

F.No. 22012/04/2011-NGO (Vol-I)
Government of India
Ministry of Tribal Affairs

...
Shastri Bhawan, New Delhi 110001
Date: 23rd March, 2017

To
The Pay and Accounts Officer,
Ministry of Tribal Affairs,
Shastri Bhawan,
New Delhi.


Subject: Grant-in-aid to Ramakrishna Mission, Aalo (Along), District-West Siang, PIN-791001, Arunachal Pradesh for running and maintenance of ongoing projects of Non-Residential School, Hostels, Mobile Library-cum-Audio-Visual Unit, 10 bedded Hospital, Mobile Dispensary and Computer Training Centre and etc. for the financial year 2015-16 during the current financial year 2016-17, under the scheme of "Grant-in-aid to voluntary organizations working for the welfare of scheduled tribes"

Sir,

I am directed to refer to letter no. DEJE/TA/01/2012/NGO/381 dated 27.01.2016 from the Government of Arunachal Pradesh Department of Social Justice & Tribal Affairs, Naharlagun, on the subject mentioned above and to convey the sanction of the President of India and to release Grant-in-aid of Rs. 1,14,93,230/- (**Rupees One Crore Fourteen Lakhs Ninety Three Thousand Two hundred Thirty only**) towards **full & final instalment for the year 2015-16** on reimbursement of expenditure basis during the current financial year 2016-17 as per details of expenditure enclosed at Annexure-I, after adjusting unspent balance of Rs.NIL/-to Ramakrishna Mission, Aalo (Along), District-West Siang, PIN-791001, Arunachal Pradesh for running and maintenance of ongoing projects of Non-Residential School, Hostels, Mobile Library-cum-Audio-Visual Unit, 10 bedded Hospital, Mobile Dispensary and Computer Training Centre and etc. for the financial year 2015-16-regardding. The final last grant for the year 2014-15 amounting to Rs.9,28,900/- was released during 2016-17 vide sanction Order No No.22012/04/2011-NGO (Vol-I.) dated 04.07.2016 on reimbursement basis during the financial year 2016-17 by way of reimbursement. Therefore, no utilization certificate is required in terms of Note 1 under the Rule 212(1) of the GFRs. No utilisation certificate is due for rendition. The grant-in-aid shall be subject to provisions of GFR-2005 and terms & conditions of scheme. The list of documents to be maintained as per GFR is indicated in Annexure-II.

2. Since the above grant has been sanctioned by way of reimbursement of expenditure already incurred on the basis of duly audited accounts, no UC is required in respect of grant in aid sanctioned for 2015-16 in terms of Note 1 of Rule No. 212(1) of GFR.

3. The accounts of all grantee Institutions/organizations 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 or organization is called to do so.


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4. The grantee organization has certified that all the terms & conditions incorporated in the last sanction order have been complied with, and if any violation of the conditions comes to the notice of the Ministry, the grantee institution shall be liable for legal action.

5. The members of the executive committee of the grantee organization has executed bond 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;
- (b) utilize the grants for the purpose for which it has been sanctioned and not divert the grants or entrust execution of the project to any other 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 organization 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.

6. Institutions/organizations 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 utilization of the grants-in-aid or whenever called for. The audited statements of accounts have been submitted by the organization.

7. The accounts of the organisation have been audited by Chartered Accountants of its own choice and in this case by M/s N.C. Das & Co., Chartered Accountants, ., Goswami Road, Goswami Building, Pan Bazar, Guwahati-781001.

8. Provisions of General Financial Rule 211(2)(a) would be applicable where the voluntary organization are being provided assistance for the prescribed amount

9. The grant in aid is sanctioned under the scheme subject to fulfillment of following terms & conditions of the scheme by the VO/NGO and the organization has certified that all the terms & conditions mentioned in the last sanction order have been complied with:-

- a) That the organisation which intends to receive the Grant-in-aid under the Scheme, will fulfill the eligibility criteria as specified in para 2 of the scheme.
- b) The grantee institutions/organization shall make reservations for the Scheduled Caste, Scheduled Tribes and Other Backward Class persons in posts and services under its control on the lines of the instructions issued by the Government of India and as amended from time to time.
- c) Salary of Staff: Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.
- d) 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.
- e) An amount of at least 10% of the total approved expenditure shall be contributed by the Organization from its own resources (if applicable), as soon as the grant from this Ministry is received in their bank account.




