

**SAPTAPARNA ALF WOMEN'S MULTIPURPOSE  
CO-OPERATIVE SOCIETY LTD.**

**Registration No. 3140, Dated: 05.02.2020**

**Birendranagar, Jirania  
West Tripura**

**Audit Note & Audited Accounts  
for the year 2020-21**

**AUDIT MEMORANDUM**  
 (Ref: Chapter - 11.5 of Co-op. Audit Manual)  
 (Rule 71 read with Section 79)

Audit Memo no.	
1. Name and Address of the Society :	Saptaparna ALF Women's Multipurpose Co-operative Society Ltd. Birendranagar, Jirania, West Tripura. 3140, Dated: 05.02.2020
2. Registration no. & Date :-	3140, Dated: 05.02.2020
3. Membership	
a) Total nos. of Members (No. of member admitted after previous audit to be indicated separately):	Total : 21 Nos.  Nil
b) Is the Register of Members / Share register in order:-	Yes.
c) Are admission of members in order:	Newly Registered Co-op. Society.
d) Does the cash book indicate that all members have paid their entrance fees:	Newly Registered Co-op. Society.
e) How many member resigned during the year of audit and if so has the resignation accepted as per Act & Rules and Bye-Laws :	Newly Registered Co-op. Society.
4. Area of operation :-	The area of operation of the Society is confined within the entire area of West Tripura only.
5. Activities undertaken :-	As per object of Bye-Laws of the Society.
6. No of committee meeting held during the period :-	05 Nos.
7. Date of last Annual General Meeting / Special meeting :-	
8. Period covered	
a) Last audit :-	Newly Registered Co-op. Society.
b) Present audit :-	01/04/2020 to 31/03/2021
9. Details of defects / irregularities etc. pointed out in the last audit and not rectified by the Society :-	Stated in separate report.

Continued to next page.



## PERFORMANCE INDICATORS

Particulars	Previous year	Current year
	(2019-20)	(2020-21)
1) Share Capital :-		Nil
a) Government		Rs. 2,100.00
b) Individuals		Nil
c) Others		Rs. 2,100.00
d) Total		Nil
2) Reserve Fund :-	Newly Registered Co-op. Society.	Nil
3) Borrowings / Principal Assistance		Nil
4) Advance issued		Nil
5) Advance / Loan outstanding		Nil
A ) Members :-		Nil
B ) Bank :-		Nil
6) Business turnover :-		Rs.9,916.56 (+)
7) Profit (+) Loss ( -- )		Nil
8) Total Staff :-		Rs. 1,115.44
9) Establishment Cost :-		
10) What is the limit of the borrowings fasted by the Bye-Laws of the society :-	20 (Twenty) times of paid up share capital plus reserve fund plus house building fund.	
11) Are the bonds in order and registered where necessary :-	During the Audit period no contract has been made.	
12) Has any breach of Law, Rules or Bye-Laws noticed during audit:-	Stated in separate report.	
13) What rate of Dividend was last declared:-	No dividend was declared.	
14) Do the amount of loan shown in the register of loans tally with the entries in the cash book:-	Does not arise.	
15) Total amount of loan given and the member of borrower during the period of audit:-	Does not arise.	
16) What is the total amount of loans outstanding with the members at the end of the prior to undertaking audit:-	No loan was issued during the period.	

17) Is the Dead stock register written up to date and has depreciation allowed on with Dead stock:-

18) Does the society transact with non-members and if so is bonus allowed to them on purchase:-

19) Are all the register maintained by the society regularly and in proper manner:-

20) What is the total profit of the society during previous year and manner of apportionment among :-

a) Reserve fund ( Statutory )

b) Other reserve fund

c) Dividend

d) Bonus to member and staff

e) Carried forward:-

21) Cash :

a) Is the cash book maintained regularly and as per Act Rule and Bye-Laws :-

b) Has unduly huge cash balance kept in hand for a long period and if so explanation therefore by the Managing Committee.

c) Who is the custodian of cash balance of the society:

22) On the last day of audit, Auditor to verify cash balance with closed cash book for the day record certificate of verification and hand over the verified cash to the custodian of cash:-

23) Whether the Board of Directors elected or nominated as per Act and Rules and if so is the Board in existence :-

24) Meeting:-

a) How many committee meeting held during the period of audit is the minutes recorded regularly :

b) What is the date of last annual general meeting and special general meeting :-

24) Comments / Suggestion by the auditor :

Yes.  
Depreciation was not allowed.

Yes.  
Does not arise.

No.

Newly Registered Co-op. Society.

Yes.

No.

Manager of the society as per Bye-Laws .

At the end of audit on \_\_\_\_\_, cash balance as per cash book is Rs.

The cash is physically verified and found in order.

