No. J-17014/02/2016-DDU-GKY(352060)
Government of India
Ministry of Rural Development
Department of Rural Development
(Rural Skills Division)

NDCC-II, 7th Floor,
Jai Singh Road, New Delhi 110 001
Dated: 3rd April, 2023

Notification No.5/2023

Sub: Extension of Project tenure of DDU-GKY projects impacted by COVID-19 reg.

In continuation of this Ministry's Notification No.4/2023 dated 10th February, 2023, Notification No. 6/2021 dated 25th June, 2021 and Notification No. 8/2020 dated 9th March, 2020 regarding subject mentioned above, it is hereby stated that based on the request of States project tenure extension of Projects affected by COVID-19 was considered by MoRD and one year extension was allowed.

2. However, States have pointed out that, the extension provided for COVID-19 has not considered the full impact and in some States, the Training Center was stopped from functioning by State/UTs for longer duration for containing COVID-19 spread and even when Training Centers were allowed to function, it was allowed to utilise less than 50% installed capacity, in compliance of Ministry of Health and Family Welfare SoP. The utilisation of less than 50% installed capacity has resulted in less than optimum utilisation of Training center capacity and requires project tenure extension for completing target sanctioned to Project Implementing Agencies(PIAs).

3. Based on the aforesaid, it is hereby stated that the extension of project tenure up to a maximum of 6 years may be considered by the States/UTs on case-to-case basis only for Projects impacted by COVID-19. While considering project tenure extension the following should be checked:-

a. Only those projects should be considered for tenure extension, wherein placement of the trained candidate is more than 50%.
b. State should assess the capacity of the PIA to deliver the project in time including training infrastructure and action plan for completing project target.
c. Projects wherein target were impacted due to COVID-19 related closure of Training Center as well as impacted due to constrained capacity utilisation because of MoHFW SoP compliances.
d. No cost escalation shall be permitted in these projects.
e. This provision must not be used for projects not impacted due to COVID-19 related closures of Training Center.

This is issues with the approval of competent authority.

Encl.: a/a

(Arun C Adatte)
Assistant Commissioner (Skills)
Tel: 011-23461718

J-17060/6/2014 Aajeevika Skills-Part-3 (352329)
Government of India
Ministry of Rural Development
Department of Rural Development
(Rural Skills Division)

NDCC-II Building, 7th Floor,
Jai Singh Road, New Delhi- 110001
Dated:10th February, 2023

<u>Notification 4 /2023</u>

This is with reference to the clarification sought by States/UTs regarding extension of the project tenure of projects under DDUGKY being implemented by Project Implementation Agencies (PIAs) beyond current Action Plan 2019-23 (Extended).

2. Rural Skills Division of MoRD has accordingly clarifies as stated below:

i. DDU-GKY Guidelines mandates that a project is sanctioned for a minimum period of 3 years irrespective of Action Plan Period and there exist a provision of extension for the project may be given twice in the project life cycle to a maximum period of one year (MoRD notification 8/2020 dated 9th March 2020 - Default Management Provisions-point no. 9, Pg. No. 21). The extension of project period with reference to Notification 8/2020 shall be over and above extension allowed for COVID-19 Period, based on which Action Plan 2019-2022 was extended for one-year i.e., 2019-2023 (Extended).

ii. State/UTs must exercise due caution and as per the DDU-GKY Guideline provision only those projects where placement % is 50 or more, they shall be allowed with rigorous monitoring & continuous follow up and provided extension as per the norms.

3. This issues with the approval of Competent Authority.

Arun C Adatte
Asst. Commissioner (Skills)

File No.J-17060/25/2020- DDU-GKY(371887)
Government of India
Ministry of Rural Development
Department of Rural Development
(Rural Skills Division)

NDCC-II Building, 7th Floor,
Jai Singh Road, New Delhi- 110001
Date:-.25 June, 2021

Notification No: 06 /2021

Subject: Treatment of placement drop-out, placement continuity, placement non-commencement & extension of project duration due to COVID-19 impact & Lock downs.

I am directed to refer to the Chapter 3, section 3.2.2.3 of DDU-GKY program guidelines and Chapter 7, Standard Format SF7.2A of DDUGKY Standard Operating Procedure regarding consideration and definition of placement in DDU-GKY as continuous employment for a minimum of 3 month.

Due to COVID-19 pandemic and implementation of containment measures for COVID19 like State Lock downs/Corona Curfews, large scale placement drop out has happened. PIAs had made considerable effort in placement of rural youth during these difficult times too. To provide relief to the PIAs without digressing from the scheme outcome, the following relief shall be made available to all projects, whose placed candidates dropped out and could not commence placement in the below mentioned period.

(A) Handling placement drop-out cases:- All those candidates, who dropped out from placement between February 2020 to June 2021, shall be eligible for being re-placed till 31st March 2022. The Guideline provision 3.2.2.2.0 regarding taking action for poor performance by a PIA in a Projects shall stands relaxed for Placement drop outs between February 2020 to June 2021. PIA is provided an opportunity for re placing, placement dropout candidates till 31 March 2022.

(B) Handling placement continuity of placement drop-out cases: All those candidates, who dropped out from placement between Feb 2020 to June 2021, their Pre-Lock down/corona curfew, placement duration and post-lock down/corona curfew placement duration shall be taken into account and shall be considered as continuous Placement for placement continuity calculation purpose. The provision of continuous employment as defined in DDU-GKY Guideline 3.2.2.3 and in SoP at SF 7.2 A: Placement and Related Definition Point 3 Continuous Placement stands relaxed for placement drop out cases due to COVID-19 Impact.

(iii) Handling non-commencement of placement cases:- All candidates, who got trained in between 26 December 2019 to 30 June 2021 and their placement could not commence, shall be allowed to commence placement till 31 March 2022. The Guideline provision 3.2.2.2.0 regarding taking action for poor performance by a PIA in a Projects shall stands relaxed for candidates trained in between 26 December 2019 to 30 June 2021. PIAs are provided an opportunity for placement of trained candidates till 31st March 2022.

(iv) Handling Project Duration Extension Cases:
(a) Extension of Project duration due to aforesaid measures shall be relaxed from the provisions of notification 8 of 2020 under heading Default Management Provisions point 9 regarding giving extension for the project tenure & provision given in SoP at 3.6 regarding completion of project training and placement -issue Project Completion report shall stands relaxed for placement affected in between February 2020 to June 2021.

(b) However no extension of projects duration shall be allowed to those projects, which have completed 6 Years as on 30 June 2021.

This issue with the approval of Competent Authority.

Your's Faithfully
Ghan 25/06/2021
(Ghanshyam Meena)
Under Secretary to the Govt. of India
Tele:011-23461711

To

1. Director General, NIRDPR, Hyderabad.
2. MD, NABCONS, Rajendra Place, New Delhi.
3. The Additional Chief Secretaries/ Principal Secretaries/ Commissioner & Secretaries of the Nodal Departments of the States implementing DDU GKY

Copy to

1. CEOs/MDs/COO/Nodal Officers of SRLMs/ SSDMs in States
2. PPS to Secretary (RD)
3. PPS to AS (RD)
4. PPS to JS (Skills)
5. Executive Director, NIRDPR
6. All officials of DDU-GKY(MoRD)
7. ICT- PMU team for uploading the notification & necessary changes on DDU GKY Website.

