

UTILIZATION CERTIFICATE FORMAT

1. Title of Workshop:
2. Name of Institution:
3. Name, designation& address of organizing secretary:
4. Name, designation & address of convener:
5. DHR letter No.:
6. Date of sanction:
7. Amount received:
8. Actual expenditure incurred:
9. Unspent balance amount, if any:

Certified that a sum of Rs. _____ (in words.....) sanctioned by the DHR for organizing the above mentioned Workshop with reference to ICMR sanctioned letter No. _____ dated _____ has been utilized for the workshop purpose as proposed and there is _____ unspent balance out of sanctioned Rs. _____.

Signature of
Organizing Secretary
& official stamp& official stamp

Signature of
Convener
(Name, designation &

Signature of
Head of the Institution
Address & official stamp)

Place:

Date: