CHARNALIA BHATIA & GANDHI

CHARTERED ACCOUNTANTS



93, Pocket II, Jasola, New Delhi-110 025 **Tel.:** Off. +91-11-47366600 **Fax:** 91-11-47366604 **E-mail:** cbgcpa@gmail.com

The Members, Sahbhagi Shikshan Kendra, Sitapur Road, Luck now, Uttar Pradesh

MANAGEMENT AUDIT REPORT FOR THE YEAR 2015-2016

We have conducted the audit of **Sahbhagi Shikshan Kendra**, **Lucknow** for the year ending 31st March, 2016 and our observations on the same are as under:-

1. ACCOUNTS

A test check of cash, bank and journal vouchers was undertaken and there were no material discrepancies in the same. The vouchers were accurately supported by original documents and the same were in order.

The Balance Sheet, Income & Expenditure Account, Receipt & Payment Account and the annexure to the same are in agreement with the books of accounts maintained by the society.

Interest Accrued

During the year under review the interest accrued on fixed deposits has been accounted for and the same is reflected in the income from interest.

2. BANK RECONCILIATION

The bank reconciliation of all the banks has been checked and the same are in order.

3. INTERNAL CONTROL

There are adequate internal control/internal check procedures commensurate with the size and the nature of transaction.

The system with regard to the stationery department was examined by us and it was found that all receipts and issues are being recorded.



(Contd....2)

4. FIXED ASSETS

The physical verification of assets has not been conducted during the financial year 2015-16. The society is maintaining proper records for recording the purchase of assets.

The depreciation on fixed assets has been charged at the rates specified as per the Income tax rules. However the depreciation charged on the assets does not effect the application of income, since the same is added back.

5. STATUTORY COMPLIANCES

- i) <u>FCRA</u>: The return in Form FC-4 has been filed in time and the same is in order. The interest on FCRA was reflected in the FC-4 form and the same has been shown in the total receipts.
- ii) <u>INCOME TAX</u>
 The return of income for Assessment year 2015-2016 has been filed in time.
- iii) TAX DEDUCTION AT SOURCE
 The society is regular in deducting and depositing T.D.S. and issue of T.D.S.
 Certificate.
 The returns in Form 24Q, 26Q, have been filed in time.
- iv) PROVIDENT FUND
 The society is regular in depositing the Provident Fund deducted from its employees together with its own share.
- v) <u>SERVICE TAX</u> Service tax not applicable to the Society, since society is not having commercial receipts more than 25 lacs during the year.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of the audit. In our opinion proper books of accounts have been kept by the above named institution as far as appears from our examination of the books.

Thanking you, Yours sincerely

for CHARNALIA BHATIA & GANDHI CHARTERED ACCOUNTANTS

- Ahgte

(ARUN BHATIA)

Partner.

Dtd. 02/09/2016

CHARNALIA BHATIA & GANDHI

CHARTERED ACCOUNTANTS



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FORM 10B [See Rule 17B]

(Audit Report Under Section 12A(b) of the Income-ax Act,1961, in the case of Charitable or religious trusts or institutions)

We have examined the Balance Sheet of SAHABHAGI SHIKSHAN KENDRA as at 31st March, 2016 and the Income and expenditure Account for the period ended on that date which are in agreement with the books of account maintained by the said institution.

We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of the Audit. In our opinion proper books of account have been kept by the above named institution so far as appears from our examination of the books.

In our opinion and to the best of our information, and according to information given to us, the said accounts give a true and fair view:-

- i) in the case of the Balance Sheet, of the state of Affairs of the above named institution as at 31st March, 2016 and
- ii) in the case of the Income & Expenditure account of the excess of expenditure over income of its accounting year ending 31st March, 2016.

The prescribed particulars are annexed hereto.

FOR CHARNALIA BHATIA & GANDHI CHARTERED ACCOUNTANTS.

Shalie

(ARUN BHATIA)

Partner

Dtd. 02/09/2016

ANNEXURE

APPLICATION FOR USE OF INCOME OR PROPERTY FOR THE BENEFIT OF PERSON REFERRED TO IN SECTION 13 (3).

