

ক্রমিক নং ...SUDA-08/2009(Pl.VIII)/ 1865

তারিখ ...27.10.2016

## MEMORANDUM

## NATIONAL FAMILY BENEFIT SCHEME (NFBS)

Fund is hereby released electronically in favour of the following Municipality / NAA / Corporation in pursuance of Order No. 69 dated 15.06.2016 issued by Department of Panchayats & Rural Development, Govt. of West Bengal for NFBS beneficiaries under NFBS as per details shown in the following pages for implementation of National Family Benefit Scheme (NFBS).

Payment to the beneficiaries must be made by ECS mode to the Bank Account of beneficiaries. Monthly Progress Report should be submitted to this office by the 10th day of every month regularly.

Utilisation Certificate alongwith Progress Report may please be sent immediately after the cumulative funds on this component released in your favour is utilised.

The Money receipt in Form 42 may kindly be sent immediately after receiving the fund.

*W. S. Ghosh*  
Additional Director  
& Financial Adviser, SUDA  
28/10/16

*M. M. M.*  
27/10/16

Sl. No.	Name of ULB	New Beneficiaries @Rs.40,000/-		Name of the Bank	Branch Name	Account Number	IFS Code
		No. of Beneficiaries	Amount Sanctioned				
1	Alipurduar Municipality	109	4,360,000	U.B.K.G. Vikash Bank	Alipurduar	4000581010002638	CBIN0R40012
2	Ashokenagar Kalyangarh Municipality	42	1,680,000	Allahabad Bank	Ashokenagar	20580504483	ALLA0210569
3	Chakdaha Municipality	15	600,000	State Bank of India	Chakdah	10623424418	SBIN0004744
4	Coochbehar Municipality	15	600,000	United Bank of India	Cooch Behar	0240011352593	UTBI0COO211
5	Haldibari Municipality	13	520,000	State Bank of India	Haldibari	30288618708	SBIN0010094
6	Jalpaiguri Municipality	6	240,000	United Bank of India	Jalpaiguri	0239010305774	UTBI0JAL212
7	Kolkata Municipal Corporation	104	4,160,000	State Bank of India	New Market	30082604594	SBIN0004662
8	Kurseong Municipality	1	40,000	Central Bank of India	Kurseong	2104399819	CBIN0281282
9	Madhyamgram Municipality	28	1,120,000	Allahabad Bank	Madhyamgram	20579585945	ALLA0211734
10	Mathabhanga Municipality	6	240,000	W.B.S.Co-Op. Bank Ltd.	Mathabhanga	129353052169	WBSC0000039
11	Ranaghat Municipality	25	1,000,000	Bank of Baroda	Ranaghat	30840100006435	BARB0RANAGH
12	Santipur Municipality	47	1,880,000	State Bank of India	Santipur	11246376552	SBIN0000176
13	Tufanganj Municipality	12	480,000	Central Bank of India	Tufanganj	3217060666	CBIN0280132

*W. S. S. S. S.* 28/10/16

Additional Director

& Financial Adviser, SUDA

*MMU*  
27/10/16



SUDA-08/2009(Pt.VIII)/ 1865/1 (22)

27.10.2016

**Copy for information to :**

1. The Mayor / Chairman / Administrator, Alipurduar / Ashoknagar Kalyangarh / Chakdaha / Cooch Behar / Haldibari / Jalpaiguri / Kolkata / Kurseong / Madhyamgram / Mathabhanga / Ranaghat / Santipur / Tufanganj Municipality / Municipal Corporation. He / She is requested to verify concerned Bank Account of ULB maintained in respect of National Family Benefit Scheme (NFBS) that the amount released in this Memorandum is duly credited. In case of any discrepancy, he / she is requested to report the same to SUDA.
2. P.S. to Secretary, M.A. Deptt., Govt. of West Bengal.
3. Joint Secretary, M.A. Deptt. Govt. of West Bengal.
4. Joint Secretary, P & R.D. Deptt., Govt. of West Bengal.
5. D.M.D.O., Cooch Behar / Darjeeling / Jalpaiguri / Kolkata / Nadia / North 24 Parganas Districts.
6. Director of Local Bodies.
7. Administrative Officer, SUDA.

