











UNIVERSITY GRANTS COMMISSION  
NORTH EASTERN REGIONAL OFFICE  
3<sup>RD</sup> FLOOR, HOUSEFED, RENTAL BLOCK - V  
BELTOLA - BASISTHA ROAD  
DISPUR, GUWAHATI - 781006, ASSAM  
PHONE : 0361- 2267721 (O)  
FAX : 0361 - 2267056  
Website : [www.ugc.ac.in](http://www.ugc.ac.in)  
E-mail : [ugcneroghy@rediffmail.com](mailto:ugcneroghy@rediffmail.com)  
[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

No. F.5-140/2013-14/ (MRP/NERO) 230

Dated : March, 2014  
02 MAY 2014

The Principal,  
Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031.

Sub. : Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on  
"Janajatiya.....Adhyayan".

Sir/Madam,

With reference to the MRP submitted by Mrs. Swapnali Borgohain, Department of Assamese of your college for financial assistance under the above scheme, this is to inform you that the University Grants Commission has approved a grant of Rs. 1,10,000/- (Rupees One Lakh Ten Thousand) only for undertaking the above research project for the items listed below:-

Recurring Items	Amount (Rs)	Non-Recurring Items	Amount(Rs)	Total(Rs)
Chemical and Glass Works	nil	Books & Journals	40,000/-	40,000/-
Field Works and Travel	20,000/-	Equipments	nil	20,000/-
Contingency including special needs	30,000/-			30,000/-
Any other items	20,000/-	Any other items	nil	20,000/-
Grand Total				Rs. 1,10,000/-

#### Terms & Conditions

- The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 30 days from the date of issue of this letter.
- Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
- The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
- The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate itemwise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
- The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
- The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

(Dr. Mohammad Arif)  
Joint Secretary

Copy to:-

- Mrs. Swapnali Borgohain, Department of Assamese, Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031.
- The Director, College Development Council, Dibrugarh University, Rajabhetla, Dibrugarh - 786 004, Assam.
- The Registrar, Dibrugarh University, Rajabhetla, Dibrugarh - 786 004, Assam.
- The Secretary to State Govt. of Assam (Education Department), Assam Secreteriat, Dispur, Guwahati-781 006, Assam.
- The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
- The Director of Higher Education, Kahilipara, Guwahati- 781 019, Assam.
- Guard File.

(A. K. Verma)  
Education Officer



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[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

Dated : March, 2014  
**02 MAY 2014**

No. F.5-140/2013-14/ (MRP/NERO) 230

✓ The Principal,  
Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031.

Sub. : Financial Assistance to Teachers working in the colleges for undertaking Minor Research Project (MRP) on  
"Janajatiya.....Adhyayan".

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Contingency including special needs	30,000/-			30,000/-
Any other items	20,000/-	Any other items	nil	20,000/-
Grand Total				Rs. 1,10,000/-

#### Terms & Conditions

1. The Principal Investigator (P.I.) is requested to submit acceptance certificate as per the format of the UGC Guidelines within 30 days from the date of issue of this letter.
2. Date of implementation of project will be the received date of 1<sup>st</sup> installment of grant.
3. The Research Project has to be completed within a period of 24 months. No extension in tenure is permissible in any circumstances.
4. The second installment of grant 40% will be released on receipt of the progress report of the work done, utilization certificate itemwise statement of expenditure duly certified by the Principal Investigator/ Registrar/ Principal/ Head of the Institution.
5. The detailed terms and conditions of availing Minor Research Project (12<sup>th</sup> Plan) may be seen at [www.ugc.ac.in](http://www.ugc.ac.in)
6. The suggestions given by the subject expert/s (if any) are enclosed for the benefit of investigator.