1. Whether any part of the income or property of the trust /institution was lent or continues to in the previous year to any person lent, section 13 (3) (hereinafter in referred to referred to in this Annexure as such person)? If so, give details of the amount, rate of interest charged and the nature of security, if any. NIL 2. Whether any land, building or other property of the trust/ institution was made, or continued made available for use of the the property and the amount of rent or compensation NIL charged if any. 3. Whether any payment was made to any such person Mr. Ashok during the previous year by way of salary, Kumar Singhallowance or other wise? If so, give details. Salary-1434030/-4. Whether the services of the trust /institution were made available to any such person during the previous year? If so, give details thereof together with remuneration or compensation received, NO if anv. 5. Whether any share, security or other property was purchased by or on behalf of the trust/institution during the previous year from any such person ? If details thereof together with the give NO consideration paid. 6. Whether any share, security or other property was sold by or on behalf of the trust/institution during the previous year to any such person? so, give details thereof together with the NO consideration received. 7. Whether any income or property of the /institutions during the previous year to any If so, give details thereof such person? together with the amount of income or value of NO property so diverted. 8. Whether the income or property of the trust/ institution was used or applied during the



in any other manner? If so, give details.

previous year for the benefit of any such person

NO

ANNEXURE

Statement of Particulars APPLICATION OF INCOME FOR CHARITABLE OR RELIGIOUS PURPOSES

- Amount of income of the previous year applied to charitable or religious purpose 1,67,03,533 in India during that year
 Whether the trust/ institution has exercised the option under clause(2) of
- exercised the option under clause(2) of the explanation to section 11 (1) ? if so, the details of the amount of income deemed to have been applied to charitable or religious purposes in India during the previous year.

3. Amount of income accumulated or set apart/ finally set apart for application to charitable or religious purposes, to the extent it does not exceed 15 percent of the income derived from the property held under trust wholly/in part only for such purposes.

(49,73,329)

4. Amount of income eligible for exemption under section 11(1)(c) give details

NTL

5. Amount of income, in addition to the amount referred to in item 3 above accumulated or set apart for specified purposes under section 11(2)

NIL

6. Whether the amount of income mentioned in item 5 above has been invested or deposited in the manner laid down in section 11-(2) (b)? if so, details thereof

NII

7. Whether any part of the income in respect of which can option was exercised under clause (2) of the explanation to section 11(1) in any earlier year is deemed to be income of the previous year under section 11(1B)? if so, the details thereof.

NIL

NIL

8. Whether, during the previous year, any part of income accumulated or set apart for specified purposes under section 11 (2) in any earlier year.

a) has been applied for purpose other than charitable or religious purposes or has ceased to be accumulated or set apart for application thereto, or



b) has ceased to remain invested in any security referred to in section 11(2) (b) (i) or deposited in any account referred to in section 11(2)(b)(ii) or section 11(b)(2)(iii)or c) has not been utilised for purpose for

NIL

c) has not been utilised for purpose for which it was accumulated or set apart during the period for which it was to be accumulated or set apart, or in the year immediately following the expiry thereof? if so, the details thereof.

VIL



BALANCE SHEET AS AT 31ST,MARCH,2016			
		Amount (Rs)	.2014-15
	SCHEDULE	F.Y.2015-16 F.Y	.2014-15
SOURCES OF FUNDS			
I. FUND BALANCES:	[01]	7,787,144	9,595,095
a.Capital Fund	[01]	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
	_	7,787,144	9,595,095
II.LOAN FUNDS:			
a.Secured Loans		- · · · · · · · · · · · · · · · · · · ·	-
b.Unsecured Loans			
5,0,1,0,0,0	_	-	
TOTAL Rs.	[I+II] -	7,787,144	9,595,095
	_		
APPLICATION OF FUNDS			
I.FIXED ASSETS	[04]		4 4 4 4 4 0 4
Gross Block		878,349	1,144,101
Less: Accumulated Depreciation	_	173,699	221,216
Net Block	-	704,650	922,885
II.INVESTMENTS	[07]	4,741,147	5,447,765
		e .	
III.CURRENT ASSETS, LOANS & ADVANCES:	[05]	2,396,020	6,369,045
a.Cash & Bank Balance		433,280	755,562
b.Loans & Advances	[06] A	2,829,299	7,124,607
CONTRACTOR OF THE CONTRACTOR O	-	2,023,233	7,121,007
Less: CURRENT LIABILITIES & PROVISIONS:	[02]	487,952	3,827,029
a. Un-utilized Grants	[02]	107,532	73,133
b. Other Current Liabilities	[03] _	487,952	3,900,162
NET CURRENT ASSETS	[A-B]	2,341,347	3,224,445
HEI CONNENT ASSETS			
TOTAL Rs.	[I+II+III]	7,787,144	9,595,095
Circle and Assessmenting Policies and	•	9 96	

Significant Accounting Policies and **Notes to Accounts**

[17]

For:

Charnalia Bhatia & Gandhi **Chartered Accountants**

New Delhi

[Arun Bhatia]

Partner

MM No. 082789

Firm Regn No. - 012006N

Place :New Delhi Date: 02/09/2016

Sahbhagi Shikshan Kendra

[Dr. Neelam Singh]

Treasurer

SHIKSHAN [Ashok Kumar Singh]

Director

INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31/03/2016			
	Amount (Rs)		
	SCHEDULE	F.Y.2015-16	F.Y.2014-15
I. I N C O M E			
Grants	[80]	13,924,625	21,955,394
Other Income	[09]	1,144,656	943,112
	_	15,069,281	22,898,506
II. EXPENDITURE	=		
Programme Expense	[10]	14,108,105	21,507,853
Administrative Expense	[11]	2,595,428	2,776,851
Depreciation	[04]	173,699	221,216
	-	16,877,232	24,505,920
III.EXCESS OF INCOME OVER EXPENDITURE	[1-11]	(1,807,951)	(1,607,414)
IV.EXCESS OF INCOME OVER EXPENDITURE TRANSFERRED TO GENERAL FUND		(1,807,951)	(1,607,414)
Significant Accounting Policies and Notes to Accounts	[17]		

For:

Charnalia Bhatia & Gandhi **Chartered Accountants**

[Arun Bhatia]

Partner

MM No. 082789

Firm Regn No. - 012006N

ew Delhi

Place :New Delhi Date: 02/09/2016

SHIKSHAN

Sahbhagi Shikshan Kendra

[Dr. Neelam Singh]

Treasurer

[Ashok Kumar Singh]

Director

RECEIPTS & PAYMENT ACCOUNT FOR THE YEAR ENDED 31/03/2016				
	Amount(Rs.)			
	SCHEDULE	F.Y.2015-16	F.Y.2014-15	
RECEIPTS Opening Balance B/f	[15]	12,572,373	13,756,375	
	-	12,572,373	13,756,375	
Grants Received Other Income Sale of Fixed Assets	[13] [16]	10,585,548 1,144,656 43,200	22,912,663 943,112 -	
TOTAL Rs.		24,345,777	37,612,150	
PAYMENTS				
Programme Expense Administrative Expense	[12] [14]	14,108,103 2,667,227	22,028,675 2,784,884	
Purchase of Fixed Assets	[04]	-	226,219	
Closing Balance c/d	[15]	7,570,447 7,570,447	12,572,372 12,572,372	
		7,570,447	12,572,372	
TOTAL Rs.		24,345,777	37,612,150	
Significant Accounting Policies and Notes to Accounts	[17]			

For:

Charnalia Bhatia & Gandhi Chartered Accountants

[Arun Bhatia]

Partner

MM No. 082789

Firm Regn No. - 012006N

Place :New Delhi Date : 02/09/2016 For:

SHIKSHAN

Sahbhagi Shikshan Kendra

[Ør. Neelam Singh]

Treasurer

[Ashok Kumar Singh]
Director

SAHBHAGI SHIKSHAN KENDRA			
Schedule-1- Capital Fund		2016	2015
Opening Balance Add: Excess of Expenditure over Income	9,595,095 (1,807,951)	7,787,144	9,595,096
Schedule-2- Un-utilized Grants		2016	2015
Malteser International -Germany		176,980	1,911,505
Korean National Comission of UNIESCO (KNCU)		6,085	249,474
CARITAS NDIA (PACS)		*	25,168
Grants from JTT, Mumbai		237,197	1,480,925
UNDP-GOI MIC Project		f -	79,724
UNDP-GOI Capacity Building Training of SHG Project		- '	80,233
Mr. Arno Coever		67,690	-
Total	· 367年表出宣告的	487,952	3,827,029
		2016	2015

