



INDIAN COUNCIL OF WORLD AFFAIRS

Annual Accounts
For the year 2012-2013

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INDIAN COUNCIL OF WORLD AFFAIRS
RECEIPTS AND PAYMENTS FOR THE PERIOD APRIL 01, 2012 TO MARCH 31, 2013

(Amount in Rs.)

RECEIPTS	CURRENT YEAR	PREVIOUS YEAR	PAYMENTS	CURRENT YEAR	PREVIOUS YEAR
I. Opening Balances			I. Expenses		
(a) Cash in Hand	-	-	(a) Establishments Expenses		
(b) Bank Balances			Salaries, P.F., etc.	1,04,61,374	1,19,43,172
Current A/c			Bonus	1,09,090	1,20,890
State Bank of India	1,37,98,309	1,67,97,147	Gratuity Expenses	7,87,129	16,91,490
(c) Others			Council's Contribution to Pension Fund	1,75,284	1,87,727
Imprest Account	5,000	5,000	Staff Welfare Expenses	7,635	14,434
Postage Imprest with Dispatcher	2,844	581	Admin & Inspection Charges-RPFC	12,500	12,986
			Medical Reimbursement	6,62,847	3,48,845
			Employees Group Insurance	40,000	40,000
II. Grants			(b) Administrative Expenses		
Grants from MEA - General	8,79,00,000	5,42,83,000	Advertisement Expenses	34,992	1,86,960
Grants from MEA - Renovation of Auditorium	-	5,72,00,000	Audit Fee	74,220	1,80,136
Grants from MEA - CSCAP Meetings	11,24,870	18,68,452	Bank Charges	30,424	31,421
Grants from MEA - Seminar	44,81,523	36,43,400	Cost of Publications	15,46,344	15,45,659
Grants from ICSSR - Research	-	2,75,720	CSCAP General Expenditure	-	7,169
III. Income			Electricity and Water Charges	32,81,881	30,65,467
Library Membership	51,000	2,00,750	Office Insurance Expenses	23,761	23,326
Miscellaneous Income	1,99,799	60,116	Meeting & Seminar Expenses	1,31,04,309	66,31,774
Income from Royalty, Publications, etc.	3,08,984	1,98,879	NDMC Property Tax	65,580	65,580
Sale of Publication	-	683	Office Expenses	6,47,822	4,37,596
IV. Other Receipts			Postage & Telegram	24,653	11,654
Security Deposit - Library	72,800	19,600	Professional Charges	1,52,06,464	95,45,321
Others Advances Recovered	-	41,771	Printing and Stationery Expenses	6,73,163	5,31,700
Cheques Cancelled	29,347	40,950	Repair & Maintenance	44,12,082	22,73,121
			Security Expenses	7,85,589	7,17,266
			Telephone & Internet Expenses	8,14,998	7,57,854
			Travelling & Conveyance	46,41,671	20,80,529
			Interest Paid - EPF Trust	-	1,67,659
			Newspaper, Books & Periodicals	1,85,909	1,06,982
			Subscription & Membership Expenses	5,89,693	34,310
			Prior Period Expenses	5,51,805	-
Total Carried Forward	10,79,74,476	13,46,36,049	Total Carried Forward	5,89,51,219	4,27,61,028

ACCOUNTANT

A. D. FINANCE

DEPUTY DIRECTOR GENERAL

DIRECTOR GENERAL

R. K. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

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INDIAN COUNCIL OF WORLD AFFAIRS
RECEIPTS AND PAYMENTS FOR THE PERIOD APRIL 01, 2012 TO MARCH 31, 2013

(Amount in Rs.)

