

The Institution of Engineers [India]

NOTES FOR COMMENT OF CENTRE'S AUDITORS FOR THE YEAR ENDED 31-3-2018

Centre's Auditors to see and comment under the following points and where applicable

AHMEDABAD CENTRE

ANNEXURE- III

1.	(a)	Title deeds of land - whether seen or not.	
	(b)	Alternative documents in absence of lease or title deed so as to prove the legal possession and authorization for use by the Centre - to be seen.	N A
	(c)	Lease deeds whether still valid ?	N A
	(d)	Present position of building under construction - whether still incomplete or not, duly certified by Chartered Engineer.	N A
	(e)	Actual cost of acquisition of land including development charges, if any, included under building construction should be shown separately.	N A
	(f)	Lease deeds of land/building whether free from encumbrances.	N A
	(g)	Confirm whether the entire requirements arising out of lease/grant deeds are met, the entire property is in the possession of the Institution and no sub-letting or otherwise use of the property by any other organization has been made.	N A
	(h)	Whether Fixed Assets Register maintained properly, i.e., total cost of assets as per Fixed Assets Register agreed with General Ledger Balance and all details, say location of assets, cost, nature of assets, rate of depreciation etc. are incorporated in the Register.	YES
	(i)	Whether fixed assets of the Centre were physically verified by the Management during the year.	YES
	(j)	We have physically verified the cash balance and original fixed deposits certificates, bank confirmations and no exception have been noted.	YES
	(k)	We have physically verified all investments and a copy of details of such investments attached herewith.	YES
	(l)	Whether tax deducted at source from salary, contractors bill etc. are being deposited regularly as per Income Tax Rules. Also please ensure whether surcharge on Income Tax is also being deducted.	N A
	(m)	Besides, the other matters, if any, cropped up in course of audit which might affect the truth and fairness of the state of affairs of the Centre and its results for the year 31 st March for relevant year.	N A
2.	(a)	Has the State Centre taken registration under GST Act and included the names of all local centres within their jurisdiction as an additional place of business?	N A
	(b)	Whether GST is being collected/deposited regularly as per GST Act and rules. The details of collection /deposit of GST attached herewith.	N A
	(c)	Whether the Centre has procured goods/services from an unregistered person exceeding Rs 5000/- per day GSTN wise in its entirety and whether the relevant GST is being regularly deposited under reverse charge mechanism?	N A
	(d)	Whether tax invoice/bill of supply is being regularly issued for all taxable /exempted services?	N A
	(e)	Whether the outward register/inward register is being properly maintained?	N A
	(f)	Whether the Centre has been regularly submitting the monthly/annual returns within due dates? If not details to be provided.	N A
	(g)	Whether special GST audit has been conducted by the State Centre in case of turnover of the State centre along with the local centre is more than Rs 2 crore during the financial year? If yes whether GST audit report and a reconciliation statement in Form GSTR 9C has been submitted.	N A
3.	(a)	Progress/completion of construction work as on 31 st March in respect of addition made during the year to the existing building to be checked.	N A



Talib A. T. Patel

(b)	Contingent liability in respect of suits filed against the Centre, if any, to be ascertained.	N A
(c)	We have obtained external confirmation for all the year end balances with bank (including current account, savings account, cash credit, overdraft, loans, fixed deposit and accrued interest) directly from the banks/financial institutions concerned at our office.	YES
4.	Matters which do not really distort the truth and fairness of the accounts should not form part of the report and report separately :	N A
(a)	Balance in advance schedule lying unadjusted for quite some time to be scrutinized and adjustments, if any, to be given effect to or amount if material to be reported upon.	N A
(b)	Utilization of fund transfer from headquarters for construction of building and acquiring of other assets to be checked and reported upon.	N A
(c)	Statement of closing stock of stores/stationery to be certified by the management and to be attached along with audit report.	YES
5.	Whether the centre has adhered to the Royal Charter, Bye-Laws, Regulations and code of ethics and Financial Norms and Rules? If not details to be provided.	YES
6.	If in addition the auditors want to comment on certain matters, they should write a management letter which must not be referred to in the above report.	N A

Robert A. Pearty



SMJ & ASSOCIATES
CHARTERED ACCOUNTANTS

CA MOHIT A. MEHTA
B. COM. A.C.A.
MO. 9510263292

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THE BOMBAY PUBLIC TRUST ACT, 1950

Schedule IX - C
(Vide Rule 32)

Statement of Income liable to
Contribution for the year ending on : **31.03.2018**
Name of the Public Trust : **The Institute Of Engineers (India), Gujarat State**
Registration No. :

PARTICULARS		AMOUNT RS.	AMOUNT RS.
GROSS ANNUAL INCOME			
TOTAL (A)			
Details of Income not chargeable to Contribution			
Under section 58 Rule 32			
i)	Donations received during the year from any source	291300	
ii)	Grants From Head Quarter & Local Authorities	2152390	
iii)	Interest on Sinking or Depre. Fund	0	
iv)	Amount spent for the purpose of education		
v)	Amount spent for the purpose of Medical Relief		
vi)	Deduction out of Income from lands used for Agricultural purpose :-		
	(a) Land Revenue and Local Fund Class		
	(b) Rent payable to superior landlord		
	(c) Cost of Production, if lands are cultivated by Trust		
vii)	Deduction out of Income from lands used for Non - Agricultural purpose :-		
	(a) Assessment Cesses and other Government or Municipal Taxes		
	(b) Ground rent payable to the superior landlord		
	(c) Insurance Premium		
	(d) Repairs at 8-1/3 % of Gross Rent of Buildings		
	(e) Cost of collection at 4 % of gross rent of buildings let out		
viii)	Cost of collection of income or Receipts from Securities, Stocks etc. At 1 % of such Income		
ix)	Deduction on Account of repairs in Respect of Buildings not rented and yielding no income at 8-1/3 % of the estimated Gross Annual Rent		
x)	The amount of donation given to :-		
	(a) The Prime Minister's National Relief Fund ;		
	(b) The Gujarat Chief Minister's Relief Fund.		
TOTAL (B)			
INCOME LIABLE TO CONTRIBUTION (A-B)		2443690	NIL

Educational Trust, Hence Not
Applicable For Charities
Contribution.



Mohit A. Mehta



SMJ & ASSOCIATES

Chartered Accountants

A-705, Samudra Complex, Near Hotel Klassic Gold, Opp. Girish Coldrinks, Off C.G. Road, Ahmedabad-380006.
Contact No.: 079-4030 8371 Mobile No.: 090991 32312 E-mail Address : smjassociates2013@gmail.com

THE INSTITUTION OF ENGINEERS (INDIA), GUJARAT CENTRE

SCHEDULE – K : SIGNIFICANT ACCOUNTING POLICIES & NOTS ON ACCOUNTS :

- 1) **Revenue Income** :
All Revenue Income are recognized and accounted on accrual basis.
- 2) **Revenue Expenses** :
All Revenue Expenses are recognized and accounted on accrual basis.
- 3) **Fixed Assets & Depreciation** :
3.1 Fixed Assets are stated at their cost of acquisition/installation
3.2 Depreciation on Fixed Assets is not provided at Gujarat State Centre level. As explained by management, same is provided by Head Quarter.
- 4) **Investments** :
Investments are stated at cost.
- 5) **Accounting For Grants** :
4.1 All recurring / revenue grants have been taken as Income, except unutilized grants.
4.2 Specific grants and contributions in the nature of capital receipts shown under the head funds as liabilities in the Balance Sheet. Revenue grants and contributions are accounted as income during the year.
4.3 Utilization of Capital Grants has been credited to concerned Fixed Assets and hence Fixed Assets have been shown at Net of Grants.
- 6) **Employee benefits** :
The accrued liability for future payment of gratuity and provident fund contribution in respect of permanent employees are being accounted for at Head Quarter.
- 7) **Other Accounting Transactions** :
Accounting policies not specifically referred to above are consistent with generally accepted accounting principles.



SMJ & ASSOCIATES
Chartered Accountant

Mohit Mehta

MOHIT MEHTA (PARTNER)
FRN NO : 137347W
M.NO : 155175
DATE : 10/06/2018

**THE INSTITUTION OF ENGINEERS (INDIA)
GUJARAT STATE CENTRE**

BHAIKAKA BHAVAN
Law College Road, Ahmedabad - 380 006

DETAILS OF FIXED ASSETS AS ON 31ST MARCH, 2018

1. LAND : Lease Hold Free LEASE HOLD
Area 1820 Sqr Yards

2. BUILDING : No. of Floor/Rooms Cellar and 2 Floor, Guest House 3
Floor

3. FURNITURE

a) <u>TABLE</u>	SIZE	No. STEEL	No WOODEN	b) <u>CHAIRS</u>	With Arms	Without Arms
I	4'X 2. 1/2'	3	2	Revolving	27	
II	4' X 2'	1		Cushion	36+15=51	125=171
III	14'X 10' X 14' X 2' U Type		1	Chairs Fixed	372	
	24'X2' Dais in 3 Parts		1	Computer Chair	1	
	5'X2' Rostrum		2	Nylon Seat	2	
				VIP Chair	2+6	
				Gust. Wooden Fur. Beds	12	
				Table	20	
				Name Plate Board	2	
				Notice Board	4	

