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- Practicing Chartered Accountant For Past 12 years in the field of Audit, Direct & Indirect taxes & Management Consultancy.
- ► Elected as Convenor of the Jalna CA CPE Chapter of WIRC of ICAI For 2 Consecutive Years of 20-21 & 21-22.
- He has Successfully Completed & Qualified Following Certificate Courses Conducted By ICAI -
 - 1. Forensic Accounting & Fraud Detection
 - 2. Concurrent Audit of Banks
 - 3. Goods & Services Tax (GST)
 - 4. Public Finance & Accounting
 - 5. Drafting & Pleading Before the Authorities
 - 6. Wealth Management & Financial Planning





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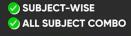




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FOR CA FOUNDATION ACCOUNTS

DISTINGUISH BETWEEN

S.No.	Book – Keeping	Accounting
1		It is a process concerned with summarizing of trecorded transactions.

Financial statements do not form part of Financial statements are prepared in this process

Managerial decisions cannot be taken with Management takes decisions on the basis of these

records.

It is considered as a language of the business.

It has several sub-fields like financial accounting,

Financial position of the business is ascertained on

on the basis of book – keeping records.

management accounting etc.

the basis of the accounting reports.

the

It constitutes as a base for accounting.

There is no sub – field of book – keeping.

Financial position of the business cannot

through

book-keeping

this process.

records.

5

6

the help of these records.

ascertained

DIFFERENCE BETWEEN BOOK KEEPING & ACCOUNTING

DIFFERENCE BETWEEN CONTINGENT LIABILITY & PROVISION

Basis of Distinction	Provision	Contingent Liability
Meaning	Provision is present liability of uncertain	A Contingent liability is a possible obligation that may or may not crystallize depending on the

using a substantial degree of estimation.

Recognition Criteria A provision meets the recognition criteria.

Provision is recognized when (a) an enterprise has a present obligation Conditions for Recognition

arising from past events an outflow of resources embodying economic benefits is probable, and (b) a reliable estimate can be made of the amount of the obligation.

recognizes a provision in the balance sheet

If the management estimates that it is probable that the settlement of an obligation Judgment of will result in outflow of economic benefits, it Management

occurrence of one or more uncertain future events.

A Contingent liability fails to meet the same. Contingent liability includes present obligations that do not meet the recognition criteria because either it is not probable that settlement of those

benefits, or the amount cannot be estimated. If the management estimates, that it is less likely that any economic benefit will outflow the firm to settle the obligation, it discloses the obligation as a contingent liability

obligation will require outflow of economic

DISTINCTION BETWEEN TRADE BILLS AND ACCOMODATION BILLS

No.	Trade Bills	Accommodation Bills
1	These bills are drawn to settle a business transaction.	These bills are drawn to meet the financial needs of the drawer/ drawee/ both temporarily.
2	These bills are accepted for a consideration.	These bill are accepted without any consideration.

The bill is necessary discounted with bank

On discounting of such bills, proceeds may

be shared by drawer and drawee in an

Discount charges are shared by the

proceeds are shared. (i.e. by drawer as

by the parties in the ratio in which discounting

agreed ratio.

well a drawee).

The bill may not be necessarily discounted

On Discounting of such bills, proceeds

borne

charges are

remain with the holder

Discount

Drawer.

DISTINCTION BETWEEN SHARES & DEBENTURES

DISTINCTION DET WEEK SIDMES & DEDENTONES			
.No	SHARES	DEBENTURES	
1	Shareholders are the owners of the company	Debentureholders are the creditors of the company	

fixed rate

money

share capital

Debenture holders do not have voting rights

Debentures can be converted into shares

Interest on Debentures is Charge against profits

Interest on Debentures is paid at a pre-determined

debentures cannot be forfieted for non payment of call

payment of debentures is made before the payment of

Reward is the payment of Interest

Shareholders have voting rights

allotment and call money

repayment of Debentures

4

5

6

Reward is the payment of dividend

Dividend on Shares is appropriation of Profits

Dividend on Shares is paid at a variable rate

Shares cannot be converted into debentures

Shares can be forfieted for non payment of

Payment of share capital is made after the

DISTINCTION BETWEEN PARTNERSHIP FIRM AND LLP

	DISTINCTION DETWEEN PARTNERSHIP FIRM AND LLP			
	Key Elements	Partnerships	LLPs	
1	Applicable Law	Indian Partnership Act 1932	The Limited Liability Partnerships Act, 2008	
2	Registration	Optional	Compulsory with ROC	
3	Creation	Created by an Agreement	Created by Law	
4	Body Corporate	No	Yes	
5	Separate Legal Entity	No	Yes	
6	Perpetual Succession	Partnerships do not have perpetual succession	It has perpetual succession and individual partners may come and go	
7	Number of Partners	Minimum 2 and Maximum 50	Minimum 2 but no maximum limit	
8	Ownership of Assets	Firm cannot own any assets. The	The LLP as an independent entity	

partners own the assets of the firm

and jointly liable for actions of other

liability extends to personal assets

Partners are the agents of the firm

Unlimited: Partners are severally

partners and the firm and their

and of each other

9

10

Liability of Partners /

Members

Principal Agent Relationship can own assets

Limited to the extent of their

in case of intentional fraud or

wrongful act of omission or commission by a partner.

and not of other partners

contribution towards LLP except

Partners are agents of the firm only

SR. NO	RECEIPT AND PAYMENT ACCOUNT	INCOME AND EXPENDITURE AC
1	It is Real Account	It is Nominal Account
2	It Includes Both Capital & Revenue items	It Includes only revenue Items

payments of a particular period receipts particular period includes all receipts and It includes only incomes and expenses of a

begins with the

the closing cash/bank balance.

