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**Government of Jammu and Kashmir**  
**Office of the Chief Executive Officer/Secretary**

**J&K Building and other Construction Workers Welfare Board,**  
12- Sonawar Bagh, Behind Cantonment, Shopping Complex, National Highway Srinagar J&K (summer).  
H.No. 331 Gool House Near Dreamland School Lakermendi Road Janipur Jammu. (Winter)  
([www.jkbocw.gov.in](http://www.jkbocw.gov.in))

Circular No. : 34 - JKBOWWB of 2019

Dated : 27-03-2019

**Subject: Submission of Utilization Certificate for 4<sup>th</sup> Quarter of Financial year 2018-19 (1<sup>st</sup> Jan, 2019 to 31<sup>st</sup> Mar, 2019).**

All Assistant Labour Commissioner are intimated through this circular that, they must submit the utilization certificate for the 4<sup>th</sup> quarter of financial year 2018-19 by 7<sup>th</sup> of April 2019. They shall also submit the details of the Monthly Contribution, Pass Book Fees, Registration Fees, surrendered amount and Cess amount deposited in the CEO/Secretary Office during the 4<sup>th</sup> Quarter of financial year 2018-19 as per the format enclosed.

**Matter be treated as most urgent.**

No. : CEO/J&K/BCB/019/1476-1500

Dated : 27-03-2019

Encl: Annexure "A", "B" & "C"

  
CEO/ Secretary,  
J&K Building and Other Construction.  
Workers Welfare Board

**Copy to:-**

1. Commissioner/ Secretary to Government Labour & Employment Department Civil Secretariat, Jammu for information.
2. Labour Commissioner J&K Govt., Jammu for information.
3. OSD to Advisor (G) to Hon'ble Governor, Labour & Employment Department, Civil Secretariat Jammu for information of Hon'ble Advisor (G) (Chairman J&K BOCWWB)
4. Assistant Labour Commissioners of all districts.

**Annexure - A**

**Details of Expenditure on a/c of Welfare Scheme during 4<sup>th</sup> Quarter (1<sup>st</sup> Jan, 2019 to 31<sup>st</sup> March, 2019) F/Y 2018-19**

S. No	Name of Scheme	Male				Female				Total		Grand Total
		01	02	03	04	05	06	07	08	(1+3+5+7)	(2+4+6+8)	
		Amount disbursed during the 1 <sup>st</sup> Quarter (1 <sup>st</sup> April to 30 <sup>th</sup> June, 2018) of FY 2018-19	No. of Beneficiaries covered during the 1 <sup>st</sup> Quarter (1 <sup>st</sup> April to 30 <sup>th</sup> June, 2018) of FY 2018-19	Amount disbursed during the 2 <sup>nd</sup> Quarter (1 <sup>st</sup> July to 30 <sup>th</sup> Sept, 2018) of FY 2018-19	No. of Beneficiaries covered during the 2 <sup>nd</sup> Quarter (1 <sup>st</sup> July to 30 <sup>th</sup> Sep, 2018) of FY 2018-19	Amount disbursed during the 3 <sup>rd</sup> Quarter (1 <sup>st</sup> Oct, 2018 to 31 <sup>st</sup> Dec, 2018) of FY 2018-19	No. of Beneficiaries covered during the 3 <sup>rd</sup> Quarter (1 <sup>st</sup> Oct to 31 <sup>st</sup> Dec, 2018) of FY 2018-19	Amount disbursed during the 4 <sup>th</sup> Quarter (1 <sup>st</sup> Jan, 2019 to 31 <sup>st</sup> Mar, 2019) of FY 2018-19	No. of Beneficiaries covered during the 4 <sup>th</sup> Quarter (1 <sup>st</sup> Jan to 31 <sup>st</sup> Mar, 2019) of FY 2018-19	Total amount disbursed upto 4 <sup>th</sup> quarter (1 <sup>st</sup> April to 31 <sup>st</sup> Mar, 2019) of FY 2018-19	Total No. of Beneficiaries covered upto 4 <sup>th</sup> quarter (1 <sup>st</sup> April to 31 <sup>st</sup> Mar, 2019) of FY 2018-19	
01	<b>Education</b>											
	Class 1 <sup>st</sup> to 5 <sup>th</sup>											
	Class 6 <sup>th</sup> to 8 <sup>th</sup>											
	Class 9 <sup>th</sup> to 10 <sup>th</sup>											
	Class 11 <sup>th</sup> to 12 <sup>th</sup>											
	Under Graduate (Degree Courses)											
	Post Graduate (Degree Courses)											
	Diploma Courses (Three Years) (Engineering, Management etc)											
	Diploma Courses (one year) (ITI, Paramedical, Nursing etc)											
	Professional Degree Courses											
	<b>Total Education Assistance</b>											
02	Marriage Assistance											
03	Injury/Illness/Disability											
04	Major ailment /Med. Assistance											
05	Death											
06	Funeral											
07	Maternity											
	<b>Grand Total</b>											