RECEIPTS	CURRENT YEAR	PREVIOUS YEAR	PAYMENTS	CURRENT YEAR	PREVIOUS YEAR
Total Brought Forward	10,79,74,476	13,46,36,049	Total Brought Forward	5,89,51,219	4,27,61,028
			<u>II. Payments for Fixed Assets</u>		
			Computer/ Peripherals	14,17,045	14,25,946
			Electric Installation	-	85,910
			Furniture & Fixtures	10,41,508	8,05,893
			Tubewell & Water Supply	32,500	-
			Library IT Infrastructure	2,32,696	33,32,903
			Library Books & Journals	68,12,263	25,98,539
			Office Equipment	10,50,919	8,82,270
			Building	-	4,32,463
			Capital Work in Progress (Auditorium)	5,25,846	6,40,982
			Capital Work In Progress (Electric Installation)	-	50,515
			Capital Work in Progress (AC)	-	9,59,510
			<u>III. Refund of Security Deposits/ Loans</u>		
			Security Deposit Refund-Library	14,000	14,000
			<u>IV. Other Payments (Specify)</u>		
			Payments to CPWD	1,55,91,756	6,36,27,793
			Security Deposit - Airtel	6,000	-
			Security Deposit - NDMC	-	35,350
			Utilization of CSCAP Grant	13,85,957	14,01,649
			Utilization of MEA - Seminar Grant	21,94,115	-
			Utilization of ICSSR Grant	86,302	1,58,403
			Expenditure on Grants for Research	14,00,000	5,00,000
			Other Advances	2,29,674	11,16,742
			Festival Advances to Employees	12,075	-
			<u>V. Closing Balances</u>		
			(a) Cash in Hand	-	-
			<u>(b) Bank Balances</u>		
			State Bank of India Current A/c	96,11,322	1,37,98,309
			State Bank of India Saving A/c	73,71,311	-
			<u>(c) Others</u>		
			Imprest Account	5,000	5,000
			Postage Imprest with Dispatcher	2,968	2,844
TOTAL	10,79,74,476	13,46,36,049	TOTAL	10,79,74,476	13,46,36,049

Place : New Delhi
Date : 01/05/2013

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R.K. Bhatia
Director General

(3)

INDIAN COUNCIL OF WORLD AFFAIRS
BALANCE SHEET AS AT MARCH 31, 2013

(Amount in Rs.)			
	Schedule	Current Year	Previous Year
CORPUS/CAPITAL FUND AND LIABILITIES			
CORPUS/CAPITAL FUND	1	1,06,40,469	96,55,423
EARMARKED/ENDOWMENT FUNDS	2	45,48,708	21,31,347
DEFERRED INCOME	3	10,57,28,193	6,00,45,259
CURRENT LIABILITIES AND PROVISIONS	4	4,32,25,710	7,29,90,359
TOTAL		16,41,43,080	14,48,22,388
ASSETS			
FIXED ASSETS	5	10,69,25,586	6,13,12,348
CURRENT ASSETS, LOANS, ADVANCES ETC.	6	5,72,17,494	8,35,10,040
TOTAL		16,41,43,080	14,48,22,388
SIGNIFICANT ACCOUNTING POLICIES	12		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	13		

PLACE : NEW DELHI
DATE : 01/05/2013

ACCOUNTANT

A. D. FINANCE

DEPUTY DIRECTOR GENERAL

DIRECTOR GENERAL K. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

(3)

(4)

INDIAN COUNCIL OF WORLD AFFAIRS

INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED MARCH 31, 2013

(Amount in Rs.)

	Schedule	Current Year	Previous Year
INCOME			
GRANTS FROM THE CENTRAL GOVERNMENT (REFER TO SCHEDULE 4. 4. b)		6,11,44,877	4,61,34,077
MEMBERSHIP FEES	7	54,033	7,90,036
INCOME FROM ROYALTY, PUBLICATION ETC.	8	3,41,802	2,21,660
OTHER INCOME	9	96,64,570	86,35,166
TOTAL (A)		7,12,05,282	5,57,80,939
EXPENDITURE			
ESTABLISHMENT EXPENSES	10	1,62,41,353	1,34,16,989
OTHER ADMINISTRATIVE EXPENSES	11	4,17,44,866	3,06,17,513
EXPENDITURE ON GRANTS FOR RESEARCH		14,00,000	5,00,000
COST OF PUBLICATIONS		17,58,658	15,99,575
DEPRECIATION (REFER TO SCHEDULE 5)		89,62,401	85,10,812
LOSS ON DISPOSAL OF ASSETS		1,14,920	79,266
EXCESS DEPRECIATION CHARGED IN PREVIOUS YEAR REVERSED		(1,962)	-
TOTAL (B)		7,02,20,236	5,47,24,155
BALANCE BEING SURPLUS/(DEFICIT) (A-B)		9,85,046	10,56,784
SIGNIFICANT ACCOUNTING POLICIES	12		
CONTINGENT LIABILITIES AND NOTES ON ACCOUNTS	13		

