DDU-GKY
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KAUSHAL BHARAT

ERP SYSTEM FOR DDUGKY

राग्राविपंरासं
NIRDPR

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
MINISTRY OF RURAL DEVELOPMENT, GOVT. OF INDIA

National Institute of Rural Development & Panchayati Raj

Ministry of Rural Development, Govt. of India

User Manual for

‘Kaushal Bharat’

ERP System for DDU-GKY

Revised Sanction Order

(SRLM Logins)

Version V1.0 Dated: 02.03.2020

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SRLM - Admin Login

‘Kaushal Bharat’
ERP System for DDU-GKY

Module A1 – Project Initiation

Sub Module A1.1 – Revised Sanction Order

Definition: Revision of Sanction order issued to the PIA.

Option to revise sanctioned training target, proposed Districts, District wise Targets, Trades, Trade wise targets., etc., after the appropriate approval from the competent authorities

Prerequisite/s:

1. Approval of Sanction order in the ERP System

Process:

1. Based on the requirement, SRLM can provide an option to PIA to revise / modify the details of approved sanction order after the directions and approvals of the competent authorities
2. SRLM Operations can send back the approved Sanction order for modification to PIA Admin.
3. PIA Admin has to modify the details of the Sanction order like revised sanctioned training target, proposed Districts, District wise, Targets, Trades, Trade wise targets., etc., and submit for approval to the SRLM operations
4. SRLM Operations has to take decision as either ‘Approved’ or ‘Send for Modification’
    a. If the user selects ‘Approved’, the Sanction order will be forwarded to SRLM Admin for approval
    b. If the user selects ‘Send for Modification’, the Sanction order will be made in edit mode to PIA Admin for necessary modifications and resubmission as per the remarks
5. SRLM Admin has to take decision as either ‘Approved’ or ‘Send for Modification’
    a. If the user selects ‘Approved’, the Sanction order will be approved and SRLM Operations and PIA can view the details of issued Sanction order once in view only mode
    b. If the user selects ‘Send for Modification’, the Sanction order will be made in edit mode to PIA Admin for modification and resubmission as per the remarks

Revised Sanction Order Dashboard

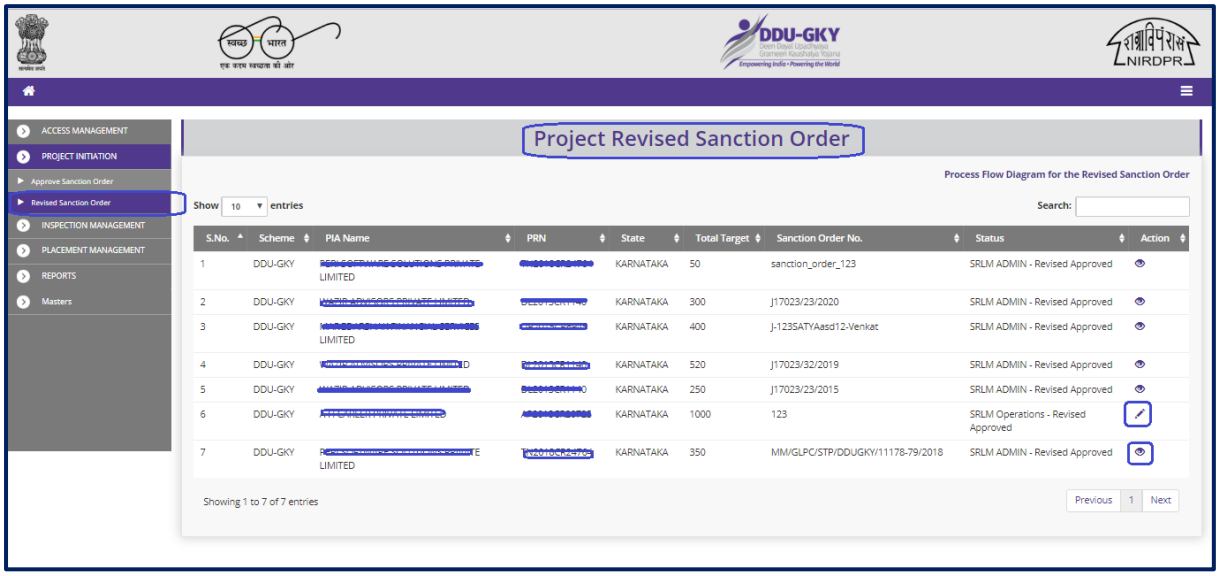
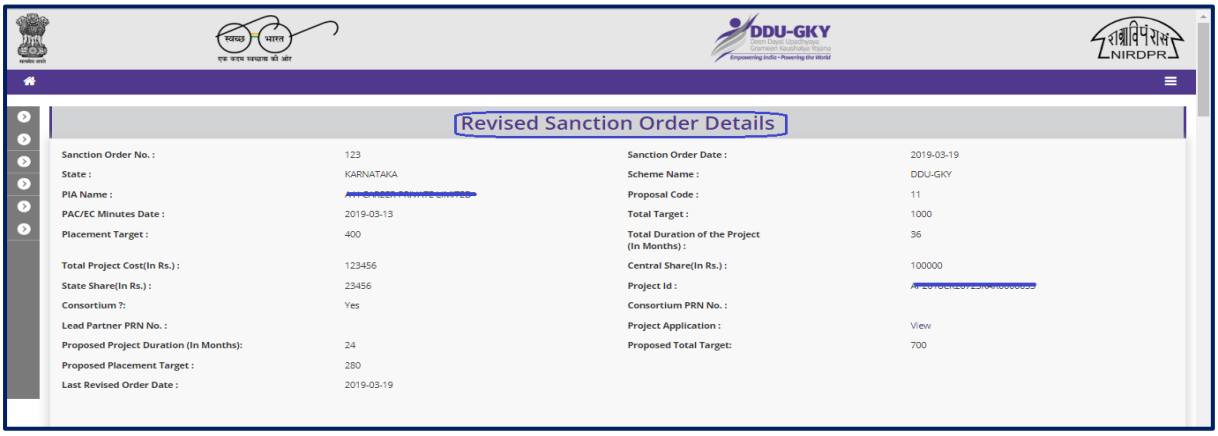


