

**BY REGD. POST**

**1<sup>st</sup> /2<sup>nd</sup> Installment {Plan, Recurring}**  
**{72 Polytechnics: North Region}**

No.F.21-18/2010-TS.IV  
Government of India  
Ministry of Human Resource Development  
(Department of Higher Education)

**Website :** [http://www.education.nic.in/tech/tech\\_poly.asp](http://www.education.nic.in/tech/tech_poly.asp).

**E.Mail :** [ts4.edu@nic.in](mailto:ts4.edu@nic.in)

Shastry Bhawan, New Delhi - 110115

Dated the 17<sup>th</sup> February, 2011

To,

The Accounts Officer  
Pay & Accounts Office  
Department of Higher Education, Shastry Bhawan, New Delhi.

Subject: Release of grants to implement the **Scheme of Community Development Through Polytechnics (CDTP)** to selected institutions during the financial year **2010-11** – reg.

Sir,

I am directed to convey the sanction of the President of India to the payments of 1<sup>st</sup> /2<sup>nd</sup> Installment of Grants-in-aid to the tune of **Rs.3,65,00,000/- (Rupees Three Crore Sixty Five Lakh Only)** under Plan, during the **financial year 2010-11**, to the Principals/Directors of the undermentioned **72 Institutions**, for implementing the **CDTP Scheme**, as per the details given below:-

(Rs in Lakhs)

S, No	Name of Polytechnic	Grant to be Released	BANK A/C No.	BANK ADDRESS	IFSC CODE
<b>NCT OF DELHI</b>					
1.	Aryabhat Polytechnic, GT Karnal Road, New Delhi – 110033	5.00	0549/SB/01/008045	Corporation Bank, No10 Royal Plaza, Local Shopping Centre, Gujranwala Town, Delhi - 110009	CORP000549
2.	Chhotu Ram Rural Institute of Technology, Kanjhawala (Ghevra), Distt North West, New Delhi–110081	6.00	10527492079	State Bank of India, Vaish Technical Institute, New Delhi	SBIN0001416
3.	Fr. Agnel Polytechnic, Gautam Nagar, Opp. Niti Bagh, New Delhi – 110049	11.00	220973	Oriental Bank of Commerce, Hauz Khas, New Delhi - 110016	ORBC010562
<b>HARYANA</b>					
4.	Govt. Polytechnic, Ambala City, Haryana – 134003	8.00	30912395502	State Bank of India, Govt. Polytechnic, Ambala City, Haryana	SBIN0010057
5.	Vaish Technical Institute, Rohtak, Haryana – 124001	5.00	522102010044741	Union Bank of India, Vaish Technical Institute, Rohtak, Haryana	UBIN0552216
6.	Kalpna Chawla Govt. Polytechnic for Women, Ambala City, Haryana – 134003	3.00	10487906367	State Bank of India, Ambala City, Haryana	SBIN0010057
7.	Chhotu Ram Polytechnic, Model Town, Rohtak, Haryana – 124001	8.00	3341000100275231	Punjab National Bank, Model Town, Rohtak, Haryana	PUNB0334100
8.	BKN Govt. Polytechnic, Narnaul, Mohindergharh, Haryana – 123001	3.00	0360000400375961	Punjab National Bank, Narnaul Main Br., Mohindergharh, Haryana	PUNB0036000
<b>HIMACHAL PRADESH</b>					
9.	Govt. Polytechnic, Sundernagar, Mandi, Himachal Pradesh – 174401	0.50	65065271020	State Bank of Patiala, Sundernagar, Mandi, Himachal Pradesh - 174401	STBP0000298
10.	Govt. Polytechnic, Dharamsala Road, Kangra, Himachal Pradesh – 176001	4.50	55124081969	State Bank of Patiala, Kangra, Himachal Pradesh	STBP0000124
<b>JAMMU &amp; KASHMIR</b>					
11.	Kashmir Govt. Polytechnic, Gogji Bagh, Srinagar, Kashmir - 190008	4.00	0365040500000011	J&K Bank Ltd, Lal Mandi, Srinagar, Kashmir	JAKAOSB0ARD
12.	Govt. Polytechnic, Bikram Chowk, Jammu – 180004	2.00	0434040500008622	J&K Bank Ltd, Nehru Market, Warehouse, Jammu.	JAKAONEHROO
13.	Govt. Polytechnic for Women, Near AG Office, Lower Shiv Nagar, Jammu – 180001	5.00	0246010100001023	J&K Bank Ltd, Patel Nagar, Akhnoor Rd., Jammu.	JAKAOPATTEL
14.	Kalamkari Centre Society Vocation Oriented Women's Polytechnic, Paloura, Jammu – 181121	5.00	1682	J&K Bank Ltd, Gandhi Nagar Br, Gole Market, Jammu - 180004	JAKAOGANDHI

