



## KAUSHAL BHARAT ERP SYSTEM FOR DDUGKY









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**

(State Rural Livelihood Mission Logins)

Version V1.3 Dated: 16th March,2020



## Manual Amendment Log – Version History

SI. No	Version No.	Date	Change Number	Brief Description
1	V1.0	21 <sup>st</sup> Dec ,2018		First Version
2	V1.1	5 <sup>th</sup> Aug,2019		UI Changes
3	V1.2	18 <sup>th</sup> Nov,2019		Inclusion of Flowcharts & Module access control
4	V1.3	16 <sup>th</sup> Mar,2020		Modifications in Inspection Module and Revised Sanction Order

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## 1. Introduction

## 1.1 Background

The Ministry of Rural Development (MoRD) announced the Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) Antyodaya Diwas, on 25th September 2014. DDU-GKY is a part of the National Rural Livelihood Mission (NRLM), tasked with the dual objectives of adding diversity to the incomes of rural poor families and cater to the career aspirations of rural youth.

DDU-GKY is uniquely focused on rural youth between the ages of 15 and 35 years from poor families. As a part of the Skill India campaign, it plays an instrumental role in supporting the social and economic programs of the government like the Make In India, Digital India, Smart Cities and Start-Up India, Stand-Up India campaigns. Over 180 million or 69% of the country's youth population between the ages of 18 and 34 years, live in its rural areas. Of these, the bottom of the pyramid youth from poor families with no or marginal employment number about 55 million.

The DDU-GKY skilling ecosystem consists of The Ministry of Rural Development (MoRD) or the National Mission Management Unit (NMMU or NU), State Missions, Project Implementing agencies or training partners and Technical Support Agencies. Curriculum support is through National Council for Vocational Training (NCVT) and the Sector Skill Councils (SSC) of National Skill Development Corporation (NSDC). Combined with industry partnerships and partnerships with employers, the ecosystem comes together to provide the best possible training and gainful employment for a candidate.

## 1.2 Audience

The audience of this document includes the various functionaries involved in implementation of DDU-GKY at State Rural Livelihood Mission (SRLM) level

- 1. SRLM Admin
- 2. SRLM Operations
- 3. SRLM Operations Finance

## **1.3 Purpose of the Document**

*'Kaushal Bharat' – ERP System for DDU-GKY* is an online process management software to capture the data / information related to the projects by following the process prescribed in DDU-GKY SOP and guidelines.

This document will guide the different project functionaries (SRLM Admin, SRLM Operation and SRLM Operations-Finance teams) of State Rural Livelihood Mission (SRLMs) to understand the process flow in ERP System to carry out the day to day activities of DDU-GKY process at different levels. This document will explain the step by step process of various actives to be performed by the SRLM functionaries in ERP System with screen shots for easy reference.

#### **1.4 Brief Overview**

#### 1.4.1 Features

Brief description of the features offered by 'Kaushal Bharat' - ERP System for DDU-GKY are given below

- Design & Development Designed and Developed as per the DDU-GKY SOP, Guidelines and Latest Notifications
- Common Plat form It will serve as a common platform for all the Projects and Stake holders of DDU-GKY
- Geographical and role base access control Restricting the access to modules & sub modules to users based on roles and geographical location
- 4. Process Flow Covers complete process flow of DDU-GKY
- 5. Maker & Checker Concept Process creator and process approver concept
- 6. Data Validation Data validation by System at data entry level
- 7. Tool tips Standard and Information tool tips at data entry level for easy reference
- 8. **Dashboard & Report Generation –** Generation of both Static and Dynamic reports along with pre-defined Dashboards for effective monitoring
- 9. Integrations API integrations with different platforms to minimize multiple data entry
- 10. Data Integrity and Security Data integrity with Security with restricted access

## 1.4.2 Stake Holders & Users

Major Stake Holders of 'Kaushal Bharat' - ERP System for DDU-GKY include the officials of

- Ministry of Rural Development (MoRD)
- Central Technical Support Agency (CTSA)
- State Rural Livelihood Missions (SRLMs)
- Project Implementation Agencies (PIAs)

**'Kaushal Bharat' – ERP System for DDU-GKY** will have users at different levels. The hierarchy will be such that there will be

#### 1. Ministry of Rural Development (MoRD)

The authorities from MoRD can use this platform to monitor all the projects of DDU-GKY across the country

#### 2. Central Technical Support Agency (CTSA)

The authorities from CTSAs can use this platform to monitor the projects related to their monitoring States and also perform the activities related to CTSA role

#### 3. State Rural Livelihood Mission (SRLMs)

The authorities from SRLMs can use this platform to monitor the projects related to their State and perform the day to day activities of DDU-GKY ecosystem which include Monitoring and Approvals for various activities implemented by their respective State PIAs

#### 4. Project Implementation Agencies (PIAs)

The authorities from PIAs can use this platform to monitor the projects related to their organization and perform the day to day activities of DDU-GKY ecosystem which include initiation and updation of various activities on regular basis

## 1.4.3 Stake holders & Login types

The available logins in 'Kaushal Bharat' - ERP System for DDU-GKY



## 1.4.4 List of modules



**Note**: \*Currently Proposal Management is in different URL (erp.ddugky.info). Once the project gets approved, the information will be prepopulated into Kaushal Bharat

#### 1.4.5 Process flow & Module Dependency



\* Indicates Independent Module

\*\* Currently Proposal Management system in different URL (erp.ddugky.info). Once the project gets approved, the information will be prepopulated into Kaushal Bharat

#### 1.4.6 Minimum System Requirements

**'Kaushal Bharat' – ERP System for DDU-GKY** is a web-based application, the minimum system requirements for accessing the website are:

- 1) Desktop / Laptop / Tablet
- 2) Internet Connection with minimum 1 Mbps speed
- 3) Web Browsers
  - i. Google Chrome Version 74.0.3729.131 and above
  - ii. Internet Explorer 11 and above
  - iii. Mozilla Firefox- 67 and above
  - iv. Opera 58.0 and above

## **2. General Operating Instructions**

This section describes the details related to some of the common features which are applicable to all roles. In particular, it describes the Home Page and the Log in form.

#### 2.1 Getting Started

**'Kaushal Bharat' – ERP System for DDU-GKY** is a web-based software application. To invoke the application, type the URL https://kaushalbharat.gov.in/ in the Address Bar of the Browser Window. The Home Page will open as shown in Figure-1.

## 2.1 Getting Started

#### 2.2 Home Page





#### **Description:**

- 1. User has to enter the URL: https://kaushalbharat.gov.in/ in the web browser to access the 'Kaushal Bharat' ERP System for DDU-GKY.
- 2. In order to use the privileges according to user profile, he/she is required to login to the website using a valid User Id and Password.
  - a. Username- This field specifies the username of the user
  - b. Password- This field specifies the password of the user
- 3. Login Credentials:
  - I. Login ID for SRLM Admin user: User ID created by the Super admin of the portal (NIRDPR)
  - II. Login ID for SRLM Operations: User ID created by the SRLM Admin
  - III. Login ID for SRLM Operations-Finance: User ID Created by the SRLM Admin
  - IV. Password: Default Password will be sent to the registered email id of the user

#### Note:

- 1. After the User registration by respective Admins, the details of the login ID and default Password will be sent to the registered email ID of the user by the system
- After filling all the user ID and Password, the user has to click the 'Login' button for accessing the 'Kaushal Bharat' – ERP System for DDU-GKY

#### 2.3 Change Password

	DDU-GKY Den Loya Usochysia Ener visual Usochysia Ingessering aufo-medicing bewind	ZNINIPPR]
#		TS2017RF18369 🗮
Change Password		
	Change password	
New Password	Confirm Password	
	2018 © Designed and Developed by NIRDPR, HYDERABAD.	



- 1. After the user enters the valid User ID and default Password, he/she will be directed to the change password page
- 2. Password change is an optional, if the user wants to change the password, he/she has to enter the new password, else he can click 'Home' to skip the password change page
- 3. Minimum password criteria: Password should range between 8 to 15 characters, including at least one upper case, one lower case and one number as combination
- 4. User has to enter the new password and confirm the same.
- 5. After successful change of password, the user will be directed to home page of the 'Kaushal Bharat' – ERP System for DDU-GKY

# **SRLM - Admin Login**

## 'Kaushal Bharat' ERP System for DDU-GKY

#### A - Home Page



#### **SRLM Admin Home Page**

#### Figure – A1 (SRLM Admin Home Page)

#### **Description:**

1. After logging into the system using Admin Login credentials, the user can view the dashboard and the list of the available modules and sub modules

## Module A1 - Access Management

Sub module A1.1 – User Registration

Definition: Creation of user accounts in ERP System to provide access rights

#### **Prerequisite/s:**

1. Independent

#### **Process:**

- 1. SRLM Admin has to create the user accounts in ERP System and give access rights based on the user role
- 2. After creation of accounts, the users can access the ERP system accordingly

#### **User Registration Dashboard**

	स्वय एक कड	छ भारत म खच्छना को ओर				DDU-GI Deen Dayal Upachya Cameen Kaushalya Empowering Indio - Powering U	nya Yugana He World	ZINIROPR C
*								
ACCESS MANAGEMENT     Create User	Ļ				Registered U	Jsers		
User Location Access	Create Use	er 🗈						
PROJECT INITIATION     INSPECTION MANAGEMENT	Show 10	• entries						Search:
PLACEMENT MANAGEMENT	S.No.	User Id	\$ Name	Role	¢ Email Id	🔷 Mobile No. 🗧	Present Status (Active/Inactive)	¢ Action ¢
S REPORTS	1	Manoj29	Manoj Kumar Ekka	SRLM-Operations	manoj.nird@gmail.com	9014183123	Active	● ⁄ ⊘ € ≞
	2	srimfinance	Akhileshwar Mishra	SRLM-Operations Finance	srimfinance@mailinator.com	9878986756	Active	۵ 🖌 📀 🕲 🗎
	3	SRLMOP	Srivatsa	SRLM-Operations	rishi.nird@gmail.com	8521452652	Active	۵ 🖌 📀 🕲 🗎
	4	srimopteam	Op Team A	SRLM-Operations Finance	srlmopteam@gmail.com	1122339901	Active	● ∕ ⊘ € 🔒
	Showing 1 to	o 4 of 4 entries						Previous 1 Next

Figure –A2 (User Registration Dashboard)

- 1. This screen allows the admin user to create the user accounts of their respective organization
- 2. To register a new user, the admin user has to click 'Create New Users' option at the top left of the screen.
- Once the admin user clicks 'Create New User', he/she will be directed to User registration page
- 4. After registration, the details of the registered users will be displayed in the 'User Registration Dashboard'.

#### **User Registration Form**

	}	स्वय्य भारत एक करम खध्रना को ओर		Deputy Deven Dupal Grameric Mice - Pot	-GKY Dachtype Vallage the World	ZNIRDPR]
*						
0			(	Create New User		
0	Login User Id	Full N	ame	Department	Designation	
٥	Mobile No. +91	Email	ld	Date of Birth	Date of Joining	
	Aadhar No.	Work	Phone No.	Role Select Role	Esop Certified Select •	
	Esop No.					
				Back     Submit		

Figure – A3 (User Registration Form)

#### **Description:**

- 1. This screen allows the admin user to enter the details of the user for registration.
- 2. After entering the details, the admin user has to click 'Submit' to register / save the user details in the system.
- 3. Once the admin submits the user registration, an email will be sent to the email id of user mentioned in the registration form with the details of user id and default password.
- 4. User has to login in the system by entering the details of user id and default password. At first time of login, the user has to change the password
- 5. If the admin user clicks 'Back' option, the screen will be directed to User Registration page and the and information updated (if any on the screen) will not be saved

#### Note:

- At time of user registration, the admin user can select / assign roles as 'SRLM -Operations, SRLM – Operations -Finance' to the user
- 2. Based on the role assigned, the user can perform the activities from their respective logins.

#### Sub module A1.2 – User Location Access

**Definition:** Providing access to users based on the geographical location

#### **Prerequisite/s:**

1. Creation of user accounts in ERP System

#### **Process:**

- 1. SRLM Admin has to create the user accounts in ERP System and give location-based access rights to the user
- 2. The users can access to the information based on their geographical access rights

		स्वच्छ भारत एक राग स्वच्छना की ओर			DDU-GKY Deen Dyal Upadhyan Gramen Rashala Hajra npowering India - Nwering the IBrit	ZIIIII IIII
*						Kratesi 🚍
0				Assign User Location		
0	Assign Location	ח				
0	Show 10 v entr	ies				Search:
	S.No.	Name	Role	\$ Mobile No.	🕈 Email Id	¢ Action ¢
	1	Srivatsa	SRLM-Operations	8521452652	rishi.nird@gov.in	⊘ / Î
	2	Akhileshwar Mishra	SRLM-Operations Finance	9878986756	srimfinance@mailinator.com	
	3	Manoj Kumar Ekka	SRLM-Operations	9014183123	manoj.nird@mailinator.com	• × î
	4	Op Team A	SRLM-Operations Finance	1122339901	srlmopteam@gmail.com	● / 前
	5	Harinder Singh	SRLM-Operations	9718484599	harinder.3iica@mailinator.com	. ⊘ ∕ ≜
	6	Harry	SRLM-Operations	9718484560	harry_delhi20@mailinator.com	⊘ ≠ îi
	7	Test	SRLM-Operations	1234567889	testsrimop1@mailinator.com	⊘∕ ≙
	Showing 1 to 7 of 7 en	tries				Previous 1 Next

#### **User Location Access Dashboard**



- 1. This screen allows the admin user to give access / restrict the users based on the geographical location (District Wise).
- 2. To give location-based access control to the user, the admin user has to click edit icon against each user, he/she will be directed to the edit location screen
- 3. The details of all the registered users will be displayed on the User Location Access dashboard which allows the admin user to view, edit and delete the location-based access of the already registered users by using the <sup>●</sup> ✓ <sup>1</sup>/<sub>1</sub> icons against each user

#### **Create User location**

Rede and	स्वयम् (भारत) एक करण स्वयूज की तोर	DDU-GKY Den byst typother Carnee Radialy Gone trepreter text	ZINIRDPR]
*			<u>***57114</u> =
0 0		Assign Location	
0	User Id srimfinance		
	S.No. State	Location	
	1 *******	None selected  Select all  Belog None selected  Bog alo  Submit  Bog alo  Submit  Dippor  Bloar  Rachur  Anoppel  Drarvad  Itraca Kanoada	
		2019 © Designed and Developed by NIRDPR HYDERABAD.	
		2019 © Designed and Developed by NIRDPR HYDERABAD.	



- 1. This screen allows the admin user to restrict the users based on the geographical location
- The admin user has to select the Districts names from the list to assign to the user. (District Name has to be selected in the respective check box)
- 3. Users can access the project details based on District access given by the admin user

## Module A2 – Project Initiation

#### Sub Module A2.1 – Approve Sanction Order

**Definition:** Once a project is approved / Sanctioned in PAC/EC Meetings, respective SRLM issues the Sanction Order to the project which includes the comprehensive details of approved sanction target, sanction district, sanction trade, sanction cost etc.

#### **Prerequisite/s:**

1. Uploading of PAC Minutes in the ERP System

#### **Process:**

- 1. Once a Project is sanctioned in EC/PAC meeting, the respective SRLM has to issue the Sanction Order and upload the copy in the ERP System
- 2. SRLM operations will create the Sanction Order of the Project and submit for approval to SRLM Admin.
- 3. 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 SRLM operations for modification and resubmission as per the remarks

#### **Sanction Order Dashboard**

	स्वच्छ एक करम	) भारत त्वच्रजा की ओर				Language	PDU-GKY een Dael Ubachysa meen Kuschysa ng India - Powring the World		
*									≡
ACCESS MANAGEMENT				Pro	iect Sar	nction O	rder		
PROJECT INITIATION				<u> </u>	,				
Approve Sanction Order	Show 10	• entries						Search:	
Revised Sanction Order     INSPECTION MANAGEMENT	S.No. *	Scheme \$	PIA Name	¢ PRN ¢	State 🖨	Total Target 🛊	Sanction Order No.	🛊 Status	¢ Action ¢
PLACEMENT MANAGEMENT	1	DDU-GKY		0120101125579	KARNATAKA	100	uploaddocsanction	SRLM Operations - Submited	•/
REPORTS	2	DDU-GKY	LIMITED	In the second	KARNATAKA	100	sanction order abcd	SRLM Operations - Submited	0/
Masters	3	DDU-GKY		9	KARNATAKA	3000	DDUGKY/KAR/ASIAN/123	SRLM Operations - Submited	0/
	4	DDU-GKY	SANSTHAN	M. 20110 20102	KARNATAKA	100	NAIFACE123	SRLM ADMIN - Approved	۲
	5	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVA	12000 R24705	KARNATAKA	50	sanction_order_123	SRLM ADMIN - Revised Approve	i 💿
	6	DDU-GKY			KARNATAKA	300	J17023/23/2020	SRLM ADMIN - Revised Approve	• •
	7	DDU-GKY	LIMITED		KARNATAKA	200	sanction_order_1	SRLM ADMIN - Approved	۲
	8	DDU-GKY	LIMITED	UP2015CR6915-	KARNATAKA	400	J-123SATYAasd12-Venkat	SRLM ADMIN - Revised Approve	1 👁
	9	DDU-GKY		Opposeptatorate	KARNATAKA	2000	J-ka/123456	SRLM ADMIN - Modification	۲
	10	DDU-GKY	REFERENCES FROM E	01201008212794	KARNATAKA	1000	gfukdgjioryqijelo	SRLM Operations - Revised	۲

Figure – A6 (Sanction Order Dashboard)

#### **Description:**

- 1. This screen allows the user to view the list of 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 'Sanction Order Detail' page, where the user can take decision on the approval

	ſ	Sanctio	n Order	Details				
Sanction Order No. :	A2Z-5AN12346		Sanctio	n Order Date :		2019-03-20		
State :			Scheme	Name :		DDU-GKY		
PIA Name :	ANT THE TOP OF TANK TO THE TOP OF TANK		Proposa	al Code :		A2Z-12346		
PAC/EC Minutes Date :	2019-03-04		Total Ta	irget :		1200		
Placement Target :	1100					36		
Total Project Cost(In Rs.):	1100		Central	Share(In Rs.) :		600		
State Share(In Rs.) :	500		Project	ld :		19701079771978287		
Consortium ?:	Yes		Consort	ium PRN No. :		AP2013CR1498		
Lead Partner PRN No. :			Project	Application :		view		
Trade/Sector Trade/lob Pole Nam	Trade/loh Dole Code Ancillany Trades/loh Dol	les Category	Domain Hours	Non Domain Hours	Total Hours	Assessing Agency of The Course	Nature of Training	Target
		ica cutegory	Domain Hours	-	-	reaction of the course	Nuclaire of Hamming	target
Trade Total Target: 1200								
District Wise Target								_
Trade District		Target			Special Area			
Chikmagalur		1200			No			

#### **Sanction Order Approval Decision**

	strict			Target		Special Area		
Chikmaga	slur			1200		No		
District Tr	ade Total Tar	get: 1200						
Cate	gory Wi	ise Targets						
sc	ST	Others	Total(SC, ST, Others)	Minority	Women	Transgender	Pwd	Special Group
200	200	800	1200	12	12	12	12	12
Sanction C	Order Docume	ent: view						
User Name			Decision	Date & Time			Commen	ts
SRLMOP			Submited	2019-03-25 03:26:26	6			
			Status Select status Select status Send for modification	•				



#### **Description:**

- 1. This screen allows the user to view the details of the Sanction order for a project created 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 'Sanction order Dashboard' page, and the data /information entered on the screen will not be saved

#### **View Sanction Order Details**

				nuel	Details	1				
Sanction Order No. :		J <del></del>		Sanctio	on Order Date :		2	2019-03-21		
State :		( <u></u>		Scheme	e Name :		1	DDU-GKY		
PIA Name :		100710 4010000 000475 HIL	HTED	Propos	al Code :		1	0245		
PAC/EC Minutes Date :		2019-03-14		Total T	arget :		3	300		
Total Duration of the Project (In Months) :		36		Placem	ent Target :		3	210		
Total Project Cost (In Rs.) :		43215578		Centra	l Share (In Rs.) :		4	\$3215578		
State Share (In Rs.) :		0		Project	: ld :		C	0L2013CR1140KAR0000	038	
Consortium Partnership?:		No		Consor	tium Partner PRN :			A		
Lead Partner PRN :		DL2013CR1140		Project	Application :			iew		
Trade-wise Target										
Trade/sector	Trade/Job Role	Trade/Job Role Code	Ancillary Trades/Job Roles	Category	Domain (In Hrs)	Non-Domain (In Hrs)	Total (in Hrs	<li>Assessing Agency</li>	Nature of Training	Targe
	Sewing Machine	AMH/Q0301	AMH/Q1001	1	470	182	652	SSC	NonResidential	300
Apparel, Made-Ups & Home Furnishing	Operator									
Apparel, Made-Ups & Home Furnishing Total Target: 300	Operator									
Apparel, Made-Ups & Home Furnishing Total Target: 300	Operator t									

Figure – A8 (Sanction Order Details view)

#### **Description:**

1. This screen allows the user to view the basic details of the Sanction order created by the SRLM operations in view only mode

#### Sub Module A2.2 – 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:

- 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
- SRLM Operations can send back the approved Sanction order for modification to PIA Admin.
- 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**

	eering India - Powering the World
*	≡
ACCESS MANAGEMENT     Project Revised Sanct	ion Order
Approve Sanction Order	Process Flow Diagram for the Revised Sanction Order
Revised Sanction Order Show 10 V entries	Search:
INSPECTION MANAGEMENT     S.No. * Scheme      PIA Name     PRN     \$     State     Total Target	Sanction Order No.     Status     Action
PULCEMENT MANAGEMENT     DDU-GRY     DDU-GRY	sanction_order_123 SRLM ADMIN - Revised Approved 👁
Masters     2 DDU-GKY (MATTER ATM/COST DRIVATE HUNTER)     Occupient Adv KARNATAKA 300	J17023/23/2020 SRLM ADMIN - Revised Approved 💿
3 DDU-GKY MODEL CONTRACT	J-123SATYAasd12-Venkat SRLM ADMIN - Revised Approved 👁
4 DDU-GKY KARNATAKA 520	J17023/32/2019 SRLM ADMIN - Revised Approved 👁
5 DDU-GKY CALLED CONCERNMENT BLOODS OF MET AN ATTACKA 250	J17023/23/2015 SRLM ADMIN - Revised Approved
6 DDU-GKY ATTENDED ADDRESS KARNATAKA 1000	123 SRLM Operations - Revised Approved
7 DDU-GKY REALEST TE TOTOTATION KARNATAKA 350 LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018 SRLM ADMIN - Revised Approved
Showing 1 to 7 of 7 entries	Previous 1 Next

Figure – A9 (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
- 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
- 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**

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*					≡
0		Revise	ed Sanction Order Details		
	Sanction Order No. :	123	Sanction Order Date :	2019-03-19	
	State :	KARNATAKA	Scheme Name :	DDU-GKY	
	PIA Name :	ATT CARCER FROM TE LIMITED	Proposal Code :	11	
	PAC/EC Minutes Date :	2019-03-13	Total Target :	1000	
	Placement Target :	400	Total Duration of the Project (In Months) :	36	
	Total Project Cost(In Rs.) :	123456	Central Share(In Rs.) :	100000	
	State Share(In Rs.) :	23456	Project Id :	Ar 2010(120725/04/10000055	
	Consortium ?:	Yes	Consortium PRN No. :		
	Lead Partner PRN No. :		Project Application :	View	
	Proposed Project Duration (In Months):	24	Proposed Total Target:	700	
	Proposed Placement Target :	280			
	Last Revised Order Date :	2019-03-19			

Foriegn Placement @Rs. 10000/- per Candida	.e		0
Mobile Tracking Support for Candidate @Rs.	i0 per month for 12 months		420000
Welfare Cost Component Total (B)			1070000
Total Project Cost (A+B)			40698650
Central Share			24419190
State Share			16279460
Srivatsa karsrim	Submitted	2019-04-08 20:51:42 2019-05-29 20:20:49	
Srivatsa	Submitted	2019-04-08 20:51:42	
Schusten	Capt for Pavirion	2019-05-29 20:20:49	Tarret has been chapted
	Revised Submitted	2019-05-30 10:14:24	raiger nos ocen changed
Srivatsa	Revised Approved	2019-05-30 10:13:55	
	Status Select status Select status Send for Revision		

Figure – A10 (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

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*					=
۲		Revised San	ction Order Detail View		
	Sanction Order No. :	sanction_order_123	Sanction Order Date :	2019-03-12	
	State :	KARNATAKA	Scheme Name :	DDU-GKY	
<b>V</b>	PIA Name :		Proposal Code :	Proposal_code_123	
	PAC/EC Minutes Date :	2018-12-01	Total Target :	50	
	Total Duration of the Project (In Months) :	12	Placement Target :	35	
	Total Project Cost (In Rs.) :	1905313	Central Share (In Rs.) :	1143188	
	State Share (In Rs.) :	762125	Project Id :	Revent 81 e 77 78-08 A e	
	Consortium?:	No	Consortium PRN :	NA	
	Lead Partner PRN :	10000000000000000000000000000000000000			
	Revised Project Duration (In Months) :	12	Revised Total Target :	50	
	Revised Placement Target :	35	Revised Achieved Target :	20	
	Last Revised Order Date :	2019-03-15			
	Trade-wise Target				
	Trade/sector Trade/Job Role Code	Ancillary Trades/Job Roles Category Domain (In Hrs)	Non-Domain (In Total (In OJT (In Assesssing Hrs) Hrs) Hrs) Agency	Nature of Original Achieved Training Target Target	Revised Target
	Healthcare General Duty HSS/Q5101 Assistant	PLT129 II 520	200 720 0 SSC	NonResidential 100 20	50

#### **View Revised Sanction Order Details**

Figure – A11 (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

## **Module A3 - Inspection Management**

#### Sub Module A3.1 – Create Inspection Plan

**Definition:** Plan of inspection of a training centre / residential centre as per the timelines prescribed in DDU-GKY SOP

#### **Prerequisite/s:**

1. Batch creation in ERP System

#### **Process:**

- 1. As per the norms mentioned in SOP, Training centre Inspection has to be carried out by PIA Q Team, SRLM and CTSA as per the timelines
- 2. SRLM Admin has to plan the inspections of the training centre
- 3. SRLM Admin has to select the proposed date of inspection and Q team member and type of inspection
- 4. SRLM Operations members has to conduct the Training centre inspection as per the plan

#### **Inspection Plan Dashboard**

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*					User Manuals 🗮 📧 💷
ACCESS MANAGEMENT     PROJECT INITIATION		Training	Centre Inspec	tions Plan	
INSPECTION MANAGEMENT Create Inspection Plan PLACEMENT MANAGEMENT REPORTS	State	Month Name	Search Clear	I	
Matters	Create Inspections Plan  Show 10  entries S.No.  Scheme  PlA  Tainin Name DDU-GKY Concentrations Plan UMITED	g Centre — Taining Centre — In Address — D Rajoji Salai- test, Salur Chennai ,KANCHIPURAM,	nspection bate provide the spectron Done By 2020-01-23 Athul	Eligible Ongoing Batches due for inspection 1	Search: Eligible Completed Batches due  Action  Action  Action  Previous Next

#### Figure – A12 (Inspection Plan Dashboard)

- 1. This screen allows the user to create an Inspection plan for the training centres eligible for inspection in the particular selected month
- 2. To create a new inspection plan, the user has to click 'Create Inspection Plan' option at the top right of the screen, the user will be directed to 'Create Inspection plan' Page

#### **Create Inspection Plan**

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*					User Manuals 🗮	≡
0		Create Inspec	ions Plan			
0 0	Select state V	th Name				
•> •>	Show 10 v entries	Search	Clear		Search:	
	S.No. 🔺 Scheme 💠 PIA Name 🖨	Taining Centre 💠 Taining Centre Address	♦ Month ♦ Elig ins	gible Ongoing Batches due for 🛔	Eligible Completed Batches due for a	Action 🕈
	1 DDU-GKY ELIMITED	Rajaji Salai-Chennai test, Salur ,KANCHIPURAM,Kancheepuram,45	2020-01 1 2000	7	7	
	2 DDU-GKY	RED Pvt. Ltd. jkl,ATHKOOR,RAICHUR ,Raichur,987	654 2020-01 2	1	I	1
	Showing 1 to 2 of 2 entries				Previous	1 Next

Figure – A13 (Create Inspection Plan)

- 1. This screen allows the user to select 'State' and 'Month' from the dropdown.
- 2. Based the month selection, the list of training centres eligible for inspection for the particular month will be displayed on the screen.
- 3. The user has to click icon 🧭 against the training centre name to create inspection plan.

