

PART-I

March

Utilization Certificate for Cash Component for the year 2012-2013 for the month of February Under MGNREGA for Alipurduar-I Block Purba Kathalbari G.P

District Jalpaiguri, West Bengal State year 2012-2013

1) Unspent balance for previous year 2011-2012 Under MGNREGS, i.e. Opening balance as on 01.04.2012 Rs. 149546.50

2) Allotment Received during the year 2012-13 Under MGNREGA Rs. 13751000.00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
Memo no:-699 dt:-30/04/2012	3,045,000.00
Memo no:-885 dt:-30/05/2012	3,030,000.00
Memo No- 1066 Dt.30/05/2012	3,030,000.00
Memo No- 1776 Dt.19/10/2012	1,111,000.00
Memo No- 127 Dt.28/01/2013	2,020,000.00
Memo No-299 Dt.27/02/2013	1,515,000.00

Certificate that a Sum of Rs. 13751000.00

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. 149546.50 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 receipt of the agency during the 2012-13 were Rs.31541.00

It is also Certified that out of the above mentioned total funds of Rs.13932087.50 only a sum of Rs.13898490.00 only has been utilized during 2012-13 for the purpose for which it was sanctioned. out of which on amount of Rs.128012.00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs.33597.50 only remaining as on reporting date which will be utilized for the programme in 2012-13

3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA= Rs.31541.00

4) Total fund available (1+2+3) = Rs13932087.5

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

G.P.-Purba Kathalbari.....Memo No:- 12 /PKGP/2012-2013 Date:- 16/04/2013

1) P.O. & B.D.O.....Block for sanctioned the requisite fund as per technical vetted plan & Estimate under AAP-2012-13

Secretary
Purba Kathalbari G.P

Signature of Executive Assistant/Secretary/Nirman Sahayak
Recommendation for fund (with Official seal)

Signature of GP Pradhan with official seal
and date

Block Alipurduar-I Memo No. 1050/MGNREGS Date 16.04.2013

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

**Asstt. Programme Officer
Alipurduar - I**

Counter Signature & Seal of the P.O. & B.D.O.
Programme Officer (MGNREGS)
Recommendation for fund

**Block Development Officer
Alipurduar-I**

1) 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.

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 & B.D.O 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 year 2012-2013 under MGNREGA

District Jalpaiguri West Bengal state year 2012-13

- 1) A.E. opening Balance as on 01.04.2012 if any Rs.2141.00
- 2) Allotted Received during the year 2012-13 Under MGNREGA At fund Rs.151000.00
- 3) Total fund available (1+2)= Rs153141.00
- 4) Total Utilization of A.E. fund Rs. 128012.00
- 5) Closing Balance of A.E. (4-3)= Rs. 25129.00

Allotted Order No. Memo No. & date	Amount of Allotted received from District MGNREGS Cell for AE fund
Memo No:-699 Dt.30/04/2012	45000.00
Memo No- 885 Dt.30/05/2012	30000.00
Memo No- 1066 Dt.26/06/2012	30000.00
Memo No- 1776 Dt.19/10/2012	11000.00
Memo No-127 Dt.28/01/2013	20000.00
Memo No-299 Dt. 27/02/2013	15000.00

This is to certified 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 ouspose as guided by the P & RD. Govt .of West Bengal.

- 1) Staff salary-Cost of additional staff engaged of 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 work 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) Expense 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) Master roll verification Bill.
- 4) Miscellaneous expense for smooth running of Block MGNREGA Cell on subject to prior approval of DPC DM.

Memo no... 12 /PKGP/2012-13..... dated ... 16/04/2013

16/4/13
Secretary
Purba Kathalbari G. P
Signature of Executive Assistant Secretary /
Nirman Sahayak (with Official Seal)

B
Pradhan
Purba Kathalbari G.P.

Signature of GP Pradhan
with Official seal and date

ANNEXTURE B

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

Name of the Block :- Alipurduar -I Block

Name of the G.P.: Puraba Kathalbari Gram Panchayat

SECTION -A-(FINANCIAL)

SL NO	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	1.49546
2	Fund received during the financial year from the District	137.51
3	Fund received from Block during the financial year, if any	0.00
4	Misc receipts credited during the year	0.31541
5	Total fund available (1+2+3+4) during the financial year under MGNREGS	139.32087
6	Total fund utilized during financial year	138.98490
	(a) Expenditure on administrative expence	1.28012
	(b) Expenditure on unskilled labour component	78.40444
	(c) Material cost including Semi-Skilled and Skilled labour	59.30034
7	Closing balance	0.33597
8	Percentage of utilization to total fund available (6/5X100)	99.76%

SECTION-B- (PHYSICAL PROGRESS)

1 No of households issued job card :-

SCs	STs	Others	Total
2931	1065	892	4888

2 No. of household who have demanded employment 2257 Nos

3 No. of household that have been provided employment 2257 nos

4 No. of households that have completed 100 days employment :- 112 nos

5 No. of Mandays generated _____ (In lakh)

Memo No... 12 /PKGP/2012-13..... Date..... 16/04/2013

16/4/13
Secretary

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

B
Pradhan
Purba Kathalbari G.P.

Signature of GP Pradhan
with office Seal and date