Figure – A1 (Revised Sanction Order Dashboard)

Description:

1. This screen allows the user to view the list of Revised Sanction Order details of the Project submitted by SRLM Operations for approval
2. If the user clicks icon against any Sanction Order, he/she will be directed to 'Revised Sanction Order Detail' page, where the user can take decision on the approval
3. If the user clicks icon against any Sanction order, he/she will be directed to 'Revised Sanction Order View' page, where the user can view the details of Sanction order in View only mode

Revised Sanction Order Approval Decision



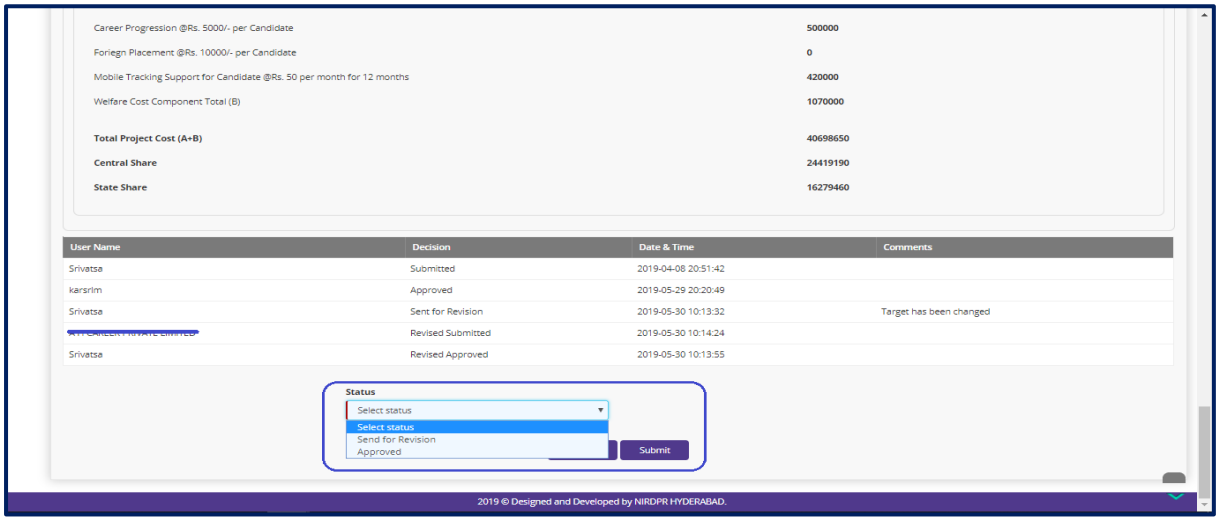


Figure – A2 (Revised Sanction Order)

Description:

1. This screen allows the user to view the details of the Revised Sanction order for a project submitted by SRLM Operations
2. Based on the information provided, the user has to take the decision on the approval as either ‘Approved’ or ‘Send for Modification’
3. After selecting the appropriate decision, the user has to click ‘Submit’ option to save and submit the decision / status of Sanction order
4. If the user clicks ‘Back’ option, he/she will be directed to the ‘Revised Sanction order Dashboard’ page, and the data /information entered on the screen will not be saved

View Revised Sanction Order Details

Figure – A3 (Revised Sanction Order Details view)

Description:

1. This screen allows the user to view the basic details of the Revised Sanction order in view only mode

SRLM - Operations Login

‘Kaushal Bharat’
ERP System for DDU-GKY

Module A1 – Project Initiation

Sub Module A1.1 – Revised Sanction Order

Definition: Revision of Sanction order issued to the PIA.

