

ANNEXURE A

PART-I

Utilisation certificate for cash component for the year 2011-12 for the month of **MARCH** under NREGA for Mal block for Rungamuttee G.P.

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 **14382.51**
 2) Allotment received during the year 2011-12 under MGNREGA **41615000**

Allotment order memo no. and date	Amount of allotment received from District MGNREGS Cell
437/MGNREGS, 03/06/2011	2030000
551/MGNREGS, 01/07/2011	2030000
583/MGNREGS, 12/07/2011	2030000
612/MGNREGS, 15/07/2011	2030000
778/MGNREGS, 17/08/2011	3045000
893/MGNREGS, 16/09/2011	3045000
960/MGNREGS, 29/09/2011	3045000
1010/MGNREGS, 20/10/2011	3045000
1141/MGNREGS, 22/11/2011	3045000
1248/MGNREGS, 08/12/2011	2537500
123/MGNREGS, 03/01/2012	4060000
310/MGNREGS, 09/02/2012	4060000
513/MGNREGS, 06/03/2012	4060000
577/MGNREGS, 22/03/2012	1522500
614/MGNREGS, 26/03/2012	2030000

- 3) Miscellaneous Receipts of the agency, if any, under MGNREGA= **18274.00**
 4) Total fund available (1+2+3) = **₹ 41647656.5**

Certified that a sum of **₹41615000.00** only was received as sub allotment during 2011-12 from District NREGA Cell letter No. and date given on the margin under NREGA

Further a sum of **₹14382.51** Only being unspent balance of the previous year 2010-11 i.e. opening balance during the year was allotted to be brought forward for utilisation during the current year 2011-12. The miscellaneous receipts of the agency during the 2011-12 were **₹ 18274.00**

It is also certified that out of the above mentioned total funds of **₹41647656.51** only a sum of **₹41642427.44** only has been utilised during 2011-12 for the purpose for which it was sanctioned, out of which an amount of **₹ 609771.00** has been utilised on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of **₹5229.07** only remaining as on reporting date **31/03/2012** which will be utilised for the programme in 2011-12.

Certified that I have satisfied myself that the conditions on which fund 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 utilised 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 : Rungamuttee Memo No. 45/RGP/2012 Date : 11/04/2012

- 1) P.O. & BDO Mal Block for sanction the requisit fund as per technical veted plan and estimate under AAP 2011-12

Signature of Executive Assistant/Secretary/Nirman Sahayak Recommendation for fund (with official seal)

Signature of GP Pradhan (with official seal & Date)

Block : Mal

Memo No. 688/MGNREGS

Date : 18/04/2012

Copy forwarded for information and necessary action to :-

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

Checked & signed by APO/JPO/Block Officer for Block & GP's Recommendation for fund
Block Social Audit Co-ordinator
MGNREGS, Mal Block

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

Footnote

- 1) For Recommendation and sanction of fund as per prescribed requisition, format to be checked and signed in respect of Block by PO & BDO, 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 PO & 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-IIUtilization certificate for Administrative fund for the month of **MARCH** of the year 2011-12 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 ₹ 0.00

5) Allotment received during the year 2011-12 under MGNREGA AE fund ₹ 615000.00

6) Misc. receipt (i.e. Bank interest) ₹ 0.00

7) Total fund available (1+2+3) = ₹ 615000.00

4. Balance as on Reporting Date **31/03/2012** ₹ **5229.00**

Allotment order memo no. and date	Amount of allotment received from District MGNREGS Cell for AE fund
437/MGNREGS, 03/06/2011	30000
551/MGNREGS, 01/07/2011	30000
583/MGNREGS, 12/07/2011	30000
612/MGNREGS, 15/07/2011	30000
778/MGNREGS, 17/08/2011	45000
893/MGNREGS, 16/09/2011	45000
960/MGNREGS, 29/09/2011	45000
1010/MGNREGS, 20/10/2011	45000
1141/MGNREGS, 22/11/2011	45000
1248/MGNREGS, 08/12/2011	37500
23/MGNREGS, 03/01/2012	60000
310/MGNREGS, 09/02/2012	60000
513/MGNREGS, 06/03/2012	60000
577/MGNREGS, 22/03/2012	22500
614/MGNREGS, 26 /03/2012	30000

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 schemes 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) Out sourcing of Data Entry work (VLE).
 - e) Printing of forms etc.
 - f) Stationery and Peripherals.
 - g) Office furniture and equipments..
 - h) Capacity buildings 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 as Block level.
- 2) Arrear payment of GRS/ 2nd GRS/TA/CA/BSAC/PA/JPO if any as per P&RD
- 3) Master 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 & 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 :

Rungamuttee

SECTION-A- (FINANCIAL)

Sl No	Particulars	Amount (in Rs. Lakhs)
1	Opening Balance	0.1438251
2	Fund received during the financial year from the District	416.15
3	Fund received from Block during the financial year, if any	-
4	Misc. receipts credited during the year	0.18274
5	Total funds available (1+2+3+4) during financial year under MGNREGA	416.4765651
6	Total funds utilized during the financial year	
	(a) Expenditure on administration expenses	6.09771
	(b) Expenditure on unskilled labour component	262.54724
	(c) Material cost including semi-skilled and skilled labour	147.7793244
7	Closing Balance	0.0522907
8	Percentage of utilization to total funds available (6/5 x 100)	99.9874445

SECTION -B (PHYSICAL PROGRESS)

1 No. of households issued Job Cards :-

SCs	STs	Others	Total
1056	4789	1654	7499


2 No. of households who have demanded employment 6349
 3 No. of households that have been provided employment 6349
 4 No of households that have been completed 100 days employment 11
 5 No. of Mandays generated 1.26945


Memo No

45/RGP/2012

Date

11/04/2012


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


 Signature of GP Pradhan with
 official Seal and date