

## PART-I

Annual Utilization Certificate for Cash Component for the year 2012-2013 under MGNREGA for...KALCHINI... Block  
for Jaigaon-I GP

District Jalpaiguri, West Bengal State Year 2012-13

1) Opening Balance as on 01.04.2012

Rs. 578335 ✓

2) Allotment Received during the year 2012-13 Under  
MGNREGA Rs. 11422000.00 ✓

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
699/30/04/2012	1827000=00 ✓
1114/06/07/2012	1515000=00 ✓
1364/16/08/2012	2525000=00 ✓
2069/11/12/2012	2020000=00 ✓
213/11/02/2013	505000=00 ✓
287/25/02/2013	1010000=00 ✓
317/06/03/2013	2020000=00 ✓

3) Miscellaneous Receipts of the Agency, if any, Under  
MGNREGA=Rs. 92034) Fund received from Block, if any, NIL

5) Total fund available (1+2+3+4) = Rs. 12009538=00 ✓

Certified that a sum of Rs. 11422000.00 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. 578335=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. 9203=00 ✓

It is also certified that out of the above mentioned total funds of Rs. 12009538=00 only a sum of Rs. 11989467=00 only has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of Rs. 90402=00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 20071=00 only remaining as on reporting date.31/03/2013 which will be utilized for the programme in 2013-14.

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 Jaigaon-I Memo No. 04/741-I Date 12/04/2013

Signature of Executive Assistant/ Secretary

Nirman Sahayak (With Official Seal)

Executive Assistant  
Jaigaon G.P. ISignature of GP/Pradhan  
with official Seal and datePradhan  
Jaigaon, G.P. - IBlock.....Memo No. 143 Date 16/4/2013Copy forwarded for information and necessary action to:-

1) The ADPC, MGNREGS &amp; ADM (G), Jalpaiguri.

Checked &amp; Signed by APO/JPO/Block Officials

Counter Signature &amp; Seal of the P.O &amp; B.D.O

**PART-II**

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

**District Jalpaiguri, West Bengal State Year 2012-2013**

- 1) Opening Balance (If any) Rs 30798=00 ✓
- 2) Allotment Received during the year 2012-13 Under MGNREGA AE fund Rs.122000=00 ✓
- 3) Balance as on reporting date 31/03/2013 Rs.62396=00 ✓

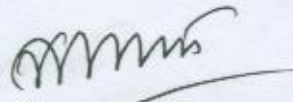
Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund	Remarks
699/30/04/2012	27000=00 ✓	Closing Balance Should be Rs.20071 of Administrative Fund. The Rest Amount of Rs. 42325=00 was expended on the various sanctioned schematic works.
1114/06/07/2012	15000=00 ✓	
1364/16/08/2012	25000=00 ✓	
2069/11/12/2012	20000=00 ✓	
213 /11/02/2013	5000=00 ✓	
287/25/02/2013	10000=00 ✓	
317/06/03/2013	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/185-01/06(Pt), Dated-15/06/2006. The administrative fund utilized for the following purpose as guided by the P & RD, Govt. of West Bengal.

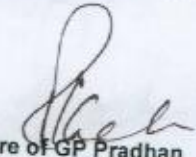
- 1) Staff salary- Cost of additional staff engaged at various levels for the scheme with the approval of the State Government.
- 2) Other contingent expense-
  - a) Mobility support to the Block/Gram Panchayat (Inspection of schemes)
  - b) Training of PRI members and other functionaries for this scheme
  - 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  
(With Official Seal)

Executive Assistant  
Jaigaon G.P. I

  
Signature of GP Pradhan  
with official Seal and date

Pradhan  
Jaigaon, G.P. - I

ANNEXURE B

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

Name of the Gram Panchayet:

SECTION-A-(FINANCIAL)

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	5.78335 ✓
2	Fund received during the financial year from the District	114.22 ✓
3	Misc. receipts credited during the year	0.09203 ✓
4	Total funds available (1+2+3) during the financial year under MGNREGA	120.09538 ✓
5	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	Rs.0.90402
	(b) Expenditure on unskilled labour component	Rs.62.92636
	(c) Material cost including semi-skilled and skilled labour	Rs.56.06429
		119.89467
6	Closing balance	0.20071 ✓
7	Percentage of utilization to total funds available (5/4 x100)	99.83% ✓

SECTION-B (PHYSICAL PROGRESS)

- 1 No. of households who have demanded employment \_\_\_\_\_ 2838 ✓
- 2 No. of households that have been provided employment \_\_\_\_\_ 2838 ✓
- 3 No. of households that have completed 100 days employment \_\_\_\_\_ NO ✓
- 4 No. of Mandays generated \_\_\_\_\_ 0.40481 \_\_\_\_\_ (in lakh) ✓

Memo No. 04/JGP-I/2013-14 Date 12/04/13

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

Executive Assistant  
Jaigaon G.P. I

Signature of GP Pradhan  
with official Seal and date