e) ELECTRICAL FANS MAKE No. d) AIR CONDITIONER
Fan 10 1 Ton Room Air conditioner No. 2
Exhaust Fan 1 Central A. C. Plant 50 Tons 1 Unit Voltas

e) ALMIRAH (Book Selves) STEEL WOODEN f) Filing Cabinet STEEL



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Store well 3'X6'	4	--
Singal Glass faced	2	--
Dubal Glass faced	2	--

3'X6'	1
Catlog Cabinet 4 Drawars	6
Catlog Cabinet	1

g) WALL CLOCK Nogs 3

h) OTHER ITEMS Nogs.

3. OFFICE EQUIPMENT
 a) Typewriter Make : Remington 1
 b) Computer 6 Unit with 5 Printer

1. Overhead Projector 1
 2. Amplifier 1
 3. Codeless Microphone 1
 4. Fax Machine 1
 5. Numbering Machine 1
 6. Mike Ahuja 3
 7. Aqua guard ST. 2000 With Water Cooler) 1

4. GUEST HOUSE & Office FURNITURE AND EQUIPMENT
 a) Fan Nogs 6
 b) Air-conditioning Machine Nogs 6
 c) Air-conditioning Machine Nogs 6
 d) Air-conditioning Machine Nogs 16

8. LCD Projector with Screen 6
 9. LED T V 5
 10. T V 2
 11. Free Dish TV 6

We hereby Certify that we have carried out physical Verification of all assets of the Gujarat State Centre as on 31st March, 2018 and the information given above are correct.

[Handwritten Signature]

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HON. SECRETARY
 GUJARAT STATE CENTRE
 THE INSTITUTION OF ENGINEERS (INDIA)

S.M.I. & ASSOCIATES (CA)



THE INSTITUTION OF ENGINEERS (INDIA)
GUJARAT STATE CENTRE
Law college Road, Ahmedabad - 380 006

Sr. No.	Names of the Items	Page No. of the Stationery Register	Quantity
1.	Attendance Register	2	1
2.	Box Files	3	6
3.	Ball Pen	5	8
4.	Brown Paper	7	20
5.	Correcting Fluid (Type)	8	1
6.	Covers (9'X4')	10	1000
7.	Covers (7'X5')	13	200
8.	Covers (7'X4')	16	5
9.	Fevicol	24	50 Gm.
10.	Plastic Folders	33	15
11.	Gum Bottles	33	3
12.	Register for Library	35	2
13.	Letter Head General	36	500
14.	Letter Head for Chairman	37	300
15.	Letter Box Tray	39	5
16.	Max Auto Numbering Machines	41	1
17.	Needles	41	5
18.	Orient for computer Copy	42	500
19.	Office Files	44	15
20.	Pins	45	1packet
21.	Pencils	46	4
22.	Pencil Carbons	47	45
23.	Type Carbons	47	60
24.	Papers Punching Machines	48	3
25.	Papers Punching Machines (Big)	49	1
26.	U. Pins Box /Packets	50	1packet
27.	Register 1 Quire	55	3
28.	Register 2 Quire	56	5
29.	Papers Bag	57	150
30.	Rurals	61	2
31.	Rough Pad	64	65



Handwritten signature: T. S. V. Patel

32. Receipt Books 65
 33. Staplers 68
 34. Stapler Pins 69
 35. Sketch Pens 70
 36. Stamp Pad 71
 37. Voucher Books (Cash) 72
 38. Voucher Books (Cheques) 78
 39. Wax 79
 40. Waste Papers Waskets 80

9
 3
 1packet
 12
 3
 11
 11
 1/2 Box
 6

Date : 31st March, 2018

SMJ & ASSOCIATES (CA)

Prabir A. Huda

HON. SECRETARY

