



F.No.22013/02/2012-NGO  
Government of India  
Ministry of Tribal Affairs

...  
Shastri Bhawan, New Delhi 110001  
Dated the 24<sup>th</sup> April, 2017

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

Subject: Grant-in-Aid towards full & final instalment for the year 2015-16 to Dr. Ambedkar Mission, Assam, Village Dhopatari, PO-Changsari, Distt- Kamrup, Pin code 781101, Assam for running & maintenance of ongoing project of 10 Bedded Hospital at Vill. Dhopatari, Block/Mandal- Bezera, PO- Changsari, Distt. Kamrup, Assam on reimbursement basis during current financial year 2017-18 under the scheme of "Grants-in-aid to voluntary organizations working for the welfare of scheduled tribes".

Sir,

I am directed to refer to letter no. TAD/BC/422/2015/253 dated 04.02.2016 from the Government of Assam, Department for Welfare of Plain Tribes & Backward Classes on the subject mentioned above and to convey the sanction of the President of India and to release Grant-in-aid of **Rs.16,16,400/- (Rupees Sixteen Lakh Sixteen Thousand and Four Hundred only)** towards **full & final instalment for the year 2015-16** on reimbursement of expenditure basis during the current financial year 2017-18 as per details of expenditure enclosed at Annexure-I, after adjusting unspent balance of Rs.NIL/- to Dr. Ambedkar Mission, Assam, Village Dhopatari, PO-Changsari, Distt- Kamrup, Pin code 781101, Assam as Recurring grant for running & maintenance of ongoing project of 10 Bedded Hospital at Vill. Dhopatari, Block/Mandal- Bezera, PO- Changsari, Distt. Kamrup, Assam. The last grant for the year 2014-15 amounting to Rs.16,16,400/- was released during 2016-17 vide Sanction Order No.22013/02/2012-NGO dated 21.12.2016 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.

(रिमा शर्मा)  
(REEMA SHARMA)  
अवर सचिव, अंतर्गत सचिव  
Ministry of Tribal Affairs  
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- 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.
- 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 (M/s R.Das & Co. Chartered Accountants, Lila Baruah Lane, Ambari, House No-9, Flat-1(B) 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.
  - 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.

  
 Preeti Sharma  
 Joint Secy, Under Secretary  
 Secretary and Member  
 Ministry of Tribal Affairs  
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 Govt. of India, New Delhi

- 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.

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

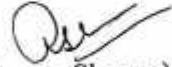
12. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs.16,16,400/- (Rupees Sixteen Lakh Sixteen Thousand and Four hundred only)** for disbursement to the grantee institution through electronic mode of transfer to Dr. Ambedkar Mission, Assam, Village Dhopatari, PO-Changsari, Distt- Kamrup, Pin code 781101, Assam in **Account No. 32859974694 in State Bank of India**, Branch at West Guwahati Branch, Bharalumuk, Dist. Kamrup, Assam and **MICR code 781002010 and IFSC code SBIN0006878**

13. The expenditure is debitable to the Demand No. 96 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 Plan (Minor Head) - 21 Umbrella Programme for Development of Scheduled Tribes: Van Bandhu Kalyan Yojana; 03- Aid to Voluntary Organisations working for the welfare of Scheduled Tribes: 21.03.31 Grants-in-Aid General (Plan) for the year 2017-18.

14. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their Dy.No.6789/JS&FA/2017 dated 20.04.2017. 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. 04 in the register of grant.

Yours faithfully,



(Reema Sharma)

Under Secretary to the Govt. of India

अवर सचिव / Under Secretary  
जनजातीय कार्य मन्त्रालय  
Ministry of Tribal Affairs  
नारायण संकलन, नई दिल्ली  
Govt. of India, New Delhi

Copy for information and necessary action.

1. The Secretary Dr. Ambedkar Mission, Assam, Village Dhopatari, PO-Changsari, Distt- Kamrup, Pin code 781101, Assam
2. The Secretary, Department of WPT & BC, Govt. of Assam, Dispur, Guwahati-06 (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, Govt. of Assam, Guwahati.
5. The Commissioner, Tribal Development Department, Govt. of Assam, Guwahati
6. Director, TCR&I, Govt. of Assam, Guwahati.
7. The Resident Commissioner, Govt. of Assam, Assam Bhawan, New Delhi.
8. Integrated Finance Division (IFD).
9. Bill Copy/Sanction Folder.
10. Director Tribal Research Institute, Govt. of Assam, Guwahati
11. The Deputy Commissioner, District- Kamrup, Guwhati, Assam.
12. The District Tribal Welfare Officer, District- Kamrup, Guwhati, Assam
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.

Organisation-Dr.Ambedkar Mission, Assam, Village Dhopatari, PO-Changsari, Distt- Kamrup, Pin code 781101, Assam

PROJECT -10 Bedded Hospital at Vill. Dhopatari, Block/Mandal- Bezera, PO- Changsari, Distt. Kamrup, Assam

Sl No.	Approved items of expenditure as per financial Norms	Expd. reported for 2015-16	Admissible grant for 2015-16
<b>Non-recurring (once in five years)</b>			
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
<b>Total non-recurring</b>		<b>0</b>	<b>0</b>
<b>Recurring</b>			
5	Doctor Full-time (2) @ Rs. 15,000/- per month	360000	360000
6	Vising Specialists @ Rs. 1000/- per visit and minimum 8 visits per month	96000	96000
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
<b>Total honorarium</b>		<b>930000</b>	<b>930000</b>
18	Rent of building @ Rs. 6000/- p.m. as per old norms (for Rural Area) in absence of rent assessment certificate	96000	72000
19	Drugs for Outdoor Patients (p.a.) @ Rs.150000/-	400000	150000
20	Drugs for Indoor Patients (p.a.) @ Rs.250000/-		250000
21	Electricity & Water Charges @ Rs.6000/- (p.m.)	87061	72000
22	Audit Fees (p.a.) @ Rs.4000/-	4000	4000
23	Conveyance/TA for Staff (p.a.) Rs.15000/-	18844	15000
24	Diet for Indoor Patients Rs.50/- per day per inmate (50*10*30*12)	219647	180000
25	Contingencies/Misc. Expd. (p.a.) @ Rs.10000/-	12801	10000
26	Office Expenses (p.a.) @ Rs.18000/-	20488	18000
27	Cooking Charges @ Rs.30000/- per annum	35218	30000
28	Advertisement and publicity @ Rs.5000/- per annum	9498	5000
29	POL p.m. @ Rs. 5000/- per month	72180	60000
<b>Total</b>		<b>975737</b>	<b>866000</b>
<b>Grand Total</b>		<b>1905737</b>	<b>1796000</b>

Calculation for the year 2015-16

Net admissible amount for the year 2015-16	1796000
Less 10% contribution from NGO	179600
Net approved grants-in-aid for 2015-16	1616400
Less unspent balance	0
Net admissible grants for the year 2015-16 as reimbursement of expenditure	1616400

  
 (REEMA SHARMA)  
 Under Secretary  
 Ministry of Tribal Affairs  
 Govt. of India, New Delhi

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.



(रिमा शर्मा)  
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