

PART-I

Utilization Certificate for Cash Component for the year 2011-2012 for the month of March 2012 under MGNREGA for K.M.G. Block for K.Guwa No. 1 GP

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. 1377 = 55
 2) Allotment Received during the year 2011-12 Under MGNREGA Rs. 1,21,80,000 = 00

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
352/MGNREGS Dt 18-5-2011	Rs. 10,15,000 = 00
437/MGNREGS Dt 03-6-2011	Rs. 20,30,000 = 00
629/MGNREGS Dt 26-7-2011	Rs. 20,30,000 = 00
716/MGNREGS Dt 01-8-2011	Rs. 15,22,500 = 00
1248/MGNREGS Dt 08-12-2011	Rs. 15,22,500 = 00
153/MGNREGS Dt 27-02-2012	Rs. 40,60,000 = 00

3) Miscellaneous Receipts of the Agency, if any. Under MGNREGA=Rs. 83,000 = 00
 4) Total fund available (1+2+3) = Rs. 1,22,64,383 = 55

It is certified that a sum of Rs. 1,21,80,000 = 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. 1377 = 55 only being unspent balance of the previous year 2010-11 i.e. Opening Balance of 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. 83,000 = 00
 It is also certified that out of the above mentioned total funds of Rs. 1,22,64,383 = 55 only a sum of Rs. 1,19,50,405 = 00 only has been utilized during 2011-12 for the purpose for which it was sanctioned, out of which, an amount of Rs. 2,34,551 = 00 has been utilized on administrative expenses permissible under the NREGA.
 It is further certified that the unspent balance of Rs. 79,427 = 55 only remaining as on reporting date 31-3-2012 which will be utilized for the programme in 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 exercised checks as declared in the 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.....Memo No..... Date.....

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

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

Signature of GP Pradhan with official Seal and date

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

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 & B.D.O for Block & GP's 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 & BDO 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 P.O & BDO and only placed the requisition duly signed and sealed by the Gram Panchayat Pradhan along with Executive Assistant/Secretary/Nirman Sahayak
- 3) The Utilization certificate (Part-I & Part-II) should send along with prescribed requisition format when fund needed.

PART-II

Utilization Certificate for Administrative fund for the month March 2012 of the year 2011-2012 under MGNREGA

District Jalpaiguri, West Bengal State Year 2011-12

- 4) Unspent balance for previous year 2010-11 Under MGNREGA AE fund, i.e. Opening Balance as on 01.04.2011 Rs. Nil
- 5) Allotment Received during the year 2011-12 Under MGNREGA AE fund Rs. 1,80,000 = 00
- 6) Misc Receipts (i.e. Bank Interest) Rs. 83,000 = 00
- 7) Total fund available (1+2+3) = Rs. 2,63,000 = 00
- 4) Balance as on reporting date 28.45 Rs. 28,455 = 00
31-3-2012

Allotment Order No. Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
NO. 352/MGNREGS Dt. 18-5-2011	15,000 = 00
NO. 137/ " Dt. 03-6-2011	30,000 = 00
NO. 639/ " Dt. 26-7-2011	30,000 = 00
NO. 716/ " Dt. 01-8-2011	22,500 = 00
NO. 1248/ " Dt. 08-12-2011	22,500 = 00
NO. 453/ " Dt. 27-02-2012	60,000 = 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/185-01/06(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 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 the scheme.

Beside that earlier issued vide Memo no.597/MGNREGS dt. 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/PO 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 Recommendation for fund
(With Official Seal)

Signature of GP Pradhan
with official Seal and date
Kamakhyaguri No-1 GP

ANNEXURE B

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

Name of the Block: KumargramName of the GP:- Kamakhyaguri No. I G.P.**SECTION-A-(FINANCIAL)**

Sl. No.	Particulars	Amount (in Rs. Lakhs)	
1	Opening balance	1377 = 55	
2	Fund received during the financial year from the District	121,80,000 = 00	
3	Fund received from Block during the financial year, if any	43,664 = 00	
4	Misc. receipts credited during the year	39,342 = 00	
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	1,22,64,383 = 55	
6	Total funds utilized during the financial year	1,21,84,956 = 00	
	(a) Expenditure on administrative expenses		2,34,551 = 00
	(b) Expenditure on unskilled labour component		92,30,882 = 00
	(c) Material cost including semi-skilled and skilled labour	27,19,523 = 00	
7	Closing balance	79,427 = 55	
8	Percentage of utilization to total funds available (6/5 x 100)	99.35%	

SECTION-B (PHYSICAL PROGRESS)

1 No. of households issued Job Cards:-

SCs	STs	Others	Total
2291	325	758	3374

- 2 No. of households who have demanded employment 2652
- 3 No. of households that have been provided employment 2652
- 4 No. of households that have completed 100 days employment 08
- 5 No. of Mandays generated 71006.78 (in lakh) → 0.71 Lakh.

Memo No. 14/KGP-I/12 Date 17-4-2012

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

Signature of GP Prodhhan
with official Seal and date