



ANNEXURE V

**UNIVERSITY GRANTS COMMISSION
BAHDURSHAH ZAFAR MARG
NEW DELHI**

**FORM FOR SUBMITTING ACCOUNTS OF DEPARTMENTAL ASSISTANCE
AND
UTILISATION CERTIFICATE**

- 1.Name of awardee:
- 2.Award letter number and date:
- 3.Name of the scheme under which she is working:
- 4.Period to which the accounts of contingency grant relates:
- 5.Expenditure: From.....to.....
Amount Dated
 - (a) Stores:
 - (b) Purchases:
 - (c) Technical & clerical assistance:
 - (d) Repairs:
 - (e) Electricity for which Departmental Assistance is payable:
- 6.Period for which Departmental Assistance is payable:

Certified that the expenditure of Rs.out of Departmental Assistance of Rs.....sanctioned vide Commission letter No. F.....dated.....in respect of

.....has been utilised for the purpose for which it was sanctioned in accordance with the terms and conditions laid down by the University Grants Commission.

If, as a result of check or audit objection, some irregularity is noticed at a later stage, action will be taken to refund, adjust or regularise the objected amount.

Signature of Awardee

**Head of Department
(Seal)**

**Registrar/Principal/Director
(Seal of University/Institution)**

N.B.: For any correspondence in this regard, the Commission's letter number and date may please be quoted without fail.