

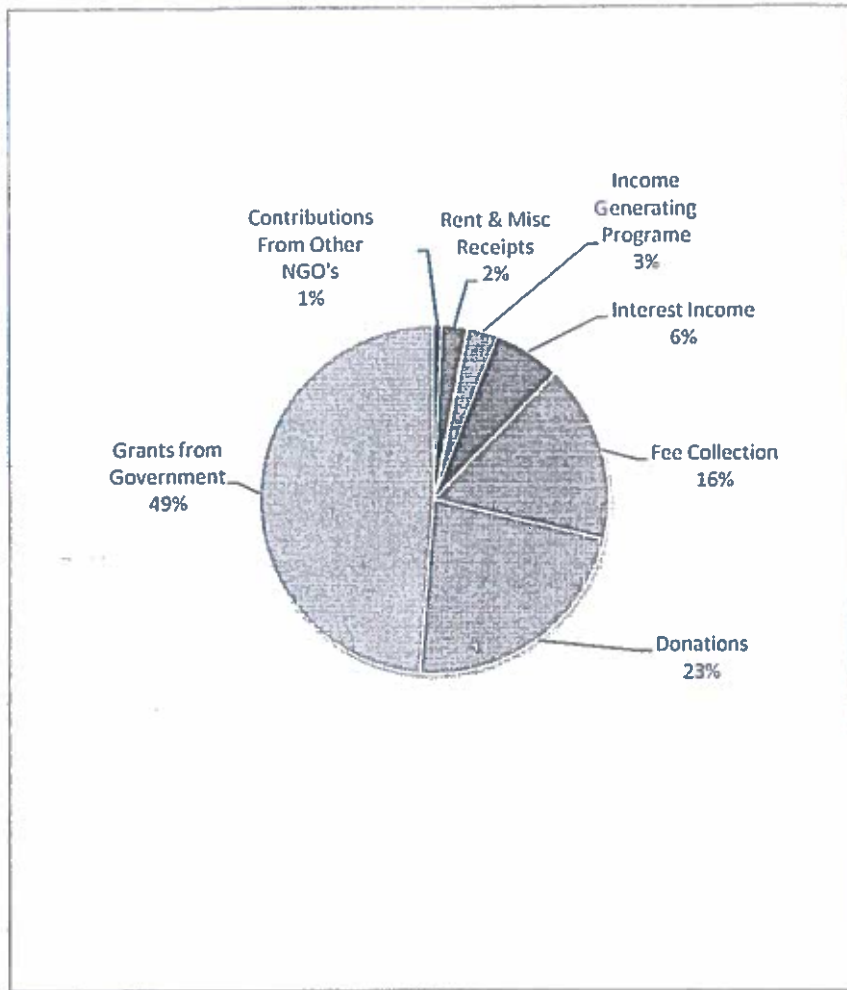
**Financial Information**

Audited consolidated financial statements for the year ended 31 st March 2020 are annexed to this report.

<b>High Lights</b>	<b>Rupees in Lakhs</b>	
	<b>2019-2020</b>	<b>2018-2019</b>
Gross revenue receipts	1527.65	1423.74
Expenditures excluding depreciation	1379.24	1299.02
Gross surplus	148.41	124.72
Depreciation	94.68	89.08
Net surplus carried over to Balance sheet	53.73	35.64

### Receipts by Sources

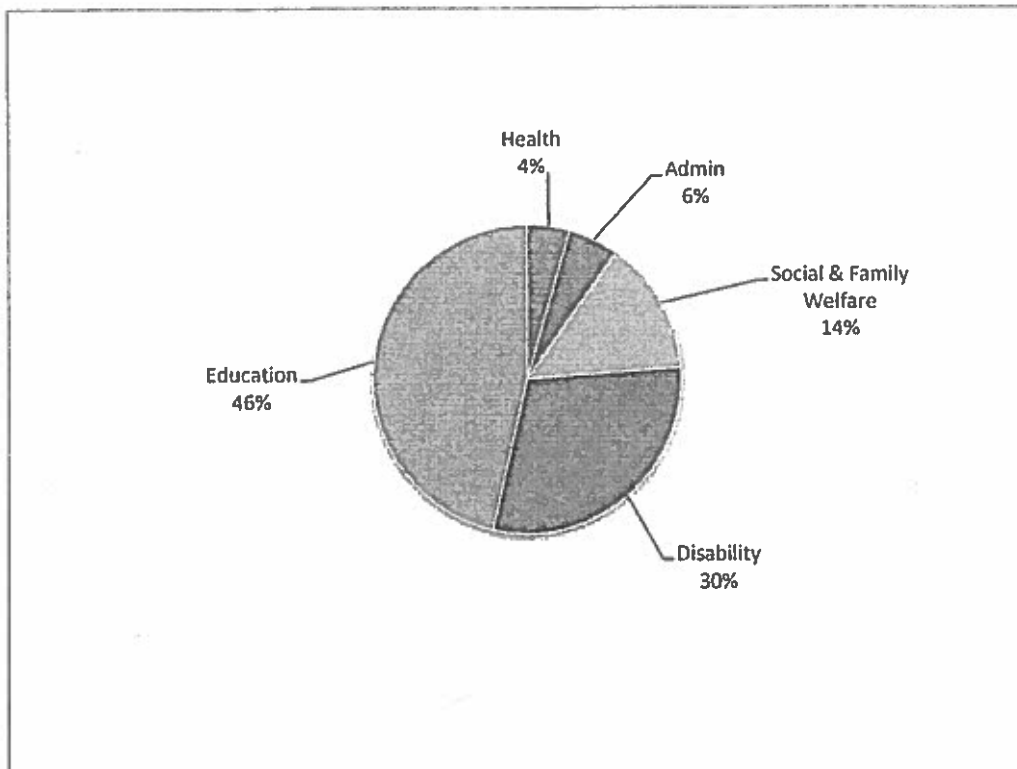
Receipts Rs.15,27,65,256 during the year are plotted on a Pie Chart. The chart reflects that the Government Grants and Donations are the major Sources of Income.