*W. Sengupta* 28/10/16.  
Additional Director  
& Financial Adviser, SUDA

*MMW*  
27/10/16



রাজ্য নগর উন্নয়ন সংস্থা



STATE URBAN DEVELOPMENT AGENCY

“ইলগাস ভবন”, এইচ-সি ব্লক, সেক্টর-৩, বিধাননগর, কলকাতা-৭০০ ১০৬, পশ্চিমবঙ্গ

“ILGUS BHAVAN”, H-C Block, Sector - III, Bidhannagar, Kolkata - 700 106, West Bengal

ক্রমিক নং SUDA-08/2009/1849/(125)

তারিখ 26.10.2016

From: M.N.Pradhan, IAS  
Director, State Urban Development Agency.

To : The Mayor/ Chairperson

\_\_\_\_\_ Municipal Corporation / Municipality.

Sub: - Fund verification of beneficiaries under National Family Benefit Schemes (N.F.B.S.) in Urban Local Bodies.

Ref: - This office order Nos. vide Memo No.SUDA-08/2009/951 dated 06.06.2013 & SUDA-08/2009/1096 dated 03.07.2013 & SUDA-08/2009/1643 dated 17.09.2014 & SUDA-08/2009/791(128) dated 17.07.2015.

Sir/Madam,

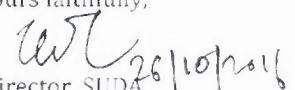
Kindly refer to above. This is to report that the Proforma for Application under NFBS has been designed from this end. The Proforma for submission of NFBS Proposals have also been upgraded. So I am to request you to look into the following matter and to submit the proposals accordingly. The points appended below need to be covered while sending the proposal in future :

1. As per order of the Panchyat & Rural Development Department, Govt. of West Bengal the cut off date for enhanced rate of Rs.40000/- was fixed as on 18.10.2012. It is desirable that all the pending cases within a Financial Year need to be disposed off within the budgetary provision of that Financial Year. So you are kindly requested to send the pending proposals which are lying at your end for the period from 01.04.2015 to 31.03.2016 i.e. up to the last Financial Year needs to be submitted to the District Magistrate Office (DMDO Section) by 31<sup>st</sup> December, 2016 with a copy to this end for consideration and sanction of the same. A specimen of Form for Application under NFBS (Copy of which is annexed) as designed from this end is sent to your end for information and taking necessary action in this regard.
2. The Proposals to be submitted on quarterly basis to the District Office with copies of the same to this end in future.
3. The age of the deceased must be between 18 to 59 years as on the date of death.
4. The family must belongs to BPL family having BPL ID & Score. The proper relationship between the petitioners and the ID Holder must be mentioned in the proper column of the Proforma for submission of NFBS proposals (Copy of the Proforma enclosed).
5. The ULB will submit the copies of Death Certificate, BPL Status of the family of the deceased along with copy of resolution of BOC in this regard duly attested by the Executive Officer of the ULB being the Nodal Officer for NSAP.
6. Utilisation Certificate (U.C.) for the allotted amount of NFBS will be submitted in FORM- SR-330A (Copy of which is annexed) just after the disbursement is over.

Your co-operation in this regard is solicited.

Encl:-As stated.

Yours faithfully,

  
Director, SUDA  
26.10.2016

SUDA-08/2009/1849/1(22)

Copy forwarded for kind information to:-

1. The Sr. P.S. to Principal Secretary, Municipal Affairs Department, Government of West Bengal.
2. The Special Secretary, P& RD Department, Government of West Bengal.
3. The District Magistrate \_\_\_\_\_ District with the request to instruct the D.M.D.O. of his Office to make proper verification of the beneficiaries under National Family Benefit Scheme (NFBS) in Urban Local Bodies as per Modified Proforma for submission of NFBS Proposals. A specimen of Form for Application under NFBS is also enclosed for ready reference.