S, No	Name of Polytechnic	Grant to be Released	BANK A/C No.	BANK ADDRESS	IFSC CODE
15.	Kite Polytechnic, Vawoosa, Rangreth, Distt: Budgam, Kashmir – 190007	4.50	30910874 982	State bank of India, Rawal Pora, Srinagar, Kashmir	SBIN0006 868
16.	North Polytechnic, Purkhoo Camp, Domana, Jammu –181206	5.00	33850021 00008987	Punjab National Bank, Dumana, Jammu	PUNB033 8500
17.	Masterpro Institute of Technology, Nowgam Bye Pass Road, PO Box No. 668, Srinagar, Kashmir – 190001	14.50	CA 1785	Canara Bank, Residency Road Br., Srinagar, Kashmir	CNRB000 1190
18.	Institute of Engg. & Computer Sciences, Purkhoo Camp, Domana, Jammu (Tawi) – 180206	5.00	33850021 00008978	Punjab National Bank, Dumana, Jammu	PUNB033 8500
19.	NITS Polytechnic, Indira Nagar, Miran Sahib, Jammu – 181101	5.00	10112	Canara Bank, 32nA, Extn., SSB Branch, Gandhi Nagar, Jammu	CNRB000 2594
<b>PUNJAB</b>					
20.	Ramgarhia Polytechnic College, P.O. Satnampura, Phagwara, Kapurthala, Punjab - 144402	4.50	30529810 58	Central Bank of India, Railway Road, Phagwara, Kapurthala, Punjab	CBIN028 0352
21.	JR Govt. Polytechnic, Hoshiarpur, Punjab – 146001	4.50	08572191 002047	Oriental Bank of Commerce, Jalandhar Road, Hoshiarpur, Punjab	ORBC010 0857
22.	Mehr Chand Polytechnic College, Dayanand Nagar, GT Road, Jalandhar City, Jalandhar, Punjab – 144008	2.50	07200001 02133715	Punjab National Bank, New Grain Market, Jalandhar, Punjab	PUNB007 2000
23.	Guru Nanak Dev Polytechnic College, Gill Park Ludhiana, Punjab – 141006	2.00	30181927 193	State Bank of India, Shimla Puri, Ludhiana, Punjab	SBIN0008 057
24.	Govt. Polytechnic College, Bathinda, Punjab – 151001	6.00	65064419 219	State Bank of Patiala, Cantt. Branch, Bathinda, Punjab	STBP000 0657
25.	Govt. Polytechnic College for Girls, Ladhawali Road, Jalandhar, Punjab – 144001	5.50	31493428 240	State Bank of India, Fentonganj, Jalandhar, Punjab	SBIN0001 642
26.	Govt. Polytechnic College, Dulchi Ke Road, Ferozepur, Punjab – 152002	3.50	20133602 438	Bank of Maharashtra, Ferozepur City, Punjab	MAHB00 00443
27.	Sai Polytechnic College, Badhani, Pathankot, Gurudaspur, Punjab – 145001	0.50	30880393 844	State Bank of India, Bungal, Badhani, Pathankot, Gurudaspur, Punjab	SBIN0005 668
28.	Govt. Polytechnic College, Kharar, Khunnimajra, Mohali, Punjab – 140301	8.50	06522011 002568	Oriental Bank of Commerce, Block C Opp. Bus Stand Kharar, Punjab	ORBC010 0652
29.	SRS Govt. Polytechnic College for Girls, Rishi Nagar, Chotti Haibowal, Ludhiana, Punjab – 141001	5.50	30893423 243	State Bank of India, Tagore Nagar, Ludhiana, Punjab	SBIN0005 579
30.	Govt. Institute of Textile Chemistry & Knitting Technology, Rishi Nagar, Ludhiana, Punjab – 141001	3.00	30879790 039	State Bank of India, Tagore Nagar, Ludhiana, Punjab	SBIN0005 579
31.	Baba Isher Singh Polytechnic College, PO: Kot-Ise-Khan, Dharamkot RD., Distt: Moga, Punjab – 142043	3.50	02381131 000199	Oriental Bank of Commerce, Moga Road, Kot-Ise-Khan, Punjab	ORBC010 0238
32.	Govt. Polytechnic College for Girls, Majitha Road, Amritsar, Punjab - 143001	3.50	30896336 902	State Bank of India, Majitha Road, Amritsar, Punjab	SBIN0011 582
33.	Govt. Tanning Institute, Nakodar Road, Jalandhar, Punjab - 144001	4.50	SB010073 64	Corporation Bank, Guru Teg Bahadur Nagar Br., Jalandhar, Punjab	CORP000 0500
<b>CHANDIGARH</b>					
34.	Govt. Polytechnic for Women, Sector – 10, Chandigarh – 160010	4.50	30919703 598	State Bank of India, PEC Campus, Sector 12, Chandigarh	SBIN0002 452
<b>UTTAR PRADESH</b>					
35.	Feroze Gandhi Polytechnic, Rae Bareli, Uttar Pradesh – 229001	0.50	09170001 01970405	Punjab National Bank, Rae Bareli, Uttar Pradesh	PUNB009 1700
36.	Lucknow Polytechnic, Kanpur Road, Krishna Nagar, Lucknow, Uttar Pradesh – 226012	8.50	92070200 000002	UCO Bank, Krishna Nagar Br., Lucknow, Uttar Pradesh	UCBA 0002010
37.	Govt. Polytechnic, Kanth Road, Harthala, Moradabad, Uttar Pradesh – 224001	9.50	88252210 005523	Syndicate Bank, Vikas Bhawan, Moradabad, Uttar Pradesh	SYNB000 8825
38.	University Polytechnic, Aligarh Muslim University, Aligarh, Uttar Pradesh – 202002	0.50	31071914 148	State Bank of India, AMU Br., Aligarh, Uttar Pradesh	SBIN0005 555
39.	Govt. Polytechnic, Barrage Road, Bijnore, Uttar Pradesh – 246701	3.50	30859929 260	State Bank of India, Bijnore City, Bijnore U.P.	SBIN0012 518
40.	Govt. Polytechnic, Bhingra Road Barabanki, Uttar Pradesh – 225001	3.00	30894092 842	State Bank of India, Somaiya Nagar, Barabanki, Uttar Pradesh	SBIN0006 923
41.	Govt. Polytechnic, Kalpipara, Bhinga Rd., Bahraich, Uttar Pradesh – 271801	6.50	50020009 927	Allahabad Bank, Vikas Bhawan, Bahraich, UP	ALLA021 2293
42.	Govt. Polytechnic, P.O. GI Estate, Deoria, Uttar Pradesh – 274001	8.00	55890101 0031066	Union Bank of India, BRD PG College, Deoria, U.P.	UBIN055 5894
43.	Jawahar Lal Nehru Polytechnic, Mahmudabad, Sitapur, Uttar Pradesh – 261203	4.00	CA 751	Uco Bank, Mahmudabad, Sitapur, U.P.	UCBA000 0046 (Hazratga nj Lucknow Br.Pl mention A/c No & Mahmuda bad in RTGS message)