#### **Inspection Plan**

			रख्या - भारत एव करम सच्छन की ओर		Inspection Pla	n	·//	Rev 1910 al Topma der Word		
*				Inspection By						
0				select	*					
0	State		Mont	h Na	e					
0 0	Select st	ate		Inspection Plar	пТуре					
0	Show 10	▼ entries		select select Scheduled Surprised	· ·				Search:	
	S.No. ▲			Taining Centre Name	Taining Centre Address	♦ Month ♦	Eligible Ongoi		Eligible Completed Batche inspection	s due for 🛊 Action 🛊
	1	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	Rajaji Salai-Chennai	test, Salur ,KANCHIPURAM,Kancheepuram,4520	2020-01 000	1		7	1
	2	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	RED Pvt. Ltd.	jkl,ATHKOOR,RAICHUR ,Raichur,9876	554 2020-01	2		1	1
	Showing 1	to 2 of 2 entries								Previous 1 Next

Figure – A14 (Create Inspection Plan - Details)

#### **Description:**

1. This screen allows the user has to select the Inspecting officer name, Proposed inspection date and type of inspection from the respective dropdowns

#### Note:

After creating the inspection plan,

- 1. For Scheduled Inspection, the details of the Inspection date, training centre details will be sent to the inspecting officer via email
- 2. For Surprise inspection, the details of the inspection date, Training centre State and District will be sent via email to the inspecting officer, whereas the details and address of the training centre will be revealed only on the date of inspection at 07.00 AM and the inspection can be started at 08.00 AM

## Module A4 – Placement Management

#### Sub Module A4.1 – Sample Generation for Desk Verification

**Definition:** Sample Generation by SRLM Admin for conducting the Desk document verification to be done by SRLM Operations and PIA Q Team

#### **Prerequisite/s:**

1. Completion of tracking for the month for which desk document verification has to be conducted

#### **Process:**

- 1. SRLM Admin has to generate the samples for desk document verification and assign to the SRLM Operations and PIA Q Team
- 2. SRLM Operations and Q Team has to conduct the verification of Desk Documents from their respective logins in ERP System



#### **Placement Desk Verification Dashboard**

Figure-A15 (Placement Desk Verification Dashboard)

- 1. This screen allows the user to generate new samples of desk document and to view the status of already generated samples
- 2. To generate new samples, the user has to click 'Generate Samples' option at the top left of the screen, he/she will be directed to 'Generate Samples' page, where the user can generate the new samples by selecting the PIA, Month, Sample type etc., details

- To view the status of already generated samples, the user has to select 'Scheme', 'PIA Name', 'Sanction Order number' from the drop down and click 'Search' option on the 'Placement Desk Verification Dashboard' page
  - a. The user can view the no. of Q Team samples generated, Q Team samples accepted, Q Team samples rejected, Q Team samples pending, SRLM primary samples, SRLM primary samples accepted etc on the screen

#### **Generate Samples**

			Ge	nerate	Samples				
Scheme		PIA N	ame		Sanction Code		Month		
Select Scher	me	• Sel	ect PIA Name	•	Select Sanction Order	•	Select Month		
Type of Samp	le	Type	of sub sample						
Select Samp	ole Type	<ul> <li>Sele</li> </ul>	ect						
Show 10	• entries			Clear	ienerate Samples		Search:		
SNo 10	entries     Month Name	•	Sanction Order	Clear C	ienerate Samples	¢ Sub Sample Ty	Search:	¢ Count	
Show 10 S.No 1	entries     Month Name     05-2018	¢	Sanction Order J170222-08	Clear C ¢	ienerate Samples	<ul> <li>Sub Sample Ty</li> <li>Qteam</li> </ul>	Search:	¢ Count 4	_
Show 10 5.No 1 2	<ul> <li>entries</li> <li>Month Name</li> <li>05-2018</li> <li>05-2018</li> </ul>	¢	Sanction Order J170222-08 J170222-08	Clear C ¢ : Pi	ienerate Samples	Sub Sample Tyr     Qteam     Srim	Search:	¢ Count 4 1	
Show 19 5.No 1 2 3	<ul> <li>entries</li> <li>Month Name</li> <li>05-2018</li> <li>05-2018</li> <li>05-2018</li> </ul>	\$	Sanction Order J170222-08 J170222-08 J170222-08	Clear C ¢ Pi Pi R	Sample Type rimary echeck	Sub Sample Tyr     Qteam     Srim     Srim	Search: pe	<ul> <li>¢ Count</li> <li>4</li> <li>1</li> <li>1</li> </ul>	



- 1. This screen allows the user to generate new samples of desk document verification
- 2. The user has to select the 'Scheme', 'PIA Name', 'Sanction Code', 'Month', 'Type of Sample', 'Type of sub module' from dropdown and click 'Generate Samples' option.
- 3. The desk document samples will be generated and displayed in the table
- 4. This process has to be repeated for generating the Q Team, SRLM operations samples by selecting 'Type of Samples' and 'Type of Sub Samples'
- 5. The generated samples of SRLM operations and Q Team will be made available in their respective logins for verification
# Sub Module A4.2 – Data Creation for Physical verification

**Definition:** Generation of data set by checking all the records meeting the placement criteria for physical sample generation

#### **Prerequisite/s:**

1. Desk verification and Financial verification of candidate documents meeting the placement criteria.

#### **Process:**

 SRLM admin has to generate the data set of the candidate documents whose Desk verification and Financial verification is completed and meeting the placement criteria for generating the physical sample generation

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*					≡
ACCESS MANAGEMENT     PROJECT INITIATION		Data Cre	eation for Physical Verifi	cation	
INSPECTION MANAGEMENT	Generate Data for Physical Verification				
> PLACEMENT MANAGEMENT	Scheme	PIA Name	Sanction Order No.		
<ul> <li>Samples Generation for Desk Verification</li> </ul>	Select Scheme	Select PIA Name	Select Sanction Order	•	
Data Creation for Physical Verification	J		Search Clear		
<ul> <li>Samples Generation for Physical Verification</li> </ul>	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : PER SOTTING	Sanction Order	No. :
Assign Samples for Physical Verification			LIMITED		
Success Rate Computation	Sanction Order Date : 2018-12-08				
Masters	Show 10 Tentries				Search:
	S.No. A Month 💠	Total Candidates \$	Nos. Deemed as Placed \$	Nos. Deemed as Not Placed	\$ Action \$
	1 01-2019	692	350	342	Ô
	2 02-2019	692	350	342	۲
	3 03-2019	692	350	342	•
	4 04-2019	692	350	342	•
	5 05-2019	692	350	342	©

# **Data Creation for Physical Verification Dashboard**



- 1. This screen allows the user to generate the data set of records meeting the placement criteria and to view the details of already generated data set
- 2. To generate the physical data set, the user has to click 'Generate Physical Data' option at the top left of the screen. He/she will be directed to 'Placement Physical Data Generation' page, where the user can generate the data set

- 3. To view the already generated data set, the user has to select 'Scheme', 'PIA Name', 'Sanction order code' from the dropdown and click 'Search' option
  - a. A list of month wise total candidates data generated, the status of no. of candidates passed / failed the physical criteria will be displayed
  - b. To view the details of the candidates accepted and rejected, the user has to click 💿 icon against any record under 'Action' tab

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*											≡
0			C	Data Creat	tion for P	hysical Vei	rificatio	n			
0	Scheme		PIA Name			Sanction Order No.					
۲	Select Scheme	*	Select PIA Name		•	Select Sanction Ord	er	T			
۲					Generate Data	Clear					
۲	Show 10 v entries									Search:	
	S.No. A Centre Name \$	Batch Code Name	🛊 Candidate Id 🛊 🛛	Candidate Name 🛊	Father 🔶 D Name	uration 🛊 Total CTC	for 3 Months 🛊	No. of Months Completed 🔶	Month-1 CTC 🛊	Month-2 CTC 🛊	Month-3 CTC 🛊
					No data avail	able in table					
	Showing 0 to 0 of 0 entries										Previous Next
					< B	ack					
				2019 © Desi	igned and Developed	by NIRDPR HYDERABAD	1				
		Eigur	A 10/	Data Cr	option f	or Dhyoi		rification)			

# **Data Creation for Physical Verification**

Figure – A18(Data Creation for Physical Verification)

- 1. This screen allows the user to generate the placement physical data set
- 2. The user has to select 'Scheme', 'PIA Name', 'Sanction code' from the drop down and click 'Generate Data' option.
- 3. The details of candidate wise placement physical data set will be generated and will be shown in the table

# **View Physical Verification Data**

Acce	pted Can	didates										
Show 1	0 v entries										Search:	
S.No *	Centre Name	Batch Code	Trade Name	¢ Candidate ¢	Candidate Name 🛊	Father Name	Duration	3 Months Su CTC	m + No.Of Months Completed	♦ Month 1 CTC	Month 2 CTC	Month 3     CTC
1	Ç	1	Assistant Beauty Therapist	37	Test Test			21,479	3	7,206	7,786	6,487
2	Quess	28	Sewing Machine Operator	82	Abu Faizal		792	28,982	3	7,047	7,533	14,402
3	Receiption of the second secon	25	Food & Beverage Service- Steward	87	Arpita Sen		694	25,984	3	9,000	9,000	7,984
4	Rosopunia SDC	25	Food & Beverage Service- Steward	88	Kunal Murmu		694	33,185	3	9,800	13,385	10,000
5	kasapunja SDC	25	Food & Beverage Service- Steward	89	Sasti Roy		694	30,144	3	12,000	8,521	9,623
6	(*****	27	Sewing Machine Operator	90	Arun P		792	31,823	3	11,370	10,003	10,450
7	SDC	25	Food & Beverage Service- Steward	91	Raju Hembram		694	29,641	3	9,841	10,000	9,800
8	SDC	25	Food & Beverage Service- Steward	92	Mukesh Khanna		694	24,268	3	7,418	9,850	7,000
9	SDC	25	Food & Beverage Service- Steward	94	Rishi Khan		694	25,400	3	7,700	10,000	7,700
10	SDC	25	Food & Beverage Service- Steward	95	Vivek Ghosh		694	22,100	3	7,700	7,700	6,700
				2	018 © Designed and Dev	eloped by NII	RD & PR HYDERAL	BAD.				
7	Rasapunja SDC	25	Food & Beverage Service- Steward	91	Raju Hembram		694	29,641	3	9,841	10,000	9,800
8	Rasapunja SDC	25	Food & Beverage Service- Steward	92	Mukesh Khanna		694	24,268	3	7,418	9,850	7,000
9	Rasapunja SDC	25	Food & Beverage Service- Steward	94	Rishi Khan		694	25,400	3	7,700	10,000	7,700
10	Rasapunja SDC	25	Food & Beverage Service- Steward	95	Vivek Ghosh		694	22,100	3	7,700	7,700	6,700
Showing 1	l to 10 of 50 entri	es								Previou	s 1 2 1	3 4 5 Ne
Reje	cted Can	didates	]									
Show 1	0 v entries										Search:	
S.No	<ul> <li>Centre</li> </ul>	Name	🛊 Batch Code 🛛 🖨	Trade Name			Candidate ID	• •	Candidate Name	Father Name	¢	Duration
1	<del>6</del>		1	Assistant Beauty T	herapist		28	A	inkita Kaul			
2	(uus		1	Assistant Beauty T	herapist		35	S	ARAN KUMAR			
3	Receiption 1		25	Food & Beverage S	ervice-Steward		93	S	ialman Khan		6	94
4	(management)		27	Sewing Machine O	perator		103	ŀ	Carthik K		7	92
5	<b>ASSESS</b>	IN C	31	Food & Beverage S	ervice-Steward		108	F	lajesh Rehman		6	94
Showing 1	I to 5 of 5 entries					< Back					Pre	evious 1 Ne

Figure-A19(View Placement Physical Data Generation)

- 1. This screen allows the user to view the details candidates accepted and rejected after the placement physical data generation
- 2. All the information will be in view only mode

# Sub Module A4.3 – Sample generation for Physical verification

**Definition:** Generation of samples for physical verification from the data set which is eligible for sample generation as per the norms mentioned in SOP. The samples are generated by SRLM Admin for SRLM Operations, CTSA and PIA Q team for conducting the physical verification

#### **Prerequisite/s:**

1. Completion of Desk verification for at least 3 months for no. of candidates and generation of physical data in ERP System

#### **Process:**

- 1. SRLM Admin has to generates the Samples for Physical Verification
- 2. SRLM Operations, CTSA and Q Team members has to conduct the physical verification of the generated samples

#### **Generation of Samples for Physical Verification Dashboard**

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*						≡
ACCESS MANAGEMENT     PROJECT INITIATION		Generatio	on of Samples for	Physical Verifica	ation	
INSPECTION MANAGEMENT     PLACEMENT MANAGEMENT     Samples Generation for Desk     Verification	Cenerate Samples  Show 10  entries					Search:
Data Creation for Physical Verification	S.No. A Sanction Order No.	PIA Name	∳ State ∳ Month ∳ Name	Primary Q- Primary Team SRLM	Primary Recheck CTSA SRLM	Recheck     Action      CTSA     Action
Samples Generation for Physical Verification	1 N <del>MMCLPC/CTD/DD//C/0/11178</del> 79/2018	PRIVATE LIMITED	KARNATAKA 01-2019	14 0	0 0	0 👁
Assign Samples for Physical Verification     Success Rate Computation	2 79/2018	PRIVATE LIMITED	KARNATAKA 12-2018	29 5	2 2	2 💿
REPORTS     Masters	Showing 1 to 2 of 2 entries					Previous 1 Next

#### Figure-A20(Physical Verification Sample generation)

- 1. This screen allows the user to generate the Placement physical samples and to view the already generated set of physical samples
- 2. To generate the new set of Placement physical samples, the user has to click the 'Generate Samples' option at the top left of the screen. He/she will be directed to 'Generate Samples' page, where the user can select the PIA name and generate the samples for physical placement

To view the already generated samples, the user has to click 

 icon against the Sanction order / PIA Name, he/she will be directed to 'Location wise Distribution of Samples' page, where location wise status of samples generated will be displayed on the screen in view only mode

#### **Generate Physical Samples**

		DDU-GKY Den Dayal Upathyaya Garmeen Kushahay tolana Empowering India - Powering the World	ZIIII TIN
			:
		Generate Samples	
Scheme	PIA Name	Sanction Code	Month
Select Scheme	Select PIA Name	Select Sanction Order	Select Month
Type of Sample	Type of sub sample		
Select Sample Type	▼ Select	T	
Show 10 v entries		Clear Generate Samples	Search:
S.No 🔺 Sanction Order 💠 PIA	Name 💠 Month Name 💠 District Nar	ne 🗘 Total Samples 💠 Primary Qteams 💠 Primary S	SRLM
		No Data Available In Table	
Showing 0 to 0 of 0 entries			Previous Next
		<b>≮</b> Back	
	2018	© Designed and Developed by NIRD & PR HYDERABAD.	

Figure-A21(Generate Physical Samples)

- 1. This screen allows the user to generated the samples for the PIA
- The user has to select the 'Scheme', 'PIA Name', 'Sanction Code', 'Month', 'Type of Sample' and 'Type of Sub Sample' and click 'Generate Samples' option to generate the samples
- 3. Samples will be generated in displayed in the table
- 4. This process has to be repeated for generating the Q Team, SRLM operations and CTSA samples by selecting 'Type of Samples' and 'Type of Sub Samples'

# **View Placement Physical Samples**

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0				Locati	on-wise Distr	ibution of Sam	ples		
0	State Name : K	ARNATAKA		Scheme Name : DDU-GKY		PIA Name : PERI-SOFTWARE SO	LUTIONS PRIMATE LIMITED	Sanction Order No. : 🖬 79/2018	
•	Sanction Order	r Date : 2018-12-	08						
٥	Show 10 V	entries							Search:
	S.No.	Month	Location	Total Samples	Primary Q-Team	Primary SRLM	Primary CTSA	Recheck SRLM	Recheck CTSA \$
	1	12-2018	24 Paraganas North	2	2	0	0	0	0
	2	12-2018	Bangalore	3	3	0	0	1	0
	3	12-2018	Hyderabad	20	15	3	2	0	1
	4	12-2018	Rangareddi	10	8	2	0	1	1
	5	12-2018	jangoan	1	1	0	0	0	0
	Showing 1 to 5 o	of 5 entries			< E	lack			Previous 1 Next



- 1. This screen allows the user to view the PIA Wise / District wise details of Samples generated for the three teams, i.e., SRLM Operations, CTSA and PIA Q Team
- 2. All the information will be in view only mode

# Sub Module A4.4 – Assign samples for Physical Verification

**Definition:** Assignment of physical samples generated by the SRLM Admin to the SRLM Operations for physical verification

#### **Prerequisite/s:**

1. Physical samples generation in the ERP system by the respective SRLM Admin

#### **Process:**

- 1. Respective SRLM admin has to generate the Placement Physical verification samples in ERP System for SRLM Operations, CTSA and PIA Q Team members
- 2. SRLM admin has to assign (Map) the SRLM samples to the SRLM Operations for conducting physical verification
- 3. Admins of CTSA and PIA can assign (Map) their samples to CTSA Operations, and PIA Q Team members respectively

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#				≡
ACCESS MANAGEMENT     PROJECT INITIATION		Assign Samples for	Physical Verification	
	Scheme Select Scheme	PIA Name Select PIA Name	Sanction Order No. Select Sanction Order	
Samples Generation for Desk     Verification	State Name : KARNATAKA	Scheme Name : DDIL/GKY	Clear PIA Name -	Sanction Order No. 1 HMC PEISTO POLICIE///4478.
Data Creation for Physical Verification     Samples Generation for Physical     Verification	Sanction Order Date : 2018-12-08		LIMITED	79/2018
Assign Samples for Physical Verification     Success Rate Computation	Show 10 T entries			Search:
REPORTS     Masters	S.No. A Month \$ Total	No. of Primary Samples of SRLM Pending   Completed	No. of Recheck Sample	s of SRLM Action \$
	1 12-2018	5 0 5	2 0	2 💿
	Showing 1 to 1 of 1 entries			Previous 1 Next

#### Assign Samples for Physical Verification Dashboard



- 1. This screen allows the user to view the number of physical samples generated and to assign the SRLM samples to the SRLM operations
- 2. Also, the user can view the number of samples assigned and pending with status of verification
- 3. The user has to select Scheme, State and Sanction order, and click 'Search' option

- 4. A list of number of Physical samples generated, number of samples assigned and pending with status of verification will be displayed on the screen
- 5. If the user clicks 💿 icon under 'Action' tab, he/she will be directed further details of location wise Physical sample assignment.

#### Sample type - District Wise Placement Physical Samples

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0		Location-wise S	amples for Physical Verification	
0	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	Sanction Order No. : MM/GLPC/STP/DDUGKY/11178- 79/2018
0 0	Sanction Order Date : 2018-12-08			
٥		Primary/Recheck San Select Sample Type	nples V	
	S.No. Month	Location	SRLM Pending Assigned	Action
			◆ Back	

Figure – A24 (Sample Type Placement Physical Sample Assignment)

- 1. This screen allows the user to check the sample type wise status of physical placement assignment
- The user has to select either 'Primary' or 'Recheck' from the dropdown under 'Sample Type' tab and click 'Search' option
- 3. A list of Month wise location wise status of Samples generated, assignment and pending will be displayed
- 4. To assign the samples to the SRLM operation, the user has to + click icon option under Action tab. He/she will be directed to 'Placement Sample Assignment' popup where the user has to enter the details of physical sample assignment
- If the user clicks 
   icon against any District under Action tab, he/she will be directed to further details of samples assigned with the SRLM Operations official names
  - a. If the user 

     clicks icon against any sample under Action tab, he/she will be directed to further details of the sample which include the details like Sanction order number, Month Name, Sample type, Role type, Officer Name and Sample assigned
  - b. All the information will be in view only mode

# **Placement Sample Assignment to Officer**

		Placemen District Name: Navsari Officer Name Verifi Select V	t Sample Assignment	Close	_	21期日中刊社 ZNIRDPR
S.No	Month Name	District Name	Primary SRLM	Pending	Assigned	Action
1	08-2018		1	1		+
2	08-2018	Navsari	4	1	3	+ 👁
		2018 © Designed at	Id Developed by NIRD & PR HYDERABAD.			

Figure- A25 (Placement Physical Sample Assignment)

#### **Description:**

1. This screen allows the user to assign the physical samples to the SRLM Operations team

# **View Samples Assigned to Officer**

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e set	एक कारण स्वय	हता की ओर	1	No. of Samples As	signed to Offi	cer			
•		Sancti	on Order No. :	MM/GLPC/STP/DDUGKY/11 79/2018	1Month Name :	12-2018			KASRLM
		Prima	ry/Recheck :	Primary	Sample Type :	SRLM	n		
State Name :	KARNATAKA	Office	Name :	Srivatsa	No. of Samples Assigned :	2	LIMITED	Sanction Order No. : MM/GLPC 79/2018	/STP/DDUGKY/11178-
Sanction Orde	er Date : 2018-12-08								
			Primary. Prima	/Recheck Samples		•			
				Search	Clear				
S.No.	Month	Location		Primary SRLM		Pending		Assigned	Action
5.No.	12-2018	Location Hyderabad		Primary SRLM	3	Pending 0		Assigned 3	Action
5.No.	Month 12-2018 S.No.	Location Hyderabad Month Name	Pr	Primary SRLM imary/Recheck	3 Sample Type	Pending 0 Officer Name	2	Assigned 3 Action	Action
S.No.	Month 12-2018 S.No. 1	Location Hyderabad Month Name 12-2018	Pr	Primary SRUM imary/Recheck imary	3 Sample Type SRLM	Pending 0 Officer Name Srivatsa	2	Assigned 3 Action	Action
5.No.	Month 12-2018 5.No. 1 2	Location Hyderabad Month Name 12-2018 12-2018	Pr Pr Pr	Primary SRLM imary/Recheck imary imary	3 Sample Type SRLM SRLM	Pending 0 Officer Name Srivatsa Srivatsa	2	Assigned 3 Action ©	Action

Figure-A26 (Samples assigned to Officer)

#### **Description:**

1. This screen allows the user to view the physical samples assigned to the SRLM Operations Team Members

# Sub Module A4.5 – Success Rate Computation

**Definition:** Generation / Calculation of placement success rate for a PIA by SRLM Admin for instalment process. Placement success rate is calculated as per the method prescribed in Notification 42/2016.

#### **Prerequisite/s:**

1. Verification of all the physical samples by all verifying teams., i.e., SRLM Operations, CTSA and PIA Q Team in ERP System

#### **Process:**

- 1. SRLM Operations, CTSA and PIA Q Team has to complete the verification of Physical Samples in ERP System
- 2. SRLM Admin has to generate / Calculate the Placement success rate of the PIA for instalment release process

#### Placement Physical Sample Success Rate Dashboard

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*							
ACCESS MANAGEMENT     PROJECT INITIATION		Placem	ent Succe	ss Rate Con	nputation		
INSPECTION MANAGEMENT	Compute Placement Success Rate						
PLACEMENT MANAGEMENT	Show 10 v entries					Searc	ch:
<ul> <li>Samples Generation for Desk Verification</li> </ul>	S.No.  A Sanction Order No.	PIA Name	State Name	Installment Type	Sample Success Rate	Placement Success	Rate 🛊 Action 🛊
Data Creation for Physical Verification     Samples Generation for Physical	1 <b>*******************************</b> *******	4	KARNATAKA	2	0.2	1496	۲
Verification  Assign Samples for Physical Verification	Showing 1 to 1 of 1 entries						Previous 1 Next
Success Rate Computation	Ŋ						
> REPORTS							
Masters							



- This screen allows the SRLM admin user to generate the Placement success rate of a PIA for Instalment release process and also view the already generated Placement success rate of a PIA
- 2. To generate the placement success rate of a PIA, the user has to click 'Generate Placement Success Rate' option at the top left of the screen, he/she will be directed to 'Generate Success Rate Samples' page where the user has to select the PIA and instalment type

 If the user clicks icon under Action tab against any PIA Name, the user will be directed to 'Success Rate Samples view' page where the details of the generated Placement success rate will be displayed in view only mode

#### **Generate Placement Physical Sample Success Rate**

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0			Compute Su	iccess Rate		
	Scheme	PIA Name		Sanction Order No.	Installme	nt No.
	Select Scheme	Select PIA Name	¥	Select Sanction Order	<ul> <li>Select I</li> </ul>	nstallment No. 🔻
0			Compute Success Ra	te Clear		
۲	Show 10 Tentries					Search:
	S.No. Sanction Order No.	PIA Name	State Name	Installment No.	Placement Success Rate	¢ Action ¢
			No data avail	able in table		
	Showing 0 to 0 of 0 entries					Previous Next

Figure-A28 (Generate Placement Physical Sample Success Rate)

#### **Description:**

- 1. This screen allows the user to generate the Placement success rate of a PIA
- The user has to select the 'Scheme', 'PIA Name', 'Sanction Code', 'Instalment Type' from the dropdown and click 'Compute Success Rate' to generate the success rate
- 3. The system will auto calculate the success rate and display the result

#### View Placement Sample Success Computation

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*				
0		Placement Success Ra	ate Computation - View	
0	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	Sanction Order No. : MM/SLPC/STP/BBUSIK//1178- 79/2018
•	Sanction Order Date : 2018-12-08			
۲		Placement % Computatio	n for Release of Instalment	
		Total Sanctioned Target Internal Target in % (I) # of Candidates to be trained (10% of total target) (Tr) # of Candidates to be placed (I % of Tr)	350 70 35 25	
		Sample Size & Distribution of	Samples for Physical Verification	
			Sample size	No. of Succesfull cases
	Total Samples Generated for Physical Verification		25	34
	Successful Q-Team Samples including Recheck Samples		28	27
	Successful Q-Team Samples excluding Recheck Samples		25	25
	Successful SRLM Samples including Recheck Samples - (Primar SRLM)	y SRLM samples +Recheck from Q-Team's Samples Verified by	7	5
	Successful SRLM Samples excluding Recheck Samples - (Pimar	y SRLM Samples only)	5	5

Figure-A29 (View Placement Sample Success Rate Computation)

# **Description:**

 This screen allows the user to view the System generated placement success rate of a PIA in view only mode

# **SRLM - Operations Login**

# 'Kaushal Bharat' ERP System for DDU-GKY

# **B** - Home Page



# **Description:**

1. After logging into the system using Admin Login credentials, the user can view the dashboard and the list of the available modules and sub modules

# Module B1 – Project Initiation

# Sub Module B1.1 – Create Sanction Order

**Definition:** Once a project is approved / Sanctioned in PAC/EC Meetings, respective SRLM issues the Sanction Order to the project which includes the comprehensive details of approved sanction target, sanction district, sanction trade, sanction cost etc.

#### **Prerequisite/s:**

1. Uploading of PAC Minutes in the ERP System

#### **Process:**

- 1. Once a Project is sanctioned in EC/PAC meeting, the respective SRLM has to issue the Sanction Order and upload the copy in the ERP System
- 2. SRLM operations will create the Sanction Order of the Project and submit for approval to SRLM Admin.
- 3. 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 SRLM operations for modification and resubmission as per the remarks

#### **Project Sanction Order Dashboard**

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PROJECT INITIATION				Pro	iect Sar	nction O	rder		
Create Sanction Order	]				jeeebai				
<ul> <li>Approve Prospective Project Work Schedule (PPWS)</li> </ul>	Create Ne	ew Sanction Ord	er 🗉 Create Ok	d Sanction Order 🕒		Update OJT	Hours		
Create MoU	Show 10	entries						Search:	
<ul> <li>Create Project Commencement Order (PCO)</li> </ul>	S.No. *	Scheme \$	PIA Name	¢ PRN ¢	State \$	Total Target 🛊	Sanction Order No.	\$ Status	¢ Action ¢
<ul> <li>Approve Project Execution Readiness at Project HQs</li> </ul>	1	DDU-GKY	MUKTI DEVELOPMENT FOUNDATION	OR2018RT25971	KARNATAKA	100	uploaddocsanction	SRLM Operations - Submited	۲
<ul> <li>Approve Project Execution Readiness at PIA HQs</li> </ul>	2	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	TN2018CR24764	KARNATAKA	100	sanction order abcd	SRLM Operations - Submited	۲
CENTRE MANAGEMENT	3	DDU-GKY	ASIAN EDUCATIONAL TRUST	OR2014RT2059	KARNATAKA	3000	DDUGKY/KAR/ASIAN/123	SRLM Operations - Submited	۲
BATCH MANAGEMENT     INSPECTION MANAGEMENT	4	DDU-GKY	NAIFA COMPUTER EDUCATIONAL SANSTHAN	MP2017RF20103	KARNATAKA	100	NAIFACE123	SRLM ADMIN - Approved	۲
PLACEMENT MANAGEMENT	5	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	TN2018CR24764	KARNATAKA	50	sanction_order_123	SRLM ADMIN - Revised Approv	ed 💿
REPORTS	6	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	DL2013CR1140	KARNATAKA	300	J17023/23/2020	SRLM ADMIN - Revised Approv	ed 💿
CHANGE REQUEST MANAGEMENT	7	DDU-GKY	MARGDARSHAK FINANCIAL SERVICES LIMITED	UP2015CR6945	KARNATAKA	200	sanction_order_1	SRLM ADMIN - Approved	۲
	8	DDU-GKY	MARGDARSHAK FINANCIAL SERVICES LIMITED	UP2015CR6945	KARNATAKA	400	J-123SATYAasd12-Venkat	SRLM ADMIN - Revised Approv	ed 💿
	9	DDU-GKY	MUKTI DEVELOPMENT FOUNDATION	OR2018RT25971	KARNATAKA	2000	J-ka/123456	SRLM ADMIN - Modification	• /
	10	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE	TN2018CR24764	KARNATAKA	1000	gfukdgjioryqijeio	SRLM Operations - Revised	

Figure –B2 (Sanction Order Dashboard)

- 1. This screen allows the user to create / modify / view the Sanction orders of the projects related to their respective State
- 2. Sanction order can be created in two ways
  - a. 'Create New Sanction Order': If the project is applied in *erp.ddukgy.info* then the user can use the option 'Create New Sanction Order' where the basic details of the project as per the project application(Only after the approval of State PAC/EC decision L2 in erp.DDU-GKY.info ) will be pre populated and the user has to enter the remaining information
  - b. 'Create Old Sanction Order': If the project is not applied in *erp.ddugky.info*, then the user can use the option 'Create Old Sanction Order' where the user has to enter the complete information related to the project.
- Once the user clicks either 'Create New Sanction Order' or 'Create Old Sanction Order', he /she will be directed to 'Create Sanction Order' page, where the user has to enter the details of the Projects Sanction
- If the user clicks 
   icon, the details of the Project Sanction order will be displayed in view only mode
- 5. If the user clicks  $\checkmark$  icon, the user will be directed to 'Sanction Orders' page, where the user can update the details of that particular Sanction order

# **Create Sanction Order**

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0		Creat	e Sanction Order		
0	Scheme v	PIA Name Select PIA Name	Proposal Code Select Proposal Code	State Name	
0	CTSA Name	PAC/EC Minutes Date	Sanction Order No.	Sanction Order Date	
0	Total Target	Placement Target	Project Duration (In Months) 36 months to 60 months	Total Project Cost (ln Rs.)	
	Central Share (In Rs.)	State Share (In Rs.)	Consortium ?	Consortium PRN	
	Lead Partner PRN No.	Project Application			
	Trade Wise Target				
				Total Trade Target	
	District Wise Target				
		2019 © Designed ar	nd Developed by NIRDPR HYDERABAD.		-
	Lead Partner PRN No.	Project Application			*
	Trade Wise Target				
				Total Trade Target	
	District Wise Target			Total Trade Target	
	— District Wise Target			Total Trade Target District Total Target	
	District Wise Target			Total Trade Target District Total Target	
	District Wise Target Category Wise Target	ST	Others	Total Trade Target District Total Target Total (SC+ST+Others)	
	District Wise Target Category Wise Target sc	ST Women	Others Transgender	Total Trade Target District Total Target Total (SC+ST+Others) WD	
	District Wise Target Category Wise Target sc Minority Special Group	ST Women Copy of Sanction Order Choose File No file chosen	Others Transgender	Total Trade Target District Total Target Total (SC+ST+Others) PWD	
	District Wise Target Category Wise Target sc Minority Special Group	ST Women Copy of Sanction Order Choose Fie No file chosen	Others Transgender	Total Trade Target District Total Target Total (SC+ST+Others) WD	

Figure - B3 (Create Sanction Order)

- 1. This screen allows the user to enter the Project details for creating a sanction order
- 2. The user has to select the Scheme, PIA Name, and proposal code.
- 3. For 'Create New Sanction Order' option, the basic details of the project like State, CTSA name, PAC/EC Meeting date, Total target, Duration of the project, Project cost, Central share, State share, proposed trade wise, district wise and category wise targets will be pre populated as per the erp.ddugky.info.

- 4. The user has to enter the Sanction order number allotted to the project and Sanction order date.
- 5. The user has to upload the Sanction order document by clicking the 'Sanction order document' option.
- 6. After entering the details, the user has to click 'Submit' option at the bottom of the screen for creating a new Sanction order.
  - a. The created Sanction Order for the project will be submitted to the SRLM Admin for approval
- 7. If the user clicks 'Back' option, the user will be directed to the Sanction Order Dashboard page, and the information updated on the screen will not be saved

# Sub Module B1.2 – Approve Prospective Project Work Schedule (PPWS)

**Definition:** The prospective work schedule for the project gives a comprehensive picture of PIA's plan of action for implementing the project (Month wise projection of Training Commencement, Training Completion and Placement)

#### **Prerequisite/s:**

1. Uploading of PAC Minutes and Issuance of Sanction Order in the ERP System

#### **Process:**

- 1. PIA Admin has to submit the Filled in PPWS of the project to the respective SRLM
- 2. SRLM Operations has to either Approve or Send for modification the PPWS
  - a. If SRLM selects 'Approved' option from dropdown, the PPWS of the project will be approved and made in view only mode to PIA
  - b. If SRLM selects 'Send for modification' option from the dropdown the PPWS will be made in editable mode in PIA login for modification

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PROJECT INITIATION		Р	rospective Project Work	Schedule		
Sanction order     Froject Prospective Work Schedule     June	Pending					
► PCO	Show 10 Tentries				Search	
Project Execution Readiness     Project Execution Readinese Pik NO	S.No * Scheme	PIA Name	Sanction Order No	\$ Date	ø Status ø	Actions \$
Curriculum	1 DDUGKY	GAAT FOUNDATION TRUST	WBSRLM24PGN01	2018-08-13	Pending	• /
Artholis zum Larzon Bissons Anszonal     CENTER MANAGEMENT	Showing 1 to 1 of 1 entries					Previous 1 Next
S BATCH MANAGEMENT	Approved Or Rejected					
INSPECTION MANAGEMENT	Show 10 w entries				Search	
EMPLOYER MANAGEMENT	S.No A Scheme Ø	PIA Name	•	Sanction Order No d Date	Ø Status	Actions
> PLACEMENT MANAGEMENT	1 DDUGKY	ī		2018-0	08-08 Approved	•
> Reports	2 DDUGKY			2018-0	08-13 Approved	•
	3 DDUGKY 0			2018-0	08-13 Approved	۲
	4 DDUGKY	N		2018-0	08-13 Approved	۲
	Showing 1 to 4 of 4 entries					Previous 1 Next
lev.ddugky.info/project-work-sch	edule	2018 © De:	signed and Developed by NIRD & PR HYDERABAD.			

