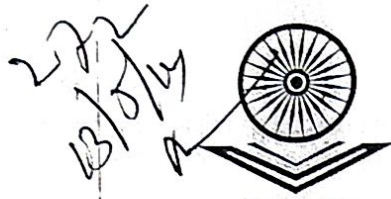


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ज्ञान-विज्ञान विमुक्तये

विश्वविद्यालय अनुदान आयोग  
नैरुत्य प्रादेशिक कार्यालय  
**UNIVERSITY GRANTS COMMISSION**  
SOUTH WESTERN REGIONAL OFFICE  
P.K. Block, Palace Road, Gandhinagar  
Bangalore-560 009.  
Phone : (080) 2228 0380 Fax : (080) 2228 0381

3-4(068)/2012(UG)(XII PLAN)/KLMG068/SWRO

The Accounts Officer  
South Western Regional Office  
University Grants Commission  
P.K. Block, Palace Road  
Gandhinagar, Bangalore

21-Mar-14

Sub: Release of Grants-in-aid to ST. MARY'S COLLEGE, MANARCAUD, MALAM P.O., KOTTAYAM for the year 2013-2014 under "General Development Assistance" (Plan)

Sir/Madam,

I am directed to convey the sanction of the University Grants Commission for payment of grant of Rs.905000/- for the year 2013-2014 equivalent to 40% of XIIth Plan allocation to ST. MARY'S COLLEGE, MANARCAUD, MALAM P.O., KOTTAYAM for "General Development Assistance" (Plan), expenditure to be incurred during 2013-2014.

NAME OF THE SCHEME	HEAD OF ACCOUNT	ALLOCATION Rs.	GRANT TO BE SANCTIONED BY 2013-14 40% OF ALLOCATION Rs.	GRANT ALREADY SANCTIONED IN 2012-13 AS Ad-hoc GRANT (Other than Building) Rs.	GRANT NOW BEING SANCTIONED (Other than Building) Rs.	BALANCE Rs.
General Development Assistance (Block Grant)	2(B)	2950000/-	1180000/-	275000/-	905000/-	1770000/-
You are requested to utilise the sanctioned amount proportionately as detailed below :-						
GENERAL - 701375/-		SC - 135750/-		ST - 67875/-		

- The amount released may be utilised within the allocated amount under Grant-in-aid General (31) and Capital Assets (35) as conveyed vide letter no. 3-4(068)/2012(UG)(XII PLAN)/KLMG068/SWRO dated 21-Mar-2014. Re-appropriation of funds between Grant-in-aid General (31) and Capital (35) is not permissible.  
The sanctioned amount is debitible to 2(B) and is valid for payment during the financial year 2013-2014 only.
- The amount of the Grant shall be drawn by the Accounts Officer/Drawing and Disbursing Officer, South Western Regional Office, UGC, Bangalore on the Grants-in-aid bill and shall be disbursed to and credited to the Principal of the College through Electronic mode as per the following details:
  - Details (Name & Address) of Account Holder: ST. MARY'S COLLEGE, MANARCAUD, MALAM P.O., KOTTAYAM
  - Account No: 0779101017545
  - Name & address of Bank branch: CANARA BANK, MANARCAUD, KOTTAYAM
  - MICR Code: 686015801
  - IFSC Code: CNRB0000779
  - Type of Account: SB
- This grant can be availed by aided colleges/courses only.
- The grant is subject to the adjustment on the basis of utilisation certificate in the prescribed proforma submitted by the College.
- The college shall maintain proper accounts of the expenditure out of the grants which shall be utilised only on approved items of expenditure.
- The College may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/guidelines there under from time to time.

Contd.2



8. The Utilization Certificate to the effect that the grant has been utilized for the purpose for which it has been sanctioned shall be furnished to UGC as early as possible after the close of current financial year.
9. The assets acquired wholly or substantially out of University Grants Commission's Grant shall not be disposed or encumbered or utilised for the purposes other than those for which the grant was given without proper sanction of the UGC and should at any time the College ceased to function, such assets shall revert to the University Grants Commission.
10. A Register of Assets acquired wholly or substantially out of the grants shall be maintained by the College in the prescribed proforma.
11. The grantee institution shall ensure the Utilization of grants-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization thereof, the simple interest @ 10% per annum as amended from time to time on unutilised amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
12. The College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation of policy [both vertical (for SC, ST and OBC) and horizontal ( for person with disability etc.)] in teaching and non-teaching posts.
13. The College shall fully implement the Official Language Policy of Union Govt. and comply with the Official Language Act, 1963, and Official Languages (Use for Official Purposes of the Union) Rules, 1978 etc.
14. The sanction is issued in exercise of the delegation of powers vide UGC office order No.130/2013[F.No.10-11/12(Admn. IA & B)] dated 28/5/2013.
15. The College shall take immediate action for its accreditation by National Assessment and Accreditation Council (NAAC).
16. The accounts of the College will be open for audit by the Comptroller and Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
17. The annual accounts i.e. balance sheet, income and expenditure statement and statement of receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by the Government.
18. The funds to the extent are available under the Scheme.
19. This issues with the concurrence of IFD vide Diary No. 7783 and dated 04-03-2014 respectively.
20. An amount of Rs.0/- out of the grant of Rs. 275000/- sanctioned vide letter No.3-4(068)/2012(UG)(XII PLAN)/KLMG068/SWRO dated 30-03-2013 has been utilized by the College for the purpose for which it was sanctioned and noted in Grants-in-aid Register at Page No - 514.
21. The grant is sanctioned on the basis of the information/documents provided by the college. In case of any discrepancy in the above information and the college is found ineligible for the above grant at the time of expert committee meeting the college is liable to refund the sanctioned grant along with interest.
22. The college shall ensure involvement of Technical advice on and supervision of specifications and construction standards.
23. College should abide by the UGC Regulation on curbing the menace of ragging in the Higher Educational Institution 2009, and shall take action in accordance with these regulations against those found guilty of ragging and/or abetting ragging actively or passively or being part of an conspiracy to promote ragging.

Yours faithfully

Copy to

1. The Principal

ST. MARY'S COLLEGE  
MANARCAUD, MALAM P.O.  
KOTTAYAM - 686 031

(He/She is requested to abide by these instructions/guidelines of sanction order)

2. Officer of Director General of Audit, Central Revenues, AGCR Building, I.P. Estate, New Delhi

3. The Director

Department of Collegiate Education  
Vikas Bhawan, Thiruvananthapuram - 33

4. The Dean/Director, College Development Council

MAHATMA GANDHI UNIVERSITY  
PRIYADARSHINI HILLS (PO)  
KOTTAYAM - 686 560

5. Office copy

(Dr.N. Gopukumar)  
Deputy Secretary



(Neethu S Thulaseedharan)  
Education Officer

(True Copy)  
PRINCIPAL  
ST. MARY'S COLLEGE  
MANARCAUD