Account Heads	Total Amount
Contributions From Other NGO's	1154560
Rent & Misc Receipts	3647339
Income Generating Programme	4218552
Interest Income	9663366
Fee Collection	25169848
Donations	34421641
Grants from Government	74489950
<b>Total As per C'Accounts</b>	<b>152765256</b>

### Expenditures by Programmes

The total expenditures during the year Rs.14,73,91,870. The Pie Chart reflects "Education & Disability" segments are the major Expenditure



Accounts Heads	Total Amounts
Health	6704035
Admin	7821415
Social & Family Welfare	20641409
Disability	43835736
Education	68389275
<b>Total As per C'Accounts</b>	<b>147391870</b>

GOSC		CASH FLOW STATEMENT FOR THE YEAR ENDED 31st MARCH 2020		Amount in Rs.	
<b>(A)</b>	<b>CASH FLOW FROM OPERATING ACTIVITIES</b>				
	NET SURPLUS AS PER THE INCOME AND EXPENDITURE ACCOUNT				53,73,386
	ADJUSTMENT FOR:				
	DEPRECIATION AND AMORTIZATION	94,67,811			
	INTEREST ON FIXED DEPOSITS AND GOI BONDS	(87,33,778)			
	INTEREST FROM FCRA	(1,05,656)			
	INTEREST FROM SAVINGS BANK ACCOUNT	(7,29,438)			
	INTEREST FROM ITD ON REFUND	(94,494)			
	(PROFIT) / LOSS ON SALE OF FIXED ASSETS	0			
				(1,95,555)	
	OPERATING SURPLUS BEFORE WORKING CAPITAL CHANGES				51,77,831
	ADJUSTMENT FOR:				
	(INCREASE) / DECREASE IN OTHER CURRENT ASSETS-RECVBL	(23,98,224)			
	INCREASE / (DECREASE) IN PAYABLES-CURRENT LIABILITIES	3,67,692			(20,30,532)
	<b>NET CASH FLOW FROM OPERATING ACTIVITIES [A]</b>				<b>31,47,299</b>
<b>(B)</b>	<b>CASH FLOW FROM INVESTING ACTIVITIES:</b>				
	PURCHASE OF FIXED ASSETS:-				
	BUILDINGS	(67,91,606)			
	VEHICLES	(6,31,419)			
	EQUIPMENTS AND APPLIANCES	(20,60,200)			
	FURNITURE & FITTINGS	(6,82,992)			
	COMPUTER AND ACCESSORIES	(5,75,017)			
	LIVE STOCK	0			
	LIBRARY BOOKS	0			
	CAPITAL WORK-IN-PROGRESS-BUILDING-DECREASE	20,54,618			
	(INCREASE) / DECREASE IN FIXED AND SECURITY DEPOSITS	(58,96,408)			
	(INCREASE) / DECREASE IN INVESTMENTS	(14,35,786)			
	INTEREST ON FIXED DEPOSITS, INVESTMENTS & FCRA	96,63,366			
	PROFIT / (LOSS) ON SALE OF FIXED ASSETS	0			
	<b>NET CASH FLOW FROM INVESTING ACTIVITIES [B]</b>				<b>(63,55,444)</b>
<b>(C)</b>	<b>CASH FLOW FROM FINANCING ACTIVITIES</b>				
	NET INCREASE / (DECREASE) TO CAPITAL FUND	1,50,20,765			
	NET INCREASE / (DECREASE) TO ACCUMULATED FUND	0			
	NET INCREASE / (DECREASE) TO ENDOWMENT FUND	7,40,707			
	NET INCREASE / (DECREASE) TO BUILDING FUND	(1,48,00,902)			
	NET INCREASE / (DECREASE) TO EDUCATION FUND	47,81,275			
	NET INCREASE / (DECREASE) TO GRATUITY FUND	25,25,336			
	NET INCREASE / (DECREASE) TO COMMON DEVELOPMENT FUND	15,41,195			
	NET INCREASE / (DECREASE) TO SPECIAL PROJECTS	(16,84,256)			
	NET INCREASE / (DECREASE) TO OTHER FUNDS	(3,14,023)			
	<b>NET CASH FLOW FROM FINANCING ACTIVITIES [C]</b>				<b>78,10,097</b>
	NET INCREASE / (DECREASE) IN CASH AND CASH EQUIVALENTS [A+B+C]				46,01,952
	CASH AND CASH EQUIVALENTS AS AT 01-04-2019 (OPENING BALANCE)	2,65,40,558			
	CASH AND CASH EQUIVALENTS AS AT 31-03-2020 (CLOSING BALANCE)	3,11,42,510			46,01,952

## **Notes to Account**

Significant Accounting policies and Notes to Accounts are self-explanatory and do not call for any further comments.

## **Auditors**

M/s. Manohar Chowdhry & Associates, Chartered Accountants, the Statutory Auditors of Guild of Service (Central) retire at the conclusion of the ensuring Annual General Meeting and being eligible to offer themselves for reappointment.

## **Employee Relations**

Employee relations continued to be cordial. The Board of Management wish to place on record with sincere appreciation for the excellent spirit with which the members of staff worked at various units and achieved commendable progress.

## **Acknowledgements**

Board of Management wishes to place on record its appreciation for the continued support from the stakeholders, well wishers, innumerable donors, various departments and undertakings of the Central and State Governments, Helpage India / International, Phil and Mary Clubwala Jadhve Trust, Swiss India Trust, dedicated Volunteers Community, Bankers, Statutory and Internal Auditors.

Place : Chennai

For and on behalf of Board of Management

Date: 10.10.2020

-Sd-

-Sd-

**Mrs.Himani Datar**  
**Hon. Secretary**

**Mr.S.Ganapathi Subramanian**  
**Hon. Treasurur**

# Manohar Chowdhry & Associates

CHARTERED ACCOUNTANTS

## INDEPENDENT AUDITORS' REPORT

TO THE MEMBERS OF GUILD OF SERVICE (CENTRAL) Report on the Audit of the Consolidated Financial Statements

### Opinion

We have audited the accompanying financial statements of **Guild of Service (Central)**, which comprise the Consolidated Balance Sheet as at March 31, 2020, the Consolidated Statement of Income and Expenditure, for the year ended on that date, and a summary of the significant accounting policies and other explanatory information (hereinafter referred to as "The financial statements").

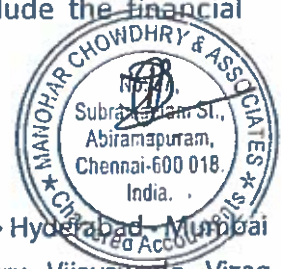
In our opinion and to the best of our information and according to the explanations given to us, the aforesaid Consolidated financial statements give the information required by the Societies Registration Act, 1860 (XXI of 1860) ("the Act") in the manner so required and give a true and fair view in conformity with the Accounting Principles generally accepted in India, of the state of affairs ( Financial position) of the Association as at March 31, 2020, the excess of income over expenditure, for the year ended on that date.