(R. B. SHARMA)
(R. B. SHARMA)
30th AUGUST 2018
SECRETARY
MINISTRY OF SOCIAL JUSTICE
GOVT. OF INDIA

- f) That the organisation will confirm in writing to the effect at the beginning of each financial year that the conditions contained in this document and as revised from time to time for the implementation of this scheme are acceptable to it.
- g) That the Ministry is/ shall not be liable for any kind of payment to the temporary/regular employees appointed by the organisation for running the project.

That the organization shall maintain a separate account in a nationalized/scheduled Bank in respect of this grant. All receipts and payments involving Rs.10,000/- and above of the grantee institution must be through cheques only. The grantee institutions are required to submit, at the time of seeking grant for continuation of the project, a copy of bank pass book indicating all transactions made in connection with the running of the sanctioned project. The accounts will remain open for inspection by representatives/officers from the office of Comptroller and Auditor General of India, Government of India, or concerned State Government at any time. The organization have the accounts of the grant-in-aid audited either by Govt Auditor or Chartered Accountant, The accounts of the organisation have been audited by Chartered Accountants of its own choice and in this case by M/s N.C. Das & Co., Chartered Accountants, . Goswami Road, Goswami Building, Pan Bazar, Guwahati-781001. and supplied the copy of the following audited accounts together with utilization certificate, to the Ministry of Tribal Affairs :-

- the receipt and payment account of grant-in-aid in question for the year.
 - the income and expenditure accounts of grant-in-aid in question for the year.
 - the balance sheet, indicating assets and liabilities from the grant-in-aid in question.
 - the utilisation certificate in prescribed format as per General Financial Rules along with the item-wise break-up.
 - the audited accounts of the organisation as a whole for the year.
- h) The organisation shall submit performance-cum-achievement report(s) every six months on the project for which it received Grants-in-aid in the prescribed format.
- i) That the facilities to be extended with the help of the Grant-in-aid will be available for the welfare of all STs irrespective of creed, religion, colour etc.
- j) The organization will not obtain grant for the same purpose/project from any other source, including Government sources. In case, it receives grant for the same project from other sources also, the same will be intimated to Ministry of Tribal Affairs immediately after receipt with proper reference.
- k) The organization will utilize the grants for the purpose it has been sanctioned, and not divert Grant-in-aid or entrust the execution of the project for which grant-in-aid is sanctioned, to another organization or institution.
- l) That if the Government is not satisfied with the progress of the project or considers that the guidelines of the scheme, terms & conditions of the sanction, etc. are being violated, it reserves the right to terminate the Grant-in-aid with immediate effect and also take such other actions as it deems fit with or without prior notice.

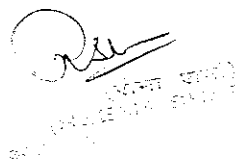

 (Signature)
 (Name)
 Secretary
 Ministry
 Government of India
 New Delhi

- m) No asset acquired wholly or substantially out of this Grant-in-aid will be disposed off or encumbered and or otherwise utilized for any purpose other than that for which sanctioned.
- n) The organization shall maintain a register as per GFR 19 of permanent and semi-permanent assets acquired wholly or in part out of this grant-in-aid. This register shall remain open for inspection to officials from the office of Controller and Auditor General of India, Government of India/State Government/Union Territories. The register shall be maintained separately in respect of this grant and a copy thereof has been furnished to the Ministry, along with the audited accounts.
- o) The Voluntary Organisation should liase with District Administration for convergence of other existing services for the welfare of Scheduled Tribes. It should also maintain contact and seek cooperation of local Panchayati Raj Institutions. It should also have institutional arrangements for seeking community participation.
- p) In respect of Voluntary Organizations assisted for running educational institutions like residential schools, non-residential schools etc., the organisation shall make efforts for recognition of school/courses by State Governments.
- q) The organization shall display the boards that should be erected at the project site indicating that the organization is running under the aegis of Ministry of Tribal Affairs, Government of India.
- r) The organisation shall ensure annual inspection of the project within the first quarter of the financial year in the prescribed format from the District Collector/district authorities.
- s) The purchase of non-recurring items i.e. furniture etc. should be made only from authorized dealers at competitive prices and subject to vouchers being produced for inspection.
- t) That the organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- u) That the organisation shall not charge any fees from the beneficiaries.
- v) The organisation shall not profess or promote any religious/communal/fundamentalist/divisive beliefs or doctrines with these grants.

