

No. G.11011/3/2010/Water (Pt.)
Government of India
Ministry of Drinking Water & Sanitation

8th Floor, Paryavaran Bhawan
CGO Complex, Lodhi Road
New Delhi - 110 003

Dated the 4th April, 2012

To

(The Principal Secretaries/Secretaries in-charge of rural water supply in
all States)

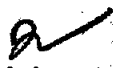
Sir,

Subject:- Requirement of documents for the release of funds under NRDWP -
Forwarding of Check List - Regarding.

It is often found that while sending the proposals for release of funds under NRDWP by States, the proposals suffer from various deficiencies which often leads to non-acceptance of proposal and consequent delay in release of funds. A check list has been prepared and is enclosed herewith. It is therefore requested that while submitting the proposals for release of funds under NRDWP, compliance of the check list may kindly be ensured.

Thanking you,

Yours faithfully,


(Sujoy Mojumdar)
Director (Water)

Encl : As above.

Tech Dir (NWC) - It is requested to

host the above letter on the Ministry's website.

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Ministry of Drinking Water and Sanitation

CHECKLIST

TO BE SUBMITTED BY THE STATE WHILE SUBMITTING PROPOSAL FOR
RELEASE OF FUNDS UNDER NATIONAL RURAL DRINKING WATER
PROGRAMME

Sl. No.	DOCUMENTS	Whether enclosed / fulfilled (Please tick)	
		Yes	No
1.	a) Specific proposals submitted	Yes	No
	b) It is in the prescribed proforma	Yes	No
2.	Utilization Certificates in original for year 2011-12 and 2012-13 (Provisional) furnished separately for		
	a) Central Funds	Yes	No
	b) State funds	Yes	No
3.	- Utilisation Certificate has file reference	Yes	No
	- Signed by the Head of the fund recipient Department/Board/Authority/Corporation/Body	Yes	No
	- Countersigned by the Principal Secretary/Secretary of the concerned Department	Yes	No
	- With official seal	Yes	No
	- Name of the signatory	Yes	No
4.	The State has utilized 60% / 75% of total available resources (Central & State Fund separately)	Yes	No
5.	Audit Report/ Audited Statement of Accounts as per prescribed format for the year 2011-12 has been submitted.	Yes	No

6.	Chartered Accountant is a CAG empanelled Chartered Accountant	Yes	No
7.	Copy of the letter issued by O/o CAG has been furnished in support of empanelment	Yes	No
8.	The figures of		
	(a) Grants	Yes	No
	(b) Expenditure	Yes	No
	(c) Opening/Closing balances reported in the U.Cs are in agreement with Audit Report	Yes	No
9.	If no, clarifications have been given for the variations	Yes	No
10.	Action Taken Report on the observations made by the Auditor in the Audit Report has been furnished	Yes	No
11.	The State-matching share		
	(a) has been utilized in the previous year	Yes	No
	(b) shortfall has been released in the current year	Yes	No
12.	Certificate from the State Government that the unfinished works are given priority for completion is enclosed.	Yes	No
13.	Certificate that all schemes approved by the State Level Scheme Sanctioning Committee in the last six months have been taken up for implementation is enclosed.	Yes	No