(Dr. Mohammad Arif)  
Joint Secretary

Copy to:-

1. Mrs. Swapnali Borgohain, Department of Assamese, Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031.
2. The Director, College Development Council, Dibrugarh University, Rajabeta, Dibrugarh - 786 004, Assam.
3. The Registrar, Dibrugarh University, Rajabeta, Dibrugarh - 786 004, Assam.
4. The Secretary to State Govt. of Assam (Education Department), Assam Secreteriat, Dispur, Guwahati-781 006, Assam.
5. The Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
6. The Director of Higher Education, Kahilipara, Guwahati- 781 019, Assam.
7. Guard File.

(A. K. Verma)  
Education Officer





UNIVERSITY GRANTS COMMISSION  
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[ugcnero@gmail.com](mailto:ugcnero@gmail.com)

Diary No. 1520

Dated : 19 JUL 2014

No. F.5-140/2013-14/ (MRP/NERO)

11

19 JUL 2014

March, 2014  
19 JUL 2014

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, North Lakhimpur, Khelmati, Assam- 787 031 (Affiliated to Dibrugarh University, Rajabhetta, Dibrugarh - 786 004, Assam) for the year 2013-14 under Plan in respect of Minor Research Project entitled "Janajatiya.....Adhyayan" awarded to Mrs. Swapnali Borgohain, Department of Assamese. 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 ~~₹75,000/-~~ (Rupees **Seventy Five Thousand**) only as the **First Installment** for the year 2013-14 towards **Minor Research Project** to the Principal, Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031 for the Plan expenditure to be incurred during 2013-14.

1.

Sl. No.	Name of the Item	Amount Allocated (₹) W	Head of Account [4(ii)b]	BE/RE for 2013-14(₹)	Amount Already Released (₹) X	Amount Being Released (₹) Y	Total grant (₹) Z=(X+Y)	Balance Grant (₹) (W-Z)
A. Non- Recurring (35)			2C(I) – General 2C (II) – SC 2C (III) – ST					
(i)	Books & Journal	40,000/-			nil	40,000/-	40,000/-	Nil
(ii)	Equipment	nil						
(iii)	Any Other Item	nil						
B. Recurring (31)								
(i)	Chemical & Glass Works	nil			nil	35,000/-	35,000/-	35,000/-
(iii)	Contingency	30,000/-						
(v)	Travel / Fieldwork	20,000/-						
(vi)	Any Other Item	20,000/-						
Total =		1,10,000/-			nil	75,000/-	75,000/-	35,000/-

2. The sanctioned amount is debit to the **Minor Research Project Head 4(ii)** band is valid for during 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, North Lakhimpur, Khelmati, Assam- 787 031** through **RTGS/NEFT** as per the following details.

<b>Payment Details -</b>	
Name & Address of Account Holder	<b>Principal, Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031</b>
Account No.	<b>307010069094</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.



15. The University / Institution shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. 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 certified that an amount of ₹.....out of the grant of ₹.....sanctioned vide Letter No. F.5-140/2013-14/ (MRP/NERO) Dated .....has been utilized by the University/College/Institution for the purpose for which it was sanctioned, Utilization Certificate for ₹.....has already been entered at Page No. .... S.No..... Now we may enter Utilization Certificate for ₹..... in the U.C. Register at Page No. .... S.No.....
19. 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. ....
20. Funds to the extent of ₹.....are available under the scheme of BE/RE of the year.
21. This issues with the concurrence of IFD Vide No. Diary No. ....Dated .....
22. 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. Mrs. Swapnali Borgohain, Department of Assamese, Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031.
2. The Principal, Lakhimpur Girls' College, North Lakhimpur, Khelmati, Assam- 787 031.
3. The Registrar, Dibrugarh University, Rajabhetta, Dibrugarh - 786 004, Assam.
4. The Director, College Development Council, Dibrugarh University, Rajabhetta, Dibrugarh - 786 004, Assam.
5. Accountant General, Govt of India (A&E), Assam, Maidamgaon, Beltola, Guwahati - 781 028.
6. The Director of Higher Education, Kahilipara, Guwahati- 781 019, Assam.
7. Guard File.

