

പതിനാലാം കേരള നിയമസഭ
പത്താം സമ്മേളനം

നക്ഷത്രചിഹ്നമിടാത്ത ചോദ്യം നമ്പർ : 4733

22.03.2018 ൽ മറുപടിക്ക്

കരകൗശല വികസന കോർപ്പറേഷൻ കേന്ദ്രം അനുവദിച്ച തുക

ചോദ്യം

ഉത്തരം

ശ്രീ.ടി.വി. ഇബ്രാഹിം

ശ്രീ.എ.സി.മൊയ്തീൻ
(വ്യവസായവും സ്പോർട്ട്സും യുവജനകാര്യവും
വകുപ്പ് മന്ത്രി)

(എ) 2001 ഏപ്രിൽ 1 മുതൽ 2018 ഏപ്രിൽ 1 വരെ കരകൗശല വികസന കോർപ്പറേഷൻ കേന്ദ്ര കരകൗശല വികസന കമ്മീഷണറേറ്റിൽ നിന്നും ഓരോ വർഷവും അനുവദിച്ച തുക എത്രയെന്ന് വ്യക്തമാക്കുമോ;

കരകൗശല വികസന കോർപ്പറേഷൻ കേന്ദ്ര കരകൗശല വികസന കമ്മീഷണറേറ്റിൽ നിന്നും അനുവദിച്ച തുക സംബന്ധിച്ച വിവരങ്ങൾ ചുവടെ ചേർക്കുന്നു

വർഷം	അനുവദിച്ച തുക
2007-08	22,05,625/-
2008-09	26,72,625/-
2009-10	1,00,00,000/-
2012-13	15,14,000/-
2013-14	9,00,000/-
2014-15	31,75,000/-
2015-16	9,42,34,800/-

(ബി) പ്രസ്തുത കാലയളവുകളിൽ കേന്ദ്ര കരകൗശല വികസന കമ്മീഷണറേറ്റിൽ നിന്നും തുക അനുവദിച്ചുകൊണ്ടുള്ള സാൻഷൻ ഓർഡറുകളുടെ പകർപ്പ് ലഭ്യമാക്കുമോ;

(ബി) കരകൗശല വികസന കോർപ്പറേഷനിൽ ലഭ്യമായ രേഖകളുടെ പകർപ്പുകൾ അനുബന്ധമായി ചേർത്തിരിക്കുന്നു.

(സി) പ്രസ്തുത വർഷങ്ങളിൽ വിനിയോഗിച്ച തുകയുടെയും വിനിയോഗിക്കാതെ പലിശയടക്കം തിരിച്ചയച്ച തുകയുടെയും വിശദവിവരം വ്യക്തമാക്കുമോ;

(സി) കരകൗശല വികസന കോർപ്പറേഷനിൽ ലഭ്യമായ രേഖകളുടെ അടിസ്ഥാനത്തിൽ കേന്ദ്ര കരകൗശല വികസന കമ്മീഷണറേറ്റിൽ നിന്നും അനുവദിച്ച തുകയും വിനിയോഗിച്ച തുകയും സംബന്ധിച്ച വിവരം ചുവടെ ചേർക്കുന്നു.

വർഷം	അനുവദിച്ച തുക	വിനിയോഗിച്ച തുക
2007-08	22,05,625	22,20,911
2008-09	26,72,625	26,72,625
2009-10	1,00,00,000	1,01,06,572
2012-13	15,14,000	15,14,000

(ഡി) ഈ കാലയളവിൽ ഓരോ വർഷവും എത്ര തുകയ്ക്കുള്ള ധനവിനിയോഗ സർട്ടിഫിക്കറ്റ് നൽകിയിട്ടുണ്ട് എന്നതിന്റെ വിശദാംശം നൽകുമോ?

2013-14	9,00,000	9,00,000
2014-15	31,75,000	31,75,000
2015-16	9,42,34,800	61,60,184
2016-17, 2017-18		1,50,00,000

മുകളിൽ പറഞ്ഞിട്ടുള്ള വർഷങ്ങളിൽ 2014-15 വരെ അനുവദിച്ച പദ്ധതികൾ പൂർത്തീകരിക്കുകയും അവയുടെ വിനിയോഗ സർട്ടിഫിക്കറ്റ് സമർപ്പിക്കുകയും ചെയ്തിട്ടുണ്ട്. 2015-16 ൽ അനുവദിച്ച പദ്ധതികളിൽ പൂർത്തിയാക്കിയവയുടെ വിനിയോഗ സർട്ടിഫിക്കറ്റ് സമർപ്പിച്ചിട്ടുണ്ട്. ബാക്കിയുള്ള പദ്ധതികൾ കേന്ദ്ര സർക്കാരിന്റെ അനുമതിയോടുകൂടി നടപ്പിലാക്കിക്കൊണ്ടിരിക്കുകയാണ്.


 സെക്ഷൻ ഓഫീസർ

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JJD
MPA
6/2/08

The Accounts Officer,
CP&AO, O/o DC(Handicrafts)
New Delhi-110066.

Sub: Sanction of an amount of Rs. 5,30,000/- (Rupees Five lakhs Thirty thousands only) to M/s Handicrafts Development Corporation of Kerala Ltd. Thiruvananthapuram for conducting three days Seminars at Thiruvananthapuram on awareness of schemes of programmes, technological and Marketing intelligence etc. among the artisans under HRD Scheme.

I am to convey the sanction of President of India for payment of Rs.5,30,000/- (Rupees Five lakhs Thirty thousands only) as non-recurring grant in favour of M/s Handicrafts Development Corporation of Kerala Ltd. Thiruvananthapuram for conducting three days Seminars at Thiruvananthapuram on awareness of schemes of programmes, technological and Marketing intelligence etc. among the artisans under HRD Scheme. The details are as under:

(Amount in Rs.)

S No	Name of the Components	Funds proposed for the sanction	Funds to be released as 1 st Installment i.e. 50%
I	II	IV	V
1.	Rent of venue including electricity, water charges, furniture	1,20,000	60,000/-
2.	Boarding & lodging charges for participants & experts	1,35,000/-	67,500/-
3.	TA/ DA to participants & experts	85,000/-	42,500/-
4.	Honorarium for the resource persons	50,000/-	25,000/-
5.	Documentation / study material etc.	40,000/-	20,000/-
6.	Refreshment	75,000/-	37,500/-
7.	Misc. Expenses, (local conveyance, transport expenses, photography, initiation costs, video CD of the program etc.)	25,000/-	12,500/-
8.	Total	5,30,000/-	2,65,000/-

The amount of Rs. 5,30,000/- will be released in two installments of 265,000/- each. The first installment of Rs.2,65,000/- (Rupees Two lakhs sixty five thousands only) as first installment and second installment will be released in the shape of reimbursement after completion of seminar and submission of audited accounts, performance cum achievement report and other relevant documents.

The expenditure will be incurred in accordance with the terms and conditions as laid down in the Annexure.

Contd...2/-page

Certified that this is continuation scheme and that all the conditions laid down under GFR-206 to 214 by the Ministry of finance have been duly fulfilled.

The Accounts Officer, O/o the DC(H), New Delhi is authorized to draw and disburse the amount in question. Also certified that no UC is pending against the organization under HRD Scheme of this office.

The expenditure involved is debit to major head 2851-00104 Handicrafts Industry 31 Human Resources Development 310031-GIA (i) Training & Extension (training Section) (Plan) and will be met out from the budget grant for the year 2007-08.


Entry has been made in the GIA register at Page 1, Sl. No. 6.

This issues with the concurrence of IFW Ministry of Textiles vide their Dy. No. 1090 Dated 21/30.1.2008.


(P. Mallikarjuniah)
Deputy Director (HRD)

Copy to:

- ✓ 1. The Managing Director, M/s Handicrafts Development Corporation of Kerala Ltd. Post Box No. 171, Regd. Office Puthenchanthai Thiruvananthapuram-695001(Kerala) with the request to send the stamped pre-receipt for Rs. 2,65,000- in triplicate together with the acceptance of terms and conditions, bond on non judicial stamp paper Rs. 10/- along with bank account No. and name to enable this office to arrange the payment.
2. Accounts Officer (Hqrs.), O/o the DC(HC), New Delhi.
3. Dy. Director (B&A), O/o DC(HC), New Delhi.
4. Office of the Principal Director of Audit Economic & Service Ministries, I.P. Estate, New Delhi 110002.
5. Principal Accounts Officer, / Chief Controller of Accounts, Ministry of Textiles, Udyog Bhawan, New Delhi.
6. Director (I.F.W.), Ministry of Textiles, Udyog Bhawan, New Delhi.
7. Director (SR), O/o the DC(HC), Chennai.
8. AD, M&SEC, Trivendrum.
9. Accountant General, Chennai.
10. The Manager, Local Emporium, New Delhi.
11. Sanction/Guard file


(R.R Sharma)
Assistant Director (HRD.)

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1916-0331
03 MAR 2008
6633

No.M- 22014/8/2007-08/MD
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066
Dt.: 28-2-08

The Sr.Accounts Officer,
Central Pay & Accounts Officer,
Office of the DC(Handicrafts),R.K.Puram,
New Delhi

Sanction Order

Sub : Financial assistance in favour of M/s. Handicrafts Development Corporation of Kerala Ltd.,Trivandrum for renovation of four existing emporia at Kollam, Kottayam ,Ooty and Chennai.

I am directed to convey the sanction of the President of India, for payment of Rs. 15,00,000/-(Rupees fifteen lakhs only) as 1st instalment i.e. 50% out of total sanctioned amount of Rs. 30,00,000/-in favour of M/s. Handicrafts Development Corporation of Kerala Ltd.,Trivandrum for incurring of non-recurring expenditure for renovation of four existing emporia at Kollam, Kottayam ,Ooty and Chennai as per detail given below:

S.No.	Components	Amount sanctioned	Amount to be released as first installment i.e.50%
1	Interior decoration, Furniture & Fixture, Electrification, Air conditioning and Civil Work for renovation of existing emporium at Kollan	Rs.7,50,0000/-	Rs.3,75,000/-
2	Interior decoration, Furniture & fixture, Electrification, Air conditioning and civil work for renovation of existing emporium at Kottayam	Rs.7,50,0000/-	Rs.3,75,000/-
3	Interior decoration, Furniture & fixture, Electrification, Air conditioning and civil work for renovation of existing Lepakshi Handicraft Emporium at Ooty	Rs.7,50,0000/-	Rs.3,75,000/-
4	Interior decoration, Furniture & fixture, Electrification, and civil work for renovation of existing Lepakshi Handicraft Emporium at Chennai	Rs.7,50,0000/-	Rs.3,75,000/-
	Total	Rs.30,00,000/-	Rs.15,00,000/-

(Handwritten signature)

Out of the total sanctioned amount of Rs.30,00,000/- (Rupees thirty lakh (four emporiums) an amount of Rs.15,00,000/- i.e. 50% would be released instalment. as an advance after acceptance of terms & conditions.

2nd and final instalment of Rs.15,00,000/- as 50% of the sanction amount balance expenditure, which ever is less, will be released in the shape of reimbursement after issue of the UC of 1st instalment.

Certified that this is a continuation scheme and all the conditions laid down in rule 206 to 214 of GFR have been complied with, in this regard.

It is certified that no UC is pending against the organization in Marketing Support & Services Schemes.

The Accounts Officer(Hqrs.), Office of the DC(Handicrafts) is authorized to draw and disburse the amount in question.

The expenditure involved is debit to Major Head of Account-2851-Village & Small Industries-00104 Handicraft Industries-25-Marketing Support & Services-250031-grant in aid - marketing(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

This has the approval of IFW, Ministry of Textiles vide diary No. 3214 dated 26.2.08 and entered in the grant in aid register at page No. 49 Sl.No.313.

(P.D.Mathur)

Deputy Director(Mktg.)

Copy to:

1. M/s. Handicrafts Development Corporation of Kerala Ltd., Trivandrum should furnish the following documents:

i) Pre-receipt of Rs.15,00,000/- in triplicate duly signed and stamped by an authorised person of the Corporation alongwith full address of nearest branch of Central Bank of India

ii) Three copies of terms & conditions duly signed & stamped.

2. The Accounts Officer(Hqrs.), O of the DC(H), New Delhi

3. The Regional Director(SR), Office of the DC(H), Chennai

4. Accounts Officer(B&A), Office of the DC(H), New Delhi

Accounts Officer(Hqrs.), Office of the DC(H), New Delhi

Director, IFW, Ministry of Textiles, New Delhi

Assistant General, Govt. of India, Chennai.

Accounts Officer, B&A Section, M/O Commerce & Tex. No. 533, Udhayog

AGCR, I.P. Estate, New Delhi

(N.K.Jha)

Asstt. Director(Mktg.)

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No.M-19014/108/2007-08/MD
Government of India
Ministry of Textiles

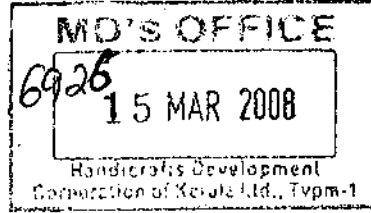
Office of the Development Commissioner (Handicrafts)

P & A No. 2835
DEPT. Date... 12/2/08

West Block No.7,R.K.Puram,
New Delhi-110066.
Dated: 13.02.2008

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.



Subject:- Payment of Grants-in-aid to the **M/s Handicrafts Development Corporation of Kerala Ltd., Trivandrum** towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs.4,40,625/- (Rs. Four lakhs forty thousand six hundred twenty five only)** as 1st installment out of total sanctioned grant-in-aid of **Rs.8,81,250/-** to **M/s Handicrafts Development Corporation of Kerala Ltd., Trivandrum** for incurring of non-recurring expenditure towards organizing **Craft Bazar at Mumbai** during 2007-08 on the following terms and conditions and as per details of project cost given below:-

1.	Rent , Infrastructure including water & electricity	9,00,000/-
2.	Publicity	2,00,000/-
3.	Misc. expenditure	-
4.	Insurance coverage for artisans products upto Rs.50.00 lakhs.	50,000/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	25,000/-
	Total	11,75,000/-

75% share of the Office of DC(Handicrafts) :- Rs. 8,81,250/-
25% share of the Implementing Agency :- Rs. 3,43,750/-

1. Out of sanctioned amount, **Rs.4,40,625/-** as 1st installment will be released to **M/s Handicrafts Development Corporation of Kerala Ltd., Trivandrum** for incurring of non-recurring expenditure towards organizing **Craft bazaar at Mumbai** during 2007-08 immediately as advance and 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A certified by Chartered Accountant and duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report.
2. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.
3. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

4. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Craft during 2007-08 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
5. The grantee shall execute a bond with two sureties to the President of India for acceptance terms & conditions of the payments of Grants-in-aid before release of payment.
6. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
7. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
8. The grantee shall submit performance-cum-achievement reports against targets of the previous grants both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
9. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
10. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
11. The grantee shall get its accounts audited from the chartered accountants.
12. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest thereon @ 10% per annum or rates applicable from time to time in this regard.
13. Certified that no UC is pending against the Organization in any scheme of DC(Handicrafts), further no UC is pending in any of the scheme of Ministry of Textiles as per list circulated By CCA.
14. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier.
15. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
16. The organization agrees to make participation for SC/ST/OBC etc. in Marketing programme.
17. There is no reason to believe that the grantee is involved in corrupt practices.
18. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
19. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
20. The expenditure is debitable to the **Major Head 2851-Village & Small Industries-00104-Handicrafts Industries-25-Marketing Support & Services 250031 - Grant-in-aid (Plan) under Demand No.91 of the Ministry of Textiles for the financial year 2007-08.**
21. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide **IFW Dy.No 1134 dated 21/31.1.08**
22. Entry has been made in Register of grant at page No. **39 Sl.No. 252**




(P.D. Mathur)

Deputy Director (Handicrafts)

(59)

Copy to:

1. The Principal Director of Audit Economic and Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO(Hqrs), O/O DC(HC), New Delhi.
3. AO(B&A), O/O DC(HC), New Delhi; may please note the expenditure.
4. ✓ M/s **M/s Handicrafts Development Corporation of Kerala Ltd., Trivandrum.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The **following documents may also be submitted:-**
 - i. Stamped pre-receipt for Rs.4,40,625/- in triplicate
 - ii. Acceptance of terms & conditions and Bond signed on each paper with stamp of the organization (copy enclosed) in triplicate.
 - iii. Bank account number and Name of Bank operating & the address of nearest Central Bank of India.
5. The **Regional Director, (SR), O/O DC(HC), Chennai** with the request to inspect the programme and send the Inspection Report-cum- performance report to this office immediately in the proforma enclosed.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N.Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt:Director(H) , M&SEC Concerned (alongwith list of artisans).


(N.K. Jha)

Asstt.Director(Marketing)

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No.22012/2/2008-09(Pub). 16 98

Government of India

Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block.No. VII, R.K.Puram,
New Delhi.110066.

Dated 17.06.2008

ORDER

Sub: Payment of grant-in-aid to M/s Handicrafts Development Corporation of Kerala Thiruvananthapuram as financial assistance for Printing of catalogue , brochure and folders.

Sanction of the President of India is hereby conveyed for making payment of Rs 2,75,625/- (Rupees Two lakh seventy five thousand six hundred twenty five only) out of the O/o the DC(H)'s contribution of Rs. 5,51,250/- as non- recurring grant-in-aid to **M/s Handicrafts Development Corporation of Kerala Thiruvananthapuram** as the 1st Installment of 75% financial assistance for printing of catalogues , brochure and folders against estimated cost of Rs. 7,35,000/- as per provision of the scheme . The details of the sanctioned amount is given as under:-

Sl. No.	Items	Estimated amount	Maximum Limit/ceiling	Amount to be sanctioned	Amount to be released
1)	Printing of catalogue	3,60,000/-	6,00,000/-	2,70,000/-	1,35,000/-
2)	Printing of Brochure	2,25,000/-	4,50,000/-	1,68,750/-	84,375/-
3)	Printing of folder	1,50,000/-	3,00,000/-	1,12,500/-	56,250/-
	Total	7,35,000/-	13,50,000/-	5,51,250/-	2,75,625/-

The payment will be released in favour of the above organisation in three installments mentioned as under:-

1. The above amount is the first installment of 50% of the total sanctioned amount i.e. Rs.2,75,625/- will be paid immediately after receipt of pre-receipted bill and acceptance of terms and conditions.
2. The second installment of 25% of the total sanctioned amount i.e. Rs. 1,37,812/- will be released on receiving an undertaking stating that 75% work of printing of catalogue, brochure and folders (e.g. photography, designing, proofing & T.Ps, etc.) have been completed and printing will be completed within a period of one month along with a certificate to this effect from the printer and on receipt of the audited expenditure of statement of the first-grant.
3. The third and final installment of the balance amount i.e. Rs.1,37,813/- will be released on satisfactory completion of printing job and submission of the following :-

- i) Detailed audited statement of accounts of the total expenditure incurred on printing catalogues , brochure and folders.
- ii) Approved dummy of the printed catalogue, brochure and folders.
- iii) Transparencies of printed craft in the publication.
- iv) 200 copies of the printed catalogue, brochure, folders each.

Cont....2/

- (v) An undertaking stating that 3,000 copies of catalogue and 5,000 copies of brochure and folders each have been taken up/entered in the stock register and distribution of the stock will be maintained and will be kept ready for inspection by any authorized officer of the office of the DC(Handicrafts) and a certificate is also required from the concerned area of Asstt. Director, H&MSEC or Regional Director about the completion for printing of two sets of catalogues along with audited accounts.

4. The expenditure shall be incurred in accordance with the following terms and conditions: -

i. The amount sanctioned shall be spent on the specific purpose for which it is sanctioned. No diversion of funds for any other purpose is permissible.

ii. The assets acquired wholly or substantially out of Government funds will not, without the prior sanction of the Central Government be disposed off, encumbered or utilized for purposes other than those for which the amount has been sanctioned.

iii. The organisation will maintain a register on the lines of the form GFR-40 for permanent /semi-permanent assets/printed material acquired wholly or mainly out of Government funds and a copy of the register shall be furnished to the Office of the Development Commissioner (Handicrafts) annually at the end of the scheme.

iv. The organisation will submit its accounts duly audited together with the Auditor's certificate/ that the conditions attached herein have been fulfilled. The statement of the Accounts may be countersigned by responsible officer of the organisation.

v. Any amount unspent on the completion of the scheme shall be surrendered by end of the financial year i.e. 31st March or within one month after completion of the work.

vi. The Organisation shall submit to the Office of the Development Commissioner (Handicrafts) such reports, statements etc. in respect of the expenditure from the amount sanctioned by the Office of the DC(Handicrafts) as soon as the scheme is completed or by such a date as may be prescribed by the office of the DC(Handicrafts) as soon as the scheme is completed or by such a date as may be prescribed by the office of the DC(Handicrafts).

vii. A performance-cum-achievement report shall be submitted by the organisation to the Office of the Development Commissioner (Handicrafts) after the completion of the work.

viii. The organisation will allow and facilitate, on the spot study and examination of the working of the scheme and related documents by an authorized representative/representatives of the Office of the Development Commissioner (Handicrafts).

ix. Audited statement of accounts will be submitted to the Office of the Development Commissioner (Handicrafts) immediately after completion of the work.



cont...3/-

- x. The organization should submit the utilization certificate in GFR 19-A Form in respect of first installment immediately after completing the 75% work of the scheme.
5. This is a continuation scheme and all the terms and conditions laid down by the Ministry of Finance in this regard have been fulfilled.
6. No Utilisation Certificate is pending against the organization in any scheme of the O/o the DC(H)/Ministry of Textiles as per list circulated by the CCA, Ministry of Textiles.
7. Accounts Officer (Hqrs.), Office of the Development Commissioner (Handicrafts) is authorised to draw and disburse the amount in question.
8. The expenditure involved is debatable to the Major Head of account No.2851-00104-Handicrafts Industries-25-Marketing Support & Service- 250031-grant-in-aid Plan and will be met out from the funds sanctioned for the current financial year 2008-2009.
9. This issues with concurrence of AS&FA, IFW, Ministry of Textiles, vide Dy.No. 8875 dated 10.6.2008.
10. Entered in the register of grant at page No. 21 and Sl. No 01.



(P.D. Mathur)
Dy. Director (Pub)

The Accounts Officer,
Central Pay & Accounts Office,
Office of the DC(Handicrafts),
New Delhi.

Copy to:-

1. The Managing Director, M/s Handicrafts Development Corporation of Kerala Puthenchantha, Thiruvananthapuram. It is requested to accept the terms and conditions and return the same after duly signed by the Officer who will be signing the pre-receipted bill (in triplicate) for the amount of Rs.2,75,625/- in respect of 1st installment along with a certificate that the work of publication has been taken up as per approved specification. Printing job should be completed within 6 months from the date of approval. Please mentioned name of the Bank with address and account number on the face of the pre-receipted bill.
2. DD(B&A), O/o DC(H), New Delhi.
3. AO (Hqrs.), O/o DC(H), New Delhi.
4. RD(SR), O/o DC(H), Chennai.
5. The Principal Director of Audit Economic & Service Ministries, AGCR Bldg. I.P.Estate, New Delhi.
6. The Principal Accounts Officer/Chief Controller of Accounts, M/o Textiles, Udyog Bhawan, New Delhi.
7. IFW, M/o Textiles, New Delhi.
8. Accountant General, Govt. of Kerala, Thiruvananthapuram
9. The District Magistrate, Govt. of Kerala, Thiruvananthapuram.
10. The Secretary In-charge, Handicrafts Department, State Government of Kerala, Thiruvananthapuram.
11. The Registrar, Co-op. Society, State Govt. of Kerala, Thiruvananthapuram.
12. Computer Cell/Sanction/Guard file/ Hindi Section.



(N.K. Jha)
Asstt. Director (Pub)

No. C-17011/9/2003-04/Chariparambu/CC(SR)
 Government of India
 Ministry of Textiles
 Office of the Development Commissioner (Handicrafts)
 (Cluster Section)

West Block No.VII, R.K. Puram,
 New Delhi- 110066.
 Dated: 27.02.2008

Sr. Accounts Officer
 Central Pay Accounts Office
 O/O the Dev. Comm. (H)
 R.K. Puram, New Delhi.

17 MAR 2008

Subject:- Grant-in-aid to the M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala towards incurring of non-recurring expenditure under plan - regarding

Sir,

I am directed to convey sanction of the President of India for payment of Rs. 90,000/- (Rupees ninety thousand only) as 1st installment out of total sanctioned Grant in aid Rs. 1,80,000/- (Rupees one lakh eighty thousand only) to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for organizing ONE Design and Technical Development Workshop (15 days each) for SHGs artisans in Bamboo & Cane craft at Ittava Gram Panchayet Hall, Chariparambu, Kerala under AHVY, as on the following terms and conditions.

1. Grant in aid shall be utilized for organizing ONE design & technical development workshop (15 days each) for SHG artisans artisans in Bamboo & Cane craft at Ittava Gram Panchayet Hall, Chariparambu, Kerala as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

Sl. No.	Name of the crafts/ location	Designer's fees including TA/DA etc.	Cost of Documentatio n report	Cost of Prototype (two sets) including raw-material (Minimum 15 items per set)	Wage Compen Sation for 15 days @ Rs.150/- per day per head for 30 artisans	Misc. Exp. (including light refreshment, site preparation, etc. to the participants)	Total
1.	Bamboo & Cane craft at Ittava Gram Panchayet Hall, Chariparambu, Kerala	60000/-	10000/-	30000/-	67500/-	12,500/-	1,80,000/-

2. The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement of expenditure which ever is less on completion of the Design & Technical Development Workshop in all respect and after receiving the audited statement of accounts & utilization certificate in form of GFR 19 A, from Chartered Accountant duly counter signed by the authorized signatory of the Organization, progress-cum-achievement report, report of designer with bio-data and receipt of prototypes deposited with RD&TDC, Bangalore/Asstt. Director (H), M&SEC, Thiruvananthapuram. The expenditure will be incurred strictly in accordance with the terms and conditions.

3. The designer shall be engaged from the empenalled list of designers of this office or an alumni of NID/NIFT.

4. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.

5. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.

6. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.

7. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.

8. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.

9. Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and 1971)

(or if not applicable)

The grantee shall get its accounts audited from the Chartered Accountants.

Contd ...2

10. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.


11. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

12. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. **It is certified that no U.C is pending against the organization in AHVY scheme of DC (Handicrafts).**
13. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).
14. There is no reason to believe that the grantee is involved in corrupt practices.
15. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.
16. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.
17. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.
18. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
19. The expenditure involved is debit to the Major Head of Account-2851-Village & Small Industries-00104-240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.
20. Payment to the designer & participants should be made by cheque/demand draft/bank transfer.
21. The list of beneficiaries should have full postal address & I/card number.
22. This issues with the concurrence of IFW, MOT vide Dy No 2140 dated 15/20.2008
23. Entry has been made in the grant-in-aid register at page 60 at S.No. 835


Yours faithfully



(P. Mallikarjunaiah)
Deputy Director (CC)

Copy to:-

1. M/ Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala should furnish the following documents:-
 - i. Stamped Pre receipt of Rs. 90,000/- in triplicate duly signed by an authorized signatory of the organization. (On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)
 - ii. Three copies of terms & condition duly signed & stamped.
 - iii. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses may be indicated.
 - iv. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
 - v. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.
2. The Regional Director (SR), O/o the DC(H), Chennai He is requested to be in touch with the organization and explain/ discuss about the concept of workshop before conducting the same by beneficiary organization as envisaged in guidelines. While confirming the receipt of set of prototype to Hqrs., New Delhi/ AD(H), FAC, Dharwad, Karnataka will also indicate the S. No. and page No. of stock register where the receipt of all such prototype have been recorded and also submit views on documentation and innovativeness designs developed from market point of view and as detailed in the enclosed guidelines.
3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram/Trissur.
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Accountant General, Govt. of India, Thiruvananthapuram
8. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
9. The Principal Director, AGCR, I.P. Estate, New Delhi.
10. The District Magistrate, Distt. Kollam, Kerala
11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram
12. The concerned DRDA Office of the area thorough AD (H) , M&SEC, Thiruvananthapuram
13. Hindi Section for Hindi version / Guard file.



Asstt. Director (CC)

② Put up schedule to MPA - for implementation

[Handwritten signature]

No. C-17011/9/2003-04/Chariparambu-CC(SR)
 Government of India
 Ministry of Textiles
 Office of the Development Commissioner (Handicrafts)
 (Cluster Section)

25093

West Block No.VII, R.K. Puram,
 New Delhi- 110066.

Dated: 27.02.2008

M.D.'S OFFICE
 17 MAR 2008
[Handwritten initials]

Sr. Accounts Officer
 Central Pay Accounts Office
 O/O the Dev. Commr. (H)
 R.K. Puram, New Delhi.

Subject : Grant in aid to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001 Kerala towards incurring of non-recurring expenditure under plan – regarding.

Sir,
 I am directed to convey sanction of the President of India for payment of Rs 90,500/- (Rupees ninety thousand five hundred only) as 1st installment out of total sanctioned Grant in aid Rs.1,81,000/- (Rupees one lakh eighty one thousand only) to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for conducting ONE batch of Training Programme (Skill Up-gradation) for the SHG artisans in Bamboo & Cane craft at Chariparambu, Kerala under AHVY, as on the following terms and conditions.

1. Grant in aid shall be utilized for conducting ONE batch of Training Programme (Skill Up-gradation) for SHG artisans in Bamboo & Cane craft at Chariparambu, Kerala as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

S. No.	Item of the Expenditure	Funds permissible [for each training]	Funds to be sanctioned for Two batches of training programmes for the year 2007-08	Funds to be released as 50% of sanctioned amount for 20 training
1.	Honorarium to MCP/ Instructor @ Rs. 4,000/- per month 4 months	16,000/-	16,000/-	8,000/-
2.	Compensation for wastage of raw-material not exceeding Rs.500/- per trainee per course for 20 trainees	10,000/-	10,000/-	5,000/-
3.	Tool-Kits allowed @ Rs. 1000/- per trainees/per course for 20 trainees	20,000/-	20,000/-	10,000/-
4.	Rent @ Rs. 2,000/- p.m for 4 months	8,000/-	8,000/-	4,000/-
5.	Wage Compensation for trainees @ Rs 1500/-per months for 4 months for 20 trainees.	1,20,000/-	1,20,000/-	60,000/-
5.	Contg. for entire session	7,000/-	7,000/-	3,500/-
TOTAL		1,81,000/-	1,81,000/-	90,500/-

2. The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement of expenditure which ever is less on completion One batch of Training Programme (Skill Up-gradation in all respect and after receiving the audited statement of accounts from Chartered Accountant duly counter signed by the authorized signatory of the Organization progress-cum-achievement report of Asstt. Director (H), M&SEC, Trissur. The expenditure will be incurred strictly in accordance with the terms and conditions.
3. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
- 3(a). The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
4. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
5. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.
6. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.

Cont:-2

7. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971)

1. (or if not applicable)

6. The grantee shall get its accounts audited from the Chartered Accountants.

8. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.

9. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

10. In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

11. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. **It is certified that no U.C is pending against the organization in AHVY scheme of DC (Handicrafts).**

12. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

13. There is no reason to believe that the grantee is involved in corrupt practices.

14. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

15. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.

16. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

17. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

18. **The Activity may be completed within 12 months after release of Grant.**

19. The expenditure involved is debit to the Major Head of Account-2851-Village & Small Industries-00104-240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

20. The payment to the participants should be made by Demand Draft/Cheque/Bank Transfer.

21. The list of beneficiaries should have full postal address & I/card number.

22. This issues with the concurrence of IFW, MOT vide Dy No 2140 dated 15/20.02.2008

23. Entry has been made in the grant-in-aid register at page 60 at S.No. 836

Yours faithfully,



(P. Mallikarjuniah)
Deputy Director (CC)

Copy to:-

1. M/s Handicrafts Development Corporation of Kerala, Puthenchathai, Thiruvananthapuram-695001, Kerala should furnish the following documents:-
 - xv. Stamped Pre receipt of Rs 90,500/- in triplicate duly signed by an authorized signatory of the
 - xvi. organization. (On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)
 - xvii. Three copies of terms & condition duly signed & stamped.
 - xviii. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses may be indicated.
 - xix. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
 - xx. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.
 - xxi. The organization may inform the RD/AD Concerned about the start of the events.
2. The Regional Director (SR), O/o the DC(H), Chennai
3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram, Kerala.
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Accountant General, Govt. of India, Thiruvananthapuram, Kerala
8. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
9. The Principal Director, AGCR, I.P. Estate, New Delhi.
10. The District Magistrate, Distt. Kollam Kerala
11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram.
12. The concerned DRDA Office of the area thorough AD (H), M&SEC, Thiruvananthapuram, Kerala
13. Hindi Section for Hindi version / Guard file.

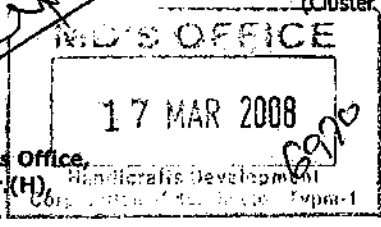


Asstt. Director (CC)

No. C-17011/7/2003-04/Thiruvananthapuram-CC(SR)
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)
(Cluster Section)

West Block No.VII, R.K. Puram,
New Delhi- 110066.

Dated: 28.02.2008



Sr. Accounts Officer
Central Pay Accounts Office,
O/O the Dev. Commr. (H),
R.K. Puram, New Delhi.

Subject : Grant in aid to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-6950 Kerala towards incurring of non-recurring expenditure under plan – regarding.

Sir,
I am directed to convey sanction of the President of India for payment of Rs 90,500/- (Rupees ninety thousand five hundred) as 1st installment out of total sanctioned Grant in aid Rs.1,81,000/- (Rupees one lakh eighty one thousand only) to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for conducting ONE batch of Training Programme (Skill Up-gradation 4 months duration) for the SHG artisans in Rar (Lace) craft at Eravipuram, Kerala under AHVY, as on the following terms and conditions.

1. Grant in aid shall be utilized for conducting ONE batch of Training Programme (Skill Up-gradation) for SHG artisans in Rar (Lace) craft at Eravipuram, Kerala as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

S. No.	Item of the Expenditure	Funds permissible [for each training]	Funds to be sanctioned for Two batches of training programmes for the year 2007-08	Funds to released as 50% sanctioned amount for 20 training
1.	Honorarium to MCP/ Instructor @ Rs. 4,000/- per month 4 months	16,000/-	16,000/-	8,000/-
2.	Compensation for wastage of raw-material not exceeding Rs.500/- per trainee per course for 20 trainees	10,000/-	10,000/-	5,000/-
3.	Tool-Kits allowed @ Rs. 1000/- per trainees/per course for 20 trainees	20,000/-	20,000/-	10,000/-
4.	Rent @ Rs. 2,000/- p.m for 4 months	8,000/-	8,000/-	4,000/-
5.	Wage Compensation for trainees @ Rs 1500/-per months for 4 months for 20 trainees.	1,20,000/-	1,20,000/-	60,000/-
5.	Contg. for entire session	7,000/-	7,000/-	3,500/-
TOTAL		1,81,000/-	1,81,000 /-	90,500/-

- 2. The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement of expenditure which ever is less on completion One batch of Training Programme (Skill Up-gradation) in all respect and after receiving the audited statement of accounts from Chartered Accountant duly counter signed by the authorized signatory of the Organization progress-cum-achievement report of Asstt. Director (H), M&SEC, Thiruvananthapuram. The expenditure will be incurred strictly in accordance with the terms and conditions.
- 3. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
- 3(a). The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
- 4. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
- 5. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.
- 6. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.

7. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971)

1. (or if not applicable)

4. The grantee shall get its accounts audited from the Chartered Accountants.

8. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.

9. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

10. In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

11. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. **It is certified that no U.C is pending against the organization in any scheme of DC (Handicrafts), further no UC is pending in any of the scheme of the Ministry of Textiles as per list circulated by the CCA..**

12. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

13. There is no reason to believe that the grantee is involved in corrupt practices.

14. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

15. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.

16. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

17. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

18. The Activity may be completed within 12 months after release of Grant.

19. The expenditure involved is debitable to the Major Head of Account-2851-Village & Small Industries-

00104- 240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

20. The payment to the participants should be made by Demand Draft/Cheque/Bank Transfer.

21. The list of beneficiaries should have full postal address & I/card number.

22. This issues with the concurrence of IFW, MOT vide Dy.No 3338 dated 26/27.02.2008.

23. Entry has been made in the grant-in-aid register at page 62 at S.No. 230

Yours faithfully


(P. Mallikarjunaiah)
Deputy Director (CC)

Copy to:-

1. M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala should furnish the following documents:-
 - i. Stamped Pre receipt of Rs 90,500/- in triplicate duly signed by an authorized signatory of the organization. (On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)
 - ii. Three copies of terms & condition duly signed & stamped.
 - iii. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses may be indicated.
 - iv. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
 - v. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.
 - vii. The organization may inform the RD/AD Concerned about the start of the events.
2. The Regional Director (SR), O/o the DC(H), Chennai
3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram, Kerala.
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Accountant General, Govt. of India, Thiruvananthapuram, Kerala
8. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
9. The Principal Director, AGCR, I.P. Estate, New Delhi.
10. The District Magistrate, Distt.Kollam, Kerala
11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram
12. The concerned DRDA Office of the area thorough AD (H), M&SEC, Thiruvananthapuram, Kerala
13. Hindi Section for Hindi version / Guard file.


Asstt. Director (CC)

[Handwritten signature]

MPA for implementation of schedule

No. C-17011/7/2003-04/Eravipuram/CC(SR)
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

24099

MD (Cluster Section) E
17 MAR 2008
Handicrafts Development Corporation of Kerala Type-1

West Block No.VII, R.K. Puram,
New Delhi- 110066.
Dated: 28.02.2008

Sr. Accounts Officer
Central Pay Accounts Office,
O/O the Dev.Commr.(H),
R.K. Puram, New Delhi,

Subject:- Grant-in-aid to the M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala towards incurring of non-recurring expenditure under plan - regarding

Sir,
I am directed to convey sanction of the President of India for payment of Rs. 90,000/- (Rupees ninety thousand only) as installment out of total sanctioned Grant-in-aid Rs. 1,80,000/- (Rupees one lakh eighty thousand only) to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for organizing Design and Technical Development Workshop (15 days each) for SHGs artisans in Rentha(Lace) craft at Eravipuram, Kerala under A as on the following terms and conditions.

1. Grant in aid shall be utilized for organizing ONE design & technical development workshop (15 days each) for SHG artisans in Rentha(Lace) craft at Eravipuram, Kerala as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules as per details given below:-

Sl No.	Name of the crafts/ location	Designer's fees including TA/DA etc.	Cost of Documentation report	Cost of Prototype (two sets) including raw-material (Minimum 15 items per set)	Wage Compensation for 15 days @ Rs.150/- per day per head for 30 artisans	Misc. Exp. (Including light refreshment, site preparation, etc. to the participants)	Total
1.	Rentha(Lace) craft at Eravipuram, Kerala	60000/-	10000/-	30000/-	67500/-	12,500/-	1,80,000/-

- The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement of expenditure which ever is less on completion of the Design & Technical Development Workshop in all respect and after receiving the audited statement of accounts & utilization certificate in form of GFR 19 A, from Chartered Accountant duly counter signed by the authorized signatory of the Organization, progress-cum-achievement report, report of designer with bio-data and receipt of prototype deposited with RD&TDC, Bangalore/Asstt.Director (H), M&SEC, Thiruvananthapuram. The expenditure will be incurred strictly in accordance with the terms and conditions.
- The designer shall be engaged from the empanelled list of designers of this office or an alumni of NID/NIFT.
- The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
- The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
- The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
- The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.
- The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.
- Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and 1971)

(or if not applicable)

The grantee shall get its accounts audited from the Chartered Accountants.

Contd ...

10 The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.

11 The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

12. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. **It is certified that no U.C is pending against the organization in any scheme of DC (Handicrafts), further no UC is pending in any of the scheme of the Ministry of Textiles as per list circulated by the CCA.**

13 The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

14. There is no reason to believe that the grantee is involved in corrupt practices.

15. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

16. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.

17. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

18. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

19. The expenditure involved is debitable to the Major Head of Account-2851-Village & Small Industries-00104-240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

20. Payment to the designer & participants should be made by cheque/demand draft/bank transfer.

21. The list of beneficiaries should have full postal address & I/card number.

22 This issues with the concurrence of IFW, MOT vide Dy No 3338 dated 26/27.02.2008.

23. Entry has been made in the grant-in-aid register at page 12 at S.No. 351

Yours faithfully

(P. Mallikarjunaiah)
Deputy Director (CC)

Copy to:-

1. M/ Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala should furnish the following documents:-

- i. Stamped Pre receipt of Rs. 90,000/- in triplicate duly signed by an authorized signatory of the organization. (On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)
- ii. Three copies of terms & condition duly signed & stamped.
- iii. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses may be indicated.
- iv. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
- v. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.

2. The Regional Director (SR), O/o the DC(H), Chennai He is requested to be in touch with the organization and explain/ discuss about the concept of workshop before conducting the same by beneficiary organization as envisaged in guidelines. While confirming the receipt of set of prototype to Hqrs., New Delhi/ AD(H), FAC, Dharwad, Karnataka will also indicate the S. No. and page No. of stock register where the receipt of all such prototype have been recorded and also submit views on documentation and innovativeness in designs developed from market point of view and as detailed in the enclosed guidelines.

3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram.
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Accountant General, Govt. of India, Thiruvananthapuram
8. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
9. The Principal Director, AGCR, I.P. Estate, New Delhi.
10. The District Magistrate, Distt. Kollam Kerala
11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram
12. The concerned DRDA Office of the area thorough AD (H) , M&SEC, Thiruvananthapuram
13. Hindi Section for Hindi version / Guard file.

Asstt. Director (CC)

9

no. for implementation
C/S
Puthenchal
schedule

14

Rej

198015

No. C-17011/12/2003-04/Koyilandi-CC(SR)/Part
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

(Cluster Section)
MD'S OFFICE
17 MAR 2008
6972

West Block No.VII, R.K. Puram,
New Delhi- 110066.

Dated: 27.02.2008

Sr. Accounts Officer
Central Pay Accounts Office,
O/O the Dev.Commr.(H),
R.K. Puram, New Delhi.

Subject : Grant in aid to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-69500 Kerala towards incurring of non-recurring expenditure under plan - regarding.

Sir,
I am directed to convey sanction of the President of India for payment of Rs 90,500/- (Rupees ninety thousand five hundred only) as 1st installment out of total sanctioned Grant in aid Rs.1,81,000/- (Rupees one lakh eighty one thousand only) to M/s Handicraft Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for conducting ONE batch of Training Programme (Skill Up-gradation) for the SHG artisans in Cocon shell, Stem & Hooqua craft at Koyilandi, Kerala under AHVY, as on the following terms and conditions:

1. Grant in aid shall be utilized for conducting ONE batch of Training Programme (Skill Up-gradation) for SHG artisans in Cocon shell, Stem & Hooqua craft at Koyilandi, Kerala as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

(Amt. In Rs)

S. No.	Item of the Expenditure	Funds permissible [for each training]	Funds to be sanctioned for Two batches of training programmes for the year 2007-08	Funds to be released as 50% of sanctioned amount for 20 training
1.	Honorarium to MCP/ Instructor @ Rs. 4,000/- per month 4 months	16,000/-	16,000/-	8,000/-
2.	Compensation for wastage of raw-material not exceeding Rs.500/- per trainee per course for 20 trainees	10,000/-	10,000/-	5,000/-
3.	Tool-Kits allowed @ Rs. 1000/- per trainees/per course for 20 trainees	20,000/-	20,000/-	10,000/-
4.	Rent @ Rs. 2,000/- p.m for 4 months	8,000/-	8,000/-	4,000/-
5.	Wage Compensation for trainees @ Rs 1500/-per months for 4 months for 20 trainees.	1,20,000/-	1,20,000/-	60,000/-
5.	Contg. for entire session	7,000/-	7,000/-	3,500/-
TOTAL		1,81,000/-	1,81,000 /-	90,500/-

2. The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement expenditure which ever is less on completion One batch of Training Programme (Skill Up-gradation in all respect and after receiving the audited statement of accounts from Chartered Accountant duly counter signed by the authorized signatory of the Organization progress-cum-achievement report of Asstt. Director (H), M&SEC, Trissur. The expenditure will be incurred strictly in accordance with terms and conditions.

3. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.

3(a). The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.

4. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.

5. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.

6. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.

Cont -

7. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971)

1. (or if not applicable)

7. The grantee shall get its accounts audited from the Chartered Accountants.

8. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.

9. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

10. In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

11. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. **It is certified that no U.C is pending against the organization in AHVY scheme of DC (Handicrafts).**

12. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

13. There is no reason to believe that the grantee is involved in corrupt practices.

14. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

15. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.

16. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

17. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

18. The Activity may be completed within 12 months after release of Grant.

19. The expenditure involved is debit to the Major Head of Account-2851-Village & Small Industries-

00104- 240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

20. The payment to the participants should be made by Demand Draft/Cheque/Bank Transfer.

21. The list of beneficiaries should have full postal address & I/card number.

22. This issues with the concurrence of IFW, MOT vide Dy No 2140 dated 15/20/2008

23. Entry has been made in the grant-in-aid register at page 61 at S.No. 858

Yours faithfully



(P. Mallikarjunaiah)
Deputy Director (CC)

Copy to:-

1. M/s Handicrafts Development Corporation of Kerala, Puthenchathai, Thiruvananthapuram-695001, Kerala should furnish the following documents:-
 - xxii. Stamped Pre receipt of Rs 90,500/- in triplicate duly signed by an authorized signatory of the
 - xxiii. organization. (On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)
 - xxiv. Three copies of terms & condition duly signed & stamped.
 - xxv. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses may be indicated.
 - xxvi. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
 - xxvii. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.
 - xxviii. The organization may inform the RD/AD Concerned about the start of the events.
2. The Regional Director (SR), O/o the DC(H), Chennai
3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram, Kerala.
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Accountant General, Govt. of India, Thiruvananthapuram, Kerala
8. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
9. The Principal Director, AGCR, I.P. Estate, New Delhi.
10. The District Magistrate, Dist. Kozhikode, Kerala
11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram
12. The concerned CRDA Office of the area through AD (H) M&SEC, Trissur, Kerala
13. Hindi Section for Hindi version / Guard file.


Asstt. Director (CC)

15

leg

MPA - for implementation
Cust up schedule

26014

No. C-17011/12/2003-04/Koyilandi/CC(SR)/Part

Government of India
Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

(Cluster Section)

MD'S OFFICE

17 MAR. 2008

Handicrafts Development Corporation, Koyilandi, Ppam-1

West Block No.VII, R.K. Puram,
New Delhi- 110066.

Dated: 27.02.2008

Sr. Accounts Officer
Central Pay Accounts Office,
O/O the Dev.Commr.(H),
R.K. Puram, New Delhi.

Subject:- Grant-in-aid to the M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala towards incurring of non-recurring expenditure under plan - regarding

Sir,

I am directed to convey sanction of the President of India for payment of Rs. 90,000/- (Rupees ninety thousand only) as 1st installment out of total sanctioned Grant in aid Rs. 1,80,000/- (Rupees one lakh eighty thousand only) to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for organizing ONE Design and Technical Development Workshop (15 days each) for SHGs artisans in Coconut shell, Stem & Hooqua craft at Koyilandi, Kerala under AHVY, as on the following terms and conditions.

1. Grant in aid shall be utilized for organizing ONE design & technical development workshop (15 days each) for SHG artisans in Coconut shell, Stem & Hooqua craft at Koyilandi, Kerala as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

Sl. No.	Name of the crafts/ location	Designer's fees including TA/DA etc.	Cost of Documentation report	Cost of Prototype (two sets) including raw-material (Minimum 15 items per set)	Wage Compen Sation for 15 days @ Rs.150/- per day per head for 30 artisans	Misc. Exp. (including light refreshment, site preparation, etc. to the participants)	Total
1.	Coconut shell, Stem & Hooqua craft at Koyilandi, Kerala	60000/-	10000/-	30000/-	67500/-	12,500/-	1,80,000/-

2. The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement of expenditure which ever is less on completion of the Design & Technical Development Workshop in all respect and after receiving the audited statement of accounts & utilization certificate in form of GFR 19 A, from Chartered Accountant duly counter signed by the authorized signatory of the Organization, progress-cum-achievement report, report of designer with bio-data and receipt of prototypes deposited with RD&TDC, Bangalore/Asstt. Director (H), M&SEC, Trissur. The expenditure will be incurred strictly in accordance with the terms and conditions.

3. The designer shall be engaged from the empenalled list of designers of this office or an alumni of NID/NIFT.

4. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.

5. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.

6. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.

7. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.

8. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.

9. Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and 1971)

(or if not applicable)

The grantee shall get its accounts audited from the Chartered Accountants.

Contd .. 2

10 The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.

11 The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

12. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. **It is certified that no U.C is pending against the organization in AHVY scheme of DC (Handicrafts).**

13 The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

14. There is no reason to believe that the grantee is involved in corrupt practices.

15..The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

16.It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.

17.Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

18. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

19.The expenditure involved is debitale to the Major Head of Account-2851-Village & Small Industries- 00104- 240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

20.Payment to the designer & participants should be made by cheque/demand draft/bank transfer.

21.The list of beneficiaries should have full postal address & I/card numbr.

22 This issues with the concurrence of IFW, MOT vide Dy No 2140 dated 15/20.02.2008

23. Entry has been made in the grant-in-aid register at page 61 at S.No. 837

Yours faithfully


(P. Mallikarjunaiah)
Deputy Director (CC)

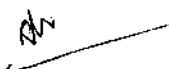
Copy to:-

1. M/ Handicrafts Development Corporation of Kerala, Puthenchathal, Thiruvananthapuram-695001, Kerala should furnish the following documents:-

- i. Stamped Pre receipt of Rs. 90,000/- in triplicate duly signed by an authorized signatory of the organization. **(On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)**
- ii. Three copies of terms & condition duly signed & stamped.
- iii. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses may be indicated.
- iv. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
- v. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.

2. The Regional Director (SR), O/o the DC(H),Chennai He is requested to be in touch with the organization and explain/ discuss about the concept of workshop before conducting the same by beneficiary organization as envisaged in guidelines. While confirming the receipt of set of prototype to Hqrs., New Delhi/ AD(H), FAC, Dharwad,Karnataka will also indicate the S. No. and page No. of sto register where the receipt of all such prototype have been recorded and also submit views on documentation and innovativeness in designs developed from market point of view and as detailed in the enclosed guidelines.

- 3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram/Trissur.
- 4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
- 5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
- 6. The Director, IFW, Ministry of Textiles, New Delhi.
- 7.The Accountant General, Govt. of India, Thiruvananthapuram
- 8 The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
- 9.The Principal Director, AGCR, I.P. Estate, New Delhi.
- 10.The District Magistrate, Dislt. Kozhikode, Kerala
- 11.The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram
- 12.The concerned DRDA Office of the area through AD (H) , M&SEC, Trissur
- 13.Hindi Section for Hindi version / Guard file.


Asstt. Director(CC)

⑤
 CPA Pl prepare the schedule and put up
 16

No. C-17011/8/2003-04/Thirupuram/CC(SR)
 Government of India
 Ministry of Textiles
 Office of the Development Commissioner (Handicrafts)
 (Cluster Section)

West Block No.VII, R.K. Puram,
 New Delhi- 110066.
 Dated:27.02.2008

OFFICE
 27 FEB 2008
 Gaba

Sr. Accounts Officer
 Central Pay Accounts Office,
 O/O the Dev.Commr.(H),
 R.K. Puram, New Delhi.

Subject:- Grant-in-aid to the M/s. Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala towards incurring of non-recurring expenditure under plan - regarding

Sir,
 I am directed to convey sanction of the President of India for payment of Rs. 90,000/- (Rupees ninety thousand only) as 1st installment out of total sanctioned Grant in aid Rs. 1,80,000/- (Rupees one lakh eighty thousand only) to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for organizing ONE Design and Technical Development Workshop (15 days each) for SHGs artisans in Hand Embroidery craft at Tirupuram, Kerala under AHVY, as on the following terms and conditions.

1. Grant in aid shall be utilized for organizing ONE design & technical development workshop (15 days each) for SHG artisans in Hand Embroidery craft at Tirupuram, Kerala as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

Sl. No.	Name of the crafts/ location	Designer's fees including TA/DA etc.	Cost of Documentation report	Cost of Prototype (two sets) including raw-material (Minimum 15 items per set)	Wage Compensation for 15 days @ Rs.150/- per day per head for 30 artisans	Misc. (including light refreshment, site preparation, etc. to the participants)	Exp.	Total
1.	Hand Embroidery craft at Tirupuram, Kerala	60000/-	10000/-	30000/-	67500/-	12,500/-		1,80,000/-

2. The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement of expenditure which ever is less on completion of the Design & Technical Development workshop in all respect and after receiving the audited statement of accounts & utilization certificate in form of GFR 19 A, from Chartered Accountant duly counter signed by the authorized signatory of the Organization, progress-cum-achievement report, report of designer with bio-data and receipt of prototypes deposited with RD&TDC, Bangalore/Asstt. Director (H), M&SEC, Thiruvananthapuram. The expenditure will be incurred strictly in accordance with the terms and conditions.