  
Director, SUDA

দূরভাষ : ২৩৫৮ ৬৪০৩ / ৫৭৬৭, ফ্যাক্স : ২৩৫৮ ৫৮০০

Tel : 2358 6403/5767, Fax : 2358 5800, E-mail : wbsudadir@gmail.com

Account Section : 2358 6408

পৌরসভা  
জাতীয় সামাজিক সহায়তা কর্মসূচী (NSAP)

জাতীয় পরিবার সহায়তা কর্মসূচী  
(NFBS)

আবেদন পত্র

ক্রমিক নং.....  
তারিখ.....  
(অফিসের কাজের জন্য)

আবেদনকারীর  
ফটো

আমি..... পৌরসভার ..... ওয়ার্ডের বাসিন্দা। আমি  
একজন BPL পরিবারের সদস্য / সদস্যা। পরিবারের প্রধান উপার্জনকারী গত ..... তারিখে  
মারা গেছেন। আমার এবং পরিবারের বিশদ বিবরণ নিচে দেওয়া হল। এন. এফ. বি. এস. প্রকল্পে আমার  
আবেদন মঞ্জুর করার জন্য আবেদন জানাই।

আবেদনকারীর পরিচয়	মৃত ব্যক্তির বিশদ বিবরণ
আবেদনকারীর নাম .....	নাম .....
আবেদনকারীর পিতা / স্বামীর নাম .....	পিতা / স্বামীর নাম .....
আবেদনকারীর বয়স (আবেদনের সময়) .....	বয়স ( ১৮ - ৫৯ বছরের মধ্যে কিনা ) .....
আবেদনকারীর বসবাসের ঠিকানা : ওয়ার্ড নং .....	বসবাসের ঠিকানা : ওয়ার্ড নং .....
পাড়ার নাম .....	পাড়ার নাম .....
আবেদনকারীর বর্তমান আয় .....	মৃত্যুর তারিখ .....
আবেদনকারীর আয়ের উৎস .....	মৃত্যুর কারণ : সাধারণ / দুর্ঘটনা .....
আবেদনকারীর সঙ্গে মৃত ব্যক্তির সম্পর্ক .....	(আত্মহত্যা বাদে)
আবেদনকারীর জাতি .....	মৃত ব্যক্তির আয় .....
আবেদনকারী সংখ্যালঘু ( হ্যাঁ / না ) .....	মৃত ব্যক্তির আয়ের উৎস .....
আবেদনকারীর আধার কার্ড নম্বর .....	মৃত্যুজনিত সার্টিফিকেট প্রদানকারীর পরিচয় .....
আবেদনকারীর রেশন কার্ড নম্বর .....	পরিবার প্রধানের নাম .....
আবেদনকারীর ভোটার আই.ডি. কার্ড নম্বর .....	পরিবার প্রধানের বয়স .....
আবেদনকারীর মোবাইল ফোন নম্বর .....	পরিবারের সদস্য সংখ্যা .....
আবেদনকারীর নামে পো : অ : / ব্যাংক আকাউন্ট নম্বর .....	বি.পি.এল. আই. ডি. নং .....
আবেদনকারীর স্বাক্ষর .....	তারিখ .....
	বি.পি.এল. পরিবার প্রধানের সঙ্গে আবেদনকারীর সম্পর্ক .....

## নথিপত্র জমার বিবরণ

- ১) মৃত ব্যক্তির ডেথ সার্টিফিকেট ২ (দুই)টি ফটোকপি।
- ২) ঘাট সার্টিফিকেটের ফটোকপি।
- ৩) বি.পি.এল. তালিকার ২ টি ফটোকপি।
- ৪) সংশ্লিষ্ট ওয়ার্ড কাউন্সিলারের রেসিডেনসিয়াল সার্টিফিকেট।
- ৫) আবেদনকারীর ভোটার আইডেন্টিটি কার্ডের ফটোকপি।
- ৬) মৃত ব্যক্তি যদি SC/ST/OBC হন তাহলে সার্টিফিকেটের ১ (এক) টি ফটোকপি।
- ৭) আবেদনকারীর রেশন কার্ডের ফটোকপি।
- ৮) আবেদনকারীর আধার কার্ডের ফটোকপি।

## গৃহীত আদেশনামার বিবরণ

### অনুসন্ধানকারীর রিপোর্ট

আবেদনকারীর আবেদনসহ আন্যান্য তথ্য তদন্ত সাপেক্ষে গ্রহণ করা যায় / বাতিল হবে।.....