PLACE : NEW DELHI
DATE : 01/05/2013

ACCOUNTANT

A. D. FINANCE

DEPUTY DIRECTOR GENERAL

DIRECTOR GENERAL

R. K. Bhatia
Director General
Indian Council of World Affairs

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INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF BALANCE SHEET AS AT MARCH 31, 2013

SCHEDULE 1- CORPUS/CAPITAL FUND:		(Amount in Rs.)	
		Current Year	Previous Year
Balance as at the beginning of the year Add: Contribution towards Corpus / Capital Fund Add: Balance of the net income transferred from the Income and Expenditure Account			
		96,55,423	85,98,639
	9,85,046	10,56,784	10,56,784
BALANCE AS AT THE YEAR - END		1,06,40,469	96,55,423

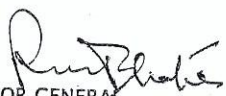
SCHEDULE 2- EARMARKED/ENDOWMENT FUNDS		TOTALS	
		Current Year	Previous Year
a) Opening balance of the funds	Grant from ICSSR	Grant from MEA - Projects	
b) Additions to the Funds:	1,03,268	20,28,079	21,31,347
Donations/ Grants/ Refunds	-	55,98,612	(7,03,582)
Income from Investments made on account of funds	-	-	57,87,572
c) Utilization /Expenditure towards objectives of funds	-	-	-
i. Capital Expenditure	-	-	-
- Fixed Assets	-	-	-
- Others	-	-	-
ii. Revenue Expenditure	-	-	-
- Salaries, Wages and Allowances, etc.	80,000	80,000	1,43,371
- Rent	-	-	-
- Others - Travels and Others Expenses	12,775	30,66,743	28,09,272
iii. Refund of Unutilized Grants	-	21,733	-
Net Balance as at Year End (A+B-C)	10,493	45,38,215	21,31,347

SCHEDULE 3- DEFERRED INCOME		Current Year	Previous Year
Opening Balance Add : Grants Utilized for Depreciable Fixed Assets and Capital Work in Progress (Net) Less : Amount equivalent to depreciation charged on such assets transferred to Income & Expenditure A/c		6,00,45,259	5,14,75,885
		5,47,39,840	1,71,32,544
		90,56,906	85,63,170
TOTAL		10,57,28,193	6,00,45,259


ACCOUNTANT


A. D. FINANCE


DEPUTY-DIRECTOR GENERAL


DIRECTOR GENERAL
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Sapru House, New Delhi

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INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF BALANCE SHEET AS AT MARCH 31, 2013

(Amount in Rs.)

SCHEDULE 4- CURRENT LIABILITIES AND PROVISIONS	Current Year		Previous Year	
A. CURRENT LIABILITIES				
1) Sundry Creditors		33,09,208		51,45,771
2) Advances Received		21,883		24,916
3) Statutory Liabilities				
a) Overdue			1,63,754	
b) Others	2,32,347		4,04,992	
		2,32,347		5,68,746
4) Other current Liabilities				
a) Security Deposits	8,04,915		7,46,115	
b) Unutilized Grants from the Central Government (refer to Sch 4.4(b))	91,63,291		20,28,748	
c) Unutilized Grants from the Central Government (Renovation of Auditorium) (refer to sch 4.4(c))	2,20,80,740		5,72,00,000	
d) Salaries and Allowances Payable	6,53,677		7,62,042	
e) Other Liabilities	4,54,044		5,27,172	
		3,31,56,667		6,12,64,077
TOTAL (A)		3,67,20,105		6,70,03,510
B. PROVISIONS				
Provision for Gratuity		65,05,605		59,86,849
TOTAL (B)		65,05,605		59,86,849
TOTAL (A+B)		4,32,25,710		7,29,90,359

ACCOUNTANT

A. D. FINANCE

DEPUTY DIRECTOR GENERAL

DIRECTOR GENERAL

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 Director General
 Indian Council of World Affairs
 Sapru House, New Delhi

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INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF BALANCE SHEET AS AT MARCH 31, 2013

(Amount in Rs.)