3. The designer shall be engaged from the empanelled list of designers of this office or an alumni of NID/NIFT.
 4. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.

5. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
 6. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.

7. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.

8. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.

9. Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and 1971)
 (or if not applicable)

The grantee shall get its accounts audited from the Chartered Accountants.

Contd ...2

10 The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.

11 The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

12. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. **It is certified that no U.C is pending against the organization in AHVY scheme of DC (Handicrafts).**

13 The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

14. There is no reason to believe that the grantee is involved in corrupt practices.

15..The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

16.It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.

17.Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

18. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

19.The expenditure involved is debit to the Major Head of Account-2851-Village & Small Industries-00104- 240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

20.Payment to the designer & participants should be made by cheque/demand draft/bank transfer.

21.The list of beneficiaries should have full postal address & I/card number.

22 This issues with the concurrence of IFW, MOT vide Dy No 2140 dated 15/20.02.2008

23. Entry has been made in the grant-in-aid register at page 60 at S.No. 833

Yours faithfully



(P. Mallikarjunaiah)
Deputy Director (CC)

Copy to:-

1. M/ Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala should furnish the following documents:-

- i. Stamped Pre receipt of Rs. 90,000/- in triplicate duly signed by an authorized signatory of the organization. **(On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)**
- ii. Three copies of terms & condition duly signed & stamped.
- iii. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses may be indicated.
- iv. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
- v. Photo-copy of the bank pass-book (last 3 years) along with bank A/c-number and address of the Bank of organization.

2. The Regional Director (SR), O/o the DC(H), Chennai He is requested to be in touch with the organization and explain/ discuss about the concept of workshop before conducting the same by beneficiary organization as envisaged in guidelines. While confirming the receipt of set of prototype to Hqrs., New Delhi/ AD(H), FAC, Dharwad, Karnataka will also indicate the S. No. and page No. of stock register where the receipt of all such prototype have been recorded and also submit views on documentation and innovative designs developed from market point of view and as detailed in the enclosed guidelines.

3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram/Trissur.
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Accountant General, Govt. of India, Thiruvananthapuram
8. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
9. The Principal Director, AGCR, I.P. Estate, New Delhi.
10. The District Magistrate, Distt. Thiruvananthapuram, Kerala
11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram
12. The concerned DRDA Office of the area thorough AD (H) , M&SEC, Thiruvananthapuram
13. Hindi Section for Hindi version / Guard file.

A.A.

Asstt. Director (CC)

④
 NPA-PL prepare
 the schedule
 & put up

17

No. C-17011/8/2003-04/Thiruppuram-CC(SR)
 Government of India
 Ministry of Textiles
 Office of the Development Commissioner (Handicrafts)
 (Cluster Section)

M/S OFFICE
 17 MAR 2008
 Handicrafts Corporation

West Block No.VII, R.K. Puram,
 New Delhi- 110066.
 27.02.2008

Sr. Accounts Officer
 Central Pay Accounts Office,
 O/O the Dev.Commr.(H),
 R.K. Puram, New Delhi.

Subject : Grant in aid to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala towards incurring of non-recurring expenditure under plan – regarding.

Sir,
 I am directed to convey sanction of the President of India for payment of Rs 90,500/- (Rupees ninety thousand five hundred only) as 1st installment out of total sanctioned Grant in aid Rs.1,81,000/- (Rupees one lakh eighty one thousand only) to M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala for incurring of non-recurring expenditure for conducting ONE batch of Training Programme (Skill Up-gradation - 4 months duration) for the SHG artisans in Hand Embroidary craft at Thiruppuram, Kerala under AHVY, as on the following terms and conditions.

1. Grant in aid shall be utilized for conducting ONE batch of Training Programme (Skill Up-gradation) for SHG artisans in Hand Embroidary craft at Thiruppuram, Kerala as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

S. No.	Item of the Expenditure	Funds permissible [for each training]	Funds to be sanctioned for Two batches of training programmes for the year 2007-08	Funds to be released as 50% of sanctioned amount for 20 training (Amt. In Rs.)
1.	Honorarium to MCP/ Instructor @ Rs. 4,000/- per month 4 months	16,000/-	16,000/-	8,000/- ✓
2.	Compensation for wastage of raw-material not exceeding Rs.500/- per trainee per course for 20 trainees	10,000/-	10,000/-	5,000/-
3.	Tool-Kits allowed @ Rs. 1000/- per trainees/per course for 20 trainees	20,000/-	20,000/-	10,000/-
4.	Rent @ Rs. 2,000/- p.m for 4 months	8,000/-	8,000/-	4,000/-
5.	Wage Compensation for trainees @ Rs 1500/-per months for 4 months for 20 trainees.	1,20,000/-	1,20,000/-	60,000/- ✓
5.	Contg. for entire session	7,000/-	7,000/-	3,500/- ✓
TOTAL		1,81,000/-	1,81,000 /-	90,500/-

- The balance admissible amount of second installment shall be released as reimbursement subject to actual audited statement of expenditure which ever is less on completion One batch of Training Programme (Skill Up-gradation in all respect and after receiving the audited statement of accounts from Chartered Accountant duly counter signed by the authorized signatory of the Organization, progress-cum-achievement report of Asstt. Director (H), M&SEC, Thiruvananthapuram. The expenditure will be incurred strictly in accordance with the terms and conditions.
- The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
- (a) The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
- The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
- The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.
- The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.

Cont:-2

7. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971)

1. (or if not applicable)

5. The grantee shall get its accounts audited from the Chartered Accountants.

8. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ 10% per annum or rates applicable from time to time in this regard.

9. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

Or

10. In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

11. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. It is certified that no U.C is pending against the organization in AHVY scheme of DC (Handicrafts).

12. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

13. There is no reason to believe that the grantee is involved in corrupt practices.

14. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

15. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present.

16. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

17. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

18. The Activity may be completed within 12 months after release of Grant.

19. The expenditure involved is debit to the Major Head of Account-2851-Village & Small Industries-

00104- 240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2007-08.

20. The payment to the participants should be made by Demand Draft/Cheque/Bank Transfer.

21. The list of beneficiaries should have full postal address & I/card number.

22. This issues with the concurrence of IFW, MOT vide Dy No 2140 dated 15/20/02.2008

23. Entry has been made in the grant-in-aid register at page 60 at S.No. 834.

Yours faithfully

P. Mallikarjuniah

(P. Mallikarjuniah
Deputy Director (CC)

Copy to:-

1. M/s Handicrafts Development Corporation of Kerala, Puthenchanthai, Thiruvananthapuram-695001, Kerala should furnish the following documents:-

- viii. Stamped Pre receipt of Rs 90,500/- in triplicate duly signed by an authorized signatory of the organization. (On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.)
- ix. Three copies of terms & condition duly signed & stamped.
- x. Bond to be executed on stamp paper of Rs.10/- alongwith complete parentage of witnesses as indicated.
- xi. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
- xii. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.
- xiii. The organization may inform the RD/AD Concerned about the start of the events.

2. The Regional Director (SR), O/o the DC(H), Chennai

3. The Asstt. Director a(H), M&SEC, Thiruvananthapuram, Kerala.

4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.

5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.

6. The Director, IFW, Ministry of Textiles, New Delhi.

7. The Accountant General, Govt. of India, Thiruvananthapuram, Kerala

8. The Pnncipal Accounts Officer B&A Section, I/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.

9. The Pnncipal Director, AGCR, I.P. Estate, New Delhi.

10. The District Magistrate, Dist. Thiruvananthapuram, Kerala

11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Thiruvananthapuram

12. The concerned DRDA Office of the area thorough AD (H), M&SEC, Thiruvananthapuram, Kerala

13. Hindi Section for Hindi version / Guard file.

Asstt. Director(CC)

MCP 2
15/1/09

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No. M- 22014/10/2007-08/MD /10229

Government of India

Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

MD's
03 JAN 2009
Handicrafts Development Corporation

West Block No.7,R.K.Puram,
New Delhi-110066

Dt.: 12.12.08

2920
5/1/09

The Sr. Accounts Officer,
Central Pay & Accounts Officer,
Office of the DC(Handicrafts),R.K.Puram,
New Delhi

Sanction Order

Sub : Financial assistance in favour of M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, Kerala for opening a new emporium at Vashi, Mumbai (rented building).

I am directed to convey the sanction of the President of India, for payment of Rs. 5,00,000/-(Rupees five lakhs only) as 1st instalment i.e. 50% out of total sanctioned amount of Rs. 10,00,000/- (Rupees ten lakhs only) in favour of M/s.Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, Kerala for incurring of non-recurring expenditure for opening a new emporium at Vashi, Mumbai(rented building) as per detail given below:

Purpose	Components	Amount admissible for sanctioning from Office of the DC(H)	Amount being released ie. 1 st instalment(50% of the sanctioning amount)
Opening a new emporium at Vashi, Mumbai (rented building).	a) Interior decoration b) Furniture & fixture c) Electrification and Air conditioning d) Civil work (including rent)	Rs.10,00,000/-	Rs.5,00,000/-

Rup

Out of the total sanctioned amount of Rs.10, 00,000/-(Rupees ten lakhs only), an amount of Rs.5,00,000 /- i.e. 50% would be released as Ist instalment, as an advance after acceptance of terms & conditions.

2nd and final instalment of Rs.5,00,000 /-, as 50% of the sanction amount or balance expenditure, which ever is less, will be released in the shape of reimbursement after issue of the UC of 1st instalment and received of audited statement of accounts/Form GFR-19 A etc.

A

Certified that this is a continuation scheme and all the conditions laid down in rule 206 to 214 of GFR have been complied with, in this regard.

It is certified that no UC is pending against the Organization in Marketing Support & Services Schemes.

The Accounts Officer(Hqrs.),Office of the DC(Handicrafts) is authorized to draw and disburse the amount in question.

The expenditure involved is debitable to Major Head of Account-2851-Village & Small Industries-00104 Handicraft Industries-25-Marketing Support & Services-250031-grant in aid - marketing(Plan) and will be met within the sanctioned budget grant for the year 2008-09.

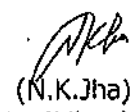
This has the approval of IFW, Ministry of Textiles vide diary No.17727 dated 3.12.08 and entered in the grant in aid register at page No:54 Sl.No. 341.



Deputy Director (Mktg.)

Copy to:

1. The Managing Director, M/sHandicrafts Development Corporation of Kerala Ltd, Thiruvananthapuram, Kerala should furnish the following documents:
 - i) Pre-receipt of Rs.5,00,000/- in triplicate duly signed and stamped by an authorized person of the Corporation alongwith full address of nearest branch of Central Bank of India
 - ii) Three copies of terms & conditions duly signed & stamped.
2. The Manager, Kairali Emporium, B-7, State Emporia Complex, Baba Kharak Singh Marg, New Delhi-110001
3. The Accounts Officer (Hqrs.), O/of the DC(H), New Delhi
4. The Regional Director (SR), Office of the DC(H), Chennai
5. Accounts Officer (B&A), Office of the DC(H), New Delhi
6. Accounts Officer (Hqrs.), Office of the DC(H), New Delhi.
7. IFW, Ministry of Textiles, New Delhi
8. The Principal Accounts Officer, B&A Section M/O Commerce & Tex. No. 533, Udhog Bhawan, New Delhi.
9. The Principal Director of Audit, Economic & Other service ministries, AGCR Building, I.P.Estate, New Delhi
10. Accountant General, Kerala
11. Guard file.



Asstt. Director (Mktg.)

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29/11/09

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No. M- 22014/9/2007-08/MD

Government of India
Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066
Dt.: 12.12.08

The Sr. Accounts Officer,
Central Pay & Accounts Officer,
Office of the DC(Handicrafts),R.K.Puram,
New Delhi

P & A No. 2969
5/1/09

Sanction Order

Sub : Financial assistance in favour of M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, Kerala for opening a new emporium (Rented building) at Kozhikode (Calicut), Kerala.

I am directed to convey the sanction of the President of India, for payment of Rs. 5,00,000/- (Rupees five lakhs only) as 1st instalment i.e. 50% out of total sanctioned amount of Rs. 10,00,000/- (Rupees ten lakhs only) in favour of M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, Kerala for incurring of non-recurring expenditure for opening a new emporium (Rented building) at Kozhikode (Calicut), Kerala as per detail given below:

Purpose	Components	Amount admissible for sanctioning from Office of the DC(H)	Amount being released i.e. 1 st instalment (50% of the sanctioning amount)
Opening a new emporium (Rented building) at Kozhikode (Calicut) Kerala.	a) Interior decoration b) Furniture & fixture c) Electrification d) Air - conditioning e) Civil work (including rent)	Rs.10,00,000/-	Rs.5,00,000/-

Out of the total sanctioned amount of Rs.10, 00,000/- (Rupees ten lakhs only), an amount of Rs.5,00,000 /- i.e. 50% would be released as 1st instalment, as an advance after acceptance of terms & conditions.

2nd and final instalment of Rs.5,00,000 /-, as 50% of the sanction amount or balance expenditure, which ever is less, will be released in the shape of reimbursement after issue of the UC of 1st instalment and received of audited statement of accounts/Form GFR-19 A etc.

Certified that this is a continuation scheme and all the conditions laid down in rule 206 to 214 of GFR have been complied with, in this regard.

It is certified that no UC is pending against the Organization in Marketing Support & Services Schemes.

The Accounts Officer(Hqrs.),Office of the DC(Handicrafts) is authorized to draw and disburse the amount in question.

The expenditure involved is debitable to Major Head of Account-2851-Village & Small Industries-00104 Handicraft Industries-25-Marketing Support & Services-250031-grant in aid - marketing(Plan) and will be met within the sanctioned budget grant for the year 2008-09.

This has the approval of IFW, Ministry of Textiles vide diary No.17727 dated 3.12.08 and entered in the grant in aid register at page No.54 Sl.No. 342.

(P.D.Mathur)

Deputy Director(Mktg.)

Copy to:

1. The Managing Director, M/sHandicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, Kerala should furnish the following documents:
 - i) Pre-receipt of Rs.5,00,000/- in triplicate duly signed and stamped by an authorized person of the Corporation alongwith full address of nearest branch of Central Bank of India
 - ii) Three copies of terms & conditions duly signed & stamped.
2. The Manager, Kairali Emporium, B-7, State Emporia Complex, Baba Kharak Singh Marg, New Delhi-110001
3. The Accounts Officer (Hqrs.), O/of the DC(H), New Delhi
4. The Regional Director (SR), Office of the DC(H), Chennai
5. Accounts Officer (B&A), Office of the DC(H), New Delhi
6. Accounts Officer (Hqrs.), Office of the DC(H), New Delhi.
7. IFW, Ministry of Textiles, New Delhi
8. The Principal Accounts Officer, B&A Section M/O Commerce & Tex, No. 533, Udhog Bhawan, New Delhi.
9. The Principal Director of Audit, Economic & Other service ministries, AGCR Building, I.P.Estate, New Delhi
10. Accountant General, Kerala
11. Guard file.

(N.K.Jha)

Asstt. Director(Mktg.)

8 MLC P2A
D. Prasad
5/11/09

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No.M-12014/91/2008-09/MD
Government of India
Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.

Dated:- 10/12/2008

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

29/11/09
5/11/09

Subject:- Payment of Grants-in-aid to the M/s Handicrafts Development Corporation of Kerala, Trivandrum towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.6,75,000/- (Rs. Six lakhs seventy five thousand only) as 1st installment out of total sanctioned grant-in-aid of Rs.13,50,000/- to M/s Handicrafts Development Corporation of Kerala, Trivandrum for incurring of non-recurring expenditure towards organizing Craft Bazar (Gandhi Shilp Bazar) at Malappuram during 2008-09 on the following terms and conditions and as per details of project cost given below:-

S.No.	Description of work	Amount (Rs.)
1.	Rent & Infrastructure including water & electricity	9,00,000/-
2.	Publicity	2,00,000/-
3.	Misc. expenditure	50,000/-
4.	Insurance coverage for artisans products upto Rs.50.00 lakhs.	50,000/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	25,000/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class Bus fare	1,25,000/-
	Total	13,50,000/-

100% share of the Office of DC (Handicrafts) : Rs. 13,50,000/-

1. Out of sanctioned amount, Rs.6,75,000/- as 1st installment will be released to M/s Handicrafts Development Corporation of Kerala, Trivandrum for incurring of non-recurring expenditure towards organizing Craft Bazar (Gandhi Shilp Bazar) at Malappuram during 2008-09 immediately as advance and 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their real and utilization certificate in Form GFR-19-A certified by Chartered Accountant and duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report.
2. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206-214 by the Ministry of Finance in this regard have been duly fulfilled.

By

[Signature]

Contd.

3. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
4. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for Gandhi St at Malappuram during 2008-09 as per the norms approved by the Govt. and the provisions contained in the General Financial Rules.
5. The grantee shall maintain subsidiary accounts of the grants-in-aid received Government.
6. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. T acquired wholly or substantially out of Govt. grants except those declared as obs unserviceable or condemned as per the procedure laid down in the General Finan shall not be disposed of without the prior approval of the Development Cor (Handicrafts).
7. The grantee shall submit performance-cum-achievement reports against targe previous grants both financial and physical while seeking further release of fur twelve months of the closure of the financial year whichever is earlier.
8. The amount so paid to the grantee shall be open to inspection by the Offi Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Cor Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is c to do so.
9. The accounts shall be audited by the Internal Auditors of the grantee and fina Comptroller and Auditor General of India under Section-14 of the C.A.G. of Ind Powers and conditions of Service in 1971) (or if not applicable).
10. The grantee shall get its accounts audited from the chartered accountants.
~~The grantee shall not utilize the grants and entries in the financial statement for any purpose other than the purpose for which the grant was sanctioned. If the grantee fails to utilize the grant for the purpose for which the grant was sanctioned, the grantee shall be liable to return the amount of the grant to the Government.~~
12. Certified that no UC is pending against the Organization in MSS Section.
13. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A for the purpose duly signed by the Head of the grantee Institution and audited by Chartered Accountant before release of next installment or within twelve months o closure of the financial year whichever is earlier.
14. The utilization certificate in respect of grants in-aid already paid where due is encl countersigned by the sanctioning authority.
15. The organization agrees to make participation for SC/ST/OBC etc. in Marketing pro
16. There is no reason to believe that the grantee is involved in corrupt practices.
17. The patterns of assistance of rules governing such grants-in-aid have received t of the Ministry of Finance.
18. It is certified that the unspent balance of the previous grant has been taken i while sanctioning the present grant.



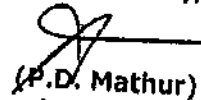
24C

19. The expenditure is debitable to the Major Head 2851-Village & Small Industries-00104-Handicrafts Industries-25-Marketing Support & Services 250031 - Grant-in-aid (Plan) under Demand No.91 of the Ministry of Textiles for the financial year 2008-09.

20. This issued with the concurrence of the AS & A of the Ministry of Textiles vide IFW Dy.No 17723 dated 25.11/3.12.2008.

21. Entry has been made in Register of grant at page No. 53 Sl.No. 331.

Yours faithfully,


(P.D. Mathur)

Deputy Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic and Services Ministries, AGCR Building, I.P. Estate New Delhi.

2. AO (Hqrs), O/O DC (HC), New Delhi.

3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure

4. The General Secretary, M/S M/s Handicrafts Development Corporation of Kerala, Trivandrum You are requested to send the achievement-com- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-

- i. Stamped pre-receipt for Rs.6,75,000/- in triplicate
- ii Acceptance of terms & conditions signed & Bond on each paper with stamp of the organization (copy enclosed) in triplicate.
- iii Bank account number and Name of Bank operating & the address of nearest Central Bank of India.

5. The Regional Director (SR), O/O DC (HC), Chennai with the request to inspect the programme and send the Inspection report-com- performance report to this office immediately in the proforma enclosed

6. The Principal Accounts Officer, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi

7. IFW, Ministry of Textiles, Udyog Bhavan New Delhi.

8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.

9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N.Delhi.

10. Computer Cell/Hindi Section/Guard file.

11. Concerned Asstt.Director, HM&SEC/


(N.K.Jha)

Asstt.Director(Marketing)

No.C-11011/11/2008-09-CC(RMB)
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)
(Cluster Section)

25
West Block No.VII, R.K. Puram,
New Delhi- 110066.
Dated: 02.03.2009


Sr. Accounts Officer
Central Pay Accounts Office,
O/O the Dev.Commr.(H),
R.K. Puram, New Delhi.

Subject:- Pay of Grant-in-aid to M/s. Handicrafts Development Corporation of Kerala(HDCK), Post Box No. 171, Puthenchanthal, Thiruvananthapuram- 695 001, Kerala towards incurring of non-recurring expenditure under plan - regarding.


.....
Sir,

I am directed to convey sanction of the President of India for payment of Rs 1,00,00,000/- (Rupees one Crore only) as 1st installment out of total sanctioned Grant in aid of Rs.2,00,00,000/- (Rupees Two Crore only) to M/s. Handicrafts Development Corporation of Kerala(HDCK), Post Box No. 171, Puthenchanthal, Thiruvananthapuram- 695 001, Kerala for incurring of non-recurring expenditure for undertaking the activity of setting up of one Raw Material Bank for Wood Craft at Trivananathapuram, Ernakulam, Trissur, Kozhikode & Kannur for benefiting the artisans of those areas of under AHVY on the following terms & conditions.

1. Grant in aid shall be utilized for setting up of one Raw Material Bank for benefiting directly 2250 artisans of Wood Craft handicrafts at Trivananathapuram, Ernakulam, Trissur, Kozhikode & Kannur under AHVY, as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules.
2. The payment will be released in favour of the Corporation in installments as detailed below, in staggered manner:
 - i. For capital rotation 1st installment of 50% subject to a maximum of Rs. 1,00,00,000/- shall be released on execution of MOU between the Implementing Agency and the Office of the D.C.(H) and subsequent installment will be conditional in the following manner.
 - ii. 2nd installment of 50,00,000/- will be released when the actual rotation of capital reaches 100% of the 1st installment and at least a 10% increase in the raw material corpus in terms of quantity has been achieved and also after reviewing the performance of utilization of 1st installment.
 - iii. 3rd installment of 50,00,000/- will be released once the total capital rotation of 100% of the total grant sanctioned (1st & 2nd installment) has been achieved. In other words, if the value of raw material off take from the Raw Material Bank achieves 100% of the amount of grant released and if, the earnings increase in the value of the corpus of raw material is 20% of the initial corpus.
 - iv. The total grant provided will be considered as utilized if the total off take after 3rd installments becomes equal to 125% of the total grant released (1st, 2nd and 3rd installments) and corpus has increased by 35%.
 - v. An additional amount of maximum of 5% be granted for preparation of project report and Business plan for Raw Material Bank in the shape of reimbursement and on the basis of the claim duly certified by C.A.
3. The corporation shall take all necessary steps to popularize the scheme to attract more artisans to come forward to work & to get the optimum utilization of the raw Material Bank.
4. A core committee may be created for supervising and policy related matter. Core committee should consist of representative of all partners engaged along with one representative from the office of DC(H). The committee will ensure proper & bonafide rotation/distribution of raw material fair pricing etc.
5. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
6. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
7. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.
8. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971). (or if not applicable)
9. The grantee shall get its accounts audited from the Chartered Accountants.


Unit-In-Charge
KAIRALI, NEW DELHI


10. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.
 11. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purposed & signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.
- Or
12. In case grant in aid sanctioned are subject to the fulfillment of certain pre requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.
 13. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned the sanctioning authority. It is certified that no U.C is pending against the organization in AHVY scheme of DC (Handicrafts).
 14. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India.(If applicable)
 15. There is no reason to believe that the grantee is involved in corrupt practices.
 16. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.
 17. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.
 18. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.
 19. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse amount involved.
 20. The expenditure involved is debit to the Major Head of Account-2851-Village & Small Industries-00104-Handicrafts Industries, 240031- AHVY-GIA(Plan) and will be met within the sanctioned budget grant for the year 2008-09.
 21. This issues with the approval & concurrence of IFW MOT vide Dy No 2600 dated 26.2.2009, & Secretary (Textiles) vide Diary No.C-2772 Dated 27.2.2009
 22. Entry has been made in the grant-in-aid register at page 39 at S.No. 616
 23. The activity may positively be completed within 12 months from date of release of grant and account submitted for consideration of 2nd installment.
 24. In case of non requirement of further grant the rotation of capital have to be reached 100% of the released grant with 10% increase in the raw-material corpus, any given point of time the corpus (Raw-material plus cash) shall not be less than the grant released.

Yours faithfully

(P. Mallikarjuniah)
Deputy Director (CC)

Copy to:

1. M/s. Handicrafts Development Corporation of Kerala(HDCK), Post Box No. 171, Puthenchanthal, Thiruvananthapuram- 695 001, Kerala should furnish the following documents:-
 - a. Pre-receipted bill of Rs.1,00,00,000/- in triplicate duly signed by an authorized Signatory & Stamped in triplicate.
 - b. Accepted terms & conditions duly signed & triplicate by the authorized signatory.
 - c. MOU executed of Rs. 100/-, Non-judicial stamp paper.
2. The Regional Director (SR), O/o the DC(H), Chennai.
3. The Asstt. Director(H), M&SEC, Tiruvananthapuram.
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Principal Accounts Officer B&A Section, M/o Commerce & Tex, Room No.533, Udyog Bhawan, New Delhi.
8. The Principal Director, AGCR, I.P. Estate, New Delhi.
- 10 The District Magistrate, Tiruvananthapuram..
11. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala, Tiruvananthapuram..
12. The Deputy Director(Coordinator), New Delhi.
13. Computer Cell/ Guard file.


(Dipak Sen)
Asstt. Director(CC)


Unit-In-Charge
KAIRALI, NEW DELHI

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-In-aid to the **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram**, towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs. 9,000/- (Rs. Nine thousand only)** as 1st installment out of total sanctioned grant-in-aid of **Rs. 18,000/-** to **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram**, for incurring of non-recurring expenditure towards organizing **Craft Bazar at Kozhikoda during 2012-13** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount san. In- S.T. category (Rs.) (2%)
1.	Rent & Infrastructure including water & electricity	18,000/-
2.	Publicity	4,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	1,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	500/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	500/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	---
Total		24,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 18,000/-
25% share of Organization :- Rs. 6,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non- recurring expenditure towards organizing the above Craft Bazar at Kozhikoda during 2012-13 immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

[Signature]

4. Certified that this is a continuation scheme and all the conditions laid down as per GFR Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Craft Bands during 2012-13 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2013 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in MSS Scheme.
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.