The organisation shall abide by all the aforesaid terms & conditions, guidelines of the scheme, provisions of GFRs, and any subsequent revision/changes therein.

10. The grants cannot be claimed as a matter of right, it depends on sole discretion of Government of India depending on the merit of the project.

11. In the event of a Court Case, the organisation shall not be entitled to any grant-in-aid till the matter is pending in the Court of Law; the Ministry shall not be responsible for any legal/intellectual/contractual disputes between VO/NGO and a third party. By accepting the grant, the recipient accepts this condition. For all disputes involving Ministry of Tribal Affairs with regard to release of grants, the jurisdiction of the Courts will be Delhi.



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12. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs. 1,14,93,230/- (Rupees One Crore Fourteen Lakhs Ninety Three Thousand Two hundred Thirty only)** for disbursement to the grantee institution through electronic mode of transfer to Ramakrishna Mission, Aalo (Along), District- West Siang, Arunachal Pradesh for the financial 2015-16 in **Account No 11585486922 in State Bank of India, Branch at West Siang, District, MICR Code of the Bank-791002001 and RTGS Code of the Bank-SBIN0001677.**

13. The expenditure is debitable to the Demand No. 89 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities: 02-Welfare of Scheduled Tribes (Sub-Major Head), 796 Tribal Area Sub Plans (Minor Head) – 13 Umbrella Scheme for Development of STs: Van Bandhu Kalyan Yojana; 02- Aid to Voluntary Organisations working for the welfare of Scheduled Tribes: 13.02.31 Grants-in-Aid General (Plan) for the year 2016-17.

14. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their Dy.No.466/JS&FA/2017 dated 22.03.2017. The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance

15. Certified that this sanction has been noted at Sl.No. **227** in the register of grant.

Yours faithfully,


(Reema Sharma)

Under Secretary to the Govt. of India

(REEMA SHARMA)
अवर सचिव/Under Secretary
जनजातीय कार्य मन्त्रालय
Ministry of Tribal Affairs
भारत सरकार, नई दिल्ली
Govt. of India, New Delhi

Copy for information and necessary action.

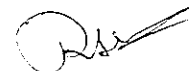
1. Ramakrishna Mission, Aalo (Along), District-West Siang, PIN-791001, Arunachal Pradesh
2. The Commissioner-cum-Secretary, ST & SC Development Department, Government of Arunachal Pradesh with the request to inspect the organization and submit a Inspection Report within 6 months).
3. The Director of Audit, Central Revenues, I.P. Estate, New Delhi.
4. Accountant General, Accountant General's Office, Government of Arunachal Pradesh.
5. The Commissioner, Tribal Development Department, Government of Arunachal Pradesh.
6. Director, TCR&I, Government of A.P, Arunachal Pradesh.
7. The Resident Commissioner, Government of Arunachal Pradesh., Aruchanl Bhavan, New Delhi.
8. Integrated Finance Division (IFD).
9. Bill Copy/Sanction Folder.
10. Director Tribal Research Institute, Government of Arunachal Pradesh.
11. The Deputy Commissioner, District- West Siang, Arunachal Pradesh.
12. The District Tribal Welfare Officer, District- West Siang, Arunachal Pradesh.
13. The Chief Controller of Accounts, Ministry of Tribal Affairs.
14. The Director, NIC, Ministry of Tribal Affairs with request to upload this sanction letter on the website of the Ministry.