Elected on \_\_\_\_\_ as per Acts and Rules and the Board is in existence.

05 Nos.

Enclosed in Separate Report.



III

IRREGULARITIES DETECTED

A. Major

- 1) No business activities were initiated.

B. Minor

- 1)

IV

STATUTOY SCHEDULES ( TO BE ENCLOSED IN SEPARATE SHEETS )

- SCH-I. List of all transactions which appear contrary to the provision of the TCS Act, Rules and Bye-Laws of the Society.
- SCH-II. List of all sums which ought to have been but have not been brought into account.
- SCH-III. List of all irregularities in expenditure or in realization of money.
- SCH-IV. List of all other irregularities noticed in audit, not covered by the above schedules.

V

1. Name & Designation of the Auditors :- Smt. Shyama Chakraborty,  
Statistical Investigator, Jirania Circle.
2. No. & Date of orders of appointment :- No.F.2.(C)/ADT-ALLOT/PACS/OTH/COOP/  
SADAR/MNP/JRN/20/  
Dated-
3. Date of completion of audit :- 31-5-2022

Date :-

Signature of Auditor  
Shyama Chakraborty

## AUDIT CLASSIFICATION

D-Very Poor

All an assessment of the society may be made under the Board heads mentioned below and marks given in the basis of specific norm indicate under each head. The audit classification of society may there after be arrived at on the basis of aggregate marks secured by the society as indicated below:-

MARKS :- 100

PARTICULARS	MARKS	OBTAINED MARKS
1) INCOME	<b>(50)</b>	
a) Income is excess of expenditure	50	Nil
b) Income is equal to expenditure	40	Nil
c) Expenditure is excess income	Nil	Nil
2) REPAYMENT OF LOAN TO GOVERNMENT & OTHERS	<b>(05)</b>	
a) Full repayment as per agreement	05	Nil
b) Partial repayment	03	Nil
3) OWN FUND MOBILISATION	<b>(05)</b>	
a) If the business of society is run by its own fund to the extent of 50% of its working capital.	05	
b) If the business of society is run by its own fund less then 50% of its working capital.	03	Nil
4) EARNING CAPACITY	<b>(15)</b>	
a) If profit is earned after making provisions for all the items and has contributed to various reserves as per Act. Rules and Bye – Laws or otherwise as directed by the Registrar of cooperative societies, Govt. of Tripura and eligible to declare dividend.	15	Nil
b) As at above but not eligible to declare dividend.	13	Nil
c) Profit earned is adequate too make provisions.	11	Nil
d) Society earns only operating profit (N.B. operating means earning/ incomes are in excess of operation cost.)	09	09
e) Society does not earn any profit.	Nil	Nil
5) EFFICIENCY OF MANAGEMENT	<b>(25)</b>	
a) Meeting held as per Bye-Laws.	03	01
b) Internal control system, Management information system, house keeping maintenance of books of accounts. Reconciliation if any, etc. and policy of loans / advances / business as regard to supervision / monitoring internal control etc. over leading / recovery / strategy etc.	15	03
c) Role of management regarding co-operative education / movement viz. Awareness program / Co-op. week / seminar.	02	Nil
d) Compliance report of audit, inspection / submission of Annual return in time.	02	Nil
e) Cost of management to working fund / Capital.	03	Nil
f) Preferable should be below 3% of working capital fund or working capital.		
<b>TOTAL MARK</b>	<b>100</b>	<b>13</b>



## 6) EROSION OF SHARE CAPITAL

If society sustained / incurs net loss i. e. the amount of net loss erodes share capital in the manner indicated below then the aggregate marks obtained by the society will be reduce / declined by the followings.

## 7) NET LOSS EFFECTED BY ERODING SHARE CAPITAL

@ Rs. 10/1 or below	--05
@ Rs. 10/2 or below	--10
@ Rs. 10/3 or below	--15
@ Rs. 10/4 or below	--20
@ Rs. 10/5 or below	--25
@ Rs. 10/6 or below	--30
@ Rs. 10/7 or below	--35
@ Rs. 10/8 or below	--40
@ Rs. 10/9 or below	--45

N.B. Share Capital fully eroded                      Red.

Marks securedAudit Classification

65 and above

A Excellent

50 to 64

B Good

40 to 49

C Poor

*Below 40**D Very poor ✓*

( If the society is found non functioning the  
audit classification would be "E" )

Signature of Auditor

Shyamprakash Chandra

Separate audit report under item no. 24 of audit memorandum of Saptaparna ALF Women's Multipurpose Co-operative Society Ltd. for the year 2020-21.

