



भारतीय पुनर्वास परिषद्  
(सामाजिक न्याय और अधिकारिता मंत्रालय, भारत सरकार के अधीन एक संविधिक निकाय)  
**REHABILITATION COUNCIL OF INDIA**  
(A Statutory Body under the Ministry of Social Justice and Empowerment)

7-16(304)/2014-RCI/

1806

Speed Post

Dated...06/05/2014

Shri A. K. Singh

Secretary

Jeevan - A Research and Rehabilitation

Centre for Disabled, Bastacola,

Dhansar, Dhanbad - 828106

Jharkhand

Received Date...10/05/14  
No...153



**Subject: Sanction of grants for conducting CRE during the year 2014-15**

Madam/Sir,

I am directed to refer your proposal dated 09/4/2014 and convey the sanction of the Competent Authority to release the payment of Rs. Nil (in words Nil) to conduct the following CRE Programme at your centre.

1. Functional Academics (from 02-06-2014 to 06-06-2014)  
maximum participants: 30 (Thirty)

The sanction is further subject to the following conditions.

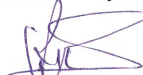
- i. That the amount will be utilized for the purpose for which it is sanctioned and no assets will be created out of this fund.
- ii. That the vouchers/ records pertaining to the programme shall be retained & preserved for audit purpose & will be test checked by the Council/Audit authorities or their representatives.
- iii. That the consolidated account of Receipt and payment A/c, Income & expenditure A/c including utilization certificate duly audited & certified by Chartered Accountant is a must for all NGOs. The audited statement and utilization certificate should be submitted within 15 days of completion of CRE. However, NIs/CRCs and other Govt. Institutes may submit accounts and utilization certificates signed by both the Account Officer and Director/Officer Incharge immediately and report will be submitted within 15 days.
- iv. That the un-utilized portion of grant, if any, shall be refunded in favour of Rehabilitation Council of India by Demand draft payable at New Delhi within 15 days of completion of programme.

Conti....

- v. That the excess expenditure over and above may be met out by the organizer.
- vi. No. blank CRE certificates will be sent by the Council. Certificates will be made available online after the receipt of the following documents from the Institutes conducting the CRE, the institute should send these documents within 15 days of completion of CRE.
- a) List of participants with their father/husband names, RCI - CRR No. & address.
  - b) Attendance sheet with signature of participants.
  - c) Group photograph (4"x 6") of the participants.
  - d) List of resource persons with paper presented by them.
  - e) Feedback from participants.
  - f) Resource material to be provided in C.D. form as well as hard copy.
- vii. That the expenditure is to be debited under the sub-head CRE.
- viii. That if souvenir is being brought out on this occasion then an advertisement and an Article on the 'Role of RCI' may be published within sanctioned grant.
- ix. That name of Rehabilitation Council of India with its logo may be printed prominently on the kit bags, banners, posters etc. as sponsors/one of the sponsors of the programme.
- x. The proposed dates to conduct the CRE programme should not be changed in any case.

Thanking you,

Yours faithfully,

  
(Rajesh K. Verma)  
Assistant Director

Copy to:

1. Office Copy
2. Guard File
3. Accounts Section for record & preparation of DD/Cheque
4. Computer Section for uploading on website

P.S:- Please always quote RCI letter number and date while corresponding with the Council regarding CRE.

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