



AUDITORS REPORT

We have audited the attached Balance Sheet of Jalandhar Branch of Northern India Regional Council of the Chartered Accountants of India, Jalandhar Branch as on 31st March, 2017 and also the Income & Expenditure Account for the year ended on the date annexed thereto.

Management's Responsibility for the Financial Statements

The Management is responsible for the preparation of these financial statements that give a true and fair view of the financial position. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give true and fair view and are free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our Audit. We conducted our audit in accordance with the auditing standards generally accepted in India. These standards requires that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from any material misstatement. An Audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements. An Audit also include, assessing the accounting principles used and significant estimates made by the management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

We further report that:-

- a) We have obtained all the information and Explanation which to the best of our knowledge and belief were necessary for the purpose of our Audit;
- b) The Balance Sheet, Income and Expenditure Account dealt with by the report are in agreement with the books of accounts;
- c) In our opinion, the accounts are maintained in conformity with requirement of the Chartered Accountants Act, 1949.





Vijay Sanjeev & Associates

CHARTERED ACCOUNTANTS

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- d) In our opinion, the Balance Sheet, Income & Expenditure account comply with relevant accounting standards;
- e) In our opinion and to the best of our information and according to the explanation given to us, the statement together with the schedules attached and read with accounting policies and notes forming part of accounts give a true and fair view in conformity with the accounting principles generally accepted in India;
- i) In the case of Balance Sheet of the state of the Branch's affairs as at 31st March, 2017 and
- ii) In the case of Income & Expenditure Account of the surplus for the period ended on that date.

For Vijay Sanjeev & Associates
Chartered Accountants
FRN- 020262N

CA. Sanjeev Kumar Gupta
(Partner)
M.No.-503177



Place : Jalandhar
Date : 10.06.2017

ANNEXURE TO AUDIT REPORT OF JALANDHAR BRANCH OF NIRC PF ICAI
(For the year ending 31.03.2017)

1.	Whether the Collections made by Branch are recorded correctly in the Books of Accounts maintained by the Branch.	Yes
2.	Whether all the Bank Accounts are reconciled and follow up action taken to recover the outstanding amounts, if any.	Yes, all the balances in the bank Accounts as per the Books of Accounts of the Branch are reconciled with the balances in the Bank Statements, as on 31.03.2017.
3.	Whether balances of Petty Cash Book reconciles with the Bank and Cash Balance and all the expenditures are supported by vouchers.	The Petty Cash Book is not maintained by the Branch however, the Manual Day Book is maintained for the Petty Expenses by the Branch. Further, all the Petty Expenses have been entered in the Computerized Books(Tally Software) of the Branch.
4.	Whether follow up action is being taken to recover the Dishonored Cheques or Drafts.	Yes, Whenever any cheque or drafts gets dishonored, we contact with the concerned person and gets the fresh cheque immediately.
5.	Whether the Assets purchased for the Branch are properly recorded in the Assets Register and physical verification is carried out. Whether the Capital Items purchased by Branch are out of the Capital Grants released to the Branch.	The Branch is properly maintaining the Asset Register and the Branch has properly accounted for all the Capital Assets in the Books of Accounts. Further, at first, the Capital Assets are purchased by the Branch and then on the basis of the Purchased bills, the Capital Grants are released to the Branch.



6.	Whether the Capital Grant Account and Inter-unit Balances with Regional Council and Central Office are duly reconciled.	As the statement from Central Office is still awaited and reconciliation as on 31.03.2017 is still pending.
7.	Whether Stock Register of Stationary and Publication Stocks are properly maintained and physical verification is carried out.	Stock Register of Stationary, i.e. Pens, Envelops, Note Pads etc. is well maintained and physical Verification and Valuation is done on the Balance Sheet Date. Stock Register publications is properly not maintained in Tally Software and physical Verifications is carried out by the Management.
8.	Whether the Systems and procedure followed for purchases are sound and whether purchases have been made based on the lowest quotation and/or the practices being followed.	Yes, but Purchases have not been made by the Quotations System.
9.	Whether the expenditure towards Seminars and Conference are properly accounted for and met out from the Source generated by way of Participation Fee and Seminar/CPE Grant released by Head Office.	Yes, all the expenditure towards Seminars and Conferences are properly accounted for, Reimbursements are yet to be received from the Head Office.
10.	Whether proper Budgetary Control is exercised both with respect to Revenue and Capital Expenditure.	Budgetary Control is exercised with respect to Capital Expenditures only.
11.	Whether Salary and Staff payments have been made according to the decisions of the Executive Committee of the Branch.	Yes, Salary and other payments of Staff have been made as per the decisions of Executive Committee of the Branch.
12.	Whether proper Inventories have been kept of the Publication received from Central Office from time to time and whether publication Account along with Sale Proceeds and Stock Statements sent to Head Office on quarterly basis. It must also ensure that AS-2 has been compiled with.	Yes, Proper Inventories have been kept of the Publication received from Central Office time to time. Reconciliation of Inventories with the Head Office is still pending up to date of Audit. Further, the Publication Account along with Sale Proceeds and Stock Statement are duly sent to Head Office for reconciliation but