As per the order of the Deputy Registrar of Co-operative Societies, West Tripura District the statutory audit of Saptaparna ALF Women's Multipurpose Co-operative Society Ltd. was undertaken by the undersigned duly serving verification notice inviting the share holder, sundry creditors / debtors and other person whose interests are vested with the affairs of the Society to be verified their dues / balances maintained by the Society but nobody appeared before the undersigned for verification of his / her respective accounts with the books and records of the Society.

Thus, the finalization of audit for the year 2020-21 has been done with the books and records maintain by the Society after receiving necessary information and explanation as required by the T.C.S. Act & Rules and provision of Bye law of the Society.

1) **Preliminary** : Saptaparna ALF Women's Multipurpose Co-operative Society Ltd. which was registered on 05.02.2020 having registration No.3140. The registered address of the Society was at Birendranagar, Jirania, West Tripura.

2) **Area of Operation** : The area of operation of the Society is confined within the entire area of West Tripura only .

3) **Paid up share Capital and Members** : During the year 2020-21, the Society has received Individual Share Capital of Rs.2,100.00 from 21 Nos. of members. No Share Capital Assistance was received from the State Government. Hence, at the end of audit on 31.03.2021 total paid up share capital of the Society stands at Rs.2,100.00 which was paid by Individual member of the Society. As on 31.03.2021, total membership stands 21 Nos.

4) **Managements** : As per provision of the Bye-Laws and as per TCS (Amendment) rules 1978 the Management of the Society consisting of 05 (five) Nos. of members was elected to a General Meeting held on 26-2-2020. The Board of Directors of the Society was elected for a period of 05 (five) years. In the subsequent meeting Smt. Anni Saha was elected as the President and Smt. Gita Das (Paul) was elected as the Vice-President of the Society. The Management of the Society is advised to conduct meeting of BODs as per provision of Bye-Laws of the Society and also to hold AGM in the stipulated period every year.




20  
Namita Karm  
Saha  
Saha

5) **Business Activities** : During the current year no business activities were undertaken by the Society. During the year the Society has received donation & subscription of Rs.10,600.00. At the end of the year the Society earned a net profit of Rs.9,916.56. During the audit works it was observed that the Society did not take any initiative to undertake any business activities. So, the Management of the Society is advised to prepare a business plan as per provision of Bye-Laws immediately and also to adopt the same to meet up the expectation of the members of the Society.

6) **Conclusion** : Finally the management of the Society is requested to rectify the defects and irregularities that are detected above and to submit the rectification report to the concerned authority.

With best complements to the Manager and Management of the Society for their courtesy and service in completion of the audited accounts.

  
(Shyama Chakraborty)  
Stat. Investigator, Jirania Circle,  
Auditor,  
Saptaparna ALF Women's Multipurpose  
Co-operative Society Ltd.

## AUDIT CERTIFICATE

I have examined the accounts of 'Saptaparna ALF Multipurpose Co-operative Society Ltd.' for the Co-operative year ended 31<sup>st</sup> March, 2021 with the relevant books, records & documents as available and received the information and explanation as required by the Acts & Rules and Bye-Laws of the said society.

I also certify that, the accounts shown in the Cash A/C, Profit & Loss A/C and Balance Sheet as on 31<sup>st</sup> March, 2021 subject to my separate report and to the best of my knowledge and belief are correct and reveals the actual financial position of the society.



(Shiyama Chakraborty)  
Stat. Investigator, Jirania Circle,  
Auditor,  
Saptaparna ALF Multipurpose  
Co-operative Society Ltd.



**SAPTAPARNA ALF WOMEN'S MULTIPURPOSE CO-OPERATIVE SOCIETY LTD.**

Regd. No.:3140; Date:05.02.2020  
Birendranagar, Jirania, West Tripura

**Balance Sheet as on 31.03.2021**

Liabilities	Amounts	Assets	Amount
<u>Authorized Share Capital</u>			
a) A class share 25000 Nos. @Rs. 100/-	25,00,000.00	1) Cash in hand	220.00
b) B class share 2500 Nos. @Rs. 1000/-	<u>25,00,000.00</u>	2) Cash at Bank	11,696.56
	50,00,000.00	3) Loan & Advance	68,500.00
1) <u>Paid up Share Capital A/C :</u>		4) <u>Fixed Asset A/C :</u>	
i) Individual	2,100.00	a) Sealing machine : 1,100.00	
2) Grant received from Govt.	80,000.00	b) Weight machine : 2,550.00	
3) Accumulated Profit	9,916.56	c) Steel Trunk : 3,500.00	
		d) Dead stock : <u>4,450.00</u>	11,600.00
<b>TOTAL :</b>	<b>92,016.56</b>	<b>TOTAL :</b>	<b>92,016.56</b>

Signature of BOD :

1. *Gita Das (Paul)*

2. *probinu sardhore*

3. *Sebani Das (Kus) Umder*

4. *गीतिका दास*

5. *नाइमा देब बर्म*  
6. *Jhuma Saha*

President

*Anne Saha*

Saptaparna ALF Women's  
Multipurpose Cooperative  
Society Ltd.