# **Prospective Project Work Schedule Dashboard**

#### Figure –B4 (PPWS Dashboard)

# **Description:**

 This screen allows the user to view and take decision on the PPWS received from the Projects in their respective State SRLM

- 2. The user can view the list of projects for which the decisions for the PPWS are taken and pending

#### **Prospective Project Work Schedule Approval**

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۲						Prospective Pr	oject Work Sched	ule					
0 0				Scheme Name :	DDUGKY	Project Work Schedule	Sanctik	on Order No:					
0	Month No	Month Name	Duration	No.Of Candidates For Whom Training Will Be Started	No.Of Candidates For Whom Training Will Be Completed	Cumulative No.Of Candidates For Whom Training Will Be Started	Cumulative No.Of Candidates For Whom Training Will Be Completed	Monthly Placement Target	Cumulative No.Of Candidates For Whom Placement Target Will Be Completed	sc	ST O	thers Minority	Women
0	1	July- 2018	3 Months	75	0	75	0	11	11	12	12 51	12	12
	< 84	ack	Submit	כ	Status Select status Select status Send for modification Approved								
Γ													
						2018 © Designed and Deve	loped by NIRD & PR HYDERABAD.						

Figure – B5 (PPWS Approval)

- 1. This screen allows the user to taken the decision on the approval of PPWS submitted by the PIA.
- 2. The use has to check the PPWS and take a decision on the approval of PPWS
  - a. If the PPWS is as per the norms, the user has to approve the PPWS by selecting the 'Approved' option from the dropdown of the Status tab.

- Else the user can send back the PPWS for modification to the PIA for correction. The user has to select 'Send for Modification' option from the dropdown of the Status tab
- c. Once the user selects 'Send for Modification', the PPWS will be made in editable mode to the PIA for corrections and resubmission for approval
- 3. After entering all the details, the admin user has to click 'Save' option. All the details for the particular entry will be saved

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					Pr	ospective	e Project V	Vork Sch	edule - Vi	ew				
	Scheme Name : DE	DUGKY			PIAT	lame		-		Sanction	Order No:	-		
	Month No	Month Name	Duration	No.Of Candidates For Whom Training Will Be Started	No.Of Candidates For Whom Training Will Be Completed	Cumulative No.Of Candidates For Whom Training Will Be Started	Cumulative No.Of Candidates For Whom Training Will Be Completed	Monthly Placement Target	Cumulative Placement Target	SC	ऽा	Others	Minority	Wome
	1	August-2018	3 Months	30	0	30	0	0	0	12	5	13	8	20
	1	August-2018	4 Months	70	0	100	0	0	0	25	14	31	13	35
	2	September-2018	3 Months	40	0	140	0	0	0	12	5	23	4	13
	2	September-2018	4 Months	60	0	200	0	0	0	12	15	33	5	40
	3	October-2018	3 Months	50	0	250	0	0	0	15	4	31	15	32
	3	October-2018	4 Months	50	0	300	0	0	0	25	4	21	4	30
	4	November-2018	3 Months	50	30	350	30	0	0	20	15	15	12	30
							K Back	Generate PDF						
						2018 @ Desi	gned and Developed t		ARAD					

# **View Prospective Project Work Schedule**

- 1. This screen allows the user to view the PPWS form of the particular project
- 2. The information displayed in the page will be in view only mode

# Sub Module B1.3 – Create MoU

**Definition:** A Memorandum of Understanding (MoU) is a formal agreement between SRLM and PIA for implementing the Project by agreeing the terms and conditions mentioned

#### **Prerequisite/s:**

- 1. Uploading of Sanction Order in the ERP System
- 2. Approval of PPWS

#### **Process:**

- 1. Respective SRLM has to release the MoU and upload the copy in the ERP System
- 2. PIA can view the details of issued MoU document once uploaded by SRLM

#### MoU Dash board

	स्वब्ध एक करम स्वय	भारत ता को ओर			DDU-GKY Den Dayal Upachyse Grameen Kaushalys Kojanu Empowering India - Powering the Work			ZINIRDPR.
*								
> PROJECT INITIATION				Mol	J			
Create Sanction Order  Approve Prospective Project Work Schedule (PPWS)	MoU	s yet to be	Created					
Create MoU     Create Project Commencement Order     (PCO)	Show 10	▼ entries					Search:	
<ul> <li>Approve Project Execution Readiness at Project HQs</li> </ul>	S.No.	Scheme	PIA Name		Sanction Order No.	Sanction O	rder Date 🕴	Action \$
Approve Project Execution Readiness at PIA HQs	2	DDU-GKY DDU-GKY	NAIFA COMPUTER EDUCATIONAL SANSTHA	N	NAIFACE123	2019-03-12		
CENTRE MANAGEMENT	Showing 1 to	2 of 2 entries					Prev	ious 1 Next
INSPECTION MANAGEMENT     PLACEMENT MANAGEMENT	MoU	s Created	)					
> REPORTS	Show 10	▼ entries					Search:	
CHANGE REQUEST MANAGEMENT	S.No.	Scheme 🕴	PIA Name	Sanction Order No.	0	Sanction Order Date	MoU Sigining Date	¢ Action ¢
	1	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGK	//11178-79/2018	2018-12-08	2019-01-05	۲
	2	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	J17023/23/2015		2019-03-21	2019-03-13	۲
	3	DDU-GKY	A H CAREER PRIVATE LIMITED	123		2019-03-19	2019-05-16	۲
	4	DDULGKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	afukdajion/gijejo		2018-05-10	2019-07-01	0



#### **Description:**

 This screen allows the user to upload the MoU document issued to the Projects by the respective State SRLM and to view the list of projects for which the MoU document is uploaded and pending

- 2. If the user clicks / icon, he/she will be directed the MoU edit page where the user has to enter the basic details of the project and upload the MoU agreement and other related documents
- 3. If the user clicks <a> icon, he/she will be directed to the MoU view page, where the information related to the project, details of MoU, MoU document and other documents can be viewed in view only mode</a>

# MoU Upload

and the second s		Empounding	DU-GKY n Bayal Upadhyaya mena Kasabaya Yogiana india - Rowening the Modal				
*							≡
•		Memorandum	n Of Understanding				
Scheme: DDUGKY	State:		PIA Name:				
Sanction Order Details PAC/EC Minutes Date :	2018-06-21		Sanction Order No :		J170222-24		
Sanction Order Date :	2018-07-03		Total Target :		1110		
Total Duration of the Project(In Months) :	36		Total Project Cost(In Rs.) :		97280700		
Central share(In Rs.) :	58368400		State share(In Rs.) :		38912300		
		Catego	ry Wise Targets				
SC ST Minority	Other Candidates	Total(SC, ST, Minority)	Women	Transgender	Pwd	Special Group	
344 33 144	588	521	366	20	100	2	
Srim Name:							
Address: Floor							
District: Common							
Center DIULD		2018 © Designed and Devel	oped by NIRD & PR HYDERABAD.				

Figure – B8 (MoU Upload)

Srim Name: BSRLM OPERATIONS		
Address: Vidyut Bhawan, Annexe-II,Bailey Rd,Bailey Rd,1st & 2nd Floor		
District: Sheohar		
State: BIHAR		
AND		
PIA Name: CRADLE OF MANAGEMENT EDUCATIONAL SOCIETY		
Authorized Person Name: NAR SINGH YADAV		
Address: 988/2, MANSA RAM ENCLAVE, NEAR OBEROI FARM, KAPASHERA, NEW DELHI		
District:		
State: Delhi		
Pin Code 110037		
Mou Date		
Memorandum Of Understanding Document:	Choose File No file chosen	
Special Terms AND Condition Document:	Choose File No file chosen	
Performance Gurantee Document:	Choose File No file chosen	
Rentel/Lease/Ownership Deed of building identified for training center Document:	Choose File No file chosen	
	Back To Dashboard Submit	

Figure – B9 (MoU Upload)

#### **Description:**

- This screen allows the user to view the basic details of the project and upload the MoU document, Special Terms & Condition document, Performance Guarantee document and Rental/ Lease / Owner sheep deed of building identified for Training centre document
- 2. The user has to enter the MoU date and upload the above-mentioned documents
- 3. After uploading the documents, if the user clicks 'Submit' option, the information updated and document's uploaded will be saved and the MoU documents will be made available in PIA Login in view mode
- 4. If the user clicks 'Back to Dashboard', any information updated on the screen will not be saved, and the screen will be directed to the MoU Dashboard page

			Ductor	DU-GKY Tegal Lgadhya nen kaziraya Yapan				
*			, · · ·					wbsrimop 🔳
0			M	OU View				
0	Scheme: DDUGKY		State: 1		Pia Name:	-		
0	Sanction Order Details							
0	PAC/EC Minutes Date :	2018-06-21		Sanction Order No :		J170222-08		
0	Sanction Order Date :	2018-07-18		Total Target :		600		
	Total Duration of the Project(In Months) :	36		Total Project Cost(In Rs.) :		36016200		
<b>–</b> I	Central share(In Rs.) :	21609700		State share(In Rs.) :		14406500		
0			Catego	ry Wise Targets				
	SC ST Minority	Other Candidates	Total(SC, ST, Minority)	Women	Transgender	Pwd	Special Group	
	276 66 132	126	474	198	20	100	2	
	MOU BETWEEN Safe scholmap Outvice: Safe AND PA Name Authorized Press Name 10							
	District							
	State: West Bengal							
	Pin Code: 713144							
	Mou Date:							
			2018 © Designed and Devel	oped by NIRD & PR HYDERABAD.				

#### **MoU View**



- 1. This screen displays the basic details of the MoU between the PIA and SRLM in view only mode
- 2. The user can view the documents of MoU uploaded by clicking 'View' option against each document

# Sub Module B1.4 – Create Project Commencement Order

**Definition:** Project Commencement Order describes the details of the important dates related to the Project commencement and First Instalment Details

#### **Prerequisite/s:**

1. Uploading of Sanction Order and MoU documents in the ERP System

#### **Process:**

- 1. SRLM Operations has to release the PCO and upload the copy in the ERP System
- 2. PIA can view the details of issued PCO document once uploaded by SRLM

#### **Project Commencement Order Dashboard**

	ख्य भारत एक करम स्वयता की ओर		PDDU-GKY Den Dyat Usodaya Gameet Raddaya Isana Exponencing Isafa - Naveing the Hould		ZIMATING NIRDPR
#					(Stimor) 🔳
PROJECT INITIATION		Projec	t Commencement Order		
<ul> <li>Approve Prospective Project Work Schedule (PPWS)</li> </ul>	Create PCO				
Create MoU	Show 10 v entries				Search:
<ul> <li>Create Project Commencement Order (PCO)</li> </ul>	S.No. A Scheme	PIA Name	Sanction Order No.	PCO No.	PCO Date     Action
<ul> <li>Approve Project Execution Readiness at Project HQs</li> </ul>	1 DDU-GKY	PERISOFIWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	KA/123456	2018-12-29
<ul> <li>Approve Project Execution Readiness at PIA HQs</li> </ul>	2 DDU-GKY	W-BR-PHERRE	0707257257701155	12345	2019-04-10 💿
S CENTRE MANAGEMENT	3 DDU-GKY	Rent Sol marke Soler Hons Human Elimited	MM/GLPC/STP/DDUGKY/11178-79/2018	1	2019-06-20 💿
BATCH MANAGEMENT	4 DDU-GKY	MAIN DAILS HAN I IMANGIAL SSIMICSE LIMITED	J-123SATYAasd12-Venkat	23asdfasdf	2019-07-01 💿
INSPECTION MANAGEMENT	5 DDU-GKY	VEZIK ADVISORS PRIVATE LIMITED	<u>(1712-172-172121)</u>	12345987	2019-07-14 💿
PLACEMENT MANAGEMENT	6 DDU-GKY	CAREER PRIVATE LIMITE	123	kjhj	2019-08-14 💿
REPORTS     CHANGE REQUEST MANAGEMENT	Showing 1 to 6 of 6 entries				Previous 1 Next



- This screen allows the user to create a PCO to a project and to view the already issued PCO to other projects in the State
- To create a new PCO, the user has to click 'Create PCO' option. He/she will be directed to create PCO page

#### Create Project Commencement Order (PCO)

	¢		DDU-GKKY Den Data Updatain Gameri Kastika fisan Impediengi dise Finanzia fit totoki	211 Zal	विपंशसंट RDPR
*				-	=
۲			Create PCO		
0 0 0	Scheme Selact T PCO Order No	PLA Name Select V PCO Order Date	Sanction Order Number	Project Comencement Date	
0	First Installment released First Installment Date	<ul> <li>Yes</li> <li>State Share</li> <li>Generate PDF</li> </ul>	Central Share 0 Back To Databacer: Submit	First Installment Amount	
Γ					
		2018 © De	signed and Developed by NIRD & PR HYDERABAD.		

Figure – B12 (Create PCO)

- 1. This screen allows the user to create a PCO to a project in the State.
- 2. The user has to enter the basic details of the project, Project Commencement date, PCO date, PCO order number and the details of first instalment released.
- 3. After entering all the required detail, the user has to click 'Generate PDF' option, to create the PCO order to the project.
- 4. The user has to download the generated PCO order, duly sign and attest the document from the authorized signatories
- 5. The attested document has to be uploaded by clicking the 'Choose file' under PCO file tab
- After entering the required fields and uploading the PCO document, the user has to click 'Submit' option. The PCO details will be save and made available in the respective PIA login in view mode
- 7. If the user clicks 'Back to Dashboard' option, he/she will be directed to the PCO Dashboard page, and the information entered on the page, if any will not be saved

# **Project Commencement Order View**

	स्वच्छ पात एक राग स्वचन को जो।	7	DDU-GKY Den base Labelhaue Gemeen Carabine Gara Labelhaue Jake		ZINIRDPR'S
*					storp 🔳
0 0 0		Project Commen	cement Order - View		
0 0	State :	KARNATAKA	Scheme Name :	DDU-GKY	
0	PIA Name :		Sanction Order No. :	Marca comoo como /2018	
۲	Sanction Order Date :	2018-12-08	PCO No. :	KA/123456	
	PCO Date :	2018-12-11	Project Commencement Date :	2018-12-29	
	First Installment Released?	Yes	First Installment Amount (In Rs.) :	2001	
	State Share (In Rs.) :	1000	Central Share (In Rs.) :	1001	
	Copy of the PCO :	VIEW			
			Back		

Figure – B13 (PCO View)

- 1. This screen allows the user to view the PCO details in view only mode
- 2. The basic details of the PIA, PCO details and PCO document will be displayed
- 3. To check the PCO document, the user has to click 'View' option.

# Sub Module B1.5 – Approve Project Execution Readiness at Project HQs

**Definition:** PER is a process where the SRLM team visits and verifies the presence of basic core team at the Project Headquarter level in order to make sure that project can be implemented properly.

#### **Prerequisite/s:**

1. Uploading of Sanction Order, MoU and PCO documents in the ERP System

#### Process:

- PIA admin has to create the PER at Project Headquarter by entering the details like State HQ Address, Management Team, Functional Head, Q Team Members, Manpower Details, Certifications & Trades, Outsourcing, etc., and submit to respective SRLM for approval
- 2. SRLM Operations has to take decision on the PER submitted by the PIA as either 'Approve' or 'Send for modification'
  - a. If SRLM approves, the PER will be made in view only mode to PIA
  - b. If SRLM sends for modification, the PER will be made in editable mode for correction and resubmission

Project Initiation     Project Execution Readiness Assessment at Project Headquarters     Project Execution Readiness     Search:     DUL/GKY     Person     Project Execution Readiness     Project Execution Readines     Project Execution Readines     Project Execution Readines     Project Execution Readiness     Project Execution Readines     Project Ex	Notes and	खिख्छ भारत एक करम सचयता को ओर		DDU-GKY Der Dayl Cabryon Ernen Kadatak fahra Typenning under Newening als fahra		ZIIII IIII
PROJECT NUTLATION   Current Surveils   Current Surveils   Current Surveils   Current Surveils   Current Surveils   Surveils <	*					🔳 come
<ul> <li>Action Order No.</li> <li>Status</li> <li>Action</li> <li>Charter Mandadatestr</li> <li>Action of a status</li> <li>Action</li> <li>Barter Mandadatestr</li> <li>Barter Mandadatestr</li></ul>	PROJECT INITIATION     Crease Sanction Order	Proj	ect Execution Readin	ness Assessment at Projec	t Headquarters	
Crast Mul       Crast Mul     Organ Project Control Readers       Approver Project Execution Readers       Approver Project Execution Readers       Crast Regist Execution Readers       Reports       Showing 1 to 1 of 1 entries       Previous 1       Num Free       Showing 1 to 1 of 1 entries       Previous 1       Num Free       Showing 1 to 1 of 1 entries	<ul> <li>Approve Prospective Project Work Schedule (PPWS)</li> </ul>	— Pending for Action ——				
Adjoiner Regiet Sacciation Readers         Bactorin Munuces/Balance         Balances/Balance	Create MoU     Create Project Commencement Order     (PCO)	Show 10 v entries			Search	
A Approved or Rejected Show 10  entries  Approved or Rejected  Approved or	Approve Project Execution Readiness	S.No. 🔺 Scheme 🔶 PIA N	ime	Sanction Order No.	Status	¢ Action ¢
○ CENTRE MANAGEMENT       Showing 1 to 1 of 1 entries       Previous 1       Next         ○ BATCH MANAGEMENT       NSPECTION MANAGEMENT       Approved or Rejected       Showing 1 to 1 of 1 entries       Search:         ○ REPORTS       CHINES REQUEST MANAGEMENT       Showing 1 to 1 of 1 entries       Search:       Search:       Search:         ○ CHINES REQUEST MANAGEMENT       No. ▲ Schene ♦ PIA Name ♦ Sanction Order No.       ♦ Status       ♦ Action       €	Approve Project Execution Readiness     at PIA HOs	1 DDU-GKY PEN-SI		MM/GLPC/STP/DDUGKY/11178-79/2018	PIA ADMIN - Submited	
● BATCH MANAGEMENT         ● INSPECTION MANAGEMENT         ● PLACEMENT MANAGEMENT         ● REPORTS         ● GHANGE REQUEST MANAGEMENT         ● INNGE REQUEST MANAGEMENT	CENTRE MANAGEMENT	Showing 1 to 1 of 1 entries				Previous 1 Next
● NSPECTION NAMAGEMENT         ● PLACEMENT MANAGEMENT         ● REPORTS         ● GRANGE REQUEST MANAGEMENT         ● NAME REQUEST MANAGEMENT	BATCH MANAGEMENT					
>     PLACEMENT MANAGEMENT     Show 10 ▼ entries     Search:       >     REPORTS     S.No. ▲ Scheme ♦ PIA Name ♦ Sanction Order No. ♦ Status ♦ Action ♦ Status ♦ Action ♦ Status	INSPECTION MANAGEMENT	Approved or Rejected				
CHANGE REQUEST MANAGEMENT     S.No.     * Scheme     PIA Name	PLACEMENT MANAGEMENT	Show 10 v entries			Search	:
No data available in table	CHANGE REQUEST MANAGEMENT	S.No. Scheme	🕈 PIA Name	\$ Sanction Order No.	🕈 Status 🔶 🖌	Action 🔶
				No data available in table		
Showing 0 to 0 of 0 entries Previous Next		Showing 0 to 0 of 0 entries				Previous Next

# Project Execution Readiness at Project Head Quarters Dash board

#### Figure – B14 (PER at Project HQ)

#### **Description:**

- This screen allows the user to list of Approved and Pending Project Execution Readiness at Project 

   Headquarter level of the projects in the State
- 2. The user has to click icon against the PER, he/she will be directed to Project Execution Readiness, where he/she can take decisions on the PER details
- If the user clicks 
   icon against any project PER, he/she will be directed to the 'Project Execution Readiness at Project HQ' view page. All the information will be in view only mode
  - 4. If the user 🖨 clicks icon against any Project, the PER of the project will be generated in PDF for download and print out

#### **Project Execution Readiness at Project Headquarters approval process**

#### State HQ Address

	t,	ख्या भारत काम लच्छना की ओर			DU-GKY In Data Upachytyn India - Powering the World		
						:	
		Proje	ect Execution Reading	ess at Project F	leadquarters		
	State Name: KARNATAKA Scheme Name: DDU-GKY		Name: DDU-GKY	PIA Name : PERI SOFTWARE SOLUTIONS PRIVATE		Sanction Order No. : MM/GLPC/STP/DDUGKY/11178-	
	Sanction Order Date: 2018-12-08	- deventere Address	-	CHARLED.	797.		
	Project/State He	adquarters Address	<u>ن</u>				
	Address Type:	rural	House No./ Bld. No./ Apt. No. :	C10	Street/ Road/ Lane :	NIRD	
	Area/Locality/Sector:	rajendranagar	Landmark:	TISS HYD	State:	KARNATAKA	
	District:		Taluka/Block:	GANGAVATHI	Town:	gangawathi	
	Ward:	gangawathi-4	Police Station:	gangawathi	PIN Code:	546789	
	Phone No. :	1234567890	Fax No. :	0402400857300			
	Contact Person Details						
	Contact Name:	Sukumar G	Designation:	Non Domain Trainer	Email Id:	sukumar@mailinator.com	
	Mobile No. :	8765432563					
	— Management Te	am					
-			2019 © Designed and Develop	ed by NIRDPR HYDERABAD.			

Figure – B15 (Project / State HQ Address)

# Management Team & Heads of Core Project Function

S.No.	Designation			Name		Email Id		Mobile No.
1	Project Head (O	Organization Level)		Vivek K		vivek@mailinator.(	com	7539518524
2	Authorized Sign	natory		Athul Nath		athul@mailinator.e	com	8141464823
3	Cheif Executive	Officer (CEO)		Rakesh Sharma		rishi.lotus.ind@gm	hail.com	9505279101
4	Finance Head (C	Organization Level)		Sachin K		sachin@mailinator	r.com	9875123547
Снеа	ds of Core Pro	ject Functions	)					
LHea S.No.	ds of Core Pro	iect Functions	Employee Id	Date of Joining	DDU-GKY T	raining Id	Date of Training	Certificate Details
S.No.	I <mark>ds of Core Pro</mark> Role Project Head	Name Sachin K	Employee Id 3025	Date of Joining 1995-11-29	DDU-GKY T 123	raining Id	Date of Training 2018-10-09	Certificate Details ASDF
<b>Hea</b> S.No. 1 2	I <mark>ds of Core Pro</mark> Role Project Head Q-Team Head	Name Sachin K Parvez Khan	Employee Id 3025 0008	Date of Joining 1995-11-29 2011-06-22	DDU-GKY T 123 234	raining Id	Date of Training 2018-10-09 2018-11-06	Certificate Details ASDF QWE5R
<b>S.No.</b> 1 2 3	I <mark>ds of Core Pro</mark> Role Project Head Q-Team Head Finance Head	<mark>Name</mark> Sachin K Parvez Khan Vivek K	Employee Id 3025 0008 3021	Date of Joining 1995-11-29 2011-06-22 2001-07-11	DDU-GKY T 123 234 345	raining Id	Date of Training 2018-10-09 2018-11-06 2018-11-14	Certificate Details ASDF QWE5R ZXCV



# Q Team Details & Man Power

S.No.		Employee Details				DDU-GKY training	details	
	Employee Id Name	Date of appointment		Training Id	Date of training		Certification De	tail
1	no number Athul Nath	2016-01-06		123	2018-11-13	,	ASDF	
To be	Recruited							
Addition	nal No. to be Recruited:	7		Start Date of Red	ruitment:	202	20-01-15	
End Date	e of Recruitment:	2020-01-31						
S.NO.	Project Operation Team	Manpower As Per Application	Current Man	power Req	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment
5.NO.	Project Operation Team Center in charges	Manpower As Per Application	Current Manp	power Req	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment
1 2	Project Operation Team Center in charges Computer Skills	Manpower As Per Application 0 1	Current Manp 2	power Req 0 0	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment
1 2 3	Project Operation Team Center in charges Computer Skills English Skills	Manpower As Per Application 0 1 1	Current Manp 2 1 1	power Req 0 0 0	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment
3.NO.	Project Operation Team Center in charges Computer Skills English Skills Finance	Manpower As Per Application 0 1 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Current Manp 2 1 1 1	power Req 0 0 0 0	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment
3 4 5	Project Operation Team Center in charges Computer Skills English Skills Finance Master Trainers	Manpower As Per Application 0 1 1 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Current Mang 2 1 1 1 1 1	power Req 0 0 0 0 0	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment
1 2 3 4 5 6	Project Operation Team Center in charges Computer Skills English Skills Finance Master Trainers MIS	Manpower As Per Application 0 1 1 0 0 0 1 1 1 0 0 1 1 1 1 1 1 1 1	Current Many 2 1 1 1 1 1 2	power Req 0 0 0 0 0 0 0	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment
1 2 3 4 5 6 7	Project Operation Team Center In charges Computer Skills English Skills Finance Master Trainers MIS Mobilization	Manpower As Per Application 0 1 1 0 0 0 1 1 1 0 0 0 1 1 2	Current Mang 2 1 1 1 1 2 2 2	power Req 0 0 0 0 0 0 0	uired Manpower	Start Date Of Recr	uitment	End Date Of Recruitment



# **Certification & Trades**

S.No.	Module/ Trade			Is it trade for which certificate is to be issued ? (Yes/No)	NSQF level applicable for primary trade	Aligned to NCVT/SSC	Hours of training for the course (for all module/trades put together under a trade)	Remarl
	Name	Code	Hours					
1	ADVANCED DIPLOMA IN COMPUTER HARDWARE & NETWORK MANAGEMENT (ADCHNM)	MSME/ADCHNM/51	780	Yes	6	SSC	780	
2	Certificate course in CNC Milling	MSME/CCCM/54	780	Yes	Level 4	SSC	780	
3	Ambulance Driver	ASC/Q9706	400	Yes	4	SSC	1350	
4	ARISE ROOM AIR CONDITIONER & HOME APPLIANCES(RACHA)	MSME/RACHA/68	610	Yes	5	SSC	1130	
5	Micro irrigation Technician	AGR/Q1002	200	Yes	4	SSC	483	NA
6	ADVANCED DIPLOMA IN COMPUTER HARDWARE & NETWORK MANAGEMENT (ADCHINM)	MSME/ADCHNM/51	780	Yes	6	SSC	780	



# Availability of different Forms to initialize the Project

Registration form for mobil	lized candidates:	Yes	
Tools for trade wise screen	ing of the candidates:	No	
Entitlement form:	0	Yes	
Parent consent form:		No	
Feedback form:		Yes	
Trade wise activity cum lesson planner:		No	
Trade and batch wise enrolmentform:		Yes	
Template for various board	is:	No	
Outsourcing Outsourced Core Act	ivities as Per Applica	tion	Details of agreement areas covered and periods (copies to be uploaded)
Outsourcing Outsourced Core Act Name of the Activity Training	ivities as Per Applica	tion Is it same as given in the application No	Details of agreement areas covered and periods (copies to be uploaded) No



#### **Out sourcing**

Name of the Activity	Agency Name	Is it same as given in the app	lication	Details of agreement areas co	vered and periods (copies to be upl	loaded)
Training	No	No		No		
Placement	No	No		No		
Outsourcing of Non	-Core Activities					
Activity		Is it outsourced Yes/No	Agency	Details of agreement areas covered	d and periods (copies to be uploade	-d)
Mobilization		No	82		Ferrene (eekses te ee eksesse	,
Selection & screening of ca	andidates	No				
Tracking		No				
Others		Yes	tc v	iew		
	(	Status Select status	Subr	nit		



- All the above screens allow the user to view the PER details and take decisions on PER at Project Head quarters
- 2. The user has to take decision by clicking either 'Approved' or 'Send for Modification' under the Status tab
- 3. If the user selects 'Approved', the PER of the project will be approved and the PER information will be made available in PIA login in View only mode with status as 'Approved'
- 4. If the user selects 'Send for Modification', the PER of the project will be sent back to PIA for modification. The PER will be made available in PIA admin login in edit mode for modification and resubmission

# **Project Execution Readiness at Project Head Quarters View Mode**

	( 	स्वच्छ धारत १ करम सच्छत्रा की ओर		Empowering	DU-GKY n Dayal Upadhyaya meen Kaushakya Yojana gindio - Powering the World	ZNIRDPR'S
*						q <del>aataa</del> =
۲		Projec	t Execution Readine	ess at Project F	leadquarters	s
● ●	State Name: KARNATAKA Scheme Name: DDU-GKY		ame: DDU-GKY	PIA Name : PERI SOFTWARE SOLUTIONS PRIVATE Sa		Sanction Order No.: MM/GLPC/STP/DDUGKY/11178- 79/2018
0	Sanction Order Date: 2018-12-08					
•	— Project/State He	adquarters Address				
0	Address Type:	rural	House No./ Bld. No./ Apt. No. :	C10	Street/ Road/ Lan	ne: NIRD
	Area/Locality/Sector:	rajendranagar	Landmark:	TISS HYD	State:	KARNATAKA
	District:		Taluka/Block:	GANGAVATHI	Town:	gangawathi
	Ward:	gangawathi-4	Police Station:	gangawathi	PIN Code:	546789
	Phone No. :	1234567890	Fax No. :	0402400857300		
	Contact Person Details					
	Contact Name:	Sukumar G	Designation:	Non Domain Trainer	Email Id:	sukumar@mailinator.com
	Mobile No. :	8765432563				
	Management Te	am				
			2019 © Designed and Develop	ed by NIRDPR HYDERABAD.		

Figure – B21 (PER View)

# **Description:**

1. This screen allows the user to view the details of PER at Project HQ in view only mode

# Generate Project Execution Readiness at Project Head Quarters for print

			1 com	DDU-GKY Man Tana ( And Angel Angel And Angel Angel And Angel		2	
		Project Exec	ution Readine:	ss at Project Headquarter (SF	3.3A)		
heme :	DDUGAY	PIA Name :		CRADLE OF MANAGEMENT EDUCATIONAL SOCIETY	State:	EINAR	
nction Order No:	1170222-24						
State HQ Addres	s						
Address Type:	urban	House no./ Eld. No.	/ Apt. No:	5.55	Street/ Road/ Lane:	Rajyalakshmi Nagar-1	
Area/locality/Sector:	Rajendranagar	Landmark:		dairyfarm	State:	DIHAR	
District		Taluka:		SAHAR	Town:	fgn	
Ward:	5	Police Station:		Paatna	Pin Code:	400001	
Phone Number:	7418529635	Pax:		0402400841			
Contact Person Details							
Contact Name:	Chithanya A	Designation:		Finance head (Organization level)	Email:	fghik@gmail.com	
Mobile No:	8527419630						
Management Te	am						
5.No	sedgnation		Name	Email Address		Mobile No	
1 P	roject Head (Organization Level)		Ravi M	M.Revi2608dd@Gmail.Com		9493616624	
2 F	nance Head (Organization Level)		jagan Ch	Venkr@Gmail.Com		9090565656	
3 A	athorized Signatory		Ravi M	Rky@Gmail.Com		7673930313	
4 C	ol		Ravi M	Sanjapuathok122@Gmail.Com		09493616627	
Heads of core pr	oject functions						
S.No Function	lary Name	Employee Id	Date Of joining	DDU-GRY Training Id	Date Of Training	Certificate Detail	
1 Project H	.ead Kiran P	1250	2018-07-01	123	2018-08-01		
	Hand Manadama A	12168	2018 02 20	115	2018-08-09		

Figure – B22 (Generate PER for print)

# **Description:**

1. This screen allows the user to take a print of PER at Project HQ of a project

# Sub Module B1.6 – Approve Project Execution Readiness at PIA Head Quarters

**Definition:** PER at PIA Head Quarters is a process where the SRLM team verifies the checklist for organization structure and various prerequisites at PIA Headquarter level in order to make sure that project can be implemented properly.