Meo

counter-signed by the sanctioning authority.

19. There is no reason to believe that the grantee is involved in corrupt practices.
20. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
22. The expenditure is debitable to Major Head "2851" Village & Small Industries - 00796 - ST - Sub Plan- 21 - Marketing Support & Services 210031- Grant-in-aid - General during 2012-13.
23. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 1125 dated 26.09.2012.
24. Entry has been made in Register of grant at ST at page No. 118 Sl. No. 27.

Yours faithfully,


(N.K. Jha)

Deputy Director (Handicrafts)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. **The following documents may also be submitted:-**
 - i. **Stamped pre-receipt for Rs. 9,000/- in triplicate.**
 - ii. **Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.**
 - iii. **Three copies of ECS/RTGS and Authorization Letter in original**
 - iv. **Proposed list of participant craftspersons along with C.D.**
5. The **Regional/Dy. Director, (SR) O/O DC (HC), Chennai**, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned


(Shashi Bala)

Asstt. Director (Marketing)

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President - of India for payment of Grants-in-aid of Rs. 45,000/- (Rs. Forty five thousand only) as 1st installment out of total sanctioned grant-in-aid of Rs. 90,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non-recurring expenditure towards organizing Craft Bazar at Kozhikoda during 2012-13 on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount in San. in S.C Category (Rs.)(10%)
1.	Rent & Infrastructure including water & electricity	90,500/-
2.	Publicity	20,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	5,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	2,500/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	2,500/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	---
Total		1,20,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 90,000/-
25% share of Organization :- Rs. 30,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non- recurring expenditure towards organizing the above Craft Bazar at Kozhikoda during 2012-13 immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

SC Category.

4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 2001 Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Craft Bazar during 2012-13 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2013 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in MSS Scheme.
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.


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The utilization certificate in respect of grants-in-aid already paid should be countersigned by the sanctioning authority.


19. There is no reason to believe that the grantee is involved in corrupt practices.
20. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
22. The expenditure is debit to Major Head "2851" Village & Small Industries - 00789 - SC - Sub Plan- 20 - Marketing Support & Services 200031- Grant-in-aid - General during 2012-13.
23. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy. No. 1125 dated 26.09.2012.
24. Entry has been made in Register of grant at SC at Page No. 78 Sl. No. 29.

Yours faithfully,


(N.K. Jha)
Deputy Director (Handicrafts)

Copy to:-

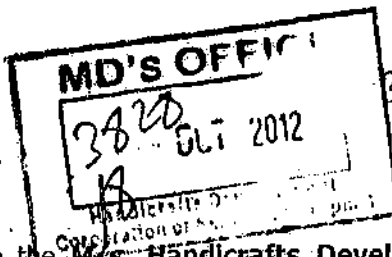
1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 45,000/- in triplicate.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original
 - iv. Proposed list of participant craftspersons along with C.D.
5. The Regional/Dy. Director, (SR) O/O DC (HC), Chennai, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned


(Shashi Bala)
Asstt. Director (Marketing)

Office of the Development Commissioner (Handicrafts)

West Block No.7, R.K.Puram,
New Delhi-110066.
Dated: 10.10.2012

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.P & A No. 1671
DEPT. No. 12

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs. 3,96,000/- (Rs. Three lakhs ninety six thousand only) as 1st installment out of total sanctioned grant-in-aid of Rs. 7,92,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non-recurring expenditure towards organizing Craft Bazar at Kozhikoda during 2012-13 on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount San. in General Category (Rs.) (88%)
1.	Rent & Infrastructure including water & electricity	7,92,000/-
2.	Publicity	1,76,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	44,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	22,000/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	22,000/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	---
Total		10,56,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 7,92,000/-
25% share of Organization :- Rs. 2,64,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non- recurring expenditure towards organizing the above Craft Bazar at Kozhikoda during 2012-13 immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

24/10

24/10
24/10

4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 2 Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs); Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Grant Bazar during 2012-13 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2013 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in MSS Scheme.
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.

[Handwritten signature]

- There is no reason to believe that the grantee is involved in corrupt practices.
20. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
 21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
 22. The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid - General during 2012-13.
 23. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy. No. 1125 dated 26.09.2012.
 24. Entry has been made in Register of grant at General at Page No. 14 Sl. No. 117.

Yours faithfully,



(N.K. Jha)

Deputy Director (Handicrafts)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 3,96,000/- in triplicate.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original
 - iv. Proposed list of participant craftspersons along with C.D.
 - v. Bond to be executed on stamp Paper of Rs. 10/- duly attested from Notary.
5. The Regional/Dy. Director, (SR) O/O DC (HC), Chennai, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller-General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned



(Shashi Bala)

Asstt. Director(Marketing)

Office of the Development Commissioner

West Block
New Delhi-110066.
Dated: 10.10.2012To
The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC (Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,
I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs. [REDACTED] (Rs. Forty five thousand only) as 1st installment out of total sanctioned grant-in-aid of Rs. 90,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non-recurring expenditure towards organizing Craft Bazar at Ernakulam during 2012-13 on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount in San. in S.C Category (Rs.) (10%)
1.	Rent & Infrastructure including water & electricity	90,500/-
2.	Publicity	20,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	5,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	2,500/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	2,500/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	[REDACTED]
Total		[REDACTED]

75% share of the Office of DC (Handicrafts) : Rs. [REDACTED]
25% share of Organization : Rs. 30,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non-recurring expenditure towards organizing the above Craft Bazar at Ernakulam during 2012-13 immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum-progress report and details of artisans participated category wise.

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4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 21 Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Craft Bazar during 2012-13** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2013** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in MSS Scheme.
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.

countersigned by the sanctioning authority.

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19. There is no reason to believe that the grantee is involved in corrupt practices.
20. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
22. The expenditure is debitable to Major Head "2851" Village & Small Industries - 00789 - SC - Sub Plan- 20 - Marketing Support & Services 200031- Grant-in-aid - General during 2012-13.
23. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy. No. 1125 dated 26.09.2012.
24. Entry has been made in Register of grant at SC at Page No. 78 Sl. No. 28.

Yours faithfully,

(N.K. Jha)

Deputy Director (Handicrafts)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 45,000/- in triplicate.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original
 - iv. Proposed list of participant craftspersons along with C.D.
5. The Regional/Dy. Director, (SR) O/O DC (HC), Chennai, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned

(Shashi Bala)

Asstt. Director (Marketing)

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram**, towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs. **18,000/-** (Rs. **Nine thousand only**) as 1st installment out of total sanctioned grant-in-aid of Rs. **18,000/-** to **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram**, for incurring of non-recurring expenditure towards organizing **Craft Bazar at Ernakulam during 2012-13** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount san. in S.T. category (Rs.) (2%)
1.	Rent & Infrastructure including water & electricity	18,000/-
2.	Publicity	4,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	1,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	500/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	500/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	---
Total		24,000/-

75% share of the Office of DC (Handicrafts) :- Rs. **18,000/-**
25% share of Organization :- Rs. **6,000/-**

1. Out of sanctioned amount, shown above the 1st installment will be released to **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram**, for incurring of non- recurring expenditure towards organizing the above **Craft Bazar at Ernakulam during 2012-13** immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

[Handwritten Signature]

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4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Craft Bazar during 2012-13** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2013** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in MSS Scheme.
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.

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19. There is no reason to believe that the grantee is involved in corrupt practices.
20. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
22. The expenditure is debitable to Major Head "2851" Village & Small Industries - 00796 - ST - Sub Plan- 21 - Marketing Support & Services 210031- Grant-in-aid - General during 2012-13.
23. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 1125 dated 26.09.2012.
24. Entry has been made in Register of grant at ST at page No. 118 Sl. No. 26.

Yours faithfully,

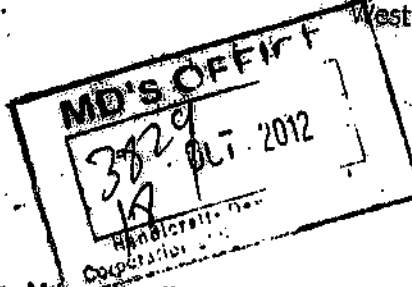
(N.K. Jha)
Deputy Director (Handicrafts)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram** requested to send the achievement-cum- progress report. It is also requested to invite local Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 9,000/- in triplicate.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original
 - iv. Proposed list of participant craftspersons along with C.D.
5. The **Regional/Dy. Director, (SR) O/O DC (HC), Chennai**, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room-No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned

Shashi
(Shashi Bala)
Asstt. Director (Marketing)

The Senior Accounts Officer,
 Pay & Accounts Office,
 Office of DC (Handicrafts)
 New Delhi.



West Block No.7, R.K. Puram,
 New Delhi-110066.
 Dated: 10.10.2012

P & A No. 1672
 DEPT. Date: 22/10/12

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs. 96,000/- (Rs. Three lakhs ninety six thousand only) as 1st installment out of total sanctioned grant-in-aid of Rs. 7,92,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non-recurring expenditure towards organizing Craft Bazar at Ernakulam during 2012-13 on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount San. in General Category (Rs.) (88%)
1.	Rent & Infrastructure Including water & electricity	7,92,000/-
2.	Publicity	1,76,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	44,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	44,000/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	22,000/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	---
Total		96,000/-

75% share of the Office of DC (Handicrafts) :- Rs. [Redacted]
 25% share of Organization :- Rs. 2,64,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram, for incurring of non- recurring expenditure towards organizing the above Craft Bazar at Ernakulam during 2012-13 immediately as advance.
2. 2nd and final instalment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

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4. Certified that this is a continuation scheme and all the conditions laid down by the Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqs), Office of the Development Commissioner, New Delhi is hereby authorized to disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing of Handicrafts under the scheme for above mentioned period during 2012-13 as per the norms approved by the Government in this regard and to the provisions of the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grant received from the Government.
8. The grantee shall execute a bond with two sureties to the Government to ensure the proper use & conditions of the payments of Grant-in-aid before release of payments of the grant during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. Assets wholly or substantially out of Govt. grants except those declared as obsolete and condemned as per the procedure laid down in the General Financial Rules shall not be disposed without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2013 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in MSS Scheme.
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.

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The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.

21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
22. The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid - General during 2012-13.
23. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy. No. 1125 dated 26.09.2012.
24. Entry has been made in Register of grant at General at Page No. 14 Sl. No. 116.

Yours faithfully,



(N.K. Jha)

Deputy Director (Handicrafts)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O-DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The **following documents may also be submitted:-**
 - i. **Stamped pre-receipt for Rs. 3,96,000/- in triplicate.**
 - ii. **Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.**
 - iii. **Three copies of ECS/RTGS and Authorization Letter in original**
 - iv. **Proposed list of participant craftspersons along with C.D.**
 - v. **Bond to be executed on stamp Paper of Rs. 10/- duly attested from Notary.**
5. The **Regional/Dy. Director, (SR) O/O DC (HC), Chennai**, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned


(Shashi Baia)

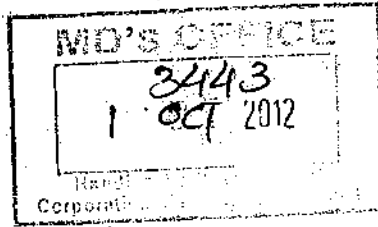
Asstt. Director(Marketing)

No.M-12014/28/2012-13/MD
 Government of India
 Ministry of Textiles
 Office of the Development Commissioner (Handicrafts)

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West Block No.7,R.K.Puram,
 New Delhi-110066.

Dated: 19.9.2012



To
 The Senior Accounts Officer,
 Pay & Accounts Office
 Office of DC(Handicrafts)
 New Delhi.

P & A No...1528...
 DEPT. Date...5/10/12

Subject:- Payment of Grants-in-aid to the **M/s. Handicrafts Dev. Corporation of Kerala, Trivandrum**, towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs.6,14,000/- (Rs. Six lakh fourteen thousand only)** as 1st installment out of total sanctioned grant-in-aid of **Rs. 12,28,000/-** to **M/s. Handicrafts Dev. Corporation of Kerala, Trivandrum** for incurring of non-recurring expenditure towards organizing **Gandhi Shilp Bazar at Trivandrum during 2012-13** on the following terms and conditions and as per details of project cost and item wise ceilings given below:-

Sl.No.	Description of work	Amount (Rs.)
1.	Rent & Infrastructure including water & electricity for 150 Artisans	9,00,000/-
2.	Publicity	1,40,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	28,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	10,000/-
5.	Service Charge @ 2% of Rs.25,000/- whichever is less.	25,000/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	1,25,000/-
Total		12,28,000/-

100% share of the Office of DC (Handicrafts) :- Rs. 12,28,000/-

1. Out of sanctioned amount, Rs. 6,14,000/- as 1st installment will be released to **M/s Handicrafts Dev. Corporation of Kerala, Trivandrum** for incurring of non-recurring expenditure towards organizing the above **Gandhi Shilp Bazar at Trivandrum during 2012-13** immediately as advance, and 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA, paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form OFB-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report.

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 20/10/12

Handwritten signatures and dates:
 [Signature]
 [Signature]
 24/5/10

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2. **Organization will make provision for construction of 150 stalls, attractive gate, office etc.**
3. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 Ministry of Finance in this regard have been duly fulfilled.
4. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
5. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Gandhi Shilp Bazar during 2012-13** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
6. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
7. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
8. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
9. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
10. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
11. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
12. The grantee shall get its accounts audited from the chartered accountants.
13. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2013** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
14. Certified that no UC is pending against the Organization in MSS Scheme.
15. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year **whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
16. A **video CD** covering all the stalls and participants in presence of Inspecting Officer, **Photographs of the events covering all the participants, cutting of advertisement of the event in news papers** must be submitted along with audited accounts at the time of claiming of reimbursement.

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- 17. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
- 18. The organization agrees to make participation for SC/ST/OBC etc. in Marketing programme. The organization will ensure for participation of minimum 10% S.C. and 2% S.T. artisans.
- 19. There is no reason to believe that the grantee is involved in corrupt practices.
- 20. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
- 21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
- 22. The expenditure is debatable to Major Head "2851" Village & Small Industries - 00104 Handicrafts Industries- 25-Marketing Support & Services- 250031-Grant-in-aid - General during 2012-13.
- 23. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 721 dated 17.9.2012.
- 24. Entry has been made in Register of grant at page No. 9 Sl.No 72.

Yours faithfully,

(N.K. Jha)
Deputy Director (Handicrafts)

Copy to:-

1. Director, Ministry of Economic & Services Ministries, AGOR Building, I.P. Estate, New Delhi.

2. The grantee is requested to send the details of the location of the area and the date & venue of the completion of the programme. The

3. A copy of the resolution of the Corpn./organization (copy

4. A copy of the Memorandum of Association Letter in original

5. A copy of the State Paper of Rs. 10/- duly attested from Notary.

6. A copy of the S.O. of the (IG), Chennai, with the request to inspect the programme and submit a performance report to this office immediately after completion of the programme created earlier.

7. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.

8. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.

9. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.

10. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.

11. Computer Cell/Hindi Section/Guard file.

12. Asstt. Director, HM&SEC concerned

(Shashi Bala)

Asstt. Director(Marketing)

No.M-19014/58/2013-14/MD

Government of India

Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.

Dated: 18.9.2013

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram** towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs. 4,50,000/- (Rupees Four lakhs fifty thousand only)** as 1st installment out of total sanctioned grant-in-aid of **Rs. 9,00,000/-** to **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram** for incurring of non-recurring expenditure towards organizing **Craft Bazar at Thrissur during 2013-14** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount sanctioned (Rs.)
1.	Rent & Infrastructure including water & electricity	9,00,000/-
2.	Publicity	2,00,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	50,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	25,000/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	25,000/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	-----
Total		12,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 9,00,000/-

25% share of the organization :- Rs. 3,00,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram** for incurring of non- recurring expenditure towards organizing the above **Craft Bazar during 2013-14** immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement, duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and **details of artisans participated category wise.**

Manager
Kerala, New Delhi

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dated 13.9.20
27. Entry has been

3. **Organization will make provision for construction of 150 stalls, for participation of artisans, attractive gate & office etc.**
4. **Certified that this is a continuation scheme and all the conditions laid down as per GFR 2001 Ministry of Finance in this regard have been duly fulfilled.**
5. **AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.**
6. **Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Craft Bazaar during 2013-14 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.**
7. **The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.**
8. **The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment where ever applicable. The funds will be utilized during the current financial year.**
9. **The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).**
10. **The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.**
11. **The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.**
12. **The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).**
13. **The grantee shall get its accounts audited from the chartered accountants.**
14. **The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2014** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.**
15. **Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).**
16. **The grantee shall submit the utilization Certificate in the prescribed form GFR-19A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not the reasons therefore.**
17. **A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.**
18. **The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.**
19. **There is no reason to believe that the grantee is involved in corrupt practices.**
20. **The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.**
21. **It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.**
22. **~~All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft//ECs/RIGS only by implementing agencies.~~**
23. **~~The payment made by cash should not exceed 10% of the grant sanctioned for each programme.~~**

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ment to trainees/designers/mastercraftspersons/experts etc. invariably be made
by A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 -
Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid - General during
2013-14.

This Issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No.24174
dated 13.9.2013.

27. Entry has been made in ECR at page No. 9 Sl.No. 60 .

Yours faithfully,

(V.P. Thakur)
Deputy Director (Handicrafts)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram.** You are requested to send the achievement cum progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 4,50,000/- in triplicate.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original.
5. The Regional Director (SR) O/O DC (HC), Chennai with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. TEW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

(Shashi Bala)
Asstt. Director (Marketing)

Manager
Kairali, New Delhi

50a

No.14-19014/61/2013-14/MD
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.
Dated: 18.9.2013

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram** towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs. 4,50,000/- (Rupees Four lakhs fifty thousand only)** as 1st installment out of total sanctioned grant-in-aid of **Rs. 9,00,000/-** to **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram** for incurring of non-recurring expenditure towards organizing **Craft Bazar at Kozhikode during 2013-14** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of work	Total Amount sanctioned (Rs.)
1.	Rent & Infrastructure including water & electricity	9,00,000/-
2.	Publicity	2,00,000/-
3.	Misc. expenditure (Inaugural function, Hiring of Taxi & engaging sweeper & Security, Auditor's fee etc.)	50,000/-
4.	Insurance premium actual for insurance coverage of Craft persons products of maximum Rs.50 lakhs.	25,000/-
5.	Service Charge @ 2% or Rs.25,000/- whichever is less.	25,000/-
6.	TA to artisans travelling more than 500Kms. from their residence in 2 nd Sleeper class/Bus fare	-----
Total		12,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 9,00,000/-
25% share of the organization :- Rs. 3,00,000/-

- Out of sanctioned amount, shown above the 1st installment will be released to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram for incurring of non- recurring expenditure towards organizing the above Craft Bazar during 2013-14 immediately as advance.**
- 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement, duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.**

9

Manager
New Delhi

3. **Organization will make provision for construction of 150 stalls, for participation of 150 artisans, attractive gate & office etc.**
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Craft Bazar during 2013-14** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment where ever applicable. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2014** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. **A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.**
18. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
19. There is no reason to believe that the grantee is involved in corrupt practices.
20. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
21. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
22. **All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft//ECS/RTGS-only-by-implementing-agencies.**
23. **The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.**

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- Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-**
25. The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid - General during 2013-14.
 26. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 24174 dated 13.9.2013.
 27. Entry has been made in ECR at page No. 9 Sl.No. 61 .

Yours faithfully,

(V.P.Thakur)
Deputy Director (Handicrafts)

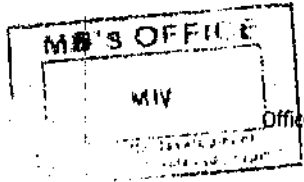
Copy to:-

5. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
6. AO (Hqrs), O/O DC (HC), New Delhi.
7. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
8. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvanthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - iv. **Stamped pre-receipt for Rs. 4,50,000/- in triplicate.**
 - v. **Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.**
 - vi. **Three copies of ECS/RTGS and Authorization Letter in original.**
12. The **Regional Director, (SR) O/O DC (HC), Chennai** - with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
13. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
14. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
15. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
16. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
17. Computer Cell/Hindi Section/Guard file.
18. Asstt. Director, HM&SEC concerned.

Shashi
(Shashi Bala)
Asstt. Director(Marketing)

Manager
Kairali, New Delhi

530



No. M-21017/31(1)/2014-15/MD 1565
Government of India
Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.
Dated: 5.11.2014

To
The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd.,Thiruvananthapuram towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs. 2,62,500/- (Rs. Two lakh sixty two thousand five hundred only) as 1st installment out of total sanctioned grant-in-aid of Rs. 5,25,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, for incurring of non-recurring expenditure towards organizing Exhibition at Kannur during 2014-15 on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sr.No.	Description of Work	Amount sanctioned(Rs.)
1.	Space rental	2,80,000/-
2.	Infrastructure including services	1,60,000/-
3.	Publicity	1,20,000/-
4.	TA (@ 1500 per participant)	75,000/-
5.	Insurance	10,000/-
6.	Service charges	20,000/-
7.	Freight (@ 500/- per person)	25,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	10,000/-
Total :-		7,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 5,25,000/-
25% share borne by Implementing Agency :- Rs. 1,75,000/-

1. Out of sanctioned amount, shown above the 1st Installment will be released to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non- recurring expenditure towards organizing the above event during 2014-15 immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

Contd/-

Exhibition at
Municipal Town Hall, Kannur
From 28-03-2015 to 06-04-2015

FOR KAIRALI KANNUR

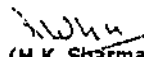
Manager

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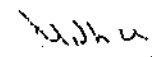
22. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
23. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft//ECS/RTGS only by implementing agencies.
24. The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.
25. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-.
26. The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid - General during 2014-15.
27. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 45754 dated 31.10.2014
28. Entry has been made in Register of grant at General at page No. 15 Sl.No. 119

Yours faithfully,


(H.K. Sharma)
Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i). Stamped pre-receipt for Rs. 2,62,500/- in triplicate.
 - ii). Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii). Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional/Dy. Director, (SR) O/O DC (HC), Chennai, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Controller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/H/Indi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.


(H.K. Sharma)
Asstt. Director(Marketing)

Exhibition at
Municipal Town Hall, Kannur
From 28-03-2015 to 06-04-2015

59C

3. Organization will make provision for construction of 50 stalls, for participation of artisans, attractive gate & office etc.
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 Ministry of Finance in this regard have been duly fulfilled.
5. AO (Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Event during 2014-15 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2015 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.
18. In the Marketing Events like Gandhi Shilp Bazars, Crafts Bazars and Exhibitions, Photographs of each stall with stall number must be given alongwith the details of the artisans and products on display.
19. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
20. There is no reason to believe that the grantee is involved in corrupt practices.
21. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.

Municipal Town Hall, Sonapatna
From 28-03-2015 to 06-04-2015

56a

No. M-21017/30/2014-15/MO/1628
Government of India
Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block No.7;R.K.Puram,
New Delhi-110066.
Dated: 5.11.2014

To
The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC (Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram** towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.3,00,000/- (Rs. Three lakhs only) as 1st instalment out of total sanctioned grant-in-aid of Rs. 6,00,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, for incurring of non-recurring expenditure towards organizing Exhibition at Bangalore during 2014-15 on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of Work	Amount sanctioned (Rs.)
1.	Space rental	2,80,000/-
2.	Infrastructure including services	1,60,000/-
3.	Publicity	1,20,000/-
4.	TA (@ 1500 per participant)	75,000/-
5.	Insurance	10,000/-
6.	Service charges	20,000/-
7.	Freight (@ 500/- per person)	25,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	10,000/-
Total :-		7,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 5,25,000/-
25% share borne by Implementing Agency :- Rs. 1,75,000/-

1. Out of sanctioned amount, shown above the 1st instalment will be released to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non- recurring expenditure towards organizing the above event during 2014-15 immediately as advance.
2. 2nd and final instalment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

Contd/-

3. Organization will make provision for construction of 50 stalls, for participation of artisans, attractive gate & office etc.
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 Ministry of Finance in this regard have been duly fulfilled.
5. AO (Hqrs), Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Event during 2014-15 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties for the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form GFR 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2015 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 15% per annum or issue of notes applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC (Handicrafts).
16. The grantee shall submit the utilization certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee in triplicate and attested by the Chartered Accountant before release or next installment or within 30 days of the closure of the financial year whichever is earlier. The Utilization Certificate should indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets which should have been achieved against the amount utilized were in fact reached and if not, the reasons there for.
17. A Video CD covering all the stalls and participants in the program of Inspecting Officer, Photographs of the events covering all the participants, and ads of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.
18. In the Marketing Events like Handicraft Ship Bazaars, Craft Fairs and Exhibitions, Photographs of each stall with stall number duly to be given along with the details of the artisans and products on display.
19. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
20. There is no reason to believe that the grantee is involved in corrupt practices.
21. The nature of assistance if being governed by such rules should be included in the report of the Ministry of Finance.

22. The grantee shall submit the utilization certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee in triplicate and attested by the Chartered Accountant before release or next installment or within 30 days of the closure of the financial year whichever is earlier. The Utilization Certificate should indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets which should have been achieved against the amount utilized were in fact reached and if not, the reasons there for.

23. A Video CD covering all the stalls and participants in the program of Inspecting Officer, Photographs of the events covering all the participants, and ads of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.

24. In the Marketing Events like Handicraft Ship Bazaars, Craft Fairs and Exhibitions, Photographs of each stall with stall number duly to be given along with the details of the artisans and products on display.

25. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.

26. There is no reason to believe that the grantee is involved in corrupt practices.

27. The nature of assistance if being governed by such rules should be included in the report of the Ministry of Finance.

28. The grantee shall submit the utilization certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee in triplicate and attested by the Chartered Accountant before release or next installment or within 30 days of the closure of the financial year whichever is earlier. The Utilization Certificate should indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets which should have been achieved against the amount utilized were in fact reached and if not, the reasons there for.

29. A Video CD covering all the stalls and participants in the program of Inspecting Officer, Photographs of the events covering all the participants, and ads of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.

30. In the Marketing Events like Handicraft Ship Bazaars, Craft Fairs and Exhibitions, Photographs of each stall with stall number duly to be given along with the details of the artisans and products on display.

31. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.

32. There is no reason to believe that the grantee is involved in corrupt practices.

33. The nature of assistance if being governed by such rules should be included in the report of the Ministry of Finance.

- 22. It is certified that the unspent balance of the previous grants has been taken into account while sanctioning the present grant.
- 23. All payments above Rs. 5000/- (Rs. five thousand) may be made by A/c Payee Cheque/Demand Draft/ECS/RTGS only by implementing agencies.
- 24. The payment made by Cash should not exceed 10% of the grant sanctioned for each programme.
- 25. Payment to trainees/designers/mastercraft persons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs. 5,000/-.
- 26. The expenditure is debitable to the Major Head: 2851 - Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid/General during 2014-15.
- 27. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 45754 dated 31.10.2014
- 28. Entry has been made in Register of grant at General at page No. 15 Sl.No. 118

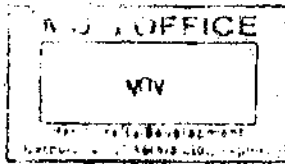
Yours faithfully,

(Signature)
 (H.K. Sharma)
 Asstt. Director (Marketing)

Copy to:-

- 1. The Principal Director of Audit Economic & Services, Ministries, AGCR Building, I.P. Estate, New Delhi.
- 2. AO (Hqrs), O/O DC (HC), New Delhi.
- 3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
- 4. M/s. Handicrafts Development Corporation of Kerala Ltd, Thiruvananthapuram. You are requested to send the achievement cum progress report. It is also requested to invite Local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i). Stamped pre-receipt for Rs. 3,00,000/- in triplicate.
 - ii). Acceptance of terms & conditions signed/sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii). Three copies of ECS/RTGS and Authorization Letter in original.
- 5. The Regional/Dy. Director, (SR) O/O DC (HC), Chennai, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
- 6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
- 7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
- 8. Controller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
- 9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
- 10. Computer Cell/Hindi Section/Guard file.
- 11. Asstt. Director, HM&SEC concerned.

(Signature)
 (H.K. Sharma)
 Asstt. Director (Marketing)



No. M-21017/31(2)/2014-15/MD / 1574
 Government of India
 Ministry of Textiles
 Office of the Development Commissioner (Handicrafts)

West Block No. 7, R.K. Puram,
 New Delhi-110066.
 Dated: 5.11.2014

To
 The Senior Accounts Officer,
 Pay & Accounts Office,
 Office of DC (Handicrafts)
 New Delhi.

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram towards incurring of non-Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs. 2,62,500/- (Rs. Two lakh sixty two thousand five hundred only) as 1st installment out of total sanctioned grant-in-aid of Rs. 5,25,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, for incurring of non-recurring expenditure towards organizing Exhibition at Kottayam during 2014-15 on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of Work	Amount sanctioned (Rs.)
1.	Space rental	2,80,000/-
2.	Infrastructure including services	1,60,000/-
3.	Publicity	1,20,000/-
4.	TA (@ 1500 per participant)	75,000/-
5.	Insurance	10,000/-
6.	Service charges	20,000/-
7.	Freight (@ 500/- per person)	25,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	10,000/-
Total :-		7,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 5,25,000/-
 25% share borne by Implementing Agency :- Rs. 1,75,000/-

1. Out of sanctioned amount, shown above the 1st Installment will be released to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non-recurring expenditure towards organizing the above event during 2014-15 immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum-progress report and details of artisans participated category wise.

Contd/-

3. **Organization will make provision for construction of 50 stalls, for participation of artisans, attractive gate & office etc.**
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 Ministry of Finance in this regard have been duly fulfilled.
5. AO (Hqrs), Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Event during 2014-15 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2015 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC (Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. **A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.**
18. **In the Marketing Events like Gandhi Shilp Bazars, Crafts Bazars and Exhibitions, Photographs of each stall with stall number must be given alongwith the details of the artisans and products on display.**
19. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
20. There is no reason to believe that the grantee is involved in corrupt practices.
21. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.

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22. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
23. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft/ECS/RTGS only by implementing agencies.
24. The payment made by Cash should not exceed 10% of the grant sanctioned for each programme.
25. Payment to trainees/designers/mastercraft persons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-.
26. The expenditure is debitable to the Major Head-2851 Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid - General during 2014-15.
27. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 45754 dated 31.10.2014
28. Entry has been made in Register of grant at General at page No. 15 Sl.No. 119

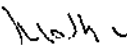
Yours faithfully,


(H.K. Sharma)

Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqs), O/O DC (HC), New Delhi.
3. AO (BBA), O/O DC (HC), New Delhi, may please note the expenditure.
4. M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram. You are requested to send the achievement cum progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i). Stamped pre-receipt for Rs. 2,62,500/- in triplicate.
 - ii). Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii). Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional/Dy. Director, (SR) O/O DC (HC), Chennai, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Controller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.


(H.K. Sharma)

Asstt. Director (Marketing)

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No. M- 21017/18/2014-15/Exh
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.

Dated: 12 .09 .2014

To

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s Handicrafts Development Corpn.of Kerala Ltd., Thiruvananthapuram** towards incurring of non- Recurring expenditure under **Plan- Regarding.**

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of (Rs.,2,62,500x2) **Rs.5,25,000/- (Rs. Five lakh twenty five thousand only)** as 1st installment out of total sanctioned grant-in-aid of **Rs.10,50,000/- to M/s Handicrafts Development Corpn.of Kerala Ltd., Thiruvananthapuram** for incurring of non-recurring expenditure towards organizing **Two Exhibitions at (1) Thiruvananthapuram (2) Kozhikode during 2014-15** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

(Class II)

Sl.No.	Description of Work	Amount sanctioned per Exhibition(Rs.)	Total Amount sanctioned(Rs.)
1.	Space rental	2,80,000/- x 2	5,60,000/-
2.	Infrastructure including services	1,60,000/- x 2	3,20,000/-
3.	Publicity	1,20,000/- x 2	2,40,000/-
4.	TA (@ 1500 per participant)	75,000/- x 2	1,50,000/-
5.	Insurance	10,000/- x 2	20,000/-
6.	Service charges	20,000/- x 2	40,000/-
7.	Freight (@ 500/- per person)	25,000/- x 2	50,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	10,000/- x 2	20,000/-
Total :-		7,00,000/- x 2	14,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 5,25,000/- x 2 = Rs. 10,50,000/-

25% share borne by Implementing Agency :- Rs. 1,75,000/- x 2 = Rs. 3,50,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to **M/s. Handicrafts Development Corpn.of Kerala Ltd., Thiruvananthapuram** for incurring of non- recurring expenditure towards organizing the above event during 2014-15 immediately as advance.
2. 2nd and final Installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and **details of artisans participated category wise.**

[Handwritten signature]

3. **Organization will make provision for construction of 50 stalls in each exhibition for participation of artisans, attractive gate & office etc.**
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Event during 2014-15** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2015** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. **A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.**
18. **In the Marketing Events like Gandhi Shilp Bazars, Craft Bazars and Exhibitions, Photographs of each Stall with stall Number must be given alongwith the details of artisans and products on display.**
19. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
20. There is no reason to believe that the grantee is involved in corrupt practices.

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- .. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
22. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
23. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft//ECS/RTGS only by implementing agencies.
24. The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.
25. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
26. The expenditure is debit to the Major Head "2851" Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid -General during 2014-15.
27. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 46040 dated 10.9.2014.
28. Entry has been made in Register of grant at General at page No. 11 Sl.No. 78.

Yours faithfully,

H.K. Sharma
(H.K. Sharma)

Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s. Handicrafts Development Corpn. of Kerala Ltd., Thiruvananthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to **Inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The **following documents may also be submitted:-**
 - i. **Stamped pre-receipt for Rs. 5,25,000/- in triplicate.**
 - ii. **Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.**
 - iii. **Three copies of ECS/RTGS and Authorization Letter in original**
5. The **Regional Director, (SR) O/O DC (HC), Chennai**, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

H.K. Sharma
(H.K. Sharma)

Asstt. Director (Marketing)

65a

No. M- 12014/7/2014-15/MD
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.
Dated: 08 .09 .2014

To
The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s. Handicrafts Development Corporation of Kerala Ltd., Thirunanthapuram** towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs.7,00,000/- (Rs. Seven lakhs only)** as 1st installment out of total sanctioned grant-in-aid of **Rs.14,00,000/-** to **M/s. Handicrafts Development Corporation of Kerala Ltd., Thirunanthapuram** for incurring of non-recurring expenditure towards organizing **Gandhi Shilp Bazar at Thrissur during 2014-15** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of Work	Amount sanctioned(Rs.)
		Class (III)
1.	Space rental	5,00,000/-
2.	Infrastructure including services	3,85,000/-
3.	Publicity	1,55,000/-
4.	TA (@ 1500 per participant)	1,50,000/-
5.	Insurance	25,000/-
6.	Service charges	35,000/-
7.	Freight (@ 500/- per person)	50,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	1,00,000/-
	Total :-	14,00,000/-

100% share of the Office of DC (Handicrafts) :- Rs. 14,00,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to **M/s. Handicrafts Development Corporation of Kerala Ltd., Thirunanthapuram** for incurring of non-recurring expenditure towards organizing the above event during 2014-15 immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and **details of artisans participated category wise.**

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3. **Organization will make provision for construction of 100 stalls for participating artisans, attractive gate & office etc.**
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Event during 2014-15** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2015** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. ~~The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**~~
17. **A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.**
18. **In the Marketing Event like Gandhi Shilp Bazars, Craft Bazars and Exhibitions, Photographs of each Stall with stall Number must be given alongwith the details of artisans and products on display**
19. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
20. There is no reason to believe that the grantee is involved in corrupt practices.

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The patterns of assistance available governing such grants-in-aid have received the approval of the Ministry of Finance.

It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.

- 23. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft/ECS/RTGS only by implementing agencies.
- 24. The payment made by cash should not exceed 10% of the grant sanctioned for each programme.
- 25. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
- 26. The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid -General (ROI) during 2014-15.
- 27. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy.No. 45171 dated 1.9.2014.
- 28. Entry has been made in Register of grant at General at page No. 8 Sl.No. 52.

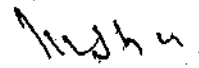
Yours faithfully,



(H.K. Sharma)
Asstt. Director (Marketing)

Copy to:-

- 1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
- 2. AO (Hqrs), O/O DC (HC), New Delhi.
- 3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
- 4. **M/s. Handicrafts Development Corporation of Kerala Ltd., Thirunanthapuram** You are requested to send the achievement-cum-progress report. It is also requested to invite local Board Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. **Stamped pre-receipt for Rs. 700,000/- in triplicate.**
 - ii. **Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.**
 - iii. **Three copies of ECS/RTGS and Authorization Letter in original**
- 5. The **Regional/Dy. Director, (SR) O/O DC (HC), Chennai**, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
- 6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
- 7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
- 8. ~~Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.~~
- 9. ~~Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, New Delhi.~~
- 10. Computer Cell/Hindi Section/Guard file.
- 11. Asstt. Director, HM&SEC concerned.



(H.K. Sharma)
Asstt. Director (Marketing)

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No. M- 19014/1/2014-15/MD
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.
Dated: 08.09.2014

To
The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram** towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs.5,25,000/- (Rs. Five lakhs twenty five thousands only)** as 1st installment out of total sanctioned grant-in-aid of **Rs. 10,50,000/- to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram** for incurring of non-recurring expenditure towards organizing **Craft Bazar at Ernakulam during 2014-15** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of Work	Amount sanctioned(Rs.)
1.	Space rental	5,00,000/-
2.	Infrastructure including services	3,85,000/-
3.	Publicity	1,55,000/-
4.	TA (@ 1500 per participant)	1,50,000/-
5.	Insurance	25,000/-
6.	Service charges	35,000/-
7.	Freight (@ 500/- per person)	50,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	1,00,000/-
	Total :-	14,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 10,50,000/-
25% share of the Implementing Agency :- Rs. 3,50,000/-

- 1. Out of sanctioned amount, shown above the 1st installment will be released to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non- recurring expenditure towards organizing the above event during 2014-15 immediately as advance.**
- 2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.**

[Handwritten signature]

3. **Organization will make provision for construction of 100 stalls for participating artisans, attractive gate & office etc.**
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Event during 2014-15** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2015** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. **A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.**
18. **In the Marketing Events like Gandhi Shilp Bazars, Craft Bazars and Exhibitions, Photographs of each Stall with stall Number must be given alongwith the details of artisans and products on display**
19. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
20. There is no reason to believe that the grantee is involved in corrupt practices.

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- The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
22. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
 23. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft//ECS/RTGS only by implementing agencies.
 24. The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.
 25. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
 26. The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid -General during 2014-15.
 27. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy. No. 45171 dated 1.9.2014.
 28. Entry has been made in Register of grant at General at page No. 8 Sl.No. 53.

Yours faithfully,

H.K. Sharma
(H.K. Sharma)

Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to **inform the concerned Regional Director & Asstt. Director, HM&SEC** about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The **following documents may also be submitted:-**
 - i. **Stamped pre-receipt for Rs. 5,25,000/- in triplicate.**
 - ii. **Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.**
 - iii. **Three copies of ECS/RTGS and Authorization Letter in original**
5. The **Regional Director, (SR) O/O DC (HC), Chennai**, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

H.K. Sharma
(H.K. Sharma)

Asstt. Director(Marketing)

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No. M- 19014/2/2014-15/MD
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.7,R.K.Puram,
New Delhi-110066.
Dated: 08 .09 .2014

To
The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram** towards incurring of non- Recurring expenditure under Plan- Regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Grants-in-aid of **Rs.6,00,000/- (Rs. Six lakhs only)** as 1st installment out of total sanctioned grant-in-aid of **Rs. 12,00,000/-** to **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram** for incurring of non-recurring expenditure towards organizing **Craft Bazar at Kasargod during 2014-15** on the following terms and conditions and as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of Work	Amount sanctioned(Rs.)
1.	Space rental	6,00,000/-
2.	Infrastructure including services	4,65,000/-
3.	Publicity	1,70,000/-
4.	TA (@ 1500 per participant)	1,50,000/-
5.	Insurance	25,000/-
6.	Service charges	40,000/-
7.	Freight (@ 500/- per person)	50,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	1,00,000/-
	Total :-	16,00,000/-

75% share of the Office of DC (Handicrafts) :- Rs. 12,00,000/-
25% share of the Implementing Agency :- Rs. 4,00,000/-

1. Out of sanctioned amount, shown above the 1st installment will be released to **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram** for incurring of non- recurring expenditure towards organizing the above event during **2014-15** immediately as advance.
2. 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure alongwith receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and **details of artisans participated category wise.**



3. **Organization will make provision for construction of 100 stalls for participating artisans, attractive gate & office etc.**
4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to Ministry of Finance in this regard have been duly fulfilled.
5. AO(Hqrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above **Event during 2014-15** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2015** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. **A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.**
18. **In the Marketing Events like Gandhi Shilp Bazars, Craft Bazars and Exhibitions, Photographs of each Stall with stall Number must be given alongwith the details of artisans and products on display**
19. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
20. There is no reason to believe that the grantee is involved in corrupt practices.

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- The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
22. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
 23. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft//ECS/RTGS only by implementing agencies.
 24. The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.
 25. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
 26. The expenditure is debitable to the Major Head "2851" Village & Small Industries - 00104 - Handicrafts Industries-25-Marketing Support & Services 250031- Grant-in-aid -General during 2014-15.
 27. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy. No. 45171 dated 1.9.2014.
 28. Entry has been made in Register of grant at General at page No. 8 Sl.No. 54.

Yours faithfully,

H.K. Sharma
(H.K. Sharma)

Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 6,00,000/- in triplicate.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization (copy enclosed) in triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional Director, (SR) O/O DC (HC), Chennai, with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

H.K. Sharma
(H.K. Sharma)

Asstt. Director(Marketing)

Amended / 821
10/4/15
10/4/15
10/4/15

To: Accounts Officer,
 Office,
 (Handicrafts)

Subject: Payment of Grants-in-aid to the M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram towards incurring of non- Recurring expenditure under Plan-Regarding.

Sir, In exercise of the powers delegated to the Development Commissioner (Handicrafts) vide office of the DG (Handicrafts) - O.M. No. G-20013/42/BGT/DC(H)/2004 dated 8.5.2015 and in terms of delegation of powers by Integrated Finance Wing, Ministry of Textiles vide order No. G-20013/42/BGT/DC(H)/2004 dated 5.5.2015 and dated 7.5.2015, I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.2,62,500/- (Rs.2,23,125/- for General Category + 39,375 for SC Category) as 1st installment out of total sanctioned grant-in-aid of Rs.5,75,000/- (Rs.4,46,250/- for General Category + Rs.78,750/- for SC Category) to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non-expenditure towards organizing exhibition at Trivandrum during 2015-16 on the following terms and conditions as per details of project cost item wise & head wise ceilings given below:-

Sl. No.	Description of Work	Amount sanctioned Class II Category (Genl. Category) (85%)	Amount sanctioned Class II Category (SC category) (15%)	Total amount sanctioned (Rs.)
1.	Space rental	2,38,000/-	42,000/-	2,80,000/-
2.	Cost of Infrastructure including services	1,36,000/-	24,000/-	1,60,000/-
3.	Publicity	1,02,000/-	18,000/-	1,20,000/-
4.	TA (@ 1500 per participant)	63,750/-	11,250/-	75,000/-
5.	Insurance	8,500/-	1,500/-	10,000/-
6.	Service charges	17,000/-	3,000/-	20,000/-
7.	Freight (@ 500/- per person)	21,250/-	3,750/-	25,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	8,500/-	1,500/-	10,000/-
Total :-		5,95,000/-	1,05,000/-	7,00,000/-

Total Project Cost : Rs.7,00,000/-
 75% share of DC(H) : Rs.5,25,000/-
 25% share of Implementing Agency : Rs.1,75,000/-

85% share of the Office of DC(H) in Genl. Category : Rs. 4,46,250/-
 15% share of the Office of DC(H) in SC Category : Rs. 78,750/-

(50% of General Category) : Rs. 2,23,125/-
 (50% of SC category) : Rs. 39,375/-

- Out of sanctioned amount of shown above the 1st installment under general category amounting to Rs.2,23,125/- (50 %) will be released as advance and under SC Category the 1st installment of Rs. 39,375/- (50 %) will be released as advance to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non-recurring expenditure towards organizing the above event during 2015-16 immediately as advance.
- 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure along with receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement duly countersigned by the authorized signatory of the organization are received along with the achievement cum progress report and details of artisans participated category wise.

Contd...2/-

450

will make provision for construction of total 50 stalls, i.e. (85 % Genl. Category, and 15 % SC Category) for participation of artisans, attractive gate & office etc.

4. Certified that this is a continuation scheme and all the conditions laid down as per GFR-206 to 214 Ministry of Finance in this regard have been duly fulfilled.
5. AD(Hrs), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Event during 2015-16 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2016** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of first installment or within twelve months of the closure of the financial year whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.
18. In the Marketing Events like Gandhi Shilp Bazar, Craft Bazars and Exhibition, Photographs of each stall with stall number must be given alongwith the details of artisans and products of display.
19. The Event should be held in consultation with the State Government and given due publicity well in time for getting best value for public money spent. Number of artisans/primary Cooperative Societies participating and value of goods sold may also be monitored.

AD(Hrs)

20. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
21. There is no reason to believe that the grantee is involved in corrupt practices.
22. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
23. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
24. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft/ECS/RTGS only by implementing agencies.
25. The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.
26. Payment to trainees/designers/mastercraftspersons/experts etc, invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
27. The expenditure of Rs.2,23,125/- is debitable to the Major Head "2851.00.104 -Village & Small Industries- 00104- Handicrafts Industries -38.03-Marketing Support & Services-380331-Grant-in-aid(General)-and will be met within the sanctioned budget grants for the year 2015-16.
28. The expenditure of Rs. 39,375/- is debitable to the 2851--Village & Small Industries - 00789 Special Component Plan for Scheduled Caste - Sub Plan-Marketing Support 56031 - Grant-in-aid -General for MSS section.2015-16
29. This issues with the DC(H) Dy.No. 909 dated 19.5.2015.
30. Entry has been made in Register of grant at General at page No. 54 Sl.No.72 and SC at page No. 140 Sl. No.15 .

Yours faithfully,

H.K.S.
(H.K. Sharma)
Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. **M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram.** You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - d) Stamped pre-receipt for Rs. 2,23,125/- General & Rs.39,375/- in SC head in triplicate separately.
 - e) Acceptance of terms & conditions signed /sealed of the Corpn./organization in triplicate.
 - f) Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional/Dy. Director, (SR), O/O DC (HC), Chennai with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

H.K.S.
(H.K. Sharma)
Asstt. Director (Marketing)

To: The Senior Accounts Officer,
 Pay & Accounts Office,
 Office of DC(Handicrafts)
 New Delhi.

Subject: Payment of Grants-in-aid to the M/s Handicrafts Development Corporation of Kerala Ltd.,
 Thiruvananthapuram towards incurring of non- Recurring expenditure under Plan-Regarding.

Sir, In exercise of the powers delegated to the Development Commissioner(Handicrafts) vide office of the DC(Handicrafts), O.M. No. G-20013/42/BGT/DC(H)/2004 dated 8.5.2015 and in terms of delegation of powers by Integrated Finance Wing, Ministry of Textiles vide order No. G-20013/42/BGT/DC(H)/2004 dated 5.5.2015 and dated 7.5.2015, I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.2,62,500/- (2,23,125 for General Category + 39,375 for SC Category) as 1st installment out of total sanctioned grant-in-aid of Rs.5,25,000/- (Rs. 4,46,250/- for General Category + Rs.78,750/- for SC Category) to M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non-expenditure towards organizing Exhibition at Thrissur during 2015-16 on the following terms and conditions as per details of project cost, item wise & head wise ceilings given below:-

Sl. No.	Description of Work	Amount sanctioned Class II Category (Genl. Category) (85%)	Amount sanctioned Class II Category (SC category) (15%)	Total amount sanctioned (Rs.)
1.	Space rental	2,38,000/-	42,000/-	2,80,000/-
2.	Cost of Infrastructure including services	1,36,000/-	24,000/-	1,60,000/-
3.	Publicity	1,02,000/-	18,000/-	1,20,000/-
4.	TA (@ 1500 per participant)	63,750/-	11,250/-	75,000/-
5.	Insurance	8,500/-	1,500/-	10,000/-
6.	Service charges	17,000/-	3,000/-	20,000/-
7.	Freight (@ 500/- per person)	21,250/-	3,750/-	25,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	8,500/-	1,500/-	10,000/-
Total :-		5,95,000/-	1,05,000/-	7,00,000/-

Total Project Cost : Rs.7,00,000/-
 75% share of DC(H) : Rs.5,25,000/-
 25% share of Implementing Agency : Rs.1,75,000/-

85% share of the Office of DC(H) in Genl. Category : Rs. 4,46,250/-
 15% share of the Office of DC(H) in SC Category : Rs. 78,750/-

(50% of General Category) : Rs. 2,23,125/-
 (50% of SC category) : Rs. 39,375/-

- Out of sanctioned amount of shown above the 1st installment of amounting to Rs.,2,23,125/- (50%) in general category will be released as advance and under SC Category as 1st installment of Rs. 39,375/- (50%) will be released as advance to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non- recurring expenditure towards organizing the above event during 2015-16 immediately as advance.
- 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure along with receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

Contd...2/-

286

... will make provision for construction of total 50 stalls, i.e. (85 % Genl. Category and ... category) for participation of artisans, attractive gate & office etc.

... this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 Ministry ... in this regard have been duly fulfilled.

... Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

... shall be utilized for Marketing & Service Support Scheme for above Event during 2015-16 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.

The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.

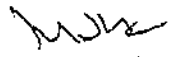
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2016** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. **The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.**
17. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.
18. In the Marketing Events like Gandhi Shilp Bazar, Craft Bazars and Exhibition, Photographs of each stall with stall number must be given along with the details of artisans and products of display.
19. The Event should be held in consultation with the State Government and given due publicity well in time for getting best value for public money spent. Number of artisans/primary Cooperative Societies participating and value of goods sold may also be monitored.

1104

29 C

- ... certificate in respect of grants-in-aid already paid where due is enclosed duly
... by the sanctioning authority.
... reason to believe that the grantee is involved in corrupt practices,
... of assistance of rules governing such grants-in-aid have received the approval of the
... of Finance.
... that the unspent balance of the previous grant has been taken into account while
... the present grant.
All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee
Cheque/Demand Draft/ECS/RTGS only by implementing agencies.
The payment made by Cash, should not exceed 10% of the grant sanctioned for each
programme.
26. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made
through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
27. The expenditure of Rs.2,23,125/- is debitable to the Major Head "2851.00.104 -Village & Small
Industries- 00104- Handicrafts Industries -38.03-Marketing Support & Services-380331-Grant-
aid(General)-and will be met within the sanctioned budget grants for the year 2015-16.
28. The expenditure of Rs. 39,375/-is debitable to the 2851--Village & Small Industries - 00789
Special Component Plan for Scheduled Caste - Sub Plan-Marketing Support 56031 - Grant-
in-aid -General for MSS section 2015-16
29. This issues with the DC(H) Dy.No. 877 dated 18.5.2015.
30. Entry has been made in Register of grant at General at page No. 53 Sl.No.65 and
SC at page No. 140 Sl. No.12 .

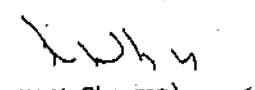
Yours faithfully,



(H.K. Sharma)
Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram. You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - a) Stamped pre-receipt for Rs. 2,23,125/- General & Rs.39,375/-in SC head in triplicate separately.
 - b) Acceptance of terms & conditions signed /sealed of the Corpn./organization in triplicate.
 - c) Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional/Dy. Director, (SR), O/O DC (HC), Chennai with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.



(H.K. Sharma)
Asstt. Director (Marketing)

The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram towards incurring of non- Recurring expenditure under Plan-Regarding.