PROJECT - Non-Residential School (Secondary + Primary) at Viveknagar Aalo (Along), District-West Siang, AP
Number of beneficiaries claimed in the organisation-1550
No. of students for which grants-in-aid is calculated – 1052 (last year funded)

Sl. NO	Approved items of expenditure as per financial Norms	Expenditure reported for 2015-16	Admissible grant for 2015-16
Non-recurring (once in five years)			
1	Cooking vessels & utensils	0	0
2	Furniture's & Fixture	0	0
3	Lab equipments only for Secondary Schools	0	0
4	Mini School Bus	0	0
Total non-recurring		0	0
Recurring			
5	Head Master/ Mistress 1 (Primary School) @ 5000/-p.m.	60000	60000
6	Head Master/ Mistress 1 (Secondary School) @ 6000/-p.m.	72000	72000
7	Teacher (Primary) (21) @ Rs.4000/- p.m.	1008000	1008000
8	Teacher (Secondary) (5) @ Rs.5000/- per month	300000	300000
9	Peon -(4) @ Rs.2500/- (p.m.)	120000	120000
10	Part-time Cook (11) @ Rs.1500/- pm	198000	198000
11	Watchman-cum-Sweeper (4) @ Rs.2500/- (p.m.)	120000	120000
12	Office Assistant-cum-Typist -(4) @ Rs.2800/- (p.m.)	134400	134400
13	Doctor -(Part-time) (2) @ Rs.2,000/- (p.m.)	4000	4000
14	Accountant -(2) @ Rs.3500/- pm	84000	84000
15	Physical Instructor /Games Teacher(4) @ Rs.4000/-	192000	192000
16	Driver (6) @ Rs.2500/- pm each	180000	180000
17	Handiman/Cleaner (6) @ Rs.1500/- pm each	108000	108000
Total Honorarium		2580400	2580400
18	Maint. of building (rural area) @ 30% of Rs.5000/-pm i.e, Rs.1500 (Rs.1500 x12 months x10 Units)	180000	180000
19	Mid-day meal per working day @ Rs.10/- per students for 10 months (10x1052x22x10)	2314400	2314400
20	Medicine @ Rs.8000/- (p.a.)	84160	84160
21	Excursion @ Rs.15,000/- (p.a.)	0	0
22	Conveyance and TA for Staff Rs.6,000/- (p.a.) (for Primary+ Secondary)	12000	12000
23	Water & Electricity charges Rs.10,000/- (p.a.)	105200	105200
24	Contingencies/office maintenance Rs.10,000/- (p.a.) (for primary+ Secondary)	20000	20000
25	Cooking Charges Rs.8000/- (per annum)	84160	84160
26	Audit Fee Rs.4,000/- (p.a.)	4000	4000
27	Cultural Expenses p.a. Rs.6000/-	63120	63120
28	Sport & Games Equipment's @ Rs. 2,500/- PA	26300	26300
29	Clothing (3) Uniform sets per student) @ Rs.900/- p.a.	946800	946800
30	Books and Stationery: @ Rs.750/- per student (per annum)	789000	789000
31	Maintenance of Bus after 1st year @ Rs.8400/- per annum for each bus (6)	50400	50400
32	POL @ Rs.2000/- p.m. for each bus (6X2000X12)	144000	144000
Total		4823540	4823540
Grand Total		7403940	7403940

Calculation of full and final instalment for the year 2015-16

Net admissible amount for the year 2015-16	7403940
Less unspent balance	0
Net grant-in-aid for the year 2015-16 (full & final instalment) (100% grant)	7403940



Project -Hostel at Viveknagar, Aalo,(Along), District-West Siang, ,Arunachal Pradesh
Number of beneficiaries claimed in the organization-

