



**GOVT. OF WEST BENGAL**  
**OFFICE OF THE D.P.C.(MGNREGS)**  
&  
**DISTRICT MAGISTRATE, JALPAIGURI**  
**(MGNREGS CELL AT ROOM NO- 05, 2<sup>nd</sup> FLOOR**  
**COLLECTORATE BUILDING, JALPAIGURI)**  
**(E-mail: nrega.jal@gmail.com; website: www.nregajalpaiguri.com)**



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Memo No. 260/1/02/MGNREGA

Date: - 24/03/2015.

**Sub - Allotment of Administrative Expenses under MGNREGS**

As approved by the District Magistrate and District Programme Coordinator, MGNREGS- WB., Jalpaiguri the following funds under MGNREGS amounting to **Rs- 14,00,000.00 (Rupees – Fourteen lakh)** only have been sub-allotted to the Programme Officers of Jalpaiguri District as Administrative Expenses under MGNREGS. The sub-allotted fund is to be made out of the available fund under MGNREGS.

**Fund shall be spent only for the purpose it is sanctioned. The P.O & B.D.O will submit requirement of fund time to time to this office along with Utilization Certificate. Further funds will be released only after fulfillment of the conditionality of 100% uploading of the MIS data as imposed by Govt. of India. Payment of honorarium to Social Audit team Member should be given priority.**

Sl. No.	Name of the Block	Fund sub-allotted as Admn. Exp.	Name of the Bank	Name of the Branch	Fund transfer A/c no.
1	Sadar	2,00,000	SBI	Jalpaiguri	11188173115
2	Maynaguri	3,00,000	BOI	Maynaguri	435810110001936
3	Dhupguri	3,00,000	SBI	Dhupguri	11383362281
4	Rajganj	2,00,000	SBI	Jalpaiguri	11188173159
5	Mal	2,00,000	SBI	Mal	11251519518
6	Matiali	1,00,000	SBI	Mal	11251519530
7	Nagrakata	1,00,000	SBI	Mal	11251519563
	<b>Total:-</b>	<b>14,00,000</b>			

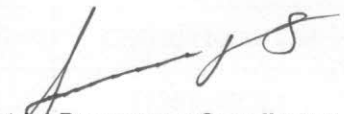
  
Addl. District Programme Coordinator  
MGNREGS, Jalpaiguri  
&  
Addl. Dist. Magistrate (G), Jalpaiguri

The PO & BDO is to utilize the fund for the following purposes: guided vide order no.3337 (10)/ P&RD /P/18S-01/06(Pt), dated-15/06/2006 under approved administrative expenses on items are as follows:-

- 1) Staff salary- Cost of additional staff engaged at various levels for the scheme with the approval of the State Government.
- 2) Other contingent expense:-
  - a) Mobility support to the Block (Inspection of schemes).
  - b) Documentation of important events, Success stories, Annual report, Training manual etc. under MGNREGS.
  - c) Training of PRI members and other functionaries for this scheme including Supervisors.
  - d) IEC Campaign for awareness guarantee for this Act & Scheme.
  - e) Outsourcing of Data Entry work (VLE).
  - f) Printing of Statutory forms, Register, Leaflet, Banners, Wall writing etc. for IEC.
  - g) Stationery and Peripherals.
  - h) Office furniture and equipments.
  - i) Capacity building of SHG's and other Stakeholders for the purpose of this scheme.
  - j) **Honorarium of Social audit Volunteer & works** implemented under this scheme.
  - k) Muster Roll Verification through Self-help Groups.

Beside that earlier issued vide Memo no.597/MGNREGS date-14/07/2011 of this office may kindly be compliance in due course as follows:-

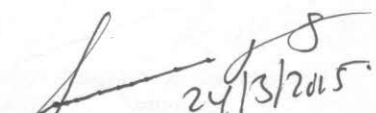
- 1) Expenses for conducting meeting especially for MGNREGS issues at Block level.
- 2) **Disbursement of Ad-hoc Bonus for the financial year 2013-14 against the sanctioned post.**
- 3) Arrear payment of GRS/2<sup>nd</sup> GRS/TA/CA/BSAC/PA/JPO ,if any ,as per P & RD order.
- 4) Reimbursement of actual travelling expenses made by the Jeebika Sevak, this has reference of memo no- 131(7) /MGNREGS, dated- 11/01/2012.
- 5) To meet the expenses, if any, for conduction of training of supervisor by the PO & BDO.
- 6) Miscellaneous expenses for smooth running of Block MGNREGA Cell on subject to prior approval of DPC & DM.

  
Addl. District Programme Coordinator  
MGNREGS, Jalpaiguri  
&  
Addl. Dist. Magistrate (G), Jalpaiguri  
Date:- 24/03/2015.

**Memo No. 260/1(19)/I/02/MGNREGA**

Copy forwarded for information and taking necessary action to:

- 1) The **District Magistrate** & Dist. Programme Co-coordinator, NREGS, Jalpaiguri.
- 2-3) The **Sub Divisional Officer & SDPC, MGNREGS, Sadar / Mal** Sub- Division.
- 4-10) The **Savapati, Sadar / Rajganj/ Maynaguri / Dhupguri / Mal / Matiali /Nagrakata** Panchayat Samiti,.
- 11-17) The **Programme Officer, Sadar / Rajganj/Maynaguri / Dhupguri / Mal / Matiali / Nagrakata** Block.
- 18) The **Joint BDO (HQ)**, MGNREGS Cell, Jalpaiguri.
- 19) The **Account Section**, MGNREGS Cell, Jalpaiguri.

  
24/3/2015  
Addl. District Programme Coordinator  
MGNREGS, Jalpaiguri  
&  
Addl. Dist. Magistrate (G), Jalpaiguri