

**ANNEXURE-A**

**PART-I**

**Annual Utilization Certificate for Cash Component for the year 2012-2013 under MGNREGA for Nagrakata. Block for Angrabhasa-1 GP**

District Jalpaiguri, West Bengal State Year 2012-13

- 1) Opening Balance as on 01.04.2012  
Rs. 1035923.69
- 2) Allotment Received during the year 2012-13 Under MGNREGA Rs. 8585000.00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
05/06/2012	15.15
08/08/2012	15.15
02/11/2012	15.15
04/02/2013	10.10
27/02/2013	10.10
06/03/2013	20.20
TOTAL-	85.85 (LAKHS)

- 3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA=Rs. 25678.00\_
- 4) Fund received from Block ,if any,\_NIL
- 5) Total fund available (1+2+3+4) = Rs. \_9646601.69

Certified that a sum of Rs. 8585000.00 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. 1035923.69 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. 25678.00

It is also certified that out of the above mentioned total funds of Rs. 9646601.69 only a sum of Rs. 9517911.00 only has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of Rs. 109059.00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 19631.69 on reporting date 17/04/2013 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. AGRABHASA-1 .Memo No...94(1) Date-17/04/13

*Amlan Kar*

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

Block Nagrakata Memo No. 1397/MGNREGS/MCT Date 18/04/2013

*[Signature]*

Signature of GP Pradhan  
with official Seal and date  
Pradhan  
Angrabhasa-1 Gram Panchayat  
Kalabari, Jalpaiguri (W.B.)

Copy forwarded for information and necessary action to:-

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

*[Signature]*  
18/04/13

Checked & Signed by APO/JPO/Block Officials  
MGNREGS  
Nagrakata Dev. Block

*[Signature]*

Counter Signature & Seal of the P.O & B.D.O  
Programme Officer  
MGNREGS  
Nagrakata Dev. Block

**PART-II**

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

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

- 1) Opening Balance (If any) Rs.    NIL
- 2) Allotment Received during the year 2012-13 Under MGNREGA AE fund Rs. 85000.00
- 3) Balance as on reporting date..... Rs NIL

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
05/06/2012	15000.00
08/06/2012	15000.00
02/11/2012	15000.00
04/02/2013	10000.00
27/02/2013	10000.00
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)



Signature of GP Pradhan  
with official Seal and date  
Pradhan  
Angrabhasa-I Gram Panchayat  
Kalabari, Jalpaiguri (W.B.)

ANNEXURE B

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

Name of the Gram Panchayet: ANGRABHASA-I G.P

SECTION-A-(FINANCIAL)

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	10,35,923.69
2	Fund received during the financial year from the District	85,85,000.00
3	Misc. receipts credited during the year	25,678.00
4	Total funds available (1+2+3) during the financial year under MGNREGA	96,46,601.69
5	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	Rs.109059.00
	(b) Expenditure on unskilled labour component	Rs.6832611.00
	(c) Material cost including semi-skilled and skilled labour	Rs.2685300.00
6	Closing balance	Rs.19631.69
7	Percentage of utilization to total funds available (5/4 x100)	99.9%

SECTION-B (PHYSICAL PROGRESS)

- 1 No. of households who have demanded employment \_1920
- 2 No. of households that have been provided employment \_\_1920
- 3 No. of households that have completed 100 days employment \_\_\_\_\_ Nil\_
- 4 No. of Mandays generated 0. 48906(in lakh)

Memo No...95(1) Date...17/04/2013

*Anjan Kar*  
Executive Asstt.

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

*[Signature]*

Signature of GP Pradhan  
with official Seal and date  
Pradhan  
Angrabhasa-I Gram Panchayet  
Kolabari, Jalpalguni (M.B.)