

F.No.11024/02/2013-NGO

GOVERNMENT OF INDIA
MINISTRY OF TRIBAL AFFAIRS
(NGO SECTION)

Shastri Bhavan, New Delhi
Dated the 27th August, 2013

To

The Pay & Accounts Officer
Ministry of Tribal Affairs
Shastri Bhavan,
New Delhi.

Sub: Grant-in-aid to Bharat Sevashram Sangh, Pakur Branch, Pakur-816 107, Jharkhand under the Scheme of Development of Particularly Vulnerable Tribal Groups for the year 2012-13 as a reimbursement of expenditure during the current financial year 2013-14-Conservation-cum-Development Plan for PTGs-reg.

Sir,


I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.35,28,894/- (Rupees Thirty Five Lakh Twenty Eight Thousand Eight Hundred Ninety Four only) to Bharat Sevashram Sangh, Pakur Branch, Pakur-816 107, Jharkhand for the year 2012-13 as a reimbursement of expenditure during the current financial year 2013-14 for running & maintenance of ongoing projects under the scheme of Development of Particularly Vulnerable Tribal Groups as per Annexure enclosed. No utilization certificate is due for rendition.

2. The accounts of all grantee Institutions/organisations shall be open to inspection by the sanctioning authority and audit, both by the Comptroller and Auditor-General of India under the provision of CAG (DPC) Act 1971 and internal audit by the Principal Accounts Office of the Ministry or Department, whenever the Institution invariably be incorporated in all orders sanctioning grants-in-aid.

3. The members of the executive committee of the grantee organisation should execute bonds in a prescribed format that they themselves jointly and severally:-

- (a) abide by the conditions of the grants-in-aid by the target dates, if any, specified therein; and
- (b) not to divert the grants or entrust execution of the scheme or work concerned to another Institutions(s) or Organisation(s); and
- (c) abide by any other conditions specified in the agreement governing the grants-in-aid.

In the event of the grantee organisation failing to comply with the conditions or committing breach of the conditions of the bond, the signatories to the bond shall be jointly and severally liable to refund to the President of India, the whole or a part amount of the grant with interest at ten percent per annum thereon or the sum specified under the bond.


Secretary
Ministry of Tribal Affairs
Shastri Bhavan, New Delhi
Govt. of India, New Delhi

4. The grantee institutions/organisations shall observe the reservations for Scheduled Caste, Scheduled Tribes and Other Backward Class persons in posts and services under its control on the lines indicated by the Government of India.
5. Institutions/organisations receiving grants should, irrespective of the amount involved, be required to maintain subsidiary accounts of the Government grant and furnish to the Accounts Officer a set of audited statement of accounts. These audited statements of accounts should be required to be furnished after utilisation of the grants-in-aid or whenever called for.
6. The accounts of the organisation shall be audited from Chartered Accountants of its own choice.
7. The grantee organisation shall not dispose of the assets, acquired wholly or substantially out of Government grants, except those declared as obsolete and unserviceable or condemned in accordance with the procedure laid down in the General Financial Rules, without obtaining prior approval of the Ministry of Tribal Affairs.
8. The grantee organisation has submitted utilisation certificate of the earlier grant and no utilisation certificate is pending against the grantee organisation under the scheme.
9. Utilisation certificate in the prescribed form under GFR-19A duly signed by the competent authority relating to previous grants is enclosed herewith.
10. **Refund of Unspent Balance:** The Unspent balance, if any, will be surrendered to the Ministry of Tribal Affairs.
11. **Recurring Grant:** The Unspent Balance from this grant/installment will be adjusted from the subsequent grant.
12. **Salary of Staff:** Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.
13. **Other payments:** Other payments with regard to implementation of the project of Rs.10,000/- and above, is to be made through cheques by the implementing agency.
14. The grants-in-aid to the organisation is sanctioned on further terms & conditions of the scheme as under:-
 - i. The grant is provided to Voluntary Agencies working in their field of operation. It is an additive funding to their existing efforts based on the discretion of the Government.
 - ii. The Grant-in-aid may be terminated at any time at the sole discretion of the Government.
 - iii. The jurisdiction in respect of or arising out of any or all disputes pertaining to the grant-in-aid under the scheme shall alone be of the courts in Delhi.

- iv. The assets required for on or behalf of the Voluntary Organizations from the grant-in-aid shall be the property of the Government. On termination of grant, the property shall vest in the Social Welfare Department of the State Government/District Collector.
- v. An amount of at least 10% of the total approved expenditure shall be borne by the Organization from its own resources.
- vi. The details of funds approved for the financial year in respect of the Voluntary Organizations is enclosed.
- vii. The Organization shall confirm in writing that the Terms and Conditions hereof are acceptable to it.
- viii. The Organization shall also execute a bond in favour of the President of India committing that it shall abide by the Terms and Conditions attached to the grant-in-aid and that in case of failure to abide by the same, it shall refund to the Government the total amount of grant-in-aid sanctioned to it for the purpose with interest thereon at the prevailing rates. In case any fraud or misrepresentation is detected, the organization and its President/Secretary in addition to recovery will also be liable for criminal charges.
- ix. The organization shall maintain separate accounts in a nationalized/scheduled Bank in respect of this grant. The accounts will remain open for inspection by representatives/officers from the office of Controller and Auditor General of India, Government of India, or concerned State Government at any time. The organization shall have the accounts of the grant-in-aid audited either by Govt. Auditor or Chartered Accountant and supply a copy of the following audited accounts together with Utilisation Certificate, to the Ministry of Tribal Affairs:-
 - a. **The Receipt and Payment Account of grant-in-aid in question for the year.**
 - b. **The Income and expenditure accounts of grant-in-aid in question for the year.**
 - c. **The Balance Sheet indicating assets and liabilities from the grant-in-aid in question.**
 - d. **The Utilisation Certificate along with the item-wise break-up.**
 - e. **The Audited Accounts of the organization as a whole for the year.**
- x. The organization shall submit to the Ministry of Tribal Affairs every three months, a performance cum achievement report on the project for which financial assistance has been granted.
- xi. That the facilities to be extended with the help of the grant-in-aid shall be available for the welfare of all Scheduled Tribes irrespective of creed, religion, colour etc.
- xii. The organization shall not obtain grant for the same purpose from any other source, including Government sources.
- xiii. The organization shall not divert grant-in-aid or entrust the execution of the project for which grant-in-aid is sanctioned to any other organization or institution.
- xiv. That if the government is not satisfied with the progress of the project or finds that the conditions are being violated, it reserves the right to terminate the grant-in-aid.

- xv. Any unspent balance out of this grant shall be refunded by the organization immediately after the close of the current financial year unless adjusted by the Government from the subsequent grants due.
- xvi. No asset made/created wholly or in part from or out of this grant-in-aid shall be disposed off, transferred or encumbered or otherwise utilized for any purpose other than for which sanctioned.
- xvii. The organization shall maintain a register as per GFR 19 (proforma attached) of permanent and semi-permanent assets acquired wholly or in part out of this grant-in-aid. This register shall remain open for inspection by officials from the office of Controller and Auditor General of India, Government of India, or concerned State Government. The register shall be maintained separately in respect of this grant and a copy furnished to the Ministry, along with the audited accounts.
- xviii. The release of the last instalment of the annual grant will be conditional upon grantee organization/institution providing reasonable evidence of proper utilization of instalment released earlier during the year.
- xix. Organizations funded for the educational programmes shall submit (a) tri-monthly record indicating the number of students class wise separately for boys and girls, amount spent on Recurring and Non-recurring items during the period under report, number of students admitted, number of drop-outs if any, amount spent on payment of honorarium and amount spent on food, and (b) Annual report of number of students continuing education after finishing last class of the funded education project.
- xx. The organization be funded for the 10 bedded hospital and Mobile Dispensary shall submit a quarterly progress report indicating the number of patients attended, number of patients admitted (name and address) with details of ailments, number of patients to bigger hospital, number of deaths, details of villages visited, purchase and issue of medicines, consumption of petrol, distance covered, amount spent on Recurring and Non-recurring items during the period under report.
- xxi. The organization running Vocational Training Center shall have to furnish progress report as to the trade-wise number of Trainees admitted, amount spent on Recurring and Non-recurring, amount spent on raw material, amount recouped through marketing of finished articles etc. action taken to give the trainees hands on training and their placement or self employment.
- xxii. Voluntary organization shall display boards that should be erected at each project site clearly indicating that the organization is running under the aegis of the Ministry of Tribal Affairs, Government of India and indicating the funds received year-wise, for each of the project.
- xxiii. An inspection of the project is conducted within six months.
- xxiv. The purchase of non-recurring items that is furniture etc. should be made only from authorized dealers at competitive prizes and subject to vouchers being produced for inspection.
- xxv. It is ensured that no fee is realized from the beneficiaries.

xxvi. The organization has to intimate this Ministry, Tribal Welfare Department of the State Government and District Collector about the date of commencement of the project within one month from the issue of the sanction order, pending which no further grant would be considered.

15. The Drawing and Disbursing Officer of this Ministry is authorized to prepare bill for an amount of **Rs.35,28,894/- (Rupees Thirty Five Lakh Twenty Eight Thousand Eight Hundred Ninety Four only)** and Pay & Accounts Officer is authorized to release the payment to **Bharat Sevashram Sangh, Pakur Branch, Pakur-816 107, Jharkhand** through electronic transfer directly in their saving/current account no. **11445036133** in **State Bank of India** branch at **Pakur Bazar Branch, Pakur** and **MICR Code no.816002003**.

16. The above amount is debit to the Demand Number 95 of the Ministry of Tribal Affairs, Major Head.2225 – Welfare of Scheduled Caste, Scheduled Tribes & other backward classes & 02-Welfare of Scheduled Tribes (Sub Major Head) , 796– Tribal Area Sub-Plans (Minor Head), 08-Welfare of Scheduled Tribes-Education, Development of Particularly Vulnerable Tribal Groups, 08.08:31(PTGs)-Grants in Aid for the year 2013-14 (Plan).

