

PART-I

Utilization Certificate for Cash Component for the year 2012-2013 for the month of ..... under MGNREGA for ALIPURDUAR-I Block for PATLAKHAWA 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 31.03.2012 Rs. 20555.00  
 2) Allotment Received during the year 2012-13 under MGNREGA Rs. 10521500.00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
1. 699/MGNREGS 30.4.12	20,30,000.00
2. 708/MGNREGS 15.5.12	10,15,000.00
3. 857/MGNREGS 25.5.12	5,07,500.00
4. 885/MGNREGS 30.5.12	9,09,000.00
5. ADPC/Jal 30.8.12	10,10,000.00
6. 14.11.12	15,15,000.00
7. 81/MGNREGS 17.1.13	15,15,000.00
8. ADPC/Jal TFR-220127 11.3.13	20,20,000.00

3) Miscellaneous Receipts of the Agency, if any, under MGNREGS = Rs. 33,314.00

4) Total funds available (1+2+3) = Rs. 10565369.00

Certified that a sum of Rs. 10521500.00 only was received as sub-allotment during 2012-13 from District NREGA Cell Letter no. & date given on the margin under NREGA.

Further a sum of Rs. 20555.00 only being unspent balance of the previous year 2010-11 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. 33314.00

It is also certified that out of the above mentioned total funds of Rs. 10575369.00 only a sum of Rs. 10575123.00 only has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of Rs. 141809.00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 246.00 only remaining as on reporting date 31.3.13 which will be utilized for the programme in 2012-13.

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 is under inspection for as such schemes is completed. Form 3-register are updated and MIS data entry done for 100% MIS against scheme.

GP Patlakhawa Memo No. 308/12-13 Date 2.4.13

1) P.O & B.D.O.....Block for sanctioned the requisite fund as per technical vetted plan & estimate under AAP-2011-12.

Signature of Executive Assistant/ Secretary/Nirman Sahayak Pradhan  
 Patlakhawa Gram Panchayat

Signature of GP Pradhan  
 Patlakhawa Gram Panchayat

Block.....Memo No..... Date.....

Copy forwarded for information and necessary action to:-

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

Checked & Signed by APO/JPO/Block Officials for Block & GP's Recommendation for fund

Counter Signature & Seal of the P.O & B.D.O for Block & GP's Recommendation for fund.

Foot Note:-

- For recommendation and sanction of fund as per prescribed requisition, format to be checked and signed, in respect of Block, by P.O & B.D.O and APO/JPO/Block Officials.
- For recommendation and sanction of fund, as per prescribed requisition, format to be checked and signed, in respect of Gram Panchayat, by P.O & B.D.O and only placed the requisition duly signed and sealed by the Gram Panchayat Pradhan along with Executive Assistant/ Secretary/ Nirman Sahayak.
- 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 <sup>vpto</sup> 31.3.13 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. 20555.00
- 2) Allotment Received during the year 2012-13 Under MGNREGA AE fund Rs. 121500.00
- 3) Misc Receipts (i.e. Bank Interest) Rs. NIL
- 4) Total fund available (1+2+3) = Rs. 142055.00
- 5) Balance as on reporting date 31.3.13 Rs. 296.00

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
1. 609/MGNREGA dt. 30.4.12	30,000.00
2. 798/MGNREGA dt. 15.5.12	15,000.00
3. 857/MGNREGA dt. 25.5.12	7500.00
4. 885/MGNREGA dt. 30.5.12	5000.00
5. ADPC/Jal dt. 30.8.12	10000.00
6. 927 dt. 19.11.12	15,000.00
7. 811/MGNREGA dt. 1.1.13	15000.00
8. ADPC/Jal dt. 11.3.13	20000.00

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-14/07/2011 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/2<sup>nd</sup> 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 & DM

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

Signature of GP Pradhan  
Patankhawa Gram Panchayat

**ANNEXURE B**

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

**NAME OF THE GRAM PANCHAYAT : PATLAKHAWA GRAM PANCHAYAT**

**SECTION -A-(FINANCIAL )**

SL no	Particulars	Amount (in Rs, Lakhs)
1	Opening balance	0.20555
2	Fund received during the financial year from the District	105.11500
3	Mics receipts credited during the year	0.33314
4	Total funds available (1-2-3)during the financial year under MGNREGA	105.75369
5	Total funds utilized during the financial year	
	a)Expenditure on administrative expenses	1.60710
	b)Expenditure on unskilled labour component	70.78540
	c)Expenditure on material cost including semi -Skilled and Skilled labour	33.25873
6	Closing balance	.00246
7	Percentage of utilization to total funds available (5/4x100)	99.997%

**Section-B (Physical Progress)**

1. No of households who have demanded employment. 1861
2. No of households who have been provided employment. 1861
3. No of households who have been completed 100 days employment. Nil
4. No of mandays generated .44892

Memo no:

*Ru-Nubh 2/11/2013*  
**Nirman Sahayak**  
Patlakhawa Gram Panchayat

*[Signature]*  
**Pradhan**  
Patlakhawa Gram Panchayat