### Basis for Opinion

We conducted our audit of the financial statements in accordance with the Standards on Auditing specified by the Institute of Chartered Accountants of India. Our responsibilities under those Standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the Code of Ethics issued by the Institute of Chartered Accountants of India (ICAI) together with the independence requirements that are relevant to our audit of the financial statements under the provisions of the Act and the Rules made thereunder, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ICAI's Code of Ethics. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion on the financial statements.

### Information Other than the Financial Statements and Auditor's Report Thereon

The Management is responsible for the other information. The other information comprises the information of management report but does not include the financial statements and our auditor's report there.



Our opinion on the consolidated financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the Consolidated financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

### **Management's Responsibility for Financial Statements**

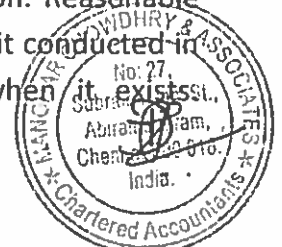
The management is responsible with respect to the preparation of these consolidated financial statements that give a true and fair view of the Consolidated financial position are in accordance with the accounting principles generally accepted in India. This responsibility also includes maintenance of adequate accounting records in accordance with the provisions of the Act for safeguarding the assets of the Association and for preventing and detecting frauds and other irregularities; selection and application of appropriate accounting policies; making judgments and estimates that are reasonable and prudent; and design, implementation and maintenance of adequate internal financial controls, that were operating effectively for ensuring the accuracy and completeness of the accounting records, relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

In preparing the Consolidated financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those management are responsible for overseeing the Association's financial reporting process.

### **Auditor's Responsibilities for the Audit of the Consolidated Financial Statements**

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SAs will always detect a material misstatement when it exists.



Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these Consolidated financial statements.

As part of an audit in accordance with SAs, we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- 1) Identify and assess the risks of material misstatement of the Consolidated financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- 2) Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- 3) Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- 4) Evaluate the overall presentation, structure and content of the Consolidated financial statements, including the disclosures, and whether the Consolidated financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

#### **Report on Other Legal and Regulatory Requirements**

Based on our audit we report that:



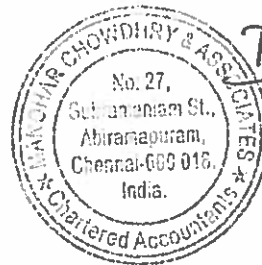


- a) We have sought and obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purposes of our audit.
- b) In our opinion, proper books of account as required by law have been kept by the Association so far as it appears from our examination of those books.
- c) The Consolidated Balance Sheet, the Consolidated Statement of Income and Expenditure dealt with by this Report are in agreement with the books of account.

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Date: 10.10.2020  
Place: Chennai

For Manohar Chowdhry & Associates  
Chartered Accountants  
Firm Registration number: 001997S  
UDIN 20218276AAAAEA6730



*D. Theresa*

D. Theresa  
Partner  
M.No.218276

**GUILD OF SERVICE (CENTRAL)**  
**No.18, Casa Major Road, Egmore, Chennai - 600 008**  
**CONSOLIDATED BALANCE SHEET AS AT 31st MARCH, 2020**

(Amount in Rupees)

LIABILITIES	Sch.No	As at 31.03.2020	As at 31.03.2019
Capital Fund	1	20,27,69,806	18,23,75,653
Corpus Funds :-			
- Endowment Fund	2A	91,54,252	84,13,545
- Building Fund	2B	Nil	1,48,00,902
- Education Fund	2BB	47,81,275	Nil
- Gratuity Fund	2C	1,35,46,631	1,10,21,295
- Common Development Fund	2D	72,42,318	57,01,123
- Special Projects	2E	1,55,94,377	1,72,78,633
- Other funds	2F	31,36,709	34,50,732
<b>Total</b>		<b>25,62,25,368</b>	<b>24,30,41,883</b>
<b>ASSETS</b>			
Fixed Assets	4A	7,55,09,263	7,42,35,840
Capital work - in - progress	4B	7,22,746	27,77,364
Security Deposits	5	10,61,998	8,57,869
Investments	6A	98,86,152	84,50,366
Fixed Deposits	6B	12,80,44,980	12,23,52,700
Loans and Advances	7	1,34,15,380	1,10,17,156
Cash & Bank Balances	8	3,11,42,510	2,65,40,558
		25,97,83,029	24,62,31,853
<b>Less: Current Liabilities &amp; Provision</b>	3	35,57,661	31,89,970
<b>Total</b>		<b>25,62,25,368</b>	<b>24,30,41,883</b>

Place : Chennai

As per our report of even date

Date : 10th Oct 2020

For Manohar Chowdhry & Associates

Chartered Accountants

F R No: 001997S

*Hiyani Datar*

**Mrs.HIMANI DATAR**  
Hony.Secretary

*Mr.S.GANAPATHI SUBRAMANIAN*

**Mr.S.GANAPATHI SUBRAMANIAN**  
Hony.Treasurer

*D.Theresa*

**D.Theresa**  
Partner



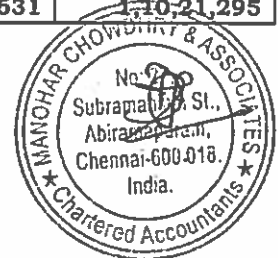
**GUILD OF SERVICE (CENTRAL)**

No. 18, Casa Major Road, Egmore, Chennai - 600 008

**SCHEDULES FORMING PART OF  
CONSOLIDATED BALANCE SHEET AS AT 31st MARCH 2020**

(Amount in Rupees)