531804/2020

No.J-17060/44/2019-DDU-GKY
Government of India
Ministry of Rural Development
Department of Rural Development
(Rural Skills Division)

NDCC II Building, 7th Floor
Jai Singh Road, New Delhi- 110001
Dated: 09th March 2020

Notification No.08../2020

Subject: **Changes in SOP regarding Project Closure and Default Management Procedures**

Ministry of Rural Development has amended certain provisions relating to the Completion and Closure of projects and relating to default management procedures in the SOP of the DDU-GKY. The changes made are as below:

Project Closure Provisions:-

#	Description of the Section of the SOP	Reference of the Section	Changes made
1	*Issue Project Completion Report* The project has been completed i.e. the PIA has completed the Training and Placement targets as per the SOP.	SECTION 3.6 OF SOP I (Pg. 34)	*In this case, the procedure for financial audit of the project closure will be followed as per the procedure defined in the section 8.11.1 of the SOP, as deployed by the State. Further, trained and placement no. and Placement Success Rate should be computed as per the situation and procedure described in S13.8*
2	*When a PIA requests for project closure...*	SECTION 3.9 "ORDERLY CLOSURE (ii)" Pg. 38 of SOP I	a. *Foreclosure of the Project:* When a PIA has initiated the project and realizes that they are unable to execute the project and achieve desired outcomes for the same and requests to close the project, and such a request is made by the PIA within one year from the sanction date of the project, the State could consider this with the approval of the competent authority after following due process of opportunity of hearing as per SoP. Foreclosure in such cases can happen with or without imposing penalty on the PIA. In cases where the PIA requests foreclosure after the completion of one

			year from the sanction date, it shall be done after imposition of penalty after following due process of opportunity of hearing as per SoP. *In this case, the procedure for financial audit of the project closure will be followed as per the procedure defined in the section 8.11.2 of the SOP. Further, trained and placement no. and Placement Success Rate should be computed as per the situation and procedure described in SI3.8* b. *Termination of the Project:* The State may decide to terminate a project under conditions of default after giving an opportunity of hearing. The prescribed competent authority should terminate the project after imposing penalty on the PIA. *In this case, the procedure for financial audit of the project closure will be followed as per the procedure defined in the section 8.11.2 of the SOP. Further, trained and placement no. and Placement Success Rate should be computed as per the situation and procedure described in SI3.8* c. *Non-closure of project even after the completion of approved project period:* If a PIA does not apply for closure of the project, even after the completion of one year from the project end date (i.e. by 4th year in case the project duration is 3 years), such project shall be closed duly following the default procedures. *In this case also, the procedure for financial audit of the project closure will be followed as per the procedure defined in the section 8.11.2 of the SOP.*

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			Further, trained and placement no. and Placement Success Rate should be computed as per the situation and procedure described in SI3.8 d. Force Majeure: In the event of natural and unavoidable catastrophes which interrupt the expected course of events and restrict the PIA from fulfilling its obligations, the prescribed competent authority of the State shall take action on case to case basis and no general guidelines can be issued in this regard. *Further, trained and placement no. and Placement Success Rate should be computed as per the situation and procedure described in SI3.8*
3	*"SF 3.7B: Project Closure /Completion Report"*	**SF 3.7 B (Pg. 51 of SOP I) It had been stated that MoRD will issue the checklist separately.**	**Collated from Sanction order, MOU, BG and DDU-GKY Guidelines. (source document mentioned in the table itself)** **Closure Process checklist/computation sheet been prepared and enclosed as Annexure 1**
4	First 2 bullets under **Notes to "Table 1: Indicative unit Training Cost….2304 hours" (Pg. 35 of DDU-GKY guidelines July 2016**	**Notes to "Table 1: indicative training ….2304 hours" (pg 35 of DDU-GKY guidelines July 2016**	**These may be read as following:** (i) Rates as per the Common Cost Norms (CNN). (ii) There shall be no escalation in rates of sanctioned projects. (iii) The revised rates as notified by the MoRD on the basis of Common Cost Norms notified by the MSDE from time to time shall be applicable for prospective new projects

Following section on Standard Instructions has been inserted after SF3.7B at Page#51 of SOP

SI3.8: Determining "Trained" and "Placed" Number of Candidates

In case of orderly closure of a project, there could be 3 situations:

- Situation-1: PIA has received 1st instalment only
- Situation-2: PIA has received 1st and 2nd instalment only
- Situation-3: PIA has received 1st, 2nd, and 3rd Instalment

A detailed approach to deal with each of these situations has been described in the following sections:

It may be noted that while deriving trained and placed numbers as per the following processes, the basic principle of rounding off shall be applied.

However, while computing the Sample Success rate (%), the percentage shall neither be rounded up nor rounded down, instead the same shall be retained up to two decimal points.

1. Situation-1: PIA has received 1st instalment only

In this situation, there could be 2 scenarios:

- PIA has completed sanctioned Training Targets
- PIA has failed in achieving the sanctioned Training Targets

In both the above scenarios, steps to be followed for determining the Placement Success Rate, are explained by examples in the following sections:

1.1 Scenario-1: When PIA has Achieved Sanctioned Training Target

In this scenario, let us assume different cases as shown in the Table-1, where the original sanctioned target is same as the actual no. of trained candidates:

Table-1

Case#	**Target Sanctioned** (Assumed)	**Trained** (assumed as claimed by PIA)	**Placed** (#s which have passed the Desk & Salary verifications)
(1)	(2)	(3)	(4)
1	2000	2000	20
2	4800	4800	2800
3	6500	6500	3500
4	7500	7500	5100

Step-1: Revise Project Size

Determine number of candidates ought to have been trained to enable PIA to get 100% fund for the "Placed" number of candidates. This is explained below:

As per SOP, it is entailed that PIA can claim 100% of the sanctioned project cost if the placement achievement is >=70% of the Project size. For example, if the Project size (i.e. Sanctioned Training target) is 1,000 candidates, PIA will get fund for all 1000 candidates if Placement achievement is >=700

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candidates [i.e. 70% of 1,000 (sanctioned target)]. Therefore, if a PIA has trained 100% of the sanctioned target and the placement achievement is <70% of the trained candidates, then the no. of trained candidates to be considered for fund release will be calculated as: [(100 x N)/70] number of candidates.

Using this formula, the number of candidates to be considered as trained by the PIA in above examples are calculated [in Col. (5)] as shown in the below table:

Table -2

Case#	**Target Sanctioned** (assumed)	**Trained** (Claimed by PIA - assumed)	**Placed** (#s which have passed the Desk & Salary verifications)	**Number of candidates ought to be Trained by PIA or the new Project Size** (Rounded) **[100 X Col. (4)]/70**
(1)	(2)	(3)	(4)	(5)
1	2000	2000	20	29
2	4800	4800	2800	4000
3	6500	6500	3500	5000
4	7500	7500	5100	7286

It may be noted here that the value in Col. (5) in the above table in each case will be taken as Project Targets for further *verification/computation purposes for project closure.*

Further, Determination of Number of Placed candidates for Generation of Samples for all installments and Sample Size for Physical Verification shall be calculated as per the Tables 4A and 5A (Notification 42/2016) or 4B and 5B (Notification 19/2019), as the case may be.

1.2 Scenario-2: When PIA has NOT Achieved the Sanctioned Target

In this scenario, let us assume a few cases as shown in the Table-2 where the number of trained candidates is less than the sanctioned targets:

Table-3

Case#	**Target Sanctioned** (Assumed)	**Trained** (claimed by PIA - assumed)	**Placed** (#s which have passed the Desk & Salary verification)
(1)	(2)	(3)	(4)
1	2000	100	20
2	4800	4000	2800
3	6500	5500	3500
4	9500	7500	5000

Step-1: Revise Project Size

Determine number of candidates ought to have been trained to enable PIA to get 100% fund for the "Placed" number of candidates. This is explained below:

As per SOP, we know that a PIA gets 100% of its funds if Placement achieved is >=70% of the Project size. That means, if Project size (i.e. Training target) is say 1000, PIA will get fund for all 1000 candidates if Placement achievement is >=70%. Therefore, if a PIA has placed N number of candidates, then to get fund for all the trained candidates, they will have to train at least [(100 x N)/70] number of candidates. Using this formula, the number of candidates to be trained by PIA in our above examples are calculated (in Col. (5)) as shown in the below table:

Table-4

Case#	**Target Sanctioned** (assumed)	**Trained** (Claimed by PIA - assumed)	**Placed** (#s which have passed the Desk & Salary verifications)	**Number of candidates ought to be Trained by PIA or the new Project Size** (Rounded) **[100 X Col. (4)]/70**
(1)	(2)	(3)	(4)	(5)
1	2000	100	20	29
2	4800	4000	2800	4000
3	6500	5500	3500	5000
4	9500	7400	5000	7143

It may be noted here that the value in Col. (5) in the above table in each case will be taken as Project Targets for further *verification/computation purposes for project closure.*

1.2.1 Step-2: Determine Number of Placed candidates for Generation of Samples for all instalments ($2^{nd}/3^{rd}/4^{th}$)

Since PIA has achieved 70 % of placement w.r.t. new project size in all the cases, Placement verification is to be done for all 3 installments. This is explained in the below tables (4A & 4B) for each of the cases.