to which it belongs.

transactions

It

5

payments irrespective of the period

It is Summary of actual cash It is summary of incomes and expenses of a

prepared

does not include non cash It includes both the cash and non cash

cash/bank balance and ends with Closing balance represents either Deficit or

Surplus.

transactions

opening It does not have any opening

particular period for which the account is

CCOUNT

DISTINGUISH BETWEEN R&P AND I&E

DISTINGUISH BETWEEN PROVISION & RESERVES

Basis of Distinction	Provision	Reserve
	Provision means –	
Meaning	(i) Any Amount written off.(ii) Any Amount retained by way of providing for depreciation, renewal or diminution in value of	Profit retained in the business not having any of the attributes of a 'provision' is to be treated as a reserve. Also provisions in
	Assets,	excess of the amount considered necessary

ecessary for the purposes these were originally made (iii) Any Provision for known liability, of which are to be considered as reserves. amount cannot be determined with substantial Accuracy.

It is a charge against the profit

Charge Vs. Appropriation

It is created for a particular purpose and can Propose

It need not necessarily be created for a particular purpose, e.g., General reserve is only be used for that particular purpose not for any particular purpose.

It is an appropriation out of profit

Basis of Distinction	Provision	Reserve
Disclosure in Balance Sheet	Usually a provision is shown by way of deduction from the amount of the items for which it is created. E.g., Provision for Doubtful Debts.	Reserve is known as a separate item under the head Reserves and Surplus' on the liabilities side of the Balance Sheet.
Investment outside the business	There is no question of investment of the amount of provisions.	The amount of a reserve can be invested outside the business. If it is invested outside business, it is called 'FUND'.
Utilisation for dividends	It cannot be utilised for distribution by way of dividends.	It can be utilised for distribution by way of dividends.
Examples	Provision for Tax Provision for Doubtful Debts	General Reserve Contingency Reserve Worker's Welfare Reserve

DISTINGUISH BETWEEN CASH & MERCANTILE SYSTEM OF ACCOUNTING

Sr.No	Cash System	Mercantile System
1	In Cash System Expense is Recorded when it is paid	In mercantile system Expense is record when it is incurred

It is Not Based on Concept of It is based on The concept of Accrual

In cash System Income is recorded In mercantile system Income is recorded

when it is earned

mercantile system

Followed by It is Normally Followed by Business Entities

& Outstanding & prepaid entries to be made in

when cash is received

is

Accrual

No

institutes & NPO

Entries

Normally

professional , Educational

for

Outstanding under cash System

prepaid

DISTINGUISH BETWEEN REAL & NOMINAL ACCOUNT

Sr.No	Real Account	Nominal Account	
1	It Includes Accounts Relating to assets & properties	It Includes accounts relating to Expenses & income	
2	The Rule for Real Account is "Debit	The Rule for Nominal Accounts is "Debit all	

forward to next year

plant & machinery etc

Example - Furniture , goodwill ,

Debit all expenses & losses & credit all incomes & What Comes in , credit What Goes gains" out" balance Existing in real The balance existing in nominal account at Account at year end is carried year end is transferred to trading & profit &

loss account.

Example - Audit Fees paid , Commission

Received, Discount allowed etc

DISTINGUISH BETWEEN CAPITAL& REVENUE EXPENDITURE

It does not give rise to a capital asset

Example – Gold Purchased by Gold Dealer

It is Recurring in nature

Sr.No	Capital Expenditure	Revenue Expenditure

benefit is for more than 1 Its benefit is for 1 year or less

Shown on Asset Side of balance Shown on Debit side of trading or profit &

Loss account

It gives rise to a capital asset

It is Non Recurring in nature

Purchased by Gold Dealer.

Example - Land & Building , car

accounting period

sheet

DISTINGUISH BETWEEN LIFO& FIFO

FIFO

It Stands for Eirst in Eirst Out

LIFO

It Stands for last in First Out

Sr.No

1	It Stands for last in First Out	It Stands for First in First Out
2	In This Basis , It is assumed that Goods Which are received last are issued first	In This Basis , It is assumed that Goods Which are received first are issued first
3	The Ending Inventory Consist of Earliest Lots	The Ending Inventory Consist of Latest Lots
4	The ending inventory is understated in the Balance Sheet at old costs.	The ending inventory is stated in the Balance Sheet at a value nearer the current market price.
5	In periods of rising prices, lower incomes is reported since current costs (which are higher than the old costs) are matched with current revenues. As a result, income tax liability is reduced.	In periods of rising prices, higher income is reported since old costs (which are lower than the current costs) are matched with current revenues. As a result, income tax liability is increased.

DISTINGUISH RETWEEN INTEREST ON CALLS

ARREARS & CALLS IN ADVANCE		
Interest on Calls in Arrears	Interest on Calls in Advance	
It is payable by shareholders to company on the calls due but remaining unpaid.	It is payable by the Company to Shareholders on the call money received in advance but not yet due.	
As per Table E maximum prescribed rate is 10%	As nor Table E maximum prescribed rate is 12%	

As per Table is maximum prescribed rate is 10%.

Period considered: From the date call money was due to the date money is finally received.

Directors have a right to waive off such interest in individual cases at their own discretion.

It is a nominal account in nature and is credited to statement of profit and loss as an income.

As per Table F maximum prescribed rate is 12%.

Period considered: From the date money was received to the day call was finally made due.

Shareholders are not entitled for any dividend on calls in advance.

It is a nominal account in nature with interest being an expense for the company.