Sch.No	PARTICULARS	As at 31.03.2020	As at 31.03.2019
1	<b><u>CAPITAL FUND</u></b>		
	Opening Balance	18,23,75,653	17,59,90,598
	Add: (i) Corpus Fund	Nil	23,33,513
	(ii) Adjustment to Capital Fund	2,91,201	4,87,481
	(iii) Building Fund Transferred	1,48,00,902	Nil
	(iv) Net surplus as per Income and Expenditure Account	53,73,386	35,64,061
		20,28,41,142	18,23,75,653
	Less: Transfer to Other Fund	71,336	Nil
	<b>Total</b>	<b>20,27,69,806</b>	<b>18,23,75,653</b>
2A	<b><u>ENDOWMENT FUND</u></b>		
	Opening Balance	84,13,545	78,99,309
	Add: (i) Amount received during the year	30,73,118	5,00,000
	(ii) Interest Received	2,73,261	2,77,617
		1,17,59,924	86,76,926
	Less: (i) Amount disbursed during the year	26,05,672	2,63,381
	(ii) Transferred to Other fund	Nil	Nil
	<b>Total</b>	<b>91,54,252</b>	<b>84,13,545</b>
2B	<b><u>BUILDING FUND</u></b>		
	Opening Balance	1,48,00,902	1,30,10,602
	Add: (i) Received during the year	Nil	17,90,300
		1,48,00,902	1,48,00,902
	Less: (i) Expenditure incurred	1,48,00,902	Nil
	<b>Total</b>	<b>Nil</b>	<b>1,48,00,902</b>
2BB	<b><u>EDUCATION FUND</u></b>		
	Opening Balance	Nil	Nil
	Add: (i) Received during the year	47,81,275	Nil
		47,81,275	Nil
	Less: (i) Expenditure incurred	Nil	Nil
	<b>Total</b>	<b>47,81,275</b>	<b>Nil</b>
2C	<b><u>GRATUITY FUND</u></b>		
	Opening Balance	1,10,21,295	7,70,970
	Add: (i) Received during the year	26,69,894	1,11,03,728
		1,36,91,189	1,18,74,698
	Less: Contribution to GOS Employee Scheme	1,44,558	8,53,403
	<b>Total</b>	<b>1,35,46,631</b>	<b>1,10,21,295</b>



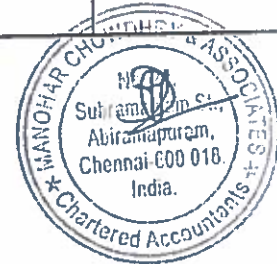
**GUILD OF SERVICE (CENTRAL)**

No. 18, Casa Major Road, Egmore, Chennai - 600 008

**SCHEDULES FORMING PART OF  
CONSOLIDATED BALANCE SHEET AS AT 31st MARCH 2020**

(Amount in Rupees)

Sch.No	PARTICULARS	As at 31.03.2020	As at 31.03.2019
2D	<b><u>COMMON DEVELOPMENT FUND</u></b>		
	Opening Balance	57,01,123	46,04,876
	Add: Received during the year	11,97,244	8,45,388
	Add: Interest Received	3,43,951	2,50,859
		72,42,318	57,01,123
	Less: Adjustments	Nil	Nil
	<b>Total</b>	<b>72,42,318</b>	<b>57,01,123</b>
2F	<b><u>OTHER FUNDS</u></b>		
	Opening Balance	34,50,732	53,14,210
	Add: Received during the year	Nil	23,85,721
		34,50,732	76,99,931
	Less: Expenditure incurred	3,09,143	23,754
	Less: Adjustments	4,880	42,25,445
	<b>Total</b>	<b>31,36,709</b>	<b>34,50,732</b>
3	<b><u>CURRENT LIABILITIES &amp; PROVISIONS</u></b>		
	Other Liabilities	29,40,385	25,94,138
	GST Payable	75,160	60,732
	Caution Deposit	2,04,250	3,50,100
	Rental Deposit	2,68,633	1,85,000
	ESI & EPF payable	69,233	Nil
	<b>Total</b>	<b>35,57,661</b>	<b>31,89,970</b>
5	<b><u>SECURITY DEPOSITS</u></b>		
	Telephone Deposit	17,529	17,529
	Electricity Deposits	8,40,435	7,22,197
	Gas Deposits	33,609	53,527
	Other Deposits	1,70,425	64,616
	<b>Total</b>	<b>10,61,998</b>	<b>8,57,869</b>



**GUILD OF SERVICE (CENTRAL)**  
**# 18, Casa Major Road, Egmore, Chennai - 600 008**  
**SCHEDULES FORMING PART OF CONSOLIDATED BALANCE SHEET AS AT 31ST MARCH 2020**

**SPECIAL PROJECTS**

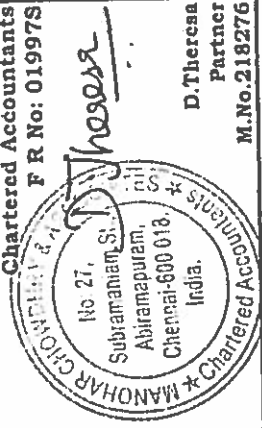
**Schedule - 2E**

**Amount in Rs**

Particulars	SPECIAL PROJECTS										Schedule - 2E			Amount in Rs	
	Swiss Education support programme	Leukemia Project	Study Center	Family Counselling Centre	BV Special School	DDRO Project	DDAWO & BV Project	Disaster Relief Fund	Foreign Contribution	Helping Hands project	Total				
Opening Balance	11,62,136	53,86,437	17,46,161	6,52,163	Nil	29,806	8,61,202	7,59,841	39,68,825	27,12,062	1,72,78,633				
Fixed Deposit closed	Nil	1,88,000	Nil	Nil	Nil	Nil	Nil	Nil	Nil	Nil	1,88,000				
Management Contribution	Nil	Nil	Nil	88,000	4,49,132	Nil	Nil	Nil	Nil	Nil	5,37,132				
Donation/Grant	Nil	6,19,933	7,63,300	7,92,000	56,95,692	19,01,089	14,21,665	Nil	5,77,678	16,44,289	1,34,15,646				
Interest	46,131	4,24,813	Nil	18,657	15,971	Nil	6,922	52,859	1,08,285	Nil	6,73,638				
Total	12,08,267	66,19,183	25,09,461	15,50,820	61,60,795	19,30,895	22,89,789	8,12,700	46,54,788	43,56,351	3,20,93,049				
Less:															
- Revenue expenses	Nil	16,92,188	2,79,609	9,87,253	56,95,692	18,72,965	22,27,476	31,679	25,55,040	11,03,212	1,64,45,114				
- Adjustment	Nil	223	Nil	53,335	Nil	Nil	Nil	Nil	Nil	Nil	53,558				
Closing Balance	12,08,267	49,26,772	22,29,852	5,10,232	4,65,103	57,930	62,313	7,81,021	20,99,748	32,53,139	1,55,94,377				

