



महाराष्ट्र शासन

उद्योग, ऊर्जा, कामगार व खनिकर्म विभाग,
पहिला मजला, खोली क्र. १२६, विस्तार इमारत, मंत्रालय,
हुतात्मा राजगुरु चौक, मादाम कामा रोड,
मंत्रालय, मुंबई-४०० ०३२.

महत्वाचे

दूरध्वनी क्र : ०२२ २२८१०३९३.

Email ID : bud.ielm-prasha1@mah.@gov.in

क्रमांक: IELD-19/14/2025-ADMIN-1

दि. २६.६.२०२५

प्रति,

सर्व अवर सचिव/कक्ष अधिकारी
उद्योग, ऊर्जा, कामगार व खनिकर्म विभाग,
मंत्रालय, मुंबई-३२

**विषय :- उपयोगिता प्रमाणपत्र (Utilisation Certificate) विहित नमुन्यात सादर
करणेबाबत**

महोदय/महोदया,

उद्योग, ऊर्जा, कामगार व खनिकर्म विभागातील अर्थसंकल्पीय कामकाजाच्या अनुषंगाने निधी वितरणाच्या कार्यवाही या कार्यासनाकडून करण्यात येते. निधी वितरणाच्या अनुषंगाने उपयोगिता प्रमाणपत्र सादर करणे आवश्यक आहे. तथापि, विविध कार्यासनाकडून सादर करण्यात आलेल्या निधी वितरणाचे प्रस्तावांचे अवलोकन केले असता उपयोगिता प्रमाणपत्र विहित नमुन्यात सादर केली नसल्याचे निदर्शनास आले आहे. तसेच सादर प्रमाणपत्रावर नियंत्रक अधिका-याची स्वाक्षरी देखील नसल्याचे निदर्शनास आले आहे.

२. यानुषंगाने नमूद करण्यात येते की, केंद्र शासनाच्या वित्त मंत्रालयाच्या General Financial Rules, 2017 मधील नियम २३९ नुसार फॉर्म १२-सी मध्ये राज्य शासनासाठी तसेच नियम २३८ (१) नुसार फॉर्म १२-ए मध्ये स्वायत्त संस्थासाठी उपयोगिता प्रमाणपत्राचा नमुना विहित केलेला आहे. त्यामुळे निधी वितरणाचे प्रस्ताव सादर करतेवेळी विहित केलेल्या नमुन्यातच उपयोगिता प्रमाणपत्र सादर करण्याची दक्षता घेण्यात यावी. तसेच सादरचे प्रमाणपत्र नियंत्रक अधिका-याच्या स्वाक्षरीने देणे आवश्यक आहे. त्याचबरोबर सादरचे उपयोगिता प्रमाणपत्र निर्गमित करतेवेळी ज्या कागदपत्रांच्या आधारे तपासणी केली त्यांचा स्पष्ट उल्लेख करणे आवश्यक राहिल (उपयोगिता प्रमाणपत्राचा नमुना सोबत जोडला आहे).

आपला,

(घनश्याम लक्ष्मी नारायण पाऊसकर)

कक्ष अधिकारी, महाराष्ट्र शासन

प्रत-

१. अपर मुख्य सचिव (खनिकर्म/ऊर्जा), प्रधान सचिव (कामगार) व सचिव (उद्योग), मंत्रालय, मुंबई-३२
२. कामगार आयुक्त, महाराष्ट्र राज्य, मुंबई
३. विकास आयुक्त (उद्योग), उद्योग संचालनालय, मुंबई

४. विकास आयुक्त (असंघटित कामगार), मुंबई
५. व्यवस्थापकीय संचालक, महाराष्ट्र राज्य विद्युत पारेषण कंपनी मर्या., प्रकाशगंगा, बांद्रा(पू.), मुंबई-५१
६. सर्व सह सचिव / उप सचिव, उद्योग, उर्जा, कामगार व खनिकर्म विभाग, मंत्रालय, मुंबई-३२
७. संचालक, शासकीय मुद्रण व लेखनसामग्री संचालनालय, मुंबई
८. मुख्य विद्युत निरीक्षक, मुंबई
९. संचालक, भूविज्ञान व खनिकर्म संचालनालय, नागपूर
१०. संचालक, बाष्पके संचालनालय, मुंबई
११. संचालक, औद्योगिक सुरक्षा व आरोग्य संचालनालय, मुंबई
१२. संचालक, ना.मे.लोखंडे महाराष्ट्र श्रमविज्ञान संस्था, मुंबई
१३. प्रबंधक, औद्योगिक न्यायालय, मुंबई
१४. निवड नस्ती प्रशासन-१.



GFR 12 – C

[(See Rule 239)]

FORM OF UTILIZATION CERTIFICATE (FOR STATE GOVERNMENTS)
(Where expenditure incurred by Govt. bodies only)

Sl. No.	Letter No. and date	Amount	Certified that out of Rs.....Of grants sanctioned during the year.....in favour ofunder the Ministry/Department Letter No. given in the margin and Rs.....on account of unspent balance of the previous year, a sum of Rs.....has been utilized for the propose offor which it was sanctioned and that the balance of Rs.....remaining unutilized at the end of the year has been surrendered to Government (vide No.dated.....)/will be adjusted towards the grants payable during the next year.....
	Total		

2. 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 propose for which it was sanctioned.

Kinds of checks exercised

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

Signature.....

Designation.....

Date.....

PS: The UC shall disclose separately the actual expenditure incurred and loans and advances given to suppliers of stores and assets, to construction agencies and like in accordance with scheme guidelines and in furtherance to the scheme objectives, which do not constitute expenditure at the stage. These shall be treated as utilized grants but allowed to be carried forward.



GFR 12 – A

[(See Rule 238 (1))]

FORM OF UTILIZATION CERTIFICATE
FOR AUTONOMOUS BODIES OF THE GRANTEE ORGANIZATION

UTILIZATION CERTIFICATE FOR THE YEAR..... in respect
of recurring/non-recurring
GRANTS-IN-AID/SALARIES/CREATION OF CAPITAL ASSETS

1. Name of the Scheme.....
2. Whether recurring or non-recurring grants.....
3. Grants position at the beginning of the Financial year
 - (i) Cash in Hand/Bank
 - (ii) Unadjusted advances
 - (iii) Total
4. Details of grants received, expenditure incurred and closing balances: (Actuals)

Unspent Balances of Grants received years [figure as at Sl. No. 3 (iii)]	Interest Earned thereon	Interest deposited back to the Government	Grant received during the year			Total Available funds (1+2-3+4)	Expenditure incurred	Closing Balances (5-6)
			Sanction No. (i)	Date (ii)	Amount (iii)			
1	2	3	4			5	6	7
			Sanction No. (i)	Date (ii)	Amount (iii)			

Component wise utilization of grants:

Grant-in-aid–General	Grant-in-aid–Salary	Grant-in-aid–creation of capital assets	Total

Details of grants position at the end of the year

- (i) Cash in Hand/Bank
- (ii) Unadjusted Advances
- (iii) Total



GENERAL FINANCIAL RULES 2017
Ministry of Finance
Department of Expenditure

FORM GFR 12A

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

- (i) The main accounts and other subsidiary accounts and registers (including assets registers) are maintained as prescribed in the relevant Act/Rules/Standing instructions (mention the Act/Rules) and have been duly audited by designated auditors. The figures depicted above tally with the audited figures mentioned in financial statements/accounts.
- (ii) There exist internal controls for safeguarding public funds/assets, watching outcomes and achievements of physical targets against the financial inputs, ensuring quality in asset creation etc. & the periodic evaluation of internal controls is exercised to ensure their effectiveness.
- (iii) To the best of our knowledge and belief, no transactions have been entered that are in violation of relevant Act/Rules/standing instructions and scheme guidelines.
- (iv) The responsibilities among the key functionaries for execution of the scheme have been assigned in clear terms and are not general in nature.
- (v) The benefits were extended to the intended beneficiaries and only such areas/districts were covered where the scheme was intended to operate.
- (vi) The expenditure on various components of the scheme was in the proportions authorized as per the scheme guidelines and terms and conditions of the grants-in-aid.
- (vii) It has been ensured that the physical and financial performance under..... (name of the scheme has been according to the requirements, as prescribed in the guidelines issued by Govt. of India and the performance/targets achieved statement for the year to which the utilization of the fund resulted in outcomes given at Annexure – I duly enclosed.
- (viii) The utilization of the fund resulted in outcomes given at Annexure – II duly enclosed (to be formulated by the Ministry/Department concerned as per their requirements/specifications.)
- (ix) Details of various schemes executed by the agency through grants-in-aid received from the same Ministry or from other Ministries is enclosed at Annexure –II (to be formulated by the Ministry/Department concerned as per their requirements/specifications).

Date:

Place:

Signature

Signature

Name.....

Name.....

Chief Finance Officer

Head of the Organisation

(Head of the Finance)

(Strike out inapplicable terms)