S, No	Name of Polytechnic	Grant to be Released	BANK A/C No.	BANK ADDRESS	IFSC CODE
44.	Govt. Girl's Polytechnic, C.B. Ganj, Bareilly, Uttar Pradesh – 243502	3.00	50017814 170	Allahabad Bank, Khalilpur, C.B. Ganj, Bareilly, Uttar Pradesh	ALLA021 0119
45.	Govt. Polytechnic, Nr. Mumtaz Ngr., Faizabad, Uttar Pradesh – 224001	8.50	30196829 406	State Bank of India, Civil Lines Br., , Faizabad, Uttar Pradesh	SBIN0000 075
46.	Govt. Leather Institute, 119 Indl. Estate, Nunhai, Agra, Uttar Pradesh – 282006	4.50	09840021 00029676	Punjab National Bank, Ram Bag, Agra, Uttar Pradesh	PUNB009 8400
47.	Govt. Girl's Polytechnic, Asuran Chowk, Medical Road, Gorakhpur, Uttar Pradesh – 273006	2.50	49710101 0000439	Union Bank of India, HPPS Cancer Hospital, Geeta Vatika, Goakhpur, U.P.	UBIN054 9711
48.	Govt. Girl's Polytechnic, P.O.Sunderpur, Varanasi, Uttar Pradesh – 221005	8.50	55042938 891	State Bank of Patiala, Sunderpur, Varanasi, Uttar Pradesh	STBP000 0592
49.	Shri Anar Devi Khandelwal Mahila Polytechnic, Vrindavan Road, Mathura, Uttar Pradesh – 281001	9.50	63046171 623	State Bank of Indore, Kotwali Rd., Mathura, Uttar Pradesh	STIN0003 261
50.	Govt. Girl's Polytechnic, Jhansi, Uttar Pradesh – 284003	5.50	69311011 0000866	Bank of India, CP Mission Compound, Jhansi, Uttar Pradesh	BKID000 6931
51.	Govt. Polytechnic, Rewa Road, Bathua, Mirzapur, Uttar Pradesh – 231001	2.50	14571010 11101	Canara Bank, Bajirao Katara, Mirzapur, Uttar Pradesh	CNRB000 1457
52.	Govt. Polytechnic, Etawah, Uttar Pradesh – 206001	1.50	30967561 033	State Bank of India, Main Br. Shastri Chauraha, Etawah, Uttar Pradesh	SBIN0000 636
53.	Govt. Polytechnic, Nauwa Bagh, GT Road, Fatehpur, Uttar Pradesh – 212601	4.50	10946270 138	State Bank of India, Fatehpur Main Br., Uttar Pradesh	SBIN0000 076
54.	Shri Ramdevi Ramdayal Tripathi Mahila Polytechnic, 78/W-1, Saket Nagar, Kanpur, Uttar Pradesh – 208014	10.00	30859150 241	State Bank of India, Usmanpur Branch, MIG-17, W-Block, Keshav Nagar, Kanpur, Uttar Pradesh	SBIN0003 752
55.	Govt. Polytechnic, Agra Road, Mainpuri, Uttar Pradesh – 205001	1.00	77211021 0000007	Bank of India, Madhau Br., Agra Rd., Mainpuri, Uttar Pradesh	BKID000 7721
56.	Govt. Polytechnic, Ghatampur, Distt. Kanpur Nagar, Uttar Pradesh – 209206	8.00	36860001 01153020	Punjab National Bank, Ghatampur, Distt. Kanpur Nagar, Uttar Pradesh	PUNB036 8600
57.	Govt. Polytechnic, Jagdishpur, Jaunpur, Uttar Pradesh – 222001	8.00	44210201 1009766	Union Bank of India, Civil Lines, Jaunpur, Uttar Pradesh	UBIN054 4213