Sir,

In exercise of the powers delegated to the Development Commissioner(Handicrafts) vide office of the DC(Handicrafts), O.M. No. G-20013/42/BGT/DC(H)/2004 dated 8.5.2015 and in terms of delegation of powers by Integrated Finance Wing, Ministry of Textiles vide order No. G-20013/42/BGT/DC(H)/2004 dated 5.5.2015 and dated 7.5.2015, I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.2,62,500/- (2,23,125 for General Category + 39,375 for SC Category) as 1st installment out of total sanctioned grant-in-aid of Rs.5,25,000/- (Rs. 4,46,250/- for General Category + Rs.78,750/- for SC Category) to M/s Handicrafts Development Corporation of Kerala - Ltd., Thiruvananthapuram for incurring of non-expenditure towards organizing Exhibition at Calicut during 2015-16 on the following terms and conditions as per details of project cost, item wise & head wise ceilings given below:-

Sl. No.	Description of Work	Amount sanctioned Class II Category (Genl. Category) (85%)	Amount sanctioned Class II Category (SC category) (15%)	Total amount sanctioned (Rs.)
1.	Space rental	2,38,000/-	42,000/-	2,80,000/-
2.	Cost of Infrastructure including services	1,36,000/-	24,000/-	1,60,000/-
3.	Publicity	1,02,000/-	18,000/-	1,20,000/-
4.	TA (@ 1500 per participant)	63,750/-	11,250/-	75,000/-
5.	Insurance	8,500/-	1,500/-	10,000/-
6.	Service charges	17,000/-	3,000/-	20,000/-
7.	Freight (@ 500/- per person)	21,250/-	3,750/-	25,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	8,500/-	1,500/-	10,000/-
	Total :-	5,95,000/-	1,05,000/-	7,00,000/-

Total Project Cost

75% share of DC(H)

25% share of Implementing Agency

: Rs.7,00,000/- ✓

: Rs.5,25,000/- ✓

: Rs.1,75,000/-

85% share of the Office of DC(H) in Genl. Category : Rs. 4,46,250/-

15% share of the Office of DC(H) in SC Category : Rs. 78,750/-

(50% of General Category)

: Rs. 2,23,125/- ✓

(50% of SC category)

: Rs. 39,375/-

- Out of sanctioned amount of shown above the 1st installment under general category amounting to Rs.2,23,125/- (50%) will be released as advance and under SC Category the 1st installment of Rs. 39,375/- (50%) will be released as advance to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non- recurring expenditure towards organizing the above event during 2015-16 immediately as advance.
- 2nd and final installment will be released after the event is organized and detailed accounts of total expenditure along with receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum-progress report and details of artisans participated category wise.

Contd...2/-

81b

3. **Organization** shall be set up for construction of total 50 stalls, i.e. (85 % Genl. Category 15% SC. Category) for accommodation of artisans, attractive gate & office etc.
4. Certified that this is a **cooperation** scheme and all the conditions laid down as per GFR 206 to 214 Ministry of Finance in this regard have been duly fulfilled.
5. **AO(Hqs), Office of the DC(Handicrafts), New Delhi** is hereby authorized to draw and disburse the amount involved.
6. **Grants-in-aid** shall be utilized for Marketing & Service Support Scheme for above **Event during 2015-16** as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
7. **The grantee** shall maintain subsidiary accounts of the grants-in-aid received from the Government.
8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
10. The grant shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
11. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
12. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service In 1971) (or if not applicable).
13. The grantee shall get its accounts audited from the chartered accountants.
14. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations, and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by **March 2016** for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
15. Certified that no UC is pending against the Organization in the Office of the DC(Handicrafts).
16. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
17. A **videb CD** covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.
18. In the Marketing Events like Gandhi Shilp Bazar, Craft Bazars and Exhibition, Photographs of each stall with stall number must be given alongwith the details of artisans and products of display.
19. The Event should be held in consultation with the State Government and given due publicity well in time for getting best value for public money spent. Number of artisans/primary Cooperative Societies participating and value of goods sold may also be monitored.

Handwritten signature
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82C

20. The utilization certificate in respect of grants-in-aid already paid where due is expressed duly countersigned by the sanctioning authority.
21. There is no reason to believe that the grantee is involved in corrupt practices.
22. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
23. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
24. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft//ECS/RTGS only by implementing agencies.
25. The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.
26. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
27. The expenditure of Rs.2,23,125/-is debitable to the Major Head "2851.00.104 -Village & Small Industries- 00104- Handicrafts Industries -38.03-Marketing Support & Services-380331-Grant-aid(General)-and will be met within the sanctioned budget grants for the year 2015-16.
28. The expenditure of Rs. 39,375/-is debitable to the 2851--Village & Small Industries - 00789 Special Component Plan for Scheduled Caste - Sub Plan-Marketing Support 56031 - Grant-in-aid -General for MSS section 2015-16
29. This issues with the DC(H) Dy.No. 928 dated 20.5.2015.
30. Entry has been made in Register of grant at General at page No. 54 Sl.No.73 and SC at page No. 140 Sl. No.16 .

Yours faithfully,

H.K. Sharma

(H.K. Sharma)
Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. M/s Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram. You are requested to send the achievement-cum- progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - a) Stamped pre-receipt for Rs. 2,23,125/- General & Rs.39,375/-in SC head in triplicate separately.
 - b) Acceptance of terms & conditions signed./sealed of the Corpn./organization in triplicate.
 - c) Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional/Dy. Director, (SR), O/O DC (HC), Chennai with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadurshah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

H.K. Sharma

(H.K. Sharma)-
Asstt. Director(Marketing)

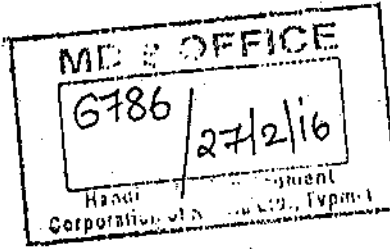
No. M-19014/2/2015-16/MD / 4783

Government of India
Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block No.7, R. K. Puram,
New Delhi-110066.
Dated: 19.02.2016

83a



To
The Senior Accounts Officer,
Pay & Accounts Office,
Office of DC(Handicrafts)
New Delhi.

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram towards; incurring of non- Recurring expenditure under Plan- Regarding.

Sir,
In exercise of the powers delegated to the Development Commissioner(Handicrafts) vide office of the DC(Handicrafts), O.M. No. G-20013/42/BGT/DC(H)/2004 dated 8.5.2015 and in terms of delegation of powers by Integrated Finance Wing, Ministry of Textiles vide order No. G-20013/42/BGT/DC(H)/2004 dated 5.5.2015 and dated 7.5.2015 I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs.6,00,000/- (5,10,000/- for General Category + 90,000/- for SC Category) as 1st installment out of total sanctioned grant of Rs.12,00,000/- (Rs. 10,20,000/- for General Category + Rs.1,80,000/- for SC Category) to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for organizing Craft Bazar at Ernakulam during 2015-16 on the following terms and conditions as per details of project cost, item wise & head wise ceilings given below:

Sl. No.	Description of Work	Amount sanctioned Class II Category (Genl. Category) (85%)	Amount sanctioned Class I Category (SC category) (15%)	Total amount sanctioned (Rs.)
1.	Space rental	3,82,500/-	67,500/-	4,50,000/-
2.	Cost of Infrastructure including services	2,96,438/-	52,312/-	3,48,750/-
3.	Publicity	1,08,375/-	19,125/-	1,27,500/-
4.	TA (@ 1500 per participant)	65,625/-	16,875/-	1,12,500/-
5.	Insurance	15,937/-	2,813/-	18,750/-
6.	Service charges	25,000/-	4,500/-	30,000/-
7.	Freight (@ 500/- per person)	31,875/-	5,625/-	37,500/-
8.	Misc. including stationery, telephone- refreshment, videography, documentation charges etc.	63,750/-	11,250/-	75,000/-
Total :-		10,20,000/-	1,80,000/-	12,00,000/-

Total Project Cost : Rs.16,00,000/-
75% share of DC.(H) : Rs.12,00,000/-
25% borne by the Implementing Agency : Rs 4,00,000/-

85% share of the Office of DC(H) In Genl. Category : Rs. 10,20,000/-
15% share of the Office of DC(H) In SC Category : Rs. 1,80,000/-

(50% of General Category) : Rs. 5,10,000/-
(50% of SC category) : Rs. 90,000/-
Total : Rs. 6,00,000/-

1. Out of sanctioned amount of shown above the 1st installment under General Category amounting to Rs.5,10,000/- (50%) will be released as advance and under SC Category the 1st installment of Rs.90,000/- will be released as 50% (Rs.6,00,000/-) in advance to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non- recurring expenditure towards organizing the above event during 2015-16 immediately as advance.
2. 2nd and final installment in respect of general category will be released after the event is organized and detailed accounts of total expenditure along with receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

Contd...2/-

- 84b
3. Organization will make provision for construction of total 100 stalls; i.e. (85 Genl. Category 15 SC Category) for participation of artisans, attractive gate & office etc.
 4. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 Ministry of Finance in this regard have been duly fulfilled.
 5. AO (Hqrs), Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
 6. Grants-in-aid shall be utilized for Marketing & Service Support Scheme for above Event during 2015-16 as per the norms approved by the Govt. and subject to the provisions contained in the General Financial Rules.
 7. The grantee shall maintain subsidiary accounts of the grants-in-aid received from the Government.
 8. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms & conditions of the payments of Grant-in-aid before release of payment. The funds will be utilized during the current financial year.
 9. The grantee shall maintain a register of assets in the prescribed form G.F.R. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
 10. The grantee shall submit performance-cum-achievement reports against targets of the previous grant both financial and physical while seeking further release of funds within twelve months of the closure of the financial year whichever is earlier.
 11. The grantee shall submit Receipt and payment account, event certificate and details of order booked in the Event, final report, performance-cum-achievement report, list of participants, receipt of ground rent, publicity material. And reg. rent of the venue will be reimbursed only on the basis of copy of the original bill subject to ceiling fixed in the scheme guidelines.
 12. The amount so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce & Textiles, New Delhi whenever the grantee is called upon to do so.
 13. The accounts shall be audited by the Internal Auditors of the grantee and finally by the Comptroller and Auditor General of India under Section-14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
 14. The grantee shall get its accounts audited from the chartered accountants.
 15. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institutions or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant by March 2016 for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest there on @ 10% per annum or issued rates applicable from time to time as per Govt. rules in this regard.
 16. Certified that no UC is pending against the Organization in the Office of the DC (Handicrafts).
 17. The grantee shall submit the utilization Certificate in the prescribed form GFR-19-A received for the purpose duly signed by the Head of the grantee Institution and audited by the Chartered Accountant before release of next installment or within twelve months of the closure of the financial year whichever is earlier.
 18. The Utilization Certificate would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
 19. A video CD covering all the stalls and participants in presence of Inspecting Officer, Photographs of the events covering all the participants, cutting of advertisement of the event in News papers must be submitted along with audited accounts at the time of claiming of reimbursement.
 20. The publicity materials like print cards, brochures, catalogue and posters indicating the LOGO and name of the Ministry of Textiles, Government of India used during the event will be done in accordance with DAVP guidelines and reimbursement for the same will be done as per DAVP rates.

85C

- In the Marketing Events like Galleries, Photographs of each stall with stall number, artisans and products of display.
22. The Event should be held in consultation with the State Government. Number of artisans/primary Cooperative Societies participating and value of goods sold may also be monitored.
 23. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly countersigned by the sanctioning authority.
 24. There is no reason to believe that the grantee is involved in corrupt practices.
 25. The patterns of assistance of rules governing such grants-in-aid have received the approval of the Ministry of Finance.
 26. It is certified that the unspent balance of the previous grant has been taken into account while sanctioning the present grant.
 27. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee Cheque/Demand Draft/ECS/RTGS only by implementing agencies.
 28. The payment made by Cash, should not exceed 10% of the grant sanctioned for each programme.
 29. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made through A/c Payee Cheque/Demand Draft even if the claim is less than Rs.5,000/-
 30. The expenditure of Rs. 5,10,000/- (General) is debitable to the Major Head "2851.00.104 - Village & Small Industries- 00104- Handicrafts Industries -38.03-Marketing Support & Services-380331-Grant-aid(General)-and will be met within the sanctioned budget grants for the year 2015-16.
 31. The expenditure of Rs. 90,000/- (SC) is debitable to the 2851.00.789 -Village & Small Industries - 00789 Special Component Plan for Scheduled Caste. 56.03--Marketing Support 560331 - Grant-in-aid -General for MSS section 2015-16
 32. This issues with the approval of DC(H) Dy. No. 5240 dated 18.2.2016.
 33. Entry has been made in Register of grant at General at page No.90 and Sl. No. 302 and SC at page No. 154 and Sl. No.155.

(A.K. Mohanty)
19/2/16
Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services Ministries, AGCR Building, I.P. Estate, New Delhi.
2. AO (Hqrs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi, may please note the expenditure.
4. M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram You are requested to send the achievement-cum-progress report. It is also requested to invite local Board Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about date & venue of the Programme well in advance and ensure their visit to the programme before its completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 5,10,000/- General & Rs.90,000/-in SC head in triplicate separately.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization in triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional/Dy. Director, (SR), O/O DC (HC), Chennai with the request to inspect the programme and send the Inspection Report and performance report to this office immediately after completion of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadur Shah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

(A.K. Mohanty)
19/2/16
Asstt. Director (Marketing)

Account
Type-1
Accounts Officer,
Pay & Accounts Office,
Office of DC (Handicrafts),
New Delhi.

Ms. Bipin Pokhara
Q. P. U.
29/8/15
Kerala

Subject:- Payment of Grants-in-aid to the M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram towards, incurring of non- Recurring expenditure under Plan-Regarding.

Sir, I am directed to convey the sanction of the President of India for payment of Grants-in-aid of Rs. 9,00,000/- (Rs. 7,65,000/- for General Category + Rs.1,35,000/- for SC Category) in Total Rs. Nine lakhs only as 1st installment out of total sanctioned grant-in-aid of Rs.18,00,000/- to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non-expenditure towards organizing Gandhi Shilp Bazar at Trivandrum during 2015-16 on the following terms and conditions as per details of project cost, item wise & head wise ceilings given below:-

Sl.No.	Description of Work	Amount sanctioned (Rs.) Class I Category (Genl. Category) 85%	Amount sanctioned (Rs.) Class I Category (SC category) (15%)	Total amount sanctioned (Rs.)
1.	Space rental	5,52,500/-	97,500/-	6,50,000/-
2.	Cost of Infrastructure including services	4,88,750/-	86,250/-	5,75,000/-
3.	Publicity	1,70,000/-	30,000/-	2,00,000/-
4.	TA (@ 1500 per participant)	1,27,500/-	22,500/-	1,50,000/-
5.	Insurance	21,250/-	3,750/-	25,000/-
6.	Service charges	42,500/-	7,500/-	50,000/-
7.	Freight (@ 500/- per person)	42,500/-	7,500/-	50,000/-
8.	Misc. including stationery, telephone, refreshment, videography, documentation charges etc.	85,000/-	15,000/-	1,00,000/-
Total :-		15,30,000/-	2,70,000/-	18,00,000/-

Total Project Cost

85% share of the Office of DC(H) in Genl. Category : Rs.15,30,000/-
15% share of the Office of DC(H) in SC Category : Rs. 2,70,000/-

(50% of General Category) : Rs. 7,65,000/-
(50% of SC category) : Rs. 1,35,000/-

- Out of sanctioned amount of shown above the 1st installment under General Category amounting to Rs.7,65,000/- (50%) will be released as advance and under SC Category the 1st instalment of Rs.1,35,000/- will be released as 50% (Rs.9,00,000/-) in advance to M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram for incurring of non- recurring expenditure towards organizing the above event during 2015-16 immediately as advance.
- 2nd and final installment in respect of general category will be released after the event is organized and detailed accounts of total expenditure along with receipt of premium paid for insurance, details of TA paid to the artisans duly verified by Assistant Director/Inspecting Officer of Office of the Development Commissioner (Handicrafts) with their seal and utilization certificate in Form GFR-19-A and Audited Statement. Duly countersigned by the authorized signatory of the organization are received along with the achievement-cum- progress report and details of artisans participated category wise.

Contd...2/-

in accordance with DAVP guidelines and reimbursement for the same will be done
 Events like Gandhi Shilp Bazar, Craft Bazaars and Exhibition, Photographs
 with stall number must be given along with the details of artisans and products
 display.

The event should be held in consultation with the State Government and given due publicity
 well in time for getting best value for public money spent. Number of artisans/primary
 Cooperative Societies participating and value of goods sold may also be monitored.

22. The utilization certificate in respect of grants-in-aid already paid where due is enclosed duly
 countersigned by the sanctioning authority.

23. There is no reason to believe that the grantee is involved in corrupt practices.

22. The patterns of assistance or rules governing such grants-in-aid have received the approval of the Ministry
 of Finance.

24. It is certified that the unspent balance of the previous grant has been taken into account while
 sanctioning the present grant.

25. All payments above Rs. 5,000/- (Rs. Five Thousand) may be made by A/c Payee
 Cheque/Demand Draft/RTGS only by implementing agencies.

26. The payment made by Cash should not exceed 10% of the grant sanctioned for each
 programme.

27. Payment to trainees/designers/mastercraftspersons/experts etc. invariably be made
 through A/c Payee Cheque/Demand Draft even if the claim is less than Rs. 5,000/-

28. The expenditure of Rs. 7,65,000/- (General) is debitable to the Major Head 2851.00.104 -Village &
 Small Industries- 00104- Handicrafts Industries -38.03-Marketing Support & Services-380331-
 Grant-in-aid(General)-and will be met within the sanctioned budget grants for the year 2015-16.

29. The expenditure of Rs. 1,35,000/- (SC) is debitable to the 2851-Village & Small Industries -
 00789 Special Component Plan for Scheduled Caste - Sub Plan-Marketing Support 56031 -
 Grant-in-aid -General for MSS section 2015-16

30. This issues with the concurrence of the AS&FA of the Ministry of Textiles vide IFW Dy. No 64639 dated
 12.8.2015.

31. Entry has been made in Register of grant at General at page No.10, S.I. No.25 and SC at page No.116 Sl.
 No. 5.

Yours faithfully,

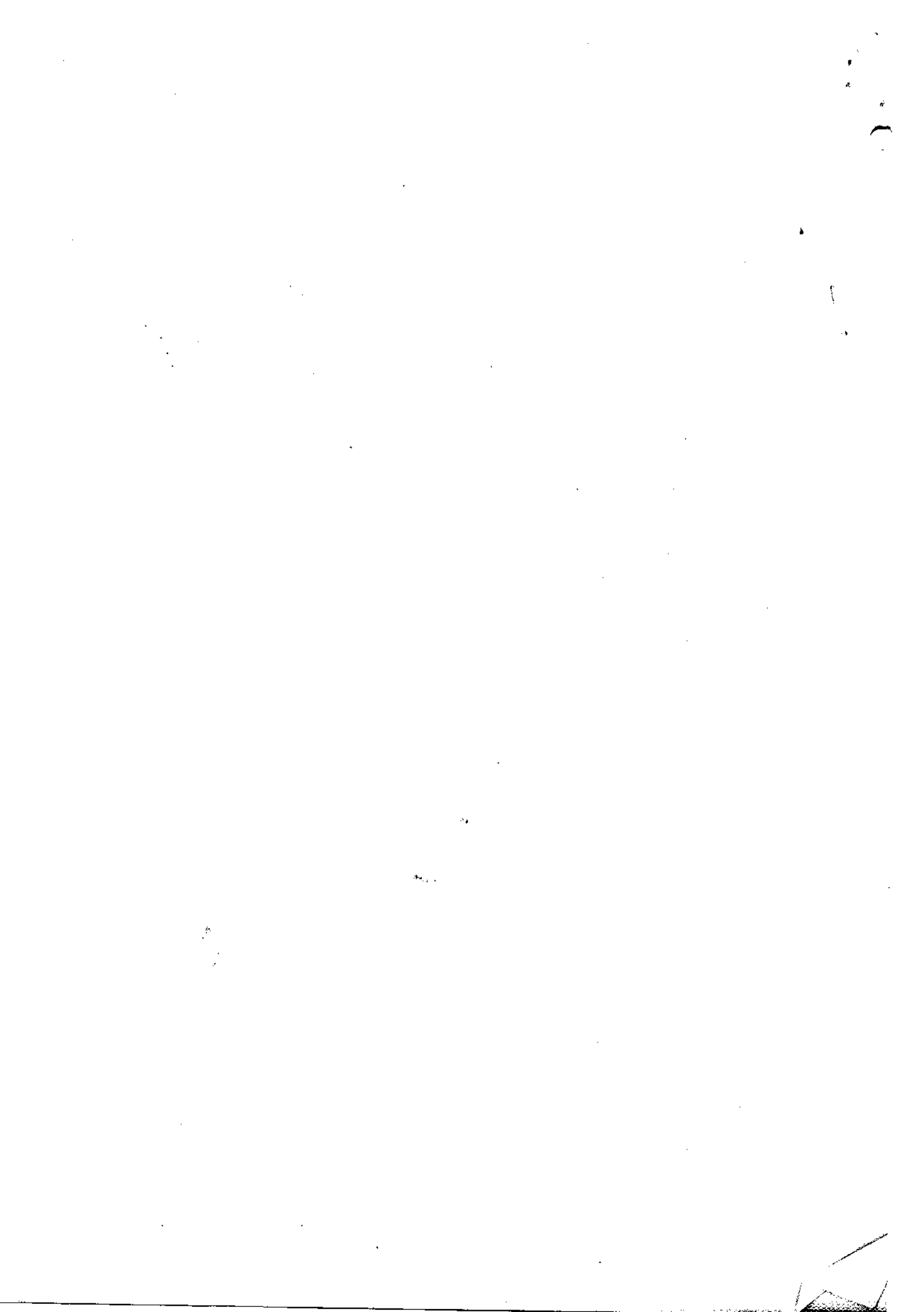
(A.K. Mohanty)

Asstt. Director (Marketing)

Copy to:-

1. The Principal Director of Audit Economic & Services, Ministries, AGR Building, I.P. Estate, New Delhi.
2. AO (Hqs), O/O DC (HC), New Delhi.
3. AO (B&A), O/O DC (HC), New Delhi may please note the expenditure.
4. M/s. Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram You are
 requested to send the achievement-cum-progress report. It is also requested to invite local Board
 Member of the area and to inform the concerned Regional Director & Asstt. Director, HM&SEC about
 date & venue of the Programme well in advance and ensure their visit to the programme before its
 completion. The following documents may also be submitted:-
 - i. Stamped pre-receipt for Rs. 7,65,000/- General & Rs. 1,35,000/- in SC head
 in triplicate separately.
 - ii. Acceptance of terms & conditions signed /sealed of the Corpn./organization in
 triplicate.
 - iii. Three copies of ECS/RTGS and Authorization Letter in original
5. The Regional/Dy. Director (SR), O/O DC (HC) Chennai with the request to inspect the programme
 and send the inspection Report and performance report to this office immediately after completion
 of event in the proforma circulated earlier.
6. The Principal Accounts Office, BBA Section, Room No.533, Ministry of Commerce & Textiles, Udyog
 Bhavan, New Delhi.
7. IFW, Ministry of Textiles, Udyog Bhavan, New Delhi.
8. Comptroller General of Accounts, Bahadur Shah Jaffar Marg, New Delhi.
9. Chief Controller of Accounts, Ministry of Textiles, Udyog Bhavan, N. Delhi.
10. Computer Cell/Hindi Section/Guard file.
11. Asstt. Director, HM&SEC concerned.

(A.K. Mohanty)
 Asstt. Director (Marketing)



889

No.C-11011/22/2015-16/I.D.P.H/Kerala (1)
 Government of India
 Ministry of Textiles
 Office of the Development Commissioner (Handicrafts)

West Block No.VII, R.K. Puram,
 New Delhi- 110066.
 Dated: 26.2.2016

The Accounts Officer,
 Central Pay & Accounts Office,
 O/O the Dev.Commr.(H),
 R.K. Puram, New Delhi.

Subject: Payment of Grant-in-aid to Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, Kerala for incurring non-recurring expenditure for Integrated Development and Promotion of Handicrafts in Kerala – regarding.

Sir,

I am directed to convey the sanction of the President of India for payment of Rs.1,50,00,000/- (Rupees one crore and fifty lakhs only) being part payment of 1st installment of Rs.9,09,00,000/- (Rupees nine crores and nine lakhs only) as Grant-in-aid being GOI share of total Project cost of Rs.25,15,25,000/- (Rupees twenty five crore fifteen lakhs and twenty five thousand only) to Handicrafts Development Corporation of Kerala Ltd., Post Box No.171, Puthenchanthai, Thiruvananthapuram-695001, Kerala towards incurring recurring expenditure under plan towards Integrated Development and Promotion of Handicrafts for the benefit of 18,300 Artisans in Kerala; as per details below on the following terms and conditions:

		(Amount in lakhs)	
Components	Details	Amount	
I. Infrastructure and Technology Development Scheme.			
(i) Common Facility Centres	5 CFCs with maximum of Rs. 60.00 lakhs each	300.00	
II Design and Technology upgradation			
(i) Craft awareness programme	75 Programmes @ Rs.1.00 lakh each.	75.00	
(ii) Supply of Tool and Machines	Tool kit for 10000 artisans @ Rs.10000/- each	1000.00	
(iii) Design and Technology Development Workshop	20 trainings @Rs.3.00 lakhs each	60.00	
(iv) Integrated design and Technology Development Project	5 trainings @ Rs.8.45 lakhs each	42.25	
III Marketing Support and Services Scheme			
(i) Gandhi Shilp Bazaar	one Bazaar	16.00	
(ii) Craft Bazaar	19 Crafts Bazaars: 2 Craft Bazaars in Class I cities. 17 Craft Bazaars in Class II cities.	308.00	
(iii) Exhibition	75 Exhibitions: 9 Exhibitions in Class I Cities. 46 Exhibitions in Class II Cities. 20 Exhibitions in Class III Cities.	514.00	
(iv) Publicity via Print and Electronic media		200.00	
Total		2515.25	

R.P.L.

Contd.....2

Any expenditure other than those proposed in the project proposal approved by the Project Approval and Monitoring Committee (PAMC) will not be permitted to met from this fund. Implementation of above components shall be undertaken strictly as per physical/financial parameters of the scheme guidelines of office of DC(Handicrafts).

Before release of 1st installment, an MOU would be signed between the organization and the Office of the Development Commissioner (Handicrafts) for timely and appropriate execution of the project.

Organisation shall implement the Project under consultation with specialized Agencies i.e. National Centre for Design and Product Development(NCDPD) and National Institute of Fashion Technology(NIFT) for Design Development.