Sl. NO	Approved items of expenditure as per financial Norms	Expenditure reported for 2015-16	Admissible grant for the year 2015-16
Non-recurring items			
1	Cooking vessels and utensils	0	0
2	Furnitures & Fixtures	0	0
3	Bedding materials	0	0
4	Generator	0	0
Total Non-recurring		0	0
Recurring			
5	Warden (2) @ Rs.4000/-(pm)	96000	96000
6	Part time Teacher (5) @ Rs.3000/- p.m. each	180000	180000
7	Peon-cum-sweeper-(3) @ Rs.2500/-(p.m.)	90000	90000
8	Watchman-cum-generator operator (2) @ Rs.2500/-(p.m.)	60000	60000
9	Cooks -(5) @ Rs.2500/-(p.m.)	150000	150000
10	Helper to Cook (3) @ Rs.1500 per month	54000	54000
11	Aya (3) @ Rs.2500/- per month	90000	90000
12	Office Assistant-cum-Typist -(2) @ Rs.2000/-(p.m.)	48000	48000
13	Doctor -(Part-time) (1) @ Rs.4000/-(p.m.)	41600	41600
14	Part-time Accountant -(1) @ Rs.2800/- pm	33600	33600
Total honorarium		843200	843200
15	Maintenance of building @ 30% Rs.5000/- p.m. for (rural area).	21600	18000
16	Clothing (3) Uniform sets per student) @ Rs.900/-p.a.	225000	179100
17	Diet Charges -(per student) (p.m.) for 10 months @ Rs.660/-	1650000	131340
18	Medicine @ Rs.10000/-(p.a.)	25000	19900
19	Books and Stationery: @ Rs.500/- per student	125000	99500
20	Excursion @ Rs.20,000/-(p.a.)	0	0
21	Water & Electricity charges Rs.12000/-(p.a.)	30000	23880
22	Contingencies/office maintenance Rs.10,000/-(p.a.)	10000	10000
23	Audit Fee Rs.4000/-(p.a.)	0	0
24	Cooking Charges Rs.20000/- per annum	50000	39800
25	Cultural Expenses p.a. Rs.10000/-	25000	19900
26	Conveyance and TA for Staff Rs.8,000/-(p.a.)	8000	8000
27	Sport & Games Equipment's @ Rs.7500 per annum	18750	14925
Total		2188350	564345
Grand Total		3031550	1407545

Calculation of full and final instalment for the year 2015-16

Net admissible amount for the year 2015-16	1407545
Less unspent balance	0
Net grant-in-aid for the year 2015-16 (full & final instalment) 2015-16 (100% grant)	1407545


Organisation: R K Mission, Aalo (Along), District-West Siang, Arunachal Pradesh

Project: Mobile Library-cum-AV Unit at Viveknagar, Aalo (Along), District-West Siang, A.P.

Sl. NO	Approved items of expenditure as per financial Norms	Expenditure reported for 2015-16	Admissible grant for 2015-16
Non-recurring items			
1	Equipment (Video Projection Unit, TV, CD/DVD Player etc.)	0	0
2	Vehicle (as per authorised dealers rates) subject to type and market price	0	0
Total Non-recurring		0	0
Recurring			
3	Audio-Visual Operator-cum-Librarian (1) @ Rs.3000/- per month	36000	36000
4	Driver (1) @ Rs.2500/- per month	30000	30000
5	Part-time Clerk-cum-Accountant (1) @ Rs.2000/- per month	24000	24000
6	One Helper to AV Operator (1) @ Rs.1800/- per month	21600	21600
Total honorarium		111600	111600
7	Fuel for vehicle @ Rs.60000/- per annum	60000	60000
8	Maintenance of vehicle & equipments @ Rs.50000/- per annum	50000	50000
9	Contingencies/Misc. Expenses @ Rs.10000/- per annum	10000	10000
10	VCDs/DVDs @ Rs.4000/- per annum	4000	4000
11	Newspaper & Magazines etc. @ Rs.6000/- per annum	6000	6000
12	Books @ Rs.5000/- per annum	5000	5000
Total		135000	135000
Grand Total		246600	246600

Calculation for the year 2015-16


Net admissible amount for the year 2015-16	246600
Less 10% contribution from NGO (100% grant is being released to the organisation)	0
Net admissible grants for the year 2015-16 as Full & Final instalment	246600


