

**ANNEXURE-A**

**PART-I**

**Annual Utilization Certificate for Cash Component for the year 2012-2013 for the mnth of March under MGNREGA form MADARIHAT-BIRPARA Block for MADARIHAT 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 01.04.2012 Rs. 51570.00
- 2) Allotment Received during the year 2012-13 Under MGNREGA Rs. 10515100.00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
699/MGNREGS Dt.30/04/2012	1827000.00
885/MGNREGS Dt.30/05/2012	1515000.00
1114/MGNREGS Dt.06/07/2012	2020000.00
1359/MGNREGS Dt. 16/08/2012	500000.00
1869/MGNREGS Dt.08/11/2012	1010000.00
02/MGNREGS02/MGNREGS DT.04/01/2013	1010000.00
317/MGNREGS DT.06/03/2013	2525000.00
Nursery Allotement from P.O.	108100.00

3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA=Rs. 44678.00

4) Fund received from block if any =

5) Total fund available (1+2+3) = Rs. 10611348.00

Certified that a sum of Rs 10515100.00 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. 51570.00 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 44678.00 & Nursery Allotment from P.O. Rs.108100.00

It is also certified that out of the above mentioned total funds of Rs. 10611348.00 only a sum of Rs. 10593178.00 only has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of Rs. 233774.00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 18170.00 only remaining as on reporting date 05.04.2013 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 social audit/Inspection for as such schemes is completed. Form 3-register are updated and MIS data entry done for 100% MIS against scheme.

Madarihat GP Memo No 167 /MGP/MGNREGA/13 Date 05/04/2013

- 1) 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 Recommendation for fund (With Official Seal) Madarihat Gram Panchayet

Signature of GP Pradhan with official Seal and date Madarihat Gram Panchayet

Block Madarihat-Birpara Memo No 473 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 Panchayet, by P.O & BDO and APO/JPO/Block Officials.

**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 2951 .00**
- 2) Allotment Received during the year 2012-13 Under MGNREGA AE fund **Rs. 107000.00**
- 3) Misc. Receipt **Rs 44678.00**
- 4) Balance as on reporting date 05/04/2013 - **Rs 79145.00**

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
699/MGNREGS Dt.30/04/2012	27000.00
885/MGNREGS Dt.30/05/2012	15000.00
1114/MGNREGS Dt.06/07/2012	20000.00
1869/MGNREGS Dt.08/11/2012	10000.00
02/MGNREGS02/MGNREGS DT.04/01/2013	10000.00
317/MGNREGS DT.06/03/2013	25000.00

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)

*J. K. Saha*  
Secretary  
Madarihat Gram Panchayat

Signature of GP Pradhan  
with official Seal and date

*[Signature]* 5/4/13  
Pradhan  
Madarihat Gram Panchayat

**ANNEXURE B**

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

**Name of the Gram Panchayet: Madarihat**

**SECTION-A-(FINANCIAL)**

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	0.51570
2	Fund received during the financial year from the District	105.15100
3	Misc. receipts credited during the year	0.44678
4	Total funds available (1+2+3) during the financial year under MGNREGA	106.11348
5	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	Rs.233774.00
	(b) Expenditure on unskilled labour component	Rs.7727434.00
	(c) Material cost including semi-skilled and skilled labour	Rs.2631970.00
6	Closing balance	0.18170
7	Percentage of utilization to total funds available (5/4 x100)	99.82%

**SECTION-B (PHYSICAL PROGRESS)**

- 1 No. of households who have demanded employment : 2848 nos
- 2 No. of households that have been provided employment : 2701 nos
- 3 No. of households that have completed 100 days employment : nil
- 4 No. of Mandays generated : 0.55270 (in lakh)

**Memo No 167/MGP/MGNREGS/13 Date 05/04/2013**

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

*[Signature]*  
Secretary  
Madarihat Gram Panchayet

Signature of GP Pradhan  
with official Seal and date

*[Signature]*  
Pradhan  
Madarihat Gram Panchayet