

Part - I

Utilization Certificate for cash component for the year 2011-12 for the month of March- 12 under MGNREGA for Dhupguri Block for Gadong II G.P. District Jalpaiguri, West Bengal State, Year 2011-12

1) Unspent balance for previous year 2010-11 under MGNREGA  
 i.e. Opening balance as on 01.04.2011 Rs 130709.00  
 2) Allotment received during the year 2011-12 under MGNREGA Rs. 22580000.00

Allotment order Memo No & Date	Amount of allotment received from district MGNREGA Cell
Memo No- 352 Dt. 18/05/11	1015000.00
Memo No- 441 Dt. 03/06/11	2030000.00
Memo No- 522 Dt. 28/06/11	2030000.00
Memo No- 588 Dt. 12/07/11	2030000.00
Memo No- 764 Dt. 10/08/11	3045000.00
Memo No- 873 Dt. 08/09/11	3045000.00
Memo No- 975 Dt. 13/10/11	2030000.00
Memo No- 1027 Dt. 24/10/11	250000.00
Memo No- 1151 Dt. 22/11/11	1218000.00
Memo No- 352 Dt. 18/05/11	812000.00
Memo No- 234 Dt. 30/01/12	3552500.00
Memo No- Dt. 23/03/12	1522500.00
	22580000.00

3) Miscellaneous receipts of the agency, if any, under MGNREGA Rs. 86926.00  
 4) Total fund available (1+2+3) = Rs. 22797635.00

Certified that a sum of Rs. 22580000.00 only was received as sub allotment during 2011-12 from district NREGA Cell letter No & Date given on the margin under NREGA.  
 Further a sum of Rs. 130709.00 only being unspent of the previous year 10-11 i.e. opening balance during the year was allotted to be brought forward for utilization during the current year 2011-12. The miscellaneous receipts of the agencies during the year 2011-12 were Rs. 86926.00  
 It is also certified that out of the above mentioned total fund of Rs. 22797635.00 only a sum of Rs. 22759477.00 only has been utilized during 2011-12 for the purpose for which it was sanctioned, out of which, an amount of Rs. 458772.00 has been utilized on administrative expense permissible under the NREGA.  
 It is further certified that the unspent balance of Rs. 38158.00 only remaining as on reporting date:- 31/03/12 which will be utilized for the programme 2011-12

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 exercise check as declared in prescribed requisition format Part-II to see that the money has been actually utilized in the block / G.P. 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 - registrar are updated and MIS data entry done for 100% MIS against schemes

G.P. Gadong II Memo No- 385 / 11-12/gad-ii Date- 17/03/2012  
 1) P.O. & BDO Dhupguri Block for sanctioned the requisite fund as per technical vetted plan & estimate under AAP- 2011-12

Signature of Executive Assistant/Secretary/Nirman Sahayak recommendation for fund (with official seal)

Block Dhupguri

Copy forwarded for information and necessary action to:-  
 1) The ADPC, MGNREGS & ADM (Deputy) Jalpaiguri.

Checked & signed by APO/PO/BDO Officials for Block & G.P. 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. & B.D.O 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 PO & BDO and only placed the requisition duly signed and sealed by the Gram Panchayat Proddhan, along with Executive Assistant/ Secretary/ Nirman Sahayak.
- 3) The Utilization certificate (Part-I and Part -II) should sent along with prescribed requisition formate when fund needed

*A. Roy*  
 Signature of G.P. Proddhan with official seal of Gram Panchayat

Memo No- 108/NREGS Gadong-II Date- 17.04.12

*B. Banerjee*  
 Counter Signature of P.O. & B.D.O for Block & G.P. recommendation for fund.  
 NREGS (WB)  
 Dhupguri

**Part -II**  
a certificate for administrative fund for the month March 12 March-12 of the year 2011-12 under MGNREGA, District-Jalpaiguri  
West Bengal State, Year -2011-12.

Expenditure balance for previous year 2010-11 under MGNREGA AE fund i.e. opening balance as on 04/01/2011 Rs. 130709.00  
 Allotment received during the year 2011-12 under MGNREGA AE fund Rs. 352500.00  
 j) Miscellaneous receipt (i.e. Bank interest) Rs. 24826.00  
 7) Total fund available ( 1+2+3) = Rs. 508035.00  
 8) Balance as on reporting Date:- 26/03/12 Rs. 49263.00

Order No, Memo No & Date	Amount of Allotment received from District MGNREGA Cell for AE fund
Memo No- 352 Dt. 18/05/11	15000.00
Memo No- 441 Dt. 03/06/11	30000.00
Memo No- 522 Dt. 28/06/11	30000.00
Memo No- 588 Dt. 12/07/11	30000.00
Memo No- 764 Dt. 10/08/11	45000.00
Memo No- 873 Dt. 08/09/11	45000.00
Memo No- 975 Dt. 13/10/11	30000.00
Memo No- 1027 Dt. 24/10/11	
Memo No- 1151 Dt. 22/11/11	18000.00
Memo No- 352 Dt. 18/05/11	12000.00
Memo No- 234 Dt. 30/01/12	52500.00
Memo No- Dt. 23/03/12	22500.00
Memo No- Dt. 23/03/12	22500.00
	352500.00

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 W.B.

1) Staff salary -Cost of additional staff engaged at various levels for the schemes 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 & 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) Stationary & Peripherals.
- g) Office furniture & equipment.
- h) Capacity building of SHG's for purpose of this scheme.
- i) Social audit of works implemented under this scheme.

Besides that earlier issued vide Memo No.- 363/MGNREGS, Date:- 29/03/2012 of this office may kindly be compliance in due course as follows:-

- 1) Expense for conducting meeting specially for MGNREGS issues of 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

*Roy*

Signature of Executive Assistant/Secretary/Nirman Sahayak  
 recommendation for fund (with official seal)

*Roy*  
 Signature of Executive Assistant  
 with official seal & date.  
 Gadobari Gram Panchayat

## ANNEXURE -B

**FORMATE FOR FINANCIAL AND PHYSICAL POSITION FOR GRAM PANCHATET  
UNDER MGNREGA FOR 2001-12**

Name of the block:- Dhugguri  
Name of the G.P:- Gadong-ii

**SECTION -A-(FINANCIAL)**

SL NO.	Particulars	amount (in rs. Lakhs)
1	Opping Blance	130709.00
2	Fund received during the financial year from the district	22580000.00
3	Fund received from Block during the financial year if any	62100.00
4	misc. receipts credited during the year	24826.00
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	22797635.00
6	<b>Total funds utilized diring the financial year</b>	
	a) Expenditure on administrative expenses	458772.00
	b) Expenditure on unskilled labour component	11252280.00
	c) Material cost including semi-skillrd and skilled labour	11048425.00
7	Closing balance	38158.00
8	Percentage of utilization to total funds available(6/5x100)	99.832

**SECTION -B (PHYSICAL PROGRESS)**

1 No. of households issued Job Cards:-

SCs	STs	Others	Total
2733	32	799	3564

2 no. of households who have demanded employment: 2209  
 3 No. of households who have been provided employment: 2209  
 4 No. of households that have completed 100 days employment 18  
 5 No. of mandays generated (in lakh) 0.8679

Memo no.

Date 17/04/12

Signature of Executive Assistant/secretary  
nirman sahayak (with officel seal)

Signature of GP Prodhan  
with officel seal and date