Schedule-3- Other Current Liabilities	等的是是否和中国 的	2016	2015
Sundry Creditors		-	73,133
Total	THE PROPERTY OF		73,133

Schedule-5- Cash & Bank Balance	2016	2015
Cash in hand PNB HAL Cash-at-Bank-Axis Bank Ltd-22224 Cash-at-Bank-JTT-Punjab National Bank-24915 Cash-at-Bank-Oriental Bank of Commerce-10860 Cash-at-Bank-Punjab National Bank-53898 Cash-at-Bank-UNDP-ICICI Bank Ltd-71751 Cash-at-Bank-UNDP-Punjab National Bank-09590 Cash-at-Bank-UNDP-EICICI Bank Ltd-54718	161,131 1,055,982 31,030 660,790 64,689 370,205 10,020 31,874 10,299	259,116 3,974,822 29,817 1,653,881 162,235 79,191 67,020 113,664 29,299
Total	2,396,020	6,369,045

Schedule-6- Loans & Advances	2016	2015
Advances TDS Prepaid Expenses	118,809 313,620 851	362,726 376,102 16,734
Total	433,280	755,562

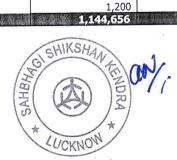
Schedule-7- INVESTMENTS	2016	2015
Fixed Deposits with PNB	4,376,332	4,845,309
Tixed Beposite Will The	4,376,332	4,845,309
Add:- Accrued Interest	364,815	602,456
Total	4,741,147	5,447,765

Schedule-8- Research & Training Grants	a Panality di dia 2006	2016	2015
Opening Balance		3,827,029	2,869,760
Add:-Grant Received During the Year Malteser International -Germany Korean National Comission of UNIESCO (KNCU) CARITAS NDIA (PACS) Welt Hunger Hilfe (WHH) Jamsetji Tata Tata Trust, Mumbai Mr. Arno Coever	3,545,480 1,416,371 3,561,048 129,699 1,861,000 71,950	10,585,548	22,912,663
Less:-Closing Balance		14,412,577 487,952	25,782,423 3,827,029
Total		13,924,625	21,955,394

Schedule-9-Other Income	2016	2015
Interest from Bank	562,696 58,755	636,641 181,060
Contribution Honorarium & Consultancy	511,830	116,000
Interest on Income Tax Refund Membership Fees	10,175 1,200	8,211 1,200
Total 2	1,144,656	943,112



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Schedule-10- Programme Expenses	2016	2015
Training, Seminars and Workshops Grass Root Level Urban & Rural Development Programme Water & Electricity Expenses Office Rent & Maintenance Printing, Stationery & Xerox Salary & Honorarium Capacity Building Programme Travel & Field Visit	1,276,359 3,579,364 7,619 899,208 127,756 7,071,011 574,161 572,625	2,849,751 5,126,085 9,462 1,446,497 359,697 10,590,916 271,064 854,380
Total	14,108,105	21,507,852

Schedule-11- Administrative Expenses	2016	2015
Audit,Legal & Professional Charges	75,856	217,063
Centre maintenance	78,681	6,228
Membership & subscription	9850	650
Communication Expenses	20,588	116,175
Printing Stationary & Xerox	40,845	52,360
Publications	296,555	397,425
Bank Charges	5,777	7,131
Insurance	9,448	13,948
Travel & Field Visit	136,929	846,749
	1,919,062	1,103,202
Salary & Honorarium	1,335	
Loss on Sale of Fixed Assets	502	15,920
Postage & Curier	2,595,428	2 77(5 9.5)
Total	2,030,720	American American Street Company of the Company of

