



भारत सरकार
राष्ट्रीय महिला आयोग
प्लॉट नं. 21, जसोला इंस्टीट्यूशनल एरिया
नई दिल्ली-110 025
GOVERNMENT OF INDIA
NATIONAL COMMISSION FOR WOMEN
PLOT NO. 21, JASOLA INSTITUTIONAL AREA
NEW DELHI-110 025
Website : www.ncw.nic.in

Date: 24/06/2022

File No:16(38)2022-2023/NCW (SWC)

To,

Dr. Muzamil Jan
Kashmir University
Extension and Communication,
Institute of Home Science
Srinagar
Jammu and Kashmir- 190006

Subject: Seminar on "Rights of Differently Abled Women"

Sir,

Please refer to the proposal submitted by you to the National Commission for Women for organising **Seminar** on the above mentioned subject. I am happy to inform you that the Commission has approved your proposal for conducting **Seminar** with a financial assistance restricted to Rs. 1,85,000 (Rupees One Lakh Eighty Five Thousand only).

2. In order to enable the Commission to process the matter further, following documents/information are required to be made available to the Commission as per prescribed formats in the detailed guidelines for financial assistance on the NCW website within 10 days (05 days via email) of the issue of this letter which has also been emailed to you:

- I. Acceptance Letter
- II. Undertaking in the prescribed format on a Rs 100 Stamp paper (**Annexure-I**)
- III. Details for linking of PFMS with NCW in the prescribed format (**PPT of the same has been sent with the email**)
- IV. Bank mandate form in the prescribed format (**Annexure III**)
- V.

3. The sanctioned amount shall be released in two instalments as under:

- I. 50% in advance after acceptance of the proposal along with requisite documents.
- II. The balance 50% on receipt of the satisfactory seminar report in the prescribed format and on submission of the following documents:
 - A. Utilisation Certificate (As per GFR 12-A)
 - B. Item wise Expenditure Statement
 - C. Original Bills and Vouchers

24x7 NCW Women Helpline - 7827-170-170

(GFR 12 – A)
[(See Rule 238 (1))]

FORM OF UTILIZATION CERTIFICATE
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION

UTILIZATION CERTIFICATE FOR PERIOD FROM 11.10.2022 To 12.10.2022 in respect of recurring/non-recurring
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

1. Name of the Seminar/ Project : "Rights of Differently Abled Women"
2. Whether recurring or non-recurring grants: **Recurring**
3. Grants position at the beginning of the Financial year
 - (i) Cash in Hand/Bank Rs. Nil
 - (ii) Unadjusted advances Rs. Nil
 - (iii) Total Rs. Nil
4. Details of grants received, expenditure incurred and closing balances: (Actual)

Unspent balances of Previous years [figure as at Sl.no 3(iii)]	Interest earned there on	Interest deposited back to the government	Grant received during the years			Total available funds 1+2 - 3+4	Expenditure incurred (Including Committed Expenditure)	Closing Balance Excess(-)/- saving(+)/ Amount receivable From NCW
			Sanction no (i)	Date (ii)	Amount (iii)			
1	2	3	4			5	6	7
-	851.00	-	F. No.16(38)2022-23/NCW(SWC)	24.06.2022	92,500.00	93,351.00	1,43,143.00	(-49,792.00)

Component wise utilization of grants:

Grant-in-aid-general	Grant-in-aid-salary	Grant-in-aid-creation of capital assets	Total
1,43,143.00	-	-	1,43,143.00

Details of grants position at the end of the year

- (i) Cash in Hand/Bank Rs. (-49,792.00)
- (ii) Unadjusted Advances Rs. Nil
- (iii) Total Rs. (-49,792.00)

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4. It may be noted that the first instalment will be released only after receipt of the documents/information as mentioned in **Para No.2**. If no response is received within 15 days of the issue of this letter, the approval will be deemed to be cancelled.

5. It may be noted that the sanction may be rejected and amount released may be recovered any time in case, the grantee organisation fails to conduct the **Seminar** or fails to submit the satisfactory, hard bound **Seminar** report including the following details:

- I. Detailed session wise summary of the proceedings of the **Seminar**.
- II. Gist of deliberations made/information shared by the Resource Persons.
- III. Specific, actionable and topic oriented recommendations bifurcated into actionable at Local, State and Central Government levels.
- IV. Full recording of the **Seminar**.
- V. List of Participants with their names, addresses, contact number and email addresses.
- VI. Feedback of the participants who attend the seminar.
- VII. List of Resource Persons along with their designation and contact details (At least 60% Resource Person as mentioned in the seminar proposal must participate in the seminar) -

6. Commission shall depute an officer/observer to ensure adherence with the stipulated guidelines and presence of the qualified resource persons. It is mandatory to share the tentative date when the institute proposes to conduct the seminar.

7. It may also be noted that it may take at least one month to release the first instalment after receipt of the requisite information/documents from you.

8. It is mandatory to submit the requisite documents under Para 3 (II) at the earliest after conducting the seminar.

9. Please quote the reference number of this letter in future correspondence and also ensure that the organisation is registered under PFMS and linked with NCW, otherwise payment cannot be made.

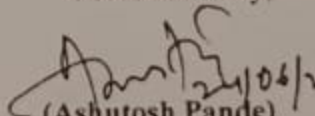
10. For further details you may send an email to sro-ncw@gov.in

* In case of Central or State Universities or Colleges, the UC/Item of expenditure has to be signed and attested by finance officer and Registrar

** In case of Private Universities or Colleges or NGOs, the UC/Item of expenditure has to be signed and a seal has to be put by the director and finance officer and also be attested by the CA.

Encl: As Above

Yours faithfully,


(Ashutosh Pande)
Sr. Research Officer

आशुतोष पांडे / ASHUTOSH PANDE
वरिष्ठ शोध अधिकारी / Sr. Research Officer
राष्ट्रीय महिला आयोग / National Commission for Women
प्लॉट सं. 21, जसोला संस्थानिक क्षेत्र, नई दिल्ली-110029
Plot No. 21, Jasola Institutional Area, New Delhi-110029

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 : **"Rights of Differently Abled Women"** (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:

Place: Srinagar


Assistant Professor
Institute of Home Science
University of Kashmir
Srinagar.
Convener


DIRECTOR
Institute of Home Science
University of Kashmir
Srinagar.


Signature of
Director Finance


Signature of
Dean Research

Dean Research
University of Kashmir


Signature of
Chartered Accountant

