

**PART-I**

Utilization Certificate for Cash Component for the year 2011-12 for the month of ..March (upto 31-03-2012).....under  
MGNREGA  
For ..Kumargram ..... Block for...Volka Barobisha No.2.....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...115597.40.....
- 2) Allotment Received during the year 2011-12  
Under MGNREGA Rs.....15027774.00

Allotment Order Memo No & Date	Amount of Allotment Received from District MGNREGA Cell
352/MGNREGS, 18-05-2011	Rs.1015000.00
437/MGNREGS, 03-06-2011	Rs.2030000.00
551/MGNREGS, 01-07-2011	Rs.2030000.00
778/MGNREGS, 17-08-2011	Rs.2030000.00
870/MGNREGS, 08-09-2011	Rs.2030000.00
1180/MGNREGS, 28-11-2011	Rs.1522500.00
Cheque No-204630 ,28-11-2011	Rs.60274.00
Allotment for RGSK ,07-02-2012	Rs. 250000.00
408/MGNREGS, 21-02-2012	Rs. 4060000.00

- 3) Miscellaneous Receipts of the Agency, if any,  
Under MGNREGA Rs... 18599.00.....
- 4) Total fund available (1 +2+3)= Rs...15161970.40...

Certified that a sum of Rs.\_15027774.00\_ 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.\_115597.40\_ 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.\_18599.00\_

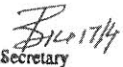
It is also certified that out of the above mentioned total funds of Rs.\_15161970.40\_ only a sum of Rs.\_14461277.00\_ only has been utilized during 2011-12 for the purpose for which it was sanctioned, out of which, an amount of Rs.195835.00\_ has been utilized on administrative expenses permissible under the NREGA.

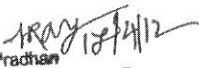
It is further certified that the unspent balance of Rs.700693.40\_ only remaining as on reporting date 31-03-2012\_ which will be utilized for the programme in 2011-12.

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 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...Volka Barobisha No. 2 G.P..... Memo No 170/MGNREGA/ VB-II GP/2012..... Date.....17-04-2012...

- 1) P.O. & B.D.O.....Kumargram .....Block for sanctioned the requisite fund as per technical vetted plan & estimate under AAP-2011-12.

  
Secretary  
Volka-Barobisha No-2 G.P  
Signature of Executive Assistant/Secretary/Nirman  
Sahayak Recommendation for fund  
(with Official Seal)

  
Pradhan  
Volka-Barobisha No. 2 G.P  
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.

PART - II

Utilization Certificate for Administrative fund for the month March (upto 31-03-2012)..... of the year 2011-12 under MGNREGA

District Jalpaiguri, West Bengal State Year 2011-12

- 1) Unspent balance for previous year 2010-11 under MGNREGA AE fund i.e. Opening Balance as on 01.04.2011 Rs...NIL...
- 2) Allotment Received during the year 2011-12 under MGNREGA AE fund Rs...217500.00...
- 3) Misc Redepts (i.e. Bank Interest) Rs... 18599.00 ..
- 4) Total fund available (1+2+3) = Rs.....236099.00...
- 5) Balance as on reporting date.....31-03-2012 .... Rs..... 40264.00.....

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
352/MGNREGS, 24-05-2011	Rs. 15000.00
437/MGNREGS, 03-06-2011	Rs. 30000.00
551/MGNREGS, 01-07-2011	Rs. 30000.00
778/MGNREGS, 17-08-2011	Rs. 30000.00
870/MGNREGS, 08-09-2011	Rs. 30000.00
1180/MGNREGS, 28-11-2011	Rs. 22500.00
408/MGNREGS, 21-02-2012	Rs. 60000.00

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 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) Rs. 0.00
  - b) Training of PRI members and other functionaries for this scheme. Rs. 0.00
  - c) IEC Campaign for awareness guarantee for this Act & Scheme Rs. 35900.00
  - d) Outsourcing of Data Entry work (VLE) Rs. 70155.00
  - e) Printing of forms etc. Rs. 22995.00
  - f) Stationery and peripherals. Rs. 16990.00
  - g) Office furniture and equipments. Rs. 0.00
  - h) Capacity building of SHG's for the purpose of this scheme. Rs. 0.00
  - i) Social audit of works implemented under this scheme. Rs. 0.00
  - j) Out sourcing of Job Worker. Rs. 58535.00
  - k) Bank Charges. Rs. 260.00

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/BBAC/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.



Secretary

Volka-Barobisha No-II G.P.

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



Pradhan

Volka-Barobisha No-II G.P.

Signature of GP Pradhan  
with official Seal and date

**FORMAT FOR FINANCIAL AND PHYSICAL POSITION FOR GRAM PANCHAYET UNDER  
MGNREGA FOR 2011-2012**

Name of the Block - Kumargram  
Name of the G.P. : Volka Barobisha No.2 Gram Panchayat

## SECTION A-( FINANCIAL )

Sl No.	Particulars	Amount
1.	Opening Balance	Rs. 115597.40
2.	Fund Received during the financial year from the District	Rs. 14967500.00
3.	Fund Received during the financial year from the Block if any	Rs. 60274.00
4.	Misc Receipts credited during the year	Rs. 18599.00
5.	Total Funds Available ( 1 + 2 +3 +4 ) during the financial year under MGNREGA	Rs. 15161970.40
6.	<b>Total Funds Utilized during the financial year :</b>	
	a) Expenditure on administrative Expenses	Rs. 195835.00
	b) Expenditure on Unskilled labour component	Rs. 8701940.00
	c) Material Cost including SSK and SK	Rs. 5563502.00
7.	Closing Balance	Rs. 700693.40
8.	Percentage of Utilization to Total Funds available ( 6/5 x 100 )	95.37 %

## SECTION B -( PHYSICAL PROGRESS )

1. No. of Households issued job Cards :

SCs	STs	Others	Total
1636 Nos.	281 Nos.	947 Nos.	2864 Nos.

2. No. of Households Who have demanded Employment : 2110 Nos.  
3. No. of House holds that have been Provided Employment : 2110 Nos.  
4. No. of House holds that have completed 100 days Employment : 22 Nos.  
5. No. of Mandays Generated : 66938 days

Memo No: 170/ MGNREGA/VBIIIGP/2012, Date : 17/04/2012.

*[Signature]*  
Secretary

Volka-Barobisha No-2 G.P.

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

*[Signature]*  
Pradhan

Volka-Barobisha No. 2 G. P.

Signature of GP Pradhan  
with official Seal and date