#### **Prerequisite/s:**

- 1. Uploading of Sanction Order, MoU and PCO documents in the ERP System
- 2. Submission of PER by PIA

#### **Process:**

- 1. PIA admin has to create the PER at PIA Headquarter by entering and uploading the relevant documents related to the readiness for implementing the project which include the details related to organizational structure, descriptions for defined key roles, hiring requirements etc., submit to State SRLM for approval
- 2. SRLM Operations has to take decision on the PER as either 'Approve' or 'Send for Modification'
  - a. If SRLM approves, the PER will be made in view only mode to PIA
  - b. If SRLM sends for modification, the PER will be made in editable mode for correction and resubmission

<b>*</b>	रिवार्ड) पात एन कपर माजक में जी	DOU-GREY Don Dour County of the County of th	ZNIRDPR]
#			- <del>21112</del> - =
PROJECT INITIATION     Create Sanction Order	Project Execut	ion Readiness Assessment at	PIA HQs
Approve Prospective Project Work     Schedule (PPWS)     Create MoU	Pending for Action		
<ul> <li>Create Project Commencement Order (PCO)</li> </ul>	Show 10 Tentries		Search:
Approve Project Execution Readiness at Project HQs     Approve Project Execution Readiness at PIA HQs     CENTRE MANAGEMENT	S.No.         Scheme         PIA Name           1         DDU-GKY         Reference           Showing 1 to 1 of 1 entries         Showing 1 to 1 of 1 entries	Sanction Order No.     Minioch Composition Condition Composition	Status     Action       PIA ADMIN-Submitted     Image: Comparison of the state
BATCH MANAGEMENT     INSPECTION MANAGEMENT	Approved or Rejected		
	Show 10 v entries	\$ Sanction Order No.	\$ Status     \$ Action
	Showing 0 to 0 of 0 entries	No data available in table	Previous Next

# **Project Execution Readiness at PIA Head Quarters Dashboard**



# **Description:**

- 1. This screen allows the user to view the list of Pending and Approved / Rejected Project Execution Readiness at PIA Headquarter
- 2. The user has to take decision on the PER received from the PIA.
- 3. To take decision on the PER received, the user has to click 💉 icon against the Sanction order, he/she will be directed to Project Execution Readiness, where he/she can take decisions on the PER details
- If the user clicks 
   icon against any project PER, he/she will be directed to the 'Project Execution Readiness at PIA HQ' view page. All the information will be in view only mode

सरप्रवेश जपते	ত্র করম ধ্বত্যনা কা আর		<ul> <li>Antipometry state - romering the room</li> </ul>		*
*					=
			Q Details		
0 0 0	Scheme State DDU-GKY Y KARNATAKA	· ·	Sanction Order No. MM//GLPC/STP/DDUGK		
	S.No. Description	Status (Yes/No) Proof	Remarks	SRLM Proof	SRLM Comments
	<ol> <li>Is there an Organisational Structure in place, dedicatedly addressing all the following:</li> </ol>				
	e) MIS & Plenning	Yes view	88	Choose File No file chosen	
	b) IEC	Yes view	aa	Choose File No file chosen	
	c) Content Development	Yes view	88	Choose File No file chosen	
	d) Operations	Yes view	28	Choose File No file chosen	
		2019 © Designed and Developed b	y NIRDPR HYDERABAD.		-

# **Project Execution Readiness at PIA Head Quarters Approval process**

Figure – B24 (PER at PIA HQ Decision)

			PFR PIA HO	Details		
				-•		
S.No.	Description	Status (Yes/No)	Proof	Remarks	SRLM Proof	SRLM Comme
2	Are the Job Descriptions defined for all key job roles in the organisation?	Yes 🔻	Choose File No file chosen view	86	Choose File No file chosen	
3	Are Job Specifications (hiring requirements) defined for each key Job Role?	Yes 🔻	Choose File No file chosen view	aa	Choose File No file chosen	
4	Have all key personnel been hired as per the Job Specifications for each job role?	Yes 🔻	Choose File No file chosen view	88	Choose File No file chosen	
5	Are all the personnel aware of their roles and responisibilities and their understanding of their job is consistent with their Job Description	No ¥	Choose File No file chosen		Choose File No file chosen	
6	Have all personnel deployed on the DDU GKY program undergone a reasonable induction/orientation program explaining the following :					
	a) Organisation values, goals, processes etc.	No ¥	Choose File No file chosen		Choose File No file chosen	
<u> </u>			2019	NIRDPR HYDERABAD.		

# Figure – B25 (PER at PIA HQ Decision)

Kaushal Bharat - User Manual for SRLM Operations Login

			PER PIA HQ	Details		
				~~~~ <b>@</b>		
S.No.	Description	Status (Yes/No)	Proof	Remarks	SRLM Proof	SRLM Commen
27	Is corrective action being taken on such reports/lapses observed through CCTV monitoring and follow up review happening to ensure compliance	No	Choose File No file chosen		Choose File No file chosen	
28	Is there a dedicated Placement team headed by a fairly senior person dedicated to this activity	Yes 🔻	Choose File No file chosen view	aa	Choose File No file chosen	
29	Is the placement team regularly meeting employers to capture requirements of manpower including feedback of trained and previously placed candidates	Yes 🔻	Choose File No file chosen view	aa	Choose File No file chosen	
30	Is the feedback from employers regularly incorporated into the training regime	No	Choose File No file chosen		Choose File No file chosen	
31	Are the placement targets being met - if not, what corrective action is being taken	No	Choose File No file chosen		Choose File No file chosen	
32	Is the placement team regularly meeting placed candidates to identify their pain areas/obtain their feedback	No	Choose File No file chosen		Choose File No file chosen	
33	Is the placement placement team providing any post placement support to ensure better retention of candidates after placement	Yes 🔻	Choose File No file chosen view	88	Choose File No file chosen	
34	Does the PIA have a regular call centre to monitor placements and keep track of placed candidates	Yes 🔻	Choose File No file chosen view	88	Choose File No file chosen	
35	Are ther e records/evidence available of regular placement validation activity and is the placed candidates data updated	No ¥	Choose File No file chosen		Choose File No file chosen	
36	Is there a formal mechanism for regular review of the program at the Head office level chaired by the CEO?	No ¥	Choose File No file chosen		Choose File No file chosen	
Rer	marks					
User			Action		Comments	
PIA A	DMIN		Submited			
PIA A	DMIN A Operations		Submited			
J. L.	Statu Seit Sen App	et status et status d for modification roved	Back < Previou:	5 Submit		

Figure – B26 (PER at PIA HQ Decision)

- 1. This screen allows the user to view the details of PER at PIA Headquarters submitted by PIA Admin
- 2. The user has to check the question wise / point wise information and the related document updated by uploaded by the PIA
- 3. The user can view the required document by clicking the 'View' option against each question / point
- 4. The user has to enter his/her remarks against every question / point and have to upload a related document by entering the comments
- 5. The user has to click 'Choose file' option to upload the required relevant document against each question / point
- 6. After entering the remarks for all the questions/points and uploading all the documents, the user can make his/her decision under 'Status' tab at the bottom of the screen
- The user has to take decision by clicking either 'Approved' or 'Send for Modification' under the Status tab
- 8. If the user selects 'Approved', the PER of the project will be approved and the PER information will be made available in PIA login in View only mode with status as 'Approved'
- If the user selects 'Send for Modification', the PER of the project will be sent back to PIA for modification. The PER will be made available in PIA admin login in edit mode for modification and resubmission
- 10. If the admin user clicks 'Submit' option at the end of the screen, the information updated will be saved

## **Project Execution Readiness at PIA Head Quarters View**

	स्विद्य भारत सर करव घाणना थे और					
*						ganinap 🗮
0	Project Execution Read	iness Assessn	nent at PIA l	HQs - Vie	w	
0	State : KARNATAKA	Scheme Name	: DDU-GKY			
٥	PIA : PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	Sanction Orde	r No. : MM/GLPC/STP/DDU	GKY/11178-79/2018		
0 0	Sanction Order Date : 2018-12-08					
0	E No. Description	Chenne (Marchia) 2	Des - 6 (6 014)	Descenter		6
	S.NO. Description     Is there an Organisational Structure in place, dedicatedly addressing all the following:	Status (Tes/NO) ?	Prool (Ior PIA)	Remarks	Proof (IOF SRLM)	Comments
	a) MIS & Planning	Yes	view	aa		
	b) IEC	Yes	view	aa		
	c) Content Development	Yes	view	aa		
	d) Operations	Yes	view	aa		
	e) Placement	Yes	view	aa		
	f) Call Centre for Tracking/Validation	No				
	g) ERP & IT Support	No				
	h) Quality Assurance					
	Diafra & documentation 2019 © Designed a	and Developed by NIRDPR HYDE	RABAD.			

Figure – B27 (PER at PIA HQ View)

## **Description:**

1. This screen allows the user to view the details of PER at PIA Headquarters in view only mode

## Sub Module B1.7– View Training Plan

**Definition:** Training Plan is an aggregate hourly plan for domain and non-domain skills and their distribution between class room and on the job training which totals to the mandated number of hours.

#### **Prerequisite/s:**

- 1. Approval of Sanction Order
- 2. 15 days before commencement of training in the particular trade

#### **Process:**

- 1. Once a Sanction order is being released by the SRLM, the user will get access of viewing the training plan as per the approved proposal
- 2. There is no verification and certification required from the PIA Q team & SRLM

## **Training Plan Dashboard**

	रवच्छ एक करम स्वय	भारत इता की ओर	$\mathcal{L}$		DDU-GKY En Data Lastraja Carenda Lastraja Carenda Lastraja Carenda Lastraja Carenda Lastraja Carenda Lastraja Carenda Lastraja	ZNIRDPR]
#						, common 🚍
				Training Pla	an Details	
Approve Project Execution Readiness at PIA HQs     View Training Plan	Show 10	• entries				Search:
Approve Domain Curriculum	S.No. *	Scheme 🖨	PIA Name 🕴	Sanction Order No.	Trade/Job Role	🗘 Action 🖨
Approve Non-Domain Curriculum	1	DDU-GKY	MAYOCARE HOSPITAL PVT LTD	J17023/28/2017	AAS/Q3207-Aerospace Software Testing Engineer	۲
Approve Activity-cum-Lesson Planner	2	DDU-GKY	RISHI FIBC SOLUTIONS PVT LTD	J-123RISHIdd	AGR/Q4903-Aqua Culture Technician	
Approve Mobilisation Plan     Revised Sanction Order	3	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE	MM/GLPC/STP/DDUGKY/11178- 79/2018	AGR/Q1002-Micro irrigation Technician	۲
CENTRE MANAGEMENT	4	DDU-GKY	MARGDARSHAK FINANCIAL SERVICES LIMITED	J-123SATYAasd12-Venkat	AMH/Q0610-Cutting Supervisor	۲
	5	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE	MM/GLPC/STP/DDUGKY/11178- 79/2018	ASC/Q9706-Ambulance Driver	۲
	6	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	J17023/23/2020	ASC/Q1702-Area Manager (Auto Components)	۲
	7	DDU-GKY	MUKTI DEVELOPMENT FOUNDATION	J-ka/123456	ASC/Q9713-Auto Rickshaw Driver	۲
CHANGE REQUEST MANAGEMENT	8	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE	sanction order abcd	BWS/Q0201-Assistant Hair Stylist	۲
	9	DDU-GKY	ASIAN EDUCATIONAL TRUST	DDUGKY/KAR/ASIAN/123	BWS/Q1004-Spa Trainer	۲
	10	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	J17023/23/2020	BSC/Q0901-Accounts Executive (Accounts Payable & Receiv	vable) 💿
	Showing	1 to 10 of 36 e	ntries			Previous 1 2 3 4 Next

#### Figure – B28 (Training Plan Dashboard)

- 1. This screen allows the user to view the list of PIA wise Trade wise training plans
- If the user clicks icon against any training plan, he/she will be directed to 'Training Plan View' page

#### **View Training Plan**

	् स्वय एक कर	DDU-GKY Den ver Australia Varia Vergenering Meter Ferenset						ZINIRDPRJ		
*										<b>=</b>
<ul><li><b>∂</b></li></ul>				Trainin	g Plan	]				
0	State: KARNATAKA			AUTED	Scheme:	ler No :		DDU-GKY	ankat	
0	Sanction Order Date:	tion Order Date: 2019-06-01		Sanction Order No.: J.				J-1255A11A85012-V	enkat	
<b>0</b>	— Trade Details ——									
	Sector	Trade of Certification	Ancillary Trades	Core Domain (Hrs.)	OJT (Hrs.)	Total Domain (Hrs.)	English Skills (Hrs.)	Computer Skills (Hrs.)	Soft Skills (Hrs.)	Total (Hrs.)
	Apparel, Made-Ups & Home Furnishing	Cutting Supervisor - AMH/Q0610	Fashion Designing - FAD801	1217	123	1340	194	258	65	1857
				< Ba	ck					
			2019 © Desi	gned and Developed b	Y NIRDPR HYD	ERABAD.				

Figure – B29 (View Training)

- 1. This screen allows the user to view the details of the approved training plan of the trade
- 2. The information showed on the screen will in view only mode
- 3. User can view the details of Sector, trades of Certification, prerequisite trades, core domain, Non-domain, OJT hours in the training plan

## Sub Module B1.8 – Approve Domain Curriculum

**Definition:** Domain curriculum refers to the lessons and contents that need to be taught for an approved trade. To submit an approved course plan as per procedures followed by NCVT/SSC

#### **Prerequisite/s:**

- 1. Approval of Sanction Order
- 2. 15 days before commencement of training in the particular trade

#### **Process:**

- 1. Once a Sanction order is being released by the SRLM, the PIA operation has to submit the curriculum plan as per the procedures followed by NCVT/SSC
- Course content should be in tune with the requirement of industry/trade. This is to be certified by the employer if the training is for captive employment. In all other cases it should be certified by National Council for Vocational Training (NCVT) or Sector Skills Council (SSC).
- PIA operation has to submit the Domain curriculum for the approved trades to the PIA Q team.
- 4. PIA Q Team has to examine the Domain Curriculums received from PIA Operations and take a decision on approval as either 'Approved' or 'Send for Modification'
  - a. If PIA Q Team selects 'Approved' option, the Domain Curriculum will get approved, and will be forwarded to respective SRLM for approval. PIA operations can view the approved Domain curriculum in view only mode
  - b. If PIA Q Team selects 'Send for Modification' as decision, the Domain Curriculum will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned
- 5. SRLM Operation has to examine the Domain Curriculums received from PIA Q Team and take a decision on approval as either 'Approved' or 'Send for Modification'
  - a. If SRLM Team selects 'Approved' option, the Domain Curriculum will get approved, and will be available in PIA login in view only mode
  - b. If SRLM Team selects 'Send for Modification' as decision, the Domain Curriculum will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned

### **Domain Curriculum Dashboard**

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*			چ م <del>مسته</del>
PROJECT INITIATION     Approve Project Execution Readiness		Domain Curriculum	
at PIA HQs  View Training Plan  Approve Domain Curriculum  Approve Non-Domain Curriculum	Show 10 T entries		Search:
Approve Activity-cum-Lesson Planner     Approve Mobilisation Plan     Revised Sanction Order	S.No. A PIA Name Sancti Order	n e Trader/Job e Trader/Job e Domain e Total Duration e ko. Role Role Code Curriculum (In Hrs.) Sewing Machine AMH/Q301 Electrician	Total Curriculum Duration (In Hrs:Mins.) Ø Date Ø Status Ø Action Ø 922:00 2019:03- Processed 🖍
CENTRE MANAGEMENT     BATCH MANAGEMENT	Showing 1 to 1 of 1 entries	Operator	Previous 1 Next
INSPECTION MANAGEMENT     PLACEMENT MANAGEMENT     REPORTS	Approved		Search:
CHANGE REQUEST MANAGEMENT	S.No. * PIA Name	Drder No.	Total Curriculum ¢ Duration (In ¢ Date ¢ Status ¢ Action ¢ Hrs:Mins.)
	1 PERI SOFTWARE SOLUTIONS MM/GLPC PRIVATE LIMITED- 79/2018 TN2018CR24764	STP/DDUGR/Y/11178- Micro irrigation AGR/Q1002 MIT 483 Technician	715:00 2018-12:12 Approved 💿 05:11:06
	2 M/AZID ADV/SODS DDIV/ATE (17032/32)	1015 Croft Palvar EIC/05000 Contificate Course	240-00 2010 05 15 Approved @

Figure – B30 (Domain Curriculum Dashboard)

- 1. This screen allows the user to view the list of PIA wise Domain Curriculum submitted by PIAs under Approved and Pending tabs
- The user has to click icon under pending tab against any pending Domain Curriculum to verify the Domain Curriculum and take a decision on approval
- If the user clicks icon, the page will be directed to approval page, where he/she can take the decision on Domain Curriculum as either 'Approved' or 'Send for Modification'
- 4. If the user clicks 
  icon under approved tab against any Domain Curriculum, the page will be directed to the Domain Curriculum view page, where information related to the Domain Curriculum will be displayed in view only mode

## **Domain Curriculum Approval process**

2 2	एववड) (भारत) एव राग सवज से ओ		li di la constante di la consta	PDDU-GKY Den Dael Upacityon Gameer Kashala Islama Izmpowering India - Powering the World	
					<u></u>
		Dor	main Curriculum		
State	KARNATAKA	Scheme Name	DDU-GKY	PIA Name	
Sanction Order No.		Sanction Order Date	2019-03-21	Curriculum Plan	Electrician
Trade/Jo	h Polo Dotails				
Trade/ Jo	b Role Details				
Sector	Trade/ Job Role Code	Trade/ Job Role	Duration (In F	Irs.) Trad	e/ Job Role Type
Modulo F	otails				
Topic/Module	Corresponding NOS/Module Code	Duration (In Hrs.	) Duration (In Min.)	Key Learning Outcome	Equipment to be used
Bcd	2	40	2400	Bcd	Cbd
Cde	3	60	3600	Cde	Dce
Ghi	7	70	4200	Ghi	Hgi
ніј	8	80	4800	Hij	Ihj
ljk	9	20	120	ljk	Jik
Status	-Select-	Remarks			
	-Select-				
	Send For Modification				
			Submit		
- Users Log					
S.No.	User Name	User Role Action		Remarks	Date & Time
1	Kiran Agrawal	PIA Operations Save As Dra	ft	NULL	2019-03-26 12:42:20
2	- Kiran Agrawal	PIA Operations Submit		NULL	2019-03-26 02:08:55
3	Pushkar Sharma	PIA QTEAM Process			2019-03-26 02:34:26
< Back					
		2019 © Designed a	and Developed by NIRDPR HYDERABAD.		1

Figure – B31 (Domain Curriculum Approval)

- 1. This screen allows the user to check the details of Domain Curriculum for a trade submitted by the PIA for approval
- 2. The user has to verify the Domain Curriculum and take a decision
- 3. The user can take decision as 'Approved' or 'Send for Modification' under Status Tab
- 4. If the user selects 'Approved' from the dropdown, the Domain Curriculum will be approved, and made available in 'Domain Curriculum Dashboard' of both SRLM and PIA login in view only mode

- 5. If the user selects 'Send for Modification' from the drop down, the Domain Curriculum will be sent back for modifications to the PIA operations. Domain Curriculum will be made available in PIA operation login in edit mode for modification and resubmission for approval of PIA Q team and SRLM
- 6. The user has to write the remarks under 'Remarks' tab
- 7. If the admin user clicks 'Submit' option at the end of the screen, the information updated will be saved

## **Domain Curriculum View**

	स्वत्त्र भारत एक इन्द्र स्वजज्ज को ओर						
					s.tp 🚍		
		Doma	in Curriculum				
State	KARNATAKA	Scheme Name	DDU-GKY	PIA Name			
Sanction Order N	<ul> <li>MM/GLPC/STP/DDUGKY/11178- 79/2018</li> </ul>	Sanction Order Date	2018-12-08	Curriculum Plan	MIT		
Trade/	Job Polo Dotaile						
Trade/	Job Role Details	Trada/ Joh Dola	Dura	ation /In Her 1	Trada/ Joh Dola Tuna		
Sector Agriculture	Job Role Details Trade/ Job Role Code AGR/Q1002	Trade/ Job Role Micro irrigation Technician	Dura	ntion (In Hrs.)	Trade/ Job Role Type Main Trade		
Trade/ Sector Agriculture	Job Role Details Trade/ Job Role Code AGR/Q1002	Trade/ Job Role Micro irrigation Technician	Dura	ition (In Hrs.)	Trade/ Job Role Type Main Trade		
Sector Agriculture Modulu	Job Role Details Trade/Job Role Code AGR/Q1002	Trade/ Job Role Milcro infgation Technician	Dura	tion (in Hrs.)	Trade/ Job Role Type Main Trade		
Frade/ Sector Agriculture Module	Job Role Details Trade/ Job Role Code AGR/Q1002   Details Corresponding NOS/Module Code	Trader Job Role Milcro Irrigation Technician Duration (In Hrs.)	Dura Duration (in Min.)	tion (in Hrs.) Key Learning Outcome	Trade/ Job Role Type Main Trade		
Trade/ Sector Agriculture Module Topic/Module Introduction	Job Role Details Trade/ Job Role Code AGR/Q1002	Trade/ Job Role Micro irrigation Technician Duration (In Hrs.) 100	Duration (In Min.) 0	ntion (In Hrs.) Key Learning Outcome besic outcome	Trade/ Job Role Type Mein Trade Equipment to be used books		
Trade/ Sector Agriculture Module Topic/Module Introduction Chapter 1	Job Role Details Trade/Job Role Code AGR/Q1002	Trade/ Job Role Micro Irrigation Technician Duration (In Hrs.) 100 100	Duration (in Min.) 0 0	ition (In Hrs.)  Key Learning Outcome Dasic outcome Basic concepts	Trade/ Job Role Type Main Trade Equipment to be used books Xy2		
Trade/ Sector Agriculture Module Topic/Module Introduction Chapter 1 Chapter 2	Job Role Details Trade/Job Role Code AGR/Q1002	Trade/ Job Role Micro Irrigation Technician Duration (In Hrs.) 100 100 100	Duration (In Min.) 0 0 0	Intion (In Hrs.)  Key Learning Outcome  Basic concepts  GH	Trade/ Job Role Type Main Trade Equipment to be used books 2y2 GH		

Figure – B32 (Domain Curriculum View)

### **Description:**

1. This screen allows the user to view the details of Domain Curriculum for a trade submitted by the PIA in view only mode

### Sub Module B1.9 – Approve Non-Domain Curriculum

**Definition:** To develop enforceable standards for curriculum for Soft skills, Computer skills and English skill. Submitting a course plan as per standards prescribed by DDU-GKY for English, Computer and Soft skills

#### **Prerequisite/s:**

- 1. Approval of Sanction Order in ERP System
- 2. 15 days before commencement of first training

#### **Process:**

- 1. Once a Sanction order is being released by the SRLM, the PIA operation has to submit the Non Domain curriculum plan as per the standards followed by DDU-GKY
- 2. PIA operation has to submit the course plan as per the DDU-GKY Standards for English, Computers and Soft skills, English to the PIA Q team for approval.
- PIA Q Team has to examine the Non-Domain Curriculums received from PIA Operations and take a decision on approval as either 'Approved' or 'Send for Modification'
  - a. If PIA Q Team selects 'Approved' option, the Non-Domain Curriculum will get approved, and will be forwarded to respective SRLM for approval. PIA operations can view the approved Non-Domain curriculum in view only mode
  - b. If PIA Q Team selects 'Send for Modification' as decision, the Non-Domain Curriculum will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned
- 4. SRLM Team has to examine the Non-Domain Curriculums received from PIA Q Team and take a decision on approval as either 'Approved' or 'Send for Modification'
  - a. If SRLM Team selects 'Approved' option, the Non-Domain Curriculum will get approved, and will be available in PIA login in view only mode
  - b. If SRLM Team selects 'Send for Modification' as decision, the Non-Domain Curriculum will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned

## **Non-Domain Curriculum Dashboard**

Will start and s	स्वच्छ एक करम र	भारत भारत ब्यात क्षे ओर				DDU-GK Deen Dayal Upachyaya Grameen Koushalya Yo powering India - Powering the W	<b>Y</b> ana <del>ord</del>					रीसंट्र
#											:*	• ≡
PROJECT INITIATION				Non-Doma	in Curr	iculum						
<ul> <li>Approve Project Execution Readiness at PIA HQs</li> </ul>												
View Training Plan	— Pen	ding for Action —										
Approve Domain Curriculum	Show 10	▼ entries							Sear	rch:		
Approve Non-Domain Curriculum												
Approve Activity-cum-Lesson Planner	S.No. *	PIA Name	<ul> <li>Sanction Order</li> <li>Tra</li> <li>No.</li> </ul>	de/Job Role 💠 Trade 💠 Code 💠	Non-Domai Curriculum	n 🔶 Non-D Currici	omain ulum Code 🛛 🗘	Total Duration (In Hrs.)	\$ Date	e 🔶 Stat	us 🛊 Actior	h ¢
Approve Mobilisation Plan     Revised Sanction Order	1		d <del>17022/22/2015</del> Sewin	ng Machine AMH/Q0301		Effective	Listening	0	2019-	03- Proce	:ssed 🖍	
CENTRE MANAGEMENT		-	oper						20		_	
BATCH MANAGEMENT	Showing	1 to 1 of 1 entries								Previou	s 1 Next	
INSPECTION MANAGEMENT												
PLACEMENT MANAGEMENT	aqA —	roved										
> REPORTS												
CHANGE REQUEST MANAGEMENT	S.No.	PIA Name	Sanction Order No.	Trade/Job Role	Trade Code	Non-Domain Curriculum	Non- Domain Curriculum Code	Total Duration (In Hrs.)	Date	Status	Action	
	1	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED- TN2018CR24764	MM/GLPC/STP/DDUGKY/11178- 79/2018	Micro irrigation Technician	AGR/Q1002	soft	Soft Skills	soft	35	2019-01- 29 12:10:02	Approved	•
	2	PERI SOFTWARE SOLUTIONS	MM/GLPC/STP/DDUGKY/11178-	Micro irrigation Technician	AGR/Q1002	english	English Skills	english	104	2019-01-	Approved 4	9

Figure – B33 (Non-Domain Curriculum Dashboard)

- 1. This screen allows the user to approve and view the Non Domain curriculums of approved trades
- 2. The user has to click icon under pending tab against any pending Non-Domain Curriculum to verify the Non-Domain Curriculum and take a decision on approval
- 3. If the user clicks *icon*, the page will be directed to approval page, where he/she can take the decision on Non-Domain Curriculum as either 'Approved' or 'Send for Modification'
- 4. If the user clicks 
  icon under approved tab against any Non-Domain Curriculum, the page will be directed to the Non-Domain Curriculum view page, where information related to the Non-Domain Curriculum will be displayed in view only mode

# **Approve Non-Domain Curriculum**

		Non-Dom	ain Curriculum		
State	KARNATAKA	Scheme Name	DDU-GKY	PIA Name	\ <u>\\\_2\0.40\\5005-00\\\\T5-\\\\\T5-\\\\</u>
Sanction Order No.	<del>917000.000000</del>	Sanction Order Date	2019-03-21	Non-Domain Curriculum Code	Effective Listening
— Trade Detail	s				
Sector	Trade/Job Role Code	Trade/Job Role	Dura	tion (In Hrs.)	Trade Type
S.No.			Duration /In	) Hrs.)	
	Curriculum For		Daradon (in		
	Curriculum For		Durduon (m		
— Module Deta	Curriculum For		Ju duon (m		
— Module Deta	Curriculum For	Duration (in Hrs.)	Duration (in Min.)	Key Learning Outcome	Equipment to be used
Module Deta Topic/Module	Curriculum For ails Corresponding NOS/Module Code	Duration (In Hrs.) 12	Duration (In Min.) 0	Key Learning Outcome AAA	Equipment to be used
Module Deta Topic/Module AAA BBB	Curriculum For ails Corresponding NOS/Module Code 1 2	Duration (In Hrs.) 12 11	Duration (in Min.) 0	Key Learning Outcome AAA B88	Equipment to be used A4D BBa
Module Deta Topic/Module AAA B88	Curriculum for ails Corresponding NOS/Module Code 1 2	Duration (in Hrs.) 12 11	Duration (in Min.) 0	Key Learning Outcome AAA B88	Equipment to be used AAD BBa
Module Deta Topic/Module AAA BSB Status	Curriculum for ails Corresponding NOS/Module Code 1 2 lect- v lect- df For Modification	Duration (In Hrs.) 12 11 Remarks	Duration (in Min.) 0 0	Key Learning Outcome AAA BBB	Equipment to be used A40 BBa
Module Deta Topic/Module AAA BBB Status	Curriculum for ails Corresponding NOS/Module Code 1 2 iect- iect- iect- iect- is for Modification	Duration (In Hrs.) 12 11 Remarks	Duration (In Min.) 0 0 Submit	Key Learning Outcome AAA BB8	Equipment to be used AAb BBa

Figure – B34 (Approve Non-Domain Curriculum)

- 1. This screen allows the user to check the details of Non-Domain Curriculum for a trade submitted by the PIA for approval
- 2. The user has to verify the Non-Domain Curriculum and take a decision
- 3. The user can take decision as 'Approved' or 'Send for Modification' under Status Tab
- 4. If the user selects 'Approved' from the dropdown, the Non-Domain Curriculum will be approved, and made available in 'Non -Domain Curriculum' of both SRLM and PIA login in view only mode
- 5. If the user selects 'Send for Modification' from the drop down, the Non-Domain Curriculum will be sent back for modifications to the PIA operations. Non-Domain Curriculum will be made available in PIA operation login in edit mode for modification and resubmission for approval of PIA Q team and SRLM
- 6. The user has to write the remarks under 'Remarks' tab
- 7. If the admin user clicks 'Submit' option at the end of the screen, the information updated will be saved

# Non-Domain Curriculum – View

and a set	स्वायु धारत २० वरम वध्यन को ओर		DOU-GKY Extra Double Ages Extra Double Ages Extra Double Ages Extra Double Ages			
*					sinop 🗏	
0		Non-Don	nain Curriculum	]		
State	KARNATAKA	Scheme Name	DDU-GKY	PIA Name	Remote the second secon	
Sanction Order No.	79/2018	Sanction Order Date	2018-12-08	Non-Domain Curriculum Code	soft	
<ul> <li>Trade Detail</li> </ul>	S					
Sector	Trade/Job Role Code	Trade/Job Role	10	Duration (In Hrs.)	Trade Type	
Agriculture	A0001002	Micro Ingeton recinic		200	Main made	
S.No.	Curriculum For		Duration	(In Hrs.)		
1	Soft Skill		35			
— Module Deta	ails					
Topic/Module	Corresponding NOS/Module Code	Duration (In Hrs.)	Duration (In Min.)	Key Learning Outcome	Equipment to be used	
Soft	njn	35	0	0	nnj	
		2019 © Designed and De	eveloped by NIRDPR HYDERABAD.			

Figure – B35 (View Non-Domain Curriculum)

### **Description:**

1. This screen allows the user to view the information related to the Non-Domain Curriculum in view only mode

## Sub Module B1.10– Activity cum lesson planner

**Definition:** Activity cum lesson planner is the daily hourly basis details for the entire course duration including class room and on the job training (OJT).

