

PART-I

Utilization Certificate for Cash Component for the year 2012-2013 for the month of March'13 under MGNREGA

For Alipurduar-I Block for Mathura GP

District Jalpaiguri, West Bengal State Year 2012-13

1) Unspent balance for previous year 2011-12 Under MGNREGA, i.e. Opening Balance as on 01.04.2012 Rs. 42,960.00

2) Allotment Received during the year 2012-13 Under MGNREGA Rs. 54,04,000.00

Allotment Memo No & date	Amount of Received from District
751/MGNREGS, 09/05/12	6,09,000.00
1066/MGNREGS, 26/06/12	10,10,000.00
1506/MGNREGS, 06/09/12	10,10,000.00
1776/MGNREGS, 19/10/12	10,10,000.00
183/MGNREGS, 04/02/13	2,50,000.00
341/MGNREGS, 06/03/13	15,15,000.00

Certified that a sum of Rs. **54,04,000.00** only was received as sub-allotment during 2012-13 from District NREGA Cell Letter no. & date given on the margin Under MGNREGA

Further a sum of Rs. **42,960.00** only being unspent balance of the previous year 2011-12 i.e. Opening Balance during the year was allotted to be brought forward for utilization during the current year 2012-13. The miscellaneous receipts of the agency during the 2012-13 were Rs. **20,269.00**

It is also certified that out of the above mentioned total funds of Rs. **54,67,229.00** only a sum of Rs. **54,07,920.00** only has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of Rs. **60,687.00** has been utilized on administrative expenses permissible under the NREGA.

It is further certified that the unspent balance of Rs. **59,309.00** only remaining as on reporting date 31/03/2013 which will be utilized for the programme in 2012-13.

3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA=Rs. 20,269.00

4) Total fund available (1+2+3) = Rs. 54,67,229.00

Certified that I have satisfied myself that the conditions on which funds was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised checks as declared in prescribed requisition format part-II to see that the money has actually utilized in the Block/GP for the purpose for which it was sanctioned. The scheme for which UC is being given social audit/inspection for as such schemes is completed. Form 3-register are updated and MIS data entry done for 100% MIS against scheme.

GP Mathura Memo. No. 51/MGP/13-14 Date - 05/04/2013

1) P.O & BDO Alipurduar-I Block for sanctioned the requisite fund as per technical vetted plan & estimate under AAP-2012-13

Signature of Executive Assistant/Secretary/Nirman Sahayak
 (With Official Seal)

Pradhan
 Mathura Gram Panchayat
 Signature of GP Pradhan
 with official Seal and date

Block Alipurduar-I. Memo No. 1032/MGNREGS Date 16.4.2013

Copy forwarded for information and necessary action to:-

1) The ADPC, MGNREGS & ADM (Dev), Jalpaiguri.

Checked & Signed by Asstt. Programme Officer
 for Block & GP's Recommendation for fund.
 Alipurduar-I

Counter Signature & Seal of the P.O & B.D.O
 for Block & GP's Recommendation for fund.
 Programme Officer (MGNREGS)
 Block Development Officer
 Alipurduar-I

Foot Note:-

- 1) For recommendation and sanction of fund as per prescribed requisition, format to be checked and signed, in respect of Block, by P.O & BDO and APO/BPO/Block Officials.
- 2) For recommendation and sanction of fund, as per prescribed requisition, format to be checked and signed, in respect of Gram Panchayat, by P.O & BDO and only placed the requisition duly signed and sealed by the Gram Panchayat Pradhan along with Executive Assistant/Secretary/Nirman Sahayak.
- 3) The Utilization certificate (Part-I & Part-II) should send along with prescribed requisition format when fund needed.

PART-II

Utilization Certificate for Administrative fund for the month January of the year 2012-2013 under MGNREGA

District Jalpaiguri, West Bengal State Year 2012-13

- 1) Unspent balance for previous year 2011-12 Under MGNREGA AE fund, i.e. Opening Balance as on 01.04.2012 Rs 00.00
- 2) Allotment Received during the year 2012-13 Under MGNREGA AE fund Rs. 54,000.00
- 3) Misc Receipts (i.e. Bank Interest) :-Rs. 20,269.00
- 4) Total fund available (1+2+3) :- Rs. 74,269.00
- 5) Balance as on reporting date 31/03/2013 :-Rs. 13,582.00

Allotment order No Memo No & Date	Amount of Allotment received from District MGNREGA Cell for AE fund
751/MGNREGS, 09/05/2012	Rs. 9,000.00
1066/MGNREGS, 26/06/2012	Rs. 10,000.00
1506/MGNREGS, 06/09/2012	Rs. 10,000.00
1776/MGNREGS, 19/10/2012	Rs. 10,000.00
341/MGNREGS, 06/03/2013	Rs. 15,000.00

This is to certify that the above sanctioned administrative fund has been fully/ partly utilized against approved order of the P & RD, Govt. of West Bengal vide order no.3337(10)/P&RD/P/18S-01/06(Pt), Dated-15/06/2006. The administrative fund utilized for the following purpose as guided by the P & RD, Govt. of West Bengal.

- 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/Gram Panchayat (Inspection of schemes)
 - b) Training of PRI members and other functionaries for this scheme
 - c) IEC Campaign for awareness guarantee for this Act & Scheme
 - d) Outsourcing of Data Entry work (VLE)
 - e) Printing of forms etc.
 - f) Stationery and Peripherals
 - g) Office furniture and equipments
 - h) Capacity building of SHG's for the purpose of this scheme.
 - i) Social audit of works implemented under this scheme.

Beside that earlier issued vide Memo no.597/MGNREGS date-14/07/2012 of this office may kindly be compliance in due course as follows:-

- 1) Expenses for conducting meeting specially for MGNREGS issues at Block level
- 2) Arrear payment of GRS/2nd GRS/TA/CA/BSAC/PA/JPO if any as per P & RD order
- 3) Muster Roll verification Bill.
- 4) Miscellaneous expenses for smooth running of Block MGNREGA Cell on subject to prior approval of DPC & D.M.

Signature of Executive Assistant/ Secretary/Nirman
Sahayak Recommendation for fund

(With Official Seal)
Executive Assistant
Mathura Gram Panchayat

with official Seal and date
Signature of GP Pradhan
Pradhan
Mathura Gram Panchayat

ANNEXURE B

FORMAT FOR FINANCIAL AND PHYSICAL POSITION FOR GRAM PANCHAYAT UNDER MGNREGA 2012-13

Name of the Block :- Alipurduar-I

Name of the GP :- Mathura

SECTION-A (FINANCIAL)

Sl.No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	0.4296
2	Fund received, during the financial year from the District.	54.04
3	Fund received, from Block during the financial year, if any	0.00
4	Misc. receipts credited during the year	0.20269
5	Total fund available (1+2+3+4) during the financial year under MGNREGA	54.67229
6	Total Funds utilized during the the financial year	
	a) Expenditure on administrative expenses	0.60687
	b) Expenditure on unskilled labour component	39.89176
	c) Materials cost including semi-skilled and skilled labour.	13.58057
		54.07920
7	Closing balance	0.59309
8	Percentage of utilization to total funds available (6/5 x 100)	98.915 %


SECTION-B (PHYSICAL PROGRESS)

1. No. of households issued Job Cards :-


SCs	STs	Others	Total
63	1998	185	2246

- No. of households who have demanded employment :- 1683 nos.
- No. of households that have been provided employment :- 1683 nos.
- No. of households that completed 100 days employment :- 09 nos.
- No. of Mandays generated :- 0.2835366 (in lakh)

Memo No. 51/MGP/13-14, dated:- 05-04-2013


Signature of Executive Assistant/Secretary
Nirman Sahayak (with official seal)

Executive Assistant
Mathura Gram Panchayat


Pradhan
Mathura Gram Panchayat
Signature of GP Pradhan
with official seal and date