58.	Sanjay Gandhi Polytechnic, Industrial Area, Road No. 4, Jagdishpur, Sultanpur, Uttar Pradesh - 227817	11.00	10468547 275	State Bank of India, IGFCCCL, Industrial Area, Jagdishpur, Uttar Pradesh	SBIN0009 072
59.	Govt. Polytechnic, Bewar Road, Fatehgarh, Farrukhabad, Uttar Pradesh – 209601	1.50	19340001 00169325	Punjab National Bank, Kanpur Road, Fatehgarh, Farrukhabad, Uttar Pradesh	PUNB019 3400
60.	Govt. Polytechnic, Dahi Ki Chauki Indl. Area, Unnao, Uttar Pradesh – 209801	10.50	10997951 796	State Bank of India, Main Branch Unnao, Shahganj, Uttar Pradesh	SBIN0000 200
61.	PMV Polytechnic, Prem Nagar, Mathura, Uttar Pradesh – 281003	1.50	CA 1212	Indian Overseas Bank, Yug Nirman Yojana, (GTB) Mathura, Uttar Pradesh	IOBA000 1441
62.	Govt. Polytechnic, Bawan Road, Hardoi, Uttar Pradesh – 241001	2.50	30891324 958	State Bank of India, Cinema Road, Hardoi, Uttar Pradesh	SBIN0004 012
63.	University Women's Polytechnic, Aligarh Muslim University, Aligarh, Uttar Pradesh – 202002	4.00	31047653 434	State Bank of India, AMU Branch, Aligarh, Uttar Pradesh	SBIN0005 555
64.	Govt. Polytechnic, Harra Ki Chungi, Azamgarh, Uttar Pradesh – 276001	8.00	46590101 0032072	Union Bank of India, Heera Patti, Azamgarh, Uttar Pradesh	UBIN054 6593
65.	Gandhi Polytechnic, Muzaffarnagar, Uttar Pradesh – 251001	4.00	30991584 391	State Bank of India, Main Br Muzaffarnagar, Railway Rd., Uttar Pradesh	SBIN0000 685
66.	Govt. Leather Institute, 11/208 A, Souter Ganj, Parvati Bagla Road, Kanpur Nagar, Uttar Pradesh – 208001	4.00	65063830 059	State Bank of Patiala, Naveen Market, Kanpur, Uttar Pradesh	STBP000 0290
67.	Govt. Polytechnic, Gorakhpur, Uttar Pradesh – 273012	4.50	30861635 585	State Bank of India, Dharmshala Bazar, Gorakhpur, Uttar Pradesh	SBIN0007 896
68.	Govt. Polytechnic, Aira Road, Lakhimpur Kheri, Uttar Pradesh - 262701	3.50	10141011 001093	Oriental Bank of Commerce, Lakhimpur Kheri, Uttar Pradesh	ORBC010 1014
69.	Govt. Polytechnic, Masoura Kalan Post, Khurd, Lalitpur, Uttar Pradesh - 284403	5.00	69402011 0000010	Bank of India, Branch Lalitpur 1027, Kasturi Plaza Mkt., Lalitpur, U.P.	BKID000 6940
70.	Govt. Polytechnic, Soron, Etah (Kanshi Ram Ngr.), Uttar Pradesh - 207403	7.50	11111005 195	State Bank of India, Kasganj, Uttar Pradesh	SBIN0000 667
71.	Balwant Rural Engineering Institute, Bichpuri, Agra, Uttar Pradesh - 283105	7.50	30909337 713	State Bank of India, Bichpuri, Agra, Uttar Pradesh	SBIN0002 317
72.	Hewett Polytechnic, Mahanagar, Lucknow, Uttar Pradesh – 226006	2.50	68041011 0003448	Bank of India, Mahanagar, Lucknow, Uttar Pradesh	BKID000 6804
	<b>Total</b>	<b>365.00</b>			

