

# UTILISATION CERTIFICATE

## SSM

NAME OF SCHOOL :  
DISE CODE :

Sanction letter of DPO, SSM, Bardhaman		Amount in Rs.	Purpose
Memo No.	Date		

Certified that out of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_  
\_\_\_\_\_) only sanctioned during the year \_\_\_\_\_ under the quoted letter above a  
sum of Rs. \_\_\_\_\_ (Rupees \_\_\_\_\_) only has been  
utilized for the aforesaid purpose for which it was sanctioned and the balance of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_) remaining unutilized which is returned to  
DPO,SSM,Burdwan by Demand Draft vide no,..... or which will be utilized shortly.

Certified that I have satisfied myself that the conditions on which the grant was sanctioned have been  
duly 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.

### Kinds of check exercised

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

Signature

Designation

(With seal)

Date:

### STATEMENT OF EXPENDITURE

Sl	Item of Expenditure	Brief Description of Expenditure	Amount	Voucher No	Mode of Payment

**Signature**

Designation

(With seal)

Date: