



Government of UT of Jammu & Kashmir
J&K Sports Council

Circular regarding Submission of Accounts Details

Administrative Block Bakshi Stadium, Srinagar (May-October),
M A Stadium, Jammu J&K 180001 (Nov.-May),

E-mail: - jkstatesportscouncil@gmail.com, Contact No: - 0191-2570423, 0191-2560771

Circular

Subject: - Submission of Accounts Detail(s)/ Utilization Certificate(s) of District/ UT/ National Participation as per the J&K Sports Council Norms mentioned in Sports Council Order No. 22-Sgr of 2020 dated: 10.08.2020 -Instructions thereof.

In supersession of all the previous instructions issued on the subject matter and in light of the J&K Sports Council Norms vide Sports Council Order No: 22-Sgr of 2020 dated: 10.08.2020, all the Associations who are recognized with J&K Sports Council are hereby directed that the information (check list) alongwith the utilization certificate is mandatory while submitting their accounts details of expenditures as per the Annexed format in the office of the Divisional Sports Officer concerned for onward submission to this council secretariat for further course of action henceforth.

No: SC/634-IX/2025/ 10135-41
Dated: 22/01/2025

Secretary
J&K Sports Council
22/1/2025

Copy to the: -

1. Special Assistant to Hon'ble Minister for Youth Services & Sports for kind information to Hon'ble Minister for YS&S UT of J&K
2. Chief Sports Officer, J&K Sports Council for information.
3. Chief Accounts Officer, J&K Sports Council for information.
4. Divisional Sports Officers (Central) for information.
5. Divisional Sports Officers (Kashmir/Jammu) for information.
..... You are therefore, advised to forward the same after completion of all the Codal formalities as per the annexed check list and no incomplete information shall be entertained.
6. Pvt. Secretary to Commissioner/ Secretary to Government Youth Services & Sports Department, Civil Secretariat, J&K Jammu for information to Worthy Commissioner/ Secretary, YS&S.
7. All General Secretaries of Recognized Sports Associations for information and necessary compliance with the directions that all the accounts should be endorsed by the concerned Divisional Sports Officer.

8. Assistant Accounts Officer, J&K Sports Council for information.
9. Public Relation Officer, J&K Sports Council for information.
10. Executive Officer (F) J&K Sports Council for information.
11. Cashier, J&K Sports Council for information.
12. Circular File for record.
13. File No. 634-IX for record.
14. Incharge Website, J&K Sports Council with the directions for uploading the circular on official website.



4.	Fixtures of the event(s).								
5.	Copy of Press Release of event conducted.								
6.	Copy of the Advertisement Notice published before the event								
7.	GEO Tag Photographs.								
8.	Monitoring Report from the concerned Divisional Sports Officer.								
9.	Account wise abstract.								
10.	Bank Account details/ IFSC Code								

Note: The bills enclosed in this/ with this checklist exclusively pertains to this Activity and are attested by the undersigned (General Secretary/ President)-----Association and also countersigned by the Divisional Sports Officer concerned.

Seal & Signature of
President/ General Secretary

Association. (Attestation)

Seal & Signature of
Divisional Sports Officer
Kashmir/ Jammu
(Counter Signature)

All the accounts should be endorsed by the concerned Divisional Sports Officer.

Annexure-II

(Format for Utilization Certificate)

S. No	Sanction Order No and Date	Amount (In Rs.)	Certified that and amount of Rs. _____ has been sanctioned/ released during the Financial Year as Grant-in-Aid for conducting of Calendar of Activities for the year----- -----in favour of the ----- -----
01			Association under Allocation of Grant-in-Aid, in which a sum of Rs. has been utilized for the purpose for which it was sanctioned and that the balance of Rs. remaining unutilized at the end of the year and will remit back through bank vide No. dated.....

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

Kind of Checks;

Exercised:

1. Procurement of to the tune of Rs. has been done on Lowest Market Rate.
2. An amount of Rs. has been spent on Refreshment/ DA/ Transportation has been given to the Athletes.
3. ---
4. ----

Signature.....

Designation-----

-----Association

Dated:



