



F.No.22036/02/2011-NGO(Vol. I)  
Government of India  
Ministry of Tribal Affairs

Shastri Bhawan, New Delhi 110001  
Dated: 13<sup>th</sup> November, 2017

To

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

**Subject:** Grant-in-aid towards full & final installment for the year 2016-17 to **Ramakrishna Mission Tuberculosis Sanatorium, Village-Dungri, Block/Mandal-Namkum, District-Ranchi, Jharkhand** for maintenance and running of ongoing projects namely 70- Bedded Hospital and Mobile Dispensary for STs at Village - Dungri, Block/Mandal-Namkum, PO-R.K. Sanatorium, Ranchi, Jharkhand on reimbursement basis during the current financial year 2017-18.

Sir,

I am directed to refer to Letter No. 7/NGO(CENTRE)-01/15 dated 13.07.2017 from the Government of Jharkhand, Welfare Department and to convey the sanction of the President of India for Grants-in-aid of **Rs.1,08,58,781/- (Rupees One Crore Eight Lakh Fifty Eight Thousand Seven Hundred Eighty One only)** towards full & final instalment for the year 2016-17 as re-imbusement of expenditure during the year 2017-18 as per details of Expenditure enclosed as Annexure-I, after adjusting Rs.NIL/- on account of unspent balance to **Ramakrishna Mission Tuberculosis Sanatorium, Village-Dungri, Block/Mandal-Namkum, District-Ranchi, Jharkhand** (NGO Darpan Unique ID - JH/2015/0087998) for maintenance and running of ongoing projects namely 70- Bedded Hospital and Mobile Dispensary for STs at Village - Dungri, Block/Mandal-Namkum, PO-R.K. Sanatorium, Ranchi, Jharkhand towards under the scheme of Grants-in-aid to voluntary organizations working for the welfare of scheduled tribes. No utilisation certificate is due for rendition. The last grant for the years 2015-16 amounting to Rs.1,02,21,027/- was released during vide Sanction Order 22036/02/2011-NGO (Vol.I) dated 29.09.2016 by way of reimbursement. Therefore, no utilization certificate is required in terms of Rule 238(3) of GFRs 2017. No utilisation certificate is due for rendition. The grant-in-aid shall be subject to provisions of GFR-2017 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 2016-17 in terms of Rule No. 238(3) of GFR, 2017.

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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(REEMA SHARMA)  
अवर सचिव/Under Secretary  
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Ministry of  
Tribal Affairs  
Government of India

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 P.S. Paul & Co., Chartered Accountants, Unit No. 307, 3<sup>rd</sup> Floor, Shrilok Complex, 4, H.B. Road, Ranchi, Jharkhand-834001.

8. Provisions of General Financial Rule 236(2)(i) of GFR, 2017 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) Salary of Staff: Salary/honorarium of staff involved in implementation of the project is to be paid through cheque/bank only.
- c) 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.
- d) 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.

  
(Name) A SHARMA  
Under Secretary  
of the Ministry  
of Tribal Affairs  
New Delhi, India

- e) 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.
- f) 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 shall have the accounts of the grant-in-aid audited either by Govt. Auditor or Chartered Accountant (M/s P.S. Paul & Co., Chartered Accountants, Unit No. 307, 3<sup>rd</sup> Floor, Shrilok Complex, 4, H.B. Road, Ranchi, Jharkhand-834001), 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.
- g) 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.
- h) 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.
- i) 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.
- j) 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.
- k) 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.
- l) 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.
- m) 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

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Ministry of Tribal Affairs  
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Govt. of India, New Delhi

maintained separately in respect of this grant and a copy thereof has been furnished to the Ministry, along with the audited accounts.

- n) 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.
- o) In respect of Voluntary Organizations assisted for running educational institutions like residential schools, non-residential schools etc., the organisation shall get recognition of school/courses by State Governments.
- p) 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, NGO Darpan Unique ID, year if beginning of project, Total project cost borne by MoTA, Location of project, Name of the NGO with its headquarters.
- q) 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.
- r) The purchase of non-recurring items i.e. furniture etc. should be made only reputed dealers at competitive prices subject to vouchers being produced for inspection.
- s) That the organisation shall ensure the quarterly check on the quality of food being provided (if applicable) by the State Health Department/Food Department.
- t) That the organisation shall not charge any fees from the beneficiaries.
- u) 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.