Table-4A (Based on Notification 42/2016)

Case#	**New Project Target** (as calculated in Col. 5 of Table-4)	**Placed** (#s which have passed the Desk & Salary verifications)	**No. of Placed Candidates from which Samples will be Generated** (Assuming **Internal Target selected by PIA is 70%.**		
			2^{nd} (7% of Col.2)	**3^{rd} (40.25% of Col. 2)**	**4th & Final (22.75% of Col. 2)**
(1)	(2)	(3)	(4)	(5)	(6)
1	29	20	2	12	6
2	4000	2800	280	1610	910
3	5000	3500	350	2013	1137
4	7143	5000	500	2875	1625

Table-4B (Based on Notification 19/2019)

Case#	New Project Target (as calculated in Col. 5 of Table-4)	Placed (#s which have passed the Desk & Salary verification)	No. of Placed Candidates from which Samples will be Generated (Assuming Internal Target selected by PIA is 70%.		
			2nd (7% of Col.2)	3rd (18 % of Col. 2)	4th & Final (45 % of Col. 2)
(1)	(2)	(3)	(4)	(5)	(6)
1	29	20	2	5	13
2	4000	2800	280	720	1800
3	5000	3500	350	900	2250
4	7143	5000	500	1286	3214

1.2.2 Step-3: Determine the Samples size for Physical Verification based on total target (New Project Target) and number of candidates that have passed the Desk Verification

Based on the New Project size as considered in Col.2 in the Table-4A & 4B, determine the samples size for Physical verification for computing Sample Success Rate (P) as per the table given at "SF 7.2C – Estimate of sample size" of SOP. This is shown in Table 5A and 5B below:

Table-5A (Based on Notification 42/2016)

Case#	New Project Target (as calculated in Col. 5 of Table-4)	Placed (#s which have passed the Desk & Salary verifications)	No. of Samples to be Verified for Instalment:		
			2nd	3rd	4th & Final
(1)	(2)	(3)	(4)	(5)	(6)
1	29	20	2*	12*	6*
2	4000	2800	75 (out of 280)	75 (out of 1610)	75 (out of 910)
3	5000	3500	100 (out of 350)	100 (out of 2013)	100 (out of 1137)
4	7143	5000	125 (out of 500)	125 (out of 2875)	125 (out of 1625)

- *Since the Total population is less than the minimum sample size prescribed in SOP, the number of candidates Placed itself is taken as Sample Size*

Table-5B (Based on Notification 19/2019)

Case#	**New Project Target** (as calculated in Col. 5 of Table-4)	**Placed** (#s which have passed the Desk & Salary verification)	**No. of Samples to be Verified**		
			2^{nd}	**3^{rd}**	**4^{th} & Final**
(1)	(2)	(3)	(4)	(5)	(6)
1	29	20	2*	5*	13*
2	4000	2800	75 (out of 280)	75 (out of 720)	75 (out of 1800)
3	5000	3500	100 (out of 350)	100 (out of 900)	100 (out of 2250)
4	7143	5000	125 (out of 500)	125 (out of 1286)	125 (out of 3214)

- *Since the Total population is less than the minimum sample size prescribed in SOP, the number of candidates Placed itself is taken as Sample Size*

1.2.3 Step-4: Carry out Placement Verification on samples drawn as per table 5A & 5B to determine the Sample Success Rate for Placement and Actual number of Placed candidates for each instalment as shown in the below Tables 6A & 6B below:

Table-6A (Based on Notification 42/2016)

Case#	**New Project Target** (as calculated in col 5 in Table 4)	**Instalment-Wise and No. of candidate to be Verified for each Instalment**		**Sample Size as per Table-5A**	**No. of Samples Passed Verification successfully (assumed)**	**Compute Sample Success Rate (P) (After applying the provisions of SOP)**	**Number of Candidates declared as "Placed" for each Instalment = Col.4 x Col.7**
		Instalment#	**# of Candidates to be Verified for Placement**				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	29	2^{nd}	2	2	2	100%	2
		3^{rd}	12	12	10	83%	10
		4^{th}	6	6	5	83%	5
2	4000	2^{nd}	280	75	71	95%	266
		3^{rd}	1610	75	68	91%	1465

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		4th	910	75	65	87%	792
3	5000	2nd	350	100	98	98%	343
		3rd	2013	100	88	88%	1771
		4th	1137	100	91	91%	1035
4	7143	2nd	500	125	122	98%	490
		3rd	2875	125	118	94%	2703
		4th	1625	125	122	98%	1593

Table-6B (Based on Notification 19/2019)

Case#	New Project Target (as calculated in col 5 in Table 4)	Instalment-Wise and No. of candidate to be Verified for each Instalment		Sample Size as per Table-5B	No. of Samples Passed Verification successfully (assumed)	Compute Sample Success Rate (P) (After applying the provisions of SOP)	Number of Candidates declared as "Placed" for each Instalment = Col.4 x Col.7
		Instalment#	# of Candidates to be Verified for Placement				
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	29	2nd	2	2	2	100%	2
		3rd	5	5	4	80%	4
		4th	13	13	11	85%	11
2	4000	2nd	280	75	71	95%	266
		3rd	720	75	68	91%	655
		4th	1800	75	65	87%	1566
3	5000	2nd	350	100	98	98%	343
		3rd	900	100	88	88%	792
		4th	2250	100	91	91%	2048
4	7143	2nd	500	125	122	98%	490
		3rd	1286	125	118	94%	1209
		4th	3214	125	122	98%	3150

1.2.4 Step-5: Based on the Sample Success Rate computed in Table-6A & 6B (Col.7), compute Placement Success Rate of the project after considering the Internal Target (which we have assumed as 70%) as shown in Table-7A & 7B below:

Table-7A (Based on Notification 42/2016)

Case#	New project Target (as calculated in col 5 in Table 4)	Instalment -Wise and No. of candidate to be Verified for each Instalment		Sample Success Rate (P)	Placement Success Rate (SR) = (P) x (I = 70%)
		Instalment#	# of Candidates to be Verified for Placement		
(1)	(2)	(3)	(4)	(5)	(6)
1	29	2nd	2	100%	70 %
		3rd	12	83%	58 %
		4th	6	83%	58 %
2	4000	2nd	280	95%	67 %
		3rd	1610	91%	64%
		4th	910	87%	61%
3	5000	2nd	350	98%	69%
		3rd	2013	88%	62%
		4th	1137	91%	64%
4	7143	2nd	500	98%	69%
		3rd	2875	94%	66%
		4th	1625	98%	69%

Table-7B (Based on Notification 19/2019)

Case#	New project Target (as calculated in col 5 in Table 4)	Instalment -Wise and No. of candidate to be Verified for each Instalment		Sample Success Rate (P)	Placement Success Rate (SR) = (P) x (I = 70%)
		Instalment#	# of Candidates to be Verified for Placement		
(1)	(2)	(3)	(4)	(5)	(6)
1	29	2nd	2	100%	70%
		3rd	12	80%	56%
		4th	6	85%	60%

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2	4000	2nd	280	95%	67%
		3rd	1610	91%	64%
		4th	910	87%	61%
3	5000	2nd	350	98%	69%
		3rd	2013	88%	62%
		4th	1137	91%	64%
4	7143	2nd	500	98%	69%
		3rd	2875	94%	66%
		4th	1625	98%	69%

1.2.5 Step-6: Based on the "Placement Success Rate" number for each case as shown in Table 7A & 7B, compute the net number of trained candidates for each instalment as shown below in Table-8A & 8B:

Table-8A (Based on Notification 42/2016)

Case#	New Project Target (as calculated in col 5 in Table 4)	Instalment-Wise and No. of candidate to be Verified for each Instalment		Number of Candidates Qualified as "Placed" for each Instalment = Col.4 x Col.6 of Table-7A	Number of Candidates that will be considered as "Trained" = (Col.5x100)/70
		Instalment#	# of Candidates to be Verified for Placement		
(1)	(2)	(3)	(4)	(5)	(6)
1	29	2nd	2	2	3
		3rd	12	10	14
		4th	6	5	7
2	4000	2nd	280	266	380
		3rd	1610	1465	2093
		4th	910	792	1131
3	5000	2nd	350	343	490
		3rd	2013	1771	2530

		4th	1137	1035	1479
4	7143	2nd	500	490	700
		3rd	2875	2703	3861
		4th	1625	1593	2276

Table-8B (Based on Notification 19/2019)

Case#	New Project Target (as calculated in col 5 in Table 4)	Instalment-Wise and No. of candidate to be Verified for each Instalment		Number of Candidates Qualified as "Placed" for each Instalment = Col.4 x Col.6 of Table-7B	Number of Candidates that will be considered as "Trained" = (Col.5x100)/70
		Instalment#	# of Candidates to be Verified for Placement		
(1)	(2)	(3)	(4)	(5)	(6)
1	29	2nd	2	2	3
		3rd	12	4	6
		4th	6	11	16
2	4000	2nd	280	266	380
		3rd	1610	655	936
		4th	910	1566	2237
3	5000	2nd	350	343	490
		3rd	2013	792	1131
		4th	1137	2048	2926
4	7143	2nd	500	490	700
		3rd	2875	1209	1727
		4th	1625	3150	4500

1.2.6 Step-7: Based on the Placement Success Rate computed at step 5, Table 7A & 7B, Instalment amount computation could be done as per the procedure detailed in the SOP.

2. **Situation-2: PIA has received 1st and 2nd Instalment only**

In this situation, there could again be 2 scenarios:

1. PIA has completed sanctioned Training Targets
2. PIA has failed in achieving the sanctioned Training Targets

In both the above scenarios, steps to be followed for determining the Placement Success Rate, are explained by examples in the following sections:

2.1 Scenario-1: When PIA has Achieved Sanctioned Training Target

In this scenario, let us assume the cases as shown in the below Table-9A & 9B where the original sanctioned target is same as the actual no. of trained candidates:

Table-9A (Based on Notification 42/2016)

Case#	Target Sanctioned (assumed)	Trained (Claimed by PIA - assumed)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional Number of "Placed" candidates (assumed)
			Trained (10% of Col. 2)	Placed (7% of Col. 2)	
(1)	(2)	(3)	(4)	(5)	(6)
1	2000	2000	200	140	400
2	4800	4800	480	336	650
3	6500	6500	650	455	700
4	7500	7500	750	525	800

Table-9B (Based on Notification 19/2019)

Case#	Target Sanctioned (assumed)	Trained (Claimed by PIA - assumed)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional Number of "Placed" candidates (assumed)
			Trained (20% of Col. 2)	Placed (7% of Col. 2)	
(1)	(2)	(3)	(4)	(5)	(6)
1	2000	2000	400	140	400
2	4800	4800	960	336	650
3	6500	6500	1300	455	700
4	7500	7500	1500	525	800

As detailed in Situation-1 Scenario-2, Step-1. Revise Project Size as shown in the below Table-10A & 10B:

Table-10A (Based on Notification 42/2016)

Case#	Target Sanctioned (assumed)	Trained (Claimed by PIA-assumed)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional number of "Placed" candidates (assumed having passed the Desk verification)	Number of candidates ought to be trained by PIA or the new Project Size (Rounded) [100 X Col. (6)] /70
			Trained (10% of Col. 2)	Placed (7% of Col. 2)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	2000	2000	200	140	400	571
2	4800	4800	480	336	650	929
3	6500	6500	650	455	700	1000
4	7500	7500	750	525	800	1143

Table-10B (Based on Notification 19/2019)

Case#	Target Sanctioned (assumed)	Trained (Claimed by PIA-assumed)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional number of "Placed" candidates (assumed having passed the Desk verification)	Number of candidates ought to be trained by PIA or the new Project Size (Rounded) [100 X Col. (6)] /70
			Trained (20% of Col. 2)	Placed (7% of Col. 2)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	2000	2000	400	140	400	571
2	4800	4800	960	336	650	929
3	6500	6500	1300	455	700	1000
4	7500	7500	1500	525	800	1143

Using Training Targets as listed in Col. 7 of the Table-10A & 10B, follow all the steps as detailed in Situation-1, Scenario-2 for all the cases to determine the Sample Success Rate and also the Placement Success Rate

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2.2 Scenario-2: When PIA has NOT Achieved Sanctioned Training Target

In this scenario, let us assume the cases as shown in the Table-11A & 11B where the original sanctioned target is more than the actual no. of trained candidates:

Table-11A (Based on Notification 42/2016)

Case#	Target Sanctioned (Assumed)	Trained (assumed as claimed by PIA)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional number of "Placed" candidates (assumed having passed the Desk verification)
			Trained (10% of Col. 2)	Placed (7% of Col. 2)	
(1)	(2)	(3)	(4)	(5)	(6)
1	2000	1200	200	140	400
2	4800	3000	480	336	650
3	6500	5000	650	455	700
4	7500	6500	750	525	800

Table-11B (Based on Notification 19/2019)

Case#	Target Sanctioned (Assumed)	Trained (assumed as claimed by PIA)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional number of "Placed" candidates (assumed having passed the Desk verification)
			Trained (20% of Col. 2)	Placed (7% of Col. 2)	
(1)	(2)	(3)	(4)	(5)	(6)
1	2000	1200	400	140	400
2	4800	3000	960	336	650
3	6500	5000	1300	455	700
4	7500	6500	1500	525	800

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As detailed in Situation-2 Scenario-1, Step-2, Revise Project Size as shown in the below Table-12A & 12B:

Table-12A (Based on Notification 42/2016)

Case#	Target Sanctioned (Assumed)	Trained (assumed as claimed by PIA)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional number of "Placed" candidates (assumed having passed the Desk verification)	Number of candidates ought to be trained by PIA or the new Project Size (Rounded) [100 X Col.(6)] /70
			Trained (10% of Col. 2)	Placed (7% of Col. 2)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	2000	1200	200	140	400	571
2	4800	3000	480	336	650	929
3	6500	5000	650	455	700	1000
4	7500	6500	750	525	800	1143

Table-12B (Based on Notification 19/2019)

Case#	Target Sanctioned (Assumed)	Trained (assumed as claimed by PIA)	2nd Instalment Paid for Numbers		In addition to 2nd Instalment numbers, additional number of "Placed" candidates (assumed having passed the Desk verification)	Number of candidates ought to be trained by PIA or the new Project Size (Rounded) [100 X Col.(6)] /70
			Trained (20% of Col. 2)	Placed (7% of Col. 2)		
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	2000	1200	400	140	400	571
2	4800	3000	960	336	650	929
3	6500	5000	1300	455	700	1000
4	7500	6500	1500	525	800	1143

Using Training Targets as listed in Col. 7 of the Table-12A & 12B, follow all the steps as detailed in Situation-1, Scenario-2 for all the cases to determine the Sample Success Rates and subsequently Placement Success Rates corresponding to the Notification applicable.