5. The activities shall be completed within 12 months from the date of release of 1st instalment. The audited statement of expenditure from the Chartered Accountant for the grant released and Utilization Certificate in the form of GFR-19-A should be submitted within twelve months of the closure of the financial year in which grant has been released as per provisions of GFR. UC should give activity wise expenditure and physical achievements. The UC should also indicate the achievements against the specified quantitative targets and also disclose wheather the specified quantitative targets that should have been reached against the amount utilized were in fact reached and if not, the reasons therefore.
6. The grantee shall submit performance-cum-achievement report against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.
7. 2nd installment and final instalment will be released in the shape of reimbursement on receipt of Utilization Certificate of 1st instalment in the form of GFR-19A, Audited statements of Accounts(Sub-Head wise), performance-cum-achievement report(Physical and Financial) of the entire project.
8. The amounts so paid to the grantee shall be open to Inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce and Textiles, New Delhi whenever the grantee called upon to do so.
9. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
10. The grantee shall get its accounts audited from the Chartered Accountants.
11. **The grantee shall ensure that procurement of goods and services will be done as per GFR/Govt. Rules/ Instructions/CVC Guidelines.**
12. **The grantee shall ensure adherence of Rule 158 & 159 of GFR wherever procurement of goods and services are involved while implementation of the project.**
13. The grantee shall execute a Bond with two sureties to the President of India for acceptance of Terms and Conditions of the payment of grant-in-aid before release of payment
14. The balance amount will be released in further instalment as per approved parameters of the scheme guidelines.
15. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms and conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.
16. The grantee shall submit the utilization certificate in the prescribed GFR 19-A form dully signed by the head of the Grantee Institution and audited by the Chartered Accountant within twelve months of the closure of the financial year.
17. In case grant in aid sanctioned are subject to the fulfillment of certain pre-requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

18. The grantee shall maintain the Register of assets in the prescribed form GFR no. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall be disposed of without the prior approval of the Development Commissioner (Handicrafts).
19. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority.
20. The grantee agrees to make reservations for scheduled cast/scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).
21. The grantee shall implement the project with 18,300 (including 1281 schedule caste Artisans and 183 Schedule tribe Artisans) Artisans/weavers only.
22. There is no reason to believe that the grantee is involved in corrupt practices.
23. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.
24. **All payment may be made by Accounts Payee Cheque/Demand Draft/ECS/RTGS by Implementing Agency.**
25. The grantee shall maintain subsidiary accounts of the grant-in-aid received from the Govt.
26. The grantee shall ensure that there is no duplication of efforts and has not received any grant-in-aid from other Ministry/State Government/MPLAD etc. for the same proposal/Programme.
27. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.
28. Accounts Officer (HQ), Office of the DC(Handicrafts), New Delhi is hereby authorized to draw and disburses the amount involved.
29. The expenditure involved is debit to the Major Head "2851.00.108"-Village & Small Industries- 18.01-Development of Mega Cluster-18.01.35-Creation of Capital Assets (Plan) and will be met within the sanctioned budget grant for the year 2015-16.
30. It is certified that no UC is pending against the organization under any of the scheme of this office.
31. This issue with the concurrence of IFW, Ministry of Textiles vides Diary No.78717 dated 24.2.2016.
32. Entry has been made in GIA register at page no. 63 at Sl. No.7.

Shukla
27/2/16

P.R. Saxena
(P.R.Saxena)
Assistant Director (H)

Contd.....4

7000
11/3/16
Manufacturing Development Corporation of Kerala Ltd., Trpvm-1

NO. C-11011/22/2015-16/I.D.P.H./Kerala / 1718 90a
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

West Block No.VII, R.K. Puram,
New Delhi- 110066.
Dated: 26.2.2016

The Accounts Officer,
Central Pay & Accounts Office,
O/O the Dev. Commr. (H),
R.K. Puram, New Delhi.

Subject: Payment of Grant-in-aid to Handicrafts Development Corporation of Kerala Ltd., Thiruvananthapuram, Kerala for incurring non-recurring expenditure for Integrated Development and Promotion of Handicrafts in Kerala - regarding.

Sir,
I am directed to convey the sanction of the President of India for payment of Rs.7,59,00,000/- (Rupees seven crores fifty nine lakhs only) being part payment of 1st installment of Rs.9,09,00,000/- (Rupees nine crores and nine lakhs only) as Grant-in-aid being GOI share of total Project cost of Rs.25,15,25,000/- (Rupees twenty five crore fifteen lakhs and twenty five thousand only) to Handicrafts Development Corporation of Kerala Ltd., Post Box No:171, Puthenchathal, Thiruvananthapuram-695001, Kerala towards incurring recurring expenditure under plan towards Integrated Development and Promotion of Handicrafts for the benefit of 18,300 Artisans in Kerala, as per details below on the following terms and conditions:

(Amount in lakhs)

Components	Details	Amount
I. Infrastructure and Technology Development Scheme.		
(i) Common Facility Centres	5 CFCs with maximum of Rs. 60.00 lakhs each	300.00
II Design and Technology upgradation		
(i) Craft awareness programme	75 Programmes @ Rs.1.00 lakh each.	75.00
(ii) Supply of Tool and Machines	Tool kit for 10000 artisans @ Rs.10000/- each	1000.00 100
(iii) Design and Technology Development Workshop	20 trainings @ Rs.3.00 lakhs' each	60.00 100
(iv) Integrated design and Technology Development Project	5 trainings @ Rs.8.45 lakhs each	42.25 100
III Marketing Support and Services Scheme		
(i) Gandhi Shilp Bazaar	one Bazaar	16.00
(ii) Craft Bazaar	19 Crafts Bazaars: 2 Craft Bazaars in Class I cities. 17 Craft Bazaars in Class II cities.	308.00
(iii) Exhibition	75 Exhibitions: 9 Exhibitions in Class I Cities. 46 Exhibitions in Class II Cities. 20 Exhibitions in Class III Cities.	514.00 100
(iv) Publicity via Print and Electronic media		200.00 100
Total		2515.25

Contd.

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91 b

Any expenditure other than those proposed in the project proposal approved by the Project Approval and Monitoring Committee (PAMC) will not be permitted to met from this fund. Implementation of above components shall be undertaken strictly as per physical/financial parameters of the scheme guidelines of office of DC(Handicrafts).

3. Before release of 1st installment, an MOU would be signed between the organization and the Office of the Development Commissioner (Handicrafts) for timely and appropriate implementation of the project.
4. Organisation shall implement the Project under consultation with specialized Agencies like National Centre for Design and Product Development(NCDPD) and National Institute of Fashion Technology(NIFT) for Design Development.
5. The activities shall be completed within 12 months from the date of release of 1st instalment. The audited statement of expenditure from the Chartered Accountant for the grant released and Utilization Certificate in the form of GFR-19-A should be submitted within twelve months of the closure of the financial year in which grant has been released as per provisions of GFR. UC should give activity wise expenditure and physical achievements. The UC should also indicate the achievements against the specified quantitative targets and also disclose wheather the specified quantitative targets that should have been reached against the amount utilized were in fact reached and if not, the reasons therefore.
6. The grantee shall submit performance-cum-achievement report against targets of the previous grants both financial and physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier.
7. 2nd installment and final instalment will be released in the shape of reimbursement on receipt of Utilization Certificate of 1st instalment in the form of GFR-19A, Audited statements of Accounts(Sub-Head wise); performance-cum-achjevement report(Physical and Financial) of the entire project.
8. The amounts so paid to the grantee shall be open to Inspection by the Office of the Development Commissioner (Handicrafts)/Internal Audit Party of the Chief Controller of Accounts, Ministry of Commerce and Textiles, New Delhi whenever the grantee called upon to do so.
9. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G. of India (Duties, Powers and conditions of Service in 1971) (or if not applicable).
10. The grantee shall get its accounts audited from the Chartered Accountants.
11. **The grantee shall ensure that procurement of goods and services will be done as per GFR/Govt. Rules/ Instructions/CVC Guidelines.**
12. **The grantee shall ensure adherence of Rule 158 & 159 of GFR wherever procurement of goods and services are involved while implementation of the project.**
13. The grantee shall execute a Bond with two sureties to the President of India for acceptance of Terms and Conditions of the payment of grant-in-aid before release of payment
14. The balance amount will be released in further instalment as per approved parameters of the scheme guidelines.
15. The grantee shall not divert the grants and entrust execution of the scheme or work to another Institution or Organizations and shall abide by the terms and conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned, the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% **annum** or rates applicable from time to time in this regard.
16. The grantee shall submit the utilization certificate in the prescribed GFR 19-A form duly signed by the head of the Grantee Institution and audited by the Chartered Accountant within twelve months of the closure of the financial year.
17. In case grant in aid sanctioned are subject to the fulfillment of certain pre-requisite conditions and are in nature of reimbursement of expenditure already incurred the utilization certificate will not be necessary.

92C

1. The grantee shall maintain the Register of assets in the prescribed form GFR no. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Development Commissioner (Handicrafts).
2. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority.
3. The grantee agrees to make reservations for scheduled cast/scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).
1. The grantee shall implement the project with 18,300 (including 1281 schedule caste Artisans and 183 Schedule tribe Artisans) Artisans/weavers only.
2. There is no reason to believe that the grantee is involved in corrupt practices.
3. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.
4. **All payment may be made by Accounts Payee Cheque/Demand Draft/ECS/RTGS by Implementing Agency.**
5. The grantee shall maintain subsidiary accounts of the grant-in-aid received from the Govt.
26. The grantee shall ensure that there is no duplication of efforts and has not received any grant-in-aid from other Ministry/State Government/MPLAD etc. for the same proposal/Programme.
27. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.
28. Accounts Officer (HQ), Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburses the amount involved.
29. The expenditure involved is debitable to the Major Head "2851.00.108"-Village & Small Industries- 18.01-Development of Mega Cluster-18.01.31-Grant-in-aid (Plan) and will be met within the sanctioned budget grant for the year 2015-16.
30. It is certified that no UC is pending against the organization under any of the schemes of this office.
31. This issue with the concurrence of IFW, Ministry of Textiles vide Diary No.78717 dated 24.2.2016.
32. Entry has been made in GIA register at page no. 95 at Sl. No.10.

(P. R. ...)
Assistant Director (FI)

93D

Copy to:

1. ✓ The Managing Director, Handicrafts Development Corporation of Kerala Ltd., Post Box No.171, Puthenchanthai, Thiruvananthapuram-695001, Kerala with a request to furnish the following documents:
 - ii. Stamped Pre-receipted for Rs. 7,59,00,000/- in triplicate duly signed by an authorized signatory of the organization. (On pre-receipted bill also mention the Name and address of the nearest branch of Central Bank of India.). The form for Agency Registration, ECS/RTGS also may be enclosed in triplicate duly filled in.
 - iii. Three copies of terms & condition duly signed & stamped.
 - iv. Bond to be executed on stamp paper of Rs.10/- along with complete parentage of witnesses may be indicated.
 - v. **MOU** on non-judicial paper of Rs. 100/-
 - vi. An affidavit on stamped paper of Rs.10/- as per annexure enclosed.
 - vii. Photo-copy of the bank pass-book (last 3 years) along with bank A/c number and address of the Bank of the organization.
2. The Regional Director (SR), O/o the DC (H), New Delhi.
3. The Asst. Director (H), M&SEC, Thiruvananthapuram, Kerala
4. The Accounts Officer (B&A), O/o the DC (H), New Delhi.
5. The Accounts Officer (Hqrs.), O/o the DC (H), New Delhi.
6. The Director, IFW, Ministry of Textiles, New Delhi.
7. The Accountant General, Govt. of Kerala.
8. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Udyog Bhawan, New Delhi.
9. The Principal Director, AGCR, I.P. Estate, New Delhi.
10. The District Magistrate, Dist. Thiruvananthapuum, Kerala.
11. Ministry of Rural Development, New Delhi.
12. Planning Commission, Industry Dept., New Delhi.
13. Director (Handicrafts), Directorate of Industries, Govt. of Kerala.
14. The Hindi Section for Hindi version, O/o of DC(H), New Delhi, New Delhi/ Guard File.

P. R. I.
Assistant Director (H)

ORDER

Subject: Grant-in-aid to M/s. Handicraft Development Corporation of Kerala Ltd. Thiruvanthapuram Kerala for undertaking Handicrafts training programme (5- Technical Training programme in detergent crafts under HRD scheme during 2015-16.

In exercise of the power delegated to the Development Commissioner (Handicrafts) as Head of Department vide Office of DC (H) O.M. No. G-20013/42/DC(HC)/BGT/2004 dated 08.05.2015 and in terms of Ministry of Textiles (Integrated Finance Wing) Order No. G-20013/42/DC(HC)/BGT/2004 dated 05.05.2015, I am directed to convey the Sanction of President of India for payment of sum of Rs. 597300/- (Rupees Five lakh Ninety Seven Thousand three Hundred only) being 50% as 1st installment out of total sanctioned Grant in aid of Rs. 11,94,600 /- (Rupees Eleven Lacs Ninety Four thousand Six hundred only) to M/s. Handicraft Development Corporation of Kerala Ltd. Kerala for incurring expenditure for organizing Handicrafts training programme (5 - Technical Training programme in (1) Wood crafts at Attakulangara Trivandrum (2) Natural Fibre at Oluka Kozhikode (3) Natural Fibre at Thrissur (4) Natural Fibre, at Sreekrishnapuram, Kottupuram (5) Wood crafts at Trivandrum under HRD Scheme during 2015-16 for a duration of 01 months (144 hours) in order to increase production base and upgrade the skill of trainees on the following terms and conditions.

1. Grant in aid shall be utilized for organizing 01 batch of Handicrafts Technical Training Programme (HRD) for 20 trainees in each batch under HRD Scheme as per the norms approved by the Govt. and subject to the provision contained in the General Financial Rules as per details given below:-

2.	Expense Head	Maximum Permissible Assistance (Rs)	Amount proposed by the Council (Rs)	Admissible purposed funds to be sanctioned (Rs)	Amount to be released as 1 st installment during 2015-16 (Rs)
1		2	3	4	5
1	Space rent and Infrastructure including services	Rs. 5000/- per Month	5000	5000	2500
2	Wage Compensation/stipend for trainees	Rs. 100/- per day per trainee	60000	48000 (100x20x24)	24000
3	Fee for 2 Master trainers	Rs. 15000/- per month per trainer	30000	30000 (15,000x2x4)	15000
4	Equipment and tools	Rs. 40,000/-	40000	40,000	20000
5	Compensation for wastage of raw material	Rs. 40/- per day per trainee	24000	19200 (40x20x24)	9600
6	Hand holding support post training	Rs. 50,000/-	50000	50,000	25000
7	Institutional charges per batch including admin expenses	Rs. 25,000/-	25000	25,000	12500
8	Rental for carpet looms (if applicable)	Rs. 800/- per loom per month for max 4 looms	-Nil-	-Nil-	-Nil
9	Misc exp. (Stationery, telephone, refreshments, publicity, repair of machinery, videography, etc)	10% of total (1) to (8) excluding the items not admitted form (1) to (8) above	23000	21720	10860
	Total		257000	238920	119460

To Sanction and to Release Rs. 119460x5 = Rs. 597300

Duration and participation of the training programme should be as follows:-

- The programme shall be for a period of minimum 576 hours of duration i.e. for four months.
- The duration shall not exceed 6 working days per week and per month maximum 24 days will be allowed.
- Maximum 6 hours per day will be allowed.
- Instructors' presence is must during the entire programme.

Every day of the entire duration of the programme be submitted alongwith the documentation. The faces of all trainees and Instructors.

Compensation and Instructor fee must be paid through Accounts payee cheque in the presence of the every month. The Inspecting Offices should certify that payments have been made by A/C Payee Cheque in Artisans, Instructors.

of wage compensation by the beneficiaries along with their I.Card Nos. duly countersigned by Inspecting Officer should be furnished in the documentation report. In case ID Card has not been issued, the Assistant Director should certify that ID Card has been applied for.

- The Bank Account Nos. of each artisan must be indicated in the Documentation Report. No beneficiary should be covered, if does not have/open Bank Account. No exemption for payment by Account Payee Cheque will be entertained.
1. Payment to participants/ designers/mastercraftpersons/experts etc. invariably be made through A/c payee cheque/ demand draft.
2. During the selection of participants, concerned AD (H) of the Field Office or his representative may be co-opted as one of the member for the selection committee for selection for the participants for these training programmes in each batch 20 participants will be trained.
1. The balance admissible amount shall be released as reimbursement subject to actual audited statement of expenditure whichever is less on completion of the event in all respect and after receiving the audited statement of accounts & utilization certificate in form of GFR 19 A, from Chartered Accountant duly countersigned by the authorized signatory of the Organization, progress-cum-achievement report. The expenditure will be incurred strictly in accordance with the terms and conditions.
2. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
3. The documentation of the programme should invariably include and incorporate all the relevant details on handholding support and post training.
4. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
5. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
6. In each batch 20 artisans will be trained as deliverables.
7. The grantee shall submit performance-cum-achievement against targets of the previous grants both financial and physical while submitting the reimbursement documents.
8. Following documents shall be enclosed with the report:-
 - a. List of beneficiaries comprising Name, address, caste, sex, I.d card no. Amount of wage compensation paid, A/c payee cheque/DD No.-date and individual account no. of beneficiaries etc. duly counter signed by concerned AD(H).
 - b. List of tool kit comprising tool description, specification, its purpose/use, quantity, photograph, unit cost of each tool etc.
 - c. Receipt of tool kits by the participants duly countersigned by concerned AD(H). Videography indicating the minimum number of days for which videography has been done.
9. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/Internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.
10. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971) (or if not applicable)
11. The grantee shall get its accounts audited from the Chartered Accountants.
12. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.
13. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.
14. **It is certified that no U.C is pending against the organization in any scheme O/o DC (Handicrafts) and Ministry of Textiles.**
15. The grantee agrees to make reservations for scheduled cast / scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).
16. There is no reason to believe that the grantee is involved in corrupt practices.
17. The pattern of assistance of rules governing such grant in aid received has the approval of Ministry of Finance.
18. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.
19. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
20. The activities shall be completed within 12 months from the date of release of funds. The Audited statement of Expenditure from the Chartered Accountant for the grants released & Utilization Certificate in GFR 19-A should be submitted within 12-months of the closure of the financial year in which the grant has been released as per provision of GFR. The UC would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
21. The expenditure involved is debit to the Major Head of Account 2851 00.104- Village & Small Industries- 00104- Handicrafts Industries (Major Head) -38.06 Human Resource Development 380631- Grant-in- General and will be met within the sanctioned budget grant for the year 2015-16.
22. **This issues with the approval of DC (Handicrafts) vide Dy No.1162 dated -01.06.2015--.**
23. **Entry has been made in the grant-in-aid register at page No. 03 and at Serial No.12.**

etc. deliverable of the training should aim the socio economic stability, increase in income level, self sustainable

abc

Sahaymani

(G.P. Sahaymani)
Asstt. Director (HRD)

To,
The Accounts Officer,
Central Pay & Accounts Office,
Office of DC(Handicrafts),
R.K. Puram, New Delhi.

Copy to:-

1. M/s. Handicraft Development Corporation of Kerala Ltd. Post box No: 171. Puthenchanthai, Thiruvanthapuram Kerala should furnish the following documents:-
 - (i) Stamped pre receipt of Rs. 597300. /- in triplicate duly signed by an authorized signatory of the organization by affixing Re. 1/- revenue stamp (specimen enclosed). On pre-receipted bill, please mention the name of the bank & branch of the organization and also mention the name and address of the nearest branch of the Central Bank of India.
 - (ii) 3 copies of terms & conditions signed and stamped on the letter head of the Organization (specimen enclosed).
 - (iii) Bond duly notarized to be executed on stamp paper of Rs. 10/- along with parentage of witnesses may be indicated (specimen enclosed).
 - (iv) Photocopy of the bank pass book (last 3 years), along with Bank account number & address of the bank of the organization.
 - (v) Details of organization as per proforma enclosed.
 - (vi) Mandate for electronic fund transfer through ECS/RTGS in the prescribed format (specimen enclosed).
 - (vii) Authorization letter by the recipients to their bank in the enclosed prescribed format.
2. The Regional Director (SR), O/o the DC(H), Chennai.
3. The Asstt. Director (H), M&SEC o/o DC(H) Thiruvanthapuram Kerala
4. The Accounts Officer (B&A), O/o the DC(H), New Delhi.
5. The Accounts Officer (HQrs.), O/o the DC(H), New Delhi.
6. The Accountant General, Govt. of India, Thiruvanthapuram Kerala
7. The Principal Accounts Officer B&A Section, M/O Commerce & Textiles, Room No.533, Udyog Bhawan, New Delhi.
8. The Principal Director of Audit Economic and Services Ministries, AGCR, I.P. Estate, New Delhi.
9. The District Magistrate, Thiruvanthapuram Kerala
10. The Director (Handicrafts), Directorate of Industries, Govt. of, Thiruvanthapuram Kerala
11. The Deputy Director (Coordinator), The Computer Cell/Hindi Section for Hindi version./Guard file.

Sahaymani

Asstt. Director (HRD)

No. J-12012/26 (1) /2015-16/DS (SR) /789

Government of India

Ministry of Textiles

Office of the Development Commissioner (Handicrafts)

West Block No.7, R.K.Puram

New Delhi -- 110066.

Dated:- 15.06.2015

Accounts Officer
Central Pay & Account Office
Office of the D.C. (Handicrafts),
New Delhi-110066.

13/19 June 2015
20

No. 13/19
June 2015
20/6/15

SUBJECT:- Grant in aid of Rs. 3,00,000 (Rs. three Lakh only) for organizing One Design & Technical Development workshop in Screwpine Craft at Kottayam in favour of M/s Handicrafts Development Corporation of Kerala Ltd., Puthenchanthai, Thiruvananthapuram, Kerala during the year 2015-16..

In exercise of the financial power delegated to the Development Commissioner (Handicrafts) New Delhi, as Head of the Department by Integrated Finance Wing, Ministry of Textiles vide O.M. No.G-20013/42/DC(HC)/BGT/2004 dated 5.5.2015 & 7.5.2015, I am directed to convey the sanction for payment of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) as 1st installment out of total sanctioned an amount of Rs. 3,00,000 (Rs. three Lakh only) as Non-recurring grant-in-aid for organizing One Design & Technical Development workshop in Screwpine Craft at Kottayam in favour of M/s Handicrafts Development Corporation of Kerala Ltd., Puthenchanthai, Thiruvananthapuram, Kerala during the year 2015-16 in consultation with the Regional Design & Technical Development Centre, Bangalore / MSEC, Thiruvananthapuram provided that the Design Workshops are linked to artisans in a group of 2-3 villages with the assurance that developed designs will be put to production by the artisans with proper forward marketing linkage by engaging designer(s) from the empanelled list of designers of this office or an alumni of NID/NIFT as per details given below:-

No	Expense Head	Sanctioned Amount
	Fee for one designer @ Rs. 30,000 per month x 2 months including TA	60,000
	Fee for Master craftsman @ Rs. 25,000 per month x two months	50,000
	Market survey, intelligence gathering and test marketing, modifications and participation in one marketing event.	35,000
	Compensation for the cost of raw materials for development of prototypes (2 set of 10 prototypes)	40,000
	Cost of documentation	15,000
	Wage compensation stipend for 30 participants @ INR Rs. 100/- per day.	75,000
	Miscellaneous expenditure (stationery, telephone, refreshments, publicity, repair of machinery, Videographer, etc)	25,000
	Total	3,00,000

1. Duration and Participation of the workshop

- 25 days subject to a minimum of 125 hours of training Per Month
- No. of participants per workshop is upto 30 artisans
- One month can be taken for market survey, intelligence gathering and test marketing, modifications, etc, including participation in one marketing event.
- Minimum 2 sets of 10 prototypes are to developed during the event.
- Designer and Master craftsman must be present during the entire training programme.

2. The balance admissible amount shall be released as reimbursement subject to actual audited statement of expenditure whichever is less on completion of the Programme in all respect and after receiving the following documents:-

- Audited statement of accounts from Chartered Accountant duly counter signed by the authorized signatory of the Organization and AD concerned
- GFR-19-A from Chartered Accountant duly counter signed by the authorized signatory of the Organization
- List of beneficiaries with sex, caste, I card number/Adhar Card No. / PM Jan Dhan Yojana Account No. name and complete address.
- Receipt of wage compensation made along with Account Payee cheque/Draft No/date, etc, duly countersigned by concerned AD
- Receipt of designer fee along with Account Payee cheque/draft No. and date duly countersigned by AD concerned
- Bio-data of the Designer

Jecamm

- g) Spiral Bind/Bind Documentation report on workshop containing performance cum-achievement report, layout of sketches of prototypes along with specification, details on production of prototypes & cost and photographs of prototypes duly signed by the designer, designer's report indicating as to what new element has been incorporated by him, receipt of prototypes by M&SEC/RD&TDC concerned, etc.,
- h. Soft copy of prototypes
- i. Videography indicating the minimum number of days for which videography should be done.
- j. Designer to whom the design workshop is assigned, he/ she should not be allowed to attend another Design workshop till the assigned design workshop is completed in all respect.
- k. The Documentation report should invariably contain the records of the **MARKET SURVEY, INTELLIGENCE GATHERING, TEST MARKETING, MODIFICATION AND PARTICIPATION IN ONE MARKETING EVENT.** Also local exporters/bulk buyers may be involved to ensure the output generated from the project has a market value and the artisans can directly adopt the designs which they have ready market.
- l. One group photograph for each day of the entire duration of the programme be submitted along with the documentation report. The photographs must show the faces of all trainees, mastercraftpersons and Designer.
- m. The payment of wage compensation, Designers fee and mastercraftpersons fee must be paid Through Accounts payee cheque in the presence of the Inspecting officer every month. The Inspecting Offices should certify that payments have been made by A/C Payee Cheque in his presence to all artisans, mastercraftpersons and Designer. The Receipt of wage compensation by the beneficiaries along with their I.Card Nos duly countersigned by Inspecting Officer should be furnished in the documentation report. In case ID Card has not been issued, the Assistant Director should certify that ID Card has been applied for.
- n. The Bank Account Nos. of each artisan must be indicated I n the Documentation Report. No beneficiary should be covered, if does not open Bank Account. No exemption for payment by Account Payee Cheque will be entertained.
- o. All payments above Rs. 5000/- may be made by A/c Payee Cheque/ Demand Draft/ECS/TRGS only by implementing agencies and the payment made by cash should not exceed 10% of the grant sanctioned for each programme. However, with proper justification, cash payment can be allowed.
- p. Payment to trainees / designers/ mastercraftpersons/ experts etc. invariably be made through A/c payee cheque/ demand draft even if the claim is less than Rs. 5000/-.
- q. The first installment of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) being 50% of the total sanctioned amount of Rs. 3,00,000 (Rs. Three Lakhs only) shall be released immediately as advance for the said purpose after receiving acceptance and signed copy of the terms and conditions as per annexure 'A' guidelines as per Annexure 'B' along with pre receipt in triplicate and a bond as per proforma enclosed.

