



राजीव गांधी राष्ट्रीय युवा विकास संस्थान
Rajiv Gandhi National Institute of Youth Development
युवा कार्यक्रम और खेल मंत्रालय, भारत सरकार
Ministry of Youth Affairs & Sports
श्रीपेरुम्बुदूर/ Sriperumbudur- 602 105

दिनांक /Date: 14.12.2020

RGNIYD/Admin/NER-Projects/2020-21

To

The Registrar
Tezpur University, Assam.

Sir,

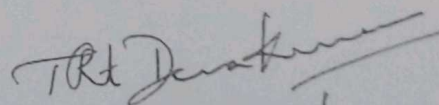
I am directed to convey the sanction of the Director for budget of Rs.1,72,300/- (Rupees one lakh seventy two thousand three hundred only) to you for organizing Programme "Mass Communication and Media" during 08th – 09th January 2021.

The sanction is subject to the following conditions:

1. The sanction is generally subject to the conditions laid down in General Financial Rules of Government of India as amended from time to time.
2. The organisation should furnish Utilisation Certificate in Form 12A of GFR2017 along with Audited statement for the expenditure incurred for the programme with supporting vouchers.
3. Non-submission of UC and/or relevant documents in support of the expenditure incurred for the programme, RGNIYD Sriperumbudur may take any action as it may deem fit including withholding of balance grants for this programme.
4. **All vouchers should be serially numbered, neatly stitched and submitted in a separate volume along with the completion report.**
5. Cash payment in excess of Rs.5,000/- (Rupees five thousand only) should not be made to any Person, Firm, Organisation in connection with the supply made or services rendered for this programme.
6. The hosting organization should maintain separate accounts for the amount released by RGNIYD Sriperumbudur. Such accounts shall be open to check by an officer deputed by RGNIYD Sriperumbudur to ensure proper utilization of funds and that no profit is earned out of them.
7. The grantee shall not divert the grants for any other purpose and shall not entrust the conduct of the programme to another institution or organisation. If the grantee fails to utilize the grant, for the purpose for which the same has been sanctioned, the grantee will be required to refund the entire amount with interest at the rate of 10% per annum.

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8. The fact that the programme is sponsored by the RGNIYD Sriperumbudur should be prominently highlighted and displayed while conducting the programme.
9. The 50% of approved budget will be released as advance and balance 50% of the amount will be released on receipt of Utilisation Certificate (UC) and Project Report.
10. The decision of the Director, RGNIYD Sriperumbudur as to whether there has been breach or violation of any of the terms and conditions mentioned in this sanction order shall be final and binding on the grantee.
11. The sanctioned amount should be utilized only for the purpose for which it is sanctioned and the unspent balance of grants-in-aid, if any, shall be refunded to RGNIYD Sriperumbudur immediately after conducting the programme.
12. Income tax should be deducted at source wherever necessary as per the provisions of Income Tax Act.
13. All purchases should be made only from dealers registered under GST Act. Similarly all services should be availed of from any dealers registered under GST Act. All purchases made and services availed of for the programme should be supported by proper bills. If any expenditure is not supported by proper bill RGNIYD Sriperumbudur may disallow the expenditure and make necessary deductions from the balance of grant, if any, payable or from the grants payable to the grantee in future for any other programme.
14. Copies of photographs taken during the conduct of the programme (Soft copy in CD) should be sent along with the project report to RGNIYD Sriperumbudur.
15. To the extent possible Resource persons and participants with Aadhaar Card only may be allowed to take part in the programme.
16. On completion of the Programme, a report in the format **annexed** with this sanction order should be submitted to RGNIYD Sriperumbudur along with the Utilisation Certificate.


(Prof. Dr. T. R. A. Devakumar)
Registrar

Copy to:

1. Prof. Abhijit Bora
Coordinator, Tezpur University, Assam.
2. Prof. Vasanthi Rajendran, Head CTO & CB, RGNIYD Sriperumbudur.

TEZPUR UNIVERSITY

(A Central University)

NAPAAM :: TEZPUR – 784028 :: ASSAM

Utilization Certificate :

Programme title : Career Evolve – A Two-day workshop on Career Opportunities in Mass Communication

(Sponsored by RGNIYD, Sripierambudur),

Dates : January 9, 10, 2021,

Sanctioned amount	Expenditure Heads	Expenditure
Rs 1,72,300/-	Food and Accommodation	85996
Grants already received (First installment) Re 86,150/-	Travel including long distance, local and participants' TA	33509
	Honorarium for resource persons	10500
Amount receivable (Second and final installment) Rs 72,126/- (Rs 1,58,276 – 86,150)	Stationery kit, photocopy, certificate printing, banners with stand,	17733
	Photography and videography	6000
	Hall arrangement, mementos, sanitizers, mask, water bottle	4538
	Grand Total	1,58,276 (Rs one lakh fifty eight thousand two hundred seventy six only)

Abhijit Bora
30/03/2021

(Abhijit Bora)

Workshop Coordinator

For SURAJIT CHAKRABORTY & CO.
CHARTERED ACCOUNTANTS

[Signature]
13.04.2021
CA. SURAJIT CHAKRABORTY
(Proprietor)
Membership No. - 305054

Signature :

Name :

Chief Finance Officer (Head of Finance)

Finance Officer
Tezpur University

Signature

Name :

Head of Institution :

Registrar
Tezpur University

GFR 12 - A

{(See Rule 238 (1))}

FORM OF UTILIZATION CERTIFICATE

FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION

UTILIZATION CERTIFICATE FOR THE YEAR 2020-2021 in respect of recurring / non-recurring,

GRANTS-IN-AID

1. Name of the Scheme : Workshop under Special programmes for NER from RGNIYD, Sriperambudur.
2. Whether recurring or non-recurring : Recurring
3. Grants position at the beginning of the year :
 - (i) Cash in Hand / Book
 - (ii) Unadjusted advances : Does not arise
 - (iii) Total
4. Details of grants received, utilized, expenditure incurred and closing balance : (Actuals)

Unspent Balances of Grants received years (figure as at Sl. No. 3 (iii))	Interest Earned thereon	Interest deposited back to the Government	Grant received during the years			Total available funds (1 + 2 + 3 + 4)	Expenditure incurred	Closing balance (5 - 6)
			4	5	6			
Does not arise	Does not arise	Does not arise	Sanction No. (i)	Date (ii)	Amount (iii)			
			RGNIYD/Adm in/NE-Projects/2020-21	14/12/2020	Rs 86,150/-	Rs 86,150/-	1,58,276/-	Rs 72,126/- (Receivable from funding agency)

Component wise utilization of grants :

Grant-in-aid General	Grant-in-aid Salary	Grant-in-aid -creation of capital assets	Total
YES	Not Applicable	Not Applicable	Not Applicable.

Details of grants position at the end of the year

- (i) Cash in Hand / Book
- (ii) Unadjusted advances
- (iii) Total

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

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.

- (i) 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.
- (ii) 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..... (name of the 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: 25/02/2021
Place: T. U. Campus.
(Abhijit Bora) *[Signature]*
25/02/2021
Workshop Coordinator

For SURAJIT CHAKRABORTY & CO.
CHARTERED ACCOUNTANTS
[Signature]
CA. SURAJIT CHAKRABORTY
Proprietor
Membership No. - 30004
03-03-2021

Signature *[Signature]*
Chief Finance Officer
26.2.21
Officer (in-charge of Finance)
Tezpur University

Signature *[Signature]*
Name
Head of the Organization
Registrar
Tezpur University