(A. K. Verma)  
Education Officer  
UGC-NERO

ई सी ई हाउस, ए-28, कस्तूरबा गांधी मार्ग, नई दिल्ली - 110 001  
(फोन न. 23739131/ 23321503, फैक्स: -23710118/ 23324788 ईमेल: bo1120@pnb.co.in)

1403-05  
16 अक्टूबर 2014

The Principal,  
Lakhimpur Girls College,  
North Lakhimpur,  
District Lakhimpur - 787007,  
Assam

Sir,

As per instructions of University Grants Commission, we have transferred grant amount in your SB A/c by way of **RTGS**, details of which are given below:

1	UTR NO.	PUNBH14283052593
2	Date	16.10.2014
3	Amount of Grant	<del>₹6,30,000/-</del> ₹15,30,000/-
4	Name of Bank	United Bank of India, North Lakhimpur Girls College, North Lakhimpur, District Lakhimpur - 787007, Assam
5	A/c No.	0307010069094
6	Sanction Letter No. & Date	No. F.4-120/2013 (COC) dated 08.10.2014 F.D. Dy. No. 3923 dated 19.09.2014
7	Purpose	Introduction of Career Oriented Courses

Thanking you,

Yours faithfully,

  
**SENIOR MANAGER**  
(M-9868207956)

Copy to : The Under Secretary, University Grants Commission, Bahadurshah Zafar Marg, New Delhi- 110 002 for information please.

**SENIOR MANAGER**

Allocated Amount - 17,00,000/-  
① 7,00,000/- @ 90% = 6,30,000/-  
② 10,00,000/- @ 90% = 9,00,000/-  
Total Amt Rs - 15,30,000/- (Grant Amt Release - 90%)

① Certificate for Nursery Teacher Training - 6,30,000/-

② Certificate in Nursery and Health Care Service - 9,00,000/-





विश्वविद्यालय अनुदान आयोग,  
University Grants Commission,  
(मानव संसाधन विकास मंत्रालय, भारत सरकार)  
(Ministry of Human Resource Development, Govt. of India)  
पूर्वोत्तर क्षेत्रीय कार्यालय/North Eastern Regional Office  
हाउसफेड परिसर/Housefed Complex  
बेल्टोला-बशिष्ठा रोड / Beltola- Bashistha Road  
गुवाहाटी/Guwahati-781006  
Phone: 0361- 2267721 (O) Fax: 0361-2267056  
E-mail:ugcnero@gmail.com, Website:www.ugc.ac.in

FD Dairy No:  
Dated:

No.F.5-140/2013-14(MRP/NERO)/1327

Date: 27 SEP 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 Janajatiya.....JAK awarded to Mrs. Swapnali Borgohain, Department of Assamese

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of grant of Rs. 28,000/- (Rupees Twenty 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	1,10,000/-		75,000/-	28,000/-	-	7,000/-

- 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:

Details (Name & Address) of Account Holder:	
a. 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	UTBI0NOL355
f. Type of Account: SB/Current/Cash Credit	SB

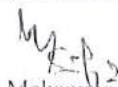
- The grant is subject to the adjustment on the basis of Utilization Certificate in the prescribed Proforma submitted by the University / College / Institution.
- The University / College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items 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]*  
23/9/16



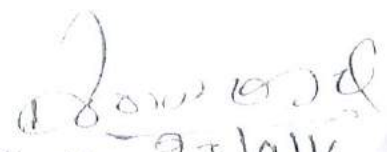
7. The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as Possible after the closing of the current financial year.
8. The assets acquired wholly or substantially out 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) 11/11/16  
Joint Secretary

Copy forwarded for information and necessary action to:

1. Mrs. Swapnali Borgohain, Department of Assamese, 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, AGCR Building, L.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&E), Assam, Maidamgaon, Beltola, Guwahati: 781028
7. The Director of Higher Education, Kahilipara, Guwahati 781019, Assam, India
8. Guard File.

  
(Nareesh Pal Mehta) 23/11/16  
Education Officer