

GOVERNMENT OF ASSAM
FINANCE (ECONOMIC AFFAIRS) DEPARTMENT
SFC CELL.

No. FEA (SFC)326/2008/91

Dated Dispur the December 14 , 2009.

From: The Joint Director
Finance (Economic Affairs) Department
Dispur , Assam.

To. The Additional /Joint Secretary to the Govt. of Assam
Panchayat & Rural Development/ Urban Development / G D Department

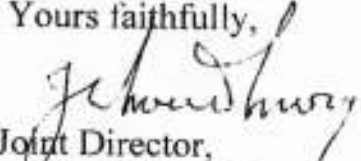
Sub: Uniform Format for Utilization Certificate under award of the Third Assam
State Finance Commission.

Sir,

With reference to the subject cited above, I am directed to forward herewith the Format of the utilization certificate under award of Third Assam State Finance Commission under the head of Account "3604 – Compensation & Assignment to Local Bodies and PRIs as per Annexure –I . The LSGI may use this format until finalization of the guidelines and format in respect of the Local Bodies.

I am, therefore, to request you to kindly circulate this format and collect information from concerned LSGIs for reconciliation of expenditure with AG, Assam.

Yours faithfully,


Joint Director,

Finance (Economic Affairs) Department

Memo No. FEA(SFC)326/2008/91 -A

Dated Dispur the December 14 , 2009.

Copy to:-

1. The Accountant General (A&E) Assam , Maidamgaon, Beltola , Guwahati -29
2. The Principal Accountant General (Audit), Local Bodies (Audit& A/Cs), Assam, Maidamgaon, Beltola, Guwahati-29.
3. The Commissioner of Panchayat & Rural Development, Punjabari, Juripara , Assam , Guwahati.
4. The Director , Municipal Administration (MA) Secretariat Complex, Dispur
5. The Commissioner, GMC Panbazer, Kamrup , Assam.
6. The Director, Audit (Local Fund), Assam, Karbhawan , Dispur.
7. All DC /SDO for information and necessary action.
8. All Chairmen MBs/TCs for information and necessary action.
9. All CEO of Zilla Parishad for information and necessary action

By order etc.


Joint Director,

Finance (Economic Affairs) Department

Annexure -I

UTILISATION CERTIFICATE
Under award of the Third Assam State Finance Commission
(FOR SALARY OR NON-SALARY)
(Temporary Uniform format)

Certified that the fund Rs.----- only which was sanctioned -----
 ----- for salary and wages of employees / Non-salary of -----MBs
 &TCs and the fund was released from the DDOs -----vide cheque/drafts
 No -----dated -----Rs.----- only has been fully utilized for the purpose of
 salary and non-salary or any others fund under award of TASFC which was sanctioned .

Certificate regarding receipt and drawal of fund of TASFC grants as follows:-

(A) Receipt of fund (TASFC grants) from State Government

Installment	Name of DDOs	Name of PRIs/ MBs/TCs	No and Date of the Local Body Grant sanctioned order of State Government	No and Date of the Local Body Grant budget allotment order of State Government (as per LSGI -III & LSGI -IV)	Sanctioned amount (in Rupees)	Budget allotment (in Rupees)	Date of Claim to Treasury
First installment							
Second installment							

B) Drawal of fund (TASFC grants) to the PRIs and ULBs

Installment	Name of PRIs/ MBs/TCs	Date of the drawal of fund by DDOs	Voucher No	Date of encashment / transfer of the amount to Bank A/C	Amount released (in Rupees)	Balance amount if any (in Rupees)	Remark
First installment							
Second installment							

***Statement showing of details of Utilization Certificate amount and expenditure amounts in respect of each PRI /ULB is required to be submitted.**

*** Copies forwarded to concerned Heads of Departments /Administration Departments/ SFC Cell under Finance (EA) Department/ Director Audit (Local fund), Assam.**

Chairmen MBs/ TCs (ULB)

-----PRIs

Commissioner /Director

D.D.Os (Concerned)

1. Deputy Commissioner /SDOs(ULBs)

Secretary /Commissioner

----- Department