

## GFR 19-A

(See Rule 212(1))

### Form of Utilization Certificate

Amount of Grants-in-Aid received			
Sr.No.	Letter No. & Date	Amount	
1.	1.F.No.14/1/2016-IR dt. 30.03.2016	20.25 lac	Certified that an amount of Rs.20.25 lac of grant-in-aid sanctioned during the year 2015-16 in favour of HIPA by Govt. of India, DOPT, New Delhi and Rs.Nil on account of unspent balance of the previous year, by the Govt. of India, DoPT, New Delhi, as noted in the margin, a sum of Rs.14.25 lac has been utilized for the purpose for which it was sanctioned and that the balance of Rs.6 lac still remaining unspent will be utilized during the remaining months of the financial year / or adjusted towards the grants-in-aid payable during the next financial year.

Certified that I have satisfied myself that the conditions on which the grants-in-aid was sanctioned have been duly fulfilled/are being fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Signature.....

Designation.....

**Detailed Physical Report along with amount  
received  
for the year 2015-16**

The amount received from DOPT under RTI Project on the following items:

**I. Awareness Generation for RTI**

- |      |  |     |          |
|------|--|-----|----------|
| (i)  | Innovative Awareness Generation Programmes:<br>(Hand Book on RTI, Brochures and Banners) | Rs. | 2,00,000 |
| (ii) | Setting up of Help Line  | Rs. | 4,00,000 |
|      | a) Helpline Desk In-charge - Rs.2,40,000 (@Rs.20000x<br>12 months)                       |     |          |
|      | b) Computer (Hardware & Software) – Rs.1,00,000  |     |          |
|      | c) Other infrastructure facilities   |     |          |

**II. Support for Capacity Building**

- |       |  |     |          |
|-------|--|-----|----------|
| (i)   | 3- days Training of 3 DRPs each of 21 districts of Haryana<br>(3x3x21xRs.2000)   | Rs. | 3,78,000 |
| (ii)  | 2-days Training Programme for 75 PIOs/APIOs/FAAs &<br>Other stakeholders each of 5 districts<br>(2xRs.1000x75x5)       | Rs. | 7,50,000 |
| (iii) | One-day training of 50 Nodal Officers (RTI @ Rs.1000)<br>Districts (i.e.63 participants) @ Rs. 3000/- per participant. | Rs. | 50,000   |
| (iv)  | Training Material & Administrative expenses  | Rs. | 2,47,000 |

**Total** **Rs. 20,25,000**

**Actual Physical Achievement under the Project:**

- I) Printing of RTI Handbook and banners
- II Support of Capacity Building
  - a) District Resource Persons trained: 42 (126 Trainee Days)
  - b) One Day RTI Workshops : (90 participants)
  - c) No. of trainees in two days RTI workshops in four districts: 357 (714 Trainee Days)
  - d) Preparation of Training Material & Administrative expenses

## **Detailed Physical Achievement Report**

**List of RTI Training Programmes and Workshop conducted w.e.f.  
September, 2015 to September 2016**

### **ToT Programme on RTI**

<b>Sr. No.</b>	<b>Name of the Course</b>	<b>Date</b>	<b>No. of Participants</b>	<b>No. of Trainee Days</b>
<b>1.</b>	Training of Trainers on RTI	13-15 July, 2016	42	126

**List of RTI Training Programmes and Workshop conducted w.e.f.  
September, 2015 to September 2016**

<b>Sr. No.</b>	<b>Name of the Training Programme</b>	<b>Date</b>	<b>No. Participants</b>	<b>No. of Trainee Days</b>
<b>1.</b>	One Day RTI Training for Nodal Officers/HODs	April 6 <sup>th</sup> 2016	90	90
<b>2.</b>	RTI Workshop at Faridabad	24-25 June, 2016	112	224
<b>3.</b>	RTI Workshop At Gurgaon	07.7.2016	23	23
<b>4.</b>	RTI WORKSHOP AT JHAJJAR	OCT. 06-07, 2016	90	180
<b>5.</b>	RTI WORKSHOP AT SIRSA	OCT. 17-18, 2016	75	150
<b>6.</b>	RTI WORKSHOP AT REWARI	NOV. 17-18, 2016	80	160