Option to revise sanctioned training target, proposed Districts, District wise Targets, Trades, Trade wise targets., etc., after the appropriate approval from the competent authorities

Prerequisite/s:

1. Approval of Sanction order in the ERP System

Process:

1. Based on the requirement, SRLM can provide an option to PIA to revise / modify the details of approved sanction order after the directions and approvals of the competent authorities
2. SRLM Operations can send back the approved Sanction order for modification to PIA Admin.
3. PIA Admin has to modify the details of the Sanction order like revised sanctioned training target, proposed Districts, District wise, Targets, Trades, Trade wise targets., etc., and submit for approval to the SRLM operations
4. SRLM Operations has to take decision as either 'Approved' or 'Send for Modification'
    a. If the user selects 'Approved', the Sanction order will be forwarded to SRLM Admin for approval
    b. If the user selects 'Send for Modification', the Sanction order will be made in edit mode to PIA Admin for necessary modifications and resubmission as per the remarks
5. SRLM Admin has to take decision as either 'Approved' or 'Send for Modification'
    a. If the user selects 'Approved', the Sanction order will be approved and SRLM Operations and PIA can view the details of issued Sanction order once in view only mode
    b. If the user selects 'Send for Modification', the Sanction order will be made in edit mode to PIA Admin for modification and resubmission as per the remarks

Revised Sanction Order Dashboard

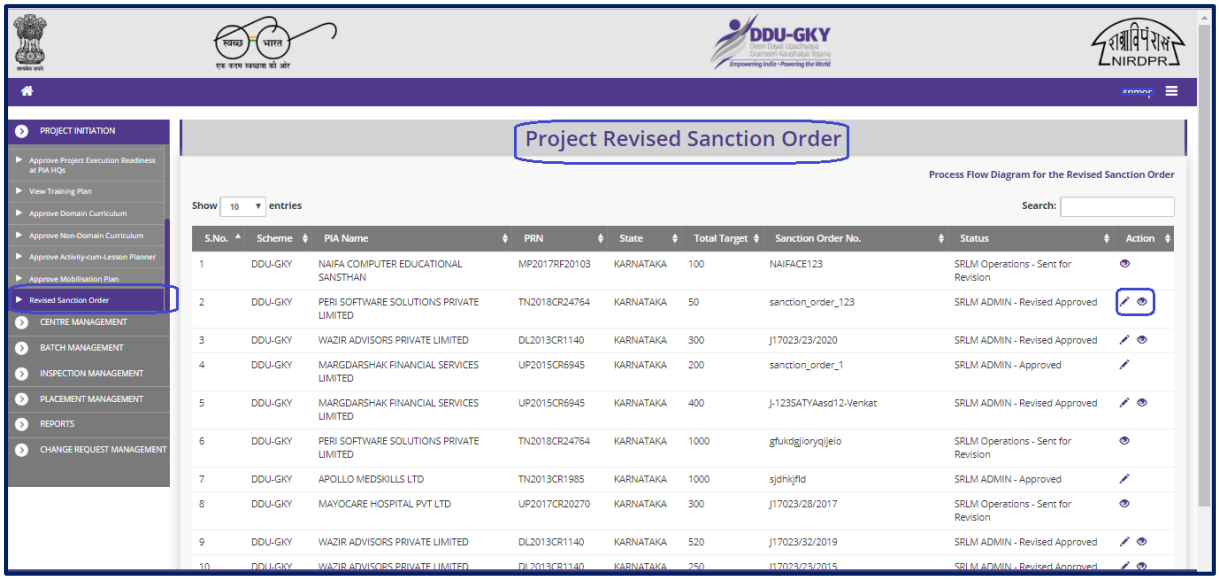


Figure – A1 (Revised Sanction Order Dashboard)

Description:

1. This screen allows the user to view the list of Sanction Order details of the Project
2. If the user clicks icon against any Sanction Order, he/she will be directed to 'Revised Sanction Order Detail' page, where the user can take send back the approved Sanctioned order to PIA Admin for necessary modifications / revisions after the approval of competent authority
3. If the user clicks icon against any Sanction order, he/she will be directed to 'Revised Sanction Order View' page, where the user can view the details of Sanction order in View only mode

