



Satyameva Jayate

Government of Jammu & Kashmir
Department of Rural Development & Panchayati Raj
Civil Secretariat, Jammu/Srinagar

Email ID: secyrrdd11@gmail.com website: jkpr.gov.in Tel. No. 0191-2564763 (J), 0194-2506269 (S)

CIRCULAR

Subject :- Issuance of Utilization Certificates- instructions thereof.

Attention of all the HoD's / Scheme Managers and subordinate offices is invited towards the subject regarding issuance of Utilization Certificates to the funding agencies on account of incurring of expenditure out of Centrally Sponsored Schemes. In this connection, while forwarding draft Utilization Certificate to the Department for signatures of Administrative Secretary, RDD & PR and of the Administrative Secretary, Finance Department, the certificates/ statements duly attested by the Scheme Heads must be enclosed with the Utilization Certificate to the effect;

1. that the Administrative Approval against works/ Projects has been issued by the concerned competent authority.
2. that the Technical Sanction against works/ Projects where ever required has been issued by the concerned competent authority.
3. that the expenditure has been incurred for the works/ projects approved by the competent authority strictly as per guidelines of the scheme.
4. That the bank statement showing therein release of payment to the beneficiaries/ agencies/ vendors etc stands enclosed.
5. that the interest component of the account / SNA has not been utilized for execution of works / projects.
6. that audit report conducted on the accounts mentioned in the Utilization Certificate stands conducted.

(Reyaz Ahmad Shah)

Director Finance,
Department of Rural Development & PR

No. RDD-Actt0Genl/29/2022-040/O/RDD (7036978)

Dated: 18-10-2022

Copy for information and necessary action to the :-

1. Director Rural Development Department, Jammu.
2. Director Rural Development Department, Kashmir.
3. Director Rural Sanitation, J&K.
4. Director, Panchayati Raj, J&K.
5. Mission Director, UMEED.
6. Chief Operating Officer, HIMAYAT.
7. Chief Executive Officer, IWMP.
8. Additional Secretary to Govt. Department of RD&PR.
9. Joint Director (P&S), RDD&PR.
10. Managing Director SPSA, J&K.
11. Pvt. Secretary to Commissioner/ Secretary to Government, Department of Rural Development & PR.