DISTINGUISH BETWEEN INCOME STATEMENT & POSITION STATEMENT

Income Statement	Position statement
Profit or loss is disclosed in the Income Statement prepared at the close of the financial year	It exhibits assets and liabilities of the business as at the close of the financial year.
Income Statement is sub-divided into following two parts for a non-manufacturing concern: (i) Trading account; and (ii) Profit and Loss account	Apart from balance sheet, to judge financial position of the business, sometimes additional statements are also prepared like cash flow statement, value added statement etc. which is not mandatory for non-
	corporate entities. These additional statements are prepared for the better understanding of the financial position of the business.
Income Statement discloses net profit or net loss of the business after adjusting from the income earned during the year, all the expenditures of the business incurred in that year.	Position statement discloses the assets and liabilities position as on a particular date.

DISTINGUISH BETWEEN PERIODIC AND PERPETUAL INVENTORY SYSTEM

Sr. No	PERIODIC INVENTORY SYSTEM	PERPETUAL INVENTORY SYSTEM
1	This system is based on physical verification.	It is based on books records.
2	This system provides information about stock and cost of goods sold at a particular date.	It provides continuous information about stock and cost of sales.
3	This system determines inventory and takes cost of goods sold as residual figure.	It directly determines cost of goods sold and computes stock as balancing figure.
/.	Cost of goods sold includes loss of goods as	Closing inventory includes loss of goods as all

Under this method, inventory control is not Inventory control can be exercised under this

system.

It is costlier method.

operations of the business.

goods not in stock are assumed to be sold.

This system is simple and less expensive.

Periodic system requires closure of business for

possible.

counting of stock.

6

unsold goods are assumed to be Inventory.

Inventory can be determined without affecting the

DISTINCTION BETWEEN BILL OF EXCHANGE & PROMMISSORY NOTE		
No.	Bills of Exchange	Promissory Notes
1	A bill of exchange is an order to pay a certain	A Promissory note is a promise to pay
	sum of money.	a certain sum of money.
2	There are 3 Parties	There are 2 Parties
	Drawer	Maker
	Drawee	Payee
	Pavee	

A promissory note is made by a debtor

Notice of dishonor to the maker is not

necessary in case of non payment or

by Acceptance is not necessary for a

non- acceptance of an instrument

Defined under Section

Negotiable Instrument Act.

promissory note

A bill of exchange drawn by a creditor

drawee.

liable to pay.

Instrument Act

A bill of exchange must be accepted

Notice of dishonor must be given to all person

Defined under the Section. 5 of the Negotiable

וו כוע	NCTION BETWEEN BILL OF EXCHAN	IGE & PRUMMISSURY NUTI
No.	Bills of Exchange	Promissory Notes

Fundamental Accounting Assumption | Accounting Policies

There are three fundamental accounting	There is no single list of
assumptions viz. Going Concern	, accounting policies which are
Consistency and Accrual.	applied in all circumstances. As a
	result, there may be different
	accounting policies adopted by
	different enterprises.

No disclosures is required if all the fundamental assumptions have been followed.

Disclosure is required if a particular accounting policy has been followed.

If fundamental accounting assumption is If the policy is changed in

not followed, it is to be disclosed in the

subsequent year, the effect

financial statements together with the	•
reasons.	in the financial statements.
There is no option to choose fundamental accounting assumptions.	The firm has an option to select a particular policy.

DITTERCEDETWEEN SINGLE ENTRY STSTEM & DOUBLE ENTRY STSTEM		
Double Entry System	Single Entry System	
1. Under this system, both aspects of each transaction are recorded.	1. Under this system, both aspects of each transaction are not recorded.	
2. In this system, Personal, Real & Nominal Accounts are kept fully.	2. In this system, only Personal A/cs. are kept and Real and Nominal A/cs. are ignored. (However, in some cases Cash Account is maintained.)	
3. In this system, Cash Book, General Ledger, Debtors' Ledger,	3. In this system, only Debtors' Ledger and Creditors' Ledger are	

4. Under this system, arithmetical accuracy can be checked by 4. Under this system, arithmetical accuracy cannot be checked

5. In this system, Trading, Profit and Loss A/c and Balance Sheet 5. In this system, Trading, Profit & Loss Account and Balance

6. For interpretation of financial statement, we can compute 6. Vital ratios cannot be computed (such as gross profit ratio, net different ratios, if the accounts are maintained under this method. profit ratio etc.), if the accounts are maintained under this system.

rules.

kept. Cash Book is also kept, but personal transactions get mixed

7. This system is unscientific and does not follow any concrete

up with business transactions.

Sheet cannot be prepared.

because no Trial Balance can be prepared.

8. Companies cannot follow this system.

and Creditors' Ledger are maintained.

can be prepared.

preparing Trial Balance at any moment of time.

7. This system is scientific and follows certain rules.

8. Companies should follow this system only

DIFFERENCE BETWEEN STATEMENT OF AFFAIRS & BALANCE SHEET

It is prepared on the basis of transactions partly recorded under. It is based on transactions recorded strictly on the basis of double

Balance sheet

Statement of affairs

Basis

Source

		entry book keeping; each item in the balance sheet can be verified from the relevant subsidiary books, ledger and documentary evidences.
-		Capital is derived from the capital account in the ledger and therefore the total of assets side will always be equal to the total of liabilities side.
Omission	Since this statement is prepared from incomplete records, it is	There is no possibility of omission of any item of asset and liability

very difficult, to identify and record those assets and liabilities, since all items are properly recorded. Moreover, it is easy to if omitted from the books. locate the missing items since the balance sheet will not agree.

Basis of The valuation of assets is generally done in an arbitrary The valuation of assets is done on scientific basis, fixed assets Valuation manner; therefore, no method of valuation is disclosed. are shown at the original costs less depreciation till date. Any change in the method of valuation isproperly disclosed. **Objective** The objective of preparing this statement is to identify the The objective of preparing the balance sheet is to ascertain the

capital figures in the beginning and at the end of the financial positionon a particular date. accounting periodrespectively.