3. **Situation-3: PIA has received 1st, 2nd and 3rd Instalment**

In this situation again, there could be 2 scenarios:

1. PIA has completed sanctioned Training Targets
2. PIA has failed in achieving the sanctioned Training Targets

In both the above scenarios, steps to be followed for determining the Placement Success Rate, are explained by examples in the following sections:

3.1 Scenario-1: When PIA has Achieved Sanctioned Training Target

In this scenario, let us assume the cases where the original sanctioned target is same as the actual no. of trained candidates as shown in the Table-13A & 13B:

Table-13A (Based on Notification 42/2016)

Case#	Target Sanctioned (Assumed)	Trained (Claimed by PIA)	2nd Instalment Paid for Numbers		3rd Instalment Paid for Numbers		In addition to 2nd and 3rd Instalment numbers, additional Number of "Placed" candidates (assumed all cleared Desk Verification)
			Trained (10% of Col.2)	Placed (7% of Col.2)	Trained (57.5% of Col.2)	Placed (40.25% of Col.2)	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	2000	2000	200	140	1150	805	400
2	4800	4800	480	336	2760	1932	650
3	6500	6500	650	455	3738	2617	700
4	7500	7500	750	525	4313	3019	800

Table-13B (Based on Notification 19/2019)

Case#	Target Sanctioned (Assumed)	Trained (Claimed by PIA)	2nd Instalment Paid for Numbers		3rd Instalment Paid for Numbers		In addition to 2nd and 3rd Instalment numbers, additional Number of "Placed" candidates (assumed all cleared Desk Verification)
			Trained (20% of Col. 2)	Placed (7% of Col.2)	Trained (40% of Col. 2)	Placed (18% of Col. 2)	

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	2000	2000	400	140	800	360	400
2	4800	4800	960	336	1920	864	650
3	6500	6500	1300	455	2600	1170	700
4	7500	7500	1500	525	3000	1350	800

As detailed in Situation-1 Scenario-2, Step-1, Revise Project Size for both the Notifications- 42/2016 and 19/2020 is computed as shown in the below Table-14.

Table-14

Case#	Target Sanctioned (Assumed)	Trained (assumed as claimed by PIA)	In addition to 2nd and 3rd Instalment numbers, additional umber of "Placed" candidates (assumed all cleared Desk Verification)	Number of candidates ought to be trained by PIA or the New Project size (Rounded) [100 X Col.(4)] /70
(1)	(2)	(3)	(4)	(5)
1	2000	2000	400	571
2	4800	4800	650	929
3	6500	6500	700	1000
4	7500	7500	800	1143

Using Training Targets as listed in Col. 5 of the above table, follow all the steps as detailed in Situation-1, Scenario-2 for all the cases to determine the Placement Success Rate and subsequent Placement Success Rate.

3.2 Scenario-2: When PIA has NOT Achieved Sanctioned Training Target

In this scenario, let us assume the cases as shown in the Table-15A & 15B, where the original sanctioned target is more than the actual no. of trained candidates:

Table-15A (Based on Notification 42/2016)

Case#	Target Sanctioned (Assumed)	Trained (Claimed by PIA - assumed)	2nd Instalment Paid for Numbers		3rd Instalment Paid for Numbers		In addition to 2nd and 3rd Instalment numbers, additional umber of "Placed" candidates (assumed- all cleared Desk
			Trained (10% of Col. 2)	Placed (70% of Col.2)	Trained (57.5% of Col.2)	Placed (40.25% of Col.2)	

							Verification)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	2000	1850	200	140	1150	805	400
2	4800	4000	480	336	2760	1932	650
3	6500	5200	650	455	3738	2617	700
4	7500	6000	750	525	4313	3019	800

Table-15B (Based on Notification 19/2019)

Case#	**Target Sanctioned** (Assumed)	**Trained** (Claimed by PIA - assumed)	**2nd Instalment Paid for Numbers**		**3rd Instalment Paid for Numbers**		**In addition to 2nd and 3rd Instalment numbers, additional umber of "Placed" candidates (assumed- all cleared Desk Verification)**
			Trained (20% of Col.2)	**Placed (7% of Col.2)**	**Trained (40% of Col.2)**	**Placed (18% of Col.2)**	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
1	2000	1850	400	140	800	360	400
2	4800	4000	960	336	1920	864	650
3	6500	5200	1300	455	2600	1170	700
4	7500	6000	1500	525	3000	1350	800

As detailed in Situation-1 Scenario-2, Step-1, Revise Project Size for both the Notifications be computed as shown in the below Table-16:

Table-16

Case#	**Target Sanctioned** (Assumed)	**Trained** (Claimed by PIA - assumed)	**In addition to 2nd and 3rd Instalment numbers, additional number of "Placed" candidates (assumed – all cleared Desk Verification)**	**Number of candidates ought to be trained by PIA or the New Project size** (Rounded) **[100 X Col. (4)] /70**
(1)	(2)	(3)	(4)	(5)
1	2000	1850	400	571
2	4800	4000	650	929
3	6500	5200	700	1000
4	7500	6000	800	1143

Using Training Targets as listed in Col. 5 of the above table, follow all the steps as detailed in Situation-1, Scenario-2 for all the cases to determine the Placement Success Rate and subsequent Instalment amounts.

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Default Management Provisions

#	Modifications	Existing provisions Reference
	Major Penalty: In case of violation of norms/severe default in performance/ fraud will be imposed by following the duly laid down default management process as per the SOP's of DDU-GKY	**"Action for Default" Section 1.6 of SOP I and** Notification 33/2016
1	Whenever a project is terminated, the PIA should be blacklisted and debarred for a period of at least 3 years. However, if the same PIA completes other projects of DDU-GKY successfully in the same State, after debarment, the duly prescribed competent authority may decide to waive off the debarment.	**Section 1.6 of SOP I, Table 1-3 Classification of Penalties to be imposed . Pg 11**
2	All recoveries to be made against Bank Guarantee (BG) and from dues payable to the PIAs in any other DDU-GKY projects within the State. In case recoveries can't be effected by either of the above, the same shall be recovered as per section 3.11 of the Standard operating procedures.	
3	During the implementation of the programme: If it has been observed by the State, at any stage during the project period, that the PIA is not adhering to the time lines of the project, penalty as per the norms in the SOP, should be imposed, however, the total penalty should not exceed 10% of the project cost.	**Section 1.4 Table 1-2 "timeline for Major events ", Section 1.5 (Remedy of Delay) of SOP I and** Notification 53/2017
4	If the total penalty levied on a project (major +minor) is more than or equal to 10% of the total cost, in such cases, the agency should be terminated and blacklisted.	**Notification 33/2016. Pg 15 , "Table 10-1:Details of minor and major penalties " Point 6 read with Note below the table.**
5	The Ministry shall maintain a list of PIA's, blacklisted by States on its designated portal and the same shall be available for public viewing. All appraisal agencies should review this list and make a note in their appraisal recommendation.	
6	The Ministry reserves the right to Blacklist a PIA nationally based on the recommendation of the State. These blacklistings will be made following the default procedures as defined in the SOP.	Table 10-1 : details of minor and major

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	Any PIA which has been blacklisted shall not be eligible for submitting proposal for DDU-GKY project.	penalties (SF 10.1 A: overview of default handling procedures) Pg. **13 of notification 33/2016** **Table 1-3 : Classification of penalties to be imposed (SOP 1, Section 1.6 Action for default) pg 10-11**
	Minor Penalty: In case of deviation from SoP as defined in chapter 10 of SoP. These will be imposed by following the duly laid down default management process as per the SOP's of DDU-GKY	
7	If the commencement of the batches, as mandated, has been delayed by the agency and the State Government is satisfied that it has been delayed due to the non-sincerity of the agency, a penalty should be imposed. This would be at the rate of 0.15 % (of the amount released) per day for the number of days the commencement of the batches has been delayed.	**Notification 33/2016 Table 10-1 (pg 15 of notification)**
8	If the PIA fails to pay the Penalty and also does not take any other action on it, the project may be terminated after following due process of opportunity of hearing as per SoP and the said penalty along with other recoveries as per the existing provisions of SoP should be recovered from the Bank Guarantee and the balance amount, if any, may be recovered using the clauses laid down in Section 3.11 of the SOP.	**Notification 50/2017 , point 2** **Section 3.11 of the SOP-I "Recovery of dues from a PIA".**
9	Extension for the project may be given by the prescribed Competent Authority only twice in the project life cycle subject to a maximum period of up to 1 year. Any extension given for the project shall be a no-cost extension. At the time of extension of the project, the PIA should give a revised Action Plan.	Notification 2/2016 (pg 2)
10	Obtaining Bank Guarantee (BG) for the extended duration plus 2 months shall be a precondition for extension of project duration.	

