliers (Non Reimbursable)	26,920.00	16,920.00
Advance to Staff	576,801.00	1,388,902.00
Advance to Autonomous Bodies	-2,520.00	0.00
Advance to District Authorities	33,841,172.90	48,049,699.00
Inter Unit Fund Transfer	23,233,419.71	9,548,742.71
Total	79,467,174.91	80,623,937.01



## CURRENT LIABILITIES

Schedule 0501

Figures in Rupees

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Employees Contribution to CPF	55,696.00	30,568.00
General Provident Fund	5,805.00	12,600.00
Group Insurance Scheme	1,710.00	1,680.00
Other Recoveries	23,671.00	14,871.00
Salary Payable	20,833.00	42,521.00
Security Earnest Deposit (Received)	78,500.00	78,500.00
TDS (Others)	35,323.00	145,274.00
TDS (Salary)	0.00	2,500.00
Total	221,538.00	328,514.00



**Bihar SACS - POOL FUND**

(Draft)

SIHFW Bhawan Sheikhpura, Patna - 800014

National AIDS Control Project - Phase III (Credit No. 3342-IN)

**Income And Expenditure Account**  
**For The Period From : 01-Apr-2008 To :31-Mar-2009**

Figures for the previous Period (Rs.)	EXPENDITURE	Schedule Reference	Figures for the current Period (Rs.)	Figures for the previous Period (Rs.)	INCOME	Schedule Reference	Figures for the current Period (Rs.)
20,922,146.00	IEC		12,199,617.00	3,169,233.00	Other Income	28	2,263,958
0.00	Consultants and Consultancy Services		613,044.00	57,711,241.50	<b>Grants utilised to the extent of revenue expenditure</b>		57,068,485
2,114,351.00	Technical Resource Groups(TRGs)		330,492.00				
516,953.00	Surveillance		1,394,287.00				
2,363,145.00	(II)Non Reimbursable prior period expensable		9,460,570.10				
1,127,518.00	(PI)Non Reimbursable prior period expensable		0.00				
119,570.00	(IS)Non Reimbursable prior period expensable		30,595.00				
6,200.00	(IC)Non Reimbursable prior period expensable		198,274.00				
3,705,361.00	Kits and Other Lab Supplies	06	4,941,047.00				
0.00	Medicines	07	253,421.00				
1,680,085.00	Training and Workshops	08	456,754.00				
1,766,486.00	NGO Services	11	16,186,345.00				
0.00	Operational and Other Research	12	1,559.00				
11,517,796.00	Salary (Pay and Allowances)	13	7,885,375.00				
1,489,661.00	Maintenance Costs	14	157,810.00				
3,551,202.50	Operational Expenses		5,223,252.00				



59,332,442.10

60,880,474.50

59,332,442.10



## Other Income

Schedule 28

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Testing Fee from Patients	312,541.00	86,200.00
Other Receipts	179,237.53	96,681.00
Interest from Bank	1,772,179.87	2,986,352.00
Total	2,263,958.40	3,169,233.00

## Kits and Other Lab Supplies

Schedule 06

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
HIV Kits	0.00	319,388.00
Other Lab. Supplies	0.00	915,073.00
Blood Lab. Supplies	3,520,476.00	2,470,900.00
Consumable Items	1,420,571.00	0.00
Total	4,941,047.00	3,705,361.00



Medicines

Schedule 07

Particulars	As at 31-Mar-09 (Rs.)	31-Mar-08 (Rs.)
STI Drugs	253,421.00	0.00
Total	253,421.00	0.00

Training and Workshops

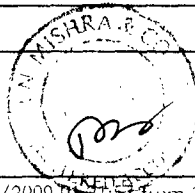
Schedule 08

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Training	456,754.00	1,680,085.00
Total	456,754.00	1,680,085.00

NGO Services

Schedule 11

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
NGO Services	475,548.00	287,767.00
NGO Services for Priority Interventions	15,710,797.00	11,478,719.00
Total	16,186,345.00	11,766,486.00



## Operational and Other Research

Schedule 12

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Operational Research	1,559.00	0.00
Total	1,559.00	0.00

## Salary (Pay and Allowances)

Schedule 13

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Salary	7,452,275.00	11,315,246.00
Leave Salary & Pension Contributions	94,156.00	194,254.00
Medical Expenses	338,944.00	8,296.00
Total	7,885,375.00	11,517,796.00





## Maintenance Costs

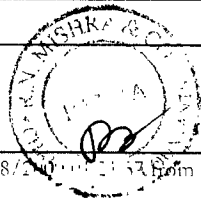
Schedule 14

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Equipment Maintenance	26,075.00	1,310,604.00
Building Maintenance	11,066.00	0.00
Vehicle Maintenance	120,669.00	179,057.00
<b>Total</b>	<b>157,810.00</b>	<b>1,489,661.00</b>

