

Government of West Bengal

Education Directorate

Bikash Bhavan, 8<sup>th</sup> floor, Salt lake, Kolkata 700 091

NOTESHEET

Dated : Kolkata, November 12 , 2014

Instant matter concerns with procurement of Utilization Certificate from different Govt. Aided Colleges who have received grants in relation to "performance cum Need based Incentive scheme for the Financial years 2010-11, 2011-12, 2012-13, 2013-14.

It may be pertinent to mention here that AG Audit visited this Directorate on and from 2<sup>nd</sup> January, 2014 for auditing the Accounts and other related matters of this office and in that connection also made visit to eleven Govt. Aided Colleges as for sample survey.

As a sequel to their said audit the team made several observations which it had sent later in the form of paras for compliance. One such para relates to procurement of utilization certificates from different Govt. Aided colleges who were the recipients of Govt. grant as mentioned above.

In this connection it may not be out of point to mention here that letters have been transmitted to defaulter colleges for submitting the utilization certificates but till date only a few no. of colleges responded in this regard.

Now, it has become the need of the hour to inform the defaulter colleges immediately to submit the required utilization certificates for compliance of the audit query.

A draft letter is being placed for his kind perusal and approval.

In this context it may be proposed that the said letter may be given through website of the H.E. Department for its rapid circulation.

Submitted.

DPI, W.B.  
K. Basak  
OSD/H.E.

May be uploaded

M. Choudhury  
12-11-14

12.11.14

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Education Directorate

Bikash Bhavan, 8<sup>th</sup> floor, Salt lake, Kolkata 700 091

Memo No. ED-909/2014

Dated : Kolkata, November 12, 2014

From : The Director of Public Instruction  
West Bengal

To : Principal/ Teacher-in-charge

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Sub : Submission of "Utilization Certificate" of fund released under "Performance-cum-need based Incentive Scheme" for the years 2010-11, 2011-12, 2012-13 & 2013-14.

With reference to the subject mentioned above, the undersigned has to state that "Utilization Certificate" in respect of grant under reference has fallen due for a long time.

Under the circumstances he/she is requested to submit the Utilization Certificate (UC) in the prescribed proforma as stated in respective Government Order(s) for the period 2010-11, 2011-12, 2012-13 & 2013-14, as the case may be, without any further delay.

**The UC may be submitted directly to Joint Director of Public Instruction (NGC), WB at Room No. 816.**

This may be treated as extremely urgent as the Audit Compliance report is to be submitted within 30<sup>th</sup> November, 2014 on behalf of this Directorate to the authority concerned.



Director of Public Instruction

West Bengal