

**PART-I**

**Annual Utilization Certificate for Cash Component for the year 2012-2013 under MGNREGA for Ramshai G.P. Block**

District Jalpaiguri, West Bengal State Year 2012-13

- 1) Opening Balance as on 01.04.2012 Rs. 27,099=00  
2) Allotment Received during the year 2012-13 Under MGNREGA - Rs. 1,84,50,000=00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
699, dt.- 30/04/2012	Rs. 25,37,500=00
727, dt.- 03/05/2012	Rs. 2,50,000=00
726, dt.- 11/05/2012	Rs. 25,37,500=00
1011, dt.- 15/06/2012	Rs. 25,25,000=00
1275, dt.- 31/07/2012	Rs. 20,20,000=00
1776, dt.- 19/10/2012	Rs. 20,20,000=00
2047, dt.- 05/12/2012	Rs. 2,50,000=00
02, dt.- 04/01/2013	Rs. 15,15,000=00
233, dt.- 18/02/2013	Rs. 10,10,000=00
341, dt.- 06/03/2013	Rs. 25,25,000=00
329, dt.- 06/03/2013	Rs. 2,50,000=00
433, dt.- 26/03/2013	Rs. 10,10,000=00

- 3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA=Rs. 16,168=00  
4) Total fund available (1+2+3) = Rs. 1,84,93,267=00

Certified that a sum of Rs. 1,84,50,000=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. 27,099=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. 16,168=00

It is also certified that out of the above mentioned total funds of Rs. 1,84,93,267=00 only a sum of Rs. 1,70,65,073=00 only has been utilized during 2012-13 for the purpose for which it was sanctioned, out of which, an amount of Rs. 2,73,492=00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 11,54,702=00 only remaining as on reporting date 12/04/2013 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 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: Ramshai Memo No. 1157 Date 11/04/13

B. Sanyal  
Pradhan  
Ramshai Gram Panchayat  
Signature of GP Pradhan

Nirman Sahayak  
Signature of Executive Assistant/Secretary/ Nirman Sahayak  
Nirman Sahayak  
Ramshai Gram Panchayat

Block.....Memo No..... Date.....

Copy forwarded for information and necessary action to:-

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

11/04/13  
Asstt. Programme Officer (MGNREGS)  
Jalpaiguri Block

Checked & Signed by APO/JPO/Block Officials along with seal and date

Counter Signature & Seal of the P.O & B.D.O along with seal and date

**PART-II**

**Annual Utilization Certificate for Administrative fund for the year 2012-2013 under MGNREGA**

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

- 1) Opening Balance (if any) Rs. NIL
- 2) Allotment Received during the year 2012-13 Under MGNREGA as AE fund Rs. 2,00,000=00
- 3) Total Utilization of fund (in Rs.) 2,73,492=00
- 4) Closing Balance as on 31-03-2013 Rs NIL

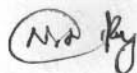
Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
699, dt.- 30/04/2012	Rs. 37,500=00
726, dt.- 11/05/2012	Rs. 37,500=00
1011, dt.- 15/06/2012	Rs. 25,000=00
1275, dt.- 31/07/2012	Rs. 20,000=00
1776, dt.- 19/10/2012	Rs. 20,000=00
02, dt.- 04/01/2013	Rs. 15,000=00
233, dt.- 18/02/2013	Rs. 10,000=00
341, dt.- 06/03/2013	Rs. 25,000=00
433, dt.- 26/03/2013	Rs, 10,000=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/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.

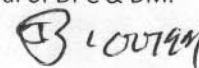
- 1) Staff salary- Cost of additional staff engaged at various levels for the scheme with the approval of the State Government.
- 2) Other contingent expense-
  - a) Mobility support to the Block/Gram Panchayat (Inspection of schemes)
  - b) Training of PRI members and other functionaries for this scheme
  - 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.
  - 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  
Nirman Sahayak  
Ramshai Gram Panchayat



Pradhan  
Signature of Panchayat Pradhan  
Ramshai Gram Panchayat

Checked & Signed by APO/JPO/Block Officials  
along with official seal and date

Counter Signature & Seal of the P.O & B.D.O  
along with official seal and date

ANNEXURE B

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

Name of the Gram Panchayet: Ramshai Gram Panchayet.

SECTION-A-(FINANCIAL)

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	0.27
2	Fund received during the financial year from the District	184.50
3	Misc. receipts credited during the year	0.162
4	Total funds available (1+2+3) during the financial year under MGNREGA	184.93
5	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	Rs. 2.735
	(b) Expenditure on unskilled labour component	Rs. 117.12
	(c) Material cost including semi-skilled and skilled labour	Rs. 53.531
6	Closing balance	11,54,702=00
7	Percentage of utilization to total funds available (5/4 x100)	93.75%

SECTION-B (PHYSICAL PROGRESS)

- 1 No. of households who have demanded employment 2500
- 2 No. of households that have been provided employment 2500
- 3 No. of households that have completed 100 days employment 84
- 4 No. of Mandays generated 0.41 (in lakh)

Memo No.....1158..... Date.....11/04/13.....

*N. D. Patil*

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

*B. C. Patil*  
Pradhan

Signature of GP Pradhan  
with official Seal and date