

3 SP. c/b2  
961 Date 28-1-2017  
F. No. NCW/1202112006604/LAP/2016-17/117  
**NATIONAL COMMISSION FOR WOMEN**  
Plot No. 21, Jasola Institutional Area,  
New Delhi - 110025

5/01/2017

**ORDER**

Sanction of the Competent Authority is hereby conveyed in terms of Rule 20 of the DFP Rules 1978 read with Section 11(2) of the NCW Act, 1990 for an expenditure of **Rs.1,00,000/- (Rupees one lakh only)** to **Department of Women Studies, Goa University, Taleigao Plateau, District- North Goa, Goa- 403206**, as financial assistance for organizing **One Legal Awareness Programmes of two days duration each at District- North Goa, Goa.**

2. The programme should be organized within **THREE MONTH** of sanction/receipt of 1<sup>st</sup> installment.
3. The sanction would be subject to the condition that the Proceedings/Reports of the Legal Awareness Programme would be furnished to the National Commission for Women within **TWO MONTH** of the conclusion of the Legal Awareness Programme. **The Report should invariably contain the recommendations/suggestions made in the Programme.**
4. The amount will be released in two installments (1) **Rs.50,000/- (rupees fifty thousand only)** in advance forthwith and (2) **Rs.50,000/- (rupees fifty thousand only)** on the conclusion of the Programme and receipt of the report referred to in Para 2 above along with the audited accounts of the expenditure incurred, utilization certificate from the Chartered Accountant, Programme Report, Photographs & video CD, List of Resource persons, List of Participants for each of the camp.
5. The release of the financial assistance will be further subjected to the following conditions: -
  - a. The assistance will be utilized for holding Legal Awareness Camps and no portion of the assistance will be utilized for any other purpose.
  - b. No equipment/asset will be purchased out of the assistance. Any unutilized amount will be refunded to the Commission.
  - c. Separate accounts of the expenditure on this project will be maintained which will be subject to test/checks by the commission or its representative. Adequate economy should be exercised in the expenditure.
  - d. In the hoarding/banners the contributions/collaboration of the NCW will be acknowledged.
  - e. It will be mandatory to display 'Organized by **Department of Women Studies, Goa University, Taleigao Plateau, District- North Goa, Goa** in Association with *National Commission for Women*' at a prominent place on the dais and also at the cover page of the report of the Legal Awareness Programme (LAP).
  - f. Public representatives from the area such as MP.MLA, Local Leaders like Sarpanches, Municipal Corporators etc should be involved.

g. The total expenditure on each program should not exceed Rs.,1,00,000/- the item wise limit is as under:

Sl. No.	Expenditure Head	NCW guidelines
1.	Boarding & Lodging for 60 participants for 2 days @ 300/- per head upto a ceiling of	Rs.36,000/-
2.	Refreshment (Rs.150/- for lunch and Rs.16/- for Tea) head subject to ceiling of	Rs.20,000/-
3.	Camp Arrangement	Rs.14,000/-
4.	Hon. To Resource persons	Rs.16,000/-
5.	Material for Distribution	Rs.4,000/-
6.	Participants travel & field visit	Rs.4,000/-
7.	Administration & follow up	Rs.6,000/-
	<b>Total</b>	<b>Rs.1,00,000/-</b>

6. The monitoring of the programme shall be done either by National Commission for Women or by any authorized agency/individual on behalf of NCW.

7. A Member/Officer of NCW and/or State Commission for Women/authorized representative on behalf of NCW shall visit on the date of the Programme to monitor and evaluate the Legal Awareness Programme. The date and Programme may therefore be intimated in advance by post/phone.

8. Legal Awareness Programmes (LAPs) would be conducted on the lines of "Standardized Module for Legal Awareness Programme About Women Related Laws" available NCW website [www.ncw.nic.in](http://www.ncw.nic.in).

9. The names and address of the resource persons who will address the people should be indicated along with the list of important person who attended the meetings.

10. The expenditure involved will be debited to the Plan Head of the grant (LAP), 2016-17.

11. The expenditure is noted at Serial No. 47 in the sanction register.

(G. Nagarajan)  
Under Secretary

Copy to: -

1. PAO, NCW New Delhi  
2. DDO, NCW, New Delhi (2 Copies) with the request to sent the amount by the ECS of Rs.50,000/- (rupees fifty thousand only) in favor The Registrar, Goa University, Taleigao Plateau, District- North Goa, Goa-403206. (Copy of the filled -in Performa for ECS as given by the organization enclosed).

3. To  
Goa State Commission for Women,  
Unta House, 3rd Lift,  
4th Floor, Panaji, Goa-403001

4. To  
The Registrar,  
Goa University, Taleigao Plateau,  
District- North Goa, Goa- 403206

5. To  
Ms. Jagriti Shankar  
Contributory Teacher  
Department of Women Studies,  
Goa University, Taleigao Plateau,  
District- North Goa, Goa- 403206

6. Guard file.