



FD Diary No. 882  
Dated 19.9.2013

UNIVERSITY GRANTS COMMISSION  
BAHADURSHAH ZAFAR MARG  
NEW DELHI-110002

No.F. 1-24/2013 (CC)

December, 2013

The Under Secretary (FD-III)  
University Grants Commission  
Bahadur Shah Zafar Marg  
New Delhi-110 002

02 DEC 2013

**Subject :** Release of Grants-in-aid to **Mahishadal Raj College, P.O: Mahishadal, District Purba Medinipur-721 628 (West Bengal)** for the year 2013-2014 under the Scheme of Community Colleges.

Sir,

I am directed to convey the sanction of the University Grants Commission for payment of grant of an 'on account grant' of **Rs.29,42,500/- (Rupees Twenty nine lakh forty two thousand five hundred only)** as 1<sup>st</sup> installment out of the total approved grant of **Rs. 58,85,000/-** for the year 2013-2014 towards Community Colleges to the Principal, Mahishadal Raj College, P.O: Mahishadal, District Purba Medinipur-721 628 (West Bengal). The expenditure to be incurred during 2013-2014.

(Rs.in Lakhs)

Name of the Item	Head of Account	Allocation	Grant now being sanctioned as 1 <sup>st</sup> Installment	Total grant
<b>Community Colleges</b> i) Automobiles ii) Other (Community Care & Extension Service)	6 (iv) 31	58.85 lakh	29,42,500/-	29,42,500/-
<b>Total</b>				<b>29,42,500/-</b>

1. The **sanctioned** amount is debitable to Principal, Mahishadal Raj College, P.O: Mahishadal, District Purba Medinipur-721 628 (West Bengal) and is valid for payment during the financial year 2013-2014 only under the Head of account 6 (iv) 31.
2. The amount of the Grant shall be drawn by the Under Secretary (Drawing and Disbursing Officer) UGC on the Grants-in-aid bill and shall be disbursed to and credited to the **Principal**, Mahishadal Raj College, P.O: Mahishadal, District Purba Medinipur-721 628 (West Bengal) through Electronic mode as per the following details:

a)	Details (Name & Address) of Account Holder :	Mahishadal Raj College Building, Vill. Garkamalpur, P.O Mahishadal, District Purba Medinipur-721 628
b)	Account No:	1046010104650

c)	Name & address of Bank branch:	United Bank of India Garkamalpur Branch (1046), Mahishadal, Purba Medinipur-721 628 (W.B).
d)	MICR Code:	
e)	IFSC Code:	UTB10GKPD31
f)	Type of Account:	S/B

3. The Grant is Subject to the adjustment on the basis of Utilization Certificate in the prescribed proforma submitted by the University/Institution.
4. The University / Institution shall maintain proper accounts of the expenditure out of the Grants which shall be utilized only on the approved items of expenditure.
5. The University / Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guideline there under from time to time.
6. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.
7. The assets acquired wholly for substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilised for the purposes other than those for which the grants was given without proper sanction of the UGC and should at any time the University ceased to function, such assets shall revert to the University Grants Commission.
8. A Register of Assets acquired wholly or substantially out of the grant shall be maintained by the University in the prescribed proforma.
9. The grantee institution shall ensure the utilization of grants-in-aid for which it is being **sanctioned** / paid. In case of non-utilization/part utilization thereof, simple interest @ 10% per annum, as amended from time to time on the unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
10. The University / Institution shall follow strictly the Government of India / UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)] in teaching and non-teaching posts.
11. The University / Institution shall fully implement the Official Language Policy of Union Government and comply with the Official Language Act, 1963 and Official Languages (Use for Official Purposes of the Union) Rules, 1976 etc.

12. The sanction is issued in exercise of the delegation of powers vide UGC Order No. 130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/5/2013.
13. The **College** /Institution shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.
14. The **College** / Institution shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).
15. The accounts of the **College**/ Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
16. The annual accounts i.e. balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
17. Funds to the extent of **Rs. 100.00 crore** are available under the scheme.
18. This issues with the concurrence of IFD vide Diary No. **2846** (IFD) dated 4.9.2013.
19. This issues with the approval of **Secretary** Diary No. **743** vide dated 28.11.2013.

Yours faithfully,

*Sd/* —

(Smita Bidani)  
Education Officer

**Copy forwarded for information and necessary action for:-**

1. ✓ The Principal, Mahishadal Raj College, P.O: Mahishadal, District Purba Medinipur-721 628 (West Bengal).
2. The Registrar, Vidyasagar University, Rangamati, Medinipur-721 102 (W.B).
3. Office of the Director General of Audit, Central Revenues, AGCR Building, I.P.Estate, New Delhi.
6. Accountant General, Government of West Bengal, Kolkata (W.B).
7. Guard File.

*Anita Gogna*

(Anita Gogna)  
Section Officer