

F.No.4-4/2010-CD-II  
Government of India  
Ministry of Women and Child Development

Shastri Bhavan; New Delhi- 110 001  
Dated: 20<sup>th</sup> April, 2010

To

All the Secretaries States/UTs in charge of ICDS  
All the Directors States/UTs in charge of ICDS

Subject: Format for Revised Statement of Expenditure for ICDS

Sir/Madam,

I am directed to say that along with the universalization and third phase expansion of ICDS, financial norms of the various components of the Scheme have also been revised since 2009-10. Alongside, certain new components have been added like flexi fund uniforms etc.

2. The Statement of Expenditure being used now is as per earlier norms. Also, under certain heads, the expenditure details were not comprehensive leading to often seeking clarifications from States/UTs. After taking the above into consideration, a revised format for the SoE has been devised (copy enclosed). The intention of the revised format is to capture actual expenditure in an objective and consolidated manner for better clarity and understanding.

3. It is observed that some of the States do not furnish complete details of all components, While furnishing the expenditure on rent for instance, the number of Anganwadi Centre running in private buildings is not furnished. This does not reflect clear picture of expenditure pattern. These anomalies have now been corrected. The revised format is in two parts. One is quarterly report also indicating the cumulative expenditure up to the quarter end and another is Annual Report which will be a summary of annual expenditure.

4. As is the practice, the SoE should be submitted by the 15<sup>th</sup> of the month following the quarter eg .Report of 1<sup>st</sup> quarter by 15<sup>th</sup> July, 2<sup>nd</sup> Quarter by 15<sup>th</sup> October and so on. Timely submission of SOE should be strictly adhered to enable the Ministry to release the funds to States/UTs in time and to avoid delays. It is once again clarified that the releases are based on the pace of expenditure made by the States and not on the Budget provision made in State Plans.

5. Receipt of this letter may kindly be acknowledged. The revised formats are also available on wcd.nic.in.

Yours faithfully,



(Archana S. Awasthi)

Director

Telefax 23074215

**QUARTERLY REPORT**

**Statement of Expenditure for ICDS Scheme**

**ICDS (General)**

Name of the State/UT \_\_\_\_\_

Financial Year \_\_\_\_\_

Quarter      I/    II/    III/    IV

PART – A

**ALLOCATION OF FUNDS IN STATE'S/UT'S ANNUAL BUDGET FOR THE CURRENT YEAR**

	<b>Central</b>	<b>State</b>
1. ICDS (General) Scheme	Rs. _____	_____
2. S.N.P.	Rs. _____	_____

**UTILIZATION CERTIFICATE**

Certified that out of the total amount of Rs. \_\_\_\_\_ released under Integrated Child Development Services Scheme (General) during 200\_ - 200\_ to the State/UT of \_\_\_\_\_ by Government of India, a sum of Rs. \_\_\_\_\_ has been utilized as per schematic norms and for the same purpose for which the amount was released. Out of this, Rs. \_\_\_\_\_ was utilized in the current quarter ( I / II / III / IV ).

Signature of the Authorized Officer

**PART B**

Physical

1. Number of ICDS Projects

- (i) Sanctioned \_\_\_\_\_
- (ii) Operational \_\_\_\_\_

2. Number of AWCs

- (i) Sanctioned AWCs \_\_\_\_\_
- (ii) Sanctioned Mini AWCs \_\_\_\_\_
- (iii) Operational/Reporting AWCs \_\_\_\_\_
- (iv) Operational/Reporting Mini AWCs \_\_\_\_\_

3. Details of ICDS functionaries

**REGULAR EMPLOYEES**

(a) **State Cell/Directorate**

S.No.	Name of Post	No. of Posts		Scale of Pay	Total Quarterly emoluments	Total actual expenditure in a year
		Sanctioned	In position			

(b) **District Cell**

S.No.	Name of Post	No. of Posts		Scale of Pay	Total Quarterly emoluments	Total actual expenditure in a year
		Sanctioned	In position			

**( c ) Project Level**

S.No.	Name of Post	No. of Posts		Scale of Pay	Total Quarterly emoluments	Total actual expenditure in a year
		Sanctioned	In position			
1.	CDPO					
2.	ACDPO					
3.	Supervisors					
4.	Assistants					
5.	Stat. Asstt.					
6.	Clerk-typist					
7.	Driver					
8.	Group D					
9.	Others, if any (Give details)					
	Total Expenditure in the full year					

**HONORARY WORKERS**

II	AWWs/AWHs	No. in position	Monthly Honorarium	Total honorarium paid in the Quarter
(i)	AWWs	_____	_____	Rs. _____
(ii)	Mini AWWs	_____	_____	Rs. _____
(iii)	AWHs	_____	_____	Rs. _____
	Total honorarium (in Quarter) (i+ii+iii)			Rs _____

## PART -C

### II. FINANCIAL

1. Funds released during previous financial year Rs. \_\_\_\_\_
2. Expenditure incurred in previous financial year Rs. \_\_\_\_\_
3. Unutilized balance of previous financial year(1-2) Rs. \_\_\_\_\_
4. Excess expenditure incurred in previous financial year (2-1) Rs. \_\_\_\_\_
5. Funds released during the current Quarter Rs. \_\_\_\_\_
6. Cumulative release including current Quarter Rs. \_\_\_\_\_
7. **Net amount of Central funds available (Col 6 + col. 3 OR Col. 6 – Col 4 as the case may be)** Rs. \_\_\_\_\_
8. State share available during the quarter Rs. \_\_\_\_\_

- 9 (a) Recurring expenditure incurred during the Quarter  
(Please give amount of Central share only) (90%)

