

MOST URGENT

File No. FIN A1/5905/13/HRD

Date: 04.11.2014

Name of Institution:-

Details of Plan Fund Utilized during 2013 – 2014

Details of Plan Fund Allotted for Construction Works

Sl. No.	Name of Work	Amount Received from Hqrs under Plan Fund	Sq.Ft of Work	Percentage or Sq.ft work completed	Whether the amount utilized in during 2013 - 2014

Details of Plan Fund Allotted for Purchase (Furniture and Fixtures, Library Books, Machinery & Equipment) Item wise.

Sl. No.	Name of item Purchased	Amount Received from Hqrs under Plan Fund	Quantity of item purchased	Whether the amount utilized in during 2013 - 2014

Details of Plan Fund Allotted for Recurring Expenditure

Sl. No	Name of work	Amount Received from Hqrs under Plan Fund	Percentage or Sq.ft work completed	Whether the amount utilized in during 2013 - 2014

You are requested to forward the above details on or before 05.11.2014 , 12 Noon So as to furnish a report to Government.

FINANCE OFFICER