#### **Prerequisite/s:**

- 1. Approval of Sanction Order
- 2. 15 days before commencement of training in the particular trade

#### **Process:**

- Once a Sanction order is being released by the SRLM, the PIA operation has to submit the Activity cum lesson planner for the particular trade in which training has to be started
- 2. PIA operations have to submit the Activity cum lesson planner to PIA Q team for verification and approval.
- 3. Once the PIA Q team approves the Activity cum lesson planner, it has to be submitted to respective SRLM for verification and approval
- 4. SRLM Operations has to take decision on the approval of Activity cum Lesson planner as 'Approved' or 'Send for Modification'



# Activity cum lesson planner Dashboard

Figure – B36 (Activity cum lesson planner Dashboard)

- 1. This screen allows the user to view the list of PIA wise Activity cum lesson planner submitted by PIAs under Approved and Pending tabs
- 2. The user has to click icon under pending tab against any pending ACLP to verify the Activity Cum Lesson Planner and take a decision on approval
- If the user clicks icon, the page will be directed to approval page, where he/she can take the decision on Activity Cum Lesson Planner as either 'Approved' or 'Send for Modification'
- 4. If the user clicks 
  icon under approved tab against any Approved Activity Cum Lesson Planner, the page will be directed to the Activity Cum Lesson Planner view page, where information related to the Activity Cum Lesson Planner will be displayed in view only mode

## Activity cum lesson planner Approval process

			Activit	y-cum-Les	sson Planner			
State	KARN	IATAKA	Scheme Name		DDU-GKY	PIA Name	PE	
Sanction Order No.	gfuko	Iglioryqijelo	Sanction Orde	r Date	2018-05-10		_	
Trade/ Job	Role Details -							
Sector	Trade/ Job Ro	ole Code	Trade/ Jo	b Role	Duratio	n (In Hrs.)	Trade/ Job Role Type	:
Healthcare HSS/Q5101			General D	General Duty Assistant 416		Main Trade		
S.No.		Module			Duration (In Hrs.)			
1		English Skills			60			
2		Soft Skills			20			
3		IT Skills			80			
Training Day         Ses           1         The           1         The           72         The           72         The	sion Type Period No. ory 1 ory 2 wry 1 ry 2	Period Start Time 9:0 14:0 9:0 14:0	Period End Time         Durat           13:0         4           18:0         4           13:0         4           13:0         4           18:0         4	ion (In Hrs.) Durati 0 0 0 0	on (In Min.) Domain/Non-Dom General Duty Assis IT Skill English Skill English Skill	naim Topic tant hhhhh ta wfwf wfwf	Sub           0           0           0           0           0           0	Topic Instructional Mode Traditional Class room Traditional Class room Traditional Class room Traditional Class room
Total Trade/ Job Role (Ir Total Soft Skill (In Hrs.) Total Training Duration Remarks	(In Hrs.)	416 20 576	,		Total English Skill (In Hrs.) Total IT Skill (In Hrs.) Status Sea An Ser	iect- V lect- orwed d For Modification	60 80	
S.No.	User Name	Use	r Role	Action		Remarks	Date &	Time
1	Sachin	PIA	Operations S	ave As Draft	1	IULL	2019-05-	29 03:22:19
3	Sachin Athul	PIA	QTEAM	rocess	1	IULL	2019-05-	29 04:05:30
< Back								

Figure – B37 (Activity cum lesson planner Approval)

- 1. This screen allows the user to check the details of Activity cum lesson planner for a trade submitted by the PIA for approval
- The user has to verify the Activity cum lesson planner and take a decision as 'Approved' or 'Send for Modification' under Status Tab
  - a. If the user selects 'Approved' from the dropdown, the Activity cum lesson planner will be approved, and made available in 'Activity cum lesson planner Dashboard' of both SRLM and PIA login in view only mode
  - b. If the user selects 'Send for Modification' from the drop down, the Activity cum lesson planner will be sent back for modifications to the PIA operations. The Activity cum lesson planner will be made available in PIA operation login in edit mode for modification and resubmission for approval of PIA Q team and SRLM
- 3. The user has to write the remarks under 'Remarks' tab
- 4. If the admin user clicks 'Submit' option at the end of the screen, the information updated will be saved

		स्वय्य भारत एक करन स्वय्या की ओर		DEU-GKY Control Control of State Control Control of State						
*										
0			Activity-cun	Activity-cum-Lesson Planner - View						
0	State	KARNATAKA	Scheme Name	DDU-GKY	PIA Name					
•	Sanction Order No.	MM/GLPC/STP/DDUGKY/11178- 79/2018	Sanction Order Date	2018-12-08		CINITED				
0	— Trade/ Job R	lole Details								
<b>۲</b>	Sector	Trade/ Job Role Code	Trade/ Job Role		Duration (In Hrs.)	Trade/ Job Role Type				
	Agriculture	AGR/Q1002	Micro irrigation Technician		Main Trade					
	S.No.	Module	Duration (In Hrs.)							
	1	English Skills		104						
	2	Soft Skills		35						
	3	IT Skills		138						
	Module Det	ails								
	Training Day Ses	sion Type Period No. Period Start Time	Period End Time Durat	ion (In Hrs.) Duration (In Min.)	Domain/Non-Domain	Topic Sub Topic	Instructional Mode			
	2019 © Designed and Developed by NIRDPR HYDERABAD.									

## Activity cum lesson planner View

#### Figure – B38 (Activity cum lesson planner View)

### Description:

1. This screen allows the user to view the details of Activity cum lesson planner for a trade submitted by the PIA in view only mode

## Sub Module B1.11 – Approve Mobilization Plan

**Definition:** Mobilization plan is a structured plan for mobilising the candidates from the approved areas as per project proposal. The plan includes areas to be covered and schedule for coverage.

#### **Prerequisite/s:**

1. Continuous work but to be initiated not later than 5 days of issuance of Project commencement order

#### **Process:**

- 1. PIA operation has to seek permission on mobilization plan with SRLM by submitting the mobilization details
- 2. PIA Operations has to select the District, Taluk/Block, and Gram Panchayat Name along with scheduled date of mobilisation then have to generate the PDF request letter for seeking the approval of SRLM.
- SRLM can take decision as either 'Approved' or 'Send for Modification' under Status Tab
  - a. If SRLM Operations Clicks 'Approved' option, the Mobilization will get approved and will be made available in PIA login in View only mode
  - b. If SRLM Operations click 'Send for modification' option, the Mobilisation plan will be made in editable mode in PIA operation login for modification and resubmission as per the remarks mentioned

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*			compose =
PROJECT INITIATION		Mobilization Plan Details	
Approve Project Execution Readiness at PIA HQs			
View Training Plan	<ul> <li>Pending for Action</li> </ul>		
Approve Domain Curriculum	Show 10 Tentries		Search:
Approve Non-Domain Curriculum     Approve Activity cumul esson Planner	S.No. A Scheme & PIA Name	Sanction Order No.     Mobilization Requested Date	District Covered     Status     Action
Approve Mobilisation Plan	1 DDU-GKY	2019-05-15	Tumkur Approved
Revised Sanction Order			
CENTRE MANAGEMENT	Showing 1 to 1 of 1 entries		Previous Next
BATCH MANAGEMENT			
INSPECTION MANAGEMENT	Approved		
PLACEMENT MANAGEMENT	Show 10 v entries		Search:
> REPORTS			
CHANGE REQUEST MANAGEMENT	S.No Scheme ş PIA Name	Sanction Order No.      Mobilization Requested Date	Unstrict Covered      Status      Action      Tumkur      Anornwed
		2013-03-13	Territor Co
	Showing 1 to 1 of 1 entries		Previous 1 Next

## Mobilization Plan Details Dashboard



- This screen allows the user to view the list of PIA wise Mobilization plans submitted by PIAs under Approved and Pending tabs

- 4. If the user clicks icon under approved tab against any Mobilization plan Planner, the page will be directed to the Mobilization view page, where information related to the Mobilization will be displayed in view only mode

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*						<u>→</u> =
0			Mo	bilization Plan Detai	ls	
0	State Name : KARNATAKA		Scheme Name : DDU-GKY	PIA Name : Vie		Sanction Order No. ***********************************
۲	Sanction Order Date : 2019-03-21					
Ο	S.No. District	Block	Gram Panchayat	Scheduled Start Date	Scheduled End Date	Remarks
Ø	1 Tumkur	PAVAGADA	ACHAMANAHALLI	2019-05-15	2019-07-31	Mobilization plan
Ø	2 Tumkur	PAVAGADA	ARASIKERE	2019-05-15	2019-10-31	Plan
	Status -Select.  -Select Approved Send For Modification Choose File No file chosen		Email	Remarks  Remarks  Create Letter for PIA  S  10.0 Decimand and Developed by NIDDDD LEDDES	autrmit	

## **SRLM Mobilization Plan Approval process**

Figure – B40 (Mobilization Plan Approval)

- This screen allows the user to check the details of Mobilization plan submitted by the PIA for approval
- The user has to take the decision as either 'Approved' or 'Send for Modification' under Status Tab
  - a. If the user selects 'Approved' from the dropdown, the Mobilization plan will be approved, and made available in 'Mobilization Dashboard' of both SRLM and PIA login in view only mode

- b. If the user selects 'Send for Modification' from the drop down, the Mobilization plan will be sent back for modifications to the PIA operations. The Mobilization plan will be made available in PIA operation login in edit mode for modification and resubmission for approval of SRLM
- 3. The user has to write the remarks under 'Remarks' tab
- 4. If the user clicks 'Submit' option, the information updated will be saved

#### **Mobilization plan View**

			स्वच्छ भारत एक करम स्वच्छता को ओर	7		Deen Daya Ubadhaya Deen Daya Ubadhaya Engouering India - Powering the World	ZIIIII IIII
*							=
0				Мо	bilization Plan Details	- View	
0	State Name : K	(ARNATAKA		Scheme Name : DDU-GKY	PIA Name : 144710	LOUISONS POILLATE LILLITED	Sanction Order No. 101000000000
۲	Sanction Orde	r Date : 2019-03-21					
Ø	S.No.	District	Block	Gram Panchayat	Scheduled Start Date	Scheduled End Date	Remarks
Ø	1	Tumkur	PAVAGADA	ACHAMANAHALLI	2019-05-15	2019-07-31	Mobilization plan
•	2	Tumkur	PAVAGADA	ARASIKERE	2019-05-15	2019-10-31	Plan
	Back	l					

#### Figure – B41 (Mobilization Plan View)

#### **Description:**

1. This screen allows the user to view the details of Mobilization plan submitted by the PIA in view only mode

## Sub Module B1.12 – 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:

- 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
- SRLM Operations can send back the approved Sanction order for modification to PIA Admin.
- 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**

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#									enmor 🔳
> PROJECT INITIATION				Projec	t Revised	l Sanctio	on Order		
<ul> <li>Approve Project Execution Readiness at PIA HQs</li> </ul>								Process Flow Diagram for the Revised	Sanction Order
View Training Plan	Show 10	• entries						Search	
Approve Domain Curriculum		- charles						Scarein	_
Approve Non-Domain Curriculum	S.No. *	Scheme 💠	PIA Name	PRN	\$ State \$	Total Target 🛊	Sanction Order No.	Status	Action \$
Approve Activity-cum-Cesson Hanner     Approve Mobilisation Plan	1	DDU-GKY	NAIFA COMPUTER EDUCATIONAL SANSTHAN	MP2017RF2010	3 KARNATAKA	100	NAIFACE123	SRLM Operations - Sent for Revision	۲
Revised Sanction Order	2	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE	TN2018CR2476	4 KARNATAKA	50	sanction_order_123	SRLM ADMIN - Revised Approved	
CENTRE MANAGEMENT	3	DDULGKY	WATE ADVISOPS PRIVATE LIMITED	DI 2013CP1140	KADNATAKA	300	117023/23/2020	SPLM ADMIN - Pevised Approved	1.0
BATCH MANAGEMENT	-	000-010		DEZOTBERTINO			j1702572572020	Sichi Abini - Revised Approved	
INSPECTION MANAGEMENT	4	DDU-GKY	MARGDARSHAK FINANCIAL SERVICES LIMITED	UP2015CR6945	KARNATAKA	200	sanction_order_1	SRLM ADMIN - Approved	1
PLACEMENT MANAGEMENT     REPORTS	5	DDU-GKY	MARGDARSHAK FINANCIAL SERVICES LIMITED	UP2015CR6945	KARNATAKA	400	J-123SATYAasd12-Venkat	SRLM ADMIN - Revised Approved	10
CHANGE REQUEST MANAGEMENT	6	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	TN2018CR2476	4 KARNATAKA	1000	gfukdgjioryqijeio	SRLM Operations - Sent for Revision	۲
	7	DDU-GKY	APOLLO MEDSKILLS LTD	TN2013CR1985	KARNATAKA	1000	sjdhkjfld	SRLM ADMIN - Approved	1
	8	DDU-GKY	MAYOCARE HOSPITAL PVT LTD	UP2017CR2027	0 KARNATAKA	300	J17023/28/2017	SRLM Operations - Sent for Revision	۲
	9	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	DL2013CR1140	KARNATAKA	520	J17023/32/2019	SRLM ADMIN - Revised Approved	10
	10	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	DI 2013CR1140	KARNATAKA	250	117023/23/2015	SRI M ADMIN - Revised Approved	10

Figure – B42 (Revised Sanction Order Dashboard)

- 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
- 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**

Sanction Order No. : State : PIA Name :	Revised Sanci	tion Order Details	User Manuals 🗮 srimo
Sanction Order No. : State : PIA Name :	Revised Sance	ion Order Details	
Sanction Order No. : State : PIA Name :	J-1235ATYAasd12-Venkat	lion order betails	
State : PIA Name :		Sanction Order Date :	2019-06-01
PIA Name :	KARNATAKA	Scheme Name :	DDU-GKY
	MARGDARSHAK FINANCIAL SERVICES LIMITED	Proposal Code :	asdf23asfaasfasdfasdf2323
PAC/EC Minutes Date :	2019-05-31	Total Target :	400
Placement Target :	334	Total Duration of the Project (In Months) :	42
Total Project Cost(In Rs.) :	18153323	Central Share(In Rs.) :	10891994
State Share(In Rs.) :	7261329	Project ld :	UP2015CR6945KAR0000063
Consortium ?:	Yes	Consortium PRN No. :	AP2013CR1580
Lead Partner PRN No. :	UP2015CR6945	Project Application :	View
Last Revised Order Date :	2019-07-01		
Category-wise Target sc st others	Total (SC+ST+Others) Minority	Women Transgender	PwD Special Group
200 100 100	400 12	12 0	0 0
Total (B) in Rs.		816,000	
Total Project Budget (A+B) in Rs.		18,153,323	
Central Share in Rs.		10,891,994	
State Share in Rs.		7,261,329	
	Decision	Date & Time	Comments
User Name			
User Name	Submitted	2019-06-07 10:24:29	
User Name Srivatsa	Submitted	2019-06-07 10:24:29	
User Name Srivatsa karsrim Srivatsa	Submitted Approved Section Emilian	2019-06-07 10:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23	first ravision
User Name Srivatsa karsrim Srivatsa	Submitted Approved Sent for Revision	2019-06-07 10:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23	first revision
User Name Srivatsa karsrim Srivatsa UP2015CR6945	Submitted Approved Sent for Revision Revised Submitted	2019-06-07 10:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23 2019-06-07 11:43:02 2019-06-07 11:43:02	first revision
User Name Srivatsa karsrim UP2015CR6945 Srivatsa karsrim	Submitted Approved Sent for Revision Revised Submitted Revised Approved Revised Approved	2019-06-07 10:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23 2019-06-07 11:43:02 2019-06-07 11:47:44 2019-06-07 11:43:24	first revision
User Name Srivatsa karsrim UP2015CR8945 Srivatsa karsrim Revise Cost	Submitted Approved Sent for Revision Revised Submitted Revised Approved Revised Approved	2019-06-07 10:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23 2019-06-07 11:43:02 2019-06-07 11:47:44 2019-06-07 11:43:24	first revision
User Name Srivatsa karsrim Srivatsa UP2015CR6945 Srivatsa karsrim Revise Cost -Select-	Submitted Approved Sent for Revision Revised Submitted Revised Approved Revised Approved Status Select status	2019-06-07 10:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23 2019-06-07 11:43:02 2019-06-07 11:47:44 2019-06-07 11:43:24	first revision
User Name Srivatsa karsrim Srivatsa UP2015CR6945 Srivatsa karsrim Revise CostSelectSelectSelect-	Submitted Approved Sent for Revision Revised Submitted Revised Approved Revised Approved Status Select status Select status	2019-06-07 11:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23 2019-06-07 11:43:02 2019-06-07 11:47:44 2019-06-07 11:43:24	first revision
User Name Srivatsa karsrim Srivatsa UP2015CR6945 Srivatsa karsrim Revise CostSelectSelect- Revise with cost change Revise inductost change Revise inductost change	Submitted Approved Sent for Revision Revised Submitted Revised Approved Revised Approved Status Select status Select status Send for Revision	2019-06-07 11:24:29 2019-06-07 11:29:25 2019-06-07 11:42:23 2019-06-07 11:43:02 2019-06-07 11:47:44 2019-06-07 11:43:24	first revision

Figure – B43 (Revised Sanction Order)

- 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**

	स्वत्य) पारत एव वाप वायल की संग	$\frown$			DDU-GKY Deen Davel Updoffway Gameeri Kaushaba Yejana Empowering Indio - Powering the World				21911941	Ź
*									<u> </u>	
0		Rev	vised Sanction C	rder Det	ail View					
	Sanction Order No. :	NAIFACE123		Sanction Order Date		20	19-07-03			
	State :	KARNATAKA		Scheme Name :		DD	U-GKY			
ě.	PIA Name :			Proposal Code :		NA	IFACE			
	PAC/EC Minutes Date :	2019-07-01		Total Target :		10	D			
	Total Duration of the Project (In Months) :	36		Placement Target :		70				
	Total Project Cost (In Rs.) :	1000		Central Share (In Rs.	.):	50	þ			
	State Share (In Rs.) :	500		Project ld :		1000	201710-201051040	0000007		
	Consortium?:	Yes		Consortium PRN :		AP.	2013CR1498			
	Lead Partner PRN :	(								
	Proposed Project Duration (In Months) :			Proposed Total Targ	et :					
	Proposed Placement Target :			Proposed Achieved	Target :					
	Last Revised Order Date :	2019-07-03								
	Trade-wise Target									
	Trade/sector Trade/job Role Code	Ancillary Trades/Job Roles Category	Domain (In Non-Domain (In Hrs) Hrs)	Total (In O Hrs) H	))T (In Assesssing Irs) Agency	Nature of Training	Original Target	Achieved Target	Proposed Target	
	Agriculture Agro Forestry AGR136	FAD601 I	820 317	1137 21	13 NCVT	Residential	0			
			2019 © Designed and Developed b	V NIRDPR HYDERABAE	).					-

Figure – B44 (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

# Module B2 – Centre Management

## Sub Module B2.1– Approve Training Centre Due Diligence

**Definition:** Training Centre Diligence is a process to verify the availability of minimum infrastructure as per the DDU-GKY Standard Operation Procedures before starting the Training

#### **Prerequisite/s:**

1. Signing of MoU, within 45 days from Project commencement order.

### **Process:**

- 1. PIA operation has to submit the Furnished training centre details as per S.F 5.1 D1 to their PIA Q Team
- 2. PIA Q team has to conduct the Due Diligence of the Training Centre
- 3. Based on the verification, PIA Q team has to take a decision on Due Diligence of training centre as either 'Approved' or 'Send for Modification' by giving remarks
  - a. If the PIA Q Team selects 'Approved' as decision, the training centre details will be made available in respective SRLM login for Due Diligence. PIA operation can view the submitted details of the training centre in 'View only' mode
  - b. If PIA Q team selects 'Send for Modification' as decision, the training centre will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned
- 4. After PIA Q Team approval, SRLM has to conduct the Due Diligence of the Training centre and take a decision on approval as either 'Approved' or 'Send for Modification'
  - a. If SRLM selects 'Approved' option, the training centre will get approved, and the PIA can create batches in that training centre
  - b. If SRLM selects 'Send for Modification' as decision, the training centre will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned

## **Training Centre Due Diligence Dashboard**

and the second s	स्वस एक कहा	) भारत स्वयजन की ओर			DDU-GI Den Dayel Ubuchyo Formeen Raushalyo Empowering Indie - Powering th	ya Yayana waxad	5	राग्नीपंरासंट NIRDPR
*								essionap 🗏
PROJECT INITIATION				TC Due-Di	ligence			
CENTRE MANAGEMENT				le bac bi	ingenice			
Approve Training Centre Due-Diligence	Show 10	▼ entries					Search:	
<ul> <li>Approve Residential Facility Due- Diligence</li> </ul>	S.No. *	PIA Name	Project Name	Training Centre Name	Training Centre Location	¢ Email Id ∳	Status	¢ Action ¢
BATCH MANAGEMENT     INSPECTION MANAGEMENT	1	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178- 79/2018	Rajaji Salai-Chennai	Kancheepuram,TAMIL NADU	ddugky@mailinator.com	SRLM Operations - Approved	•
PLACEMENT MANAGEMENT	2	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178- 79/2018	vbnm	Kancheepuram,TAMIL NADU	bjr@gmail.com	PIA QTEAM - Approved	⊘ / ≜
REPORTS     CHANGE REQUEST MANAGEMENT	3	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178- 79/2018	TN-TC	Kancheepuram,TAMIL NADU		PIA Operations - Sent For Approval	
	4	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178- 79/2018	Laitkor	Kancheepuram,TAMIL NADU	travis@gmail.com	SRLM Operations - Sent For Modification	۲
	5	WAZIR ADVISORS PRIVATE	J17023/23/2015	RED Pvt. Ltd.	Raichur,KARNATAKA	kiran@mailinator.com	SRLM Operations - Approved	۵ 🛔
	6	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178- 79/2018	SRK People Counsultant	Kancheepuram,TAMIL NADU	angel07education@gmail.com	PIA Operations - Sent For Approval	
	7	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178- 79/2018	NAYAKS TUTORIALS PVT LD	Kancheepuram,TAMIL NADU	ABC@DEF.COM	PIA Operations - Sent For Approval	
	8	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178- 79/2018	Mahalaxmi Buildtech Ltd	Kancheepuram,TAMIL NADU	demo@gmail.com	PIA Operations - Sent For Approval	
	9	PERI SOFTWARE SOLUTIONS	MM/GLPC/STP/DDUGKY/11178- 79/2018	Innovision Limited	Kancheepuram,TAMIL		PIA Operations - Sent For Approval	

Figure – B45 (TC Due Diligence Dashboard)

- This screen allows the user to view the list of PIA wise Training centres for approval of Due Diligence submitted by PIA
- The user has to click icon against any pending training centre to verify and take a decision on the approval of Due Diligence
- If the user clicks icon, the page will be directed to approval page, where he/she can take the decision on Due Diligence as either 'Approved' or 'Send for Modification' for every page of Training centre detail
- 4. If the user clicks icon against any Training Centre, the page will be directed to the 'Training Centre Due Diligence view' page, where information related to the Due Diligence of Training centre will be displayed in view only mode
- If the user clicks icon against any training centre, the page will be directed to the 'Training Centre Due Diligence Print page' where the user can generate the PDF of training centre details for print

### Training Centre Due Diligence Approval process

### **Training Centre Basic Information**

	(12) (12)	ाव्य) पारत हरम स्वधना को ओर		Engenering int	U-GKY well Usabrilyona Ir Nachtyby Vojana Gr Pwerring the Wirkd	2NIRDER
*						(anim)p 🗮
0			TC Due-	Diligence		
	Sanction Details	-•		(•	)	
•	State : Sanction Order No. :	KARNATAKA MM/GLPC/STP/DDUGKV/11178- 79/2018	Scheme Name: Sanction Order Date:	DDU-GKY 2018-12-08	PIA Name :	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED
	TC Basic Informatio	vonm	Nature of Training Centre :	Residential	Training Centre Id: TN2018CR24764KAF	000001KAN000002
	Type of Area:	Hilly	Address Type :	Urban	House No. :	Bnm,
	Street :	bnm	Locality:	gbhnjm,	Landmark :	hjkl
	Village :	ghjkl	Gram Panchayat :	744.00	Block :	0500050
	District :	kancneepuram oooooo	State/UI:	1AMIL NADU	Police station :	6520852
	The court	00000	2019 © Designed and Develop	ed by NIRDPR HYDERABAD.		ojregnancom 🗸

Figure – B46 (TC Basic Information)

#### **Description:**

- 1. This screen allows the user to view the details of the basic information related to the Training Centre
- 2. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 3. After selecting the Status, the user has to click 'Save' option to save the information

				TC Due-Dili	gence		
	<ul> <li>Ø</li> </ul>		- <b>•</b>	-•	· · · · · · · · · · · · · · · · · · ·		8 (8)
Infrast	ructure						
Ownership of	Building -Own (O), Rent (R), Govt.	(G) 🚺 🚹	Own	Scar	ned Copy of Self Declaration State	ment	View
Area of the Bu to sky such as	llding (Sq. Ft.) (Including Corridor court yards etc.) 🕧	s but Excluding spaces open	Test	Scho Sign	matic Building plan with clear mar ature of PIA	king of dimensions with Seal and	View
Roof of the Bu	liding 👔		Non-rec	Pho plea	tographs of Building, Ceiling and Ro se upload PDF file)	oof of Centre (For Multiple images	View
Whether it is S Plastering and	tructurally Sound on Visual Inspe Painting of Internal and Externa	ection I Walls and Ceiling 🔕 👔	No	• Pho	tographs of Internal,External Walls se upload PDF file)	and Ceiling (For Multiple images	View
Users	Log						
S.No.	User Name	User Role		Action		Comments	Date
1	Athul	PIA QTEAM		Sent for Modificat	ion	ghj	2019-02-18
2	Sachin	PIA Operations		Sent for approval		dfuhwaifsjdo	2019-02-15
3	Sachin	PIA Operations		Sent for approval		123	2019-02-15
-							

## Infrastructure

Figure – B47 (Infrastructure)

- 1. This screen allows the user to view the details of the infrastructure
- 2. The user can view the related photographs/documents by clicking the 'View' option

- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

## **Description of Academic / Non-Academic Areas**

					stimop
			TC Due-Diligence		
<b>•</b> -					
Description	of Acadamic/ Non	-Acadamic Areas			
Room No.	Room Type		Length (In Ft.)	Width (In Ft.)	Area (In Sq. Ft.)
1	Office Cum Counselli	ng room	1	1	1
2	IT cum Domain Lab		20	30	600
3	Theory Class Room		30	30	900
4	IT Lab		12.5	12.5	156.25
5	Theory Class Room		20	20	400
Users Log	Jser Name	User Role	Action	Comments	Date
1 4	thul	PIA OTFAM	Sent for Modification	dfeb	2019-02-18
		2019	© Designed and Developed by NIRDPR HYDERABAE	o	2

Figure – B48 (Academic / Non-Academic Areas)

#### **Description:**

- 1. This screen allows the user to view the details of the rooms available
- 2. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 3. After selecting the Status, the user has to click 'Save' option to save the information

## **Toilets and Wash Basins**

*						srimop 🗮
0			TC Due-	Diligence		
0	<ul><li>—</li></ul>					)(%)
0	Toilets & Wash Basins	50	Proof of Male Tollets	View	Proof of Male Tollate Signame	View
	Female Toilets (In No.)	100	Proof of Female Toilets	View	Proof of Female Toilets Signage	View
	Annexure - I - Male Toilets			Annexure - I - Fem	ale Toilets	
	Male Urinals (In No.) 🕄 👔	50		No. of tollets and	washbasins for female candidates	
	Male Wash Basins (In No.) 🗿 👔	50		No. N	o. of toilets No. of washbasins	
	Female Wash Basins (In No.) 🗿 👔	50		1-10 1	1	
	Overhead Tank 🗿 👔	Not Available		11-50 2	2	
	Type of Flooring	Cement		51-80 3	3	
				81-125 4	4	
	Users Log			126-175 5	5	
	-			For every addition of 4	0 candidates or less, one toilet and one wash basin shou	ld be added.

Figure – B49 (Toilets and Washbasins)

- 1. This screen allows the user to view the details of the toilets and washbasins
- 2. The user can view the related photographs/documents by clicking the 'View' option
- Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

#### **Description of Other Area**



Figure – B50 (Description of other area)

- 1. This screen allows the user to view the details related to description of other area
- 2. The user can view the related photographs/documents by clicking the 'View' option
- Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

## **Availablitiy of Training Learning Material**

					DDD Deen Day Gramsen Empouering India	<b>U–GKY</b> ai Upachyaya Kaushalya Yojana Powening the World				1	राग्रीविपरास NIRDPR
*											<del></del> =
•					TC Due	Diligence					
0 0 0	$\bigcirc$	$\bigcirc$	$\checkmark$	$\checkmark$	$\checkmark$		$\checkmark$	$\checkmark$	$\bigcirc$		
0 0 0	Allocate Trades	le Code	Assessin	ient Material Training	Plan(SF-4.1A) Activity	r Cum Lesson Planner(SF-4.5	A) Welcome Kit(SF-5.1	A) Welcome Kit(SF-5.1A)	Proof Name Of Certifyin	ig Agency Sf_3_3A	Sf_4_2A
	Secus Select status Select status Send for modification Approved				< Back	Save					
				2018 ම	Designed and Developed	I by NIRD & PR HYDERABAD.					
			F	igure – I	351 (Tra	de Detail	s)				

### **Description:**

- 1. This screen allows the user to view the details of Trade wise availability of Training Learning Materials
- 2. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

### **Details of Academic / Non-Academic Areas**

			TC Due-D	iligence		
4	· · · · · · · · · · · · · · · · · · ·	-••			]⊘	
Details	of Academic/ Non-Acad	lemic Areas				
Room No.	Room Type	Length (In Ft.)	Width (In Ft.)	Area (In Sq. Ft.)	Max. Permissiable Can	didates Details
1	Office Cum Counselling room	1	1	1	0	View
2	IT cum Domain Lab	20	30	600	12	View
3	Theory Class Room	30	30	900	12	View
4	IT Lab	12.5	12.5	156.25	15	View
5	Theory Class Room	20	20	400	35	View
Users Log S.No.	User Name	User Role	Action		Comments	Date
1	srimop	SRLM Operations	Approved			2019-02-20
2	srimop	SRLM Operations	Sent for Mod	dification	urdu	2019-03-08
3	Sachin	PIA Operations	Sent for appr	roval	NA	2019-04-08
	Athul	PIA QTEAM	Approved			2019-04-08
4						

Figure – B52 (Academic / Non-Academic Areas)

- This screen allows the user to view the details of the rooms allocated for Academic / Non-Academics
- 2. The user can view the further details of the room by clicking the 'View' option against the room number
  - a. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

## **General and other Details**

TC Due-Diligence	
	8-8
General Details	
Visible signs of Leakages from Walls and Roof - Applicable for both RCC and Non RCC Structures :	No
Protection of Stairs, Balconies and Other Locations :	No
Conformance to DDU-GKY Look and Feel Standards as per sub section 5.1.1 :	No
Can the Candidates Safely come to the Centre When Training is Conducted :	No
Electrical Wiring & Standards	
Securing of Wires :	No
Switch Boards & Panel Boards :	No
Signages & Information Boards Training Centre Name Board (SF-5.1A2):	No
Activity Summary and Achievement Board (SF-5.1B1) :	No
2019 © Designed and Developed by NIRDPR HYDERABAD.	

Figure – B53 (General and Other details)

- 1. This screen allows the user to view the availability of general and other details
- 2. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

#### **Standard Forms**

*			srimop 🗮
0		TC Due-Diligence	
0 0 0		Image: Second	
<b>&gt;</b>	Stand	lard Forms	Marth
	1	Lak of SF SF 4.1A : Plan of Training	Yes
	2	SF 4.5A : Activity Cum Lesson Planner	Yes
	3	SF 4.6A : On the Job Training Plan for the Batch	Yes
- 1	4	SF 4.8A : Deily Distribution of Tablets	Yes
	5	SP 5.142 : Training Center Name Board	Yes
	6	SP 5.181 : Activity Summary and Achievement Board	Yes
_	7	SF 5.182 : Contact Details of Important People	Yes
		2019 © Designed and Developed by NIRDPR HYDERABAD.	·

#### Figure – B54 (Standard Forms)

#### **Description:**

- 1. This screen allows the user to view the availability of Standard forms
- 2. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

### Available Trainers and other staff details

			TC Due-D	liigence				
	<ul> <li>—</li> </ul>		)		_••		_•	
Avai	lable Trainers and Oth	er Staff Details						
S.No.	Trainer/Staff Name	Engagement Type	Trade Type	Assigned Courses	TOT Certi	ification	TOT Certificat	ion No.
1	PahalwanSingh	Full Time	Domain		No			
2	PahalwanSingh	Full Time	Non-Domain		No			
3	SukumarG	0	Domain		Yes		443sds	
Jsers Lo	og							
S.No.	User Name	User Role	Action		Comments			Date
1	Athul	PIA QTEAM	Sent for Modification		fgh		2	019-02-18
2	Sachin	PIA Operations	Sent for approval		jbgr[ejklqwe;'q lq'.		2	019-02-19
3	Athul	PIA QTEAM	Sent for Modification		sdd		2	019-02-20
4	Sachin	PIA Operations	Sent for approval		As per SOP		2	019-02-20
	зитор	stem operations	Approved				*	010-04-00
15	Sachin	PIA Operations	Sent for approval		Submitted for app	roval	2	2019-04-22
15	Athui	PIA QIEAM	Approved		C. Andrewski fan ser		-	2019-04-22
17	Athul	PIA OPERADIS	Approved		Submitted for app	rovai		2019-04-22
19	Sachin	PIA Operations	Sent for approval		NA		2	2019-04-22
20	Athul	PIA QTEAM	Approved				2	2019-04-22
21	Sachin	PIA Operations	Sent for approval				2	2019-05-24
22	Athul	PIA QTEAM	Approved				2	2019-05-24
23	srimop	SRLM Operations	Approved				2	2019-05-24
24	Sachin	PIA Operations	Sent for approval				2	2019-07-19
25	Athul	PIA QTEAM	Approved				2	2019-07-19
		Status Select status Send for modification Approved	< Back < F	Previous				
				$\square$				

- 1. This screen allows the user to view the details of executives mapped with the Trades
- 2. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 3. The user has to click 'Submit' option to submit the Due diligence of the Training Centre

#### Note:

- 1. If the user selects 'Approved' option for all the tabs/screens, then only the Due Diligence of the Training centre will be approved
- 2. If the user selects 'Send for Modification' for any tab/screen, the training centre will be made available in edit mode to the PIA operations for modifications as per the remarks and resubmission

### **Training Centre Due Diligence View Mode**

 If the user clicks 
 icon against any Training centre, he/she will be directed to Training centre Due Diligence view page

	राष्ट्र - भाग	त)		राग्रीविपंरास NIRDPRJ		
*						
0 0			SF 5.1D1: TC Due Dil	igence Report		
•	Sanction Details					
Ð	State :	KARNATAKA	Scheme Name :	DDU-GKY	PIA Name :	PRIVATE LIMITED
0	Sanction Order No.:	MM/GLPC/STP/DDUGKY/11178 -79/2018	Sanction Order Date:	2018-12-08		PRIVATE LIMITED
	TC Basic Information					
	Name of Training Centre :	Rajaji Salal-Chennai	Nature of Training Centre :	Residential		
	Type of Area:	Nonhilly	Address Type :	Urban	House No. :	25th Main
	Street :	Port Lane	Locality:	Port Area	Landmark :	GMR
	Village :	test	Gram Panchayat :	Salur	Mandal :	KANCHIPURAM
	District :	Kancheepuram	State/UT :	TAMIL NADU	Police Station :	U
	Pincode :	452000	Mobile No. :	3737383838	Email Id:	ddugky@mailinator.com
	Approximate Distance from a Prominent Bus Stand (in Mtrs.):	2000	Approximate Distance from an Auto Stand (In Mtrs.):	3000	Approximate Distance from a Prominent Railway Station (In Mtrs.) :	40000
	Latitude:	13.02850	Longitude:	77.25130	Centre Capacity:	74
	Male Capacity:	50	FeMale Capacity:	295		
			2019 © Designed and Developed by NIR	DPR HYDERABAD.		

### Figure – B56 (Training Centre View)

Users Log				
S.No.	User Name	Role	Decision	Date
1	Sachin	PIA Operations	Submitted	2018-12-13
2	Sachin	PIA Operations	Submitted	2018-12-13
3	Athul	PIA QTEAM	Modified	2018-12-13
4	Athul	PIA QTEAM	Modified	2018-12-13
5	Sachin	PIA Operations	Submitted	2018-12-14
6	Sachin	PIA Operations	Submitted	2018-12-14
7	Athul	PIA QTEAM	Modified	2018-12-14
8	Athul	PIA QTEAM	Modified	2018-12-14
9	Sachin	PIA Operations	Submitted	2018-12-14
10	Sachin	PIA Operations	Submitted	2018-12-14
11	Athul	PIA QTEAM	Approved	2018-12-14
12	Athul	PIA QTEAM	Approved	2018-12-14
13	Srivatsa	SRLM Operations	Approved	2018-12-14

#### Figure – B57 (Training Centre View)

- 1. This screen allows the user to view the details of Training centre Due Diligence tab/screen wise in view only mode
- 2. The user can see the log of the Training Centre Due Diligence at the last page in the view mode

## Training Centre Due Diligence Print Mode

 If the user clicks icon against any Training centre, the user will be directed to Training centre Due Diligence print page in view only mode

		ea Juite		ZNIRDPRJ		
**						entmop 🚍
0 0			SF 5.1D1: TC Due Dil	igence Report		
0	Sanction Details					
۲	State :	KARNATAKA	Scheme Name :	DDU-GKY	PIA Name :	
0 0	Sanction Order No.:	MM/GLPC/STP/DDUGKY/11178 -79/2018	Sanction Order Date:	2018-12-08		PRIVATE LIMITED
	TC Basic Information					
	Name of Training Centre :	Rajaji Salai-Chennai	Nature of Training Centre :	Residential		
	Type of Area:	Nonhilly	Address Type :	Urban	House No. :	25th Main
	Street :	Port Lane	Locality:	Port Area	Landmark :	GMR
	Village :	test	Gram Panchayat :	Salur	Mandal :	KANCHIPURAM
	District :	Kancheepuram	State/UT :	TAMIL NADU	Police Station :	ji .
	Pincode :	452000	Mobile No. :	3737383838	Email Id:	ddugky@mailinator.com
	Approximate Distance from a Prominent Bus Stand (In Mtrs.):	2000	Approximate Distance from an Auto Stand (In Mtrs.):	3000	Approximate Distance from a Prominent Railway Station (In Mtrs.) :	40000
	Latitude:	13.02850	Longitude:	77.25130	Centre Capacity:	74
	Male Capacity:	50	FeMale Capacity:	295		
			2019 © Designed and Developed by NIR	RDPR HYDERABAD.		

Figure – B58 (Training Centre Print View)

- 1. This screen allows the user to print the complete details of Due Diligence of the Training centre
- 2. If the user clicks 'Generate PDF' option, the complete Due Diligence of the training centre will be made in print ready mode for printing

## Sub Module B2.2 – Approve Residential Facility Due Diligence

**Definition:** Residential Facility Diligence is a process to verify the availability of minimum infrastructure as per the DDU-GKY Standard Operation Procedures before starting the Training at residential centre

#### **Prerequisite/s:**

1. Signing of MoU, within 45 days from Project commencement order.

#### **Process:**

- PIA operation has to submit the Furnished residential centre details as per S.F 5.1 D2 to their PIA Q Team
- 2. PIA Q team has to conduct the Due Diligence of the residential Centre
- 3. Based on the verification, PIA Q team has to take a decision on Due Diligence of residential centre as either 'Approved' or 'Send for Modification' by giving remarks
  - a. If the PIA Q Team selects 'Approved' as decision, the residential centre details will be made available in respective SRLM login for Due Diligence. PIA operation can view the submitted details of the residential centre in 'View only' mode
  - b. If PIA Q team selects 'Send for Modification' as decision, the residential centre will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned
- 4. After PIA Q Team approval, SRLM has to conduct the Due Diligence of the residential centre and take a decision on approval as either 'Approved' or 'Send for Modification'
  - a. If SRLM Operations selects 'Approved' option, the residential centre will get approved, and the PIA can create batches in that residential centre
  - b. If SRLM Operations selects 'Send for Modification' as decision, the residential centre will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned

### Due Diligence Dashboard

weier and	स्विद्ध पात एव नाप मध्यन में ओ		DDU-CKY Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Development Developmen				ZAMATAR ZNIRDPR		
*									emmip 🔳
			Residential Fa	cili	ty - Due-Dilig	gence			
CENTRE MANAGEMENT     Approve Training Centre Due-Diligence	Show 10	v entries						Search:	
Approve Residential Facility Due- Diligence	S.No. 🔺	PIA NAME 🔶	Sanction Order No.	¢	Training Centre Name	Residential Facility Name	٢	Status	♦ Action ♦
BATCH MANAGEMENT	1	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018		Rajaji Salai-Chennai	Jai Jai girls residential centre		PIA QTEAM - Approved	•/#
INSPECTION MANAGEMENT	2	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018		Rajaji Salai-Chennai	BOSS VILLA		SRLM Operations - Approved	•
> PLACEMENT MANAGEMENT	3	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018		Rajaji Salai-Chennai	Boys Hostel New		PIA Operations - Submited	
	4	WAZIR ADVISORS PRIVATE LIMITED	117003/03/0015		RED Pvt. Ltd.	Wazir Boys Hostel		SRLM Operations - Approved	0 ė
CHANGE REQUEST MANAGEMENT	5	WAZIR ADVISORS PRIVATE LIMITED	J <del></del>		RED Pvt. Ltd.	Hostel		PIA Operations - Submited	
	6	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018		Center1	Residential Facility_Boys		SRLM Operations - Approved	© 🍐
	Showing 1 to	) 6 of 6 entries						Previo	us 1 Next

Figure – B59 (Residential Facility Due Diligence Dashboard)

- This screen allows the user to view the list of PIA wise Residential centres for approval of Due Diligence submitted by PIA
- The user has to click icon against any pending residential centre to verify and take a decision on the approval of Due Diligence
- If the user clicks icon, approval page will be displayed, where the user can take the decision on Due Diligence as either 'Approved' or 'Send for Modification' for every page of residential centre detail
- 4. If the user clicks 
  icon against any residential Centre, the page will be directed to the 'View Residential Facilities' page, where information related to the Due Diligence of residential centre will be displayed in view only mode
- 5. If the user clicks icon against any residential centre, the page will be directed to the 'Residential Due Diligence Print' where the user can generate the PDF of residential centre details for print

#### **Residential Facility Due Diligence Approval process**

## **Residential Facilities Basic Information**

0			RF Due-	Diligence		
0		<ul> <li></li></ul>	-@		(v)	)€
•	Basic Information	KADNATAKA	Scheme Name-	DDU.GW	PIA Name -	
	Sanction Order No. :	MM/GLPC/STP/DDUGKY/11178- 79/2018	Sanction Order Date:	2018-12-08	FIA Name :	LIMITED
	Name of the Training Centre Rajaji Salai-Chennai Attached :		Name of the Warden :	dadan singh	dan singh Residential Facility Name :	
	Address Type :	Urban	House No. :	11-12 Street :		Rajendar nagar
	Locality :	Near Post Office	Landmark :	Opp Post Office	State :	TAMIL NADU
	District :	Kancheepuram	Block :	KANCHIPURAM	Gram Panchayat :	Konalur
_	Village :	Konalur	Police Station :	Konalur	PIN Code :	600030
	Mobile No. :	9928899831	Email ld:		Approximate Distance from a Prominent Bus Stand (In Mtrs.) :	
	Approximate Distance from an Auto Stand (in Mtrs.) :		Approximate Distance from a Prominent Railway Station (In Mtrs.) :			
	Distance from the training centre to Residential centre (in kms) :	30	Pickup Drop :	no		
	Geo Address: Second Street, Shanmuga	a Nagar, Kanchipuram, Tamil Nadu 631501,	India			
	Map Satellite Banpe	Ayyampettai Bul see. (1) Ayyampettai Julus lub Gul see.	Tirumalpur Bitsconeuto	Роппиг рокройрлНройрлВро ргін	Sriperumbudur ஸீபெரும்புதார்	(i) PALAV C
			2019 © Designed and Develope	d by NIRDPR HYDERABAD.		

Figure – B60 (Residential Facilities Basic Information)

#### **Description:**

- 1. This screen allows the user to view the details of the basic information related to the residential Centre
- 2. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 3. After selecting the Status, the user has to click 'Save' option to save the information

### Infrastructure

				RF Due	Diligence				
	·	<u> </u>	-•-					_•	<b>&gt;</b>
Infras	tructure								
Ownership of	f Building -Own (O), Rent (R),	Govt. (G) 🔇 👔	Owner		Scanned Copy of Sel	f Declaration Stateme	nt	Vie	w
Area of the B Spaces Like C	uilding (Sq. Ft.) (Include Corr ourt Yards etc) 👔	idors but Exclude Open to Sky	250		Schematic Building Signature of PIA	plan with clear markir	ng of dimensions with Sea	al and Vie	w
Roof of the B	uilding 👔		Rcc		Photographs of Building, Ceiling and Roof of Centre (For Multiple Images View please upload PDF file)			w	
Whether it is	Structurally Sound on Visua	Inspection							
Plastering an	d Painting of Internal and Ex	ternal Walls and Ceiling 🕥 🚺	Yes		please upload PDF fi	rnal,External Walls an ile)	d Celling (For Multiple in	nages vie	w
Users Log									
S.No.	User Name	User Role		Action		Comments			Date
1	Athul	PIA QTEAM	1	ent for Modification		Few Modifications req	uired in		2018-12-14
2	Athul	PIA QTEAM		Approved					2018-12-14
3	srimop	SRLM Operations		Approved					2018-12-14
Status									
Approved	•								-
			2019	© Designed and Develop	ed by NIRDPR HYDERABAD	<b>)</b> .			

#### Figure – B61 (Infrastructure)

- 1. This screen allows the user to view the details of the infrastructure
- 2. The user can view the related photographs/documents by clicking the 'View' option

- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

## **Conformance of Centre of Standards**

RF Due-Diliger	nce		
$\textcircled{\begin{tabular}{cccc} \hline \end{tabular} & & & & & & & & & & & & & & & & & & &$			
Conformance to Standards			
Visible Signs of Leakages from Walls and Roof Applicable for both RCC and Non RCC Structures :	Yes	File :	View
Conformance to DDU-GKY look and feel Standards as per sub section 5.1.1 :	Yes		
Protection of Stairs, Balconies, and Other Locations :	Yes	File :	View
Circulating Area :	150	File :	View
Corridor :	No	File :	View
Electrical Wiring & Standards			
Securing of Wires Done :	Yes	File :	View
Switch Boards & Panel Boards :	No	File :	View
Residential Signages & Information Boards			
Hostel Name Board :	Ves	File :	View

Figure – B62 (Conformance of Centre of Standards)

## **Description:**

- 1. This screen allows the user to view the details of availability of various standards
- 2. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information



## Living Area details

- 1. This screen allows the user to view the details of rooms available
- If the user clicks 
   icon against the room number, he/she will be directed to the screen where the detailed information of the room will be displayed
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

			srimop
		RF Due-Diligence	
Poom No 1			
(00111NO 1			
Residential Areas			
Type of Roof(RCC/Non RCC) :	Rcc	Proof :	View
False Ceiling Provided :	Yes	Proof:	View
Height of Ceiling :	6	Proof :	View
Length (In ft) :	18		
Width (In ft):	10		
Area (In Sq. ft) :	180	Proof :	View
Window Area (In Sq. ft) :	18	Proof:	View
Cleaning & Storing Material			
		WEOOT !	View
Matterer (In No.)	40	Proof:	View
Got (in No.) : Mattress (in No.) : Red Sheet (in No.) :	40 40	proof: Proof: Proof:	View View
Col (m no.) : Mattress (in No.) : Bed Sheet (in No.) : Cuobaard / Almirah / Trunk with Locking Arrangements (in No.) :	40 40 40	proof: Proof: Proof: Proof:	View View View
Carcum Hay, . Mattress (In No.) : Bed Sheet (In No.) : Cupboard / Almirah / Trunk with Locking Arrangements (In No.) : Livine Area Information Board as per 57 5, 184 :	40 40 40 Yes	Proof: Proof: Proof: Proof: Proof:	View View View View View
Corum rod.: Mattress (In No.) : Bed Sheet (In No.) : Cupboard / Almirah / Trunk with Locking Arrangements (In No.) : Living Area Information Board as per SF 134 : Number of Students Permitted :	40 40 40 40 Yes 8	Proof: Proof: Proof: Proof: Proof:	View View View View View
Carum You, J. Bed Sheet (In No.) : Cupboard / Almirah / Trunk with Locking Arrangements (In No.) : Living Area Information Board as per 5f 3.1 B4 : Number of Students Permitted : Lights :	40 40 40 Yes 8 10	Proof: Proof: Proof: Proof: Proof:	Vanu Vanu Vanu Vanu Vanu Vanu

Figure – B64 (View Residential Facility)

## **Toilets**

*								srimop 🔳
0				R	F Due-Diligence			
0	-•	)		(	<u> </u>		•	
0	Toilets							
	Toilet No.	Category Tollet-cum-Bathroom	Lights(In No.)	Proof of Lights View	Type of Floor 💰 🧃 Cement	Proof of Floor View	Connection to Running Water	
	Urinals 🗿 🧊	2		Oursehoud Tank 🗿 🖨	Ver	Wash Basins 🗿 👔	2 Viewsr	
	Status Select status	T		Overnead Tank		Proof of Ordenical Park		
				K Back	Previous     Save and Continue			
				2019 © Designe	d and Developed by NIRDPR HYDERABAD.			

#### Figure – B65 (Toilets)

- 1. This screen allows the user to view the details of Toilets, Washbasins, Bathrooms etc.,
- 2. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

# Candidates

					RF Due-Di	ligence					
	<ul> <li>—</li> </ul>	-•	_•							•	
Can	didates										
Max. No	o. of Candidates I	Permissible									
S.No.	Room No.	Area (In Sq. Ft.)	Availability	of Cots	Availability of Mattr	ess	Availability of Loc	kers	Max. Permissible Can	didates	
1	1	180	40		40		40		8		
Users Lo S.No.	Og User Nam	ne	User Role		Action		_	Comments	Date & T	īme	
1	Athul		PIA QTEAM		Sent for Modific	ation		abc	2018-12-	14	
2	Athul		PIA QTEAM		Approved				2018-12-	14	
3	srimop		SRLM Operations		Approved				2018-12-	14	
			Status Approved	▼ ▼ Ba	ack 🕻 Previous	Save and Conti	nue				
											~

Figure – B66 (Candidates)

#### **Description:**

- 1. This screen allows the user to view the number of candidates allowed based on room area
- 2. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 3. After selecting the Status, the user has to click 'Save' option to save the information

# **Non-Living Areas**

0					RF Due-	Diligence				
0	<ul> <li>Image: A start of the start of</li></ul>	-•	-•	-•				-•	-•	
0	Non-Living Areas									
	Whether Food for the Candidates is	s being Prepared in	the Premises of the Tra	ining Center? :		No				
	Recreation & Dining	g Areas								
	Are the Dining and Recreation Area	Separate? :				Yes				
	No.of Stools/Chairs/Benches :					35				
	Wash Area :					No				
	Whether TV with a Cable or Satellit	e Connection is Ava	ilable for Viewing? :			No				
	Dining Area 🔕 👔									
	Length (In Ft.): 8		Width (In Ft.) :	8		Area (In Sq. Ft.) :	8	Proof :	Vie	w
	Recreation Area 🗿 🚺									
	Length (In Ft.) : 8		Width In Ft.) :	8		Area (In Sq. Ft.) :	64	Proof :	Vie	w 🗖
				2019 © De	igned and Develope	I by NIRDPR HYDERABAD.				~



#### **Description:**

- 1. This screen allows the user to view the details of Non-Living area like dining and recreation area
- 2. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

### **Indoor games**

0					RF Due-I	Diligence					
0	<ul> <li>Image: A start of the start of</li></ul>	-•	-•	-•						-•	
o o	or Games										
S.No		Particulars	;				Proof 💈 🧃				
1		Carrom Boa	ard				View				
2		Ludo					View				
3		Snake And I	Ladder				View				
4		Sudoku					View				
5		Puzzle Gam	es				View				
6		Chess					View				
7		Pool					View				
8		Badminton					View				
Users Lo	og										
S.No.	User Na	me	User Ro	le		Action	Con	iments	Date		
1	Athul		PIA QTE	AM		Approved			2018-12-14		
2	srimop		SRLM O	perations		Approved			2018-12-14		
				2019 ©	Designed and Developed	by NIRDPR HYDERABA	D.				1



- 1. This screen allows the user to view the details of availability of indoor games
- 2. The user can view the related photographs/documents by clicking the 'View' option
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

#### Residential facilities available at centre

			RF Due-	Diligence			
	<ul> <li>—</li> </ul>		(x)				
Reside	ential Facilities Availab	le					
Whether Host	els for Male and Female Candidates	Separated?:		No	Proof :	View	
Warden/ Care	Taker:			No	Proof :	View	
Are Security G	aurds Available ?:			No	Proof :	View	
Whether Fema	ale Doctor on call is Avaliable or Not	7:		No	Proof :	View	
Users S.No.	Log User Name	User Role		Action	Comments	Date & Time	
1	Athul	PIA QTEAM		Approved		2018-12-14	
2	srimop	SRLM Operations		Approved		2018-12-14	
		Status Approved <b>v</b>					

Figure – B69 (Residential Facilities)

#### **Description:**

- 1. This screen allows the user to view the details of availability of indoor games
- 2. The user can view the related photographs/documents by clicking the 'View' option
- Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

#### Support facilities available at Residential centre

			RF Due-Diligence		
Support	Facilities Available				
Safe Driniking Av	valiable ? :		No	Proof :	Vew
First Aid Kit :			No	Proof :	Vew
Fire-fighting Equ	ipment :		No	Proof :	Vew
Biometric Device	e:		No	Proof:	Vew
Electrical Power	Backup :		No	Proof :	Vew
Grievance Regist	ter :		No	Proof :	Vew
Users Lo	Og User Name	User Role	Action	Comments	Date
1	Athul	PIA QTEAM	Approved		2018-12-14
2	srimop	SRLM Operations	Approved		2018-12-14
Status Select status Select status Send for modificat Approved	tion		< Back  < Previous Submit		
		201	9 <sup>©</sup> Designed and Developed by NIRDPR HYDERABAD.		

#### Figure – B70 (Support Facilities)

- 1. This screen allows the user to view the details of availability of support facilities
- 2. The user can view the related photographs/documents by clicking the 'View' option

- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
- 4. After selecting the Status, the user has to click 'Save' option to save the information

#### Note:

- If the user selects 'Approved' option for all the tabs/screens, then only the Due Diligence of the Residential centre will be approved
- 2. If the user selects 'Send for Modification' for any tab/screen, the Residential centre will be made available in edit mode to the PIA operations for modifications as per the remarks and resubmission
- 3. PIA Operations has to comply with the modifications indicated in the remarks and resend the Residential centre to PIA Q Team for Due Diligence
- PIA Q team has to conduct the Due Diligence of the Residential centre, if Q team approves the Due Diligence, the TC will be made available for Due Diligence in SRLM Operations login

### **View Residential Centre Due Diligence**

 If the user clicks 
 icon against any Residential centre, the user will be directed to Residential centre due diligence view page

	्रिया	8) - भारत ९भ ख्वप्रजा की ओर		PDU-GKY Protection Control Con				
*						salanop 🔳		
0 0		C	Residential Facility	Due-Diligence - Vi	iew			
<ul><li><b>○</b></li></ul>	Sanction Details							
Ø	State :	KARNATAKA	Scheme Name:	DDU-GKY	PIA Name :	PERI SOFTWARE SOLUTIONS PRIVATE		
0	Sanction Order No. :	MM/GLPC/STP/DDUGKY/11178- 79/2018	Sanction Order Date:	2018-12-08		UMITED		
	Basic Information –							
	Name of the Training Centre Attached :	Rajaji Salai-Chennai	Residential Type:	Female				
	Residential Facility Name :	Jai Jai girls residential centre	Address of Residential Facility :	Urban				
	House No. :	11-12	Street :	Rajendar nagar	Locality :	Near Post Office		
	Landmark :	Opp Post Office	Village :	Konalur	Gram Panchayat :	Konalur		
	Block :	KANCHIPURAM	District :	Kancheepuram	State :	TAMIL NADU		
	Police Station :	Konalur	Pincode :	600030	Mobile No.:	9928899831		
	Email ld:		Approximate Distance from a Prominent Bus Stand (In Mtrs.) :		Approximate Distance from an Auto Stand (In Mtrs.) :			
	Approximate Distance from a Prominent Railway Station (In		Distance from the Training Centre to Residential centre (In Kms.) :	30	Pick-up and Drop Facility:	No		
			2019 © Designed and Developed	d by NIRDPR HYDERABAD.		-		

Figure – B71 (Residential Centre View)

	able ?:		No	Proof :	View
irst Aid Kit:			No	Proof:	View
ire-fighting Equipm	ent:		No	Proof:	View
liometric Device:			No	Proof :	View
lectrical Power Bac	kup:		No	Proof :	View
rievance Register:			No	Proof :	View
1	Sachin	PIA Operations		Submitted	2018-12-14
1	Sachin	PIA Operations		Submitted	2018-12-14
2	Athul	PIA QTEAM		Approved	2018-12-14
3	Srivatsa	SRLM Operations		Approved	2018-12-14
·	Srivatsa	SRLM Operations		Modified	2019-04-26
4		PIA OTEAM		Approved	2019-04-26
4	Athul	FIA QILAW			
4	Athul	PAQIDAM			



#### **Residential Centre Due Diligence Print Mode**

 If the user clicks icon against any Residential centre, the user will be directed to Residential centre Due Diligence print page in view only mode

	्रियह	3) - भारत त्र स्वयना घे ओर				
*						-antonapo 🚍
0		0	Residential Facility	Due-Diligence - Vi	ew	
0	Sanction Details					
Ð	State :	KARNATAKA	Scheme Name:	DDU-GKY	PIA Name :	PERI SOFTWARE SOLUTIONS PRIVATE
0	Sanction Order No. :	MM/GLPC/STP/DDUGKY/11178- 79/2018	Sanction Order Date:	2018-12-08		UMIED
	Basic Information –					
	Name of the Training Centre Attached :	Rajaji Salai-Chennai	Residential Type:	Male		
	Residential Facility Name :	BOSS VILLA	Address of Residential Facility :	Urban		
	House No. :	1-24	Street :	samaram street	Locality :	Attapur
	Landmark :	mehfil biryani and kebab	Village :	chadri basti	Gram Panchayat :	Salur
	Block :	KANCHIPURAM	District :	Kancheepuram	State :	TAMIL NADU
	Police Station :	Rajendranagar	Pincode :	500030	Mobile No.:	9986765111
	Email ld:	arpan.banerjee@gmail.com	Approximate Distance from a Prominent Bus Stand (In Mtrs.) :	800	Approximate Distance from an Auto Stand (In Mtrs.) :	800
	Approximate Distance from a Prominent Railway Station (In	20000	Distance from the Training Centre to Residential centre (In Kms.) :	2	Pick-up and Drop Facility:	No
			2019 © Designed and Developer	d by NIRDPR HYDERABAD.		-

Figure – B73 (Residential Centre Print View)

- 1. This screen allows the user to print and generate the complete details of Due Diligence of the Residential centre
- 2. If the user clicks 'Generate PDF' or 'Print' option, the complete Due Diligence of the training centre will be made in print ready mode for printing

# Module B3 Batch Management

# Sub Module B3.1 – Approve Batch Transfer

**Definition:** Transferring active batches from one training centre to other training centre (if required) due to unforeseen circumstances

#### **Prerequisite/s:**

- 1. Batch creation in ERP System
- 2. Approval of both the training centres with same trade infrastructure under same Sanction order

#### **Process:**

- 1. PIA operation has to request to the respective SRLM to transfer one or more batches from one training centre to another centre by giving appropriate reasons. (Approval of both the training centres with same trade infrastructure under same Sanction order)
- 2. SRLM Operations has to examine the PIA's request for batch transfer and take a decision.

# **Batch Transfer Dashboard**



#### Figure – B74 (Batch Transfer Dashboard)

- 1. This screen allows the user to take a decision on the request for batch transfer and to view the list of all the batch transfer requests
- To take a decision on the batch transfer request, the user has to click icon against the batch details under 'Action' tab. He/she will be directed to 'Create Batch Transfer' Page, where the user can take the decision

3. If the user clicks 
icon against any batch details under 'Action' tab, he/she will be directed to 'View Batch Transfer Approval' page, where the details of the batch transfer will be made available in view only mode

#### **Create Batch Transfer Approval**

	Transfer of Batches to	Another Training Ce	entre
Batch Details			
State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	Sanction Order No.	MM/GLPC/STP/DDUGKY/11178-79/2018
Sanction Order Date	2018-12-08	Batch Id	5C174D9B7F836
Nature of Training	Residential	Batch Start Date	2019-02-01
Batch End Date	2019-07-06	Batch Size	21
Class Duration (In Hrs.) per Day	8:00	Batch Freeze Date	2019-02-11
SRLM Decision			
Remarks	njnn,		
Batch Transfer Request Date	2019-02-22		
SRLM Decision Select Select Approved	Remarks	æ	
Back Submit	2019 @ Designed and	Developed by NIRDPR HYDERABAD	
	2019 © Desgried and	bereioped by finite finite for the formation	

Figure – B75 (Batch Transfer Dashboard)

#### **Description:**

- 1. This screen allows the user to take decision on batch transfer approval
- 2. The user can view the basic details of the batch for transfer
- 3. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under SRLM Decision tab
  - a. If the user selects 'Approved' option, the batch transfer request will get approved
  - b. If the user selects 'Send for Modification' as decision, the batch transfer will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned

#### **Batch Transfer View**

	रवाळ प्राप्त एक काथ प्राच्या की और	$\sim$	DOU-GRCY Lord Lord View Control Control of Control Control of Cont	E E	राग्नविपं रास्ट्र
*					
0 0 0		Transfer of Batches to	Another Training Centre	- View	
•	Batch Details				
•	State	KARNATAKA	Scheme Name	DDU-GKY	
	PIA Name		Sanction Order No.	MM/GLPC/STP/DDUGKY/11178-79/2018	
	Sanction Order Date	2018-12-08	Batch Id	5C174D9B7F836	
	Nature Of Training	Residential	Batch Start Date	2019-02-01	
	Batch End Date	2019-07-06	Batch Size	21	
	Class Duration (In Hrs.) per Day	8:00	Batch Freeze Date	2019-02-11	
	PIA Reasons	njnn,			
	SRLM Decision	Approved			
	SRLM Remarks	df,			
	Batch Transfer Request Date	2019-02-22	Batch Transfer Approved Date	2019-07-25	
			Back		
- U					
		2019 © Designed and	Developed by NIRDPR HYDERABAD.		

Figure – B76 (Batch Transfer Dashboard)

# Sub Module B3.2 – Approve Batch Termination

**Definition:** To terminate a batch before the training process is completed, on account of any reason identified by PIA / SRLM / CTSA / MoRD

#### **Prerequisite/s:**

1. Batch creation in ERP System

#### **Process:**

- 1. PIA operation can request for cancellation/termination of registered batch on account of any reason some of the possible reasons.
- 2. PIA operation team have to specify the appropriate reasons and request the respective SRLM to terminate training for the batch.
- 3. SRLM Operations has to examine the PIA's request for termination and take a suitable decision.

### **Batch Termination Dashboard**

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PROJECT INITIATION     CENTRE MANAGEMENT				Approval	For Termin	ation of a	Batch			
BATCH MANAGEMENT	Approval     Approval	for Batch Termination @ Rec	Juest of PIA	O Batch Termir	nation by State Unilatera	lly				
Approve Batch Transfer	Show 10	▼ entries							Search:	
Approve Batch Termination	S.No. 🔺	Training Centre Name 🕴	Trade/ Job Role 🕴	Batch Code	Batch Start Date \$	Batch End Date 👙	Batch Size 🕴	Candidates Enrolled	SRLM Decision	\$ Action \$
INSPECTION MANAGEMENT	1	Rajaji Salai-Chennai	Micro irrigation Technician	5C149B9458769	2019-01-15	2019-01-23	18	17	Approved	
	2	Rajaji Salai-Chennai	Micro irrigation Technician	5C29E645A0104	2019-06-26	2019-11-28	30	0	Approved	۲
	3	RED Pvt. Ltd.	Sewing Machine Operator	5C9C577605A3E	2019-01-01	2019-04-13	7	5	Approved	۲
CHANGE REQUEST MANAGEMENT	4	RED Pvt. Ltd.	Sewing Machine Operator	5CAAEC947FDEC	2019-05-05	2019-09-20	6	1	Approved	۲
	5	RED Pvt. Ltd.	Sewing Machine Operator	5C9B62FC3EB27	2019-04-13	2019-07-26	6	6		
	Showing 1 to	5 of 5 entries							Prev	ious 1 Next



- 1. This screen allows the user to view the list of PIA wise / Training Centre wise / Batch wise requests from PIAs for Batch termination
- 2. If the user clicks 🖌 icon against any batch, he/she will be directed to Batch termination page where the user can take decision on the batch termination
- 3. If the user clicks <a> icon against any batch, he/she will be directed to Batch termination page in view only mode</a>

#### **Batch Termination Approval Process**

	स्वत्वय् भारत ) एक काम सच्छान की ओर		DDU-GKY Den fost Loadbase Exposering India - Powering the Biblio		ZANIRDPR'S
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0 0		Terminat	ion of a Batch		
0	- Batch Details				
•	State	KARNATAKA	Scheme Name	DDU-GKY	
•	PIA Name	WATE ADVISORS PRIVATE LIMITED	Sanction Order No.	5	
$\mathbf{O}$	Sanction Order Date	2019-03-21	Batch Id	5C9B62FC3EB27	
	Nature of Training	NonResidential	Batch Start Date	2019-04-13	
	Batch End Date	2019-07-26	Batch Size	6	
	Class Duration (In Hrs.) Per Day	8:00	Batch Freeze Date	2019-03-27 05:20:21	
	SRLM Decision Reason	Not upto the expectations,			
	SRLM Decision	Remarks			
	Select	<b>*</b>			
	Select				
	Back Submit				
		2019 © Designed and Deve	loped by NIRDPR HYDERABAD.		· · · · · · · · · · · · · · · · · · ·

Figure – B78 (Batch Termination Dashboard)

#### **Description:**

- 1. This screen allows the user view the details of the batch for termination
- Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under SRLM Decision tab
  - a. If the user selects 'Approved' option, the batch termination request will get approved
  - b. If the user selects 'Send for Modification' as decision, the batch termination will be made available in edit mode to PIA operation login for modification and resubmission as per the remarks mentioned

# **Batch Termination View**

	स्वाच्छ - भारत एक रुएम माराज्य की औ		DDU-GKY Den thei locitions Greener Tacate frage Tremener tacate frage	ZNIRDER J
*				trimoji 🚍
0 0		(	Fermination of a Batch - View	
•	Batch Details			
•	State	KARNATAKA	Scheme Name	DDU-GKY
Ø	PIA Name		Sanction Order No.	MM/GLPC/STP/DDUGKY/11178-79/2018
$\mathbf{O}$	Sanction Order Date	2018-12-08	Batch Id	5C149B9458769
Ð	Nature of Training	Full Time	Batch Start Date	2019-01-15
	Batch End Date	2019-01-23	Batch Size	18
	Class Duration (In Hrs.) per Day	8:00	Batch Freeze Date	2019-04-22
	Reasons For Termination	Fraudulent ,		
	SRLM Decision	Approved		
	Remarks	testing,		
	Batch Termination Request Date	2018-12-25	Batch Termination Approved Date	2019-01-16
ПΙ			Back	
			2019 © Designed and Developed by NIRDPR HYDERABAD.	

Figure – B79 (Batch Termination Dashboard)

# Module B4 – Inspection Management

# Sub Module B4.1 – Inspection

**Definition:** Training centre inspection (Onsite) and verification of the documents for training completed batches and Inspection not done batches on sample basis

#### **Prerequisite/s:**

1. Inspection plan in ERP System

#### **Process:**

- 1. SRLM Admin has to generate an inspection plan and assign/map the Q team member to the training centre and date of inspection
- 2. SRLM Operations member has to conduct the training centre inspection (Onsite) and desk document verification of candidates of the training completed batches and the batches for which inspection is not done

#### **Inspection Dashboard**

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*				User Manuals 🗮 srimop 🗮
PROJECT INITIATION     CENTRE MANAGEMENT		Inspectio	n	
	Conduct Inspection			
Inspection  Insp	Show 10 v entries S.No. A Sanction Order No.	Training Centre Name	Inspection Date	Search:
Legacy Inspection	1 MM/GLPC/STP/DDUGKY/11	78-79/2018 Rajaji Salai-Chennai	2020-01-07	( × C
PLACEMENT MANAGEMENT     REPORTS     CHANGE REQUEST MANAGEMENT	Showing 0 to 0 of 0 entries			Previous Next

Figure – B80 (Inspection Dashboard)

- 1. This screen allows the user to conduct inspection of the training Centre
- 2. To create a new inspection, the user has to click 'Conduct Inspection' option at the top left of the screen and then select the training centre name from the dropdown

#### Note:

- 1. The user can edit the inspection details by using  $\checkmark$  icon against the training centre name within 24 hours from the inspection start time and within 48 hours from inspection start time if the user has requested for "Extend Inspection" option
- If the user wants to extent the time of Inspection, he/she can use one-time option of "Extend Inspection" option by clicking icon against the training centre name.
  - a. The user will be allowed to submit the inspection report till 48 hours from the inspection start time.
- The system will automatically make the inspection in view only mode after 24 hours from the inspection time and 48 hours if the user has selected for "Extend Inspection" option.

#### **Create Inspection**

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*				User Manuals 🗮 Athul 🗮
L.			Note: All the PIAs are requested to reset their legacy	batches on or before 20th October 2019. Kindly ensure that
0		Onsite Inspect	on - Infrastructure	
00000	Training Centre Name select- select- Rajaji Salai-Chennal			

Figure - B81 (Onsite Inspection)

- 1. This screen allows the user to select the name of the Training Centre for inspection from the dropdown
- After selection of the training centre, the user will be directed to 'Onsite Inspection Infrastructure' page where the basic details of the training centre will be displayed and the user can start the inspection process

# **Onsite Inspection - Infrastructure**

			Ulisit	le inspect	1011 - 11	เกิดริเกิน	cture				
Training Co Rajaji Sal	enter lai-Chennai 🔻										
Tra	aining Centre	e Details									
Traini	ng Centre Name		Rajaji Salai-Chennai		Trainin	g Centre State		T	AMIL NADU		
Centre	e Contact No.		3737383838		Centre	Address		te	st, Salur ,KANCHIPU	RAM,Kancheepuram	452000
Centre	e Email Id e In-charge Mobile N	o.	88888888884		Centre	In-charge Name	ld	A	i i i iii iii		
Projec	oject Details	]	KARNATAKA		Scheme	Name		D	DU-GKY		
PIA Na	ame		REAL COST WERE CONVENIENC	00114TE-1011TE0	Sanctio	n Order No.			MCC CS TODOG		
Sancti	on Order Date		2018-12-08		Target			3	50		
Tra	de-wise Tar	get									
Trade/s	sector Role	Trade/Job Role Code - H Category	rs Ancillary Trades Category	/Job Roles - Hrs	Category	Domain (In Hrs)	Non-Domain (In Hrs)	Total (In Hrs)	Assesssing Agency	Nature of Training	Target
	0645			© Designed and Deve	loped by NIPDP					- · · · · ·	
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10	5292	MSME/RACHA/68-610-II	GAR/02-520-1			1130	436	750	MSME	Residential	150
10	2615	MSME/ADCHNM/51-780-	1		1	780	301	1081	550	Residential	100
Total Ta	rget: 350										
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Anantn	ag					300					
Anantn	ag					50					
Total Ta	rget: 350										
NOTE: Fi	le size should be less	than 5MB									
				St	art Inspection	]					
	ation of Phys	ical Infrastructure	e and Equipment	<u> </u>							
Verifica										_	
Verifica	or minor modification	ons made?									

Figure – B82 (Onsite Inspection-Infrastructure)

- 1. This screen allows the user to view the basic details of the Training Centre like Training Centre details, Project details, Trade wise targets, District wise targets
- 2. To start an inspection, the user has to click 'Start Inspection' option.

# **Training Centre Due-Diligence**

									Note: All the PIAs	are requested to reset their legacy batches	on or b
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Sector Other Date : 2016 1-28    Triand Contra   Sector Object Contraction C	Ø								79/2018		
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As per LDP       Documents       Value       Val											
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1       Writt is the Distance from the traving centre to the solution of the following entre to		S.No.	Description	As per ERP	Document	Yes/No?		Comments	Upload File	Preview Document File Uplo	oad
1       Are biometric devices installed as per 50P?       Yes       Y       General File       No filhosen         2       Did the Q team conduct inspection around 40 days of No       Yes       Y       General File       No filhosen         2000 © Designed and Developed by NRDPE HYDERAMD.         44       Is Safe divining water evaluable?         49       How many Digital cameras are available?       0       Yes       Y       General File       No filhosen       *         50       Is storage facility for securing documents evaluable?       no       Y       General File       No filhosen       *         51       Are biometric devices installed as per 50P?       Yes       Y       General File       No filhosen       *		1	What is the Distance from the training centre to the	30		Yes	v	Y	Choose File No fihosen	<b>^</b>	1
2       Did the Q team conduct inspection around 40 days of No       No       Yes       Y       Choose Fie. No fihosen         2020 & Designed and Developed by INIDDRI INTERNALD.         2020 & Designed and Developed by INIDDRI INTERNALD.         2020 & Designed and Developed by INIDDRI INTERNALD.         41 Is Safe drinking water available?       No       Yes       Y       Choose Fie. No fihosen       Image: Choose Fie. No fihosen         49 How many Digital cameras are available?       0       Yes       Y       Choose Fie. No fihosen       Image: Choose Fie. No fihosen         50       Is storage facility for securing documents available?       no       Yes       Y       Choose Fie. No fihosen         51       Are biometric devices installed as per 50??       Yes       Y       Choose Fie. No fihosen       Image: No fihosen			residential facilities for Girls?					/			· .
2       Did the Q team conduct inspection around 40 days of No       Yes       Y       Choose File: No flhosen         2020 2 Designed and Developed by NRDPR HTDERAMO.         2020 2 Designed and Developed by NRDPR HTDERAMO.         40       No flhosen       Y       Choose File: No flhosen       Y         49       How many Digital cameras are available?       0       Yes       Y       Choose File: No flhosen       Y         50       Is storage facility for securing documents available?       no       Yes       Y       Choose File: No flhosen       Y         51       Are biometric devices installed as per 50P?       Yes       Y       Choose File: No flhosen       Y											
2       Did the Q Team conduct inspection around 40 days of No       No       Yes       Y       Choose File No fill-hosen         2000 & Designed and Developed by HRDPR HYDERABAD.         2000 & Designed and Developed by HRDPR HYDERABAD.         2000 & Designed and Developed by HRDPR HYDERABAD.         49       No fill-hosen         49       How many Digital cameras are available?       0       Yes       Y       Choose File No fill-hosen       *         50       Is storage facility for securing documents available?       no       Yes       y       Choose File No fill-hosen       *         51       Are biometrix devices installed as per 50P?       Yes       y       Choose File No fill-hosen       *											
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		2	Did the Q team conduct inspection around 40 days of batch inception?	No		Yes	۳	Y	Choose File No fihosen	<b>~</b>	
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2020 @ Designed and Developed by NIRDPR HYDERBAD.         45       Is Safe drinking water available?       BO/Ozonized Treated Water       Ves       y       Choose File: No fill-hosen       *         49       How many Digital cameras are available?       0       Ves       y       Choose File: No fill-hosen       *         49       How many Digital cameras are available?       0       Ves       y       Choose File: No fill-hosen       *         50       Is storage facility for securing documents available?       no       Yes       yy       Choose File: No fill-hosen       *         51       Are biometric devices instailed as per SOP?       Yes       y       Choose File: No fill-hosen       *										1	
43       is Safe drinking water available?       BO/Ozonized Treated Water       Ves       y       Choose File       No fihosen         49       How many Digital cameras are available?       0       Yes       y       Choose File       No fihosen       *         50       Is storage facility for securing documents available?       no       Yes       y/       Choose File       No fihosen       *         51       Are biometric devices installed as per SOP?       Yes       y       Choose File       No fihosen       *					2020 © Design	ed and Develop	ed by N	IIRDPR HYDERABAD.			Ť.
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					2020 © Design	ed and Develop	ed by N	IIRDPR HYDERABAD.			÷.

Figure – B83 (Training Centre Due Diligence)

- This screen allows the user to view the Training centre Due diligence details as per ERP and allows the user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click
   icon to upload the document
- 3. After answering all the questions, the user has to click 'Save & Continue' option

#### **Inspection – Ongoing Batches**

	Inspection - Ongoir	ng Batches
State Name : KARNATAKA Sanction Order No : Citade Sales Connector State Sales Connector Training Centre Rajaji Salei-Chennal Generate Samples	Scheme Name : DDU-GKY Sanction Order Date : 2018-12-08	PIA Name : Ferre du contra e d'occompany manufestationes
Batch - NOTE: Please click on Upload icon otherwise it will not save	Candidate Name  V Select	

Figure – B84 (Inspection – Ongoing Batches)

#### **Description:**

- 1. This screen allows the user to conduct the inspection of the ongoing batches
- 2. User has to select the training centre name from the 'Training Centre' dropdown
- After selecting the training centre name, the user has to click 'Generate Samples' option
- 4. System will auto generate the samples as 5 candidates per batch for all the ongoing batches as on date of the inspection
- 5. The user has to select the 'Batch ID' from the 'Batch' dropdown and then select the candidate name from the 'Candidate' dropdown
- 6. After selecting the candidate name, the user has to furnish the details related to the candidate in the respective fields.
- 7. This information has to be furnished to all the candidates generated as samples in all the batches

# **Basic Records**

S.No.	Document Description A:	s per ERP	Whether Available (Yes/No)?	Comments	Document	Preview Document Uplo
1	Admission form		select ¥ Response cannot be blank.		Choose File No fihosen	<b>^</b>
2	Photo Id proof 👔		select ¥	A	Choose File No fihosen	<b>^</b>
3	Age proof 👔		select V	li li	Choose File No fihosen	<b>^</b>
4	Proof of poor 👔		select ¥	A	Choose File No fihosen	<b>^</b>
5	Proof for category (SC/ ST)		select ¥		Choose File No fihosen	<b>^</b>
6	Proof for minority		select ¥		Choose File No fihosen	۰

Figure – B85 (Inspection – Ongoing Batches-Basic Records)

#### **Description:**

- 1. This screen allows the user to answer the question related to basic records of the candidate of the ongoing batches
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 3. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click  $\uparrow$  icon to upload the document

# **Candidates attendance and Distribution of Teaching- Learning Material**

10 Is the atte	endence summary matching with the biometric attendance? ance is <75% has the counselling for the candidate been arranged?"		select <b>v</b>		Choose File No fihosen		<b>^</b>
11 "If attend	ance is <75% has the counselling for the candidate been arranged?" $% \left[ \frac{1}{2}\right] = \left[ \frac{1}{2}\right] \left[ \frac{1}{2}$		select ¥				
12 Is Biomet					Choose File No fihosen		<b>^</b>
	ric attendance of candidates matching with the CCTV footage?		select V		Choose File No fihosen		<b>^</b>
Distribut	ion of Teaching- Learning Material						
S.No. Docume	nt Description	As per ERP	Whether Available (Yes/No)?	Comments	Document	Preview Document	Uploa

Figure – B86 (Inspection – Ongoing Batches-Candidate Attendance & Distribution of Teaching – Learning Material)

- 1. This screen allows the user to answer the questions related to candidate attendance and Distribution of Teaching Learning Material
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 3. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click <a href="https://www.commons.org">https://www.commons.org</a> icon to upload the document

#### Assessments

S.No.	Document Description	As per ERP	Whether Available	Comments	Document	Preview Document	Uploa
23	Was the candidate present on the day of assessment		(Yes/No)?		Choose File No fihosen		<b>?</b>
24	Review the CCTV footage and state whether candidate was present in the test		select ¥	&	Choose File No fihosen		<b>^</b>
25	Were candidates seriously writing the test		select V		Choose File No fihosen		<b>^</b>

Figure – B87 (Inspection – Ongoing Batches-Assessments)

#### **Description:**

- 1. This screen allows the user to answer the questions related to candidate Assessment
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 3. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click <a href="https://www.commons.org">https://www.commons.org</a> icon to upload the document

**Note:** For the below mentioned questions in Assessment section, if the user selects 'Yes' as answer, then the remarks are made mandatory

- i. Was there any malpractices noticed during the test
- ii. Did the actual marks and revaluation marks (using model answer papers) differ by more than 10%
- iii. Were the marks obtained in retest less by more than 20%

#### **Entitlements Distribution**

S.No.	Document Description	As per ERP	(Yes/No)?	Comments	Document	Preview Document	Upload
29	Receiving training free of cost		select V	A	Choose File No fihosen		<b>^</b>
30	is the bank account opened as per chapter 8 ?		select ¥		Choose File No fihosen		<b>^</b>
31	Are the residential facilities provided ? or Are the candidates paid to and fro entitlement in their bank account as per their eligibility ?		select ¥		Choose File No fihosen		<b>^</b>

Figure – B88 (Inspection – Ongoing Batches-Entitlements Distribution)

#### **Description:**

- 1. This screen allows the user to answer the question related to Candidates Entitlements distribution
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 3. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click 
   icon to upload the document

# **Residential Facilities**

S.No.	Document Description	As per ERP	Whether Available (Yes/No)?	Comments	Document	Preview Document	Uploa
35	Are separate hostels being provided for male and female candidates?		select ¥		Choose File No fihosen		<b>^</b>
36	Is the grievances register being maintained?		select V		Choose File No fihosen		<b>^</b>
37	Is the grievances register kept in a prominent place which is easily accessible by the candidates?		select V	ß	Choose File No fihosen		<b>^</b>
38	Are trievances being addressed property?				Choose File No fi hosen		^

Figure – B89 (Inspection – Ongoing Batches- Residential Facilities)

#### **Description:**

- 1. This screen allows the user to answer the question related to Candidates Residential Facilities (If the training Centre has residential facility)
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click
   icon to upload the document
- 4. After answering all the questions with the user has to click 'Save and Continue' option

#### ۲ Inspection - Completed Batches 2 2 2 Training Centre Rajaji Salai-Chennai 🔻 Ø Pending Batch Details 0 Training Centre Details State Name TAMIL NADU DDU-GKY PIA Name Sanction Order No. Sanction order Date 2018-12-08 Training Center Name Rajaji Salai-Chennai Centre Address test, Salur ,KANCHIPURAM,Kancheepuram,452000 Batch Code Candidate Name Kohli 5C149B9458769 . . **Candidate Details** Candidate Id Phone No 9912272255 OIT End Date 2018-12-30 OIT Start Date 2018-12-05

### **Inspection – Completed Batches**

Figure – B90 (Inspection – Completed Batches)

- 1. This screen allows the user to conduct the Candidates document verification on sample basis for completed batches
- 2. The system will auto generate the samples
- 3. The user has to select the batch code from 'Batch' dropdown and the Candidate name from the 'Candidate' dropdown

#### **Candidate Documents Verification**

S.No.	Description	As per ER	RP Yes/No?	Com	ments	Document	Preview Document
1	Is On The Job Training (OJT) Confirmation Letter for the candidate (SF 4.6B) available?	VIEW	select	<b>T</b>	ß	Choose File No file chosen	
2	Is OJT Completion Certificate (SF 4.6C) available for the candidate?	VIEW	select	Ψ	ß	Choose File No file chosen	
3	Has OJT of the candidate been verified (SF 4.6D)?	Yes	select	Y	B	Choose File No file chosen	
4	Is the External Assessment Certificate (SF 4.7C) available for the candidate	VIEW	select	T		Choose File No file chosen	
13	Was the candidate provided boarding & lodging facilities (or)	ſ	"select T		Choose	File No file chosen	~
	TA/DA during 0JT?	L			11		
14	Is the candidate currently employed?		select T		Choose	File No file chosen	
15	Is the Candidate getting minimum remuneration as per SOP norms?		select T		Choose	File No file chosen	

Figure – B91 (Inspection – Ongoing Batches- Candidates Document Verification)

- 1. This screen allows the user to answer the question related to Candidates document verification of completed batches
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 3. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click <a>?</a> icon to upload the document
- 4. After answering all the questions with the user has to click 'Save and Continue' option

#### Inspection – Completed Batches SF verification

Inspection - Completed Batches SF verification									
State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA P	Name : Refer to the second second	Sanction Order 79/2018	r No a <u>ddinia: Frysterinina anno 170</u> -				
Sanction Order Date : 2018-12-08									
					Pending Batch Details				
Status of the Training cen	tre (as per standard forms)								
Batch Id									
Select Batch									
5C149B9458769 5C17705163C05 5C17706729C6B		Yes/No?	Comments	Document	Preview Document				
5C17854EB3611 5C1B9CE35B34C the feedbac	k given by the candidates on completion of training	select	•	Choose File No file chose	n				
5C20C80FE7CE4 5C41B6EBEE8E3				<i>I</i> P					
2 SF 5. IN Summary of evaluation a	nd assessment done	select	T	Choose File No file chose	n				
					-				

Figure – B92 (Inspection – Completed Batches – SF Verification)

- 1. This screen allows the user to answer the question related to Standard Form verification of Completed batches
- 2. The user has to select the batch from 'Batch' dropdown to conduct the inspection
- 3. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 4. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click <a href="https://www.commons.org">https://www.commons.org</a> icon to upload the document
- 5. After answering all the questions with the user has to click 'Save and Continue' option

#### **Inspection - Verification**

	ive act	ब स्वच्छना की ओर	Deen Dayar Upadnyaya Grameen Kaushaha Yojana Empowering India - Powering the World	
*				User Manuals 🗮 Athul 🗮
			Note: All the PIAs are requested to re	eset their legacy batches on or before 20th October 2019. Kindly ensure 1
0		Inspe	ection - Verification	
0 0	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : P <u>E81 30FTW687 301 UTION 1 PRIVA</u> E LIMITED	Sanction Order No : Minister Composition Trade 79/2018
0 0	Sanction Order Date : 2018-12-08			
•	Status of the Training centre (as p	per standard forms)		Pending Batch Details
	S.No. Description	Yes/No? Comn	nents Document	Preview Document Uploaded Document
	1 SF 5.1U 15-days summary of center status	-select	Choose File No file chosen	
		K Back	Previous Save & Continue Next >	

Figure – B93 (Inspection – Verification)

#### **Description:**

- 1. This screen allows the user to answer the question related to Status of Training Centre as per the Standard Forms
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 3. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click 
   icon to upload the document
- 4. After answering all the questions with the user has to click 'Save and Continue' option

#### **Inspection – Trainers Attendance**

					Note: All the Pl	As are requested to reset their legacy	batches on or before 20th October	2019. Kindly ensure that the cand
0				Inspection-Tra	iners Atte	endance		
<b>o</b>	State Na	ime : KARNATAKA	Scheme Name : Di	DU-GKY	PIA Name : P		Sanction Order No : 4144 79/2018	
۲	Sanction	Order Date : 2018-12-08						
0								Pending Batch Details
<b>N</b>	Training	Centre		List of Trainers				
	Rajaji S	Salai-Chennai	Ŧ	Select		*		
				Trainer ID cannot be blank.				
	S.No.	Description			Yes/No?	Comments	Document	Preview Document
	1	Is the attendance summary of trainers matching	with the biometric att	indance?	select ¥		Choose File No fihosen	
	2	Have arrangements for replacement been made	if sanctioned leave wa	s more than 2 days?	select ¥	Å	Choose File No fihosen	

Figure – B94 (Inspection – Trainers Attendance)

#### **Description:**

- 1. This screen allows the user to answer the questions related to attendance of the Trainers of ongoing batches
- 2. The user has to select the Trainer name from 'List of Trainers' dropdown
- 3. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click 
   icon to upload the document
- 5. After answering all the questions with the user has to click 'Save and Continue' option

# Inspection – Training quality

				Note: All the PIAs are requested to re							
۲	Inspection-Training Quality										
<b>&gt;</b>	State Name : KARNATAKA Sci	heme Name : DDU-GKY	PIA Name : FEM SOFTMARE SOLOHONS HAWARE EMILED	Sanction Order No : HILLE DECEMPENDER COMMANDE 79/2018							
۲	Sanction Order Date : 2018-12-08										
۲				Pending Batch Details							
	Training Centre	List of Trainers									
	Rajaji Salai-Chennai	▼ Select	•								
	S.No. Description		Yes/No? Comments	Document Preview Document							
	1 Is the trainer facing the class?		select V	Choose File No fihosen							
	2 Is the trainer addressing every candidate?		select V	Choose File No fihosen							

Figure – B95 (Inspection – Training Quality)

- 1. This screen allows the user to answer the questions related to training quality of the Trainers of ongoing batches
- 2. The user has to select the Trainer name from 'List of Trainers' dropdown
- 3. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 4. User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click 
   icon to upload the document
- 5. After answering all the questions with the user has to click 'Save and Continue' option

# Inspection – List of items verified (Annexure – II)

	Note: All the PIAs are requested to reset their legacy											
۲	Inspection-List of Items Verified (Annexure-II)											
<b>0</b>	State Na	ame : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : PTR - ROPTWAR	C TOLUTION PRIVATE HIMITIS	Sanction Order No : Million 2017 79/2018						
<b>&gt;</b>	Sanction	n Order Date : 2018-12-08					Pending Batch Details					
٥	Training	g Centre										
	Rajaji	Salai-Chennai	v									
	S.No.	Item Description		Yes/No?	Comments	Document	Preview Document					
	1	Is SF 4.3A: English skills content available?		Yes 🔻	У	Choose File No fihosen						
	2	Is SF 4.3B: Computer skill content available?		Yes 🔻	У	Choose File No fihosen						
							-					
			2020 © Designed an	d Developed by NIRDPR HYDERABAD.								

Figure – B96 (Inspection – List of Items Verified)

#### **Description:**

- 1. This screen allows the user to answer the questions related to verification of list of items available at Training Centre
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- User can upload a document (if any) by clicking 'Choose File' option against the question. After selecting the file, user has to click
   icon to upload the document
- 4. After answering all the questions with the user has to click 'Save and Continue' option

# Inspection – Residential Centre Infrastructure (If training centre has residential facility)

Note: All the PIAs are requested to reset thei									
Inspection-Residential Centre Infrastructure									
State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : REMEEN WARE LOCUTIONS MINIMALE LINN	Sanction Order No : Million Control Co						
Sanction Order Date : 2018-12-08									
			Pending Batch Details						
Training Centre									
Rajaji Salai-Chennai	Ŧ								
Facility Name	BOSS VILLA	Facility For	male						
Mobile No.	9986765111	Email Id	arpan.banerjee@gmail.com						
Address	chadri basti, Salur ,KANCHIPURAM,Kancheepuram, and kebab,TAMIL NADU,500030	Attapur, mehfil biryani							
S.No. Description		As per ERP Document Yes/No? Comments	Document Preview Document						
1 Are pick up and drop facilities provided?		noselect V	Choose File No fihosen						



#### **Description:**

- 1. This screen allows the user to answer the questions related to Residential Centre Infrastructure (If training centre has residential facility)
- 2. The user has to answer the questions as either 'Yes' or 'No'. If the user selects 'No' as answer then remarks has to be entered mandatorily
- 3. User can upload a document (if any) by clicking 'Choose File' option against the question.
- 4. After answering all the questions with the user has to click 'Save and Continue' option

tate Nam	e : KARNATAKA		scheme Name : DDU-GKY PIA Name : P	Sanction Order No : M	HALF CISTO DO GRANTINA		
				79/2018			
anction O	rder Date: 2018-12-08						
5 No	Madula	Sub Modulo	Description	Persense	Domarks View		
1	Training quality	Trainers	Is the trainer covering the entire session as per activity cum lesson planner?	No	test		
2	Training quality	Trainers	Is the trainer addressing every candidate?	No	test		
3	Training quality	Trainers	Were the number of internal assessments conducted as per ALCP?	No	v		
4	Training quality	Trainers	Do all the trainers(domain) meet the specifications as given under Notification 28/2017 of DDU-GKY?	No	n		
5	Training quality	Trainers	Is trainer using stories,pictures,role plays and examples?	No	nn		
6	Training quality	Trainers	Is the trainer answering the queries clearly?	No	n		
7	Training quality	Trainers	Is the trainer allowing candidates to ask questions?	No	n		
8	Training quality	Trainers	Is the trainer making the session interactive/ participatory?	No	nn		
9	Training quality	Trainers	Is the trainer using audio- visual aids?	No	n		
10	Training quality	Trainers	Is the trainer teaching without referring to the teaching material every time?	No	nn		
11	Trainers attendance	Trainers	Have arrangements for replacement been made if sanctioned leave was more than 2 days?	No	n		
12	Trainers attendance	Trainers	Is the attendance summary of trainers matching with the biometric attendance?	No	n		
12	mainers attenuance	trainers	is the attendance summary or plainers matching with the biometric attendance?	INU	11		
13	Annexure II	Training Center	Is SF 5.1E2: Trainers' profile available?	No	nn		
14	Annexure II	Training Center	Is SF 6.2A1: Overview of aptitude test available?	No	nn		
15	Annexure II	Training Center	Is SF 5.1T: Daily failure items report available?	No	n		
16	Annexure II	Training Center	Is SF 5.1A3: Hostel centre name board available?	No	nn		
Infrastructure Advisories         S.No.       Item Name       Quantity       Modification Type       Does It Conform to ASP standards (Yes/No)?       Comments of Centre In-charge       Comments of Inspecting Officer         Additional Advisories, if any       Module       Advisory Description         -Select-       V       Choose File       No file chosen							
			Add  Center Add  Revious Save & Continue Next >				

# Advisories

#### **Description:**

- 1. This screen allows the user to view the system generated list of advisories
- 2. If the user wants to add any additional advisory, the he/she has to module name from the 'Module' dropdown and enter the description of the advisory. Also, user can upload the related document and then click 'Add' option

#### **Previous inspection Advisories**

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					Note	: All the PIAs are requested t	o reset their legacy batches on or l		
۲		(Pr	evious Inspectio	on Advisories	0				
0	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA	Name : Pi <mark>el 30 PT web 30 P</mark>		Sanction Order No :	······································		
0	Sanction Order Date : 2018-12-08								
۲							Preview Inspection Report		
•	Previous Inspection Detail	s							
	S.No. Inspection Praposed Date	Inspection Comp	leted Date	Inspected By	Role	Inspection Device	Action		
	egacy Inspection Details								
	S.No Inspection Date Inspected By	Role No. of Ongoing Batches	No. Of Completed Batches	Total Advisories	No. Of Completed Advisori	ies No. Of Pendir	g Advisories Action		
	There are no pending advisories to be closed.								
		(	K Back Previous	Submit					

Figure – B99 (Inspection – Previous Advisories)

- 1. This screen allows the user to view list of advisories raised in the previous inspection.
- 2. After viewing the list, the user has to click 'Submit' option to submit the inspection details

# Sub Module B4.2 – Inspection Advisories

**Definition:** Issuance of Advisories by the Inspecting officer if any deviations found during training center / residential center inspection.