		I/II/III/IV	Cumulative upto the quarter I/ II/ III/ IV	
(i)	Salary to regular employees			
	(a) State Cell	Rs. _____		_____
	(b) District Cell	Rs. _____		_____
	(c) Project	Rs. _____		_____
	Total	Rs. _____		_____
(ii)	Honorarium			
	(a) AWWs	Rs. _____		_____
	(b) AWHs	Rs. _____		_____
	(C) Mini AWWs	Rs. _____		_____
	<b>Total</b>	<b>Rs. _____</b>		_____
(iii)	POL	Rs. _____		_____
(iv)	(a) Hiring of vehicles Nos. _____	Rs. _____		_____
	(b) Purchase (NER States) No. _____	Rs. _____		_____
(v)	Contingencies	Rs. _____		_____
(vi)	Monitoring/Stationery	Rs. _____		_____
(vii)	Flexi funds (give details)	Rs. _____		_____

(viii)	Medicine Kits	Nos. _____	Rs. _____	_____
(ix)	Pre-school kit	Nos. _____	Rs. _____	_____
(x)	Uniforms	Nos. _____	Rs. _____	_____
(xi)	Badges	Nos. _____	Rs. _____	_____
(xii)	AWCs in rented premises	Nos. _____	Rs. _____	_____
(xiii)	I.E.C. (Give details)		Rs. _____	_____
<b>Total 9 a (I to xiii)</b>			<b>Rs. _____</b>	_____

b. Non-recurring expenditure (give details)

(i)	AWC level		Rs. _____	_____
(ii)	State level		Rs. _____	_____
(iii)	District Cell level		Rs. _____	_____
(iv)	Project level		Rs. _____	_____
<b>Total 9 b (i to iv)</b>			<b>Rs. _____</b>	_____

<b>Grand total 9 ( a + b)</b>			<b>Rs. _____</b>	_____
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10. Funds remaining unutilized (along with reasons) Rs. \_\_\_\_\_  
(col. 7 – col. 9)

11. Excess expenditure (with reasons)  
(col. 9-col. 7) Rs. \_\_\_\_\_

**Annual Statement of Expenditure for ICDS Scheme**  
**ICDS (General)**

Name of the State/UT \_\_\_\_\_

Financial Year \_\_\_\_\_

PART – A

**ALLOCATION OF FUNDS IN STATE'S/UT'S ANNUAL BUDGET FOR THE CURRENT YEAR**

	Central	State
1. ICDS (General) Scheme	Rs. _____	_____
2. For S.N.P.	Rs. _____	_____

**UTILIZATION CERTIFICATE**

Certified that out of the total amount of Rs. \_\_\_\_\_ released under Integrated Child Development Services Scheme (General) during 200\_ - 200\_ to the State/UT of \_\_\_\_\_ by Government of India, a sum of Rs. \_\_\_\_\_ has been utilized as per schematic norms and for the same purpose for which the amount was released . The unspent balance available with the State as on 31.03.\_\_\_\_\_ is Rs. \_\_\_\_\_. OR The excess expenditure incurred by the State as on 31.03.\_\_\_\_\_ is Rs. \_\_\_\_\_.

Signature of the Authorized Officer



**PART – B**

1. Funds released during previous financial year Rs. \_\_\_\_\_
2. Expenditure incurred in previous financial year Rs. \_\_\_\_\_
3. Unutilized balance of previous financial year (1-2) Rs. \_\_\_\_\_
4. Excess expenditure incurred in previous financial year (2-1) Rs. \_\_\_\_\_
5. Funds released in the current year Rs. \_\_\_\_\_
6. Net amount of funds available (col 5 - col 4)  
or (Col. 5 +Col. 3) as applicable Rs. \_\_\_\_\_
7. Expenditure during the year Rs. \_\_\_\_\_
8. Unutilized Balance (col 6 – col 7) Rs. \_\_\_\_\_
9. Excess expenditure (col. 7 – col. 6) Rs. \_\_\_\_\_
10. State Share available Rs. \_\_\_\_\_
11. State Share spent Rs. \_\_\_\_\_

**FORMAT - V**

Period from \_\_\_\_\_ to \_\_\_\_\_  
Financial Year 20\_\_\_\_\_-20\_\_\_\_\_  
(Rs. in lakh)

**Process Indicators – ICDS (including SNP)**

**Budget Provision, Releases & Expenditure**

1. Provision in the Budget of the State

**Central                      State**

(i) For ICDS

(ii) For SNP

2. Funds released by GOI to State (**with dates**)

ICDS

SNP

Q1: \_\_\_\_\_

Q2: \_\_\_\_\_

Q3: \_\_\_\_\_

Q4: \_\_\_\_\_

Total

3. Funds released by State to the Department (**with dates**)

ICDS

SNP

Q1: \_\_\_\_\_

Q2: \_\_\_\_\_

Q3: \_\_\_\_\_

Q4: \_\_\_\_\_

Total

4. Funds released by Department to the Directorate (**with dates**)

ICDS

SNP

Q1: \_\_\_\_\_

Q2: \_\_\_\_\_

Q3: \_\_\_\_\_

Q4: \_\_\_\_\_

Total

5. Funds released by Directorate to Districts/Blocks (**with dates**)

ICDS

SNP

Q1: \_\_\_\_\_

Q2: \_\_\_\_\_

Q3: \_\_\_\_\_

Q4: \_\_\_\_\_

Total

6. Expenditure

	<b>Central Share</b>		<b>State's share</b>	
	ICDS(G)	SNP	ICDS(G)	SNP
Q1:	_____			
Q2:	_____			
Q3:	_____			
Q4:	_____			
Total –	_____			