SCHEDULE 4.4 (b) Unutilized Grants from the Central Government		Current Year	Previous Year
Opening Balances		20,28,748	1,10,12,369
Add : Grants Received During the Year		8,79,00,000	5,42,83,000
Less : Transferred to Income and Expenditure Account as "Grants from the Central Government"		8,99,28,748	6,52,95,369
		6,11,44,877	4,61,34,077
Less : Utilized for Depreciable Fixed Assets and Capital Work in Progress (Transferred to Deferred Income)		2,87,83,871	1,91,61,292
		1,96,20,580	1,71,32,544
Unutilized Grant Including Advances		91,63,291	20,28,748
TOTAL		91,63,291	20,28,748

SCHEDULE 4.4 (C) Unutilized Grants from the Central Government (Renovation of Auditorium)		Current Year	Previous Year
Opening Balances		5,72,00,000	-
Add : Grants Received During the Year		-	5,72,00,000
Less : Utilized for Renovation of Auditorium - Capital Work in Progress (Transferred to Deferred Income)		5,72,00,000	5,72,00,000
		3,51,19,260	-
Unutilized Grant Including Advances		2,20,80,740	5,72,00,000
TOTAL		2,20,80,740	5,72,00,000


ACCOUNTANT


A. D. FINANCE


DEPUTY DIRECTOR GENERAL


DIRECTOR GENERAL

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Sapru House, New Delhi

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INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF BALANCE SHEET AS AT MARCH 31, 2013

SCHEDULE 5 - FIXED ASSETS

(Amount in Rs.)

DESCRIPTION	GROSS BLOCK				DEPRECIATION				NET BLOCK	
	Cost as at beginning of the year	Additions during the year	Deductions during the year	Cost at the year end	As at the beginning of the year	For the year	On Deduction during the year	Total up to the year-end	As at the Current year-end	As at the Previous year-end
Fixed Assets Acquired out of Own Funds										
1. BUILDING	28,65,530	-	-	28,65,530	16,67,336	59,910	-	17,27,246	11,38,284	11,98,194
2. FURNITURE, FIXTURES	11,56,195	-	-	11,56,195	11,00,688	8,328	-	11,09,016	47,179	55,507
3. OFFICE EQUIPMENTS	51,097	-	-	51,097	48,714	357	-	49,071	2,026	2,383
4. LIBRARY BOOKS & JOURNALS	38,967	-	-	38,967	27,962	1,101	-	29,063	9,904	11,005
Sub - Total (A)	41,11,789	-	-	41,11,789	28,44,700	69,696	-	29,14,396	11,97,393	12,67,089
Fixed Assets Acquired out of the Central Government Grant										
1. BUILDING	1,57,91,696	27,25,291	-	1,85,16,987	14,61,429	7,84,645	-	22,46,074	1,62,70,913	1,43,30,267
2. FURNITURE, FIXTURES	1,84,96,966	15,08,435	-	2,00,05,401	94,15,779	14,88,553	-	1,09,04,332	91,01,069	90,81,187
3. OFFICE EQUIPMENTS	92,02,991	13,01,431	3,36,526	1,01,67,896	36,76,202	9,26,148	2,09,606	43,92,744	57,75,152	55,26,789
4. COMPUTER / PERIPHERALS	1,02,56,588	14,09,917	-	1,16,66,505	56,23,679	13,79,891	-	70,03,570	46,62,935	46,32,909
5. LIBRARY BOOKS & JOURNALS	1,32,56,950	62,30,574	39,243	1,94,48,281	49,29,394	11,92,995	1,962	61,20,427	1,33,27,854	83,27,556
6. LIBRARY IT INFRASTRUCTURE	1,29,88,240	2,05,745	-	1,31,93,985	54,66,422	19,31,890	-	73,98,312	57,95,673	75,21,818
7. ELECTRIC INSTALLATIONS	1,28,94,586	7,91,754	-	1,36,86,340	55,35,995	11,63,171	-	66,99,166	69,87,174	73,58,591
8. BICYCLES & RIKSHAW	11,000	-	-	11,000	4,405	990	-	5,395	5,605	6,595
9. WATER SUPPLY SYSTEMS	5,51,216	32,500	-	5,83,716	79,045	24,422	-	1,03,467	4,80,249	4,72,171
Sub - Total (B)	9,34,50,233	1,42,05,647	3,75,769	10,72,80,111	3,61,92,350	88,92,705	2,11,568	4,48,73,487	6,24,06,624	5,72,57,883
TOTAL OF CURRENT YEAR (A+B)	9,75,62,022	1,42,05,647	3,75,769	11,13,91,900	3,90,37,050	89,62,401	2,11,568	4,77,87,883	6,36,04,017	5,85,24,972
PREVIOUS YEAR	8,27,52,106	1,54,19,594	6,09,678	9,75,62,022	3,10,09,053	85,10,812	4,82,815	3,90,37,050	5,85,24,972	-
CAPITAL WORK-IN-PROGRESS									4,33,21,569	27,87,376
TOTAL									10,69,25,586	-

