

**ANNEXURE-A**

**PART-I**

**Utilization Certificate for Cash Component for the year 2011-2012 under MGNREGA for..... Block for..... GP**

District Jalpaiguri, West Bengal State Year 2011-12

- 1) Opening Balance as on 01.04.2011 Rs. \_\_\_\_\_
- 2) Allotment Received during the year 2011-12 Under MGNREGA Rs. \_\_\_\_\_

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
859/MGNREGS dt- 15.09.2011	20,30,000 =₹
03/MGNREGS dt- 03.01.2012	10,15,000 =₹
331/MGNREGS dt- 14.02.2012	20,30,000 =₹
549/MGNREGS dt- 15/08/12	15,22,500 =₹

- 3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA=Rs. 28,044 =₹
- 4) Fund received from Block, if any, \_\_\_\_\_
- 5) Total fund available (1+2+3+4) = Rs. 71,51,953 =₹

Certified that a sum of Rs. 65,97,500 =₹ 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. 5,26,409 =₹ only being unspent balance of the previous year 2010-11 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 agency during the 2011-12 were Rs. 28,044 =₹

It is also certified that out of the above mentioned total funds of Rs. 71,51,953 =₹ only a sum of Rs. 71,48,936 =₹ only has been utilized during 2011-12 for the purpose for which it was sanctioned, out of which, an amount of Rs. 2,07,483,₹ has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 3,017 =₹ only remaining as on reporting date..... which will be utilized for the programme in 2012-13.

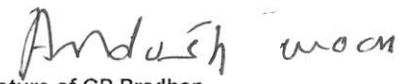
Certified that I have satisfied myself that the conditions on which funds was sanctioned have been duly fulfilled/ are being fulfilled and that I have exercised checks as declared in prescribed requisition format part-II to see that the money has been actually utilized in the Block/GP for the purpose 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.

GP Dalpaen ..... Memo No. 40/DUP/2012 Date 17/04/12 .....

  
Signature of Executive Assistant/ Secretary

Nirman Sabayak (With Official Seal)  
Deputy Secretary  
Falakata .

Block..... 859/MGNREGS Memo No.....

  
Signature of GP Pradhan  
with official Seal and date

19/04/12  
Date Pradhan  
Deputy Gram Panchayat

Copy forwarded for information and necessary action to:-

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

  
Checked & Signed by APO/JPO/Block Officials  
Junior Programme Officer  
MGNREGS  
Falakata Development Block

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

**PART-II**

**Utilization Certificate for Administrative fund for the year 2011-2012 under MGNREGA**

District Jalpaiguri, West Bengal State Year 2011-12

- 1) A.E. Opening Balance as on 01.04.2011, if any, Rs. 5,26,409 =₹  
2) Allotment Received during the year 2011-12 Under MGNREGA AE fund Rs. 65,97,500 =₹ + 28,044 =₹  
3) Total fund available (1+2) = Rs. 71,51,953 =₹  
4) Total utilization of A.E. fund Rs. 71,48,963 =₹ = 66,25,544 =₹  
5) Closing balance of A.E.(3-4) = Rs. 3,017 =₹

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
859/MGNREGS dt-15/09/2011	20,30,000 =₹
23/MGNREGS dt-03/01/2012	10,15,000 =₹
331/MGNREGS dt-14/02/2012	20,30,000 =₹
549/MGNREGS dt-15/03/2012	15,22,500 =₹

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.

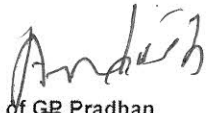
- 1) Staff salary- Cost of additional staff engaged at various levels for the scheme with the approval of the State Government.
- 2) Other contingent expense-
  - a) Mobility support to the Block/Gram Panchayat (Inspection of schemes)
  - b) Training of PRI members and other functionaries for this scheme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

Memo no. 40/D.G.P./2012 ..... dated 17/04/12 .....

  
Secretary  
Signature of Executive Secretary/  
Dalgaoon Gram Panchayat  
Nirman Sahayak (With Official Seal)

  
Signature of GP Pradhan  
with official Seal and date  
Dalgaoon Gram Panchayat

**ANNEXURE B**

**FORMAT FOR FINANCIAL AND PHYSICAL POSITION FOR GRAM PANCHAYET  
UNDER MGNREGA FOR 2011-12**

**Name of the Block:** FALAKATA

**Name of the GP:-** DALLAON

**SECTION-A-(FINANCIAL)**

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	5.26409
2	Fund received during the financial year from the District	65.97500
3	Fund received from Block during the financial year , if any	
4	Misc. receipts credited during the year	0.28044
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	71.51953
6	<b>Total funds utilized during the financial year</b>	<b>71.48936</b>
	(a) Expenditure on administrative expenses	2.07483
	(b) Expenditure on unskilled labour component	60.95050
	(c) Material cost including semi-skilled and skilled labour	8.46403
7	Closing balance	0.03017
8	Percentage of utilization to total funds available (6/5 x100)	99.86%


**SECTION-B (PHYSICAL PROGRESS)**

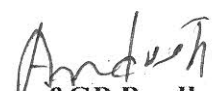
1 No. of households issued Job Cards:-

SCs	STs	Others	Total
25	1830	10	1865

- 2 No. of households who have demanded employment \_\_\_\_\_
- 3 No. of households that have been provided employment \_\_\_\_\_
- 4 No. of households that have completed 100 days employment \_\_\_\_\_
- 5 No. of Mandays generated 0.46828 (in lakh)

Memo No. 40/DGP/2012..... Date 17/04/12

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

 *cro ok*  
Signature of GP Proadhan  
with official Seal and date  
Dallaon Gram Panchayat