অনুসন্ধানকারীর নাম ও পদমর্যাদা .....

অনুসন্ধানকারীর স্বাক্ষর.....

### কেবলমাত্র অফিসের ব্যবহারের জন্য

রিপোর্টটি যোগ্য বিবেচিত হওয়ায় গ্রহণ করা হল .....

বি.ও. সি. মিটিংয়ের নং ও তারিখ .....

অফিস প্রধানের স্বাক্ষর.....

Modified Proforma for Submission of NFBS Proposals  
Name of the ULB \_\_\_\_\_

Information about Deceased							Information about Applicant												
Sl. no.	Name of the deceased	Date of death	Age at the time of death (in Years)	Nature of death (Normal/Accidental)	BPL survey I.D. No.	BPL survey score	Ward no.	Name of the applicant	Relation with the deceased	Date of submission of the application	Caste status (SC/ST/OBC /Others)	Whether minority or not (Yes/ No)	Relation between ID holder & applicant	AADHAAR card no.	Ration card no.	Voter ID card no.	Mobile phone no. of the applicant	Remarks	

Signature of the Commissioner /Executive Officer/  
Finance Officer with seal.

Verified all the above cases and recommended for  
sanction/ except Sl. No. ....  
reason of which is given in remarks column.

Signature of the Mayor/ Chairperson with seal.

Seal

Seal

Seal

Signature of DMDO with seal.....District.

**FORM SR-330A**  
of the Treasury Rules, West Bengal and the Subsidiary  
Rules made there under, Volume-I  
Form of Utilisation Certificate

Sl.	Letter No. and Date	Amount
TOTAL		Rs.

Certified that out of Rs. \_\_\_\_\_ grants-in-aid sanctioned during the financial year \_\_\_\_\_ towards N.F.B.S. under the letter no. given in the margin and a sum of Rs. \_\_\_\_\_ only has been utilized for which it was sanctioned and the balance of Rs. \_\_\_\_\_ remains unutilized in the hand at the end of \_\_\_\_\_.

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

Kinds of Check exercised:

1. U.C. submitted by ULBs.
2. Register.
3. Cash Book.

Signature:

Designation:



ক্রমিক নং ...SUDA-08/2009(PLM)/ 1840

তারিখ ..... 25.10.2016 .....

MEMORANDUM**CONTINGENCY TOWARDS ADMINISTRATIVE EXPENSES UNDER NFBS**

Fund is hereby released electronically in favour of Municipalities / N.A.A. / Corporations as contingency towards administrative expenses for implementation of NFBS which may be incurred on the following activities-

1. Information, Education and Communication – awareness generation activities viz. preparation and dissemination of IEC material, community mobilization, printing of application forms of schemes under NFBS, Household contact campaigns, other important document collection.
  2. Honorarium to the field functionary for recognition / verification / collection of useful documents from the NFBS beneficiaries.
  3. Setting up of grievance redressal system viz. helplines at ULB level.
  4. Management Information System viz. collection of data, electronic processing, report generation, transmission.
  5. Operation expenses viz. expenses on Bank/Post Office charges, charges relating to business correspondence by Bank, use of common service center.
  6. Stationery related to computational process/MIS.
- ✓ **The Money Receipt in Form 42** may kindly be sent immediately after receiving the fund through electronic transfer.
- ✓ **Utilisation Certificate** of the funds since received from SUDA may please be sent to this office in SR-330A positively.

*K. Sengupta*  
Additional Director  
& Financial Adviser, SUDA

*MUKHJ*  
*25/10/16*

Sl. No.	ULB Name	Fund hereby released by SUDA (Rs.)
1	Alipurduar Municipality	20,000.00
2	Arambagh Municipality	20,000.00
3	Asansol Municipal Corporation	20,000.00
4	Ashokenagar Kalyangarh Municipality	20,000.00
5	Baduria Municipality	20,000.00
6	Baidyabati Municipality	20,000.00
7	Balurghat Municipality	20,000.00
8	Bankura Municipality	20,000.00
9	Bansberia Municipality	20,000.00
10	Baranagar Municipality	20,000.00
11	Barasat Municipality	20,000.00
12	Barrackpore Municipality	20,000.00
13	Baruipur Municipality	20,000.00
14	Basirhat Municipality	20,000.00
15	Beldanga Municipality	20,000.00
16	Berhampore Municipality	20,000.00
17	Bhadreswar Municipality	20,000.00
18	Bhatpara Municipality	20,000.00
19	Bidhannagar Municipality	20,000.00
20	Birnagar Municipality	20,000.00
21	Bishnupur Municipality	20,000.00
22	Bolpur Municipality	20,000.00
23	Bongaon Municipality	20,000.00
24	Budge Budge Municipality	20,000.00
25	Burdwan Municipality	20,000.00
26	Chakdaha Municipality	20,000.00
27	Champdany Municipality	20,000.00
28	Chandernagore Municipal Corporation	20,000.00
29	Chandrakona Municipality	20,000.00
30	Contai Municipality	20,000.00
31	Coochbehar Municipality	20,000.00
32	Coopers Camp N.A.A.	20,000.00
33	Dainhat Municipality	20,000.00
34	Dalkhola Municipality	20,000.00
35	Dankuni Municipality	20,000.00
36	Darjeeling Municipality	20,000.00
37	Dhulian Municipality	20,000.00
38	Dhupguri Municipality	20,000.00
39	Diamond Harbour Municipality	20,000.00
40	Dinhata Municipality	20,000.00
41	Dubrajpur Municipality	20,000.00
42	Durgapur Municipal Corporation	20,000.00

Accepted 25/10/16.

Additional Director & Financial Advisor  
State Urban Development Agency, Govt. of W.B.

MUMU 25/10/16

Sl. No.	ULB Name	Fund hereby released by SUDA (Rs.)
43	Dum Dum Municipality	20,000.00
44	Egra Municipality	20,000.00
45	English Bazar Municipality	20,000.00
46	Gangarampur Municipality	20,000.00
47	Gayeshpur Municipality	20,000.00
48	Ghatal Municipality	20,000.00
49	Gobordanga Municipality	20,000.00
50	Gushkara Municipality	20,000.00
51	Habra Municipality	20,000.00
52	Haldia Municipality	20,000.00
53	Haldibari Municipality	20,000.00
54	Halisahar Municipality	20,000.00
55	Haringhata Municipality	20,000.00
56	Hooghly Chinsurah Municipality	20,000.00
57	Howrah Municipal Corporation	40,000.00
58	Islampur Municipality	20,000.00
59	Jalpaiguri Municipality	20,000.00
60	Jangipur Municipality	20,000.00
61	Jhalda Municipality	20,000.00
62	Jhargram Municipality	20,000.00
63	Jiaganj Azimganj Municipality	20,000.00
64	Joynagar Mozilpur Municipality	20,000.00
65	Kalimpong Municipality	20,000.00
66	Kaliyaganj Municipality	20,000.00
67	Kalna Municipality	20,000.00
68	Kalyani Municipality	20,000.00
69	Kamarhati Municipality	20,000.00
70	Kandi Municipality	20,000.00
71	Katwa Municipality	20,000.00
72	Kharagpur Municipality	20,000.00
73	Khardah Municipality	20,000.00
74	Khirpai Municipality	20,000.00
75	Kolkata Municipal Corporation	20,000.00
76	Konnagar Municipality	20,000.00
77	Krishnagar Municipality	20,000.00
78	Kurseong Municipality	20,000.00
79	Madhyamgram Municipality	20,000.00
80	Maheshtala Municipality	20,000.00
81	Mal Municipality	20,000.00
82	Mathabhanga Municipality	20,000.00
83	Mekliganj Municipality	20,000.00
84	Memari Municipality	20,000.00
85	Midnapore Municipality	20,000.00

*W. Sengupta*  
25/10/16

Additional Director & Financial Advisor  
State Urban Development Agency, Govt. of W.B.