ACCOUNTANT

A. D. FINANCE

DEPUTY DIRECTOR GENERAL

DIRECTOR GENERAL

R. K. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF BALANCE SHEET AS AT MARCH 31, 2013

(Amount in Rs.)

SCHEDULE 6 – CURRENT ASSETS, LOANS, ADVANCES ETC.		Current Year		Previous Year	
A. CURRENT ASSETS:					
1 Sundry Debtors			-		-
2 Cash balances in hand (including cheques/drafts and imprest)			7,968		7,844
3 Bank Balances					
With Scheduled Banks					
– On Current Accounts (State Bank of India)			96,11,322		1,37,98,309
– On Saving Accounts (State Bank of India)			73,71,311		-
TOTAL (A)			1,69,90,601		1,38,06,153
B. LOANS, ADVANCES AND OTHER ASSETS					
1 Advances and other amounts recoverable in cash or in kind or for value to be received:					
a) On Capital Account – CPWD			3,55,75,041		6,38,64,484
b) Pre-payments			20,37,722		10,68,077
c) Amount Recovered by ESIC			-		35,72,707
d) Income Tax (TDS) Recoverable			73,690		40,872
e) Others			25,40,440		11,57,747
TOTAL (B)			4,02,26,893		6,97,03,887
TOTAL (A + B)			5,72,17,494		8,35,10,040


ACCOUNTANT


A. D. FINANCE


DEPUTY DIRECTOR GENERAL


DIRECTOR GENERAL

R. K. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED MARCH 31, 2013

(Amount in Rs.)

SCHEDULE 7	MEMBERSHIP FEES	Current Year	Previous Year
		54,033	7,90,036
	Library Membership		
	TOTAL	54,033	7,90,036

SCHEDULE 8	INCOME FROM ROYALTY, PUBLICATION ETC.	Current Year	Previous Year
		3,28,118	2,20,977
	Royalty	13,684	683
	Sales of Publications		
	TOTAL	3,41,802	2,21,660

SCHEDULE 9	OTHER INCOME	Current Year	Previous Year
		90,56,906	85,63,170
	a) Transfer from Deferred Income (Refer to Schedule 3)	6,07,664	71,996
	b) Miscellaneous Income		
	TOTAL	96,64,570	86,35,166

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ACCOUNTANT

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A. D. FINANCE

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DEPUTY DIRECTOR GENERAL

[Signature]
DIRECTOR GENERAL

R. K. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF INCOME & EXPENDITURE ACCOUNT FOR THE YEAR ENDED MARCH 31, 2013

(Amount in Rs.)