This issues with approval of the competent authority.

Encl:As above.

(Virendra Sharma)
Director (Skills)

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To

1. Director General, NIRDPR, Hyderabad
2. Additional Chief Secretary/Principal Secretary/ Secretary of the Nodal Department implementing DDU GKY in the States/ UTs
3. MD, NABCONS, New Delhi

Copy to:

1. CEOs/ MDs of the Nodal Departments in States/ UTs implementing DDU GKY
2. PPS to Secretary (RD)
3. PPS to Additional Secretary (RD)
4. PPS to Joint Secretary (Skills)
5. All officials in DDU GKY
6. ICT- PMU team for uploading the notification on DDU GKY Website

(Virendra Sharma)
Director (Skills)

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SF 3.7A: CHECKLIST FOR FINAL PROJECT CLOSURE OF PROJECT SANCTIONED UNDER DDU-GKY / ROSHNI / HIMAYAT

Name of the PIA - All information below has been provided on and upto xx/xx/xxxx for financial expenditure and upto xx/xx/xxxx for Training and Placement

Sl. No.	Particulars	Details / Observations	Means of Verification/ Source of Information	Claim verified and certified to be accurate by SRLM	SRLM team Observations / Remarks	Annexure Details
	A	B	C	D	E	F
1	Recommendaton is initated	Fore Closure				
2	Reason (if any)					
3	Recommended by		State SRLM			
4	Issuance Authority for Project Termination, if any		Competent Authority			
5	Date of Termination Order issued if applicable		Order issued by SRLM/MoRD			
	CONTENT					
1	Project Sanction Details & Total No. of Revisions during Project Life Cycle		original Sanction order and all revised sanction orders			
2	Terms & Conditions, Bank Guarantee		MoU,Sanction Order, Guidelines&SOP, Bank guarantee copy			
3	Project Extension		Extension order/Revised sanction order			
4	Physical progress in project		MPR/ERP			
5	Performance Monitoring		MPR/ERP			
6	Deviations in Physical Progress		Inspections Reports			
7	Financial Progress in the Project		PFMS/Monthly report(SF8.10B),Ucs			
8	Information Specific to Final Installment or Project Closure		Ucs and audit reports			
9	Devations in Financial Progress		PFMS / Monthly report(SF8.10B),Ucs/Bank statements			
10	Sub -Category wise Achievement		MPR/ERP & Sanction order			
11	Proposal for Release / Recovery		Recommendation of SRLMs or TSAs of SRLMs			
12	Proposal for 100% Recovery from PIA		Recommendation of SRLMs or TSAs of SRLMs			

1 Project Sanction Details (To be Repeated for Each Revision)

Sl. No.	Particulars	Details / Observations	Means of Verification/ Source of Information	Claim verified and certified to be accurate by SRLM	SRLM team Observations / Remarks	Annexure Details
1.1	State in which project is to be implemented		From Sanction Order			
1.2	Name of Implementation Agency as per PRN					
1.3	Scheme					
1.4	Sanction Order Reference No.					
1.5	Project Sanction date					
1.6	Project Duration in Years					
1.7	Project Start Date / Project Commencement Date		Project Commencement Order from SRLM			
1.8	Project End Date		As per Revised sanction order if any			
1.9	Central Share in Rs.		From Sanction Order			
1.10	State Share in Rs.					
1.11	Total Cost of the Project in Rs.					
1.12	PIA Contribution (CSR or any other contribution)		Any amount contributed by PIA , If any			
1.14	**Revised Cost of the Project, if any (Latest Revision)**					
	1.14 a) Central Share (Revised)		From Revised Sanction order			
	1.14 b) State Share (Revised)					
	1.14 c) Total Revised Project Cost	₹ 0.00				
	1.14 d) PIA Contribution / Loan taken into project		Audit reports			

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1.15	Unit Cost per beneficiary in Rs.	As per Orginal Sanction Order							Calculate on basis of number of candidates as sanctioned and total project cost excluding welfare cost			
		As per Latest Revised Sanction Order										
1.16	Training & Placement Targets as per Sanction Order											
		Boardiging and Lodging Arrangement				Non- Residential	Total	To be Placed (As per Application)	As per sanction order/revised sanction order			
		X	Y	Z	Others							
	As per Orginal Sanction Order											
	As Per Latest Revised Sanctioned Order (If any)											
1.17	Category Wise Target Details											
	Category	As per Orginal Sanction Order				As Per Latest Revised Order (If any)						
	a) Scheduled Caste (SC)								Sanction orders/ Revised sanction orders			
	b) Scheduled Tribe (ST)											
	c) Other											
	d) Minorities											
	e) Women											
	f) Transgender											
	g) PwD											
	h) Special Group											
1.18	Trades approved for training as per Original Sanction Order	Certifying Agency			Sector	Trade Code	Duration of Training (in Hrs)	Target	As per Sanction Order	Yes		
	Total						0	0				
1.19	Trades approved for training as per Latest Revised Sanction Order, if any	Certifying Agency			Sector	Trade Code	Duration of Training (in Hrs)	Target	As per Latest Revised Sanction Order	Yes		
	Total							6				

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1.20	Assesment & Certification	Target	Total Trained	Total Assesed	Total Certified	Sanction Order & application			
1.21	Whether outsourcing has been proposed and approved?					Sanction Order & application			
	List the areas where outsourcing has been done, and to which agency	Outsourced Activity		Agency		Sanction order (application), MoU with outsourcing agencies			
1.22	Provide a list of assets be created, if any					Audit reports, CA certification of assets			
1.23	Were the above assets approved in the project proposal?					EC approval & Minutes of PAC			
2	**Terms & Conditions, Bank Guarantee**								
2.1	Whether signed MoU has been attached?					MoU			
2.2	Has the project been implemented as per conditions of PAC /EC / Sanction Order as applicable					Stamped affadavit/certificate required by CEO of PIA, or designated authority approved by Board of Directors			
2.3	Whether the PIA has complied with the provisions of standard Terms & Conditions					Conditions listed in Sanction, Provide Stamped affadavit/certificate			
2.4	Bank Guarantee provided by PIA					Bank Guarantee copy			
2.4 a	Bank Name and Branch Address					Incase of recovery if PIA defaulted, the SRLM shall approach the banker for the guaranteed amount 2.SRLM ensure that the PIA renews the bank guarantee till the closure of project			
	Date of issue								
	Amount in Rs.								
	Validity of BG (Date)								
2.5	Whether the PIA has complied with special Terms & Conditions					Conditions listed in Sanction, Provide Stamped affadavit/certificate			
3	**Project Extension**								
3.1	Has the project period expired?					Sanction Order			
3.2	Is there any requirement for project extension?					If No, Skip to next section			
3.3	Whether the Project has been Extended by SRLM					Enclose approved PPWS			
3.4	Period of extension approved by SRLM (End Date)					Extension order			
3.5	Whether the extended period is covered by the BG ?					New Bank guarantee copy			
3.6	Validity of Bank Guarantee provided by PIA (Date of Validity)								
4	**Physical Progress of Project**								
4.1	Physical status of training centres in numbers	Location	Total Centres Approved	No. of Candidates trained Outside the State if any		1. Sanction Order & Application 2. MPR/ERP Generated Screen Shot and Field inspection report by SRLM			
		Within State		Minimum to be trained as per SoP					

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		Outside State			Total Candidates Trained by PIA Outside the state					
4.2	Whether the MIS has been updated									MPR/ERP Generated Screen Shot
4.3		Foreclosure/ Termination								
4.4	Trained candidates considered for Closure									List of trained candidates
4.5	Cummulative Training achievement by trade wise, Residential and Non Residential (No. of Candidates)	Trade Code	Duration in Hrs.	Target	As per Latest/Revised Sanction Order		Achieved (Cummulative) as per SI of closure process		No. of admissible Candidates	1) Total should match with numbers provided in project details in Section 1. 2) Information should be sourced from the Sanction Order and Revised Sanction Order
					Residential	Non-Residential	Residential	Non- Residential		
	Total			0	0	0		0	0	