2. The *Salient Features Document* of the *Scheme of Community Development Through Polytechnics* may please be perused and downloaded from this Department's website – [http://www.education.nic.in/tech/tech\\_poly.asp](http://www.education.nic.in/tech/tech_poly.asp)

3. To implement the aforementioned Scheme, the selected **Polytechnics are eligible for maximum Recurring grants-in-aid of Rs 17.00 lakh per annum**. Release of further Installment will be based on the progress shown by Polytechnic in Scheme's implementation during 2010-11. Therefore the **quarterly progress reports/UCs etc may please be submitted within stipulated time**.

4. The above mentioned **Grants-in-aid will be released directly into the respective Bank Accounts of each Grantee Polytechnic**, as mentioned in Table at *para 2* above. Grantee Institutes **should immediately on receipt of this letter, contact their Bank and ensure that the above mentioned Bank Accounts are functional and active**, to avoid failure of Electronic transfer of grants.

5. **In case there is any change or error in the Bank details stated above, the Grantee Institutes should immediately inform this Ministry, by telephone/Email/Fax, and submit the revised Bank Account particulars in the prescribed proforma (2 pages) (Copy available at [http://www.education.nic.in/tech/tech\\_poly.asp](http://www.education.nic.in/tech/tech_poly.asp)), duly signed by the Principal of the Polytechnic as well as concerned Bank Manager.**

**Important Notes:- Polytechnics should not use words such as “Community or Scheme etc.” while recording their name in Bank Account. Only the approved name of Polytechnic must be used or Electronic transfer of funds may be delayed/fail. Polytechnics are advised that every Column of the enclosed proforma (2 pages) must be compulsorily filled and nothing must be left blank, as sanction and release of funds is done electronically. The Bank details such as MICR code & IFSC code may be filled in consultation with Bank, and should not be left blank.**

6. Submission to the Ministry, of the above proforma (2 pages), by the Principals of the Polytechnics will be deemed as their acceptance to implement the Scheme and abide by the conditions governing the Scheme’s implementation, as per the Instructions and Guidelines issued by this Ministry from time to time. **It may please be ensured that separate Bank Accounts are operated for the CDTP Scheme.**

7. The Principals of the above Institutes may ensure preparation and approval of the Annual Operational Plan (**AoP**) as envisaged in the Scheme’s *Salient Features Document* and should ensure that every expenditure incurred under the Scheme is incurred only for the activities/items as per the approved AoP. **The activities under the Scheme should be limited to the extent of grants-in-aid available with the grantee Institution at any given time. The grantee Institution would bear responsibility for any expenditure incurred over and above available grants and Ministry would not ordinarily be liable to reimburse the same, on a routine basis.**

8. The concerned State Governments and the Directors of Technical Education are requested to kindly facilitate the selected Polytechnics to rapidly operationalize the scheme during the current financial year.