Place : Chennai  
 Date : 10th Oct 2020

As per our report of even date  
 For Manohar Chowdhry & Associates  
 Chartered Accountants  
 F R No: 019975



*Handwritten signature of Himani Datar*

**Mrs. HIMANI DATAR**  
 Hony. Secretary

**Mr. S.GANAPATHI SUBRAMANIAN**  
 Hony. Treasurer

**D. Theresa**  
 Partner  
 M.No. 218276

**GUILD OF SERVICE (CENTRAL)**

# 18, Casa Major Road, Egmore, Chennai - 600 008

**SCHEDULES FORMING PART OF CONSOLIDATED BALANCE SHEET AS AT 31ST MARCH 2020**  
(Amounts in Rupees)

Particulars	Schedule -4A					
	Written Down Value as on 01.04.2019	Additions during the year	Deletions during the year	Total	Depreciation for the year	Written Down Value as on 31.03.2020
Land	1,58,223	Nil	Nil	1,58,223	Nil	1,58,223
Buildings	5,99,03,449	67,91,606	Nil	6,66,95,055	66,04,818	6,00,90,237
Vehicles	24,12,845	6,31,419	Nil	30,44,264	4,54,615	25,89,649
Furniture & Fittings	40,13,486	6,82,992	Nil	46,96,478	4,45,080	42,51,398
Plant and Machinery	60,37,709	20,60,200	Nil	80,97,909	11,12,195	69,85,714
Computers	16,88,967	5,75,017	Nil	22,63,984	8,47,089	14,16,895
Livestock	10,000	Nil	Nil	10,000	Nil	10,000
Library Books	11,161	Nil	Nil	11,161	4,014	7,147
<b>Total</b>	<b>7,42,35,840</b>	<b>1,07,41,234</b>	<b>-</b>	<b>8,49,77,074</b>	<b>94,67,811</b>	<b>7,55,09,263</b>

Place : Chennai

Date : 10th Oct 2020

As per our report of even date

For Manohar Chowdhry & Associates

Chartered Accountants

F.R No: 001997S



*Himani Datar*  
Mrs. HIMANI DATAR  
Hony. Secretary

*[Signature]*  
Mr.S.GANAPATHI SUBRAMANIAN  
Hony. Treasurer

D. Theresa  
Partner  
M.No.218276

**GUILD OF SERVICE (CENTRAL)**

# 18, Casa Major Road, Egmore, Chennai - 600 008

**SCHEDULES FORMING PART OF CONSOLIDATED BALANCE SHEET AS AT 31ST MARCH 2020**

(Amounts in Rupees)

**CAPITAL WORK IN PROGRESS**

**Schedule - 4B**

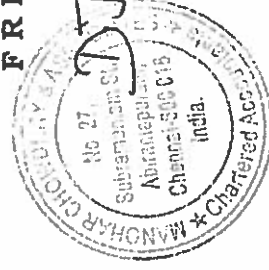
Particulars	Opening balance as on 01.04.2019	Additions during the year	Capitalised during the year	Closing balance as on 31.03.2020
Guild of Service (Central)	-	7,22,746	-	7,22,746
Balavihar	20,67,794	26,42,865	47,10,659	-
Working Womens Hostel	7,09,570	-	7,09,570	-
<b>Total</b>	<b>27,77,364</b>	<b>33,65,611</b>	<b>54,20,229</b>	<b>7,22,746</b>

Place : Chennai

Date : 10th Oct 2020

As per our report of even date  
For Manohar Chowdhry & Associates  
Chartered Accountants

FR No: 001997S



*D. Theresa*

D. Theresa  
Partner

*Mr. S. Ganapathi Subramanian*

Mr. S. GANAPATHI SUBRAMANIAN

*Mrs. Himani Datar*

Mrs. HIMANI DATAR

Hony. Treasurer

Hony. Secretary

M.No.218276

**GUILD OF SERVICE (CENTRAL)**

No. 18, Casa Major Road, Egmore, Chennai - 600 008


**SCHEDULES FORMING PART OF  
CONSOLIDATED BALANCE SHEET AS AT 31st MARCH 2020**

(Amount in Rupees)

Sch.No	PARTICULARS	As at 31.03.2020	As at 31.03.2019
6A	<b>INVESTMENTS</b>		
	Group Gratuity Fund Held with LIC	98,86,152	84,50,366
	<b>Total</b>	<b>98,86,152</b>	<b>84,50,366</b>
6B	<b>FIXED DEPOSITS</b>		
	Fixed Deposits with Banks	12,37,96,128	11,78,00,533
	Fixed Deposits with other Institutions	42,48,852	45,52,167
	<b>Total</b>	<b>12,80,44,980</b>	<b>12,23,52,700</b>
7	<b>LOANS AND ADVANCES</b>		
	Salary Advance - Staff	8,15,932	4,92,649
	Contribution Received for CDF	53,20,066	41,76,446
	TDS Receivable	43,54,875	42,07,538
	Other receivables	29,24,507	21,40,523
	<b>Total</b>	<b>1,34,15,380</b>	<b>1,10,17,156</b>
8	<b>CASH &amp; BANK BALANCES</b>		
	Cash-in-Hand	56,037	54,508
	Cash at Bank	3,10,86,473	2,64,86,050
	<b>Total</b>	<b>3,11,42,510</b>	<b>2,65,40,558</b>

Place : Chennai  
Date : 10th Oct 2020As per our report of even date  
For Manohar Chowdhry & Associates  
Chartered Accountants

F R No: 001997S

  
Mrs.HIMANI DATAR  
Hony.Secretary  
Mr.S.GANAPATHI SUBRAMANIAN  
Hony.Treasurer  
D.Theresa  
Partner  
M.No. 218276



**GUILD OF SERVICE (CENTRAL)**  
**No.18, Casa Major Road, Egmore, Chennai - 600 008**  
**CONSOLIDATED INCOME AND EXPENDITURE ACCOUNT**  
**FOR THE YEAR ENDED 31ST MARCH 2020**

(Amount in Rupees)

