

U.G. 5th Semester Examination - 2020**COMMERCE****[PROGRAMME]****Discipline Specific Elective (DSE)****Course Code : BCOM-G-DSE-T-2A****(Accounting for Local Bodies)**

Full Marks : 60

Time : 2½ Hours

*The figures in the right-hand margin indicate marks.**Candidates are required to give their answers in their own words as far as practicable.***[FOR ANSWERING QUESTIONS No. 2B and 3, COPY THE GIVEN BLANK FORMATS IN YOUR ANSWER BOOK OR TAKE A PRINTOUT & ATTACH THOSE WITH YOUR ANSWER BOOK]**1. Answer any **ten** questions: $2 \times 10 = 20$

যে-কোনো দশটি প্রশ্নের উত্তর দাও :

- i) What do you mean by Local Bodies?
স্থানীয় সংস্থা বলতে কি বোঝ?
- ii) Mention year and Constitution amendment number for Panchayat Raj System.
পঞ্চায়েত রাজ প্রতিষ্ঠার জন্য সংবিধানে কততম সংশোধন কোন্ বৎসরে হয়েছিল?
- iii) Define Panchayat as per Constitution of India.
ভারতের সংবিধান অনুসারে পঞ্চায়েত এর সংজ্ঞা দাও।

[Turn Over]

iv) What are the different forms of Urban Local Bodies (ULB)?

বিভিন্ন প্রকারের স্থানীয় পৌর সংস্থাগুলি কি?

v) Who makes the provisions for accounts and audit of Panchayat?

পঞ্চায়েত এর-হিসাবরক্ষণ এবং হিসাব পরীক্ষার নিয়মাবলী কে প্রস্তুত করে?

vi) Name the Form used for Cash Book and Subsidiary Cash Book.

Cash Book এবং Subsidiary Cash Book প্রস্তুতের Form গুলির নাম লেখ।

vii) Which Form is used for General Ledger and Cheque Book Register?

General Ledger এবং Cheque Book Register প্রস্তুতের Form গুলি উল্লেখ কর।

viii) What are the important accounting documents to be maintained by the ULB?

স্থানীয় পৌর সংস্থা যে গুরুত্বপূর্ণ হিসাব সংক্রান্ত দলিল ব্যবহার করে তাহা উল্লেখ কর।

ix) Define Gram Sabha.

গ্রাম সভার সংজ্ঞা দাও।

x) Discuss the provisions of the Section 187 of the Panchayat Act.

পঞ্চায়েত আইনের ১৮৭ নম্বর ধারা সম্পর্কে আলোচনা কর।

- xi) What is 'Accounting Standards'?
- 'Accounting Standards' বলতে কী বোঝায়?
- xii) Discuss custody of Gram Panchayat Fund.
- গ্রাম পঞ্চায়েত Fund এর রক্ষণের বিষয়ে আলোচনা কর।
- xiii) What are the primary accounting documents used by ULB?
- স্থানীয় পৌর সংস্থা কি কি প্রাথমিক হিসাব সংক্রান্ত দলিল ব্যবহার করে?
- xiv) Discuss Going concern accounting assumption for ULB.
- স্থানীয় পৌর সংস্থার ক্ষেত্রে হিসাব সংক্রান্ত চলমান অনুমান আলোচনা কর।
- xv) What is MOUD?
- MOUD এর পূর্ণরূপটি লেখ।

2. Give answer to Either **2A** OR **2B**:

2A অথবা **2B** প্রশ্নের উত্তর দাও :

2A. Answer any **four** questions: $5 \times 4 = 20$

যে-কোনো চারটি প্রশ্নের উত্তর দাও :

- i) Discuss the general procedure for keeping the accounts and register (Rule – 3).
- হিসাবরক্ষণ এবং রেজিস্টার রক্ষণ এর (নিয়ম-৩) সাধারণ নিয়মাবলী আলোচনা কর।

- ii) Write the procedure for maintenance of accounts by the Gram Unnayan Samiti.
- গ্রাম উন্নয়ন সমিতির হিসাব রক্ষণের পদ্ধতিগুলি লেখ।
- iii) Discuss the provisions for preparation of annual statement of receipts and payments.
- Receipts এবং Payments এর বার্ষিক বিবরণী প্রস্তুতের নিয়মাবলী আলোচনা কর।
- iv) Write some important provisions for Urban Local Bodies Manual.
- স্থানীয় পৌর সংস্থার Manual এর গুরুত্বপূর্ণ কয়েকটি বিষয় লেখ।
- v) Discuss Accounting Standard for Local Bodies.
- স্থানীয় সংস্থার 'Accounting Standard' আলোচনা কর।
- vi) What are the requirements for new accounting system in the case of ULB?
- স্থানীয় পৌর সংস্থার নতুন হিসাব ব্যবস্থার প্রেক্ষিতে কি কি প্রয়োজন?

OR

2B. From the Receipts and Payments Account given below prepare an Income and Expenditure Account/Statement of Jiaganj Municipality for the year ended on 31.03.2020, in the format given at the end of the question.

Ignore "Previous Year" column of the said Format.

Receipts and Payments Account for the year ended 31.03.2020

Receipts	Amount (Rs.)	Payments	Amount (Rs.)
Opening Balance - Cash	1,23,000	Salary & Allowance	1,60,00,000
- Bank	1,70,40,500	Staff Group Insurance	3,10,000
Municipal Tax collection	31,00,000	Administrative	
Tax on Advertisement	1,05,000	Expenses –	
Revenue assigned by		(i)Accounts Deptt.	2,90,000
Govt. of W.B.	14,00,000	(ii)Law Dept.	1,25,000
Rent from Auditorium	1,80,000	(iii)Engg. Deptt.	10,00,000
Rent from Playground	1,000	(iv)Health Deptt.	6,80,000
Trade License Fee	7,00,000	(v)Personnel Deptt.	1,25,000
Mutation Fee	14,75,000	Road Maintenance	50,00,000
Ambulance hire charge	23,000	Water Supply	
Car parking charge	2,30,000	Maintenance	25,00,000
Govt. Grants for –		Garbage Clearance	16,50,000
(i) Road maintenance	37,00,000	Street Electricity	
(ii) Water supply	23,00,000	Expenses	13,00,000
(iii)Salary & allowance	1,50,00,000	Interest on Bank OD	7,15,000
Interest on Investment	2,05,000	Health Awareness	
Interest from Bank	75,000	Programme	1,80,000
Fines	2,000	Blood Donation Camp Exp.	20,000
Donations	2,00,000	Purchase of Stores	18,00,000
		Subsidies For Toilet	
		Construction	15,30,000
		Hire charges for Cars	5,00,000
		Investment in Govt. Bonds	8,00,000
		Closing Balance - Cash	1,00,000
		- Bank	1,12,34,500
	4,58,59,500		4,58,59,500

Additional Information:

- Depreciation for the year – Rs. 18,55,000
- There was no opening and closing balance of stores.
- Outstanding Exp. as on 31.03.2021: Salary Rs.3,20,000; Electricity Exp. Rs.1,50,000
- Transfer to Reserve Fund @ 10% of surplus, if any.

In your workings, prepare separate schedule for each item of income and expenditure mentioned in the Format. For example –

Prepare a schedule of Tax Revenue (Schedule no 1-1), by taking Municipal Tax and Tax on Advertisement. Then put the total of the Schedule in Income and Expenditure Account. 20

FORMAT

Name of the Urban Local Body.....

Income and Expenditure Statement for the period from..... to

Code	Item/Head of Account	Schedule No.	Current Year Amount (Rs.)	Previous Year Amount (Rs.)
1	2	3	4	5
	INCOME			
110	Tax Revenue	1-1		
120	Assigned Revenues & Compensations	1-2		
130	Rental Income from Municipal Properties	1-3		
140	Fees & User Charges	1-4		

150	Sale & Hire Charges	1-5		
160	Revenue Grants, Contributions & Subsidies	1-6		
170	Income from Investment	1-7		
171	Interest Earned	1-8		
180	Other Incomes	1-9		
A	Total Income			
	EXPENDITURE			
210	Establishment Expenses	1-10		
220	Administrative Expenses	1-11		
230	Operations & Maintenance	1-12		
240	Interest & Finance Expenses	1-13		
250	Programme Expenses	1-14		
260	Revenue Grants, Contributions & Subsidies	1-15		
270	Provisions & Write Off	1-16		
271	Miscellaneous Expenses	1-17		
272	Depreciation			
B	Total Expenditure			
A-B	Gross surplus/(deficit) of income over expenditure before Prior Period Items			
	Add/Less: Prior Period Items (Net)	1-18		
	Gross surplus/ (deficit) of income over expenditure after Prior Period Items			
	Less: Transfer to Reserve Funds			
	<i>Net balance being surplus/deficit carried over to Municipal Fund</i>			

3. From the following information write a Cash Book of Kandi Gram Panchayat in the format given at the end of this question:

Date	Particulars	Amount (Rs.)
01.12.2020	Opening Balance	18,700
	Cash-	
	Bank-	8,12,500
02.12.2020	Paid salary to Executive Assistant by cheque	35,000
04.12.2020	Paid Electricity Bill to WBSEDCL, by cheque	14,200
04.12.2020	Received United Fund from Govt. of West Bengal (cheque)	7,00,000
05.12.2020	Taxes collected – received in cash from tax collector C. Das	15,500
05.12.2020	Toll Tax – received in cash from collector B. Mitra	8,700
06.12.2020	Licence fee on Vehicle – in cash from S. Biswas Rs.4,500 and in cheque from S. Hassan Rs. 7,000	
06.12.2020	Rent received from Community Hall (cash)	4,500
07.12.2020	Paid telephone charges in cheque	1,340
07.12.2020	Paid office expenses in cash to S. Roy	950
07.12.2020	Paid for repairing of Tube wells – cash	6,400
08.12.2020	Received Grant under SSK scheme from Govt. of WB in cheque	80,000
09.12.2020	Received Donation in cash from A. Molla	3,000
09.12.2020	Payment made to Sishu Bharati from SSK scheme in cheque	1,00,000
10.12.2020	Taxes collected - received in cash from tax collector C. Das	5,500
15.12.2020	Paid Travelling expenses to secretary in cash	875
18.12.2020	Collection from Poush Mela – in cash collected by B. Mitra	25,000
20.12.2020	Paid to advance against salary to Executive Assistant (cheque)	12,000
25.12.2020	Paid for Construction of Health Centre to SS Construction (cheque)	3,50,000
27.12.2020	Commission paid to tax collector B. Mitra – cash	2,100
28.12.2020	Grant from PMGSY scheme from Central Govt. in cheque	80,00,000
28.12.2020	Paid for road construction under PMGSY to Saha & Co. in cheque	11,00,000
30.12.2020	Bank charges by SBI	500

Note: Assume that separate bank accounts have not been opened for funds received from Govt. under different schemes. 20

Answer 3 :

Form 1 - Cash Book

.....Gram Panchayat

Date	RECEIPTS	R No	L F	Cash	Bank	Sig. Of E.A.
	From Whom Received and Purpose					

Date	PAYMENTS	R No	L F	Cash	Bank	Sig. Of E.A.
	To Whom Paid and Purpose					

Total Receipts:	Details of Closing Balance:	Total Payments:
Opening Balance:	Cash in hand:	Closing Balance:
Grand Total:	Cash at Bank:	Grand Total:

Signature of the Secretary/Authorized Employee with date