		not sent on Quarterly Basis. The Stock is held by the Branch in the capacity of Commission Agent and gets 15-20% Commission on Sale of Various stock items. Therefore, the Stock is held on MRP Basis on behalf of ICAI.
13.	Whether proper records have been kept of issue of Study Materials, Suggested Answers, Revision Test Papers etc. sent by Head Office.	Yes, the Proper record for issue of Study Material, Suggested answers and RTP is maintained in the Stock Publication Registers.
14.	Whether expenditure on Postage, Freight and Rent, Rates & Taxes have been properly accounted for.	Yes, Branch has maintained its Courier Register for recording the Postage details.
15.	Whether the Newsletter published by the Branch is self-supporting and proper accounting has been done for ascertaining its actual cost.	Yes Branch is publishing newsletter by self-supporting through soft copy and sending the newsletter on website.
16.	Whether there are assets which are no longer usable and discarded. A list of such items with particulars, date of acquisition and value should be given. Similarly, a list of Obsolete/Immovable Stock with recommendations should be given.	No, such any Assets exist which are no longer usable by the branch.
17.	Identifications of areas of weak controls and to suggest ways and means of streamlining the same. Please give an independent and objective assessment and evaluation of each activity for better management controls and financial discipline.	Some payments are made in cash which should be through digital payment or account payee cheque and all the Vouchers must to be sign by two Independent Authorities.
18.	Whether the prescribed rates of depreciation have been followed while charging depreciation on Fixed Assets of the Branch.	Yes, the prescribed rates have been followed as per Witten Down Valuation Method of charging Depreciation.
19.	Whether all the Revenue Grants received and receivable as per the entitlement of the Branch are duly accounted for in the books of the Branch.	Revenue Grants are not received on timely basis from central office. The revenue Grants received out of receivables are duly accounted for in the books of the Branch.



20.	The Funds of the Branch shall not be applied either directly or indirectly for making any payment to the members of the Managing Committee expect to reimburse them any expenses incurred by them in connection with the business of the Managing Committee Provided, however, that no member of the Managing Committee shall be entitled to claim any travelling or other allowances.	Nil
21.	Whether Accounting Standards are compiled with.	Yes, Branch has complied with the Accounting Standards.
22.	Default in payment of TDS	No, there is not any kind of default in the payment of TDS.
23.	Whether the accounts are prepared from online Tally ERP Cloud only	Yes, Accounts are prepared in online Tally through Remote Desktop Computer.
24.	Whether the branch is adhering to "Branch Finance and Operations Manual" (SOP). In case of non-compliance on any of the points of SOP, details of the same are to be provided.	Yes, Branch is following the Branch Finance and Operations Manual(SOP).



**JALANDHAR BRANCH OF NORHTERN INDIA (REGIONAL
COUNCIL) OF THE INSTITUTE OF CHARTERED ACCOUNTANTS
OF INDIA**

SIGNIFICANT ACCOUNTING POLICIES AND NOTES TO ACCOUNS

1. The Accounts are drawn up on Historical Cost Basis and have been prepared in accordance with applicable Accounting Standards and are on Accrual Basis, unless otherwise stated.
2. Revenue Grants have been taken on Accrual Basis as per the Institute's Guidelines. Capital Grants have been taken on Receipt Basis.
3. LFAR is attached.
4. The Capital and Revenue Grant Account and Inter-Unit Balances with Regional Council and Central Office are subject to reconciliation. Publication Stock Account is subject to reconciliation with Central office.
5. Depreciation has been provided on Fixed Assets as per rates provided by the Institute on WDV method.
6. Fixed Assets are shown on Net Block basis.
7. Commission on sale of Publications and Examination Forms have been taken at 20% and 15% respectively.
8. The balances of Sundry Creditors, Sundry Debtors, Loan & Advances and Other Liabilities are subject to confirmation.
9. Regrouping of accounts has been done wherever required.
10. The Donations received and expenses done on medical treatment of one of the branch employee Mr. Sanjiv Sarin who met with a serious accident on 30.12.2015 has not been routed through Income & Expenditure Account but met out of fund stands under Other Payables in books of accounts of the Branch on Liabilities Side.


Note: Auditor's Report as per our Separate Report of even date annexed


For Vijay Sanjeev & Associates
Chartered Accountants
FRN-020262N

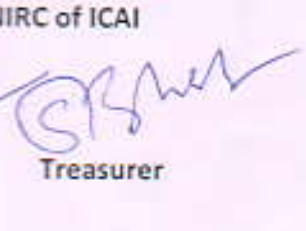


CA. Sanjeev Kumar Gupta
(Partner)
M. No.-503177
Place : Jalandhar
Date : 10.06.2017

For and on behalf of Jalandhar
Branch of NIRC of ICAI


Chairman


Secretary


Treasurer

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

ANNEXURE-II

INCOME AND EXPENDITURE AND BALANCE SHEET OF BRANCHES AS PER SCHEDULE III OF COMPANIES ACT-2013 (REVISED SCHEDULE VI OF COMPANIES ACT, 1956) FOR THE YEAR ENDED 31.03.2017

BRANCH NAME : JALANDHAR BRANCH OF NIRC OF ICAI

PARTICULARS	Amount (in Rs) 31.03.2017	Amount (in Rs) 31.03.2016
INCOME		
GRANTS RECD. FROM H.O.		
REVENUE GRANT	292200.00	471246.00
MEMBER SHIP FEE GRANT	0.00	0.00
SEMINAR GRANT	0.00	0.00
BRANCH ADMINISTRATION GRANT	0.00	0.00
AUDIT FEES GRANT	0.00	0.00
ONE DAY SEMINAR GRANT	35370.00	0.00
AD HOC GRANT	0.00	0.00
PUBLIC RELATION GRANT	0.00	0.00
SUB-TOTAL	0.00	0.00
NEWS LETTER INCOME	0.00	0.00
SEMINAR INCOME	1871479.00	1692900.00
ORIENTATION INCOME	462000.00	549000.00
DIAMOND JUBILEE INCOME	0.00	0.00
GMC COURSE INCOME	308000.00	1277500.00
INTEREST ON INVESTMENTS	0.00	0.00
COMPUTER LAB INCOME	756000.00	1248300.00
OTHER INCOME (BANK INTEREST)	716513.00	1077211.00
PROVISION NO LONGER REQD W/BACK	0.00	0.00
INCOME FROM COACHING CLASSES	0.00	0.00
COMMISSION ON SALE OF PUBLICATIONS	82347.00	119083.00
LIBRARY DEPOSITS WRITTEN BACK	0.00	0.00
EXCESS PROVISION WRITTEN BACK	0.00	53201.00
PRIOR PERIOD ADJUSTMENTS	0.00	0.00
Certificate Courses	0.00	0.00
TOTAL	4523909.00	6488441.00
EXPENDITURE		
EMPLOYEE BENEFIT EXPENSES-	0.00	0.00
1) SALARY,PENSION & OTHER ALLOWANCES (IT)	506253.00	490473.00
2) CONTRIBUTION TO PROVIDENT & OTHER FUNDS	0.00	0.00
3) STAFF WELFARE EXPENSES	43942.00	0.00
PRINTING & STATIONERY & PHTOCOPYING	43564.00	35044.00
NEWSLETTER (RCS& BRS)	0.00	12782.00
POSTAGE , TELEPHONE & TELEGRAMS	186439.00	172709.00
RENT RATES & TAXES	779127.00	463651.00
REPAIRS & MAINTENANCE	57914.00	99057.00
TRAVEL MEMBERS	0.00	0.00
TRAVEL STAFF & OTHERS	12106.00	57080.00
MAGAZINE & PERIODICALS	0.00	0.00
LIBRARY MAINTENANCE	0.00	0.00
AUDIT FEE	20700.00	24000.00
PROFESSIONAL FEE -OTHER SERVICES	0.00	23000.00
SEMINAR EXPENSES	1855913.00	2748907.00
ORIENTATION EXPENSES	156821.00	82640.00
DIAMOND JUBILEE EXPENSES	0.00	0.00
GMC COURSE EXPENSES	178917.00	541709.00
DEFERRED REV EXP	0.00	0.00
Computer Lab Expenses	40991.00	2974.00
OTHER EXPENSES & Bank Charges	264983.65	224380.20
EXPENSES TOWARDS COACHING CLASSES	0.00	0.00
PRIOR PERIOD ADJUSTMENTS	0.00	0.00