SCHEDULE 10 ESTABLISHMENT EXPENSES	Current Year	Previous Year
a) Salaries and Wages	97,15,048	1,12,67,207
b) Bonus	1,09,090	1,20,890
c) Contribution to Employees Provident & Pension Fund	8,52,258	8,38,426
d) Staff Welfare Expenses	7,635	14,434
e) Administrative and Inspection Charges - R.P.F.C.	12,534	12,827
f) Expenses on Employees' Retirement and Terminal Benefits (Gratuity)	13,05,885	8,27,776
g) Medical Expenses (Net of Recoveries)	6,26,196	3,00,913
h) Employees Group Insurance	40,000	34,516
i) ESI Contribution (earlier years)	35,72,707	-
TOTAL	1,62,41,353	1,34,16,989

SCHEDULE 11 OTHER ADMINISTRATIVE EXPENSES	Current Year	Previous Year
a) Audit Fees	74,220	1,80,136
b) CSCAP - General Expenditures	-	7,169
c) Advertisement Expenses	34,992	1,86,960
d) Electricity & Water	31,51,933	27,53,700
e) Expenses on Seminar/ Workshops	1,07,65,529	78,25,377
f) Office Insurance	23,326	20,736
g) Interest Paid - EPF Trust	-	1,67,659
h) NDMC Property Tax	65,580	65,580
i) Office Expenses	6,28,880	4,25,351
j) Postage, Telephone and Communication Charges	8,42,023	7,17,179
k) Printing and Stationary	6,85,576	4,81,474
l) Professional & Other Manpower Hire Charges	1,53,56,107	97,52,672
m) Repairs and maintenance	45,90,677	33,75,302
n) Security Expenses	8,55,502	7,20,472
o) Travelling and Conveyance Expenses	34,03,958	34,25,322
p) Others Expenses	46,425	31,421
q) Newspaper, Books and Periodicals	77,428	75,718
r) Subscription and Membership Fees	5,29,102	41,299
s) Prior Period Expenses	6,13,608	3,63,986
TOTAL	4,17,44,866	3,06,17,513

ACCOUNTANT

A. D. FINANCE

DEPUTY DIRECTOR GENERAL

DIRECTOR GENERAL

R. R. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED MARCH 31, 2013

SCHEDULE: 12 SIGNIFICANT ACCOUNTING POLICIES

1. ACCOUNTING CONVENTION

The Accounts are prepared on the basis of Historical Cost Convention and generally on the accrual method of accounting except in case of CSCAP Grants and utilization thereof which are accounted for on cash basis.

2. FIXED ASSETS AND DEPRECIATION

- 2.1 Fixed Assets are stated at cost of acquisition including incidental and direct expenses related to acquisition.
- 2.2 Fixed Assets are valued at cost less accumulated depreciation. Depreciation on fixed assets is provided on written down value method at the following rates adopted by the management:
- | | |
|----------------------------|-----|
| Building | 5% |
| Library Books and Journals | 10% |
| Furniture & Fixtures | 15% |
| Office Equipment | 15% |
| Computer/ Peripherals | 25% |
| Electric Installations | 15% |
| Bicycles | 15% |
| Water Supply Systems | 5% |

Assets purchased and put to use on or after 1st October of the year under review are depreciated during that year at 50% of the rates stated above.

3. REVENUE RECOGNITION

- 3.1 Grants/ contributions received for specific purposes are initially treated as a liability and adjusted for capital or revenue expenses as per utilisation during a year.
- 3.2 Grants, to the extent utilised for depreciable assets, are treated as deferred income and recognised in the Income & Expenditure Account on a systematic and rational basis.
- 3.3 Generally, grants, to the extent utilised during a year for revenue expenditures, are treated as income of the year.


ACCOUNTANT


D. FINANCE


DEPUTY DIRECTOR GENERAL


DIRECTOR GENERAL

R. K. Bhatia

Director General

Indian Council of World Affairs

(13)

4. FOREIGN CURRENCY TRANSACTIONS

Transactions denominated in foreign currency are accounted at the exchange rate prevailing on the date of transaction.