(Seal and Signature)

## Annexure B

Name of the Districts \_\_\_\_\_

I. Administrative Expenditure: -

Expenditure made on A/c of Administrative Expenses during 4 <sup>th</sup> Quarter (1 <sup>st</sup> January, 2019 to 31 <sup>st</sup> March, 2019) FY 2018-19						
S. No.	Particulars	Expenditure made during 1 <sup>st</sup> Quarter (1 <sup>st</sup> April to 30 <sup>th</sup> June, 2018) (in ₹)	Expenditure made during 2 <sup>nd</sup> Quarter (1 <sup>st</sup> July, 2018 to 30 <sup>th</sup> September, 2018) (in ₹)	Expenditure made during 3 <sup>rd</sup> Quarter (1 <sup>st</sup> Oct, 2018 to 31 <sup>st</sup> Dec, 2018) (in ₹)	Expenditure made during 4 <sup>th</sup> Quarter (1 <sup>st</sup> Jan, 2019 to 31 <sup>st</sup> Mar, 2019) (in ₹)	Total Expenditure made upto 4 <sup>th</sup> Quarter (1 <sup>st</sup> April, 2018 to 31 <sup>st</sup> March, 2019) (in ₹)
1	Office Expenses					
2	Stationary					
3	Publicity and Awareness					
4	Hiring of Vehicle/ POL					
5	Furniture and Fixture					
6	Travelling Allowance					
7	Rent, Rate and Taxes					
8	Wages					
9	Maintenance and repairing of Machinery/ equipment's					
10	Legal Charges					
11.	Telephone Expenses					
12.	Electricity Charges					
13.	Website Charges					
<b>B.</b>	<b>Total Adm Expenditure</b>					

Note: Attested Photocopy of Red account should be submitted with the Utilization Certificate



(Seal & Signature)  
Assistant Labour Commissioner

Annexure - C

OFFICE OF THE ASSISTANT LABOUR COMMISSIONER \_\_\_\_\_

Subject: - Details of Cess Collected, Monthly Contribution, Regd. Fees, Pass Book Fess and Surrendered amount deposited in the 4<sup>th</sup> Quarter (1st Jan, 2019 to 31<sup>st</sup> March, 2019) of Financial year 2018-19.

S. No.	Regd. Fee	Monthly Contribution Fee	Passbook Fee	Total Amount deposited (02+03+04)	Date of Amount Deposited and Receipt No.	Surrendered amount with detail if any deposited	Surrendered amount deposited date / Receipt No.	Detail of Cess Collected during the 4 <sup>th</sup> Quarter (1st Jan, 2019 to 31 <sup>st</sup> Mar, 2019) FY 2018-19	Amount of Cess Deposited to the Board during the 4 <sup>th</sup> Quarter (1 <sup>st</sup> Jan to 31 <sup>st</sup> Mar, 2019) of FY 2018-19	Date of Cess Amount Deposited and Receipt No
01	02	03	04	05	06	07	08	09	10	11

(Seal and Signature)  
Assistant Labour Commissioner

