

Final VC

**PART-I**

**Utilization certificate for Cash Component for the year 2012-2013 for the month of March"13 under MGNREGA for Jaigaon-II Gram Panchayat, Kalchini Block**



District: Jalpaiguri

State: West Bengal

Year:

2012-13

1)	Unspent balance for previous year 2012-13 under MGNREGA, i.e. Opening Balance as on 01/04/2012 Rs	275044.94 ✓
2)	Allotment Received during the year 2012-13 under MGNREGA Rs.	11312000.00 ✓
<b>Allotment Order</b>		<b>Amount of Allotment received from District MGNREGA Cell</b>
	Memo No	Date
	885	5/30/2012
	1364	8/16/2012
	2085	12/18/2012
	1483	9/3/2012
	213	2/11/2013
	299	2/27/2013
	317	3/6/2013
	433	3/26/2013
	<b>TOTAL</b>	<b>11312000.00 ✓</b>
3)	Miscellaneous Receipt of the Agency, if any under MGNREGA Rs.	35556.00 ✓
4)	<b>Total fund available (1+2+3) = Rs</b>	<b>11622600.94 ✓</b>

<b>*Opening Balance as on 01/04/2012 Rs*</b>		
Schematic	Admin	Total
270918.94	4126.00	275044.94

Certified that a sum of Rs. 11312000.00 ✓ only was received as sub-allotment during 2012-13 from District MGNREGA Cell, letter no. & date given on the margin under NREGA

Further a sum of Rs. 275044.94 ✓ 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.

Miscellaneous Receipt of the Agency during the 2012-13 were Rs 35556.00 ✓

It is also certified that out of the above mentioned total funds of Rs. 11622600.94 ✓ only a sum of Rs. 1180444.00 / 41043270 only has been utilized during the 2012-13 the purpose for which it was sanctioned, out of which an amount of Rs 136874.00 has been utilized on Administrative expenses permissible under the NREGA.

It is further certified that unspent balance of Rs. 442456.94 ✓ only remaining as on reporting date:- 31/03/13 which will be utilized for the programme in 2012-13

Certified that I have satisfied myself that the conditions on which the funds was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised checks as declared in prescribed requisition format-II to see that the money has been actually utilized in the 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 scheme.

GP: Jaigaon-II      Memo No: 918 /MGNREGS/2012-13      Date: 31/3/2013

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

*Annexure*  
**Secretary**  
 Jaigaon-II G.P.  
 Sign of Assistant/Secretary/Nirman Sahayak  
 Recommendation for fund ( With Office seal)

*Pradhan*  
**Pradhan**  
 Jaigaon-II Gram Panchayat

Block: Kalchini      Memo No: 136      Date: 14/4/2013

Copy forwarded for Information and necessary action to:-

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

Checked & Signed by P.O. & BDO/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. & BDO and Allotment/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. & BDO and only placed the requisition duly signed and sealed by the Gram panchayat Pradhan alongwith Executive Assistant/Secretary/ Nirman Sahayak
- The Utilization certificate (Part-I & Part-II) should send alongwith prescribed requisition format when fund needed.



**PART-II**

**Utilization certificate for Administrative fund for the month of March-2013 of the year 2012-2013 under MGNREGA for Jaigaon-II Gram Panchayat, Kalchini Block**



District: Jalpaiguri		State: West Bengal	Year: 2012-13
1) Unspent balance for previous year 2011-12 under MGNREGA, i.e. Opening Balance as on 01/04/2012 Rs	4126	✓	
2) Allotment Received during the year 2012-13 under MGNREGA Rs.	112000.00	✓	
	-0.00		
3) Miscellaneous Receipt ( Bank Interest) Rs.	35556.00	✓	
4) Total fund available (1+2+3) = Rs	151682.00	✓	
5) Balance as on reporting date Rs.	14808.00	✓	

Allotment Order				Amount of Allotment received from District MGNREGA Cell	
Memo No	Date				
885	5/30/2012			20000	0 ✓
1364	8/16/2012			10000	0 ✓
2085	12/18/2012			25000	0 ✓
1483	9/3/2012			25000	0 ✓
213	2/11/2013			8000	0 ✓
297	2/27/2013			10000.00	✓
317	3/6/2013			10000.00	✓
433	3/26/2013			4000.00	✓
<b>Total Rs</b>				<b>112000.00</b>	<b>✓</b>

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-15/06/2011. 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 Scheme)
  - b) Training of PRI members and other functionaries for the scheme
  - c) IEC Campaign for awareness guarantee for the Act & Scheme
  - d) Outsourcing of Data Entry for 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.

Besides that earlier issued vide Memo no: 905 , dated-08/03/2013 of this office may kindly be compliance in due course as follows:

- 1) Expenses for conducting meetinf specially for MGNREGS issue 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.
- 4) Miscellaneous expenses for smooth running of Block MGNREGA Cell on subject to prior approval of DPC & DM.

*Secretary*  
**Secretary**  
 Jaigaon-II G.P.  
 Sign of Executive Assistant/Secretary/Nirman Sahayak  
 Recommendation for fund ( With Office seal)

*Pradhan*  
**Pradhan**  
 Jaigaon-II G.P.  
 Jaigaon-II Gram Panchayat

**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	275044.94
2	Fund received during the financial year from the District	11312000.00
3	Misc. receipts credited during the year	
4	Total funds available (1+2+3) during the financial year under MGNREGA	35556.00
5	<b>Total funds utilized during the financial year</b>	11622600.94
	(a) Expenditure on administrative expenses	Rs.136874.00
	(b) Expenditure on unskilled labour component	Rs.7911120.00
	(c) Material cost including semi-skilled and skilled labour	Rs.2994399.00
6	Closing balance 442456.94	
7	Percentage of utilization to total funds available (5/4 x100)	

**SECTION-B (PHYSICAL PROGRESS)**

- 1 No. of households who have demanded employment 6501
- 2 No. of households that have been provided employment 6501
- 3 No. of households that have completed 100 days employment 07
- 4 No. of Mandays generated 0.89081 (in lakh)

**Memo No..... Date.....**

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

Signature of Pradhan  
with official Seal and date