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Government of Goa,
Finance Budget Department
Secretariat,
Porvorim-Goa

Dated:-01/03/2016

CIRCULAR

It is stated that the Government of India has been releasing funds as grants-in-aid to the State Governments under various schemes of the Department. Normally, funds released as grants-in-aid are required to be utilized within one year of the date of the sanction of the grant, and therefore, the utilization certificate should also ordinarily be due after a period of 12 months from the date of sanction of the grant. A formal Utilization certificate (UC) in the prescribed format is required to be furnished by the implementing agency to this Department so that proposals for next installment of grant-in-aid can be processed. It has often been seen that there is delay in submission of UCs by the States, leading to a huge backlog in their settlement. This has also been adversely commented upon by Ministry of Finance while examining the budget proposals of the Department.

In order to expedite the process of submission of UCs, and as an immediate measure, it is requested to send the soft copies of the UCs, in advance, by e-mail to the sanctioning authority so that the cases for financial releases can be moved. The original copies of the UCs can be sent within 10 days of the submission of the soft copy of the UC.

All the Heads of the Department/Budget Controlling Authorities are requested to adopt the above procedure immediately.

(Bevinda Monteiro e Dias)
Under Secretary Finance (Budget-I)

To,

1. All the Heads of Departments/offices/Budget Controlling authorities.
2. Guard file
3. O/c.