

PART-I

**Utilization Certificate for Cash Component for the year 2013-14 for the month of 1<sup>st</sup> Apr'13 to 04<sup>th</sup> Apr'13 under MGNREGA  
For ALIPURDUAR I Block for PARARPAR GP**

District Jalpaiguri, West Bengal State Year 2013-14

- 1) Unspent balance for previous year 2013-14  
Under MGNREGA, i.e. Opening Balance as on  
01.04.2013 Rs. 4567.00  
2) Allotment Received during the year 2013-14  
Under MGNREGA Rs. 0.00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell

Certified that a sum of Rs. 0.00 only was received as sub-allotment during 2013-14 from District NREGA Cell Letter no. & date given on the margin under NREGA.

Further a sum of Rs. 4567.00 only being unspent balance of the previous year 2012-13 i.e. Opening Balance during the year was allotted to be brought forward for utilization during the current year 2013-14. The miscellaneous receipts of the agency during the 2013-14 were Rs. 0.00

It is also certified that out of the above mentioned total funds of Rs. 4567.00 only a sum of Rs. 0.00 only has been utilized during 2013-14 for the purpose for which it was sanctioned, out of which, an amount of Rs. 0.00 has been utilized on administrative expenses permissible under the NREGA.

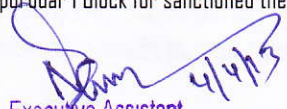
It is further certified that the unspent balance of Rs. 4567.00 only remaining as on reporting date 04.04.2013 which will be utilized for the programme in 2013-14.

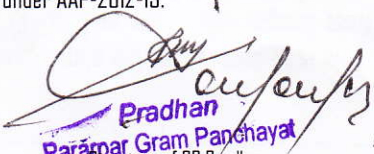
- 3) Miscellaneous Receipts of the Agency, if any,  
Under MGNREGA=Rs. 0.00  
4) Total fund available (1+2+3) = Rs. 4567.00

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 been 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 : PARARPAR, Memo No. 02/PGP/2013-14 Date. 04.04.2013

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


  
Executive Assistant  
Pararpar Gram Panchayat  
Signature of Executive Assistant/ Secretary/Nirman  
Sahayak Recommendation for fund  
(With Official Seal)

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

Block: ALIPURDUAR I Memo No. 993/MGNREGS Date 9.4.13

Copy forwarded for information and necessary action to:-

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

  
Checked & Signed by APD/JPO/Block Officials  
Asst. Programme Officer  
Alipurduar - I

  
Counter Signatory of the P.O & B.D.O  
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 for P.O & BDD and APD/JPO/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 & BDD 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**

- 1) Unspent balance for previous year 2012-13 Under MGNREGA AE fund, i.e. Opening Balance as on 01.04.2013 Rs. 0.00
- 2) Allotment Received during the year 2013-14 Under MGNREGA AE fund Rs. 0.00
- 3) Misc Receipts (i.e. Bank Interest) Rs. 0.00
- 4) Total fund available (1+2+3) = Rs. 0.00
- 5) Balance as on reporting date 04.04.2013 Rs. 0.00

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund

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-14/07/2011 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/GA/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 & DM

Executive Assistant  
 Parapar Gram Panchayat  
 Signature of Executive Assistant/ Secretary/Nirman Sahayak Recommendation for fund  
 (With Official Seal)

*Manoj*  
 4/4/13

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

*[Signature]*

**ANNEXURE B  
FORMAT FOR FINANCIAL AND PHYSICAL POSITION FOR GRAM PANCHAYET UNDER MGNREGA FOR 2012-13**

Name Of The Block: Alipurduar I  
Name of the G.P.: Parapar.

**SECTION-A-(FINANCIAL)**

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	0.01885
2	Fund received during the financial year from the District	78.88000
3	Fund received from block during the financial year, if any	0.00000
4	Misc. receipts credited during the year	0.24988
5	Total fund available (+2+3+4) during the financial year under MGNREGA	79.14873
6	Total funds utilized during the financial year	
	(a) Expenditure on administrative expenses	1.00809
	(b) Expenditure on unskilled labour component	35.30432
	(c) Material cost including semi-skilled and skilled labour.	42.79065
7	Closing balance	0.04567
8	Percentage of utilization to total funds available (6/5 x 100)	99.94%

**SECTION-B (PHYSICAL PROGRESS)**

1. No. of households issued Job Cards:-

SCS.	STs	Others	Total
1566	148	2042	3756

2. No. of households who have demanded employment
3. No. of households that have been provided employment
4. No. of households that have completed 100 days employment
5. No. of Mandays generated

1398  
1398  
7  
0.26412 (in lakh)

Memo No.: 03/PGP/2013-14  
Date: 04/04/2013  
Executive Assistant  
Parapar Gram Panchayat  
Signature of Executive Assistant/Secretary/Nirman  
Sahayak Recommendation for fund  
(With Official Seal)

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