Manager

*Risana Saha*

Saptaparna ALF  
W.M.C.S.Ltd

SAPTAPARNA AIF WOMEN'S MULTIPURPOSE CO-OPERATIVE SOCIETY LTD.  
 Regd. No.:3140; Date:05.02.2020  
 Birendranagar, Jirania, West Tripura

Profit and Loss Account for the year ended 31st March, 2021

Dr.	Particulars	Amounts	Particulars	Cr.	Amount
To	Establishment Cost	1,115.44	By,	Admission Fee	210.00
			By,	Intt. earned from Bank	222.00
By,	Net Profit (Transferred to balance sheet)	9,916.56	By,	Donation & subscription	10,600.00
	Grand Total	11,032.00		Grand Total	11,032.00

President

Anore Saha

Saptaparua AIF  
 women's multipurpose  
 Cooperative Society Ltd

Manager

Priyanka Saha

Saptaparua AIF  
 women's multipurpose  
 Cooperative Society Ltd



SAPTAPARNA ALF WOMEN'S MULTIPURPOSE CO-OPERATIVE SOCIETY LTD.  
 Regd. No.:3140; Date:05.02.2020  
 Birendranagar, Jirania, West Tripura

Cash Accounts for the Period from 01.04.2020 to 31.03.2021

Receipts	Amounts	Payments	Amount
1) Sale of Share	2,100.00	1) Bank Deposit	90,832.00
2) Admission Fee	210.00	2) Purchase of Sealing machine	1,100.00
3) Bank withdrawn	79,125.44	3) Purchase of Weight machine	2,500.00
4) Interest earned from Bank A/C	222.00	4) Purchase of Steel Trunk	1,500.00
5) Donation & subscription	10,600.00	5) Purchase of Dead Stock	1,400.00
6) Grant received from Govt. :		6) Loan & Advance	60,500.00
a) Swachha Bharat Abhijan:30,000/-		7) Establishment & Contingency :	
b) R.F. :50,000/-	80,000.00	a) Printing & stationary : 990.00	
		b) Other Expenses : 125.44	1,115.44
<b>TOTAL</b>	<b>1,72,257.44</b>	<b>TOTAL</b>	<b>1,72,037.44</b>
Opening Balance	0.00	Closing Balance	220.00
<b>Grand Total</b>	<b>1,72,257.44</b>	<b>Grand Total</b>	<b>1,72,257.44</b>

President

Arone Saha

Saptaparna ALF  
 women's Multipurpose  
 Cooperative Society Ltd

Minister

Rama Saha

Saptaparna ALF  
 women's multipurpose  
 Cooperative Society Ltd



SAPTAPARNA ALF WOMEN'S MULTIPURPOSE CO-OPERATIVE SOCIETY LTD.

Regd. No.:3140; Date:05.02.2020

Birendranagar, Jitania, West Tripura

Share Schedule as on 31.03.2021

Sl. No.	Name of Share Holders	Rate @	No. of Share	Total Value of Share
1	Anni Saha	100/-	01 (One)	100/-
2	Rekha Shil Das	100/-	01 (One)	100/-
3	Kabita Das	100/-	01 (One)	100/-
4	Apu Rani Das	100/-	01 (One)	100/-
5	Rita Sutradhar	100/-	01 (One)	100/-
6	Gita Debnath	100/-	01 (One)	100/-
7	Pratima Subradhar	100/-	01 (One)	100/-
8	Anjali Sarkar	100/-	01 (One)	100/-
9	Marjina Khatun	100/-	01 (One)	100/-
10	Kabita Paul	100/-	01 (One)	100/-
11	Chandana Paul	100/-	01 (One)	100/-
12	Gita Das Paul	100/-	01 (One)	100/-
13	Basana Kar	100/-	01 (One)	100/-
14	Sefali Das	100/-	01 (One)	100/-
15	Shahela Khatun	100/-	01 (One)	100/-
16	Najma Begam	100/-	01 (One)	100/-
17	Anima Das	100/-	01 (One)	100/-
18	Jhuma Saha	100/-	01 (One)	100/-
19	Manidipa Saha	100/-	01 (One)	100/-
20	Bina Biswas.	100/-	01 (One)	100/-
21	Ala Rani Shil.	100/-	01 (One)	100/-
	<b>Total :</b>			<b>2,100/-</b>

Manager

Risna Saha

Saptaparna ALF  
Women's Multipurpose  
Co-operative Society Ltd