

**ANNEXURE-A**

**PART-I**

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

District Jalpaiguri, West Bengal State Year 2011-12

- 1) Opening Balance as on 01.04.2011 Rs. 6,27,114=00  
 2) Allotment Received during the year 2011-12 Under MGNREGA Rs. \_\_\_\_\_

Allotment Order Memo No & date	Amount of Allotment received from District MGNREGA Cell
	<u>5,07,500=00</u>
	<u>10,15,000=00</u>
	<u>10,15,000=00</u>

- 3) Miscellaneous Receipts of the Agency, if any, Under MGNREGA=Rs. 26,706=00  
 4) Fund received from Block if any, \_\_\_\_\_  
 5) Total fund available (1+2+3+4) = Rs. 31,91,320=00


Certified that a sum of Rs. 25,37,500 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. 6,27,114=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. 26,706=00

It is also certified that out of the above mentioned total funds of Rs. 31,91,320=00 only a sum of Rs. 30,95,742=00 only has been utilized during 2011-12 for the purpose for which it was sanctioned, out of which, an amount of Rs. 34,263=00 has been utilized on administrative expenses permissible under the NREGA. It is further certified that the unspent balance of Rs. 95,578=00 only remaining as on reporting date..... 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. Oodlabari ..... Memo No. 445(1) ..... Date 19/04/2012

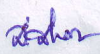
  
 Signature of Executive Assistant/ Secretary  
Oodlabari Gram Panchayat  
 Nirman Sahayak (With Official Seal)

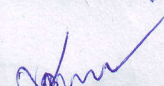
  
 Signature of GP Pradhan  
 with official Seal and date  
19.4.12  
Oodlabari Gram Panchayat

Block. Mal. ..... Memo No. 821 ..... Date 07/05/2012

Copy forwarded for information and necessary action to:-

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

  
 Checked & Signed by APO/JPO/Block Officials

  
 Counter Signature & Seal of the P.O. & P.S.O  
Programme Officer  
MGNREGS, Mal  
 &  
Block Development Office  
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. 6,27,114 = 00
- 2) Allotment Received during the year 2011-12 Under MGNREGA AE fund Rs. 25,37,500 = 00 + 26,706200 Mis. Rec.
- 3) Total fund available (1+2) = Rs. 31,94,320 = 00
- 4) Total utilization of A.E. fund Rs. 30,95,742 = 00
- 5) Closing balance of A.E.(3-4) = Rs. 95,578 = 00

Allotment Order No, Memo No & date	Amount of Allotment received from District MGNREGA Cell for AE fund
	<u>5,07,500 = 00</u>
	<u>10,15,000 = 00</u>
	<u>10,15,000 = 00</u>

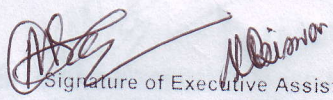
This is to certify that the above sanctioned administrative fund has been fully/ partly utilized against approved order of the P & RD, Govt. of West Bengal vide order no.3337(10)/P&RD/P/18S-01/06(P1), Dated-15/06/2006. The administrative fund utilized for the following purpose as guided by the P & RD, 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/2nd 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. 445 (2) dated 19/04/12

  
Signature of Executive Assistant/ Secretary/

**Executive Assistant**  
Nirmal Sahayak (With Official Seal)  
**Oodlabari Gram Panchayat**

  
Signature of GP Pradhan  
with official Seal and date  
19.4.12  
**Oodlabari Gram Panchayat**

## 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:- DODLABARI

SECTION-A-(FINANCIAL)

Sl. No.	Particulars	Amount (in Rs. Lakhs)
1	Opening balance	6,27,114 = 00
2	Fund received during the financial year from the District	25,37,500 = 00
3	Fund received from Block during the financial year, if any	—
4	Misc. receipts credited during the year	26,706 = 00
5	Total funds available (1+2+3+4) during the financial year under MGNREGA	31,91,320 = 00
6	<b>Total funds utilized during the financial year</b>	
	(a) Expenditure on administrative expenses	34,263 = 00
	(b) Expenditure on unskilled labour component	28,60,650 = 00
	(c) Material cost including semi-skilled and skilled labour	2,00,829 = 00
7	Closing balance	95,578 = 00
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

- 2 No. of households who have demanded employment 1993  
 3 No. of households that have been provided employment 1993  
 4 No. of households that have completed 100 days employment Nil  
 5 No. of Mandays generated 0.21001 (in lakh)

Memo No. 445(3) Date 19/04/12

Signature of Executive Assistant/Secretary/  
 Oodlabari Gram Panchayat (With Official Seal)

Signature of GP Pradhan  
 19.4.12  
 Up-Pradhan  
 Oodlabari Gram Panchayat