

**PART-I**

**Utilization Certificate for Cash Component for the year 2012-13 as on 17.04.2013 under MGNREGA for Madarihat-Birpara Block for Khairbari GP**

State: -West Bengal, District:- Jalpaiguri, Year :-2012-13

- 1) Unspent balance for previous year 2011-12 Under MGNREGA, i.e. Opening Balance as on 01.04.2012 Rs. 19,280.00
- 2) Allotment Received during the year 2012-13 Under MGNREGA Rs. 19,365,900.00

Allotment Order No & Date	Amount of Allotment received from District MGNREGA Cell
741, dt.-04.05.2012	30,45,000.00
798, dt.-15.05.2012	15,22,500.00
932, dt.-05.06.2012	30,30,000.00
From P.O. & B.D.O. Date- 12.07.2012	1,53,400.00
1234, dt.-25.07.2012	15,15,000.00
1483, dt.-03.09.2012	15,15,000.00
1801, dt.-31.10.2012	20,20,000.00
233, dt.-18.02.2013	10,10,000.00
297, dt.-27.02.2013	15,15,000.00
443, dt.-26.03.2013	40,40,000.00

Certified that a sum of Rs. 19,365,900.00 only was received as sub-allotment during 2012-13 from District MGNREGA Cell Letter no. & date given on the margin under MGNREGA.

Further a sum of Rs. 19,280.00 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. 51,549.00

It is also certified that out of the above mentioned total funds of Rs. 19,436,729.00 only a sum of Rs. 18,954,186.00 only has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of Rs. 256,849.00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 482,543.00 only remaining as on reporting date 17/02/2013 which will be utilized for the programme in 2012-13.

- 3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA=Rs. 51,549.00
- 4) Total fund available (1+2+3) = Rs. 19,436,729.00

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 Khairbari Memo No. 250(2)/MGNREGA/KGP/13 Date -17/04/2013.

I.P.O & BDO, Madarihat-Birpara Block for sanctioned the requisite fund as per technical vetted plan & estimate under AAP-2012-13.

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

Signature of GP Pradhan  
with official Seal and date

Block... Madarihat - Birpara Memo No. 459 Date 17/04/13

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:-

- 1) 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 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 & BDO 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 as on 17.04.2013 of the year 2012-13 under MGNREGA**

District:- Jalpaiguri, State :-West Bengal, Year :-2012-13.

- 1) Unspent balance for previous year 2012-13 Under MGNREGA AE fund, i.e. Opening Balance as on 01.04.2012 Rs. 14,111.00
- 2) Allotment Received during the year 2012-13 Under MGNREGA AE fund Rs. 2,12,500.00
- 3) Misc Receipts (i.e. Bank Interest) Rs. 51,549.00
- 4) Total fund available (1+2+3) = Rs. 2,78,160.00
- 5) Balance as on reporting date 17/04/2013 Rs. 21,311.00

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
741, dt.-04.05.2012	45,000.00
798, dt.-15.05.2012	22,500.00
932, dt.-05.06.2012	30,000.00
1234, dt.-25.07.2012	15,000.00
1483, dt.-03.09.2012	15,000.00
1801, dt.-31.10.2012	20,000.00
233, dt.-18.02.2013	10,000.00
297, dt.-27.02.2013	15,000.00
443, dt.-26.03.2013	40,000.00

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. 250(3)/MGNREGA/KGP/13 date-17/04/2013 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 Sahaya  
(With Official Seal)

Signature of GP Pradhan  
with official Seal and date

Khairbari Gram Panchayat  
Madarihat-Birpara Block

Khairbari Gram Panchayat  
Madarihat-Birpara Block

**ANNEXURE B**

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

**Name of the Gram Panchayet: KHAIRBARI**


**SECTION-A-(FINANCIAL)**

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	19,280.00
2	Fund received during the financial year from the District	1,93,65,900.00
3	Misc. receipts credited during the year	51,549.00
4	Total funds available (1+2+3) during the financial year under MGNREGA	1,94,36,729.00
5	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses Rs.	2,56,849.00
	(b) Expenditure on unskilled labour component Rs.	1,42,55,032.00
	(c) Material cost including semi-skilled and skilled labour Rs.	44,42,305.00
6	Closing balance	4,82,543.00
7	Percentage of utilization to total funds available (5/4 x100)	97.517%

**SECTION-B (PHYSICAL PROGRESS)**

- 1 No. of households who have demanded employment : 3262
- 2 No. of households that have been provided employment : 3219
- 3 No. of households that have completed 100 days employment : 102
- 4 No. of Mandays generated : 1.49118(in lakh)

**Memo No. 250(1)/MGNREGA/13 Date:17/04/2013**

  
Signature of Executive Assistant and Secretary/Nirman  
Sahayak Recommendation for fund  
(With Official Seal)  
Khairbari, Dist. Madarihal, Ara, Bihar

  
Signature of GP Pradhan  
With official Seal and date  
Pradhan  
Khairbari Gram Panchayat  
Madarihal-Dist. Ara, Bihar