

UTILISATION CERTIFICATE

F.Y. 2017-18

(TO BE SENT IN DUPLICATE TO THE MINISTRY OF ENVIRONMENT, FORESTS
AND CLIMATE CHANGE)

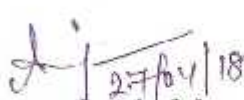
For the financial year 2017-18 (April, 2017 to March, 2018)

1.	Title of the Project	ENVIS Resource Partner (RP) on 'Environmental Biotechnology'
2.	Name of the Organization/ Institute where ENVIS Centre is located	Dept. of Environmental Science University of Kalyani Kalyani, Nadia – 741235, West Bengal
3.	Principal Investigator/ Coordinator of the ENVIS Centre	Dr. Debasish Das, ENVIS Coordinator
4.	Ministry of Environment, Forests and Climate Change letter No. and date of establishment of Centre	MoU signed between MoEF and Univ. 4/1/WB/2002/ ENVIS (PT), 14th March 2002 Date : 14.03.2002
5.	Amount brought forward from the previous year quoting Ministry of Environment, Forests and Climate Change letter no. and date on which the Authority to carry forward the said amount was given.	₹ 23,917/- Letter No. 23/18/2017-EI (Pt.) Dated: 19.09.2017
6.	a) Amount sanctioned/received from Ministry of Environment, Forests and Climate Change during the financial year 2017-18 (Please give No. and dates of sanction showing the amount paid) b) Interest/Receipts earned during the year, if any	Sanction No. 23/18/2017-EI Dated: 12.05.2017 Sanction Amount: ₹2,90,201/- Released Amount: ₹2,90,201/- Sanction No. 23/18/2017-EI (Pt.) Dated: 19.09.2017 Sanction Amount: ₹17,09,184/- Released Amount: ₹13,95,066/- ₹19,127/- (Year: 2017-18)
7.	Total amount that was available for expenditure (including commitments) incurred during the financial year (S.No.5+ S.No.6)	₹ 17,28,311/-
8.	Actual expenditure incurred from 1 st April, 2017 to 31 st March, 2018 (excluding / including commitments)	Expenditure: ₹ 12,92,834/-
9.	Balance amount available at the end of financial year (up to 31 st March, 2018)	₹ 4,35,477/-
10.	Unspent balance refunded if any (Please give details of Cheque/DD No. etc.)	Nil
11.	Amounts allowed to be carried forward to the next Financial year (i.e. 2017-18 to 2018-19)	₹ 4,35,477/-


Certified that the expenditure ₹12,92,834/- (Rupees twelve lakh ninety-two thousand eight hundred thirty four only) as mentioned against Column 8 was actually incurred on the Project/Scheme for the purpose for which it was sanctioned.

Place:


Date:


27/04/18
Signature and seal of the
Accounts Officer
University of Kalyani
Kalyani, Nadia, West Bengal
Pin-741235


Signature and seal of the
ENVIS Coordinator
Prof. Debasish Das
Coordinator (In-Charge)
Envis Center on Environmental Bio Technology
Department of Environmental Science
University of Kalyani


Signature and seal of
Head of the Organization
REGISTRAR
University of Kalyani
Kalyani, Nadia-741235
West Bengal

Ministry is kindly requested to accord permission to carry forward the amount of ₹ 4,35,477/- from financial year 2017-18 to financial year 2018-19 for expenditure.


(Signature and seal of
Head of the ENVIS Centre)
Prof. Debasish Das
Coordinator (In-Charge)
Envis Center on Environmental Bio Technology
Department of Environmental Science
University of Kalyani

Note: The approval of the Ministry for carry forward of unspent balance of grants from one financial year to the next may kindly be obtained. This procedure is to be followed after every financial year i.e. after 31st March every year. For this purpose utilization certificate in the prescribed Performa (in duplicate) should be submitted within thirty days from the end of the financial year i.e. 30th April of the year.

Accepted and countersigned

COMPETENT AUTHORITY
MINISTRY OF ENVIRONMENT, FOREST AND CLIMATE CHANGE

FORM GFR 12 - A

[[See Rule 238 (1)]]

**FORM OF UTILIZATION CERTIFICATE
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION**UTILIZATION CERTIFICATE FOR THE YEAR 2017-2018 in respect
of recurring/non-recurring
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

- Name of the Scheme: **Environmental Information System (ENVIS)**
- Whether recurring or non-recurring grants : **Recurring**
- Name of the Grantee Org.: **Dept. of Environmental Science, University of Kalyani,
West Bengal, Nadia, India**
- Grants position at the beginning of the Financial year
 - Cash in Hand/Bank: **23,917.00**
 - Unadjusted advances: **0.00**
 - Total: **23,917.00**
- Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl. No. 4 (ii)]	Interest Earned thereon (2017-18)	Interest deposited back to the Govt.	Grant received during the year			Total Available funds (1+2-3+4)	Expenditure incurred	Closing Balances (5-6)
			Sanction No. (i)	Date (ii)	Amount (iii)			
1	2	3	4			5	6	7
23,917/-	19,127/-	Nil	23/18/2017 -EI and 23/18/2017 -EI (Pt.)	12 th May 2017 and 19 th Sept., 2017	2,90,201/-+ 13,95,066/-+	17,28,311/-	12,92,834/-	4,35,477/-

