

### **UTILIZATION CERTIFICATE**

(For the financial year ending 31<sup>st</sup> March 20.... )

1	Title of the Workshop/Training/Seminar /Conference / Scheme	:	
2	Name of the Organization	:	
3	Name of Coordinator/ Organizing Secretary	:	
4	UCB sanction order No. & date of sanctioning the programme	:	
5	Amount received from UCB during the financial year (Please give No. and dates of sanction orders showing the amounts paid)	:	
6	Actual expenditure (excluding commitments) incurred during the financial year (statement of expenditure is enclosed)	:	
7	Unspent balance needs to be refund, if any (Please give details of Cheque No. etc.)	:	
8	Balance amount available at the end of the financial year	:	

Certified that the amount of **Rs.....** mentioned against col.6 has been utilized on the programme/ scheme for the purpose for which it was sanctioned and that the balance of Rs.....remaining unutilized at the end of the programme/scheme.

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

**(COORDINATOR/ ORGANIZING SECRETARY)**  
**(Signature with Seal)**

**(HEAD OF THE INSTITUTE)**  
**(Signature with Seal)**

**(FINANCE OFFICER/ACCOUNTANT)**  
**(Signature with Seal)**

## STATEMENT OF EXPENDITURE

Showing grants received from the Uttarakhand Council for Biotechnology and the expenditure incurred during the period from ..... to .....

(Rs. in lakhs)

Financial Year (20...-20...)				
Head / Items Sanctioned	Grants received form UCB during the year	Expenditure(excluding commitments) incurred during the year	Balance (2 - 3)	Remarks
1	2	3	4	5
<b>Total :</b>				

**(COORDINATOR/ ORGANIZING SECRETARY)**  
**(Signature with Seal)**

**(HEAD OF THE INSTITUTE)**  
**(Signature with Seal)**

**(FINANCE OFFICER/ACCOUNTANT)**  
**(Signature with Seal)**