

Name of The Institute

Utilization Certificate
under GFR 19-A , Rule 212(1) for GIAN Programme

Sl No	Letter No & Date	Amount (Rs.)
TOTAL		

1. Certified that out of Rs..... of Grant-in-Aid sanctioned for the GIAN programme in favour of (Name of the Institute) under MHRD/IIT, Kharagpur sanction vide letter Number given in the above, a sum of Rs. has been utilized for the purpose of GIAN Course for which it was sanctioned and that the balance of Rs..... remaining unutilized at the end of the course has been surrendered to Bank Account - GIAN IIT KHARAGPUR , Number. 35639268920 (IFSC Code. SBIN0000202) vide UTR No..... dated.....

2. Certified that I have satisfied myself that the conditions on which the Grant-in-Aid was sanctioned have been duly fulfilled and that I have exercised the checks to see that the money was actually utilized for the purpose for which it was sanctioned.

3. Statement of Expenditure and Auditors Certificate are enclosed

Prepared by:

Signature :

Signature.....

GIAN Course Coordinator

Name.....

Designation with Seal:

Designation with Seal:

Date:

(F.O./ A.O/ Equivalent officer in
Finance & Account Department)

Date:

Signature of GIAN Local Coordinator

Kinds of checks exercised

1. Ledgers.
2. Receipts and Payments Account.

Enclo: As stated above

Name of the Institute

Statement of Expenditure under GIAN Programme

(Sanction Letter Number ... Dated.....)

SI No.	Head of Expenditure	Amount (Rs.)
1	Honorarium to Foreign Expert	
2	Travelling Expenditure of Foreign Expert	
3	Expenditure on Lecture Note Preparation	
4	Expenditure on Video Recording of the Course	
5	Contingency & Miscellaneous Expenses	
Total		

Prepared by:

Signature :

Signature.....

GIAN Course Coordinator

Designation with Seal

Name.....

Dated:

Designation with Seal:

(F.O./ A.O/ Equivalent officer in
Finance & Account Department)

Signature GIAN LC

Dated:

Auditors' Certificate

This is to certify that Grant of Rs.....given to (Name of the establishment) *vide Sanction Letter no..... dated..... by IIT, Kharagpur for the purpose of GIAN Programme . An amount of Rs..... has been spent as per details given above at the end of the course. The unspent balance of Rs..... at the end of the course has been surrendered to GIAN IIT KHARAGPUR Bank A/c No. 35639268920 ,IFSC Code. SBIN0000202, vide UTR No..... dated.....*

We have checked all relevant vouchers, bank statements, bills, challans, letter & correspondences regarding the GIAN Programme conducted at (Name of the establishment)and to the best of my knowledge and belief, the aforesaid figures are correct and in conformity with the books of accounts of the establishment.

Dated:

Signature of Chartered Accountant
with seal and membership number