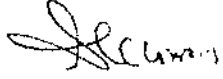
3. The designer shall be engaged from the empanelled list of designers of this office.
4. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
5. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
6. The grantee shall maintain the register of assets in the prescribed form GFR-No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
7. In each programme 30 artisans will be trained and at least two sets of 10 prototype of new design will be developed in each workshop as deliverables.
8. The grantee shall submit performance-cum-achievement against targets of the previous grants both physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier
9. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.
10. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14. of the C.A.G of India (Duties, Powers and conditions of Service in 1971)
(or if not applicable)

The grantee shall get its accounts audited from the Chartered Accountants.

11. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.
12. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.


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13. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. It is certified that no U.C is pending against the organization in any scheme of DC (Handicrafts).
14. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control as indicated by the Govt. of India (if applicable).
15. There is no reason to believe that the grantee is involved in corrupt practices.
16. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.
17. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.
18. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.
19. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
20. The activities shall be completed within 12 months from the date of release of funds. The Audited statement of Expenditure from the Chartered Accountant for the grants released & Utilization Certificate in GFR 19-A should be submitted within 12 months of the closure of the financial year in which the grant has been released as per provision of GFR. The UC would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore.
21. **The expenditure involved is debitable to the Major Head of account - 2851 - Village & Small Industries - 00104 - Handicrafts Industries 38.01-Design and Technical Development Scheme - 380131 - Grant-in-Aid General and will be met within the sanctioned Budget Grant for the year 2015-16**
22. This issues with the concurrence of IFW, Ministry of Textiles vide their Dy. No. 1398 dated 10.06.2015.
23. The entry in the Grant in Aid register has been made at page No. 9 Sl. No 57


(Santosh Kumar)
Asstt. Director (Design)

Copy to :

1. AO(Hqrs) O/o the DC(H), New Delhi.
2. AO(B&A), O/o the DC(H), New Delhi.
3. Director, IFW, M/Textiles, New Delhi.
4. Principal Accounts Officer, Ministry of Textiles, Udyog Bhawan, New Delhi
5. Regional Director (SR), O/o the DC(H), Chennai with the request to suitably guide/facilitate the organization/its designer in proper implementation of the sanctioned activity. Also please ensure that the activity is inspected by you/your representative during the event itself.
6. DD/AD, RDTDC, O/o the DC (H), Bangalore, are requested to be in touch with the organization and explain/discuss about the concept of project. While confirming the receipt of set of prototypes to be deposited with RDTDC, Bangalore /MSEC, Thiruvananthapuram may also indicate the Sl. No. and page No. of stock register where the receipt of all such prototypes have been recorded and submit views on documentation and innovativeness in designs developed from market point of view and as detailed in the guidelines.
7. **M/s Handicrafts Development Corporation of Kerala Ltd., Puthenchanthai, Thiruvananthapuram, Kerala** with the request to send the following documents :-
 - a) Pre receipt in triplicate on letterhead of an amount of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) as per Performa enclosed.
 - b) Letter of acceptance of terms & conditions duly signed in triplicate.
 - c) Guidelines duly accepted and signed in triplicate on letterhead signing on each page on the copies of "Terms & Conditions" and guidelines annexure 'A' and 'B' conditions/ guidelines have been read and understood for conducting workshop in the crafts before signing by authorized person of the organization and affix stamp.
 - d) Name of bank where the organization has the saving /current account with Account number and Name of the nearest Central Bank of India branch.
 - e) Duly filled in registration form with authorization letter from the organization along with Email ID No., Pan No., MICR No. from bank of the organization are essentially require.
8. The Regional Director (SR), O/o the DC(H), Chennai
9. The Asstt. Director (H), MSEC, O/o the DC(H), Thiruvananthapuram
10. The Principal Accounts Officer, M/o Textiles, Udyog Bhawan, New Delhi.
11. Principal Director of Audit Economic and Services Ministries, I.P.Estate, AGCR Building New Delhi.
12. The District Magistrate, Kottayam
13. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala
14. The Deputy Director (Coordinator), The computer Cell/Hindi Section for Hindi version/Guard file.


(Santosh Kumar)
Assistant Director (Design)

OFFICE
June
19
2015

F & A DEPT
No. 26 Date: 20/6/15
No. J-12012/26 (2) /2015-16/DS (SR) /796
Government of India
Ministry of Textiles
Office of the Development Commissioner (Handicrafts)

Bd
aga

West Block No.7, R.K.Puram
New Delhi - 110066.
Dated:- 15.06.2015

Accounts Officer
Central Pay & Account Office
Office of the D.C. (Handicrafts),
New Delhi-110066.

No. Byjn
Speci
20/6/15
Mokk

SUBJECT:- Grant in aid of Rs. 3,00,000 (Rs. three Lakh only) for organizing One Design & Technical Development workshop in Bamboo Craft at Mallapuram in favour of M/s Handicrafts Development Corporation of Kerala Ltd., Puthenchanthai, Thiruvananthapuram, Kerala during the year 2015-16.

In exercise of the financial power delegated to the Development Commissioner (Handicrafts) New Delhi, as Head of the Department by Integrated Finance Wing, Ministry of Textiles vide O.M. No.G-20013/42/DC(HC)/BGT/2004 dated 5.5.2015 & 5.5.2015, I am directed to convey the sanction for payment of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) as 1st installment out of total sanctioned an amount of Rs. 3,00,000 (Rs. three Lakh only) as Non-recurring grant-in-aid for organizing One Design & Technical Development workshop in Bamboo Craft at Mallapuram in favour of M/s Handicrafts Development Corporation of Kerala Ltd., Puthenchanthai, Thiruvananthapuram, Kerala during the year 2015-16 in consultation with the Regional Design & Technical Development Centre, Bangalore /MSEC, Trichur provided that the Design Workshops are linked to artisans in a group of 2-3 villages with the assurance that developed designs will be put to production by the artisans with proper forward marketing linkage by engaging designer(s) from the empanelled list of designers of this office or an alumni of NID/NIFT as per details given below:-

No	Expense Head	Sanctioned Amount
	Fee for one designer @ Rs. 30,000 per month x 2 months including TA	60,000
	Fee for Master craftsman @ Rs. 25,000 per month x two months	50,000
	Market survey, intelligence gathering and test marketing, modifications and participation in one marketing event.	35,000
	Compensation for the cost of raw materials for development of prototypes (2 set of 10 prototypes)	40,000
	Cost of documentation	15,000
	Wage compensation stipend for 30 participants @ INR Rs. 100/- per day.	75,000
	Miscellaneous expenditure (stationery, telephone, refreshments, publicity, repair of machinery, Videographer, etc)	25,000
	Total	3,00,000

1. Duration and Participation of the workshop
 - a. 25 days subject to a minimum of 125 hours of training Per Month
 - b. No. of participants per workshop is upto 30 artisans
 - c. One month can be taken for market survey, intelligence gathering and test marketing, modifications, etc, including participation in one marketing event.
 - d. Minimum 2 sets of 10 prototypes are to developed during the event
 - e. Designer and Master craftsman must be present during the entire training programme.
2. The balance admissible amount shall be released as reimbursement subject to actual audited statement of expenditure whichever is less on completion of the Programme in all respect and after receiving the following documents:-
 - a. Audited statement of accounts from Chartered Accountant duly counter signed by the authorized signatory of the Organization and AD concerned
 - b. GFR-19-A from Chartered Accountant duly counter signed by the authorized signatory of the Organization
 - c. List of beneficiaries with sex, caste, I card number/Adhar Card No. / PM Jan Dhan Yojana Account No. name and complete address .
 - d. Receipt of wage compensation made along with Account Payee cheque/Draft No/date, etc, duly countersigned by concerned AD
 - e. Receipt of designer fee along with Account Payee cheque/draft No. and date duly countersigned by AD concerned
 - f. Bio-data of the Designer

[Signature]

- g) Spiral Bind/Bind Documentation report on workshop containing performance cum achievement report sketches of prototypes along with specification, details on production of prototypes & cost and photographs of prototypes duly signed by the designer, designer's report indicating as to what new element has been introduced by him, receipt of prototypes by M&SEC/RD&TDC concerned, etc.,
 - h. Soft copy of prototypes
 - i. Videography indicating the minimum number of days for which videography should be done.
 - j. Designer to whom the design workshop is assigned, he/ she should not be allowed to attend another Design workshop till the assigned design workshop is completed in all respect.
 - k. The Documentation report should invariably contain the records of the MARKET SURVEY, INTELLIGENCE GATHERING, TEST MARKETING, MODIFICATION AND PARTICIPATION IN ONE MARKETING EVENT. Also local exporters/bulk buyers may be involved to ensure the output generated from the project has a market value and the artisans can directly adopt the designs which they have ready market.
 - l. One group photograph for each day of the entire duration of the programme be submitted alongwith the documentation report. The photographs must show the faces of all trainees, mastercraftpersons and Designer.
 - m. The payment of wage compensation, Designers fee and mastercraftpersons fee must be paid Through Accounts payee cheque in the presence of the Inspecting officer every month. The Inspecting Offices should certify that payments have been made by A/C Payee Cheque in his presence to all artisans, mastercraftpersons and Designer. The Receipt of wage compensation by the beneficiaries along with their I.Card Nos duly countersigned by Inspecting Officer should be furnished in the documentation report. In case ID Card has not been issued, the Assistant Director should certify that ID Card has been applied for.
 - n. The Bank Account Nos. of each artisan must be indicated in the Documentation Report. No beneficiary should be covered, if does not open Bank Account. No exemption for payment by Account Payee Cheque will be entertained.
 - o. All payments above Rs. 5000/- may be made by A/c Payee Cheque/ Demand Draft/ECS/TRGS only by implementing agencies and the payment made by cash should not exceed 10% of the grant sanctioned for each programme. However, with proper justification, cash payment can be allowed.
 - p. Payment to trainees / designers/ mastercraftpersons/ experts etc. invariably be made through A/c payee cheque/ demand draft even if the claim is less than Rs. 5000/-.
 - q. The first installment of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) being 50% of the total sanctioned amount of Rs. 3,00,000 (Rs. Three Lakhs only) shall be released immediately as advance for the said purpose after receiving acceptance and signed copy of the terms and conditions as per annexure 'A' guidelines as per Annexure 'B' along with pre receipt in triplicate and a bond as per proforma enclosed.
3. The designer shall be engaged from the empanelled list of designers of this office.
 4. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
 5. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
 6. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
 7. In each programme 30 artisans will be trained and at least two sets of 10 prototype of new design will be developed in each workshop as deliverables.
 8. The grantee shall submit performance-cum-achievement against targets of the previous grants both physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier
 9. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.
 10. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971)
(or if not applicable)
- The grantee shall get its accounts audited from the Chartered Accountants.
11. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.
 12. The grantee shall submit the utilization certificate in the prescribed form GFR 19 A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

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The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. It is certified that no U.C is pending against the organization in any scheme of DC (Handicrafts).

The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control on the lines indicated by the Govt. of India (if applicable).

There is no reason to believe that the grantee is involved in corrupt practices.

The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.

It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.

Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.

Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.

The activities shall be completed within 12 months from the date of release of funds. The Audited statement of Expenditure from the Chartered Accountant for the grants released & Utilization Certificate in GFR 19-A should be submitted within 12-months of the closure of the financial year in which the grant has been released as per provision of GFR. The UC would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not, the reasons therefore

The expenditure involved is debit to the Major Head of account - 2851 - Village & Small Industries - 00104 - Handicrafts Industries 38.01-Design and Technical Development Scheme - 380131 - Grant-in-Aid General and will be met within the sanctioned Budget Grant for the year 2015-16

This issues with the concurrence of IFW, Ministry of Textiles vide their Dy. No. 1398 dated 10.06.2015.

The entry in the Grant in Aid register has been made at page No. 9 Sl. No 58

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(Santosh Kumar)
Asstt. Director (Design)

Y to :

AO(Hqrs) O/o the DC(H), New Delhi.

AO(B&A), O/o the DC(H), New Delhi.

Director, IFW, M/Textiles, New Delhi.

Principal Accounts Officer, Ministry of Textiles, Udyog Bhawan, New Delhi

Regional Director (SR), O/o the DC(H), Chennai with the request to suitably guide/facilitate the organization/its designer in proper implementation of the sanctioned activity. Also please ensure that the activity is inspected by you/your representative during the event itself.

DD/AD, RDTDC, O/o the DC (H), Bangalore, are requested to be in touch with the organization and explain/discuss about the concept of project. While confirming the receipt of set of prototypes to be deposited with RDTDC, Bangalore /MSEC, Thrichur may also indicate the Sl.No. and page No. of stock register where the receipt of all such prototypes have been recorded and submit, views on documentation and innovativeness in designs developed from market point of view and as detailed in the guidelines.

M/s Handicrafts Development Corporation of Kerala Ltd., Pthenchānthai, Thiruvanthapuram, Kerala with the request to send the following documents :-

- Pre receipt in triplicate on letterhead of an amount of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) as per Performa enclosed.
- Letter of acceptance of terms & conditions duly signed in triplicate.
- Guidelines duly accepted and signed in triplicate on letterhead signing on each page on the copies of "Terms & Conditions" and guidelines annexure 'A' and 'B' conditions/ guidelines have been read and understood for conducting workshop in the crafts before signing by authorized person of the organization and affix stamp.
- Name of bank where the organization has the saving /current account with Account number and Name of the nearest Central Bank of India branch.
- Duly filled in registration form with authorization letter from the organization along with Email ID No., Pan No., MICR No., from bank of the organization are essentially require.

8. The Regional Director (SR), O/o the DC(H), Chennai

9. The Asstt. Director (H), MSEC, O/o the DC(H), Trichur

10. The Principal Accounts Officer, M/o Textiles, Udyog Bhawan, New Delhi.

11. Principal Director of Audit Economic and Services Ministries, I.P.Estate, AGCR Building New Delhi.

12. The District Magistrate, Mallapuram

13. The Director (Handicrafts), Directorate of Industries, Govt. of Kerala

14. The Deputy Director (Coordinator), The computer Cell/Hindi Section for Hindi version/Guard file.


(Santosh Kumar)
Assistant Director (Design)

F & A DEPT
 No. 523 Date: 20/6/15

Handwritten initials

1009

No. J-12012/26 /2015-16/DS (SR) 784
 Government of India
 Ministry of Textiles

West Block No.7, R.K.Puram
 New Delhi - 110066.
 Dated:- 15.06.2015

1368 June 2015
 (20)

Office of the Development Commissioner (Handicrafts)

Accounts Officer
 Central Pay & Account Office
 Office of the D.C. (Handicrafts),
 New Delhi-110066.

Handwritten signatures and dates
 Ms. Biju
 20/6/15

SUBJECT:-

Grant in aid of Rs. 3,00,000 (Rs. three Lakh only) for organizing One Design & Technical Development workshop in Wooden Craft at Ernakulam in favour of M/s Handicrafts Development Corporation of Kerala Ltd., Puthenchanthai, Thiruvananthapuram, Kerala during the year 2015-16..

In exercise of the financial power delegated to the Development Commissioner (Handicrafts) New Delhi, as Head of the Department by Integrated Finance Wing, Ministry of Textiles vide O.M. No.G-20013/42/DC(HC)/BGT/2004 dated 5.5.2015 & 7.5.2015, I am directed to convey the sanction for payment of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) as 1st installment out of total sanctioned amount of Rs. 3,00,000 (Rs. three Lakhs only) as Non-recurring grant-in-aid for organizing One Design & Technical Development workshop in Wooden Craft at Ernakulam in favour of M/s Handicrafts Development Corporation of Kerala Ltd., Puthenchanthai, Thiruvananthapuram, Kerala during the year 2015-16 in consultation with the Regional Design & Technical Development Centre, Bangalore / MSEC, Thiruvananthapuram provided that the Design Workshops are linked to artisans in a group of 2-3 villages with the assurance that developed designs will be put to production by the artisans with proper forward marketing linkage by engaging designer(s) from the empanelled list of designers of this office or an alumni of NID/NIFT as per details given below:-

S.No	Expense Head	Sanctioned Amount
1	Fee for one designer @ Rs. 30,000 per month x 2 months including TA	60,000
2	Fee for Master craftsman @ Rs. 25,000 per month x two months	50,000
3	Market survey, intelligence gathering and test marketing, modifications and participation in one marketing event.	35,000
4	Compensation for the cost of raw materials for development of prototypes (2 set of 10 prototypes)	40,000
5	Cost of documentation	15,000
6	Wage compensation stipend for 30 participants @ INR Rs. 100/- per day.	75,000
7	Miscellaneous expenditure (stationery, telephone, refreshments, publicity, repair of machinery, Videographer, etc)	25,000
	Total	3,00,000

1. Duration and Participation of the workshop
 - a. 25 days subject to a minimum of 125 hours of training Per Month
 - b. No. of participants per workshop is upto 30 artisans
 - c. One month can be taken for market survey, intelligence gathering and test marketing, modifications, etc, including participation in one marketing event.
 - d. Minimum 2 sets of 10 prototypes are to developed during the event.
 - e. Designer and Master craftsman must be present during the entire training programme.
2. The balance admissible amount shall be released as reimbursement subject to actual audited statement of expenditure whichever is less on completion of the Programme in all respect and after receiving the following documents:-
 - a. Audited statement of accounts from Chartered Accountant duly counter signed by the authorized signatory of the Organization and AD concerned
 - b. GFR-19-A from Chartered Accountant duly counter signed by the authorized signatory of the Organization
 - c. List of beneficiaries with sex, caste, I.card number, Adhar Card No. / PM Jan Dhan Yojana Account No. name and complete address
 - d. Receipt of wage compensation made along with Account Payee cheque/Draft No/date, etc, duly countersigned by concerned AD
 - e. Receipt of designer fee along with Account Payee cheque/draft No. and date duly countersigned by AD concerned
 - f. Bio-data of the Designer

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- g) Spiral Bind/Bind Documentation report on workshop containing performance cum achievement report, layout of sketches of prototypes along with specification, details on production of prototypes & cost and photographs of prototypes duly signed by the designer, designer's report indicating as to what new element has been incorporated by him, receipt of prototypes by M&SEC/RD&TDC concerned, etc.,
- h. Soft copy of prototypes
- i. Videography indicating the minimum number of days for which videography should be done.
- j. Designer to whom the design workshop is assigned, he/ she should not be allowed to attend another Design workshop till the assigned design workshop is completed in all respect.
- k. The Documentation report should invariably contain the records of the MARKET SURVEY, INTELLIGENCE GATHERING, TEST MARKETING, MODIFICATION AND PARTICIPATION IN ONE MARKETING EVENT. Also local exporters/bulk buyers may be involved to ensure the output generated from the project has a market value and the artisans can directly adopt the designs which they have ready market.
- l. One group photograph for each day of the entire duration of the programme be submitted along with the documentation report. The photographs must show the faces of all trainees, mastercraftpersons and Designer.
- m. The payment of wage compensation, Designers fee and mastercraftpersons fee must be paid Through Accounts payee cheque in the presence of the Inspecting officer every month. The Inspecting Offices should certify that payments have been made by A/C Payee Cheque in his presence to all artisans, mastercraftpersons and Designer. The Receipt of wage compensation by the beneficiaries along with their I.Card Nos duly countersigned by Inspecting Officer should be furnished in the documentation report. In case ID Card has not been issued, the Assistant Director should certify that ID Card has been applied for.
- n. The Bank-Account Nos. of each artisan must be indicated I n the Documentation Report. No beneficiary should be covered, if does not open Bank Account. No exemption for payment by Account Payee Cheque will be entertained.
- o. All payments above Rs. 5000/- may be made by A/c Payee Cheque/ Demand Draft/ECS/TRGS only by implementing agencies and the payment made by cash should not exceed 10% of the grant sanctioned for each programme. However, with proper justification, cash payment can be allowed.
- p. Payment to trainees / designers/ mastercraftpersons/ experts etc. invariably be made through A/c payee cheque/ demand draft even if the claim is less than Rs. 5000/-.
- q. The first installment of Rs. 1,50,000 (Rs. One Lakh Fifty thousand only) being 50% of the total sanctioned amount of Rs. 3,00,000 (Rs. Three Lakhs only) shall be released immediately as advance for the said purpose after receiving acceptance and signed copy of the terms and conditions as per annexure 'A' guidelines as per Annexure 'B' along with pre receipt in triplicate and a bond as per proforma enclosed.

3. The designer shall be engaged from the empanelled list of designers of this office.
4. The grantee shall execute a bond with two sureties to the President of India for acceptance of terms and conditions of the payment of grant in aid before release of payment.
5. The grantee shall maintain subsidiary accounts of the grant in aid received from the Govt.
6. The grantee shall maintain the register of assets in the prescribed form GFR No. 40. The assets acquired wholly or substantially out of Govt. grants except those declared as obsolete and unserviceable or condemned as per the procedure laid down in the General Financial Rules shall not be disposed of without the prior approval of the Government.
7. In each programme 30 artisans will be trained and at least two sets of 10 prototype of new design will be developed in each workshop as deliverables.
8. The grantee shall submit performance-cum-achievement against targets of the previous grants both physical while seeking further release of funds or within twelve months of the closure of the financial year whichever is earlier
9. The amounts so paid to the grantee shall be open to inspection by the Office of the Development Commissioner (Handicrafts)/internal audit party of the Chief Controller of Accounts, Ministry of Commerce & Textile, New Delhi whenever the grantee called upon to do so.
10. The accounts shall be audited by the Internal Auditor of the grantee and finally by the Comptroller and Auditor General of India under Section 14 of the C.A.G of India (Duties, Powers and conditions of Service in 1971)

(or if not applicable)

The grantee shall get its accounts audited from the Chartered Accountants.

11. The grantee shall not divert the grants and entrust execution of the scheme or work concerned to another Institution or Organizations and shall abide by the terms & conditions of the grant. If the grantee fails to utilize the grant for the purpose for which the same has been sanctioned the grantee shall be required to refund the amount of the grant with interest thereon @ of 10% per annum or rates applicable from time to time in this regard.
12. The grantee shall submit the utilization certificate in the prescribed form GFR 19.A received for the purpose duly signed by the head of the Grantee Institution and audited by the Chartered Accountant before reimbursement or within twelve months of the closure of the financial year whichever is earlier.

[Signature]

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- 13. The utilization certificate in respect of grant in aid already paid where due shall be enclosed duly countersigned by the sanctioning authority. It is certified that no U.C is pending against the organization in any scheme of DC (H).
- 14. The grantee agrees to make reservations for scheduled cast / Scheduled tribes in posts/services under its control as indicated by the Govt. of India (if applicable).
- 15. There is no reason to believe that the grantee is involved in corrupt practices.
- 16. The pattern of assistance of rules governing such grant in aid received the approval of Ministry of Finance.
- 17. It is certified that the unspent balance of the previous grants has been taken into accounts while sanctioning the present grant.
- 18. Certified that this is a continuation scheme and all the conditions laid down as per GFR 206 to 214 by the Ministry of Finance in this regard have been duly fulfilled.
- 19. Account Officer (HQ.) Office of the DC (Handicrafts), New Delhi is hereby authorized to draw and disburse the amount involved.
- 20. The activities shall be completed within 12 months from the date of release of funds. The Audited statement of Expenditure from the Chartered Accountant for the grants released & Utilization Certificate in GFR 19-A should be submitted within 12-months of the closure of the financial year in which the grant has been released as per provision of GFR. The UC would indicate the achievements against the specified quantitative targets and also disclose whether the specified qualitative targets that should have been reached against the amount utilized were in fact reached, and if not the reasons therefor.
- 21. The expenditure involved is debitable to the Major Head of account - 2851 - Village & Small Industries - 00103 - Handicrafts Industries - 3801 Design and Technical Development Scheme - 380131 - Grant-in-Aid General and will be met within the sanctioned Budget Grant for the year 2015-16.
- 22. This is issued with the concurrence of IFW Ministry of Textiles vide their D.O. No. 1598 dated 10/06/2015.
- 23. The entry in the Grant-in-Aid Register has been made at page No. 9 Sl. No. 56.

(Signature)
 (Santosh Kumar)
 Asstt. Director (Design)

Copy to

- 1. AO (Hqs) O/o the DC (H), New Delhi.
- 2. AO (B&A), O/o the DC (H), New Delhi.
- 3. Director, IFW, M/Textiles, New Delhi.
- 4. Principal Accounts Officer, Ministry of Textiles, Udyog Bhawan, New Delhi
- 5. Regional Director (SR), O/o the DC (H), Chennai with the request to suitably guide/facilitate the organization/its designer in proper implementation of the sanctioned activity. Also please ensure that the activity is inspected by you/your representative during the event itself.
- DDA/RD/DC, O/o the DC (H), Bangalore, are requested to be in touch with the organization and explain/discuss about the concept of project while confirming the receipt of set of prototypes to be deposited with RDTDC, Bangalore/MSEC, Thiruvanthapuram may also indicate the Sl. No. and page No. of stock register where the receipt of all such prototypes have been recorded and submit, views on documentation and innovation in designs developed from market point of view and as detailed in the guidelines.
- M/s. Handicrafts Development Corporation of Kerala Ltd., Pithenchathal, Thiruvanthapuram, Kerala with the request to send the following documents:
 - a) The copy of the invoice duly read and amount of Rs. 1,00,000 (RS. One Lakh only) as per terms enclosed.
 - b) The copy of the invoice terms & conditions duly signed and stamped.
 - c) Documents duly accepted and signed and stamped on letterhead bearing on each page on the name of terms & conditions and guidelines annexure A and B conditions guidelines have been read and understood for conducting workshop in the crafts before 12th/06/2015 by authorized person of the organization and affix stamp.
 - d) Name of bank where the organization has the saving/current/cum. with account number and name of the nearest Central Bank of India branch.
 - e) Copy of the registration form with authorization letter from the organization along with Bank ID No., Pan No., MGR No., from bank of the organization are essentialy required.
- 6. Regional Director (SR), O/o the DC (H), Chennai.
- 7. Asstt. Director (MSEC), O/o the DC (H), Thiruvanthapuram.
- 8. The Principal Accounts Officer, M/o Textiles, Udyog Bhawan, New Delhi.
- 9. The Account Director of Industrial Economic and Services Ministry, IEPDS etc, A/C Building, New Delhi.
- 10. The District In-charge, Bangalore.
- 11. The District In-charge, Thiruvanthapuram.
- 12. The District In-charge, Chennai.
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- 100. The District In-charge, Bangalore.

(Signature)
 (Santosh Kumar)
 Assistant Director (Design)