



Government of West Bengal
Office of the District Magistrate
Paschim Medinipur
(MGNREGA CELL)

ISO 9001:2008 Certified

[1st floor, Sahid Kshudiram Parikalpana Bhawan, Zilla Parishad Complex, Midnapore]

Memo No. 547 (29)/MGNREGA

Date: 14th May, 2015

To
The BDO & PO, MGNREGA
.....Development Block (all)

Sub: - Drawal of administrative cost

Enclosed please find herewith two formats on monthly requisition of administrative cost & generation of FTOs. Please send both the formats filled up on 10th day of every month and, on previous working day (if it is a holiday). The report received after 10th will be considered in the next month.

Each PO is allowed to draw upto 0.5% at PO level & each GP 1.5% of total schematic expenditure during the present financial year as on the date of preparation of reports (ie, 10th of the month). The cumulative drawal shall never cross the said limit on the date of drawal. The drawal & expenditure of administrative cost will be guided by the existing order of the P&RD Department (Vide No.1837-RD/O/MGNREGS/18M-02/14, dt. 13.4.15).

Encl: As above

District Magistrate
&
District Programme Coordinator
MGNREGA
Paschim Medinipur

Memo No. 547 (29)/1/(4)MGNREGA

Date: 14th May, 2015

Copy forwarded for information to:-

1-4) The Sub-Divisional Officer, Midnapore Sadar / Kharagpur / Ghatal / Jhargram Sub-Division.

District Magistrate
&
District Programme Coordinator
MGNREGA
Paschim Medinipur

Please visit us at www.nregapaschimmedinipur.com