MONTHLY MIS REPORT

Management summary · all figures in ₹ lakh, GST excluded

Month	Prepared by	Reviewed by	Sent on

Sales, purchases and production

Particulars	This month	Last month	Change	Change %	Year to date
Net sales					
Collections from customers					
Purchases					
Production at standard cost					

Position at the end of the month

Particulars	This month	Last month	Change	Change %	Days
Receivables (debtors)					
Payables (creditors)					
Stock: raw material, WIP and finished					
Cash and bank					
Cash credit limit used					

Receivables ageing

Customer	0 to 30 days	31 to 60 days	61 to 90 days	Over 90 days	Total
Total					

Comments

Prepared by (accounts) | Reviewed by (finance head) | Noted by (managing director)

PROFIT AND LOSS AGAINST BUDGET

All figures in ₹ lakh · variance is actual minus budget

Company	Month	Year to date	Basis

Particulars	Budget	Actual	Variance	Var. %	YTD budget	YTD actual	YTD variance	YTD var. %
Revenue from operations								
Other income								
Cost of materials consumed								
Employee benefits expense								
Power and fuel								
Other manufacturing expenses								
Selling, admin and freight								
EBITDA								
Finance costs								
Depreciation								
Profit before tax								

Reading the variance

Variance is actual minus budget. On revenue and income lines a positive variance is good; on cost lines a positive variance is an overspend. Material cost was 58.5% of revenue against 57.0% budgeted, after steel rose on three purchase orders. Year to date, profit before tax is ₹45.5 lakh behind budget.

Prepared by (accounts)

Reviewed by (finance head)

Noted by (managing director)