MEETING EXPENSES	0.00	0.00
ICAI REMITTANCE OF 15% OF FEES	111400.00	347400.00
SUB - TOTAL	4259070.65	5325806.20
DEPRECIATION	190588.00	280084.00
TOTAL	4449658.65	5605890.20
SURPLUS/DEFICIT	74250.35	882550.80

For Vijay Sanjeev & Associates
Chartered Accountants
FRN No.-020262N



(CA. Sanjeev Kumar Gupta)
Partner
M.No.-503177

CA Deepak Bajaj
Chairman

CA Chandan Narang
Secretary

CA Shashi Bhushan
Treasurer

Dated : 10.06.2017
Place : Jalandhar

LIABILITIES/SOURCES OF FUNDS		
CAPITAL RESERVE :		
OPENING BALANCE	1223150.00	1223150.00
DONATIONS RECD FOR BR BLDG	0.00	0.00
ADJUSTMENT	0.00	0.00
TRFR FROM /TO OTHER RESERVE	0.00	0.00
TRFR FROM/TO GENERAL RESERVE	0.00	0.00
TRFR FROM/TO EARMARKED FUNDS	0.00	0.00
TOTAL CAPITAL RESERVE	1223150.00	1223150.00
GENERAL RESERVE (as per H.O)	0.00	0.00
GENERAL RESERVE OP BALANCE	10396942.00	9514391.26
ADD/LESS SURPLUS/DEFICIT	74250.35	882550.80
GENERAL RESERVE BALANCE	0.00	0.00
ADJUSTMENT	0.00	0.00
TRFR FROM /TO OTHER RESERVE	0.00	0.00
TRFR FROM/TO CAPITAL RESERVE	0.00	0.00
TRFR FROM/TO EARMARKED FUNDS	0.00	0.00
TOTAL GENERAL RESERVE	10471192.35	10396942.06
OTHER RESERVES OP. BALANCE	0.00	0.00
OTHER RESERVES OP. BALANCE	0.00	0.00
TRFR FROM /TO GENERAL RESERVE	0.00	0.00
TRFR FROM/TO CAPITAL RESERVE	0.00	0.00
TRFR FROM/TO EARMARKED FUNDS	0.00	0.00
NET (DEPLETION) / ACCREATION	0.00	0.00
TOTAL OTHER RESERVE	0.00	0.00
EARMARKED FUNDS OP.BALANCE	0.00	0.00
EARMARKED FUNDS OP.BALANCE	0.00	0.00
ADDITIONS	0.00	0.00
INTEREST INCOME	0.00	0.00
LESS EXPENSES/ADJUSTMENT	0.00	0.00
TRFR FROM /TO OTHER RESERVE	0.00	0.00
TRFR FROM/TO CAPITAL RESERVE (GEN)	0.00	0.00
TRFR FROM/TO GENERAL RESERVE	0.00	0.00
TOTAL EARMARKED FUNDS	0.00	0.00
LIABILITIES	0.00	0.00
CURRENT	0.00	0.00
FEES RECEIVED IN ADVANCE (IT, GMCS, OP)	0.00	148000.00
NON-CURRENT	0.00	0.00
FEES RECEIVED IN ADVANCE	0.00	0.00
CREDITORS FOR EXPENSES	0.00	0.00
CURRENT	0.00	0.00
FOR CAPITAL ITEMS	0.00	0.00
FOR NON-CAPITAL ITEMS	0.00	0.00
NON-CURRENT	0.00	0.00
FOR CAPITAL ITEMS	0.00	0.00
FOR NON-CAPITAL ITEMS	0.00	0.00
OTHER LIABILITIES	0.00	0.00
CURRENT	0.00	0.00
EMPLOYEES RECOVERIES AND EMPLOYERS CONTRIBUTION	0.00	0.00
STATUTORY DUES	0.00	0.00
DEPOSITS	0.00	0.00
OTHERS (EXP. PAYABLE)	526388.00	1390679.00
NON-CURRENT	0.00	0.00
EMPLOYEES RECOVERIES AND EMPLOYERS CONTRIBUTION	0.00	5964.00
STATUTORY DUES	0.00	0.00
DEPOSITS	0.00	0.00
OTHER TDS	36000.00	14600.00
SUB TOTAL OF LIABILITIES	12256730.35	13179335.06