INCOME	Sch.No	For the year ended	
		31.03.2020	31.03.2019
Income from Income Generating Programmm	9	42,18,552	35,79,575
Fees Collection	10	2,51,69,848	2,43,84,446
Grant	11	7,44,89,950	6,53,36,016
Donations	12	3,44,21,641	3,60,55,521
Contributions	13	11,54,560	13,70,292
Rental Income	14	28,88,204	28,78,750
Interest Income	15	96,63,366	80,63,235
Miscellaneous Income	16	7,59,135	7,06,750
<b>Total (A)</b>		<b>15,27,65,256</b>	<b>14,23,74,585</b>
<b>EXPENDITURE</b>			
Expense on Income Generating Programme	17	78,297	85,048
Expenses on Beneficiaries	18	11,08,04,631	10,45,23,595
Staff Remuneration & Benefits	19	87,05,376	84,09,353
Administration Expenses	20	1,09,02,223	98,22,673
Vehicle Running Expenses	21	11,41,002	10,48,750
Repairs & Maintenance	22	58,67,316	55,35,131
Audit Fees	23	2,17,300	2,12,992
Miscellaneous Expenses	24	2,07,914	2,12,516
Loss on Sale of Fixed Assets		Nil	52,246
Depreciation	4C	94,67,811	89,08,220
<b>Total (B)</b>		<b>14,73,91,870</b>	<b>13,88,10,524</b>
<b>Net Surplus (A) - (B)</b>		<b>53,73,386</b>	<b>35,64,061</b>
		<b>15,27,65,256</b>	<b>14,23,74,585</b>

Place : Chennai

Date : 10th Oct 2020

As per our report of even date

For Manohar Chowdhry & Associates  
Chartered Accountants

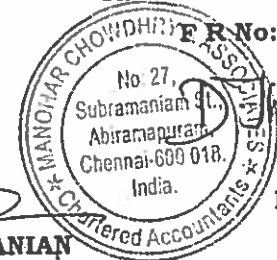
F R No: 001997S

*Himani Datar*

**Mrs.HIMANI DATAR**  
Hony.Secretary

*Mr.S.GANAPATHI SUBRAMANIAN*

**Mr.S.GANAPATHI SUBRAMANIAN**  
Hony.Treasurer



*D. Theresa*

**D. Theresa**  
Partner

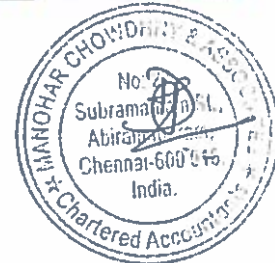
M.No.218276

**GUILD OF SERVICE (CENTRAL)**

No. 18, Casa Major Road, Egmore, Chennai - 600 008

**SCHEDULES FORMING PART OF CONSOLIDATED INCOME & EXPENDITURE  
FOR THE YEAR ENDED 31ST MARCH 2020  
(Amount in Rupees)**

Sch.No	PARTICULARS	For the year ended	
		31.03.2020	31.03.2019
9	<b><u>INCOME FROM INCOME GENERATING PROGRAMS</u></b>		
	Income from Services	31,74,000	32,03,310
	Others	10,44,552	3,76,265
	<b>Total</b>	<b>42,18,552</b>	<b>35,79,575</b>
10	<b><u>FEES COLLECTION</u></b>		
	Fee Collections	2,51,69,848	2,43,84,446
	<b>Total</b>	<b>2,51,69,848</b>	<b>2,43,84,446</b>
11	<b><u>GRANT</u></b>		
	Grant from Tamil Nadu Government	6,26,52,932	5,67,26,755
	Grant in Aid	52,04,655	44,93,169
	Grant from Dept. of Social Defence	64,82,363	39,66,092
	Grant from Helpage India	1,50,000	1,50,000
	<b>Total</b>	<b>7,44,89,950</b>	<b>6,53,36,016</b>
12	<b><u>DONATIONS</u></b>		
	Public Donations	3,27,35,620	3,50,47,779
	Donations in Kind	16,86,021	10,07,742
	<b>Total</b>	<b>3,44,21,641</b>	<b>3,60,55,521</b>
13	<b><u>CONTRIBUTIONS</u></b>		
	80G Admn. Recovery 1% Income	2,13,610	1,47,107
	Contribution From MCJ Trust	9,40,950	12,23,185
	<b>Total</b>	<b>11,54,560</b>	<b>13,70,292</b>
14	<b><u>RENTAL INCOME</u></b>		
	Auditorium Rent	28,88,204	28,78,750
	<b>Total</b>	<b>28,88,204</b>	<b>28,78,750</b>
15	<b><u>INTEREST INCOME</u></b>		
	Interest from Savings Bank Accounts	7,29,438	8,03,727
	Interest from IT Refund	94,494	Nil
	Interest Income From FCRA	1,05,656	1,12,850
	Interest from Fixed Deposits & GOI Bonds	87,33,778	71,46,658
	<b>Total</b>	<b>96,63,366</b>	<b>80,63,235</b>



<b>GUILD OF SERVICE (CENTRAL)</b>			
<b>No. 18, Casa Major Road, Egmore, Chennai - 600 008</b>			
<b>SCHEDULES FORMING PART OF CONSOLIDATED INCOME &amp; EXPENDITURE</b>			
<b>FOR THE YEAR ENDED 31ST MARCH 2020</b>			
<b>(Amount in Rupees)</b>			
<b>Sch.No</b>	<b>PARTICULARS</b>	<b>For the year ended</b>	
		<b>31.03.2020</b>	<b>31.03.2019</b>
16	<b><u>MISCELLANEOUS INCOME</u></b>		
	Affiliation & Membership Fee	22,800	24,100
	Childrens' Party Collection	1,51,000	1,34,580
	Profit on Sale of Asset	Nil	81,341
	Sale of Scrap	15,774	26,604
	Other Miscellaneous Income	5,69,561	4,40,125
	<b>Total</b>	<b>7,59,135</b>	<b>7,06,750</b>
17	<b><u>EXPENSE ON INCOME GENERATING PROGRAMME</u></b>		
	Raw Material & General Stores consum	78,297	85,048
	<b>Total</b>	<b>78,297</b>	<b>85,048</b>
18	<b><u>EXPENSES ON BENEFICIARIES</u></b>		
	Salary	8,39,31,641	7,77,57,389
	Contribution to Provident Fund	64,09,585	62,40,200
	Contribution to ESI	98,325	96,854
	Diet	69,01,659	70,05,029
	Clothing	2,44,679	2,46,371
	Medical	3,39,505	3,41,103
	Education	39,48,021	38,06,769
	Training & Coaching Exp	6,52,087	6,91,351
	Welfare	75,46,161	76,47,954
	Childrens' Party Expenses	2,08,290	1,60,131
	Other Expenses on Beneficiaries	5,24,678	5,30,444
	<b>Total</b>	<b>11,08,04,631</b>	<b>10,45,23,595</b>
19	<b><u>STAFF REMUNERATION &amp; BENEFITS</u></b>		
	Staff Salary & Allowance	61,56,509	56,90,133
	Contribution to Provident Fund	4,50,981	1,28,578
	Administration Charges Provident Fund	2,19,556	2,40,943
	Contribution to ESI-Staff	11,808	10,466
	Contribution to Gratuity Fund	11,01,446	14,76,937
	Staff Welfare	7,65,076	8,62,296
	<b>Total</b>	<b>87,05,376</b>	<b>84,09,353</b>