Schedule-12- Programme Expenses (For R & P)	2016	2015
Training, Seminars and Workshops Grass Root Level Urban & Rural Development Programme Water & Electricity Expenses Office Rent & Maintenance Printing, Stationery & Xerox Salary & Honorarium Capacity Building Programme Travel & Field Visit	1,276,359 3,579,364 7,619 899,208 127,756 7,071,011 574,161 572,625	2,935,453 5,562,186 9,462 1,446,497 358,717 10,590,916 271,064 854,380
Total	14,108,103	22,028,67,5

Schedule-13- Grants Received (For R & P)	2016	2015
Malteser International - Germany Korean National Comission of UNIESCO (KNCU) CARITAS NDIA (PACS) Welt Hunger Hilfe (WHH) Mr. Arno Coerver	3,545,480.00 1,416,371.00 3,561,048.00 129,699.00 71,950.00	9933937 1225204 6674173 280000
UNICEF, Lucknow Jamsetji Tata Tata Trust, Mumbai Total	1,861,000 10,585,548	452,349 4,347,000 22,912,663

New Delhi

Journal

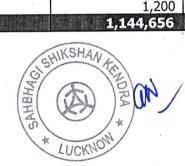
Schedule-14- Administrative Expenses (For R & P)	2016	2015
Audit,Legal & Professional Charges	148,008	225,042
Centre maintenance	78,681	6,282
Membership & Subscription	9,850	650
Communication Expenses	20,588	116,175
Printing Stationary & Xerox	41,827	52,360
Bank Charges	5,777	7,131
Publication	296,555	397,425
Insurance	9,448	13,948
Travel & Field Visit	136,929	846,749
Salary & Honorarium	1,919,062	1,103,202
Postage & Courier	502	15,920
Total	2,667,227	2,784,884

Schedule-15- Closing Balance (For R & P)	2016	2015
Cash in hand	161,131	259,116
Cash-at-Bank	2,234,889	6,109,929
Advances	118,809	362,726
TDS	313,620	376,102
Prepaid Expenses	851	16,734
Fixed Deposits with PNB	4,376,332	4,845,309
Accrued Interest	364,815	602,456
Total	7,570,447	12,572,372

Schedule-16-Other Income (For R & P)	2016	2015
Interest from Bank	562,696	636,641
Contribution	58,755	181,060
Honorarium & Consultancy	511,830	116,000
Interest on Income Tax Refund	10,175	8,211
Membership Fees	1,200	1,200
Total	1,144,656	943,112



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SAHBHAGI SHIKSHAN KENDRA LIST OF FIXED ASSETS AS ON 31.03.2016

Particulars	W.D.V. as on 01.04.2015	Addition Before 30th September	Addition After 30th September	Total	Less Sale/Write off/Donation	Balances	Rate of Dep.	Depreciation	W.D.V. as on 31.03.2016
Block A	のできる。 かんないかん あいま	And the second second second	· · · · · · · · · · · · · · · · · · ·	· · · · · · · · · · · · · · · · · · ·	"是都他"的共享				
Block B	2						1	L	
Furniture & Fixtures	298,147	1	ī	298,147	1	298,147	10%	29,815	268,332
Almirah (Goderei Made)	19,233		1	19,233		19,233	10%	1,923	17,310
File Cabinet (Goderei Made)	12,134			12,134		12,134	10%	1,213	10,921
Steel Almirah	17,440	1	ı	17,440	Ī	17,440	10%	1,744	15,696
				1		I		1	
Block C1				1			4		į
Computer & Coftwares	23.118	1	1	23,118	ı	23,118	%09	13,871	9,247
Drinter	8.400		1	8,400		8,400	%09	5,040	3,360
Lanton	87,994		1	87,994		87,994	%09	52,796	35,198
Laptop	2 415	ı	1	2,415		2,415	%09	1,449	996
Scallifer I ED Monitor	9,840			9,840		9,840	%09	5,904	3,936
ברת היים	200			1		1	22	ī	ı
المارية				1					-
Air gonditioner	60 647			60,647	1	60,647	15%	260'6	51,550
All collated Camera	31 579	1	1	31,579	ı	31,579	15%	4,737	26,842
Disjector	43.568	1	.1	43,568	×	43,568	15%	6,535	37,033
Inverter with Battery	41,934		J	41,934	1,200	40,734	15%	9	34,624
1 amination Machine	3.862	1	1	3,862	1	3,862	15%	579	3,283
Online I IDC	11,560			11,560		11,560	15%	1,734	978'6
Cucing Machine	19 508			19,508		19,508	15%	2,926	16,582
Swellig Placifile Stablizer	4.335			4,335		4,335	15%		3,685
Motor cycle/Scooter/Bycycle	224.457		1	224,457	43,335	181,122	15%	27,	153,954
Refrigerator (Fridge)	2.716		Т,	2,716	i	2,716	15%	÷	2,309
	977,834			922,884	44,535	878,349		173,699	704,650
	the second second second second		A COLIC IN THE COLUMN TWO IS AN ADDRESS OF THE COLUMN TWO IS AND ADDRESS OF THE COLUMN TWO IS AN ADDRESS OF THE COLUMN TWO IS AND ADDRESS OF THE COLUMN TWO IS ADDRESS OF THE COLUMN TWO IS AND ADDRESS OF THE COLUMN TWO IS ADDRESS OF THE COLU				The Contract of the Contract o		

