

## PART-I

### UTILISATION CERTIFICATE for CASH COMPONENT for THE YEAR 2012-2013 UNDER MGNREGA for SADAR BLOCK for BAHADUR G.P.

District Jalpaiguri, West Bengal State Year 2012-13

- 1) Opening balance as on **01.04.2012 Rs.19.61837 (in lakh)**  
2) Allotment received during the year 2012-13 under MGNREGA **Rs. 73.20 (in lakh)**

Allotment order Memo No & Date	Amount of allotment received from District MGNREGA Cell
15/06/2012	1010000.00
28/08/2012	1515000.00
17/01/2013	1515000.00
25/02/2013	505000.00
06/03/2013	2020000.00
06/03/2013	250000.00
30/03/2013	505000.00
<b>Total</b>	<b>7320000.00</b>

Certified that a sum of **Rs.73.20 (in lakh)** only was received as sub-allotment during 2012-13 from District NREGA Cell Letter No and date given on the margin under NREGA.

Further a sum of **Rs.19.61837 (in lakh)** 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..28859**

It is also certified that out of the above mentioned total funds of **Rs.93.10696** a sum of **Rs.92.88553** has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of **Rs..70** has been utilized on administrative expenses permissible under the NREGA, it is further certified that the unspent balance of **Rs..22143** only remaining as on reporting date 31<sup>st</sup> March'2013 which will be utilized for the programme in 2012-13.

3) Miscellaneous Receipts of the Agency, If any, Under MGNREGA Rs..28859 (Rupees Twenty Eight Thousand Eight Hundred Fifty Nine) only

4) Total fund available (1+2+3) Rs. **93.10696** (Rupees <sup>three</sup> ~~two~~ Lakh Ten Thousand Six Hundred Ninety Six) only

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 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: Bahadur

Memo No: **05/13-14**

Date: **05/04/2013**

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

*[Signature]* 5/4/2013

*[Signature]*  
Prodhan  
Bahadur Gram Panchayet

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

Signature of GP Prodhan  
with official seal and date

Block: Sadar

Memo No: **1356/NREGS.**

Date: **08-04-2013**

Copy forwarded for information and necessary action to:

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

Checked & signed by APO/JPO/Block Officials  
for Block & GP's Recommendation for fund

*[Signature]*  
Asst. Programme Officer  
MGNREGS, Sadar Block  
Jalpaiguri

*[Signature]*  
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 checked and signed, in respect of Block, By P.O & B.D.O AND APO/JPO/BLOCK OFFICIALS.  
2) The utilization certificate (part-I & Part-II) should send along with prescribed requisition format when fund needed.

## PART-II

### Utilization Certificate for Administrative fund for the year 2012-13 under MGNREGA District Jalpaiguri, West Bengal State Year 2012-13

- 1) A.E. Opening Balance as on 01.04.2012 Rs. Nil (in lakh)
- 2) Allotment Received during the year 2011-12 under MGNREGA AE fund Rs..70 (in lakh)
- 3) Total fund available (1+2) Rs..70 (in lakh)
- 4) Total utilization of A.E. fund Rs..70 (in lakh)
- 8) Closing balance of A.E.(3-4) = Rs. Nil (in lakh)

Allotment Order No, Memo No & Date	Amount of Allotment received from District MGNREGA Cell for AE fund
15/06/2012	10000.00
28/08/2012	15000.00
17/01/2013	15000.00
25/02/2013	5000.00
06/03/2013	20000.00
30/03/2013	5000.00
Total	70000.00

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/18S-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.
  - l) 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/ 2ND 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)

  
Proddhan  
Bahadur Gram Panchayet

## ANNEXURE B

**FORMAT FOR FINANCIAL AND PHYSICAL POSITION FOR GRAM PANCHAYAT UNDER  
MGNREGA FOR THE YEAR 2012-13**

Name of the Block: Sadar

Name of the GP: Bahadur

**SECTION-A-(FINANCIAL)**

Sl No.	Particulars	Amount (in Rs. Lakhs)
1	Opening Balance	19.61837
2	Fund received during the financial year from the District	73.20
3	Fund received from Block during the financial year, if any	-
4	Misc. receipts created during the year	.28859
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	93.10696
6	<b>Total funds utilized during the financial year</b>	92.88553
	(a) Expenditure on Administrative expenses	
	(b) Expenditure on unskilled labour component	
	(c) Material cost including semi-skilled and skilled labour	
7	Closing balance	.22143
8	Percentage of utilization to total funds available (6/5x100)	99%

**SECTION-B (PHYSICAL PROGRESS)**

1. No. of households issued Job Cards:

SCs	STs	Others	Total
2153	74	2499	4726

- |  |                  |
|--|------------------|
| 2. No. of households who have demanded employment            | 8537             |
| 3. No. of households that have been provided employment      | 8537             |
| 4. No. of households that have completed 100 days employment | Nil              |
| 5. No. of Mandays generated                                  | .53961 (in lakh) |

Memo No. 409/13-14

Date: 05/04/2013

*Signature* 5/4/2013

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

*Signature*  
Prodhan  
Bahadur Gram Panchayet

Signature of GP Prodhan  
(with Official Seal)