

**DBT-JRF Programme**

**UTILISATION CERTIFICATE  
(for the year 200 -200 )**

(Rs. in Lakhs)

1. Name of JRF :
2. Name of the Organisation :
3. Name of Research Supervisor :
4. Dept. of Biotechnology sanction :  
Order No. & date of sanctioning the project
5. Amount brought forward from the previous :  
financial year quoting DBT letter No. & Date in  
which the authority to carry forward the said  
amount was given
6. Amount received from DBT during the financial :  
year (Please give No. & Dates of sanction order  
showing the amounts paid)
7. Other receipts/ interest earned, if any, on the :  
DBT grants.
8. Total amount that was available for expenditure :  
during the financial year (SI Nos. 5,6 & 7)
9. Actual expenditure (excluding Commitments) :  
incurred during the financial year 200 – 20  
(Statement of Expenditure is enclosed)
10. Unspent balance refunded, if any (Please give :  
details of Cheque No. etc.)
11. Balance amount available at the end of the :  
Financial year.
12. Amount allowed to be carried forward to the :  
next Financial year i.e. 200 -0

1. Certified that the amount of Rs. \_\_\_\_\_ mentioned against col. 9 has been utilised on the project/ scheme for the purpose for which it was sanctioned and that the balance of Rs. \_\_\_\_\_ --remaining unutilized at the end of the year has been surrendered to Govt.(vide No.---dated -----)/ will be adjusted towards the grant --in— aid payable during the next year 200 -0.

2. Certified that I have satisfied myself that the conditions of which the grants-inaid was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilised for the purposed for which it was sanctioned.

Kinds of checks exercised :

1. Cash Book
2. Ledger

**Research Supervisor  
(Stamp & Signature)**

**Head of Department  
(Stamp & Signature)**

**Finance & Accounts Officer  
(Stamp & Signature)**

## DBT-JRF Programme

### Statement of expenditure referred to in para 9 of the Utilisation Certificate

Showing grants received towards Fellowship from the Department of Biotechnology and the Expenditure incurred during the period from 1/04/20\_\_\_\_\_ to 31/03/20\_\_\_\_\_ or Date of Joining (DOJ) to 31/3/20\_\_\_\_\_.

(Rupees)

Items	Unspent Balance Carried Forward From Previous Year	Grants Received From DBT during the Year	Total of Column (2+3)	Expenditure (excluding Commitments) incurred during the period	Balance Column (4-5)	Remarks
1.	2.	3.	4.	5.	6.	7.
Recurring:						
1) Fellowship						
2) HRA						
3) Contingency						
Total						

HOD Research Supervisor  
(stamp & Signature)

Head of the Department  
(stamp & Signature)

Finance & Accounts Officer  
(stamp & Signature)