4.6	Category-wise Training Target (Cummulative)					
		Total no. of Candidates to be trained for Foreclosure/Termination (Based on Placement Success Rate)	Total no. of candidates trained by PIA	Whether the shortfall is within 5% of the target for the sub-category?	Total No. of Candidates Considerd for amount payable	Total No. of Candidates Considerd for deduction to the extent of shortfall
	a) Scheduled Caste					
	b) Scheduled Tribe					
	c) Others					
	Total (SC+ST+Others)		0		-	
	d) Minorities					
	e) Women					
	f) Transgender					
	g) PwD		8			

1. MPR/ERP Generated Screen Shot & Shortfall as per Guidelines.
2. List of candidates

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4.7	Has the required training target been achieved in terms of:								
	a) As listed in 4.5								
	b) As listed in 4.6								
4.8	Whether the PIA has given training in the approved trades?					Affidavit			
4.9	Has the required placement target been achieved?								
4.10	Has placement met minimum wage requirements as per guidelines?					A declaration from PIA for providing salary as per minimum wage act of concerned state(s) relevant for each trade			
4.11	Total placement target required for Closure(As per Internal Target) in case of	**Internal Placement Target in Percentage**		**Total No. of Candidates required for closure as per Internal Target**					
		Total No. of Candidates Considered as placed by PIA for Closure as per SI of project closure process				Placement target should be at least 70% of training target			
4.12	**Placement Verification Details**								
	Target Considered for the Project					As per Sanction Order or Placement Achievement			Annexure
	Instalment wise Details	**2nd Instalment**	**3rd Instalment**	**4th Instalment**					
	a) No. Considered for Instalment								
	b) Total Samples to be verified for Instalment								
	c) No. of Samples verified by PIA Q Team								Annexure
	d) No. of Primary Samples verified by SRLM Team								
	e) No. of Recheck Samples verified by SRLM Team								
	f) No. of Primary samples verified by CTSA								
	g) No. of Recheck samples verified by CTSA								
	h) No. of Samples passed by PIA Q Team					As per 7.2 O. Items to be checked during onsite visit for placement verification			
	i) No. of Primary Samples passed by SRLM Team								
	j) No. of Recheck Samples passed by SRLM Team								
	k) No. of Primary Samples passed by CTSA								
	l) No. of Recheck Samples passed by CTSA								
	m) Placement Success Rate of the Project for Instalment/ (Closure(%))								
	n) Total Canidates considered as Trained based on Placement Success Rate by Instalment Wise								
	o)Total Candidates considered for Project based on Placement Success Rate								
4.13	**Verification for Incentives during Closure of the project** (If Applied by PIA during Application)								
		Total Candidates to be considered as per application	Total candidates Proposed by PIA	Total candidates considered by SRLM after Verification					
	a) Career Progression Verification					Number of candidates as per applicatin			

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	b) Retention Verification				As per SF 7.4 B.Proces to draw samples for verifying incentive placement			
	c) Foreign Placement Verification							
	d) Placement Verification (If more than 70%)							
4.14	**Verification for Assessment and Certification**							
		Total Candidates to be considered as per Sanction Order	Total candidates claimed by PIA	Total candidates considered by SRLM after Verification				
	a) Total Trained							
	b) Assessment							
	c) Certification							
5	**Performance Monitoring**							
5.1	Has the SRLM monitoring report with regard to training and placement under previous instalment been attached?							
5.2	Whether Tablets distributed as per SI 8.7A				Declaration and list of distribution to the candidates			
5.3	Whether any complaints have been raised regarding implementation of project?				Documentary proof of complaint			
5.4	Provide details of complaints	**Details of Complaint**	**Compliance by PIA**	**Proposed Action by SRLM in case of non-compliance**	SRLM observation and compliance report and documentary proof of complaints.			
5.5	**Alerts/ Defaults**	**No. of Alerts/ Penalty Issued as on date of Recommendation**	**Total Penalty Amount Levied to PIA**	**Total Penalty Amount Paid by PIA**	List of alerts/Defaults			
	5.5 a) Yellow Alert							
	5.5 b) Red Alert							
	5.5 c) Minor Penalty							
	5.5 d) Major Penalty							
6	**Deviations Observed**							
	Description of Deviation from SOP/Guidelines	**Reason**	**Amount charged, if any (Rs.)**	**Was due approval granted by Competent Authority?**	Attach Approval letter if any			
7	**Financial Progress of Project** (In Rs.)							
	Installment	1st / 2nd	3rd	4th / Total				
	a) Central Share released to PIA (Gross amount)				Sanction Orders / Revised sanction orders			
	b) State Share released to PIA (Gross amount)							
7.1	c) PIA Contribution (Loan taken into the poject account), if any				Audited statements			

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	d) Total Interest earned in the project account, if any					Interest earned by PIA may be adjusted at the time of release of final instalment as indicated in Guidelines.			
7.2	**Total funds available**								
7.3	Total expenditure for project					Consolidated financial audited statements (SF8.11A,11E) duly signed by CA & authorized representative of PIA (Considered from R&P)			
7.4	Balance Funds available in the project account					Should equal 7.3-7.4 (Closing balance of R&P)			
7.5	**Training Cost Considered**					UC/Audit Report ((Total cost will be calculated by considering all sanction order superately and summing them up)			
	a) Amount as per all revised sanction orders					As per Sanction Order & Application			
	b) Total expenditure incurred					UC/Audit Report			
	c)expenditure incurred on Special Area allowance, if any					Based on Centre Locations			
7.6	**Has To/Fro allowance been duly paid to candidates and is this reflected in UC/Audit Report?**								
7.6 a	Total amount paid (Rs.) as per Ucs					UC/Audit Report			
7.7	**For residential candidates, has lodging and boarding been duly paid and is this reflected in UC/Audit Report?**								
		X Category city	**Y Category city**	**Z Category city**	**Others**				
	a) As per sanction order					Revised CNN Application			
	b) No. of Candidates Trained					List of			
	Total expenditure by PIA (Rs.)					UC/Audit Reports			
7.8	**Regarding Post Placement Support** (Candidates have been provided paid post placement support?)								
		Within District	**Outside District**	**Outside State**	**Total**	sanction order & application, Audit reports			
	a) No. of candidates proposed in Application/Sanction order								
	b) No. of candidates paid								
	c) What is the total amount that has been paid to candidates as Post Placement Support?								
	d) Is this amount reflected in UC/Audit Report?								
7.9	**One Time Travel Cost**								
		Amount sanctioned	**Amount as per Ucs**			Sanction order & Audit reports			
	a) Proposed as per Application								
	b) No. of Candidates paid								
	c) Is this amount reflected in UC/Audit Report?								
7.10	Whether the UC has been countersigned by SRLM?								

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7.11	Whether the PIA has been sanctioned any other SGSY/Aajeevika Skills/DDUGKY projects?		Sanction Orders of other projects			
7.12	If so, have all UCs have been submitted as prescribed in GFR?		Ucs or self declaration from PIA			
7.13	Whether the Financial/Physical progress of previously sanctioned projects has been attached?		Declaration and Affidavit			
7.14	Whether PIA is submitting the SF 8.9A, SF8.10A, 8.10B on monthly and SF8.10J ?		Declaration and Affidavit			Annexures
7.15	Whether the PIA is eligible for fund release in terms of financial achievement?		Affidavit			

7.16 Welfare Cost - Incentives (Eligible if Applied in Project Application)

		Amount proposed in Application/Sanction order	Amount Eligible after Verification				
	a) Placement Incentives			Revised CNN and Inspetion reports			
	b) Career Progression						
	c) Retention Support						
	d) Foreign Placement						
	e) Mobile Topup						

7.17 Assessment & Certification and Uniform Cost

		Eligibile amount as per Sanction	No. of candidates trained	Actual Expenditure	Eligible amount after Verification with respect to guideines/SoP				
	a) Assessment & Certification								
	b) Uniform Cost								

8 Information Specific to Final Installment & Project Closure

8.1	Total interest earned by PIA		Audited statements			
8.2	Total interest earned by SRLM		To be filled by SRLM, if any			
8.3	Total amount of Unapproved Assets purchased at original value		Audit reports & CA certification			
8.4	WDV of approved assets Rs.		Depreciation amount should be calculated on items listed as per IT Act. Audit reports & CA certification of assets to be attached.			

