



UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
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SALTOLA - BASISTHA ROAD  
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25/3/15

Diary No. 3302

Dated: 12 MAR 2015

No. F.5-50/2014-15/MRP/NERO

26

Date 12 MAR 2015

The Accounts Officer,  
University Grants Commission,  
North-Eastern Regional Office,  
Housefed Complex,  
Dispur, Guwahati (Assam) – 781006

**Subject :-** Release of Grants-in-aid to Lakhimpur Girls' College, P.O.-Khelmati, North Lakhimpur, Pin-787 031 (Affiliated to Dibrugarh University, Rajabheta, Dibrugarh-786004, Assam) for the year 2014-15 under Plan in respect of Minor Research Project entitled "Exploration of Orchid.....Ex-Situ Conservation" awarded to Mr. Jyoti Prasad Borah, Department of Botany. Tenure of project is 24 months.

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of ₹1,10,000/- (Rupees One Lakh Ten Thousand) only as 1st Installment towards Minor Research Project to the Principal, Lakhimpur Girls' College, P.O.-Khelmati, North Lakhimpur, Pin-787 031 for the Plan expenditure to be incurred during the financial year 2014-15.

1.

Sl. No.	Name of the Item	Amount Allocated (₹) W	Head of Account [4(ii)b]	BE/RE for 2014-15 (₹)	Amount Already Released (₹) X	Amount Being Released (₹) Y	Total grant (₹) Z=(X+Y)	Balance Grant (₹) (W-Z)
<b>A. Non- Recurring (35)</b>								
(i)	Books & Journal	30,000/-	2C(i) – General 2C (ii) – SC 2C (iii) – ST		Nil	50,000/-	50,000/-	Nil
(ii)	Equipment	20,000/-						
(iii)	Any Other Item	-						
<b>B. Recurring (31)</b>								
(i)	Chemical & Glass Works	-			Nil	60,000/-	60,000/-	60,000/-
(iii)	Contingency	50,000/-						
(v)	Travel / Fieldwork	50,000/-						
(vi)	Any Other Item	20,000/-						
<b>Total =</b>		<b>1,70,000/-</b>			<b>Nil</b>	<b>1,10,000/-</b>	<b>1,10,000/-</b>	<b>60,000/-</b>

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2. The sanctioned amount is debit to the **Minor Research Project Head 4(ii)b** and is valid for the current financial year.
3. The amount of the grant shall be drawn by the **Joint Secretary, University Grants Commission, North Eastern Regional Office, Guwahati**, on the Grant-in-aid bill and shall be disbursed to and credited to the **Principal, Lakhimpur Girls' College, P.O.-Khelmati, North Lakhimpur, Pin-787 031** through **RTGS/NEFT** as per the following details.


Payment Details -	
Name & Address of Account Holder	<b>Principal, Lakhimpur Girls' College, P.O.-Khelmati, North Lakhimpur, Pin-787 031</b>
Account No.	<b>0307010069094</b>
Name & Address of Bank Branch	<b>United Bank of India, North Lakhimpur</b>
MICR Code of Branch	<b>787027002</b>
IFSC Code	<b>UTBI0NOL355</b>
Type of Account : SB/Current/Cash Credit	<b>SB</b>

4. The Grant is subject to the adjustment on the basis of the Utilization Certificate in the prescribed proforma submitted by the University /College/Institution.
5. The University/College/Institution shall maintain proper accounts of the expenditure out of the grants which shall be utilized only on approved items of expenditure.
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.
7. The Utilization Certificate to the effect that the Grant has been utilized for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the close of the current financial year.
8. The Assets acquired wholly or substantially out of the University Grants Commission's Grant shall not be disposed or encumbered or utilized for the purpose other than those for which the grant was given without proper sanction of the University Grants Commission and should at any time the University ceased to function, such Assets shall revert to the University Grants Commission.
9. A register of Assets acquired wholly or substantially out of the Grant shall be maintained by the University/ College in the prescribed proforma.
10. The grantee institution shall ensure the utilization of grants-in-aid for which it is being **sanctioned/ paid**. In case non-utilization/ part utilization thereof simple interest @ 10% per annum, as amended from time to time on unutilized amount from the date of drawl to the date of refund as per provisions contained in General Financial Rules of Govt. of India, will be charged.
11. The University/Institution shall follow strictly the Government of India/ University Grants Commission guidelines regarding implementation of the reservation policy [**both vertical (for SC, ST &OBC) and horizontal (for persons with disability etc.)**] in teaching and non-teaching posts.
12. The University/College shall fully implement the official language policy of Union Govt. and comply with the official language Act, 1963 and Official Languages (Use for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of powers vide University Grants Commission order no. **130/2013 [F.No. 10-11/12 (Admn. IA & B)] dated 28/05/2013**.
14. The University / Institution shall strictly follow the University Grants Commission Regulations on curbing the menace of Ragging in Higher Education Institutions, 2009.

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Commission  
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787 031 through


16. The University / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
17. The accounts of the University / Institution will be open for audit by the Comptroller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e., balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
18. It is also certified from the B.C.R. that the funds are available under the scheme. Entered in BCR at S.No. .... Page No. ....
19. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.
20. This issues with the concurrence of IFD Vide No. Diary No. ....Dated .....
21. This issues with the approval of the **Joint Secretary (Minor Research Project)**, Vide Diary No. ....Dated .....