As per our report of even date
For Charnalia Bhatia and Gandhi
Chartered Accountants

(Arun Bhatia)
Partner

Place : New Delhi Date : 02/09/2016

(Dr. Neelam Singh)
Treasurer

SHIKSHAW OF SHIKSHAW OF SHIKSHAW

KUCKNOWI AShok Singhy

Schedule: 17

SAHBHAGI SHIKSHAN KENDRA NOTES ON ACCOUNTS AS ON 31ST MARCH, 2016

Schedules forming part of Balance Sheet & Income & Expenditure Account

1. STATEMENT OF SIGNIFICANT ACCOUNTING POLICIES

Sahbhagi Shikshan Kendra is a registered society, registered under the Societies Registration Act 1860.

i) SIGNIFICANT ACCOUNTING POLICIES

i.i.) BASIS OF PREPARATION OF FINANCIAL STATEMENTS

The Financial Statements are prepared on a historical cost conventions as a going concern basis in accordance with the applicable accounting standards issued by the Institute of Chartered Accountants of India for NOT FOR PROFIT ORGANISATIONS except in case of grants which are accounted for on cash basis.

i.ii) REVENUE RECOGNITION

Grants are accounted for on cash basis; however other incomes are treated on accrual basis during the year under review.

i.iii) FIXED ASSETS AND DEPRECIATION

Expenditure which are of a capital nature are capitalized at cost which comprises of purchase price (net of rebates and discounts), import duties, levies and any directly attributed cost of bringing the assets to its working condition of the intended use. Depreciation has been charged on W.D.V. basis at the rates prescribed under the Income Tax Act, 1961.

i.iv) INVESTMENTS

The investments are made in terms of section 11(5) of the income tax act, 1961 and are valued at cost.



1 | Page

i.v) FOREIGN CURRENCIES

The foreign currencies transactions are recorded at the exchange rates prevailing on the dates of the respective transaction.

i.vi) INVENTORIES

There are no inventories in the form of stock. The stock in hand of books under "Publication" has not been shown as stock since these are not meant for sale and generally used for own program, projects and dissemination of information.

i.vii) RETIREMENT BENEFITS:-

PROVIDENT FUND

SSK is contributing 12% of the employee's salary as per requirement of the Provident Fund Act. The accumulated fund of Provident Fund of covered employees (under PF Act) has been deposited with the PF authorities and the same is being governed by the RPFC.

- -E.S.I. Act is not applicable to the society.
- 2. In the opinion of the Board current assets, loans and advances are approximately of the value stated in the Balance Sheet if revised in the ordinary course of business, the provisions for depreciation and all known liabilities are adequate and not in excess of the amount reasonably necessary
- 3. Previous year figures have been regrouped/re-arranged wherever necessary to confirm to current year classification.

AS PER OUR REPORT OF EVEN DATE

FOR CHARNALIA BHATIA AND GANDHI

New Delhi

CHARTERED ACCOUNTANTS

m Ahghe

(ARUN BHATIA)

(Dr. NEELAM SINGH)

Treasurer

Director

SHIKSHA

(ASHOK KUMAR SINGH)

New Delhi

Partner

Dated :- 02/09/2016