



PART-II

**Utilization certificate for Administrative fund for the year 2011-2012 under
MGNREGA for Mendabari Gram Panchayat, Kalchini Block**



District: Jalpaiguri		State: West Bengal	Year: 2011-12
1)	Unspent balance for previous year 2010-11 under MGNREGA, i.e. Opening Balance as on 01/04/2011 Rs	131317.68	✓
2)	Allotment Received during the year 2011-12 under MGNREGA Rs.	327643.00	✓
3	Miscellaneous Receipt (Bank Interest) Rs.	31873.00	✓
4)	Total fund available (1+2+3) = Rs	490833.68	✓
5)	Balance as on reporting date Rs.	184778.68	✓

Allotment Order		
Memo No	Date	
353/MGNREGS	18/05/2011	12000.00 ✓
439/MGNREGS	03/06/2011	30000.00 ✓
552/MGNREGS	01/07/2011	30000.00 ✓
613/MGNREGS	15/07/2011	30000.00 ✓
860/MGNREGS	05/09/2011	30000.00 ✓
Receipt no-07100938/F66 567 (for VLE Remuneration)		5395.00 ✓
Receipt No-07100938/G77 677 (for Remuneration to Social Audit Team members for June'10 & June'11)		11300.00 ✓
Receipt no-07100938/H8708 (for VLE Remuneration)		5440.00 ✓
Receipt No-07100938/120 359 820 for M.Roll Verification by SHG		1008.00 ✓
1290/MGNREGS	15/12/2011	30000.00 ✓
24/MGNREGS	03/01/2012	45000.00 ✓
311/MGNREGS	09/02/2012	45000.00 ✓
493/MGNREGS	02/03/2012	37500.00 ✓
601/MGNREGS	23/03/2012	15000.00 ✓
Total Rs		327643.00 ✓

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-15/06/2011. 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 Scheme)
 - b) Training of PRI members and other functionaries for the scheme
 - c) IEC Campaign for awareness guarantee for the Act & Scheme
 - d) Outsourcing of Data Entry for 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.

Besides that earlier issued vide Memo no: 597/MGNREGS, dated-14/07/2011 of this office may kindly be compliance in due course as follows:

- 1) Expenses for conducting meetinf specially for MGNREGS issue 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.
- 4) Miscellaneous expenses for smooth running of Block MGNREGA Cell on subject to prior approval of DPC & DM.

Sign of Executive Assistant/Secretary
 Recommendation for fund (With Office seal)

Mendabari Gram Panchayat
 Pradhan



PART-I

Utilization certificate for Cash Component for the year 2011-2012 under MGNREGA for Mendabari Gram Panchayat, Kalchini Block



District: Jalpaiguri State: West Bengal Year: 2011-12

1)	Unspent balance for previous year 2010-11 under MGNREGA, i.e. Opening Balance as on 01/04/2011 Rs	135506.68 ✓
2)	Allotment Received during the year 2011-12 under MGNREGA Rs.	21104500.00 ✓
	Allotment Order	Amount of Allotment received from District MGNREGA Cell
	Memo No	Date
	353/MGNREGS	18/05/2011
	437-439/MGNREGS	03-06-2011
	551-552/MGNREGS	01-07-2011
	612-613/MGNREGS	15/07/2011
	859-860/MGNREGS	05-09-2011
	1289-1290/MGNREGS	15-12-2011
	1316/MGNREGS	22/12/2011
	23-24/MGNREGS	03-01-2012
	310-311/MGNREGS	09-02-2012
	305/MGNREGS	09-02-2012
	477-493/MGNREGS	02-03-2012
	601/MGNREGS	23-03-2012
		0.00
	TOTAL	21104500.00 ✓
3)	Miscellaneous Receipt of the Agency, if any under MGNREGA Rs.	55016.00 ✓
4)	Total fund available (1+2+3) = Rs	21295022.68 ✓

Opening Balance as on 01/04/2011 Rs		
Schematic	Admin	Total
4189.00	131317.68	135506.68

Certified that a sum of Rs. 21104500.00 ✓ only was received as sub-allotment during 2011-12 from District MGNREGA Cell, letter no. & date given on the margin under NREGA

Further a sum of Rs. 135506.68 ✓ 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.

Miscellaneous Receipt of the Agency during the 2011-12 were Rs 55016.00 ✓ It is also certified that out of the above mentioned total funds of Rs. 21295022.68 ✓ only a sum of Rs. 21039676.00 ✓ only has been utilized during the 2011-12 the purpose for which it was sanctioned, out of which an amount of Rs 306055.00 ✓ has been utilized on Administrative expenses permissible under the NREGA.

It is further certified that unspent balance of Rs. 255346.68 ✓ only remaining as on reporting date:- 09/04/2012 which will be utilized for the programme in 2012-13

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

GP: Mendabari Gram Panchayat Memo No: 195 /MGNREGS Date: 09/04/2012

1) P.O. & BDO, Kalchini Block for sanctioned the requisite fund as per technical vetted plan & estimate under AAP-2011-12

Sign of Executive Assistant/Secretary/Nirman Sahayak Recommendation for fund (With Office seal)

Pradhan Mendabari Gram Panchayat Mendabari Gram Panchayat

Block: Kalchini Memo No: 047 Date: 09/04/12

Copy forwarded for Information and necessary action to:-

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

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

Counter Signature & Seal of the P.O. & BDO for Block & GP's Recommendation for fund

Foot Note:-

- For recommendation and sanction of fund as per prescribed requisition format to be checked and signed in respect of Block by P.O. & BDO and APO/JPO/Block Officials
- For recommendation and sanction of fund as per prescribed requisition format to be checked and signed in respect of Gram Panchayat by P.O. & BDO and only placed the requisition duly signed and sealed by the Gram panchayat Pradhan alongwith Executive Assistant/Secretary/ Nirman Sahayak
- The Utilization certificate (Part-I & Part-II) should send alongwith prescribed requisition format when fund needed.

Program Officer, NREGS(WB) Kalchini Block Block Development Officer Kalchini

ANNEXURE-B

FINANCIAL AND PHYSICAL POSITION FOR GRAM PANCHAYAT UNDER MGNREGA 2011-12

Name of the Gram Panchayat: Mendabari Gram Panchayat

Name of the Block : Kalchini

SECTION-A (FINANCIAL)

SL NO	Perticulars	Amount (Rs. in Lakh)
1	Opening Balance as on 01/04/2011 Rs	1.3550668
2	Fund Received during the financial year from the District Rs.	211.04500
3	Fund Received from Block during the financial year, if any Rs.	0.00000
4	Miscellaneous Receipts credited during the financial year Rs	0.55016
5	Total fund available (1+2+3+4) during the financial year under MGNREGA Rs	212.9502268
6	Total Fund Utilized during the financial year	210.39676
	a) Expenditure on Administrative expences	
	b) Expenditure on Unskilled labour component	
	c) Material cost including semi-skilled and skilled labour	
7	Closing Balance	2.5534668
8	Percentage of utilization to total funds available (6/5x100)	98.80%

SECTION-B(PHYSICAL PROGRESS)

1	No. of households issued Job-Cards:-			
	SCs	STs	Others	Total
	168	2972	140	3280
2	No. of households demanded employment			2873
3	No. of households that have been provided employment			2874
4	No. of households that have been completed 100 days employment (As per MIS offline up to 31/03/2012)			2
5	Mandays generated (in Lakh)			

Memo No: 195/MGNREGS

Date: 09/04/2012

Sign of Executive Assistant/Secretary/Nirman Sahayak
(With Office seal)

Mendabari Gram Panchayat
(With Office seal and date)