ANSWER IN BRIEF

EXPLAIN RESERVE CAPITAL AND CAPITAL RESERVE

Reserve Share Capital: As per Section 65 of the Companies Act, 2013, a Company may decide by passing a resolution that a certain portion of its subscribed uncalled capital shall not be called up except in the event of winding up of the company. Portion of the uncalled capital which a company has decided to call only in case of liquidation of the company is called Reserve Capital.

Reserve Capital is different from Capital reserve, Capital reserves are part of 'Reserves and Surplus' and refer to those reserves which are not available for declaration of dividend. Thus, reserve capital which is portion of the uncalled capital to be called up in the event of winding up of the company is entirely different in nature from capital reserve which is created out of capital profits only.

EXPLAIN METHODS OF MAINTAINING PARTNERS CAPITAL ACCOUNTS

The Partners' Capital Accounts may be maintained according to Fluctuating Capital method or Fixed Capital method

Fluctuating Capital Method: Under Fluctuating Capital Method, only one account (viz. Capital Account) for each partner is maintained and all the transaction relating to a partner are recorded in his Capital Account. As a result, the balance in the Capital Account keeps on fluctuating.

Fixed Capital Method: Under fixed Capital Method, two accounts (viz. Capital Account and Current Account) for each partner are maintained. The transaction relating to introduction or withdrawal of Capital are recorded in Capital Account and other transaction like Interest on Capital Drawings, Salary, Commission, Share of Profit / Loss are recorded in Current Account. As a result of these, the Capital Account will continue to show the same balances from year to year unless some amount of Capital Account is introduced or withdrawn while the balances of Current Account keeps on fluctuating.

WHAT ARE LIMITATIONS OF ACCOUNTING

- Only transactions which can be measured in terms of money can be entered in the accounts. So events how so ever important they may be to the business, do not find a place in the accounts, if they cannot be measured in terms of money.
- Balance Sheet shows the position of the business on the day of its preparation and not on the future date while the users of the accounts are interested in knowing the position of the business in the near future and also in long run and not for the past date.
- According to the cost concept, assets are recorded at historical cost and ignore the changes in value of assets brought about by changing value of money and market factors.
- Accounting ignores changes in some money factors like inflation etc.

policies. Therefore accounts are affected by subjectivity factor.

- There is conflict between one accounting principle and another e.g. stock-in-trade is valued on the basis of cost or market price whichever is lower. Therefore in one year cost basis may be taken, whereas in another year it may be
- market price. This system contravenes the accounting principle of consistency. The balance-sheets is largely the result of personal judgment of the accountant with regard to adoption of accounting 6.

WHAT ARE ADVANTAGES OF SUBSIDIARY BOOKS

- 1. Division of work: Since in the place of one journal there will be so many subsidiary books, the accounting work may be divided amongst a number of clerks.
- 2. Specializations and efficiency: When the same work is allotted to particular persons over a period of time, he acquires full knowledge of it and becomes efficient in handling it. Thus the accounting work will be done efficiently.
- 3. Saving of time: Various accounting process can be undertaken simultaneously because of the use of number of books. This will lead to the work being completed quickly.
- 4. Availability of information : Since a separate register or books is kept for each class of transactions the information relating to each transaction will be available at one place.
- 5. Facility in checking : When the trial balance does not agree the locations of the error or errors are facilitated by the existence of separate books. Even the commission of errors and frauds will be checked by the use of various subsidiary books.

WHAT ARE ADVANTAGES OF PETTY CASH BOOK

- 1. Saving of chief cashier time: The time of chief cashier is saved when petty expenses are recorded in petty cash book.
- **Saving of Labour in posting:** There is saving in labour in posting because of the following two reasons:
- a) Limited number of accounts are opened for head of petty expenses only, b) Periodical totals (say monthly) of each column of expenses are posted to the debit of the respective ledger accounts. **Controls over the mistakes:** The chances of mistakes are reduced since the chief cashier regularly examine
- the petty cash book.
- **Control over Petty Expenses :** Petty expenses are kept within the limits of imprest since the petty cashier can never spend more than the available petty cash.
- **Control over Fraud :** Misappropriation if any, is always kept within the limits of Imprest

divided between main cash book and petty cash book.

Benefits of Specialization: The benefits of specialization are available since recording of cash transactions is

EXPLAIN IMPREST V/S NON-IMPREST SYSTEM OF PETTY CASH BOOK

- a) "Imprest' or 'Float' is the amount which the main cashier hands over to the petty cashier in order to meet the petty cash expenses of a given period.
- b) Petty cash book may be maintained on Imprest system or no Imprest system.
- (i) Imprest System of petty cash under Imprest system. The chief cashier *makes the reimbursement* of the amount spent by the petty cashier and the petty cashier again has the same amount of petty cash at the end as in the beginning.
- (ii) Non Imprest system of Petty Cash Under the non Imprest system the Chief Cashier may hand over the cash to the Petty Cashier equal to/ more than / less than the amount spent by the petty cashier. The petty cashier may or may not have the same closing balance of petty cash as opening balance.

WHAT ARE CONSIDERATIONS IN SELECTING OF ACCOUNTING POLICIES

The primary consideration in the selection of accounting policies should be to prepare and present financial statements in a way that they represent a true and fair view of state of affairs of the enterprise as at balance sheet date and of the profit and loss account for period ended on that date. The major considerations governing the selections and application of accounting policies are as under:

- 1. Prudence: uncertainties inevitable surround many transaction. This should be recognized by exercising prudence in preparing financial statements. Prudence does not, however, justify the creation of secret or hidden reserve.
- 2. Substance over form: Transaction and other events should be accounted for and presented in accordance with their substance and financial reality and not merely with their legal form.
- 3. Materiality: financial statement should disclose all material items, that is, items, the knowledge of which might influence the decision of users of the financial statements.

