

**Time Bound**  
**Most Urgent**

No. EDN-HE(21)F(10)13/2025-Road Safety  
Directorate of Higher Education  
Himachal Pradesh, Shimla-1

To Dated: Shimla-171001 the March, 2025

1. All the Principals Govt. Degree/Skt. Colleges/GCTE Dharamshala, in Himachal Pradesh.
2. All the Deputy Directors of Higher Education, in Himachal Pradesh.

**Subject: - Regarding submission of utilization certificate of road safety fund provided for the year 2024-25.**


Reference is invited to this Directorate letter of even No. dated 11-11-2024 on the subject cited above.

In this context, you are directed to ensure to submit Utilization Certificate and abstract of Expenditure of road safety fund as per the prescribed formats enclosed herewith as per Annexure-"A" , "B" and "C", duly signed and stamped by the competent authority along with best photographs of activities carried out, to this Directorate by the 28-03-2025 positively. All the DDHEs are directed to submit the same in consolidated manner so that same could be sent to the quarter concerned after consolidation of the same well in time.

Encl: As above

**This may be given personal attention.**


**27 MAR 2025**

  
(Dr. Amarjeet K. Sharma)  
Director of Higher Education  
Himachal Pradesh

Endst. No. Even dated Shimla-I the March, 2025

Copy for information and further necessary action to:-

1. The Director Transport—cum —Chairman Implementation Committee (Road Safety) HP Shimla-4.
2. The Deputy Director (Education), Road Safety Cell, Directorate of Transport, Shimla-4.
3. The Nodal Officer (Road Safety), Directorate of Higher Education Shimla-1.
- ✓ 4. Technical Officer I.T. Cell (Internal) with the request to upload the same on departmental website.
5. Guard File

  
Director of Higher Education  
Himachal Pradesh



**(Session -2024-25)**

FORM OF UTILIZATION CERTIFICATE

"ANNEXURE-A"

(for funds released out of the Road Safety Fund of the Transport Department)

Details of the funds released under the Road Safety Fund, in respect of this office:

Funds Released under the Road Safety Fund, in respect of this office:				
S.N.	Purpose	Release Letter No. (if any)	Release Date (if any)	Released Amount (in Rupees)
TOTAL FUNDS RELEASED				
TOTAL FUNDS UTILIZED				

1. Certified that the aforementioned figures are true and correct as per the available office record.
2. Certified that proper record has been/is being maintained for entire expenditure incurred out of the funds released above, and the same shall be placed for scrutiny/audit, as and when so required by the HPDT/AGHP/or any other authorized party.
3. Certified that the amount has been utilized as per the "Standard Operating Procedure - SOP", for the amount sanctioned.
4. Certified that all desired codal formalities at the end of this office have been duly fulfilled/are being duly fulfilled and that the undermentioned checks have been exercised to ensure that the money is actually utilized for the purpose for which it was sanctioned.

Kind of checks exercised:

- a) Cashbook, vouchers and other related records, are being maintained for each and every transaction.
- b) All expenditure is incurred strictly in compliance to the Himachal Pradesh Financial Rules, 2009, the Himachal Pradesh Treasury Rules, 2017, and other related rules/regulations circulated by the Government from time to time.
- c) Abstract of expenditure so incurred is annexed as per the prescribed format at "Annexure-B".

2023

(Signature with official seal)

Name & Designation



"ANNEXURE-B"

Details of the expenditure incurred out of the funds released under the Road Safety Fund as per "ANNEXURE-A", in respect of this office:

Date : \_\_\_\_\_

(Signature with official seal)  
Name & Designation \_\_\_\_\_



**“ANNEXURE-C”**

**Report on Road Safety for the session 2024-25 (Govt. Colleges /GSSSs)**

S.N	Name of District	Name of the College/ Name of schools	Details of Nodal Officer at Dy. Director Higher Education Level.	Name and Mob. number of Road Safety Coordinator in GSSSs/Govt. Colleges	No. of beneficiaries	Specify the Impact of the Road Safety activities on the students	Detail of Good Samaritan, if any	Detail of Resource Person
1								
2								
3								

Date:: \_\_\_\_\_

(Signature with official seal)

Name & Designation \_\_\_\_\_