12. Rule 87 "Direct Benefit Transfer" of General Financial Rules, 2017, wherever applicable, shall be complied with.

13. The Drawing and Disbursing officer of this Ministry is authorized to draw an amount of **Rs.1,08,58,781/- (Rupees one crore eight lakh fifty eight thousand seven hundred eighty one only)** for disbursement to the grantee institution through electronic mode of transfer to **Ramakrishna Mission Tuberculosis Sanatorium, Village-Dungri, Block/Mandal-Namkum, PO - R.K. Sanatorium, Ranchi-835221, Jharkhand in Account No.1571010101954 in United Bank of India, Branch at Tupudana Branch, Hatia, Ranchi-834003 Jharkhand and IFSC Code UTBI0TPDK41.**



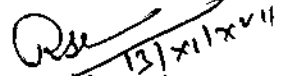
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14. The expenditure is debitable to the Demand No. 96 Ministry of Tribal Affairs Major Head "2225" Welfare of Scheduled Castes, Scheduled Tribes, Other Backward Classes and Minorities: 02-Welfare of Scheduled Tribes (Sub-Major Head), 796 Tribal Area Sub Plans (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.

15. The sanction is issued with the concurrence of Integrated Finance Division communicated vide their Dy.No.220/JS&FA/2017 dated 09/11/2017. The pattern of assistance of rule governing grant-in-aid has received the approval of the Ministry of Finance.

16. Certified that this sanction has been noted at Sl.No. \_\_\_\_\_ in the register of grant.

Yours faithfully,



(Reema Sharma)

Under Secretary to the Government of India

(REEMA SHARMA)

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New Delhi

**Copy for information and necessary action: -**

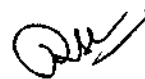
1. The Secretary, Ramakrishna Mission Tuberculosis Sanatorium, PO-B.K. Sanatorium, Distt-Ranchi-835 221.
2. The Director General of Audit, Central Revenues, I.P. Estate, New Delhi.
3. The Secretary, Welfare Department, Govt. of Jharkhand, Ranchi (with the request to inspect the organisation and submit the Inspection Report within 6 months)
4. The Director, Tribal Research Institute, Government of Jharkhand, Ranchi.
5. The Deputy Commissioner, District-Ranchi (Jharkhand).
6. The District Social Officer, District- Ranchi (Jharkhand).
7. Bill Copy/Sanction Folder.
8. US(IFD)
9. The Resident Commissioner, Govt. of Jharkhand, Jharkhand Bhawan, New Delhi.
10. Accountant General, Accountant General's Office, Govt. of Jharkhand, Ranchi.
11. Chief Controller of Accounts, Ministry of Tribal Affairs.
12. The Director, NIC, Ministry of Tribal Affairs with request to upload this sanction letter on the website of the Ministry.

**Calculation of admissible grants for the year 2016-17: 70-Bedded Hospital**

**Name of Organisation:** - Ramakrishna Mission Tuberculosis Sanatorium, Village – Dungri, Block/Mandal- Namkum, PO-R.K. Sanatorium, District –Ranchi, Pin Code-835221, Jharkhand

**PROJECT:** - 70-Bedded Hospital

Sl. No.	Approved items of expenditure as per financial norms	Audited Expd. reported for 2016-17	Admissible grant for 2016-17 (for 70 Bedded Hospital) (in Rs.)
<b>Recurring (Honorarium)</b>			
1.	Doctor (Full Time) (10) @ Rs.15,000/-per month	913425	913425
2.	Visiting Specialists @ Rs.1000/- per visit and minimum 8 visits per month [8000x7x12]	322267	322267
3.	Compounder (7) @ Rs.4,000/- p. m.	379339	336000
4.	Dresser (7) @ Rs.4,000/- per month	336000	336000
5.	Nurse (14) @ Rs. 4,000/- per month	684000	672000
6.	Driver (6) @ Rs.2,500/- per month	180000	180000
7.	Cook (7) @ Rs.2,500/- per month	150000	150000
8.	Helper to Cook (7) @ Rs.1,500/- p. m.	126000	126000
9.	Office Superintendent (1) @ Rs.3,500/-p. m.	42000	42000
10.	Ward Boy (14) @ Rs.2,500/- p.m.	420000	420000
11.	Clerk-cum-Accountant (7) @ Rs.3,500/- p.m.	168000	168000
12.	Watchman-cum-generator operator (6) @ Rs.2500/- p.m.	180000	180000
13.	One Sweeper/Cleaner (7) @ Rs.2,500/- per month	210000	210000
14.	Maintenance of Building (own bldg.) @ 30% of rent Rs.7000/- per month for 10 Bedded Hospital (7000X7X12) X30% as per norms. (other town)	186622	176400
15.	Drugs for indoor patients @ Rs. 2,50,000/- per annum	1750140	1750000
16.	Contingencies/Misc. Expenditure @ Rs.10,000/- (p.a.) x 7	84997	70000
17.	Electricity & Waster Charges @ Rs.6,000/- per month	503951	503951
18.	Audit Fees @ Rs.4,000/- (p.a.)	4000	4000
19.	Conveyance/TA for Staff @ Rs.15,000/- (p.a.)	94145	94145
20.	Diet for Indoor Patients @ Rs.50/- per day per inmate (50X30x70x12)	1277500	1260000
21.	Office Expenses @ Rs.18,000/- (p.a.)	128072	126000
22.	Cooking Charges @ Rs.30,000 per annum for a 10-Bed	268219	210000
23.	POL (Fuel). @ Rs.5,000/- per month	423655	420000
24.	Advertising & Publicity @ Rs.5,000/-p.a.	5040	5000
<b>II. OUT DOOR</b>			

