

UTILISATION CERTIFICATE (2 COPIES)
FOR THE FINANCIAL YEAR - (ENDING 31ST MARCH)

1. Title of the Project/ Scheme:
2. Name of the Institution:
3. Principal Investigator:
4. Department of Science & Technology sanction order No & date sanctioning the project:
5. Head of account as given in the original sanction order:
6. Amount brought forward from the previous Financial year quoting DST letter no and date in which the authority to carry forward the said amount was given i. Amount
ii. Letter No
iii. Date
7. Amount received during the financial year (Please give DST letter/order no and date) i. Amount
ii. Letter/Order No
iii. Date
8. Total amount that was available for expenditure (excluding commitments) during the financial year (Sr. No. 6+7) Rs.
9. Actual Expenditure (excluding commitments) Incurred during the financial year (upto 31st March) Rs.
10. Balance amount available at the end of the financial year:
11. Unspent balance refunded, if any (please give details of cheque no etc.):
12. Amount to be carried forward to the next financial year (if applicable):

UTILISATION CERTIFICATE

Certified that out of Rs _____ of grants-in-aid sanctioned during the year _____ in favour of _____ under this Ministry/ Department letter/ order No _____ dated ___ and Rs _____ on account of unspent balance of the previous year, a sum of Rs _____ has been utilised for the purpose of _____ for which it was sanctioned and that the balance of Rs _____ remaining unutilised at the end of the year has been surrendered to Government (vide Challan no _____ dated _____) will be adjusted towards the grants-in-aid payable during the next year i.e. _____.

Signature of PI

Signature of Registrar/ Signature of Head

Accounts Officer of
the Institute

Date

Date

Date

(To be filled in by DST)

Certified that I have satisfied that the conditions on which the grants-in-aid was sanctioned have been fulfilled/ are being fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purpose for which it was sanctioned:-

Kinds of checks exercised.

- 1.
- 2.
- 3.
- 4.
- 5.

Signature: _____
Designation: _____
Date: _____