Revised Sanction Order Approval Decision

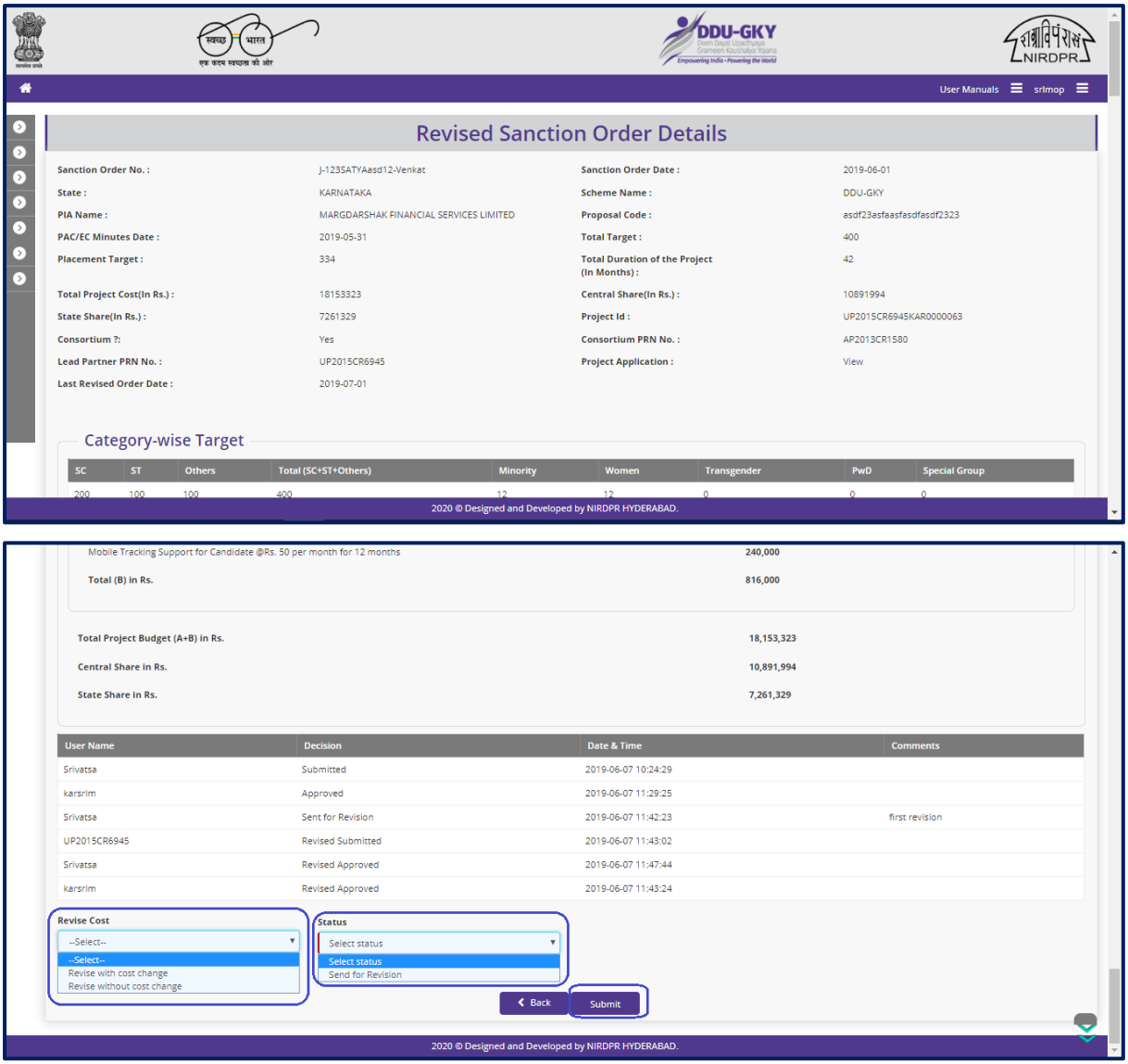


Figure – A2 (Revised Sanction Order)

Description:

1. This screen allows the user to view the details of the Sanction order of a project proposed for revision
2. The user has to select either ‘Revise with cost change’ or ‘Revise without cost change’ option from the Revise cost dropdown for any cost implications in the revision
3. Next the user has to select ‘Send for Revision’ option from the dropdown to send back the approved Sanction order for revision / modification.
4. After selecting the decision, the user has to click ‘Submit’ option to save and submit the decision / status of Sanction order. The sanction order will be made in edit mode to the PIA Admin login for revision
5. If the user clicks ‘Back’ option, he/she will be directed to the ‘Revised Sanction order Dashboard’ page, and the data /information entered on the screen will not be saved

View Revised Sanction Order Details

Figure – A3 (Revised Sanction Order Details view)

Description:

1. This screen allows the user to view the basic details of the Revised Sanction order in view only mode