

W.A. for nyapl.  
22/06/2021

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शिक्षा निदेशालय उत्तर हि.प्र.  
15 JUN 2021  
शिमला - 1

REMINDER-III  
TOP PRIORITY/MOST URGENT

No. EDN-H (9)6-1/2020-21 (Monitoring)  
Directorate of Higher Education,  
Himachal Pradesh, Shimla-1  
E-mail id:- dhe-sml-hp@gov.in  
Dated: Shimla-171001, the



14<sup>th</sup> June, 2021

To

✓ The Dy. Director of Higher Education,  
.....Una.....Distt. ....Una.....H.P.

Subject:-

Providing physical & financial status of the construction works of schools/offices alongwith Utilization Certificate.

Memo,

Your attention is invited to this Directorate letter of even No.dated:- 16.06.20,09.10.20 & 16.01.2021vide which inform you that huge amount is being released by the Education department in every financial year for the various on-going and new schemes of construction work (i.e. like construction of building/ additional accommodation/Science block/ playground/retaining wall & boundary wall etc.) of schools and offices but Utilization Certificate/Completion report of the amount released to the various executing agencies is not being received simultaneously in this Directorate owing to which many audit objections have been raised by the A.G.(Audit) H.P.

Audit Department is repeatedly asking for the Utilization Certificate/ Completion Report in respect of all the grants released for various construction works. NOT only this, the Finance and Planning Departments are repeatedly asking for the STATUS of construction works which is not being provided to the department. Therefore it is directed to issue necessary direction to the concerned intuition to visit personally the concerned field offices of the constructing agencies (i.e. SDOs/XENS HPPWD/HIMUDA/BSNL/BDO and others) with complete detail of amount released (year wise) and submitted to this Directorate on the prescribed PROFORMA (ENCLOSED OVERLEAF) with the latest status of work (**Physical & Finacial**) and also enclosed herewith a list of which works pertains to your district. Separate proforma sheet be used for each construction work done in the School/Office.

It may also be noted that the separate Utilization Certificate for each construction work done in the institution be collected from the constructing agencies and submitted to this Directorate with in a week.

{Dr. Amarjeet K. Sharma}  
Director of Higher Education  
Himachal Pradesh  
June, 2021

Endst No Even dated Shimla-171001

Copy forwarded for information & Further Necessary action to the:-

1. The Secretary (Education) to the Govt. of HP Shimla, HP
2. The Supdt. IT Cell Directorate of Hr Edu. HP to upload the letter on website of Hr. Education.
3. Office Copy / Guard file.

G-III  
22/06

203  
22/6

-Sd/  
Director of Higher Education  
Himachal Pradesh

**PROFORMA**

- (1) Name of School :- .....
- (2) Nature of work :- .....
- (3) Estimated Cost :- .....
- (4) Administrative Approval accorded by the Govt. vide letter No :- .....
- (5) Year of starting (With date) :- .....
- (6) Stipulated period of completion of work :- .....
- (7) Revised Estimated Cost, if any :- .....
- (8) Year-wise fund received (from year of starting) :- .....

FINACAIL STATUS					PYSICAL STATUS					Tentative period of time for completion work		
Sr. No.	Year	Amount Deposit	Expenditure up to date	Balance fund required for completion	Work not started	Up to 1/3rd complet ed	Up to 2/3rd complet ed	More than 2/3rd completed	Work complet ed	<1 Year	1-2 Year	>2 Year
1.												
2.												
3.												
4.												
5.												

(Please enclose Utilization Certificate from constructing Agency)

- (9) **PHYSICAL STATUS:-**
- (a) Whether construction work has started or not?(Yes/No) :- .....
  - (i) If yes, mention date/year of starting :- .....
  - (ii) If no, mention reason for not starting :- .....
  - (b) Whether construction work is completed or not? (Yes or No) :- .....
  - (i) If yes, then date of completion with report :- .....
  - (ii) Date of taken over the building :- .....
  - (iii) If no, mention reason for non-completion :- .....
  - (c) Whether construction work is abandoned?(Yes/No) :- .....
  - If yes, reason for abandon be furnished. :- .....
  - (d) Whether construction work is in progress?(Yes/No) :- .....
  - If yes, mention the progress in percentage (%) of work Completed. Also mention briefly the major work left to be attended. :- .....
  - (e) Additional funds required for completion. Also inform :- .....
  - if revised estimate has been submitted or not , if submitted mentioned letter No. & date. :- .....

DATE:-.....  
PLACE:-.....

**HEAD OF THE INSTITUTION  
(WITH SEAL)**


**NOTE:- Separate proforma sheet be used for each Construction work done in the School.**

Endst No-EDN-U(G-11) - 495

Office of the Deputy Director of Higher Education,  
Una Distt Una (Himachal Pradesh) Tel: 01975223850  
Email: ddhe-una-hp@gov.in

Dated: 26/06/21

All the Principals/Headmaster Govt. Senior Secondary Schools/Govt. High schools /GMS in Una Distt  
for information & further necessary action

  
26/06/2021  
Deputy Director of Higher Education  
Una, Distt Una (HP)

Kindly provide the information within  
two days positively.