9 Deviations in Financial Progress

#	Details of Deviation from SOP/Guidelines	Reason	Amount charged, if any (Rs.)	Was due approval granted by Project Director?				
a)					Attach Approval letter/Notice/Alerts, if any			
b)								
c)								
d)								

10 Sub -Category wise Achievement

	Category	Shortfall in Target as per 4.6	Cost per Candidate (Rs.) - as per Latest sanction order	Total Deduction Amount (Rs.)				
	a) SC				MRIGS/MPR/ERP Generated Screen Shot& Latest sanction order			
	b) ST							
	c) Women							
	d) Minority							
	e) PwD							
Total								

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11	Proposal for Release or Recovery - Orderly Closure										
		As per revised Sanction Order	Actual Trained	Admissible after deducting Trade wise Excess achievment,If any	No. of candidates considered as trained based on Placement succes rate	Before revision/CNN	After Revision				
	Total No. of Candidates considered for Project based on Placement Success Rate							No. of candidates trained List.			
	Eligible amount computed for the candidates as below (based on placement succes rate)							Original Sanction order & Revised CNN application / Sanction Order			
11.1	Amount computed for candidates (Trained before revision/ CNN cost norms- Work sheet 1)							As per computations attached in Working Sheet-1			
11.2	Amount computed for candidates (Trained after revision/ CNN cost norms- Work sheet 2)							As per computations attached in Working Sheet-2			
11.3	Add: Amount of Welfare Cost to be claimed, If any							Inspection reports			
11.4	**Total Eligible Amount**										
11.5	Less: Total Grant amount released (1st inst. 2nd inst. 3rd instalment till the closure)							Audit reports & Ucs			
11.6	**Amount Due to PIA**										
11.7	**Deductions:**										
11.8	Less: Amount for shortfall in sub-category (Point 10)							As computed in point 10			
11.9	Unutilised/Undisbursed amount (Pre CNN/Revision -Worksheet 1)							As per computations attached in Working Sheet-1			
11.10	Unutilised/Undisbursed amounts (Post CNN-Worsheet 2)							As per computations attached in Working Sheet-2			
11.11	Unapproved Assets purchased at original value & WDV of approved assets							List of assets annexure and 8.7 of SoP			
11.12	Interest earned in project account							Ucs & Audit reports			
11.13	Amount of TDS adjustment, if any							TDS amount to be adjusted,if it is receivable			
11.14	Penalty levied but not paid by PIA (on Defaults during project duration)							List of Penalties imposed			
11.15	Unutilised project fund (Closing Bank Balance of project fund)							Ucs & Bank statement			
11.16	**Amount to be Recovered / Released from/to PIA**										
11.17	Less: Any amount refunded / recovered by / from PIA till date							Verify with the SRLM bank statement			
11.18	Less: Penal interest for not implementing the project. If charged by SRLM							SRLM may impose penalty based on case			
11.19	**Total Amount to be Released/ Recovered after adjusting all applicable deductions**							Notice may be issued for recovery			
11.20	Amount to be recovered by way of Bank guarantee (For Information)							Bank Guarantee Copy (Bank Guarantee may be adjusted only if default of payment by PIA after Notice)			
12	Proposal for Recovery from PIA (i.e. in case of 100% recovery)										
11.1	Total fund released to PIA after deductions of MF & TDS							Sanction order			
11.2	Add :TDS deducted on releases										
11.3	Add: Interest amount earned										
11.4	Add: Amount to be recovered towards Penalty levied but not paid by PIA during the implementation							List of Penalties imposed			
11.5	Add: Penal interest for not implementing the project, If charged by SRLM										

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11.6	Total Amount to be recovered from PIA		Notice may be issued for recovery			
11.7	Less: Any amount refunded / recovered by / from PIA till date		Verify with the SRLM bank statement			
11.8	Net Amount to be recovered from PIA					
11.9	Amount to be recovered by way of Bank guarantee (For Information)		Bank Guarantee Copy (Bank Guarantee may be adjusted only if default of payment by PIA after Notice)			

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Note/Suggestions

1. The project can be extended only one time in life cycle max i.e 12 months
2. If ther are any changes in trades rates, it will apply only prospectively to new applications
3. SRLMs has to ensure BG will be renewed till the closure of project
4. SRLM has to ensure to impose penalty for non implementation of project i.e some % on project cost
5. assumption:The cost per candidate will be computed as per latest sanction order for shortfall in sub category
6. The shortfall in subcategory will be computed as it is done in SGSY. There is no impact on the number of candidates trained

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Computation before CNN

Sl. No.	Particulars	Eligible amount	Actual/Admissible	Unutilised Amount (Rs.)
	Total No. of Candidates considered for Project based on Placement Success Rate (Before CNN) **No.** ____			
	Eligible amount computed as below			
1	a) Total No. of candidates trained before CNN (As per revised application/sanction order) * Per candidate cost before CNN/Revision			
	Deductions:			
2	Undisbursed To&Fro (Includng dropouts as per SF 6.3C)-(Budget as per working sheet- Actual/Admissible as per UCs)			
3	Unutilised Boarding & Lodging (including dropouts SF 6.3C) (Budget as per working sheet- Actual/Admissible as per UCs)			
	a) X- Category			
	b) Y-Category			
	c) Z- Category			
4	Undisbursed PPS (Budget as per working sheet-Actual/Admissible as per UCs)			
	a) Within Domicile			
	b) within state			
	c) Outside the state			
5	Unutilised one time travel cost (Budget as per working sheet-Actual/Admissible as per UCs), If budgeted in pre CNN application or revision			
6	Unutilised Uniform cost (Budget as per working sheet-Actual/Admissible as per UCs)			
7	Unutilised Assesment & Certification cost- 3.2.2.15 CNN sop Actual/Admissible as per UCs) - caping will be in the revised budget, If budgeted in pre CNN applicable or Revision			
8	Tablet Computer cost (Budget as per working sheet-Actual/Admissible as per UCs)			
	Total amount to be released/recovered			

Note: 1. If Actual/ admissible amount is more than the eligible amount restricted to Eligible amount

2.. If Actual/ admissible amount is less than the eligible amount restricted to the actual amount

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Computation after Revision / CNN

Sl No.	Particulars	No. of candidates	No. of Hours/No. of Days	Rate per hour/Day/month (Rs.)	Eligible amount (Rs.)	Actual/Admissible expenditure as Ucs/R&P (Rs.)	Amount to be Released restricted to Eligility amount or Amount to be recovered, IF any (Rs.)
1	Total No. of Candidates considered for Project based on Placement Success Rate (After revision/CNN)						
	Trade -1						
	Trade -2						
	Trade -3						
	Eligible amount computed as per project cost componets						
2	**a) Eligible amount of standard Training cost**						
	Addl. Training cost for Special areas, If any						
3	**Eligible Assesment cost- (caping will be in the revised budget) Note:**						
4	**Eligible amount of Boarding & Lodging**						
	a) X- Category						
	b) Y-Category						
	c) Z- Category						
5	**Eligible amount of one time travel cost**						
6	**Eligible amount of Food and To&Fro charges**						
7	**Eligibile Uniform cost**						
8	**Eligible PPS amount**						
	a) Within Domicile						
	b) within state						
	c) Outside the state						
	Total amount to be Eligibile amount						

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Note: 1. If Actual/ admissible amount is more than the eligible amount restricted to Eligible amount
2.. If Actual/ admissible amount is less than the eligible amount restricted to the actual amount
3: Assesment cost, If the PIA certified the 70% of the candidates then it gets 100% cost, If not Pro rata may be given