



JEEVIKA

An Initiative of Government of Bihar for Poverty Alleviation

**Bihar Rural Livelihoods Promotion Society
State Rural Livelihoods Mission, Bihar**



बिहार सरकार

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Ref. No. : BRLPS/Estt/91/06/2743

Date : 20/8/13

Office Order

Sri Uday Kumar Verma has joined as State Finance Manager. The following tasks related to NRLM Project are being assigned to him :-

1. Preparation of IUFR,
2. Compliance of Internal Audit of NRLM districts,
3. Support procurement team as member of procurement/review committee,
4. Review of Finance/Account of NRLM.
5. Authentication and signing of Cash Book and Vouchers.
6. Compliance of statutory requirements.
7. Preparation of utilization certificates as per requirement of funding.
8. Accounting relating to funding agency of NRLM.
9. Dealing with all files related with NRLM expenditure.
10. Correspondence with Govt. departments/agencies concerned towards accounting in NRLM.
11. Other tasks assigned by CEO/CFO as and when required.

It is expected that he would accomplish the above mentioned assignment with due diligence under guidance of Chief Finance Officer.

By the order of CEO


20.8.13

(Rajesh Parimal)
Administrative Officer

Copy to :

1. All SPMs/PMs
2. OSD/AO/CFO/FO/Procurement/IT
3. All DPMs
4. Concerned file.