9. The previous unspent balance of grants under this Scheme, if any, lying with the grantee institutions, has been adjusted while proposing release of grants.

10. It is certified that no previous UCs pertaining to the main grant (*Scheme of Community Development Polytechnics*), released to the grantee institutions, are pending. This Grant pertains to a Scheme, different from the Scheme, for which UCs, if any, are pending and the release of grants is therefore permitted in terms of the Ministry of Finance *OM No.8(4)/(E.II) A/2005 dt.07.12.2007*.

11. This Sanction is issued in exercise of the powers delegated to Ministries under DFPR,1978, as amended from time to time. Above grants are being released in accordance with the pattern of assistance approved by the Ministry of Finance, Government of India. It is also certified that this Sanction is being issued in conformity with the rules and principles of the Scheme.

12. The expenditure on account of the above grant is debitable to **Demand No. 58 – Department of Higher Education – Major Head ‘2203’ – Technical Education – 00.105 –Polytechnics – 04 – Grants for Quality Improvement Programme – Community Polytechnics – 04.00.31 – Grants in aid General, during the f.y. 2010-11 under Plan (Recurring).**

13. This sanction is issued in exercise of delegated powers to the Ministries and with the concurrence of **Integrated Finance Branch vide their Dy. No.574/2011 – IFD dated 09.02.2011 and IF.I vide Dy. No.1490-0/2011-IF.I dated 15.02.2011.**

14. The amount of the above grants-in-aid will be drawn by the Drawing and Disbursing Officer (Grant), Department of Higher Education and paid through Electronic Transfer/Demand Draft to the Principal/Director of each of the Grantee Institutions mentioned in Col.2 of the Table at para 2 above, vide the **Bank Details shown against each Grantee Institution.**

15. The grant is being released subject to the conditions enumerated below:

- i) The grantee Institutions shall utilize the grants released vide this sanction letter, to implement the *Scheme of Community Development through Polytechnics*, strictly in accordance with the *Salient Features Document* and other Instructions & Guidelines issued by this Ministry from time to time and shall achieve all the targets as per each Institute’s approved Annual Operational Plan, as envisaged in the Scheme. Overall responsibility for Scheme proper implementation rests with the concerned Principal of the Polytechnic. The suggested targets for the major activities of the Scheme are as follows -
  - a) Short term non-formal skill development courses – 600 trainees p.a.
  - b) Technology Transfer activities – 05 Technologies with at least 50 beneficiaries p.a..
  - c) Minimum 5 Technical and Support Services Camps per annum per polytechnic.
  - d) Extension Centres to be established – 05-10 locations.
- ii) On completion of training courses, the Polytechnic concerned should provide necessary guidance and assistance to the Trainees for their employment/self employment. Towards this end the programmes to be implemented under the Scheme, should be selected after careful assessment of the local needs through need assessment surveys, linkages with local industry etc.
- iii) All project staff should be engaged only as prescribed in the Scheme’s *Salient Features Document* and the Principal of the Polytechnic must make clear to prospective contract employees at every stage of the recruitment, including in Public notices, Interview, contract etc. that the employment offered is purely temporary and under a project, approved for implementation on an annual basis.
- iv) The accounts of the grantee Institutions shall be open to inspection by the sanctioning authority (or it’s representative) and audit, both by the Comptroller and Auditor General of India under the provision of CAG (DPC) Act 1971 and internal audit by the Principal Accounts Office of the Ministry, whenever the Institution is called upon to do so;
- v) The above Institutes are required to utilize the assets accumulated under the erstwhile *Scheme of Community Polytechnics*, to implement the new Scheme. The grantee Institution shall maintain a year-wise Register of Assets, listing assets acquired with the grants released under the above mentioned Scheme, as well as assets under the old *Scheme of Community Polytechnics*, in the prescribed General Financial Rules, 2005 Form GFR-40 & 41. Assets acquired wholly or substantially out of the grants shall not without the prior sanction of the Government of India, be disposed, encumbered or be utilised for any purpose other than for which it is sanctioned;

- vi) The institutions shall furnish regularly, ***Quarterly Financial Reports***, giving item-wise details of the recurring & Non rec. expenditure incurred, and unspent Recurring and Non-Recurring grants available at the close of the quarter, **to the concerned National Institute of Technical Teachers Training & Research (NITTTR) of their Region, within 10 days of the close of the quarter.** The Principal of the grantee institution will be responsible for any delay or stoppage in release of recurring grants, if eligible, in subsequent years, due to delay/failure of the Polytechnic to submit the required information, within prescribed time limits;
- vii) The institutions shall furnish a ***Half-Yearly Physical Progress Report***, in prescribed format, on the physical progress achieved under the Scheme's activities in the previous Half-Year, **to the concerned NITTTR of their Region.**
- viii) The institutions shall maintain separate subsidiary accounts for the grants received under the above mentioned Scheme and furnish to the Government, latest by 31.03.2011, an ***Utilization Certificate (UC)*** in the prescribed form GFR-19A, supported by the ***Audited Statement of Accounts (SoA)***, in prescribed format, duly signed by the authorized auditor of the institution and countersigned by the Principal/Director of the institution, to the effect that the grant-in-aid (GIA) has been utilized for the purpose for which it was sanctioned. The GIA in respect of the next financial year, if eligible, shall be released only after the Ministry has satisfied itself, that the grantee Institution has properly utilized the grants released.
- ix) At the close of the financial year, each Institution should also furnish an ***Annual Physical Achievement Report (PAR)***, duly signed by the Principal and **to be attached with the UC**, listing the achievements of the previous financial year, under all activities of the Scheme, including therewith, reasons for shortfall, if any, in achieving the targets prescribed in the Annual Operational Plan, and corrective action proposed;
- x) The Principal/Director of **each grantee Institution should submit, within 10 days of the close of financial year** i.e. 10<sup>th</sup> April, 2011, a ***one page summary report*** on the estimated total expenditure in the previous financial year, and the unspent closing balance of grant available as on 31<sup>st</sup> March 2010, **separately for Recurring & Non Recurring grants.** This report must be communicated to the Ministry/concerned NITTTR, by Fax/Email/Post. The Principal of the grantee institution will be responsible for any delay or stoppage in release of recurring grants, if eligible, in subsequent years, due to delay/failure of the Polytechnic to submit the required information, within prescribed time limits;
- xi) **The Ministry will be at liberty to blacklist those Institutions, which do not submit the Utilization Certificate within the prescribed time, from any future grant, subsidy or other financial support from Government and also to publish a list of such Institutes on it's website;**
- xii) The Institution has been exempted from the execution of bond etc. in terms of Ministry of Finance (Department of Expenditure) OM No. 14(1) – E-II/A dated 23<sup>rd</sup> June 1965;
- xiii) In future grants will be released to the institute only after they have satisfied this Ministry that adequate provisions for representation of SCs/STs has been made in their constitution and these are being followed in equal practice in filling up of vacancies reserved for SC/ST candidates every year.
- xiv) The organisation shall fully implement Official Language Policy of the Union Government i.e. the organisation shall fully comply with the Official Language Act, 1963 and Official Language (use for the official purposes of the Union) Rules, 1976 etc.

16. The grantee is in concerned circle of accounts.

Yours faithfully,



(A.K.NASSA)  
ASSISTANT EDUCATIONAL ADVISER

Copy to:

1. The Drawing and Disbursing Officer (Grants) with two spare copies of the sanction letter and the grants in aid bill and a requisition for issue for cheque/DD duly filled for necessary action.
2. The Secretaries, Dealing with Technical Education, in the concerned States / UTs.
3. The Director of Tech. Education, of the concerned States.
4. The Principal/Director of the concerned institution.
5. The Accountant General (A&E) - II, of the concerned States.
6. The Director, National Institute of Technical Teachers Training & Research, Chandigarh.
7. EC Unit 8. IF.I Section 9. IFD 10.Guard File. 11.Website: [http://www.education.nic.in/tech/tech\\_poly.asp](http://www.education.nic.in/tech/tech_poly.asp).



(A.K.NASSA)  
ASSISTANT EDUCATIONAL ADVISER

Ministry of Education  
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