## Operational Expenses

Schedule 15

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Travelling Expenses	1,083,382.00	384,053.50
Rent, Rates & Taxes	736,017.00	805,339.00
Telephone/Communication Expenses	539,953.00	587,025.00
Bank Charges	8,210.00	16,455.00
Miscellaneous Expenses	1,078,733.00	1,669,650.00
Printing & Stationery	309,618.00	37,793.00
Audit Fees	1,298,952.00	0.00
Legal Expenses	12,330.00	21,179.00
Postage/Courier	156,057.00	29,708.00
<b>Total</b>	<b>5,223,252.00</b>	<b>3,551,202.50</b>



## Bihar SACS - POOL FUND

SIHFW Bhawan Sheikhpura, Patna - 800014

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

### Receipt And Payment Account For The Period From : 01-Apr-2008 To :31-Mar-2009

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 for current Pe. (Rs.)
	Opening Balance:			51,606,843.00	LOANS AND ADVANCES	17	32,868.8
88,837,539.18	Balance with Bank	30	69,791,603.18	2,825.00	GENERAL FUND	13	12,656.5
27,236,397.00	LOANS AND ADVANCES	17	1,565,943.00	395,167.00	FIXED ASSETS	16	597.7
61,427,831.00	GENERAL FUND	29	52,662,069.00	3,869,342.00	CURRENT LIABILITIES	32	10,581.80
5,000.00	CURRENT LIABILITIES	32	0.00	5,000,960.00	Kits and Other Lab Supplies	18	2,264.0
3,169,233.00	Other Income	56	2,263,958.40	0.00	Medicines	19	63.85
<u>181,670,000.18</u>			<u>126,283,573.58</u>	471,337.00	Training and Workshops	20	74.65
				369,707.00	NGO Services	23	547.40
				0.00	Operational and Other Research	24	1.55
				30,986,103.00	Salary (Pay and Allowances)	25	3,653.31
				1,460,408.00	Maintenance Costs	26	151.81
				3,346,644.00	Operational Expenses	27	4,200.52
				13,624,126.00	IEC		4,031.01
				0.00	Consultants and Consultancy Services		325.65
				273,261.00	Technical Resource Groups(TRGs)		330.21
				471,674.00	Surveillance		780.72



				Closing Balance:		
			69,791,603.18	Balance with Bank	51	53,152,196.58
			<u>181,670,000.18</u>			<u>126,283,573.58</u>



LOANS AND ADVANCES

Schedule 17

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Advance to Others	75,974.00	52,451.00
Advance to District Authorities	1,489,969.00	4,000.00
Inter Unit Fund Transfer	0.00	26,302,946.00
Total	1,565,943.00	27,238,397.00

GENERAL FUND

Schedule 29

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Pool Fund - World Bank	12,662,069.00	0.00
Pool Fund-DFID	0.00	2,831.00
Grant from NACO to SACS	40,000,000.00	61,425,000.00
Total	52,662,069.00	61,427,831.00

Balance with Bank

Schedule 30

Particulars	As at 01-Apr-08 (Rs.)	As at 01-Apr-07 (Rs.)
Bank 3	54,900,195.21	51,638,118.21
Cheque in Transit	2,358,000.00	0.00
Bank 7	12,533,407.97	38,199,420.97
Total	70,791,603.18	90,837,539.18

CHRA & CO

## CURRENT LIABILITIES

Schedule 32

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Security / Earnest Deposit (Received)	0.00	5,000.00
Total	0.00	5,000.00

## Other Income

Schedule 56

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Testing Fee from Patients	312,541.00	86,200.00
Other Receipts	179,237.53	96,681.00
Interest from Bank	1,772,179.87	2,986,352.00
Total	2,263,958.40	3,169,233.00



LOANS AND ADVANCES

Schedule 17

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Advance to NGOs	17,531,024.00	28,057,249.00
Advance to Contractors/Suppliers (Non Reimbursable)	100,000.00	116,926.00
Advance to Staff	1,567,564.00	2,151,778.00
Advance to District Authorities	0.00	21,280,896.00
Inter Unit Fund Transfer	13,670,244.00	9.00
Total	32,868,832.00	51,606,843.00

GENERAL FUND

Schedule 13

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Pool Fund - World Bank	0.00	2,825.00
Pool Fund-DFID	12,656,544.00	0.00
Total	12,656,544.00	2,825.00

FIXED ASSETS

Schedule 16

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Furniture, Fixtures & Supplies	120,058.00	0.00
Office Equipment	477,726.00	395,167.00
Total	597,784.00	395,167.00



## CURRENT LIABILITIES

Schedule 32

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
General Provident Fund	119,040.00	199,595.00
Employees Contribution to CPF	47,602.00	0.00
Group Insurance Scheme	7,020.00	6,120.00
FDS (Salary)	55,473.00	101,700.00
FDS (Others)	416,898.00	377,513.00
Other Recoveries	16,886.00	61,953.00
Salary Payable	3,916,551.00	3,123,691.00
Creditors Payable	6,002,335.00	0.00
<b>Total</b>	<b>10,581,805.00</b>	<b>3,869,342.00</b>

## Kits and Other Lab Supplies

Schedule 18

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
HIV Kits	0.00	970,953.00
Other Lab Supplies	0.00	1,819,937.00
Blood Lab. Supplies	2,221,715.00	2,210,070.00
Consumable Items	42,920.00	0.00
<b>Total</b>	<b>2,264,635.00</b>	<b>5,000,960.00</b>



Medicines

Schedule 19

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
SII Drugs	63,899.00	0.00
Total	63,899.00	0.00

Training and Workshops

Schedule 20

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Training	74,657.00	471,337.00
Total	74,657.00	471,337.00

NGO Services

Schedule 23

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
NGO Services	142,991.00	0.00
NGO Services for Priority Interventions	404,413.00	369,707.00
Total	547,406.00	369,707.00





## Operational and Other Research

Schedule 24

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Operational Research	1,559.00	0.00
Total	1,559.00	0.00

## Salary (Pay and Allowances)

Schedule 25

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Salary	3,220,213.00	30,783,553.00
Leave Salary & Pension Contributions	94,156.00	194,254.00
Medical Expenses	338,944.00	8,296.00
Total	3,653,313.00	30,986,103.00

## Maintenance Costs

Schedule 26

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Equipment Maintenance	23,075.00	1,284,351.00
Office Maintenance	11,066.00	0.00
Vehicle Maintenance	117,669.00	176,057.00
Total	151,810.00	1,460,408.00

## Operational Expenses

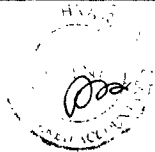
Schedule 27

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Travelling Expenses	893,017.00	299,834.00
Rent Rates & Taxes	736,017.00	805,339.00
Telephone/Communication Expenses	539,953.00	587,025.00
Bank Charges	8,210.00	16,455.00
Miscellaneous Expenses	831,962.00	1,549,311.00
Printing & Stationery	210,868.00	37,793.00
Audit Fees	812,108.00	0.00
Legal Expenses	12,330.00	21,179.00
Postage/Courier	156,057.00	29,708.00
<b>Total</b>	<b>4,200,522.00</b>	<b>3,346,644.00</b>

## Balance with Bank

Schedule 31

Particulars	As at 31-Mar-09 (Rs.)	As at 31-Mar-08 (Rs.)
Bank 3	53,153,196.58	54,900,195.21
Cheque in Transit	0.00	2,358,000.00
Bank 7	0.00	12,533,407.97
<b>Total</b>	<b>53,153,196.58</b>	<b>69,791,603.18</b>



**BIHAR AIDS CONTROLE SOCIETY, PATNA**  
**ACTIVITY : POOL FUND**  
**SCHEDULE OF ACCOUNTING POLICIES AND NOTES ON**  
**ACCOUNTS ANNEXED TO AND FORMING PART OF**  
**ACCOUNTS FOR THE PERIOD ENDED ON 31<sup>ST</sup> MARCH, 2009.**

SCHEDULE-001

**1. ACCOUNTING POLICIES :**

- 1.1 The Financial Statements have been prepared under Historical Cost Convention in accordance with the Generally Accepted Accounting Principles and is on going concern concept. The Accounts have been maintained on Cash System unless other wise stated. The Accounts have been prepared on the Generally Accepted Accounting Principles on Cash System in conformity with the standards as prescribed by the Institute of Chartered Accountants of India for Cash System of Accounting.
- 1.2 Grants- in- Aid is recognized in the Income & Expenditure Account to the extent of Revenue Expenditures.
- 1.3 Capital Expenditures are directly deducted from the Grants in Aid as utilized.
- 1.4 Depreciation on Fixed Assets is not provided.

**2. NOTES ON ACCOUNTS :**

- 2.1 Confirmation of Balance for Advances was not obtained. Besides this, in some cases the balances as shown by the books of account of the Society did not match with the books of account of the NGOs or Govt. Authorities as reported by Internal Auditors.
- 2.2 The fixed assets are stated at Cost and the assets were capitatised on the cost of assets together with the installation or incidental expenses incurred thereon.