Component wise utilization of grants:

Grant-in-aid- General	Grant-in-aid- Salary	Grant-in-aid- creation of capital assets	Total
12,92,834/-	NIL	-NIL-	12,92,834/-

Details of grants position at the end of the year

- Cash in Hand/Bank: **4,35,477.00**
- Unadjusted Advances: **0.00**
- Total: **4,35,477.00**

Certified that I have satisfied myself that the conditions on which grants were sanctioned have been duly fulfilled/are being fulfilled and that I have exercised following checks to see that the money has been actually utilized for the purpose for which it was sanctioned:

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- (vii) It has been ensured that the physical and financial performance under **ENVIS Scheme** has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure - I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure - II duly enclosed (to be formulated by the Ministry/ Department concerned as per their requirements/ specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure -II (to be formulated by the Ministry/Department concerned as per their requirements/ specifications).

Date:

Place:


Signature with seal
03.05.18

MRIDUL KUNDU
Finance Officer
University of Kalyani

Name.....
Chief Finance Officer
(Head of the Finance)


Signature with seal
REGISTRAR
University of Kalyani
Kalyani, Nadia-741235
West Bengal

Name.....**Prof. Debansu Ray**
Head of the Organisation

[Strike out inapplicable terms]

Ministry of Environment, Forests and Climate Change
Environmental Information System (ENVIS)
EXPENDITURE STATEMENT

(To be sent in duplicate to The Ministry of Environment, Forests & Climate Change)

For the financial year 2017-18 (April, 2017 to March, 2018)

Sl No	Sanctioned Object Head	Total Amount Sanctioned (in ₹)	Amount Received (in ₹) (By carry forward)	Expenditure Incurred (in ₹)	Available Balance (in ₹)
1.	MANPOWER	11,88,884/-	11,88,884/-	97,72,534/-	04,16,350/-
2.	OTHERS (Database development, website maintenance, printing of Newsletters & Prakriti Map, contingency, stationery, consumables, AMC, Internet charges, training, inter-centre interaction workshops, expenses on monitoring, ISBEID Database development, Mobile App Development etc.)	4,65,300/-	4,56,884/- *(By C.F) 2,281/- *(By C.F) 6,935/- *(Others and Mobile apps & outreach activity and travel)	4,65,300/-	NIL
3.	TRAVEL	55,000/-	40,299/- *(By C.F) 14,701/-	55,000/-	NIL
4.	TOTAL	17,09,184/-	17,09,184/-	12,92,834/-	04,16,350/-
Bank interest during financial year 2017-18					49,127/-
Net balance amount available at the end of financial year (up to 31st March, 2018)					04,35,477/-



Signature and seal of the
ENVIS Coordinator

Prof. Debasish Das
Coordinator (In-Charge)

Envis Center on Environmental Bio Technology
Department of Environmental Science
University of Kalyani



Signature and seal of the
Head of the Organization

REGISTRAR
University of Kalyani
Kalyani, Nadia-741235
West Bengal

Further requirements of funds for the financial year 2018-19

Sl. No.	Object Head	Amount sanctioned during last financial year 2017-18 (in ₹)	Amount required for the present financial year 2018-19 (in ₹)	Justification for additional budget
1	Manhours/ Manpower	11,88,884/-	13,67,220/- For four posts	[Dr. Anusaya Mallick, Programme Officer: @ Rs. 40,340/- p.m.] [Mr. Sourov Banerjee, Information Officer: @ Rs. 33,694/- p.m.] [One IT Officer/GIS specialist @ Rs. 27,251/-p.m.] [One DEO @ Rs. 12,650/- p.m.]
	<p>1. Our Program Officer is an experience and efficient person. She has more than 11 years research experience in various fields. She is working more than 6 years in this centre.</p> <p>2. Our Information Officer is really an efficient computer technician. He can manage entire web related matters pertaining to our project work since 2005. He is an experienced person more than 18 years in Envis activities.</p>			
2	Others	4,65,300/-	5,35,095/-	
	(Database development, website maintenance, printing of Newsletters and Abstract volumes, contingency, stationery, consumables, AMC, Internet charges etc.)			
	Mobile apps development, preparation for Video clipping on thematic based (Documentary on Biotechnological applications) and outreach activity		1,00,000/-	Mobile apps preparation and to organized seminar, awareness and training programmes, school/village sensitization programme Video clipping on thematic based documentary on Biotechnological applications
3	Travel etc.	55,000/-	1,50,000/-	To attained the Seminar, Workshop, Training programme, Field Survey related to ENVIS Centre in National level
	Total	17,09,184/-	21,52,315/-	


**Signature and seal of the
ENVIS Coordinator**

Prof. Debasish Das
 Coordinator (In-Charge)
 Envis Center on Environmental Bio Technology
 Department of Environmental Science
 University of Kalyani


**Signature and seal of the
Head of the Organization**
 REGISTRAR
 University of Kalyani
 Kalyani, Nadia-741236
 West Bengal