<b>GUILD OF SERVICE (CENTRAL)</b>			
<b>No. 18, Casa Major Road, Egmore, Chennai - 600 008</b>			
<b>SCHEDULES FORMING PART OF CONSOLIDATED INCOME &amp; EXPENDITURE</b>			
<b>FOR THE YEAR ENDED 31ST MARCH 2020</b>			
<b>(Amount in Rupees)</b>			
Sch.No	PARTICULARS	For the year ended	
		31.03.2020	31.03.2019
20	<b><u>ADMINISTRATION EXPENSES</u></b>		
	Rent Paid	75,600	14,300
	Printing & Stationery	6,20,323	6,04,107
	Postage	34,735	35,905
	Telephone Expenses	3,64,823	3,80,672
	Travelling Expenses	11,97,571	11,68,083
	Advertisement Expenses	69,557	7,16,288
	Meeting expenses	1,49,270	1,05,182
	Rates & Taxes	4,37,595	2,04,173
	Newspaper & Periodicals	31,349	31,619
	Celebration	3,07,865	3,08,055
	Electricity Charges	21,58,450	27,32,494
	Recognition	1,12,339	2,54,834
	Security Charges	18,38,267	16,55,370
	Consultant Fee	3,14,500	2,09,708
	Insurance Premium	66,645	67,409
	Interest on TDS	1,338	Nil
	Office & House Keeping Charges	16,37,558	11,00,136
	Bank Charges	90,321	71,624
	Admin Charges	1,48,011	1,62,714
	Coffee Day Book Release	11,33,083	Nil
	Website Creation	1,13,023	Nil
	<b>Total</b>	<b>1,09,02,223</b>	<b>98,22,673</b>
21	<b><u>VEHICLE RUNNING EXPENSES</u></b>		
	Fuel	5,80,638	5,12,181
	Vehicle Repair	4,19,270	3,80,684
	Road Taxes	28,500	30,001
	Insurance	1,12,594	1,25,884
	<b>Total</b>	<b>11,41,002</b>	<b>10,48,750</b>
22	<b><u>REPAIRS &amp; MAINTENANCE</u></b>		
	Building	40,79,212	32,35,601
	Computer	4,61,410	4,13,466
	Other Assets	13,26,694	18,86,064
	<b>Total</b>	<b>58,67,316</b>	<b>55,35,131</b>



**GUILD OF SERVICE (CENTRAL)**  
No. 18, Casa Major Road, Egmore, Chennai - 600 008

**SCHEDULES FORMING PART OF CONSOLIDATED INCOME & EXPENDITURE**  
**FOR THE YEAR ENDED 31ST MARCH 2020**  
(Amount in Rupees)

Sch.No	PARTICULARS	For the year ended	
		31.03.2020	31.03.2019
23	<b>AUDIT FEES</b>		
	Auditor's Remuneration		
	- Statutory Audit	1,77,000	1,82,212
	- Tax related matters	40,300	30,780
	<b>Total</b>	<b>2,17,300</b>	<b>2,12,992</b>
24	<b>MISCELLANEOUS EXPENSES</b>		
	Agriculture & Dairy Expenses	2,326	2,509
	Contribution to Admn. Recovery 1%	1,35,731	1,47,316
	Other Expenses	62,857	57,691
	Bad Debts	7,000	5,000
	<b>Total</b>	<b>2,07,914</b>	<b>2,12,516</b>
4C	<b>DEPRECIATION</b>		
	Depreciation	94,67,811	89,08,220
	<b>Total</b>	<b>94,67,811</b>	<b>89,08,220</b>

Place : Chennai

Date : 10th Oct 2020

As per our report of even date

For Manohar Chowdhry & Associates  
Chartered Accountants  
F R No: 001997S

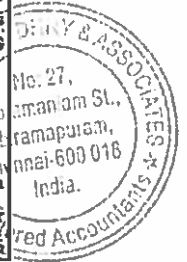
*Handwritten signature of Himani Datar*

Mrs.HIMANI DATAR  
Hony.Secretary

Mr.S.GANAPATHI SUBRAMANIAN  
Hony.Treasurer

*Handwritten signature of D. Theresa*

D. Theresa  
Partner  
M.No.218276



**GUILD OF SERVICE (CENTRAL)**  
**SIGNIFICANT ACCOUNTING POLICIES TO CONSOLIDATED FINANCIAL**  
**STATEMENTS**

The above Financial Statements is a consolidation of 18 units of Guild of Service (Central).

**1. Revenue Recognition**

*a) Donations and Sponsorships:*

- i. General Donations and Sponsorships are recognised in monetary terms and accounted as and when received.
- ii. Donations received in kind other than fixed assets are not recognized in the books. However, separate books and records of the same are maintained at the respective units.

*b) Grants from Government / Institutions / Universities:*

Government grants and grants from other organizations are recognized on the basis of grant received or on the basis of receipt of actual sanction letter.

*c) Fees and Collections:*

Fees collected are recognized on cash basis.

*d) Income Generating Programme:*

I. Revenue generated in the transaction involving products and services are recognized as and when invoices are being raised.

II. Income from Auditorium is recognized as and when the premises are being occupied.

*e) Rental & other income:*

Rental income from hostels is recognized on time proportionate basis with regard to the period of stay of residents.



*f) Interest income:*

Interest income from fixed deposits and savings bank accounts is recognized when it is received.

**2. Beneficiaries expenditure**

Expenditure incurred towards beneficiaries is accounted on the basis of disbursements / expenses made.

**3. Fixed Assets**

*a) Cost:*

- i. Fixed assets purchased are accounted on the basis of historical cost.
- ii. Fixed assets received as donation are valued at market value as on the date of donation.

