



e-mail: rusa.hp@gmail.com
Phone No. 0177-2810763,64

No. EDN-HE(28)F(3)-29/2015-RUSA(VOL-I)
State Project Directorate,
Rashtriya Uchchatar Shiksha Abhiyan,
Directorate of Higher Education, H. P.

Dated: Shimla-171001 the 26, Sept, 2020

To,

The Principal(s)
Govt. Degree College(s) &
All the Higher Education Institutions in HP getting RUSA Grants
(Common Instructions thereof).

Subject: Regarding utilization of RUSA Grant.

Sir/Madam,

RUSA Grants under different RUSA Components are being released to HEI's by this Office from time to time. While utilizing these Grants, in addition to adhering to the RUSA guidelines (RUSA 1.0 or RUSA 2.0 as applicable) issued by MHRD, Gol, the following instructions be also complied with:-

1. Proper Administrative Approval (A/A) & Expenditure Sanction (E/S) be obtained where applicable, before allotting/executing the work.
2. RUSA Grants/funds in respect such works shall be deposited with the authorized Executing Agency, only after AA & ES is accorded by the competent authority (through this Office) and received in the College/ HEIs concerned.
3. For obtaining AA & ES, original estimates (two copies) prepared by competent authority of the authorized Executing Agency shall be submitted to this office.
4. Utilization Certificates of Executing Agency where applicable, be obtained at regular intervals/phases of the work and submitted to this Office on prescribed proforma GFR 12C, so that same could be submitted to Gol and next installment of RUSA Grants, if any could be demanded after Utilization Certificate to the extent of 75% of previous installment is submitted to the Gol. In other cases related to purchases or work done at Head(s) of Institutions level, UC shall also be submitted on GFR 12C.
5. Bills, vouchers and other related documents pertaining to the works/purchases shall be kept properly in the Office record as all this will be open for inspection and audit by CAs, any Official(s) or by a team appointed/authorized by the competent authority of Gol/GoHP.



6. All the works, purchases be executed as per the DPR/IDP submitted to the State Project Directorate RUSA, HP/MHRD, GoI.
7. Proper accounting in respect of RUSA Grants be done, as per RUSA guidelines, and separate bank account of RUSA funds be maintained besides a separate cash book for same.
8. Official letters/Communications related to RUSA (Grants/works) shall be addressed to **“State Project Director, State Project Directorate RUSA, HP at Directorate of Higher Education HP Shimla-01”**. Phone No. & email Id is **0177-2810763 & 2810764** and **rusa.hp@gmail.com** respectively.

(Dr. Amarjeet K. Sharma)
Director Higher Education/SPD RUSA
Himachal Pradesh

Copy to:

1. IT Cell, Directorate of Higher Education, HP Shimla-01 for uploading the same on Department's website.
2. Guard file.

Director Higher Education/SPD RUSA
Himachal Pradesh