5. RETIREMENT BENEFITS

Employer's and employees' contribution to Provident Fund are transferred to EPFO.

Provision for gratuity is calculated on the assumption that gratuity is payable to all employees at the end of the accounting year. Such amount of gratuity is charged to revenue. No provision is made for leave encashment.

Place : New Delhi

Date : 01/05/2013


ACCOUNTANT


A. D. FINANCE


DEPUTY DIRECTOR GENERAL


DIRECTOR GENERAL

R. K. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

(13)

INDIAN COUNCIL OF WORLD AFFAIRS

SCHEDULES FORMING PART OF THE ACCOUNTS FOR THE YEAR ENDED MARCH 31, 2013

SCHEDULE: 13 CONTINGENT LIABILITIES AND NOTES TO ACCOUNTS

1. CONTINGENT LIABILITIES:

- a. Services of an employee namely Mr. H. S. Chadha, A.C. Plant Operator were terminated by the management during the period April 01, 1995 to September 26, 2001. He filed a court case against the termination and a lower court has passed an order directing ICWA to pay full wages for the period of termination to the employee. ICWA has filed an appeal in Delhi High Court against the order of lower court. However on direction of the High Court, ICWA has deposited an amount of Rs.1,01,205 with the Court which has been shown as advances in the balance sheet.
- b. Liability in respect of other court cases, if any, against ICWA – Amount not ascertainable.


2. CAPITAL COMMITMENTS – Net of Advances – Nil

3. Indian Council of World Affairs, a society registered under the Societies Registration Act, 1860 was established in 1943 as a non profit making institution. Ministry of Law, Justice and Company Affairs issued the Indian Council of World Affairs Ordinance 2000 (3 of 2000) whereby the management of the Council was taken over by the Government of India. The ordinance was further regulated by enactment of the Indian Council of World Affairs Act, 2001 (Act No. 29 of 2001). At present the Council is financed by grants from the Ministry of External Affairs, Government of India (MEA).
4. The Council receives grants from MEA for various activities of CSCAP - India and also specific grants for other projects. The Council is responsible for managing the grants only i.e. receipt of the grant and utilization thereof as per the specific sanction for each grant. The Council is of the view that these specific transactions have no bearing on surplus/ deficit of the Council and accordingly the same are accounted for on cash basis of accounting.


 ACCOUNTANT


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 DEPUTY DIRECTOR GENERAL


 DIRECTOR GENERAL
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5. Previous year figures have been regrouped or rearranged wherever necessary to conform to current year figures.
6. Figures in the Final Accounts have been rounded off to the nearest rupees.
7. Fixed Assets register showing full particulars, including quantitative details and situation of all Fixed Assets held by the previous management prior to take over by the Government is not available. In the absence of this record as well as any report on physical verification, the present management could not deal with the discrepancies, if any, in the books of account regarding these fixed assets.
8. The present management is not aware of liability, if any, on account of lease rent. It is also not clear as to whether cost, if any, of the land has been included in the cost of building or not. In case, cost of the land is part of the cost of building, depreciation charged may lead to contrary to the generally accepted accounting principles.
9. Amount recovered by Employees' State Insurance Corporation (ESIC) Rs. 35,72,707 in earlier years were shown as recoverable. However as per the direction of The Government of India, The Ministry of Labour and Employment, Council has transferred the aforesaid amount to the expenditure of current year.
10. The Council has written off outstanding statutory liabilities of Rs. 1,59,361 towards Service Tax and Rs. 4,393 towards NDMC Tax related to erstwhile management.

Place : New Delhi
Date : 01/05/2013

ACCOUNTANT

A. D. FINANCE

DEPUTY DIRECTOR GENERAL

DIRECTOR GENERAL
R. K. Bhatia
Director General
Indian Council of World Affairs
Sapru House, New Delhi

Separate Audit Report of the Comptroller & Auditor General of India on the Accounts of Indian Council of World Affairs for the year ended 31 March 2013

We have audited the attached Balance Sheet of Indian Council of World Affairs as at 31 March 2013 and the Income & Expenditure Account and Receipts & Payments Account for the year ended on that date under *Section 19(2)* of the Comptroller & Auditor General's (Duties, Powers & Conditions of Service) Act, 1971 read with *Section 20(2)* of the *Indian Council of World Affairs (Amendment) Act, 2003*. These financial statements are the responsibility of the Indian Council of World Affairs management. Our responsibility is to express an opinion on these financial statements based on our audit.

