

## PART-I

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

District Jalpaiguri, West Bengal State Year 2011-12

1) Opening Balance as on 01.04.2011 Rs. 1,825 = -

2) Allotment Received during the year 2011-12  
Under MGNREGA Rs. 82,50,000 = -

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
437/MGNREGS, 03.6.11	15,00,000 = -
551/MGNREGS, 01.7.11	20,00,000 = -
870/MGNREGS, 08.9.11	20,00,000 = -
368/MGNREGS, 16.2.12	25,00,000 = -
578/MGNREGS, 22.03.12	2,50,000 = -
Total -	82,50,000 = -

3) Miscellaneous Receipts of the Agency, if any.  
Under MGNREGA=Rs. 7,021 = -

4) Fund received from Block, if any, NIL

5) Total fund available (1+2+3+4) = Rs. 82,58,846 = -

Certified that a sum of Rs. 82,50,000 = - 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. 1,825 = - 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. 7,021 = -

It is also certified that out of the above mentioned total funds of Rs. 82,58,846 = - only a sum of Rs. 80,14,137 = - only has been utilized during 2011-12 for the purpose for which it was sanctioned, out of which, an amount of Rs. \_\_\_\_\_ has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 2,44,709 = - only remaining as on reporting date...01.04.2012... 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...RAJADANGA.....Memo No...4/MGNREGS/12-13 Date...12.04.2012.....

12.4.12  
Executive Asst.  
Signature of Executive Assistant/ Secretary  
Nirman Sahayak (With Official Seal)

12.4.12  
Prodhan  
Signature of GP, Pradhan  
with official Seal and date

Block...Mal.....Memo No...686/MGNREGS Date...18/04/2012.....

Copy forwarded for information and necessary action to:-

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

2. Khan  
Checked & Signed by APO/JPO/Block Officials  
Block Social Audit Co-ordinator  
MGNREGS, Mal

18/04/2012  
Counter Signature & Seal of  
Programme Officer P.O & B.D.O  
MGNREGS, Mal  
&  
Block Development Officer  
Mal : Jalpaiguri

**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. NIL  
2) Allotment Received during the year 2011-12 Under MGNREGA AE fund Rs. 1,20,000 = ₹  
3) Total fund available (1+2) = Rs. 1,20,000 = ₹  
4) Total utilization of A.E. fund Rs. 1,20,000 = ₹  
5) Closing balance of A.E.(3-4) = Rs. NIL

Allotment Order No. Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
437/MGNREGS, Dt. - 03.06.2011	22,500 = ₹
551/MGNREGS, Dt. - 01.07.2011	30,000 = ₹
870/MGNREGS, Dt. - 08.09.2011	30,000 = ₹
368/MGNREGS, Dt. - 16.02.2012	37,500 = ₹
<b>Total —</b>	<b>1,20,000 = ₹</b>

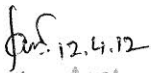
This is to certify that the above sanctioned administrative fund has been fully/ partly utilized against approved order of the P & RD, Govt. of West Bengal vide order no.3337(10)/P&RD/P/18S-01/06(Pt), Dated-15/06/2006. The administrative fund utilized for the following purpose as guided by the P & RD, 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- 4/MGNREGS/12-13 ----- dated 12.04.2012 -----

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

  
Pradhan  
Signature of GP Pradhan  
with official Seal and date

## ANNEXURE B

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

Name of the Block: MAL  
Name of the GP:- RAJADANGA

SECTION-A-(FINANCIAL)

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	0.01825
2	Fund received during the financial year from the District	83.70000
3	Fund received from Block during the financial year, if any	0
4	Misc. receipts credited during the year	0.07021
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	83.78846
6	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	2.70175
	(b) Expenditure on unskilled labour component	46.84340
	(c) Material cost including semi-skilled and skilled labour	31.79622
7	Closing balance	2.44709
8	Percentage of utilization to total funds available (6/5 x100)	97%

SECTION-B (PHYSICAL PROGRESS)

1 No. of households issued Job Cards:-

SCs	STs	Others	Total
2074	1930	3274	7278

- 2 No. of households who have demanded employment 1285  
 3 No. of households that have been provided employment 1285  
 4 No. of households that have completed 100 days employment 0  
 5 No. of Mandays generated 0.11999 (in lakh)

Memo No. 4/MGNREGS/12-13 ..... Date. 12.04.2012.....

12.4.12  
Executive Assistant  
Rajadanga Panchayat

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

Proddan

Signature of GP Proddan  
with official Seal and date