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Organisation: R K Mission, Aalo (Along), District-West Siang, Arunachal Pradesh			
Project: 10-Bedded Hospital at RK Mission, Viveknagar, Aalo (Along), District. West Siang, Arunachal Pradesh.			
Sl. NO	Approved Items of expenditure as per financial Norms	Expenditure reported for 2015-16	Admissible grant for 2015-16
Non-recurring (once in five years)			
1	Furniture/Fixtures for Hospital @ Rs.400000/- ceiling	0	0
2	Hospital equipments and other accessories @ Rs.500000/- ceiling	0	0
3	Ambulance (as per authorised dealers rates)	0	0
4	Generator (as per authorised dealers rates)	0	0
Total non-recurring		0	0
Recurring			
5	Doctor Full-time (2) @ Rs. 15,000/- per month	199682	199682
6	Visiting Specialists @ Rs.1000/- per visit and minimum 8 visits per month	25000	25000
7	Compounder (1) @ Rs. 4,000/- per month	48000	48000
8	Dresser (1)@ Rs.4000 (p.m.)	48000	48000
9	Nurse (2) Rs. 4000 (p.m.) each	96000	96000
10	Cook (1) @ Rs.2500 (p.m.)	30000	30000
11	Helper to Cook (1)@ Rs. 1500(p.m.)	18000	18000
12	Office Superintendent (1) @ Rs. 3500 (p.m.)	42000	42000
13	Ward Boy (2) @ Rs. 2500 p.m. each	60000	60000
14	Clerk-cum-accountant (1) @ Rs. 3500 (p.m.)	42000	42000
15	Watchman-cum-generator operator (1)@ Rs. 2500/- per month	30000	30000
16	Driver(1) @ Rs. 2500(p.m.)	30000	30000
17	Sweeper/Cleaner (1) @ 2500 p.m.	30000	30000
Total honorarium		698682	698682
18	Maintenance of building @ 30% of rent Rs.7000/- p.m. (rural area).	28800	25200
19	Drugs for Outdoor Patients (p.a.) @ Rs.150000/-	150000	150000
20	Drugs for Indoor Patients (p.a.) @ Rs.250000/-	250000	250000
21	Electricity & Water Charges @ Rs.6000/- (p.m.)	72000	72000
22	Audit Fees (p.a.) @ Rs.4000/-	0	0
23	Conveyance/TA for Staff (p.a.) Rs.15000/-	15000	15000
24	Diet for Indoor Patients Rs.50/- per day per inmate (50*10*30*12)	180000	180000
25	Contingencies/Mis. Expdr. (p.a.) @ Rs.10000/-	10000	10000
26	Office Expenses (p.a.) @ Rs.18000/-	18000	18000
27	Cooking Charges @ Rs.30000/- per annum	30000	30000
28	Advertisement and publicity @ Rs.5000/- per annum	5000	5000
29	POL p.m. @ Rs. 5000/- per month	60000	60000
Total		818800	815200
Grand Total		1517482	1513882

Calculation for the year 2015-16

Net admissible amount for the year 2015-16	1513882
Less 10% contribution from NGO (100% grant is being released to the organization).	0
Net admissible grants for the year 2015-16 as Full & Final instalment	1513882


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 2015-16

Organisation: R K Mission, Aalo (Along), District-West Siang, Arunachal Pradesh
Project: Mobile Dispensary at RK Mission, Viveknagar, Aalo (Along), District.
 West Siang, Arunachal Pradesh.

Sl. NO	Approved items of expenditure as per financial Norms	Expenditure reported for 2015-16	Admissible grant for 2015-16
Non-recurring (once in five years)			
1	Furniture and Fixtures @ Rs.10000/-	0	0
2	Medical equipments: (ECG, Lab, equipment for Urine, Stool, Blood tests, etc @ Rs.150000/-	0	0
3 ¹	Mobile Van (as per authorised dealers rates	0	0
Total non-recurring		0	0
Recurring			
4	Doctor (1) @ Rs. 15,000/- per month	39500	39500
5	Compounder/Nurse (1) @ Rs. 4,000/- per month	48000	48000
6	Part-time Office Asstt-cum-Accountant (1) @ Rs.2500/- per month	30000	30000
7	Driver(1) @ Rs. 2500 (p.m.)	30000	30000
8	Helper/Handiman (1) @ 1500 p.m.	18000	18000
Total Honorarium		165500	165500
9	Fuel (POL) @ Rs.14000/- per month (Hilly area)	168000	168000
10	Drugs @ Rs.200000/- per annum	200000	200000
11	Contingencies/Mis. Expdr. (p.a.) @ Rs.10000/-	10000	10000
12	Audit Fees (p.a.) @ Rs.4000/-	0	0
13	Maintenance & repairs of vehicle and medical equipment @ 30000/-	30000	30000
14	Advertisement and publicity @ Rs.7500/- per annum	7500	7500
15	Daily allowance for visiting medical team on duty beyond 16 KM from office for whole day @ Rs.5000/- per month	18263	18263
Total		433763	433763
Grand Total		599263	599263