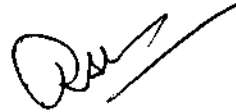


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25.	Out Doctor (1) @ Rs.15,000-per month	182000	180000
26.	Outdoor Visiting Specialist	0	0
27.	Outdoor Compounder (1)@ Rs.4,000/- p. m.	48000	48000
28.	Outdoor Dresser (2)@ Rs.4,000/- p. m.	96000	96000
29.	Ward Boy/Watchman (2)@ Rs.2,500/- p.m.	60000	60000
30.	Drugs for outdoor Patients @ Rs. 1,50,000/- per annum for 10 Beds	1048278	1048278
	<b>Total</b>	<b>10271650</b>	<b>10107466</b>

**Calculation for the year 2016-17**

<b>Total qualifying expenditure for the year 2016-17</b>	<b>10107466</b>
<b>Admissible grants for the year 2016-17 (100% grants being the project in Scheduled Area)</b>	<b>10107466</b>
<b>Less unspent balance</b>	<b>0</b>
<b>Net admissible grants for the year 2016-17 as reimbursement of expenditure (full &amp; final instalment)</b>	<b>10107466</b>



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**Calculation of admissible grants for the year 2016-17: Mobile Dispensary**

Name of Organisation: - **Ramakrishna Mission Tuberculosis Sanatorium, Village-Dungri, Block/Mandal- Namkum, PO-R.K. Sanatorium, District -Ranchi, Pin Code-835221, Jharkhand**

PROJECT: - **Mobile Dispensary**

Sl. No.	Approved items of expenditure as per financial Norms	Audited Expd. reported for 2016-17	Admissible grant for 2016-17 (In Rs.)
<b>Recurring</b>			
1.	Doctor (1) @ Rs. 15,000/- per month	180000	180000
2.	Compounder/Nurse (1) @ Rs. 4,000/- per month	48000	48000
3.	Part-time Office Asstt-cum-Accountant (1) @ Rs.2500/- per month	30000	30000
4.	Driver (1) @ Rs. 2500 (p.m.)	30000	30000
5.	Helper/Handiman (1) @ 1500 p.m.	18000	18000
6.	Fuel (POL) @ Rs.14,000/- per month (Hilly area)	168106	168000
7.	Drugs @ Rs.200000/- per annum	202481	200000
8.	Contingencies/Misc. Expd. (p.a.) @ Rs.10000/-	11030	10000
9.	Audit Fees (p.a.) @ Rs.4000/-	0	0
10.	Maintenance & repairs of vehicle and medical equipment @ 30000/-	31936	30000
11.	Advertisement and publicity @ Rs.7500/- per annum	7275	7275
12.	Daily allowance for visiting medical team on duty beyond 16 K.M. from office for whole day @ Rs.5000/- per month	99000	60000
<b>Total</b>		<b>825828</b>	<b>781275</b>

**Calculation for the year 2016-17**

<b>Total qualifying expenditure for the year 2016-17</b>	<b>781275</b>
<b>Admissible grants for the year 2016-17 (100% grants being the project in Scheduled Area)</b>	<b>781275</b>
<b>Less unspent balance</b>	<b>0</b>
<b>Net admissible grants for the year 2016-17 as reimbursement of expenditure (full &amp; final instalment)</b>	<b>781275</b>



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**Summary of admissible grants for the year 2016-17**

Sl. No.	Projects	Admissible full and final grants on reimbursement basis for the year 2016-17
1.	70- Bedded Hospital	Rs. 1,01,07,466/-
2.	Mobile Dispensary	Rs. 7,81,275/-
	<b>Total</b>	<b>Rs. 1,08,88,741/-</b>



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**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.



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