

**PART-I**

Utilization Certificate for Cash Component for the year 2011-2012 under MGNREGA for Maynaguri Block for Ramsai GP

District Jalpaiguri, West Bengal State Year 2011-12

- 1) Opening Balance as on 01.04.2011 Rs. 10,310 = 00  
 2) Allotment Received during the year 2011-12 Under MGNREGA Rs. 10591365 = 00

Certified that a sum of Rs. 10591365 = 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. 10,310 = 00 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. 11,513 = 00

It is also certified that out of the above mentioned total funds of Rs. 10613188 = 00 only a sum of Rs. 1032045 = 00 only has been utilized during 2011-12 for the purpose for which it was sanctioned, out of which, an amount of Rs. 2,63022 = 00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 27,121 = 00 only, remaining as on reporting date 4.04.12 which will be utilized for the programme in 2012-13.

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
23/05/11	B. 8,12,000 = 00
11/06/11	B. 507500 = 00
5/07/11	B. 1015000 = 00
24/08/11	B. 35,365 = 00
14/10/11	B. 101500 = 00
1315, 22/12/11	B. 10,15000 = 00
207, 27/01/12	B. 25,37,500 = 00
308, 14/02/12	B. 25,37,500 = 00
549, 15/03/12	B. 20,30,000 = 00

- 3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA = Rs. 11,513 = 00  
 4) Fund received from Block, if any, \_\_\_\_\_  
 5) Total fund available (1+2+3+4) = Rs. 10613188 = 00

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 Ramsai Memo No. 318 Date 05/04/2012

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

Signature of GP Pradhan  
 with official Seal and date

Block Maynaguri Memo No. 1900 Date 18/04/12

Copy forwarded for information and necessary action to:-

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

Checked & Signed by [Signature]  
 Assit. Programme Officer  
 (MGNREGS)  
 Maynaguri, Jalpaiguri

[Signature]  
 Counter Signature & Seal of the P.O & B.D.O  
 Programme Officer, NREGS  
 Executive Assistant  
 RAMSHA GRAM PANCHAYAT  
 Jalpaiguri

## 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. \_\_\_\_\_
- 2) Allotment Received during the year 2011-12 Under MGNREGA AE fund Rs. 1,56,365=00
- 3) Total fund available (1+2) = Rs. \_\_\_\_\_
- 4) Total utilization of A.E. fund Rs. \_\_\_\_\_
- 5) Closing balance of A.E.(3-4) = Rs. \_\_\_\_\_

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
23/05/11	B. 12,000 = 00
11/06/11	B. 7500 = 00
5/07/11	B. 15000 = 00
24/08/11	B. 365 = 00
14/10/11	B. 1500 = 00
1315, 22/12/11	B. 15000 = 00
207, 27/01/12	B. 37,500 = 00
368, 16/02/12	B. 37,500 = 00
549, 15/03/12	B. 30,000 = 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/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. 318 ..... dated 05/04/12 .....

Signature of Executive Assistant/ Secretary/

Nirman Sahayak (With Official Seal)

Signature of GP Pradhan  
with official Seal and dateExecutive Assistant  
RAMSHAI GRAM PANCHAYAT

**ANNEXURE B**

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

**Name of the Block:**

**Name of the GP:-** Ramshai Gram panchayat,

**SECTION-A-(FINANCIAL)**

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	₹ 10,310 = 00
2	Fund received during the financial year from the District	₹ 10,60,16,75 = 00
3	Fund received from Block during the financial year, if any	—
4	Misc. receipts credited during the year	₹ 11,513 = 00
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	₹ 10,61,31,88 = 00
6	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	₹ 2,63,022 = 00
	(b) Expenditure on unskilled labour component	₹ 74,55,904 = 00
	(c) Material cost including semi-skilled and skilled labour	₹ 2,86,7,141 = 00
7	Closing balance	₹ 27,121 = 00
8	Percentage of utilization to total funds available (6/5 x 100)	99.74 %

**SECTION-B (PHYSICAL PROGRESS)**

1 No. of households issued Job Cards:-

SCs	STs	Others	Total
3914	627	760	5301

- 2 No. of households who have demanded employment 3500 nos
- 3 No. of households that have been provided employment 3500 nos
- 4 No. of households that have completed 100 days employment NIL
- 5 No. of Mandays generated 74.55 (in lakh)

Memo No. 319 Date 05/04/12

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

Signature of GP Prodhhan  
with official Seal and date

*(Signature)*  
Executive Assistant  
RAMSHAI GRAM PANCHAYAT