Yours faithfully,

  
(Dr. Mohammad Arif)  
Joint Secretary  
UGC-NERO

**Copy forwarded for information and necessary action to:**

1. Mr. Jyoti Prasad Borah, Department of Botany, Lakhimpur Girls' College, P.O.-Khelmati, North Lakhimpur, Pin-787 031.
- ✓ 2. The Principal, Lakhimpur Girls' College, P.O.-Khelmati, North Lakhimpur, Pin-787 031.
3. The Registrar, Dibrugarh University, Rajabheta, Dibrugarh-786004, Assam.
4. The Director, College Development Council, Dibrugarh University, Rajabheta, Dibrugarh-786004, Assam.
5. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati: 781028.
6. The Director of Higher Education, Kahilipara, Guwahati 781019, Assam, India.
7. Guard File.

  
(Kishor Kumar)  
Education Officer  
UGC-NERO



FD Dairy No:

Dated:

No.F.5-50/2014-15(MRP/NERO)/370

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Date: 10 NOV 2016

To  
The Accounts Officer  
University Grants Commission  
North Eastern Regional Office, Guwahati – 781 006

**Subject:** Release of Grants to Lakhimpur Girls' College, North Lakhimpur, P.O. – Khelmati – 787 031, Dist. – Lakhimpur, Assam for the year 2016-17 under Plan in respect of Minor Research Project entitled Exploration.....conservation awarded to Mr. Jyoti Prasad Borah, Department of Botany

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of grant of Rs. 48,000/- (Rupees Forty Eight Thousand) only as 2nd Installment for the year 2016-17 towards the scheme of Minor Research Project to the Principal Lakhimpur Girls' College, North Lakhimpur, P.O. – Khelmati – 787 031, Dist. – Lakhimpur, Assam for the year 2016-17 (Plan / Non-Plan) expenditure to be incurred during 2016-17 as per details given below:

1.

Name of the Item	Allocation (Rs.)	BE/RE (Rs.)	Grant already sanctioned (Rs.)	Grant now being sanctioned (Rs.)	Unspent balance if any / adj. (Rs.)	Balance grant (Rs.)
Minor Research Project	1,70,000/-		1,10,000/-	48,000/-	-	12,000/-

- The sanctioned amount is debit to Head of Account 3(D)50 [2552.00.131.02.01.31 & 35] and is valid for payment during the financial year 2016-17 only.
- The amount of the grant shall be drawn by the Education Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

a.	Details (Name & Address) of Account Holder: Principal:	Principal, Lakhimpur Girls' College, North Lakhimpur, P.O. – Khelmati – 787 031, Dist. – Lakhimpur, Assam
b.	Account No:	0307010069094
c.	Name & Address of Branch:	United Bank of India, North Lakhimpur
d.	MICR Code of Branch	787027002
e.	IFSC Code	UTBI0NOI355
f.	Type of Account: SB/Current/Cash Credit	SB

- The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed Proforma submitted by the University / College / Institution.
- The University / College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- The University / Institution may follow the General Financial Rules, 2005 and take necessary action to amend their manuals of financial procedures may adopt the provisions of GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions / Guidelines there under from time to time.

*Handwritten signature and date:*  
10/11/16

7. The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as Possible after the closing of the current financial year.
8. The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
9. A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University / College in the prescribed Proforma.
10. The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned / paid. In case of non-utilization / part utilization, the simple interest @ 10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
11. The University / College shall follow strictly the Government of India / UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC, ST & OBC) and horizontal (for persons with disability etc.)] in teaching and non-teaching posts.
12. The University / College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.
13. The sanction is issued in exercise of the delegation of power vide UGC Order No.69/2014(F.No.10-11/12 (Admn.)IA&B) dated 26/03/2014.
14. The University / Institutions shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutes, 2009 and amendments thereof.
15. The University / Institutions shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).
16. The accounts of the University / Institutions will be open for audit by the Controller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e. balance sheet, income and expenditure statement and receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
18. Funds to the extent of Rs. \_\_\_\_\_ are available under the scheme.
19. The grantee institution shall remit the unspent amount of grant-in-aid / or interest through e-mode (RTGS / NEFT) directly UGC account indicating No. dated and amount of sanction letter under intimate to the concerned section and Finance Division (FD-II).
20. This issue with the approval of \_\_\_\_\_ vide Diary No. \_\_\_\_\_ dated \_\_\_\_\_

Yours faithfully

(Dr. Mohammad Arif)  
Joint Secretary

Copy forwarded for information and necessary action to:

1. Mr. Jyoti Prasad Borah, Department of Botany, Lakhimpur Girls' College, North Lakhimpur, P.O. – Khelmati – 787 031, Dist. – Lakhimpur, Assam
2. Principal / Teacher-in-Charge, Lakhimpur Girls' College, North Lakhimpur, P.O. – Khelmati – 787 031, Dist. – Lakhimpur, Assam
3. Director General of Audit, Central Revenue, AGR Building, I. P. Estate, New Delhi
4. The Registrar, Dibrugarh University, Rajabhetta, Dibrugarh-786004, Assam.
5. The Director, College Development Council, Dibrugarh University, Rajabhetta, Dibrugarh-786004, Assam.
6. Accountant General, Govt of India (A&F), Assam, Maidamgaon, Beltola, Guwahati: 781028
7. The Director of Higher Education, Kahilipara, Guwahati 781019, Assam, India
8. Guard File.

(Nareesh Pal Meena)  
Education Officer