

**F.No.13(15)/2012-NCW(R&SC)
National Commission for Women
(R&S Cell)**

Dated: 16th March, 2015

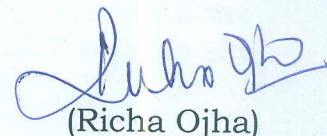
CORRIGENDUM

Sub: Partial Modification of the revised guidelines for financial assistance for the purpose of Research & Studies, Seminars and Conferences etc and the Electronic Clearing Service (ECS) format -reg

The revised guidelines for financial assistance to organizations for undertaking the **Research & studies, Seminars and Conferences** etc. have been amended as detailed below: -

Existing provision	Revised provision
Title - "Guidelines for grant of financial assistance for purpose of Research/ Studies, Seminars/ Conferences/ Workshops, Public Hearings, Legal Awareness Programmes and Parivarik Mahila Lok Adalats"	Title ' Guidelines for Financial Assistance for the purpose of Research/ Studies, Seminars/ Conferences/ Workshops, Public Hearings, Legal Awareness Programmes and Parivarik Mahila Lok Adalats '
Para 3 D (d) - The financial assistance will be released in two installments. 70% of the sanctioned amount will be released after the proposal is approved by the Commission. The balance amount will be released after the submission of the original utilization certificate as per the format given in Annexure XIV of the complete sanctioned amount signed by Chartered Accountant, audited accounts of the expenditure, original bills & vouchers (there should be a revenue stamp for cash payment of more than Rs. 5,000/-) and 10 copies of the report of the programme along with a CD of the report and programme both. The release of the final installment will be subject to approval of the report of the programme.	Para 3 D (d) ' The financial assistance will be released in three installments. 50% of the sanctioned amount will be released after the proposal is approved by the Commission. 20% will be released on receipt of the report and balance (30%) amount will be released after the submission of original utilization certificate as per the format given in Annexure XIV of the complete sanctioned amount signed by Chartered Accountant, audited accounts of the expenditure, original bills & vouchers (there should be a revenue stamp for cash payment of more than Rs. 5,000/-) and 10 copies of the report of the programme along with a CD of the report and programme both. The release of the final installment will be subject to approval of the report of the programme '.

2. In addition to the above, the format of the Electronic Clearing Service (ECS) used for directly transferring funds to concerned organizations now incorporates "**name of the account holder in the bank**". Revised format is enclosed at **Annexure-I**.
3. These modifications will be effective from 1st April, 2015.
4. This issues with the approval of competent authority.



(Richa Ojha)
Sr. Research Officer

To
PS to JS,
PA to DS
US - necessary amendments for printing of the guidelines
SRO, LO, PRO, PAO, DDO, Cashier
Shri Atul Sinha, Sr. Programme - updating the website
Concerned Coordinators

Copy for information to:-
PS to CP
PS to M(HK), M(SS), M(LS)
PS to MS



GOVERNMENT OF INDIA
NATIONAL COMMISSION FOR WOMEN
4, DEEN DAYAL UPADHYAYA MARG,
NEW DELHI

ELECTRONIC CLEARING SERVICE(CREDIT CLEARING)
(MODEL MANDATE FORM)

(NGO OPTION TO RECEIVE PAYMENTS THROUGH CREDIT CLEARING MECHANISM)

- 1. NAME OF NGO/ORGANISATION/INSTITUTE :
- 2. NAME OF HEAD OF ORGANISATION :
- 3. **NAME OF THE ACCOUNT HOLDER
IN THE BANK** :
- 4. REGISTRATION NO./TRUST DEED NO. :
- 5. OFFICIAL ADDRESS :
- 6. SPECIMEN SIGNATURE IN THE BANK
OF AUTHORISED OFFICIAL OF THE NGO. :
- 7. PARTICULARS OF BANK ACCOUNT :
 - A. BANK NAME :
 - B. BRANCH NAME :
Address
Telephone
 - C. 9 DIGIT CODE NUMBER OF
THE BANK & BRANCH :
(Appearing on the MICR cheque
issued by the bank)
 - D. R.T.G.S. No. of Bank's BRANCH :
 - E. ACCOUNT TYPE :
(S.B.Account/Current Account or
Cash Credit with Code 10/11/13)
 - F. LEDGER NO./LEDGER FOLIO NO. :
 - G. ACCOUNT NUMBER :
(As appearing on the Cheque Book
of account holder listed at No.3 above)

In addition of the bank certificate to be obtained as under, please attach a blank cancelled cheque, or photocopy of a cheque or front page of your saving bank passbook issued by your bank for verification of the above particulars.

H. DATE OF EFFECT :

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the User institution responsible. I have read the approval letter and agree to accept all terms and conditions.

(.....)
Signature of the Authorized Signatory of the NGO/ Organisation in the Bank

Date:

Certified that the particulars furnished above are correct as per our records.
(Bank's Stamp)

(.....)
Signature of the Authorised
Official from the Bank.

Date:
Name of the Head of NGO :
Name of the authorized signatory :