EXPLAIN QUALITATIVE CHARACTERSTICS OF FINANCIAL STATEMENT

- 1. Understandability: Financial Statement must be readily understandable by the users. But this does not mean that complex and not easily understandable information should not be included in financial statement, even if it is relevant for decision making by the users.
- 2. Relevance: Financial statement must contain all the information, which is relevant, i.e. material, to the users of financial statement. As per AS-1 (issued by ICAI), information becomes material, if its omission or misstatement could influence the economic decisions of users of the financial statement. Thus, materiality provides a threshold or a base to decide what information to be included in financial statements and what not.
- 3. Reliability & Faithful Representation: Reliability is another qualitative characteristic, which the financial statements must possess to be useful to the users. If the information, contained in the financial statements is not reliable, it could not serve purpose of users. Fraud and errors make the financial statements unreliable. Therefore there should be faithful representation of transaction and events in the financial statement.

Intra-Firm Comparison i.e. the comparison of the figures of one accounting year with those of the other accounting year of the same firm,
 Inter-Firm Comparison i.e. the comparison of the figures of one firm with those of another firm of the same industry, and
 Pattern Comparison i.e. comparison of the figures of one firm with those of industry to

Usually the users want to make the following comparison:

Comparability: The financial statement should also have the characteristic of comparability.

5. Substance over Form: The financial information must be presented in accordance with their substance, not by their legal form.

For Example, in the case of Hire purchase sale, legally, the ownership in goods is transferred

which the firm belongs. By this way the users want to develop some judgments.

by seller to the buyer only at the payment of last installment. But in reality, the buyer uses the assets as owner from the date of entering into transaction, not on the date of payment of last installment. Similarly, all the significant risks and returns, inherent in the ownership of goods, are also transferred on the same date. Such transaction therefore, should be treated as purchase of assets on the date of entering into the transaction, not on the date of payment of last installment.

- 5. **Prudence :** Financial statements should have the characteristics of Prudence, i.e. accounting uncertainties should be dealt in such a way that assets and incomes are not overstated and similarly, liabilities and losses are not understated.
- 7. Completeness: The information contained in the financial statements should be complete in all respects. All the transactions and events of financial nature should be reflected in the financial statements. Not only the financial information, but the non-financial information, which may be useful to the users of accounts, should also be disclosed in the financial statements. For

example, if the organization has followed any rules and regulations, and due to non-compliance

of these rules and regulations, the government may give order for closing up of the business,

then such non-financial information must be disclosed in the financial statement as per AAS-21.

8. True & Fair Picture: True & Fair presentation of information is the fundamental rule that should be strictly followed at the time of preparation and presentation of financial statements.

WHAT ARE CONSIDERATION IN DETERMINING CAPITAL & REVENUE EXPENDITURE

- 1. Nature of business: For a trader dealing in furniture, purchase of furniture is revenue expenditure but for any other trade, the purchase of furniture should be treated as capital expenditure and shown in the balance sheet as asset. Therefore, the nature of business is very important criteria in separating an expenditure between capital and revenue.
- 2. Recurring nature of expenditure: If the frequency of an expenses is quite often in an accounting year then it said to be expenditure of revenue nature while non recurring expenditure is infrequent in nature and do not occur often in an accounting year. Monthly salary or rent is the example of revenue expenditure as they are incurred every month while purchase of assets is not the transaction done on regularly therefore, classified as capital expenditure unless materiality criteria defines it as revenue expenditure.

maintenances of the asset. Such expenses are revenue in nature. On the other hand, expenditure incurred for major repair of the asset so as to increase its productive capacity is capital in nature. However, determination of the cost of maintenance and ordinary repairs which should be expensed, as opposed to a cost which ought to be capitalized, is not always simple.

Purpose of expenses: Expenses for repairs of machine may be incurred in course of normal

- Fifect on revenue generating capacity of business: The expenses which help to generate income/ revenue in the current period are revenue in nature and should be matched against the revenue earned in the current period. On the other hand, if expenditure helps to generate revenue over more than one accounting period, it is generally called capital expenditure.

 When the expenditure on improvement and repair of fixed asset is done, it has to be charged to Profit and Loss Account if the expected future benefits from fixed assets do not change, and it will be included in book value of fixed asset, where the expected future benefits from assets increase.
- Materiality of the amount involved: Relative proportion of the amount involved is another important consideration in distinction between revenue and capital. Even, if expenditure does not increase the production capacity of an asset, it may be capitalized because the amount is material or expenditure may increase the asset value and yet to be expensed because the amount is immaterial.

WHAT ARE CAUSES OF DIFFERENCE BETWEEN BALANCE AS PER CASH BOOK AND BALANCE AS PER PASS BOOK

Basically the differences between the Bank Balance as per Cash Book and Bank Balance as per Pass Book are caused by :

Timing difference of recording banking transactions

Errors in Cash Book committed by the account holder

Errors in pass Book committed by the Bank.

WHAT IS THE SIGNIFICANCE OF INVENTORY VALUATION

□ Determination of True Income - The valuation of inventory is necessary for determining the true income earned by a business entity during a particular period. To determine gross profit, cost of goods sold is matched with revenue of the accounting period

Ascertainment of Financial Position - Inventories are classified as current assets. The value of inventory on the date of balance sheet is needed to determine the financial position of the business. in case the inventory is not properly valued, the balance sheet will not disclose the truthful financial position of the business.