Calculation for the years 2015-16

Net Admissible amount for the year 2015-16 599263

Less 10% contribution from NGO (100% grant is being released to the organisation) 0

Net admissible grants for the year 2015-16 as Full & Final instalment 599263

(Signature)
 R K MISSION
 Viveknagar, Aalo (Along), District
 West Siang, Arunachal Pradesh

Sl. NO	Approved items of expenditure as per financial Norms	Expenditure reported for 2015-16	Admissible grant for 2015-16
Non-recurring			
1	Computer Hardware (Pentium IV)	0	0
2	Software & Networking (Office XP, etc)	0	0
3	Site preparation		
a	One 1.5 ton AC with stabiliser	0	0
b	2KVA UPS with half hour battery back up	0	0
c	Electrical fittings	0	0
d	Computer tables, chairs and associated civil works	0	0
4	Accreditation by DOEACC of M/o Information Technology or any other organisation as indicated by the Ministry from time to time	0	0
Total non-recurring		0	0
Recurring			
5	Instructor-cum-Systems Manager (1) @ Rs.10000/- per month	120000	120000
6	Assistant Instructor-cum-Junior Programmer (1) @ Rs.7500/- per month	90000	90000
7	Part time Accountant-cum-Office Assistant (1) @ Rs.1500 per month	18000	18000
8	Watchman-cum-cleaner (1) @ Rs.2500 per month	30000	30000
Total		258000	258000
9	Library, Stationery, Floppy @ Rs.10000/- per annum	10000	10000
10	Misc. charges (advertising, recruitment, selection of students for courses) @ Rs.15000 per annum	15000	15000
11	TA/DA for Computer Faculty/Experts @ Rs.15000 per annum	15000	15000
12	Maintenance from 2nd year of the purchase of the hardware @ Rs.15000/- per annum	15000	15000
13	Maintenance of Building @ 30% of Rs.3000/- per month (rural area).	9000	9000
14	Audit fee @ Rs.4000 per annum	0	0
Total		64000	64000
Grand Total		322000	322000

Calculation of admissible grant for 2015-16


Total approved expenditure for 2015-16	322000
Less 10% contribution from the organisation (100% grant being released)	0
Net admissible grant for 2015-16	322000
Less unspent balance	0
Net admissible amount for 2015-16 full & final Instalment	322000

Summary of admissible grant for the year 2015-16

Sl. No.	Projects	(In Rs.)
1.	Non-Residential School	7403940
2.	Hostel	1407545
3.	Mobile Library-cum-AV-Unit	246600
4.	10 bedded Hospital	1513882
5.	Mobile Dispensary	599263
6.	Computer Training Centre	322000


Grand Total

Rs.1,14,93,230


 (Name of SHARMA)
 Officer in Charge, Computer
 Training Centre, Viveknagar,
 Aalo, West Siang District,
 Arunachal Pradesh
 Ministry of Information and
 Public Relations, Government of
 India

LIST OF REGISTER TO BE MAINTAINED

1. Admission Register of students.
2. Attendance Register of Students & Member of the Staff.
3. Stock Register Consumables & Non-Consumable items.
4. Records showing the details of daily consumption of food articles.
5. Register showing issue of medicine to the students and dates of visits of the doctor.
6. Register reflecting issue of uniforms and books or stationery items to the students.
7. Honorarium Payment Register.
8. Bio-data/Personal files of both teaching and non-teaching staff.
9. Stock Register/Ledger and Vouchers Registers.
10. Maintenance of year-wise records of Minutes of the General Body and Managing Committee.


(रीमा शर्मा)
(REEMA SHARMA)
अवर सचिव/Under Secretary
जनजातीय कार्य मन्त्रालय
Ministry of Tribal Affairs
भारत Government of India