INTER UNIT BALANCES:		
CAPITAL GRANT RECEIVED	0.00	0.00
ICAI CURRENT ACCOUNT	0.00	0.00
REGIONAL COUNCIL CURRENT A/C	0.00	0.00
BRANCH CURRENT A/C	0.00	0.00
BRIDGE LOAN/advance	0.00	0.00
ICAI PUBLICATION PAYABLE A/C	977397.26	793834.20
ICAI EXAM FORMS PAYABLE A/C	429290.00	243790.00
SEMINAR GRANT RECEIVED IN ADVANCE	0.00	0.00
INTERUNIT TRANSACTION WITH RCS & CC	0.00	0.00
PUBLICATION STOCK TRANSFER A/C	0.00	0.00
SUB-TOTAL OF INTERUNIT BALANCES	1406687.26	1037624.20
TOTAL	13663417.61	14216959.26
ASSETS/APPLICATION OF FUNDS		
LAND	0.00	0.00
BUILDING	0.00	0.00
BUILDING WIP	0.00	0.00
FIXED ASSETS		
GROSS BLOCK (IT, OP, GMCS)	1360919.00	1635022.00
LESS DEPRECIATION BLOCK	190588.00	280084.00
FIXED ASSETS (NET BLOCK)	1170331.00	1354938.00
EARMARKED INVESTMENTS		
FDRS WITH BANKS	0.00	0.00
BONDS	0.00	0.00
UTI-64	0.00	0.00
UTI-CRTS	0.00	0.00
OTHER UTI INVESTMENTS	0.00	0.00
EARMARKED INVESTMENTS TOTAL	0.00	0.00
OTHER INVESTMENTS		
CURRENT	0.00	0.00
FDRS WITH BANKS	5806463.00	5482629.00
BONDS	0.00	0.00
UTI-64	0.00	0.00
UTI-CRTS	0.00	0.00
OTHER UTI INVESTMENTS	0.00	0.00
NON-CURRENT	0.00	0.00
FDRS WITH BANKS	0.00	0.00
BONDS	0.00	0.00
UTI-64	0.00	0.00
UTI-CRTS	0.00	0.00
OTHER UTI INVESTMENTS	0.00	0.00
OTHER INVESTMENTS TOTAL		
ASSETS:		
STATIONERY STOCK -CURRENT	0.00	0.00
CURRENT		
INTEREST RECEIVABLES	0.00	0.00
NON-CURRENT		
INTEREST RECEIVABLES	0.00	0.00
CURRENT		
SECURITY DEPOSITS	0.00	0.00
NON-CURRENT		
SECURITY DEPOSITS (ELECTRICITY & RENT)	45465.00	45465.00
CURRENT		
TDS RECOVERABLE	0.00	0.00
NON-CURRENT		
TDS RECOVERABLE	0.00	0.00
CURRENT		



OTHER RECEIVABLES	11450.00	1125386.00
NON-CURRENT		
OTHER RECEIVABLES	0.00	0.00
CURRENT		
ADVANCES & PREPAYMENTS INCLUDING CAPITAL ADVANCES	0.00	0.00
NON-CURRENT		
ADVANCES & PREPAYMENTS INCLUDING CAPITAL ADVANCES	0.00	0.00
CURRENT		
BANK BALANCES	5736424.61	5991232.26
CASH IN HAND	38597.00	162709.00
INTER UNIT BALANCES:		
ICAI CURRENT ACCOUNT	854687.00	0.00
REGIONAL COUNCIL A/C	0.00	0.00
BRANCH CURRENT A/C	0.00	54600.00
INTERUNIT TRANSACTION WITH RCS & CC	0.00	0.00
PUBLICATION STOCK TRANSFER A/C	0.00	0.00
TOTAL DR. OF INTERUNIT BALANCES		
TOTAL	13663417.61	14216959.26

For Vijay Sanjeev & Associates
Chartered Accountants
FRN No.-020262N



(CA. Sanjeev Kumar Gupta)
Partner
M.No.-503177

CA Deepak Bajaj
Chairman

CA Chandan Narang
Secretary

CA Shashi Bhushan
Treasurer

Dated : 10.06.2017
Place : Jalandhar