- □ Liquidity Analysis Inventory is classified as current asset, it is one of the components of net working capital which reveals the liquidity position of the business. current ratio which studies the relationship between current assets and current liabilities is significantly affected by the value of inventory.
 □ Statutory Compliance Schedule III of Companies Act, 2013 requires valuation of each class of goods i.e, raw material, work-in-progress and finished goods under broad head to be
- disclosed in the financial statement. As per the requirements of the Accounting Standards, the financial statements should disclose (a) the accounting policies adopted in measuring inventories, including the cost formula used, and (b) the total carrying amount of inventories and its classification appropriate to the enterprise. The common classification of inventories are raw materials, work-in-progress, stores and spares and loose tools.

WHAT ARE OBJECTIVES OF CHARGING DEPRECIATION

- 1. Correct income measurement.
- 2. To ascertain true and fair view of financial position.
- 3. To ascertain true cost of production.
- 4. To accumulate fund for replacement of assets.
- 5. To comply with legal requirement (As per Companies Act, depreciation must be charged before declaration of dividend)

EXPLAIN FACTORS TO BE CONSIDERED IN COMPUTATION OF DEPRECIATION

- 1. Historical cost of a depreciable asset implies the cost incurred on its acquisition, installation, commissioning and for additions to or improvements there of which are of capital nature.
- 2. Useful life is either (i) the period over which a depreciable asset is expected to be used by the enterprise: or (ii) the number of production or similar units expected to be obtained from the use of the asset by the enterprises.

<u>Useful Life of assets is affected by following factors-</u> Expected physical is affected wear tear;

expected physical is affected wear tear;

Obsolescence;

Legal or other limits on the use of the assets.

3. Estimated residual value of a depreciable asset implies the value expected to be realized on its sale or exchange on the expiry of its useful life.

Thus, Total Depreciable amount = Cost - Scrap Value

EXPLAIN PROVISIONS OF SECTION 52 OF COMPANIES ACT FOR UTILISATION OF SECURITIES PREMIUM ACCOUNT

The 'Securities Premium' can be utilized by the company (according to Sec. 52.) for

- a) Issuing fully paid bonus shares
- b) Writing off the preliminary expenses
- c) Writing off the expenses of, or the commission paid or discount allowed on issue of shares or debentures.
- d) Providing for premium payable on redemption of preference shares or debentures.
- e) For purchase of own shares or other securities

WHAT ARE POINTS FOR CONSIDERATION IN REGARDS TO REISSUE OF FORFIETED SHARES

- 1. Loss on re-issue should not exceed the forfeited amount
- 2. If the loss on re-issue is less than the amount forfeited, the surplus should be transferred to Capital Reserve.
- capital.'

 4. When only a portion of the forfeited shares are re-issued, then the profit made on reissue of

3. The forfeited amount on shares not yet reissued should be shown under the heading 'share

- such shares must be transferred to Capital Reserve.
- 5. When the shares are re-issued at a loss, such loss is to be debited to "Forfeited Shares Account"
- 6. If the shares are re-issued at a price which is more than the face value of the shares, the excess amount will be credited to Securities Premium Account.

 7. If the re-issued amount and forfeited amount (taken tegether) exceeds the face value of the
- 7. If the re-issued amount and forfeited amount (taken together) exceeds the face value of the shares re-issued, it is not necessary to transfer such amount to Securities Premium Account.

EXPLAIN ACCOUNTING TREATMENT OF ISSUE OF DEBENTURES AS A COLLATERAL SECURITY

- 1. Collateral security means secondary or supporting security for a loan, which can be realized by the lender in the event of the original loan not being repaid on the due date.
- Under this arrangement, the borrower agrees that a particular asset or a group of assets will be realized and the proceeds there from will be applied to repay the loan in the event that the amount due, cannot be paid.

Sometimes companies issue their own debentures as collateral security for a loan or a fluctuating overdraft. In case,

- the company cannot repay its loan and the interest thereon on the due date, the lender becomes the debenture holder who can exercise all the rights of a debenture holder. The holder of such debentures (given as a collateral security) is entitled to interest only on the amount of loan, but not
- on the debentures. 5. There are two methods of showings these type of debentures in the accounts of a company.

Method 1

Under this method, no entry is made in the books of account of the company at the time of making issue of such debentures. In the 'Notes to Account' of Balance Sheet, the fact of the debentures being issued and outstanding is shown by a note under the liability secured.

Method 2

Under this method, the following entry is made to record the issue of such debentures:

Debentures Suspense Account......Dr.

To Debentures Account

The Debentures Suspense Account will appear on the assets side of the Balance sheet and Debentures on the liabilities side of the Balance Sheet. When the loan is repaid, the entry is reversed in order to cancel it.

EXPLAIN TREATMENT OF DISCOUNT/ LOSS ON ISSUE OF DEBENTURES

- 1. The discount on issue of debentures is amortized over a period between the issuance date and redemption date.
- 2. It should be written-off in the following manner depending upon the terms of redemption :
- a) If the debentures are redeemable after a certain period of time, say at the end of 5 or 10 year, the total amount of discount should be written-off **equally** throughout the life of the debentures (applying the straight line method). The main advantage of this method is that it spreads the burden of discount equally over the year.
- b) If the debentures are redeemable at different dates, the total amount of discount should be written-off in the ratio of benefit derived from debentures loan in any particular year (applying the sum of the year's digit method). This is suitable when debentures are redeemed by unequal installments.
- c) If the debentures are irredeemable, the discount should be written-off gradually over a long period.
- 3. Loss on issue of debentures is also a capital loss and should be written-off in a similar manner as discount on
- debentures issued.

 4. In the balances sheet both the items are shown as Non-current/ current assets depending upon the period for which it has to be written off.