17. The sanction is issued with the concurrence of Integrated Finance Division as communicated vide **Dy.No. 524/JS&FA/13 dated 14.08.2013** . The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

18. Certified that this sanction has been noted at **Sl.No 1** in the register of grant.

Yours faithfully,


(P.K. Sahoo)

Under Secretary to the Govt. of India

Copy to:

1. **The Secretary, Bharat Sevashram Sangh, Pakur Branch, Pakur-816 107, Jharkhand** with the request to submit an undertaking to the effect that the organization is not involved in any corrupt practices.
2. The Director of Audit, Central Revenue, I.P. Estate, New Delhi.
3. Auditor General, Accountant General Office, Govt. of Jharkhand, Ranchi,
4. Commissioner, Tribal Development Department, Govt. of Jharkhand, Ranchi.(with the request to inspect the organisation and submit an Inspection Report within 6 months).
5. The Resident Commissioner, Govt. of Jharkhand, Jharkhand Bhavan, New Delhi.
6. IFD Wing vide their **Dy.No. 524/JS&FA/13 dated 16.08.2013**.
7. Bill Copy/Sanction Folder
8. Director Tribal Research Institute, Government of Jharkhand, Ranchi.
9. The District Collector, District-Pakur (Jharkhand)
10. The District Social Welfare Officer, District-Pakur (Jharkhand)
11. CCA, Ministry of Tribal Affairs.
12. The Director, NIC with request to place the sanction letter on the website of the Ministry for atleast for two-months.


(P.K. Sahoo)

Under Secretary to the Govt. of India

S.NO	Approved Items of expenditure as per financial Norms	Grant released during 2011-12 (for 10 B.H)	Expen. report for the year 2011-12	Unspe. balan. ce	Expr. for 2012-13	Admissible grant for 10 Bedded Hospital) 2012-13
1.	Doctor (Full Time)-2	360000		0		360000
2	Visiting Specialists at the rate of Rs.1000 per visit and minimum 8 visit per month@ Rs.8000/-	96000		0		96000
3	Compounder(2)@ Rs.4,000/- p.m.	48000		0		48000
4	Dresser (2) @ Rs.4000 (p.m.)	48000		0		48000
5	Nurse (2) Rs.4000 (p.m.)	96000		0		96000
6	Driver(1) @ Rs.2500(p.m.)	30000		0		30000
7	Cook p.m. (2) @ Rs.2500 (p.m.)	30000		0		30000
	Helper to Cook (2) @ Rs.1500 (p.m.)	18000		0		18000
9	Office Superintendent (1) @ Rs. 3500 (p.m.)	42000		0		42000
10	Ward Boy (4) @ Rs.2500 p.m. each	60000		0		60000
11	Clerk-cum-accountant @ Rs.3500 (p.m.)	42000		0		42000
12	Watchman (1)@ Rs.2500	30000		0		30000
13	Sweeper/Cleaner @ 2500 (p.m.)	30000		0		30000
14	Honorarium (Patho)	696000		0		180000
15	Lab Technician	0		0		120000
16	Blood collector	0		0		48000
	Total Rs.	1626000	1278000	0	1278000	1278000
14	Maintenance of Building	32400	37087	0	33756	32400
15	Drugs for Outdoor Patients Rs.150000/- (p.a.)	150000	152556	0	170391	150000
16	Drugs for Indoor Patients Rs.250000/- (p.a.)	250000	253229	0	270633	250000
17	Contingencies/Mis. Expdr. Rs.10000/- (p.a.)	10000	10949	0	17235	10000
18	Electricity & Water Charges @Rs.6000 pm.)	72000	74334	0	75176	72000
19	Audit fees Rs.4000/- (p.a.)	4000	4000	0	4000	4000
20	Conveyance/TA for Staff Rs.15000/- (p.a.)	15000	16195	0	15647	15000
21	Diet for Indoor Patients Rs.50/- per day per inmate (50*10*30*12) Rs.15000/-p.m. & Rs.180000/-p.a.	180000	211162	0	212668	180000
22	Cooking Charges Rs.30000/-p.a.	30000	36026	0	35282	30000
23	Office Expenses Rs.18000/-p.a.)	18000	23570	0	18145	18000
24	POL p.m. @ Rs.5000 (p.m.)	60000	66167	0	75183	60000
25	Advertisement and publicity Rs.5000/-p.a.)	5000	5026	0	10520	5000
26	Expenses of pathology Chemical & other (Rs. 16000/-p.a)	32000	16787	0	25293	25293
	Grant total	2484400			2241929	2129693
	Less 10% NGO contribution	248440				212969
	Net admissible grant for 2012-13	2235960				1916724

Summary of both projects is as below:

Residential School	16,12,170/-
Ten Bedded Hospital	19, 16,724/-
Total	35,28,894/-


 Director
 National Institute of Health
 Government of India, New Delhi