*MMW*  
25/10/16

Sl. No.	ULB Name	Fund hereby released by SUDA (Rs.)
86	Mirik Municipality	20,000.00
87	Murshidabad Municipality	20,000.00
88	Nalhati Municipality	20,000.00
89	New Barrackpore Municipality	20,000.00
90	North Barrackpore Municipality	20,000.00
91	North Dum Dum Municipality	20,000.00
92	Old Malda Municipality	20,000.00
93	Panihati Municipality	20,000.00
94	Panskura Municipality	20,000.00
95	Pujali Municipality	20,000.00
96	Purulia Municipality	20,000.00
97	Raghunathpur Municipality	20,000.00
98	Raiganj Municipality	20,000.00
99	Rajpur Sonarpur Municipality	20,000.00
100	Ramjibonpur Municipality	20,000.00
101	Rampurhat Municipality	20,000.00
102	Ranaghat Municipality	20,000.00
103	Rishra Municipality	20,000.00
104	Sainthia Municipality	20,000.00
105	Santipur Municipality	20,000.00
106	Serampore Municipality	20,000.00
107	Siliguri Municipal Corporation	20,000.00
108	Sonamukhi Municipality	20,000.00
109	Suri Municipality	20,000.00
110	Taherpur N.A.A.	20,000.00
111	Taki Municipality	20,000.00
112	Tamralipta Municipality	20,000.00
113	Tarakeswar Municipality	20,000.00
114	Tufanganj Municipality	20,000.00
115	Uluberia Municipality	20,000.00
116	Uttarpara Kotrung Municipality	20,000.00

*Handwritten signature* 25/10/16.

Additional Director & Financial Advisor  
State Urban Development Agency, Govt. of W.B.

*Handwritten signature*  
25/10/16

SUDA-08/2009(Pt.vI)/ 1840/1 (4)

25.10.2016

Copy for information to:

1. The Chairman / Mayor / Municipal Commissioner / Administrator, Alipurduar / Arambagh / Asansol / Ashokenagar / Baduria / Baidyabati / Balurghat / Bankura / Bansberia / Baranagar / Barasat / Barrackpore / Baruipur / Basirhat / Beldanga / Berhampore / Bhadreswar / Bhatpara / Bidhannagar / Birnagar / Bishnupur / Bolpur / Bongaon / Budge Budge / Burdwan / Chakdah / Champdani / Chandannagar / Chandrakona / Contai / Cooch Behar / Coopers Camp / Dainhat / Dalkhola / Dankuni / Darjeeling / Dhulian / Dhupguri / Diamond Harbour / Dinhata / Dubrajpur / Dum Dum / Durgapur / Egra / English Bazar / Gangarampore / Gayeshpur / Ghatal / Gobardanga / Gushkara / Habra / Haldia / Haldibari / Halisahar / Haringhata / Hooghly Chinsurah / Howrah / Islampur / Jangipur / Jhargram / Jalpaiguri / Jhalda / Jiaganj Azimganj / Joynagar Mojilpur / Kalimpong / Kaliyaganj / Kalna / Kalyani / Kamarhati / Kandi / Katwa / Kharagpur / Kharar / Khardah / Khirpai / Kolkata / Konnagar / Krishnanagar / Kurseong / Madhyamgram / Maheshtala / Mal / Mathabhanga / Mckhliganj / Memari / Midnapore / Mirik / Murshidabad / Nalhati / New Barrackpore / North Barrackpore / North Dum Dum / Old Malda / Panihati / Panskura / Pujali / Purulia / Raghunathpur / Raiganj / Rajpur Sonarpur / Ramjibanpur / Rampurhat / Ranaghat / Rishra / Sainthia / Santipur / Serampore / Siliguri / Sonamukhi / Suri / Taherpur / Taki / Tamralipta / Tarakeswar / Tufanganj / Uluberia / Uttarpara Kotrung Municipality / N.A.A. / Municipal Corporation. He / She is requested to verify the respective Bank Account of the ULB in respect of NFBS that the sanctioned amount has duly been credited. In case of any discrepancy, He / She is requested to report the same immediately to SUDA..
2. P.S. to Secretary, M.A. Dept., Govt. of West Bengal;
3. Joint Secretary, M.A. Dept., Govt. of West Bengal;
4. Joint Secretary, P & RD Dept., Govt. of West Bengal;
5. Director of Local Bodies;
6. Administrative Officer, SUDA

*W. S. Gupta*  
25/10/16  
Additional Director  
& Financial Adviser, SUDA

*M. K. U.*  
25/10/16