WHAT ARE PROVISION AFFECTING ACCOUNTING TREATMENT IN CASE OF NO PARTNERSHIP AGREEMENT

Law does not make it obligatory for the partners to reduce in writing all the terms and conditions. In the absence of any such agreement, the Indian Partnership Act, 1932 provides following provisions
Every partner is entitled to share profits equally.

- No partner is entitled to interest on capital.
- ☐ No interest on drawings is to be charged by the firm to a partner.
- □ A partner is not entitled to any salary for taking part in carrying on the firm's business.
- ☐ A partner is entitled to interest on advances (over and above the agreed capital contribution) at the rate of six per cent per annum.
- Every partner being joint owner of partnership, is entitled to have equal share in the property.

WHAT IS JLP & WHAT IS THE OBJECTIVE OF TAKING JLP?

A partnership firm may decide to take a Joint Life Insurance Policy on the lives of all partners. The firm pays the premium and the amount of policy is payable to the firm on the death of any partner or on the maturity of policy whichever is earlier. The objective of taking such a policy is to minimize the financial hardships to the event of payment of a large sum to the legal representatives of a deceased partner or to the retiring partner.

WHAT SERVICE A CHARTERED ACCOUNTANT CAN PROVIDE TO A SOCIETY

Maintenance of Books of Accounts
Statutory Audit
Internal Audit
Taxation
Management Accounting & Consultancy
Financial Advise
Investments
Insurance
Business Expansion
Investigations & Secretarial Work

EXPLAIN IN BREIF OBJECTIVE AND ADVANTAGES OF SETTING ACCOUNTING STANDARDS

Objective and Advantages of Accounting Standards: An Accounting Standard is a selected set of accounting policies or broad guidelines regarding the principles and methods to be chosen out of several alternatives. The Accounting Standards Board formulates Accounting Standards to be established by the Council of the Institute of Chartered Accountants of India.

The main objective of Accounting Standards is to establish standards which have to be complied with to ensure that financial statements are prepared in accordance with generally accepted accounting standards. Accounting Standards seek to suggest rules and criteria of accounting measurements. These standards harmonize the diverse accounting policies and practices at present in use in India.

The main advantage of setting accounting standards is that the adoption and application of Accounting Standards ensure uniformity, comparability and qualitative improvement in the preparation and presentation of financial statements.

The other advantages are as follows:

(i) Reduction in variations.

(iii)

- (ii) Disclosure beyond that required by law.
 - Facilities comparison.

EXPLAIN OBJECTIVES OF ACCOUNTING STANDARDS

Accounting Standards are selected set of accounting policies or broad guidelines regarding the principles and methods to be chosen out of several alternatives. The Accounting Standards Board of the Institute of Chartered Accountants of India (ICAI) formulates Accounting Standards to be established by the Council of the ICAI. The main objective of Accounting Standards is to establish standards which have to be complied with, to ensure that financial statements are prepared in accordance with generally accepted accounting principles. Accounting Standards seek to suggest rules and criteria of accounting measurements. These standards harmonize the diverse accounting policies and practices at present in use in India.

EXPLAIN DIFFERENCE BETWEEN GOING CONCERN CONCEPT & COST CONCEPT

Going Concern concept: The financial statements are normally prepared on the assumption that an enterprise is a going concern and will continue in operation for the foreseeable future. Hence, it is assumed that the enterprise has neither the intention nor the need to liquidate or curtail materially the scale of its operations; if such an intention or need exists, the financial statements may have to be prepared on a different basis and, if so, the basis used is disclosed.

The valuation of assets of a business entity is dependent on this assumption. Traditionally, accountants follow historical cost in majority of the cases.

Cost Concept: By this concept, the value of an asset is to be determined on the basis of historical cost, in other words, acquisition cost. Although there are various measurement bases, accountants traditionally prefer this concept in the interests of objectivity. When a machine is acquired by paying Rs. 5,00,000, following cost concept the value of the machine is taken as Rs. 5,00,000. It is highly objective and free from all bias. Other measurement bases are not so objective. Current cost of an asset is not easily determinable. If the asset is purchased on 1.1.1995 and such model is not available in the market, it becomes difficult to determine which model is the appropriate equivalent to the existing one. Similarly, unless the machine is actually sold, realisable value will give only a hypothetical figure. Lastly, present value base is highly subjective because to know the value of the asset one has to chase the uncertain future.

EXPLAIN FUNDAMENTAL ACCOUNTING ASSUMPTIONS

The Accounting standard (AS - 1) "Disclosure of Accounting Policies" issued by ICAI, states that there are 3 fundamental accounting assumptions which are as follows:

- (i) Going Concern: The enterprise is normally viewed as a going concern, i.e., as continuing operations for the foreseeable future. It is assumed that the enterprise has neither the intention nor the necessity of liquidation or of curtailing materially the scale of the operations.
- (ii) Consistency: It is assumed that accounting policies are consistent from one period to another.
- (iii) Accrual: Revenues and costs are accrued, i.e. recognised as they are earned or incurred (and not as money is received or paid) and recorded in the financial statements of the periods to which they relate.

WRITE A SHORT NOTE ON CONSERVATISM OR PRUDENCE

This principle suggests that "the future profits should not be recognized in present, but all the possible future losses should be provided at present".

On account of this convention, the inventory is valued at cost or NRV whichever is lower; a provision is made for possible bad and doubtful debts against debtors, but a provision for discount on creditors is not made.

Effect: It is to be noted that this principle mainly affects the current assets. The Fixed assets are not affected by this principle. Inventory valuation, estimation of doubtful debts etc. are some areas, where this principle plays important role.

