

Annexure to the GO no. 1576-RD/P/NREGA/18A-02/06 dated 13th March 2006
Project wise report

Form F1

Sl No	Project code	Project Name	Estimated Cost	Estimated unskilled Mandays	Project Category	Release of Funds					Date of Start	Expenditure					USkilled Mandays generated	% Complete	Completion documents submitted	Remarks
						1st installment	order No and date	2nd installment	order No and date	Total		US wages	S/SS wages	Material	Worksite facilities	Total				
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21

* The projects which are running and the projects completed during the current financial year shall be shown in this table

<p>Certified that a sum of Rupees.....were spent during this month on.....projects out of available fund of Rupees..... for Projects. The project wise breakup of releases and break up of expenditure on Unskilled wages, Semi skilled and skilled wages, Materials and equipments, worksite facilities and exgratia is given in the table annexed.</p> <p>it is further certified that all the payments of wages made have been recorded in the job cards of the workers; no payment of wages was delayed for more than 14 days; no fund has been embezzled or diverted for any other purpose; all the muster rolls have been entered in the Registration cum employment register; the board, giving the salient features of the project, is erected at the work site; and</p> <p>it is further certified that the utilisation certificates and other completion documents for the projects completed during the last month have been supplied to the Programme Officer. It has been ensured that the physical and financial performance under WBREGS has been according to the requirements as prescribed by the Act, the Scheme and other instructions in this regard.</p>	<p>Certified that I have satisfied myself that the conditions, prescribed in the NREGA, WBREGS and other Executive Instructions, on which the funds was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised sufficient checks to see that the money has been actually utilised for the purpose for which it was sanctioned:</p>					
	<p>Kind of checks exercised (list below)</p>					
	<p>It has been ensured that the physical and financial performance under the NREGA/WBREGS has been according to the requirement as prescribed in the Act and the Scheme.</p>					
	<table border="1"> <tr> <td>Date</td> <td>Signature</td> </tr> <tr> <td></td> <td>Name</td> </tr> <tr> <td></td> <td>Office Stamp of the Designated Authority</td> </tr> </table>	Date	Signature		Name	
Date	Signature					
	Name					
	Office Stamp of the Designated Authority					

Requisition form for second installment

Form F2

Certified that a sum of Rupees..... was released as first installment forprojects mentioned in the list and more than 60% of the fund available for all these projects has been spent. The details of expenditure are given in the annexed table.

Certified that the
 all the payments have been recorded in the job cards of the workers;
 no payment of wages was delayed for more than 14 days;
 no fund has been embezzled or diverted for any other purpose;

all the muster rolls have been entered in the Registration cum employment register;
 the board, giving the salient features of the project, is erected at the work site; and

Now you are requested to release the second installment for these projects.

Sl No	Project code	Project Name	Estimated Cost	1st installment	Expenditure					USkilled Mandays generated	% of expenditure	Remarks
					US wages	S/SS wages	Material	Worksite facilities	Total			
1	2	3	4	5	6	7	8	9	10	11	12	13
Total												

Certified that a sum of Rupees.....were spent during this month on.....projects out of available fund of Rupees..... for Projects. The project wise breakup of releases and break up of expenditure on Unskilled wages, Semi skilled and skilled wages, Materials and equipments, worksite facilities and exgratia is given in the table annexed. it is further certified that all the payments of wages made have been recorded in the job cards of the workers; no payment of wages was delayed for more than 14 days; no fund has been embezzled or diverted for any other purpose; all the muster rolls have been entered in the Registration cum employment register; the board, giving the salient features of the project, is erected at the work site; and	Certified that I have satisfied myself that the conditions, prescribed in the NREGA, WBREGS and other Executive Instructions, on which the funds was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised sufficient checks to see that the money has been actually utilised for the purpose for which it was sanctioned:
	it is further certified that the utilisation certificates and other completion documets for the projects completed during the last month have been supplied to the Programme Officer. It has been ensured that the physical and financial performance under WBREGS has been according to the requirements as prescribed by the Act, the Scheme and other instructions in this regard.

Gram Panchayat and Implementing Agency wise report from the Programme Officer

Form F3

Sl No	GP/IA code	GP/IA Name	no of projects	Total estimated Cost	Total estimated unskilled Mandays	total fund released on these projects	Expenditure						USkilled Mandays generated	Remarks
							US wages	S/SS wages	Material	Worksite facilities	Contingency	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

* The projects which are running and the projects completed during the current financial year shall be reflected in this table

Certified that Opening Balance at the beginning of the year was Rupees....., Rupees.....were received as grant during the year and Rupees..... weremisellaneous receipts. The total availability of funds till this month was Rupees..... Out of which Rupees.....were allotted to the Gram Panchayats/ Implementing Agencies. A sum of Rupees.....were spent on.....projects upto this month. The expenditure till the last month was Rupees..... and hence Rupees..... have been spent during this month. The breakup of releases and break up of expenditure on Unskilled wages, Semi skilled and skilled wages, Materials and equipments, worksite facilities and exgratia and contingency is given in the table annexed.

it is further certified that the Gram Panchayats and Implementing Agencies are ensuring that

all the payments of wages made have been recorded in the job cards of the workers;
no payment of wages was delayed for more than 14 days;

no fund has been embezzled or diverted for any other purpose; and

all the muster rolls have been entered in the Registration cum employment register;
the board, giving the salient features of the project, is erected at the work site

it is further certified thatThe accounts for the yearhave duely been audited by the chartered accountant and the audited statement of accounts has been obtained and approved. The utilisation certificate and the audit/inspection reports for the prescribed year in respect of all the implementing agencies including Gram Panchayats have been obtained and duly scrutinised. It has been ensured that the physical and financial performance under WBREGS has been according to the requiremments as prescribed.

Certified that I have satisfied myself that the conditions, prescribed in the NREGA, WBREGS and other Executive Instructions, on which the funds was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised sufficient checks to see that the money has been actually utilised for the purpose for which it was sanctioned:

Kind of checks exercised

The Utilisation Certificates and the Audit/Inspection reports for the prescribed year in respect of all the Gram Panchayats have been obtained and duly scrutinised.

It has been ensured that the physical and financial performance under the NREGA/WBREGS has been according to the requirement as prescribed in the Act and the Scheme.

Date

Signature

Name

Office Stamp of the Designated Authority

Blockwise report from the District Programme Coordinator

Form F4

Sl No	Block code	Block Name	no of projects	Total est Cost	Total est unskilled Mandays	total fund released	Expenditure						USkilled Mandays generated	Remarks
							US wages	S/SS wages	Material	Worksite facilities	Contingency	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15

* The projects which are running and the projects completed during the current financial year shall be reflected in this table

Certified that Opening Balance at the beginning of the year was Rupees....., Rupees.....were received as grant during the year and Rupees..... weremisclaneous receipts. The total availability of funds till this month was Rupees..... Out of which Rupees.....were allotted to the Programme Officers.A sum of Rupees.....were spent on.....projects upto this month. The expenditure till the last month was Rupees..... and hence Rupees..... have been spent during this month.The breakup of releases and break up of expenditure on Unskilled wages, Semi skilled and skilled wages, Materials and equipments, worksite facilities and exgratia and contingency is given in the table annexed. it is further certified that the Gram Panchayats and Implementing Agencies are ensuring that

all the payments of wages made have been recorded in the job cards of the workers;

no payment of wages was delayed for more than 14 days;

no fund has been embezzled or diverted for any other purpose; all the muster rolls have been entered in the Registration cum employment register; and the board, giving the salient features of the project, is erected at the work site.

it is further certified thatThe accounts for the yearhave duely been audited by the chartered accountant and the audited statement of accounts has been obtained and approved. The utilisation certificate and the audit/inspection reports for the prescribed year in respect of all the implementing agencies including Gram Panchayats have been obtained and duly scruitinised. It has been ensured that the physical and financial performance under WBREGS has been according to the requirements as prescribed.

Certified that I have satisfied myself that the conditions, prescribed in the NREGA, WBREGS and other Executive Instructions, on which the funds was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised sufficient checks to see that the money has been actually utilised for the purpose for which it was sanctioned:

Kind of checks exercised

The Agency's statement of Accounts for the yearduly audited by the chartered accountant have been obtained and sanctioned.

The Utilisation Certificates and the Audit/Inspection reports for the prescribed year in respect of all the Gram Panchayats/ Programme Officers have been obtained and duly scruitinised.

It has been ensured that the physical and financial performance under the NREGA/WBREGS has been according to the requirement as prescribed in the Act and the Scheme.

Date

Signature
Name
Office Stamp of the Designated
Authority