*b) Depreciation:*

The depreciation rates adopted are the rates prescribed under the Income tax Act.

*c) Profit or loss on sale of fixed assets:*

Profit or loss on sale of fixed asset is recognized in the Income and Expenditure account.

**4. Investments**

Long term and short term investments are valued at cost. Investments include two policies with Life Insurance Corporation for payment of Gratuity to employees.

**5. Debtors and receivables**

Sundry debtors and other receivables are recognized at their realizable value.

**6. Cash & Bank balance**

- i. Cash balances are certified by the Honorary Treasurer / Secretary of the respective units.



ii. Bank balances are reconciled with respective Bank Pass Books / Bank Statements.

**7. Inter unit balances**

Inter unit balances within the units of Guild of Service (Central) are reconciled and scored off in the Consolidated Financial Statement.

**8. Funds**

*a) Endowment Fund:*

- i. Specific Donations received for specific purpose are accounted under Endowment fund.
- ii. The income realized from these funds is spent for the intended purposes only.

*b) Building Fund:*

- i. Donations and funds raised for the purpose of construction and renovation of buildings are accounted under building fund.
- ii. The income realized from the corresponding investments is added to this fund.
- iii. Current year the Building is completed and Capitalized to Fixed Asset from Capital WIP. Thus the objective of creation of Fund is met and the balance is transferred to Capital Fund.

*c) Education Fund:*

Education Fund is created for meeting the Education expenses of 250 deserving children at our General Cariappa School. The Donor Fuel A Dream Foundation has specifically contributed for the benefit of the children.

*d) Gratuity Fund:*

- i. Contributions received from various units towards retirement benefits are recognized under gratuity funds.





- ii. The Organization has taken Group Gratuity scheme from Life Insurance Corporation of India (LIC) for its staff and accordingly contribution, as per actuarial valuation determined by LIC has also been recognized under Gratuity Funds.
- iii. The Group Gratuity Scheme Policies are valued at the balances of Funds with LIC.
- iv. The Gratuity fund is represented by Investments made in LIC Group Gratuity Scheme, Fixed Deposits and Bank Balances.

e) *Common Development Fund:*

- i. Contributions received from various units being 1% of the Total Donation of all units is recognized as Income and utilized for the same purpose.
- ii. Contributions received from various units being 5% of the Total Donation of all units is recognized as "Common Development Fund" and recognized as Asset.

**9. Special Projects**

Specific donations and sponsorships pending for disbursement to beneficiaries as per the terms and conditions of the donor are represented as unspent balances in special projects.

- 10.** Previous year figures have been regrouped wherever necessary to confirm, to this year's classification and figures have been rounded off to the nearest Rupee.
- 



**GUILD OF SERVICE (CENTRAL)**  
**NOTES TO ACCOUNTS**

1. The above Financial Statements is a consolidation of 21 units of Guild of Service (Central).

2. **Legal Litigations – Guild Of Service (Central)**

A property in Kellys was given as a donation to Guild Of Service (Central) & The Spastics Society of Tamil Nadu (SPASTN) by Late. Mrs.Lalitha Balakrishnan as per her will. One of her relatives filed a case against her will. The case is still pending in court.

3. **Income Generating Programme:**

This Programme includes the following:

- a) Cloth Stitching
- b) Door-Floor Mat
- c) Catering income.

The above products are handmade products made by the beneficiaries as a part of their rehabilitation and in-house programmes. These products are made in the normal course of activities carried out by Guild of Service and not with an objective of commercial / profit making activities. The proceeds from these programmes are exclusively used towards the objectives of the Organisation.

4. **Staff Remuneration and benefits:**

Staff remuneration and benefits include expenses incurred on programme directors, coordinators, field workers, social workers, caretakers whose services are directly attributable to the beneficiaries. This also includes the remuneration paid to administration staff of Guild of Service (Central).



## 5. Corpus Fund

### A. Endowment Fund

Endowment fund has been created in order to sponsor for gifts, prizes and scholarships for the beneficiaries of the various units.

### B. Building Fund

Building fund is the fund created for the purchase and construction of buildings by the various units of Guild of Service and comprises of balances with the banks and the buildings constructed out of the fund. During the year the Building construction is completed and Building Fund is transferred to Capital Fund..

### C. Common Development Funds

The Common Development Fund created to provide funds to the units of Guild of Service on requirement basis. During the year the Total Contribution received is Rs.11,97,244/- from all units.

### D. Other Funds

Other funds include Teachers Salary Fund and the Special Fees Fund of MCJ Girls Higher Secondary School, Family Planning Centre Revolving Fund, Meals on Wheels, MCJ Deaf School and Seva Samajam Children's home fund.

## 6. Caution Deposit

Caution deposits Rs.2,04,250/- includes refundable deposits collected from the inmates of Working Women's Hostel and Rental Deposits for Auditorium.

## 7. Other Deposits

Other deposits include other security deposits, MES Deposits, Water can Deposits, Fuel Deposit, Telephone Deposits, Electricity Deposits etc.



**8. TDS Receivable**

TDS Receivable includes Income Tax receivable for current year amounting to Rs.11,94,465/- and closing balance of TDS Receivable is Rs.43,54,875/-.

**9. Cash and Bank Accounts**

All the bank books have been reconciled with the respective Bank Pass Books / Statements.

Cash balances are certified by the Honorary Secretary / Treasurer of the respective unit.

**10. Donations**

The institution has received public donations for Rs.3,27,35,620. The institution has also received donations in kind in the form of clothes, provisions, and biscuits etc., which are consumed regularly by the respective units. The management is not in a position to ascertain the equivalent value of the same and therefore the same has not been considered as income.

**Date: 10.10.2020**  
**Place: Chennai**

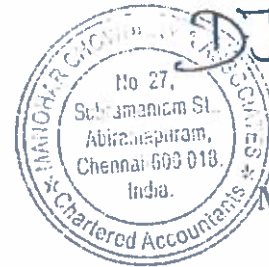
**For Manohar Chowdhry & Associates**  
**Chartered Accountants**  
**F R.No. 001997S**

*Himani Datar*

**(Mrs. Himani Datar)**  
**Hony. Secretary**

*[Signature]*

**(Mr.S. Ganapathi Subramanian)**  
**Hony. Treasurer**



*D. Theresa*

**D. Theresa**  
**Partner**  
**M.No : 218276**