2. This Separate Audit Report contains the comments of the Comptroller & Auditor General of India (CAG) on the accounting treatment only with regard to classification, conformity with the best accounting practices, accounting standards and disclosure norms, etc. Audit observations on financial transactions with regard to compliance with the law, rules & regulations (Propriety and Regularity) and efficiency-cum-performance aspects, etc, if any, are reported through Inspection Reports/CAG's Audit Reports separately.

3. The audit has been conducted in accordance with auditing standards generally accepted in India. These standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatements. An audit includes examining, on a test basis, evidences supporting the amounts and disclosure in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management as well as evaluating the overall presentation of financial statements. We believe that our audit provides a reasonable basis for our opinion.

4. Based on our audit, we report that:

i We have obtained all the information and explanations, which to the best of our knowledge and belief were necessary for the purpose of our audit;

ii The Balance Sheet and Income & Expenditure Account and Receipts & Payments Account dealt with this report have been drawn up in the format approved by the Ministry of Finance, Controller General of Accounts.

iii In our opinion, proper books of accounts and other relevant records have been maintained by the Indian Council of World Affairs as required under *Section 20 (1)* of the Act, 2003 in so far as it appears from our examination of such books.

iv We further report that:

A. Grants-in-aid

A.1 The Council is mainly financed by grants-in-aid from the Ministry of External Affairs, Government of India. During the year 2012-13 there was unspent opening balance of ₹ 20.28 lakh and the Council received grant of ₹ 879.00 lakh (Non-plan), making a total of ₹ 899.28 lakh. There was an expenditure of ₹ 807.65 lakh leaving an unspent balance of Rs. 91.63 lakh. Besides, the Council received ₹ 55.99 lakh for

MEA-Projects out of which there was expenditure of ₹ 31.60 lakh. The Council had its own receipts of ₹ 5.88 lakh also from various sources.


B. Management letter

Deficiencies which have not been included in the Separate Audit Report have been brought to the notice of Council through a management letter issued separately for remedial/corrective action.

- v Subject to our observations in the preceding paragraphs, we report that the Balance sheet and Income & Expenditure Account and Receipts & Payments Account dealt with by this report are in agreement with the books of accounts.
- vi In our opinion and to the best of our information and according to the explanations given to us, the said financial statements read together with the Accounting Policies and Notes on Accounts, and subject to the significant matters stated above and other matters mentioned in Annexure-I to this Audit Report give a true and fair view in conformity with accounting principles generally accepted in India;
 - a. In so far as it relates to the Balance Sheet, of the state of affairs of the Indian Council of World Affairs as 31 March 2013; and
 - b. In so far as it relates to the income & expenditure account of the surplus for the year ended 31 March 2013.

For and on behalf of the C&AG of India

Place: New Delhi


Director General of Audit (CE)

Date: 02-08-2013

Annexure-I

to audit report of *Indian Council of World Affairs* for 2012-13.

1. Adequacy of Internal Audit System:

- *No internal audit was conducted by the Ministry of External Affairs during the year.*

2. Adequacy of Internal Control System:

Control Environment

- *There was no segregation of duties as the same official was preparing bills and distributing cash.*
- *No management information system has been put in place to facilitate decision making.*

Monitoring

- *The management's response to audit objections was not effective, as 12 paras for the years 2003-04 (3), 2008-09 (3) and 2010-11 (6) were outstanding at the time of certification of accounts.*

3. System of physical verification of inventory:

Inadequate physical verification

- *Physical verification of store stocks, library books and publications had not been conducted by the authorities other than the official maintaining the store as required under the provisions of General Financial Rules.*


Sr. Audit Officer (EA)