

Utilization Certificate for Cash Component for the year 2011-2012 under MGNREGA for March 12 Block  
for Jaigaon-II GP

District Jalpaiguri, West Bengal State Year 2011-12

- 1) Opening Balance as on 01.04.2011 Rs. 3850.94  
2) Allotment Received during the year 2011-12 Under MGNREGA Rs. 1477500 = 00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
579/MGNREGA 28-6-11	10,15,000 = 00
716/MGNREGA 01-08-11	10,15,000 = 00
793/MGNREGA 19-8-11	15,22,500 = 00
894/MGNREGA 16-9-11	20,30,000 = 00
1043/MGNREGA 25-10-11	10,15,000 = 00
1141/MGNREGA 22-11-11	20,30,000 = 00
83/Mh 5-1-12	20,30,000 = 00
257/Mh 22-12	30,45,000 = 00
607/Mh 23-3-12	10,15,000 = 00

- 3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA = Rs. 17400  
4) Fund received from Block, if any. 73200  
5) Total fund available (1+2+3+4) = Rs. 14745810.94

Certified that a sum of Rs. 1477500 = 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. 3850.94 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. 244600

It is also certified that out of the above mentioned total funds of Rs. 14745810.94 only a sum of Rs. 14470766.00 only has been utilized during 2011-12 for the purpose for which it was sanctioned out of which, an amount of Rs. 2,12,272 = 00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 275044.94 only remaining as on reporting date 31-3-12 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 Jaigaon-II Memo No. 020/34P-II Date 12-4-12

Signature of Executive Assistant/ Secretary

Executive Assistant (With Official Seal)

**Jaigaon-II G.P.**

Block Kalchini Memo No. 088 Date 12/4/12

Signature of GP Pradhan  
with official Seal and date

**Pradhan**  
**Jaigaon-II G.P.**

Copy forwarded for information and necessary action to:-

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

Checked & Signed by APO/JPO/Block Officials

Counter Signature & Seal of the P.O. & B.D.O.

Programme officer NREGS(WB)  
Kalchini Block  
Block Development Officer  
Kalchini

## 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. 3850.94 ✓  
 2) Allotment Received during the year 2011-12 Under MGNREGA AE fund Rs. 2,17,500 ✓  
 3) Total fund available (1+2) = Rs. 2,21,350.94 ✓  
 4) Total utilization of A.E. fund Rs. 2,12,272.00 ✓  
 5) Closing balance of A.E. (3-4) = Rs. 9078.94 ✓

Allotment Order No. Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
579/MGNREGA, 28-6-11.	15,000 ✓
716/MGNREGA 1-8-11.	15,000 ✓
793/MGNREGA, 19-8-11.	2250 ✓
894/MGNREGA 16-9-11.	30,000 ✓
1043/MGNREGA- 25-10-11.	15,000 ✓
1111/MGNREGA 22-11-11.	30,000 ✓
831/MGNREGA- 5-1-12.	45,000 ✓
257/MGNREGA 2-2-12.	15,000 ✓
607/MGNREGA 23-3-12.	✓

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(PI) 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 A.E. 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/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.

Memo no. 020 / J.P. II / 12-13 dated 12-4-12

Signature of Executive Assistant/ Secretary/

Nirman Sahayak (With Official Seal)

Executive Assistant  
Jaigaon-II G.P.

Signature of GP Pradhan  
with official Seal and date

Pradhan  
Jaigaon-II G.P.

## ANNEXURE B

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

Name of the Block:

Name of the GP:-

**SECTION-A-(FINANCIAL)**

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	0.0385094 ✓
2	Fund received during the financial year from the District	147.17500 ✓
3	Fund received from Block during the financial year, if any	0.07320 ✓
4	Misc. receipts credited during the year	0.17440 ✓
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	147.4581094 ✓
6	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	2.12,272 ✓
	(b) Expenditure on unskilled labour component	117.97240 ✓
	(c) Material cost including semi-skilled and skilled labour	24.61259 ✓
7	Closing balance	2.7504491 ✓
8	Percentage of utilization to total funds available (6/5 x 100)	98.13% ✓

**SECTION-B (PHYSICAL PROGRESS)**

1 No. of households issued Job Cards:-

SCs	STs	Others	Total
610	467	3106	4183 ✓

2 No. of households who have demanded employment 1959 ✓

3 No. of households that have been provided employment 1959 ✓

4 No. of households that have completed 100 days employment 0.90748 12 ✓

5 No. of Mandays generated 0.90748 ✓ (in lakh)

Memo No. 020/Ja.P.II/12-B. Date... 12/11/12...

Signature of Executive Assistant/Secretary/  
Nirman Sahayak (With Official Seal)Executive Assistant  
Jaigaon-II G.P.Signature of GP Pradhan  
with official Seal and datePradhan  
Jaigaon-II G.P.