Drawbacks: This doctrine of accounting has been seriously criticized by experts on the following grounds:

- a. Conflict with the convention of consistency: If this principle is followed, then it is possible that the stock of one accounting period is valued on the cost and of other year at NRV. Thus this principle conflicts with the principle of consistency.
 b. Creation of Secret Passaryes: When excessive provision is made for doubtful debts or depreciation then it
- **b.** Creation of Secret Reserves: When excessive provision is made for doubtful debts or depreciation then it leads to the creation of secret reserves. Thus, this principle conflicts with the principle of full disclosure.
- **c. Based on subjective judgments**: The estimation of future losses is a subjective judgment and thus this principle conflicts with the principles of disclosure.

Whatever the criticism may be, ultimately we see that the main intention of this principle is to prohibit the "window Dressing" of Financial Statements, i.e. showing a position better than what it is.

WHAT DO YOU MEAN BY PRINCIPLE BOOKS OF ACCOUNTS

Ledger is known as principal books of accounts and it provides full information regarding all the transactions pertaining to any individual account. Ledger contains all set of accounts (viz. personal, real and nominal accounts).

EVEN IF THE TRIAL BALANCE AGREES, SOME ERRORS MAY REMAIN. DO YOU AGREE? EXPLAIN

In spite of the agreement of the trial balance some errors may remain. These may be of the following types:

- (i) Transaction has not been entered at all in the journal.
- (ii) A wrong amount has been written in both columns of the journal.
- (iii) A wrong account has been mentioned in the journal.
- (iv) An entry has not at all been posted in the ledger.
- (v) Entry is posted twice in the ledger.

IS CASH BOOK A SUBSIDIARY BOOK OR A PRINCIPLE BOOK?

Cash transactions are straightaway recorded in the Cash Book and on the basis of such a record, ledger accounts are prepared. Therefore, the Cash Book is a subsidiary book. But the Cash Book itself serves as the cash account and the bank account; the balances are entered in the trial balance directly. The Cash Book, therefore, is part of the ledger also. Hence, it has also to be treated as the principal book. The Cash Book is thus both a subsidiary book and a principal book.

CHANGE IN ACCOUNTING POLICY MAY HAVE A MATERIAL EFFECT ON THE ITEMS OF FINANCIAL STATEMENTS. EXPLAIN THE SATEMENT WITH THE HELP OF AN EXAMPLE

Change in accounting policy may have a material effect on the items of financial statements. For example, if cost formula used for inventory valuation is changed from weighted average to FIFO. Unless the effect of such change in accounting policy is quantified, the financial statements may not help the users of accounts.

WRITE A SHORT NOTE ON ADJUSTED SELLING PRICE METHOD OF DETERMINING COST OF STOCK

Adjusted selling method is also called retail inventory method. It is used widely in retail business or in business where the inventory comprises of items, the individual costs of which are not readily ascertainable. The historical cost of inventory is estimated by calculating it in the first instance at selling price and then deducting an amount equal to the estimated gross margin of profit on such stocks.

DISTINGUISH BETWEEN COMISSION AND DISCOUNT

Commission may be defined as remuneration of an employee or agent relating to services performed in connection with sales, purchases, collections or other types of business transactions and is usually based on a percentage of the amounts involved.

Commission earned is accounted for as an income in the books of accounts, and commission allowed or paid is accounted for as an expense in the books of the party availing such facility or service.

- The term discount refers to any reduction or rebate allowed and is used to express one of the following situations:
- An allowance given for the settlement of a debt before it is due i.e. cash discount.
- An allowance given to the whole sellers or bulk buyers on the list price or retail price, known as trade discount. A trade discount is not shown in the books of account separately and it is shown by way of deduction from cost of purchases.

EXPLAIN THE NEED OF CONVERGENCE RATHER ADOPTION OF IFRS AS GLOBAL STANDARDS

The Government of India in consultation with the ICAI decided to converge and not to adopt IFRSs issued by the IASB. The decision of convergence rather than adoption was taken after the detailed analysis of IFRSs requirements and extensive discussion with various stakeholders. Accordingly, while formulating IFRS-converged Indian Accounting Standards (Ind AS), efforts have been made to keep these Standards, as far as possible, in line with the corresponding IAS/IFRS and departures have been made where considered absolutely essential.

WHAT IS THE SIGNIFICANCE OF ISSUE OF INDIAN ACCOUNTING STANDARDS? EXPLAIN IN BRIEF

Global Standards facilitate cross border flow of money, global listing in different bourses and comparability of financial statements. The convergence of financial reporting and accounting standards is a valuable process that contributes to the free flow of global investment and achieves substantial benefits for all capital market stakeholders. It improves the ability of investors to compare investments on a global basis and thus lowers their risk of errors of judgment. It facilitates accounting and reporting for companies with global operations and eliminates some costly requirements say reinstatement of financial statements.

STATE THE CIRCUMSTANCES WHEN GARNER V/S MURRAY RULE IS NOT APPLICABLE

Non-Applicability of Garner vs Murray rule:

- (i) When the solvent partner has a debit balance in the capital account.
 - Only solvent partners will bear the loss of capital deficiency of insolvent partner in their capital ratio. If incidentally, a solvent partner has a debit balance in his capital account, he will escape the liability to bear the loss due to insolvency of another partner.
- (ii) When the firm has only two partners.
- (iii) When there is an agreement between the partners to share the deficiency in capital account of the insolvent partner.
- (iv) When all the partners of the firm are insolvent.

WHAT IS MEANT BY RENUNICATION OF RIGHTS BY EXISTING SHAREHOLDER

In a situation where existing shareholder does not intend to subscribe to the rights issue of a company, he may give up his right in favour of another person for a consideration. Such giving up of rights is called renunciation of rights.