#### **Prerequisite/s:**

1. Training Centre inspection in ERP System

#### **Process:**

- 1. SRLM Operations has to conduct the inspection of the centre
- 2. During the inspection, the inspecting officer may raise the advisories for any deviations found
- PIA operations has to comply the advisories raised, and update the status in ERP System
- 4. PIA QTeam has to verify the advisories closed by the PIA Operations and has to either 'Approve' or 'Send for Modification' against the advisory
- 5. SRLM Operations has to verify the advisories closed by PIA Q Team and has to either 'Approve' or 'Send for Modification' against the advisory

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		Inspection Advisories	
BATCH MANAGEMENT     INSPECTION MANAGEMENT	Scheme Name PIA Name Select Select	Sanction Order No.	
Inspection     Inspection Advisories		Search Clear	
Legacy Inspection     PLACEMENT MANAGEMENT	State : KARNATAKA Scheme Name	: DDU-GKY PIA Name : PRIVATE LIMITED	Sanction Order No. : Addie: PECTRODIUCION 178-70/004
REPORTS     CHANGE REQUEST MANAGEMENT	Sanction Order Date : 2018-12-08		Search:
	Training S.No. ★ Centre ♦ Inspecting ♦ Inspection ♦ In Name ♥ Officer Name ♥ Date ♥ By	nspected y Total No. of Advisories Advisories No. of Advisories No. of Advisories Submitted By PIA Operations Team	No. of Advisories No. of \$ Approved By \$ Advisories \$ Action \$ SRLM Pending
	1 Rajaji Salai- Athul 2020-01-21 PIA Chennai	QTeam 51 3 2	0 2
	Showing 1 to 1 of 1 entries		Previous 1 Next

#### **Inspection PIA Advisories Dashboard**

Figure – B100 (Inspection Advisories Dashboard)

#### **Description:**

1. This screen allows the user to view the status of inspections conducted, inspection wise no. of advisories raised, closed and pending status

- 2. The user can update the status of advisories raised during centre inspection
- 3. To update the status of advisories, the user has to click 🖍 icon against the inspection record.
- 4. He/she will be directed 'Inspection Advisories' page, where the user can update the status of the advisories for the particular inspection record

#### **Inspection PIA Advisories**

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					Note: All the PIAs	are requested to reset th
21	Inspection Advise	ories				
40						
	Pending Advisories					
2			Candidata	Advisor		Compliant as
	Advisory Type	Batch Id	Name	Description	Remarks	not?
	Has OJT of the candidate been verified (SF 4.6D)?	5C149B9458769	KohliVirat	n	Advisory Closed	
L	Is the External Assessment Certificate (SF 4.7C) available for the candidate?	5C149B9458769	KohliVirat	n	Made avaialble	1
L	Are you briefed regarding job description, expected salary, migration out of home etc (can be added by your suggestion) during counseiling?	5C176FA1299DE	AthulK	n	Advisory closed	1
L	Resolved Advisories					
	Resolved Advisories					
- 11	Advisory Type Advisory Description		Remarks		Status	
ъ	Advisory Type Advisory Description		Remarks		Status	

Figure – B101 (Inspection PIA Advisories)

- 1. This screen allows the user to view the list of pending and approved advisories
- 2. The update the status of the pending advisory, the user has to click  $\checkmark$  icon against the advisory, he/she will be directed to next page where the can update the status of the particular advisory

# Inspection Advisories (Decision)

Inspection Pia Advisories								
Turining Conton Dataila								
Training Center Details	Paiaii Salai Chaonai	Contax Addross	TAMIL NADU Kanchennuram KANCHIDURAM, Salur					
training center Name	Kajaji Salai-Chernia	Center Address	,test,452000					
Inspection Date	2020-01-21	Inspection Conducted By	QTeam					
Inspection Type	DESC							
Batch Details								
Batch Id	5C149B9458769	Start Date	2019-01-15					
Expected End Date	2019-01-23	Batch Size	18					
Batch Freeze Date	2019-01-18							
Candidate Details								
Candidate Name	Kohli Virat	Gender	male					
DOB	1996-02-07	Mobile No.	9912272255					
Email Address	kohli.virat@mailnator.com							
Expected End Date Batch Freeze Date	2019-01-23 2019-01-18	Batch Size	18					
Candidate Details								
Candidate Name	Kohli Virat	Gender	male					
DOB	1996-02-07	Mobile No.	9912272255					
Email Address	konii.virat@maiinator.com							
Advisory Details								
Advisory Type	Has OJT of the candidate been verified (SF 4.6D)?	Advisory	n					
PIA Operations Remarks	Advisory Closed	Advisory Proof						
DecisionSELECT								

Figure – B102 (Inspection Advisories (Decision)

- 1. This screen allows the user the view the details of the advisory raised and the action taken by the PIA operations team to comply the advisory
- 2. The user has to take decision on the advisory as either 'Approved' of 'Send for Modification'
- If the user selects 'Approved', the particular advisory will be closed, if the user selects 'Send for modification', the advisory will be pending and made in edit mode to PIA operations for re compilation and resubmission
- 4. After giving the decision, the user has to enter the appropriate remarks and click 'Save' option to save and submit the information

# Sub Module B4.3 – Legacy Inspection

### Legacy Inspection Dashboard

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		Le	egacy Inspections		
BATCH MANAGEMENT     INSPECTION MANAGEMENT	Scheme Name*	PIA Name* Select	Sanction Order No.		
Inspection Inspection Advisories			Search Clear		
Legacy Inspection     PLACEMENT MANAGEMENT	Create Legacy Inspection			s	earch:
REPORTS     CHANGE REQUEST MANAGEMENT	S.No * PIA Name Sanction Order No. Sanction Order No. Date	¢ Center ∳ Inspection ∳ Name Date	Inspected No. of No. Of By Batches Batches	Total No. Of Advisories Advisories	No. Of Pending  Actions  Advisories
			No data available in table		
	Showing 0 to 0 of 0 entries				Previous Next

#### Figure – B103 (Legacy Inspection Dashboard)

#### **Description:**

- 1. This screen allows the user the view and create legacy inspections of the training centres
- 2. The user has to select 'Scheme Name' 'State Name' and 'Sanction Order No' from the respective dropdowns and click search option to get the details of training centre wise inspection details.
- 3. To create a new legacy inspection details, the user has to click 'Create Legacy Inspection' option

#### **Create Legacy Inspection**

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		No	te: All the PIAs are requested to reset their legacy batches on or before 20th (
0	Cre	eate Legacy Inspection	
Scheme Select	State Select T	Sanction Order No.	State (TC) select
District (TC)     select	Training Centre Select	Inspection Date	
Total Advisories Raised	Advisories Closed	Pending Advisories	Inspected By
No. of Ongoing Batches	No. of Completed Batches		
Inspection Report 1 Choose File No file chosen			
		C Back Submt	

#### Figure – B104 (Create Legacy Inspection)

- 1. This screen allows the user the create / upload the details of the legacy inspection
- The user has to select the basic details of the training centre like Scheme, State, Sanction Order No., Training Centre State, Training Centre District, Inspection Date, Total Advisories raised, closed, pending, etc.,
- 3. To upload the inspection document, the user has to click 'Choose File' option under Inspection Report field and then click 'Submit' option to create the legacy inspection.

# Module B5 – Placement Management

# Sub Module B5.1 – Desk Verification

**Definition:** Verification of desk documents of candidates after completion of one month of employment. The verification to be done by PIA Q Team and SRLM Operations on sample basis

#### **Prerequisite/s:**

1. Sample (Desk Document Verification) generation in the ERP system by the respective SRLM Admin

#### **Process:**

- 1. Respective SRLM admin has to generate the Placement Desk Document verification samples in ERP System
- 2. Once the samples are generated, they will be visible in SRLM Operations login
- 3. SRLM Operations has to update the status of the samples by conducting the verification and update the status in the ERP System

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٥						Desk	Verifica	ation	Accept	ance						
000000000000000000000000000000000000000	Scheme Select Sch	eme	۲	PIA Nam Select	e PIA Name	٣	Search	San Si	ction Order No. elect Sanction Or	der 🔻						
0	State Name	: KARNATAKA		Scheme	Name : DDU-GKY			PIA	Name : R <mark>ERI SO</mark> F	TWARE SOLUTIK	PRIVATE LIN	/ITED	Sanction Orde 79/2018	r No. : MM/GLPC/	STP/DDUGKY	/11178-
	Sanction Or Show 10	der Date : 201	8-12-08											Search		
	S.No. 🔺	Month 🜢	Group-A Count 🌢		No. of Sampl	es of Q-Team			No. of Primary	Samples of Stat			No. of Recheck	Samples of State		Action 💧
				Total 🛊	Accepted \$	Rejected \$	Pending \$	Total 🔶	Accepted \$	Rejected 💠	Pending \$	Total 🔶	Accepted \$	Rejected \$	Pending 🛊	
	1	06-2018	33	7	7	0	0	0	0	0	0	1	0	1	0	
	2	07-2018	67	11	11	0	0	2	2	0	0	2	2	0	0	<u> </u>
	3	07-2019	0	0	0	0	0	1	0	0	1	0	0	0	0	<u> </u>
	4	00.2018	72	12	10	2	0	2	2	0	0	2	2	0	0	
	6	10-2018	9	2	2	0	0	1	-	0	0	- 1	- 1	0	0	1
					-	2019 © Des	igned and Deve	loped by NIF	RDPR HYDERABAI	).	-			-		

# **Desk Verification Dashboard**

#### Figure-B106 (Desk Verification Dashboard)

#### **Description:**

1. This screen allows the user to view the month wise number of Desk Document Verification samples generated by their respective SRLM Admin for verification Also, the user can view the status of number of samples generated, verified, rejected and pending

- 2. The user has to select Scheme, State and Sanction order, and click 'Search' option
- 3. A list of number of Desk Document verification samples generated, number of samples accepted, rejected will be displayed on the screen
- If the user clicks icon against under Action tab, he/she will be directed to the 'Desk Verification Acceptance' page where the candidate wise details of placement desk verification will be displayed

### **Desk Verification Acceptance**

	रिवच्छ एक करम	) – भारत स्वच्यन क्रे ओर		DEDU- Den Dau- Gameeri Raus Empowering India - Power	GKY astrona halos Yojana ering the World	ZIIIIIII NIRDE	
*						(sumor	
0			Desk Verifica	tion Acceptance			
0	State : KARNATAKA	Scheme Name : DDU-GKY		PIA Name : Plan Jor Transcoccomo	IS PRIVATE LIMITED	Sanction Order No. : MM/GLPC/STP/DDUGKY/11178- 79/2018	
•	Sanction Order Date : 2018-12-08						
0	Show 10 Tentries					Search:	
	S.No. 🔺 Month	Candidate Name	Father Name	Date of Birth	Primary/Re	check 🔶 Action	¢
	1 07-2019	SUSHMA SARKAR	KamakhyaSarkar	1996-02-01	Primary	+	
	Showing 1 to 1 of 1 entries					Previous 1 N	ext
				< Back			
			2019 © Designed and Develo	ped by NIRDPR HYDERABAD.			

Figure-B107 (Desk Verification Acceptance)

- 1. This screen allows the user to view the details of the candidate wise Desk Document verification
- If the user clicks icon + against any candidate under Action tab, he/she will be directed to Placement Desk Verification window where user has to update the status of verification
- If the user clicks 
   icon against any candidate under Action tab, he/she will be directed to 'View Placement Desk Verification' page, where the details of the desk document verification of the candidate will be visible in view only mode

# **Create Placement Desk Verification**

189	82		•#	×	त्रातियं ग्राप्त
erele sek	स्थाव्य भारत एक कराम स्वायना की ओर	Placement - Desk Verificat	tion		
*		1. Is employer Name in salary slip/Joint salary certificate matching with the ERP data ?	Select v	Î	samas
0		2. Is gross salary in the salary slip matching with the ERP data ?	Select V	10	
0	State : KARNATAKA	3. Are perquisites being claimed, if yes then	Select ¥	ED	Sanction Order No. : MM/GLPC/STP/DDUGKY/11178- 79/2018
0	Sanction Order Date : 2018-12-08	4. Is Employer statutory contribution also mentioned in ERP, if yes then whether proof is there ?	Select <b>v</b>	3	
0	Show 10 Tentries	5. Does the CTC amount meet the minimum salary criteria as per duration of program(e.g. Rs 3000 for 576<= duration <1152 hours)	Select v		Search:
•	S.No. Month Candidate M 1 07-2019 SUSHMA SAR	<ol> <li>Does the CTC offered in the joining/offer letter meet the placement criteria.(e.g. for 576&lt;= duration &lt;1152 Hrs program ctc offered is 6000)</li> </ol>	Select ¥	rim Ta	aary/Recheck • Action • 7/
	Showing 1 to 1 of 1 entries		Clos	se	Previous 1 Next
		< Back			
		2019 © Designed and Developed by NIRDPR HY	/DERABAD.		

Figure-B108 (Create Placement Desk Verification)

#### **Description:**

- 1. This screen allows the user to update the status of Placement Desk Document verification of the candidate
- 2. If the user clicks 'View' option, the related document will be displayed for reference
- 3. The user has to update the verification by entering the required details

#### **View Placement Desk Verification**

	रखडा पारत एक राग्य मध्यप्रत को ओर		Desk Ver	rification - View	•#		2NIRDERS
*		Candidate Id :	67	Candidate Name :	Gauri Lankesh	<u>^</u>	srimon 🚍
		Father Name :	GFJXC	DOB :	2003-12-01		5000p <u>—</u>
0		Batch Duration (In Hrs.) :	993	Joining Date :	2018-06-19		
•	Course of MIDNATE AND	Candidate Domicile :	Bijapur				
Θ	State : NARNATANA	Employer Name :	Cognizant	Workplace Location :	Hyderabad		79/2018
Θ	Sanction Order Date : 2018-12-08	Job Location :	Outside State	CTC per Month :	6020		
0		Month :	06-2018	No. of Paid Days :	23		
0	Show 10 v entries	UAN No./EPFO :	5973572				Search:
0	S.No. A Month & Candidate	Salary Slip/ Joint Certificate :	view	Bank Statement :	view	rimary/Rect	heck ¢ Action ¢
	1 06-2018 Gauri Lankes	Offer/Joining Letter :	view			+ theck	◙.
	Showing 1 to 1 of 1 entries					Close	Previous 1 Next
		_		< Back			

Figure- B109 (View Placement Desk Verification)

#### **Description:**

1. This screen allows the user to view the status of Placement Desk Document verification of the candidate in view only mode

# Sub Module B5.2 – Physical Verification

Definition: Physical verification of placed candidates. (Samples assigned by the SRLM Admin)

#### **Prerequisite/s:**

1. Physical samples generation in the ERP system by the respective SRLM Admin and assignment to the SRLM Operations for conducting the placement physical verification

#### **Process:**

- Once the candidates complete 3 months of employment meeting all the criteria for successful placement and has passed through desk verification then samples are generated for physical verification by the SRLM Admin
- The no. of samples will be visible in SRLM and has to assign(map) the samples to the SRLM Operations members
- SRLM Operations can view the details of the samples assigned. The user has to conduct the physical verification and update the status of the verification candidate wise

	स्वच्छ एक काम क	भारत बाउजा की ओर	$\gamma$			Property	DDU-GKY Deen Dayal Upachyaya Someen Kaushalya Yojara ning India - Powering the World			ZINIRDPR]
*										erimop 🔳
PROJECT INITIATION     CENTRE MANAGEMENT					Phys	sical Verificat	ion			
BATCH MANAGEMENT     INSPECTION MANAGEMENT     PLACEMENT MANAGEMENT	Conduct Phy Show 10	ysical Verification							Search:	
Desk Verification	S.No. 🔺	Month \$	Sanction Order No.	•	Candidate Id	Candidate Name	Father Name	Employer Name 🔶	Primary/Recheck	¢ Action ¢
Physical Verification	1	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018		18	RohitSharma	Ganesh	Cognizant	primary-srim	۲
> REPORTS	2	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	1	28	HemantKumar	Poorab	Cognizant	recheck-srim	۲
CHANGE REQUEST MANAGEMENT	3	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	6	62	Pampi Deka	HARICHARANDEKA	BMR Exports	primary-srim	10
	4	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018		77	MonicaK	Karunakar	Orient	primary-srim	۲
	5	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018		79	MONSUNBASUMATARY	GhotoSingh	Orient	primary-srim	۲
	6	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018		119	ANAMIKADAS	KandarpaDas	Cognizant	recheck-srim	۲
	Showing 1 to 6	6 of 6 entries							Pre	vious 1 Next

# **Placement Physical Verification Dashboard**

Figure- B110 (Placement Physical Verification Dashboard)

# **Description:**

1. This screen allows the user to view the candidate wise details of the samples of the physical verification assigned

- 2. If the user clicks the 'Placement Physical Verification' option at the top left of the screen, he/she will be directed to 'Placement Physical Verification' page, where the candidate wise samples assigned to the user will be displayed
- 3. If the user clicks icon against any candidate under Action tab, he/she will be directed to the 'Physical Verification' page where the user has to update the details of the physical verification conducted to the candidate
- 4. If the user clicks <a> icon against any candidate under Action tab, he/she will be directed to the 'Physical Verification' page where the user can view the details of the physical verification of the candidate in view only mode</a>

	रिवछ एक इस	- पाहत नयजा क्षे ओर		DUDU Deen Dayal Cannen For Empowering India - Per	-GKYY Upadhyse ushaja bojana wering the World		ZNIRDPR
*							=
0		(	Conduct Physical	Verification			
0 0	Your Location:		Click here to get your s	amples			
۲	No Sample Assigned						
0	S.No. Month Sanction	o Order No. Candidate Id	Candidate Name	Father Name	Employer Name	Primary/Recheck	Action
			< Back	]			
Γ							
			2019 © Designed and Developed by NIR	DPR HYDERABAD.			

# **Placement Physical Verification**

Figure- B111 (Placement Physical Verification)

- 1. This screen allows the user to view the details of the samples of physical verification assigned to the user
- 2. If the user clicks icon against any candidate under Action tab, he/she will be directed to the 'Physical Verification' page where the user has to update the details of the physical verification conducted to the candidate

# **Physical Verification**

		Physic	cal verifica	ition	
A1: Photo ID c	ard of the candidate issued by any government org	anization	A2: Photo	raph of candidate	
A3: Candidate	's Basic Information		A4: Candie	late's Training Details	
S.No (P)	Title (Q)	Information (R)	S.No (P)	Title (Q)	Information (R)
A3.1	Name	Pampi Deka	A4.1	PIA Name and Project ID	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001
A3.2	Unique_ID_Number	512958665517	A4.2	Training Center Name and code	Rajaji Salai-Chennai
A3.3	Gender	female	A4.3	Trade	Micro irrigation Technician, AGR/Q1002
A3.4	Whether_differentially_abled	no	A4.4	Course Duration	993
A3.5	gardidan_name	HARICHARANDEKA			
A3.6	MobileNo	9613758452			
A3.7	Date_of_Birth	1998-01-01			
A3.8	Category	General			
A3.9	Domicile_State	KARNATAKA			
A3.5	gardidan_name	HARICHARANDEKA			***
A3.6	MobileNo	9613758452			
	Date of Birth	1998-01-01			
A3.7					
A3.7 A3.8	Category	General			
A3.7 A3.8 A3.9	Category Domicile_State	General KARNATAKA			
A3.7 A3.8 A3.9	Category Domicile_State	General KARNATAKA			
A3.7 A3.8 A3.9 A5) Confirmin	Category Domicile_State	General KARNATAKA			
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car	Category Domicile_State ag the Candidate?s presence at the location ndidate contacted at work location? (Match the photog	General KARNATAKA aph of the candidate with the person who is claim	ming to be the right can	lidate.)	Ves
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car 1) Remarks or :	Cetegory Domicle_State Ing the Candidate?s presence at the location Indidate contacted at work location? (Match the photogr suggestions (if any)	General KARNATAKA aph of the candidate with the person who is claim	ming to be the right cane	ildate.)	Yes
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car 1) Remarks or :	Ceregory Domicle_State Ing the Candidate?s presence at the location Ididate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is claim	ming to be the right cano	idate.)	Yes
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car 1) Remarks or :	Caregory Domicile_State Ing the Candidate?s presence at the location Indidate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is claim	ming to be the right cano	idate.)	Yes
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car 1) Remarks or :	Caregory Domicle_State ag the Candidate?s presence at the location Indidate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is claim	ming to be the right cano	idate.)	Yes
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car 1) Remarks or C2) Placement	Caregory Domicle_State g the Candidate?s presence at the location ndidate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is clain <b>ho conducted the verification</b> )	ming to be the right cano	idate.)	Yes
A3.7 A3.8 A3.9 A5) Confirmin A5.1) is the car 1) Remarks or r C2) Placemeni C2.1) is the car	Caregory Domicle_State g the Candidate?s presence at the location ndidate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is clain <b>ho conducted the verification</b> )	ming to be the right cano	idate.)	Yes -Select-
A3.7 A3.8 A3.9 A5) Confirmin A5.1) is the car 1) Remarks or : C2) Placemen: C2.1) is the car	Caregory Domicle_State g the Candidate?s presence at the location ndidate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is claim ho conducted the verification)	ming to be the right cano	idate.)	Yes -Select- -Select- -Select- Placed
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car 1) Remarks or : (2) Placement (2.1) Is the car Video Upload	Ceregory Domicile_State g the Candidate?s presence at the location ndidate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is clain ho conducted the verification)	ming to be the right cano	idate.)	Yes -Select- -Select- Placed Not Placed
A3.7 A3.8 A3.9 A5) Confirmin A5.1) Is the car 1) Remarks or C2) Placemeni C2.1) Is the car C2.1) Is the car C2.1) Is the car	Caregory Domicile_State ag the Candidate?s presence at the location indidate contacted at work location? (Match the photoge suggestions (if any)	General KARNATAKA aph of the candidate with the person who is clain <b>ho conducted the verification</b> )	ming to be the right cano	idare.)	Yes -Select- -Select- Placed Not Placed
A3.7 A3.8 A3.9 A5.0 Confirmin A5.1) is the car 1) Remarks or 1) Remarks or 2) Placement C2.1) is the car C2.1) is the car C2.1) is the car	Caregory Domicile_State ag the Candidate?s presence at the location indidate contacted at work location? (Match the photoge suggestions (if any) it decision (to be submitted by the verified officer windidate placed or not ?	General KARNATAKA aph of the candidate with the person who is clain <b>ho conducted the verification</b> ) me : Srivatsa	ming to be the right cano	(date.)	Yes -Select- -Select- Placed Not Placed
A3.7 A3.8 A3.9 A5.0 Confirmin A5.1) is the car 1) Remarks or 1) Remarks or 2.2) Placement C2.1) is the car C2.1) is the car C2.1) is the car C2.1) is the car	Caregory Domicile_State ag the Candidate?s presence at the location indidate contacted at work location? (Match the photoge suggestions (if any) it decision (to be submitted by the verified officer windidate placed or not ? No file chosen	General KABNATAKA aph of the candidate with the person who is claim ho conducted the verification) me : Srivetsa	ming to be the right cano Date (2011	idate.) +07-30	Yes -Select- -Select- Placed Not Placed

Figure-B112 (Physical Verification)

- 1. This screen allows the user to update the details of the physical verification of the candidates assigned to the user
- 2. After entering all the details, the user has to click 'Submit' option at the bottom of the page, the details of the physical verification will be saved
# **View Physical Verification**

		Physical Ver	ification	- SF 7.2D	
A1: Photo ID card	d of the candidate issued by any government organization	٥	A2: Photog	graph of candidate	
A3: Candidate's I	Basic Information		A4: Candic	date's Training Details	
C No (D)	711-(0)	Information (D)	C Me (D)	Tisl= (0)	
S.No (P)	Title (Q) Name	Information (R) RohitSharma	S.No (P)	Title (Q) PIA Name and Project ID	Information (R) PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001
S.No (P) A3.1 A3.2	Title (Q) Name Unique_ID_Number	Information (R) RohitSharma	S.No (P) A4.1 A4.2	Title (Q) PIA Name and Project ID Training Center Name and code	Information (R) PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Salai-Chennai
S.No (P) A3.1 A3.2 A3.3	Title (Q) Name Unique_ID_Number Gender	Information (R) RohitSharma male	S.No (P) A4.1 A4.2 A4.3	Title (Q) PIA Name and Project ID Training Center Name and code Trade	Information (R) PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Salai-Chennai Micro Irrigation Technician, AGR/Q1002
S.No (P) A3.1 A3.2 A3.3 A3.4	Trite (2) Name Unique_JD_Number Gender Whether_differentially_abled	Information (R) RohitSharma male no	S.No (P) A4.1 A4.2 A4.3 A4.4	Title (Q) PIA Name and Project ID Training Center Name and code Trade Course Duration	Information (R) PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Salai-Chennal Micro Irrigation Technician, AGR/Q1002 993
S.No (P) A3.1 A3.2 A3.3 A3.4 A3.5	Trite (2) Name Unique_JD_Number Gender Whether_differentially_abled gardidan_name	Information (R) RohitSharma male no Ganesh	S.No (P) A4.1 A4.2 A4.3 A4.4	Title (Q) PIA Name and Project ID Training Center Name and code Trade Course Duration	Information (R) PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Salai-Chennai Micro Irrigation Technician, AGR/Q1002 993
S.No (P) A3.1 A3.2 A3.3 A3.4 A3.5 A3.6	Trite (2) Name Unique_JD_Number Gender Whether_differentially_abled gardidan_name MobileNo	Information (R) RohitSharma male no Ganesh 7654321901	S.No (P) A4.1 A4.2 A4.3 A4.4	Title (Q) PIA Name and Project ID Training Center Name and code Trade Course Duration	Information (R) PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Salai-Chennal Micro Irrigation Technician, AGR/Q1002 993
S.No (P) A3.1 A3.2 A3.3 A3.4 A3.5 A3.6 A3.7	Title (0) Name Unique_ID_Number Gender Whether, differentially_abled gardidan_name MobileNo Date_of_Birth	Information (R)           RohitSharma           male           no           Ganesh           7654321901           1997-07-09	S.No (P) A4.1 A4.2 A4.3 A4.4	Title (Q) PIA Name and Project ID Training Center Name and code Trade Course Duration	Information (R) PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Salai-Chennal Micro Irrigation Technician, AGR/Q1002 993
S.No (P) A3.1 A3.2 A3.3 A3.4 A3.5 A3.6 A3.7 A3.8	Title (0)         Name         Unique_ID_Number         Gender         Whether_differentially_abled         gardidan_name         MobileNo         Date_of_Birth         Category	Information (R)           RohitSharma           male           no           Ganesh           7654321901           1997-07-09           Obc	S.No (P) A4.1 A4.2 A4.3 A4.4 A4.4	Title (Q) PIA Name and Project ID Training Center Name and code Trade Course Duration	Information (R) PER SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Selei-Chennel Micro Irrigation Technician, AGR/Q1002 993
S.No (P) A3.1 A3.2 A3.3 A3.4 A3.5 A3.6 A3.7 A3.8 A3.9	Title (0)         Name         Unique_ID_Number         Gender         Whether_differentially_abled         gardidan_name         MobileNo         Date_of_Birth         Category         Domicle_State	Information (R) RohitSharma maile no Ganesh 7654321901 1997-07-09 Obc KARNATAKA	S.No (P) A4.1 A4.2 A4.3 A4.4	Title (Q) PIA Name and Project ID Training Center Name and code Trade Course Duration	Information (R) PERISOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001 Rajaji Sela-Chennai Micro Infgation Technician, AGR/Q1002 993



# **Description:**

1. This screen allows the user to view the details of the physical verification of the candidates assigned to the user in view only mode

# Module B6 – Change Request Management

# Sub Module B6.1 – Change request Batch Reset SRLM Approval

**Definition:** Special permission/approval to change the batch start date / batch end date on request made by PIA mentioning the appropriate reasons after consideration and approval of respective SRLM

### **Prerequisite/s:**

1. Batch creation in ERP System

### **Process:**

- 1. In order to reset batch start date and batch end date, PIA operations has to select the batch and submit a batch reset change request to respective SRLM Operations for approval in ERP System
- SRLM Operations has to take a decision on approval of batch reset request as either 'Approved' or 'Rejected'
- 3. The status of SRLM approval will be available in change request batch reset dashboard

# Change request Batch Reset SRLM Approval Dashboard

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*									seinen 🗮
PROJECT INITIATION     CENTRE MANAGEMENT     BATCH MANAGEMENT	Show 10	▼ entries	Chan	ge Request	Batch Reset	s Srlm Appr	oval	Search:	
INSPECTION MANAGEMENT	S.No.	Training Centre	Trade/Job Role Name	Batch Code	Batch Start Date	Batch End Date	Batch Size	SRLM Decision	¢ Actions ¢
PLACEMENT MANAGEMENT	1	Rajaji Salai-Chennai	Micro irrigation Technician	5C149B9458769	2019-01-15	2019-01-23	18	Approved	•
> REPORTS	2	Rajaji Salai-Chennai	Micro irrigation Technician	5C41B6EBEE8E3	2019-07-23	2019-12-25	21	Approved	
CHANGE REQUEST MANAGEMENT	3	Rajaji Salai-Chennai	Micro irrigation Technician	5C29E645A0104	2019-06-26	2019-11-28	30		1
Change Request Batch Reset SRLM	4	Rajaji Salai-Chennai	Micro irrigation Technician	5C20C80FE7CE4	2019-05-24	2019-10-26	21	Approved	
Change Request Candidate Enrollment	5	Rajaji Salai-Chennai	Micro irrigation Technician	5C1B9CE35B34C	2019-01-01	2019-02-01	21		1
SRLM Approval	6	RED Pvt. Ltd.	Sewing Machine Operator	5C9B62FC3EB27	2019-06-19	2019-07-26	6	Approved	۲
Training Centre Approval	7	RED Pvt. Ltd.	Sewing Machine Operator	5C9C577605A3E	2019-01-01	2019-04-13	7	Approved	۲
Change Request Candidate	8	vbnm	Micro irrigation Technician	5C7A9EB7660AF	2019-05-24	2019-10-26	24		1
Deenrollment SRLM Approval	9	RED Pvt. Ltd.	Sewing Machine Operator	5CAAEC947FDEC	2019-05-05	2019-09-20	6	Approved	۲
	10	RED Pvt. Ltd.	Sewing Machine Operator	5D03468E1C13B	2019-05-27	2019-09-06	0	Approved	۲
	Showing 1 to	10 of 14 entries						Previ	ous 1 2 Next

#### Figure – B114 (Change request Batch Reset SRLM Approval Dashboard)

# **Description:**

 This screen allows the user to view the list of requests for approvals of Batch reset in the training Centre

- 2. To take a decision on the approval of batch reset request, the user has to click icon against the Batch. He / She will be directed to batch reset request approval page where the user has to take an appropriate decision
- 3. If the user clicks <a>> icon against any batch, he will be directed to batch reset request approval page, where the details related to status of the approval of the batch reset will be displayed on the screen in view only mode</a>

## Create Change request Batch Reset SRLM Approval

*				алтар 🚍
۲	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : PER COSPUSE CONTRONS PRIVATE LIMITED	Sanction Order No : MM/GLPC/STP/DDUGKY/11178-79/2018
<ul><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li><li></li></ul>	Sanction Order Date : 2018-12-08			
$\mathbf{\mathbf{b}}$	Batch Details			
$\mathbf{\mathbf{b}}$	Batch Code	5C29E645A0104	Batch Start Date	2019-06-26
$\mathbf{O}$	Batch End Date	2019-11-28	Batch Size	30
	Class Duration Per Day	8:00	Batch Freeze Date	2019-06-17
	Batch Reset Start Date	2019-03-25	Batch Reset End Date	2019-03-30
	SRLM Decision			
	Decision -SELECTSELECTSELECT- Approved Rejected	Back 2019 © Designed and Develope	Submit st by NIRDPR HYDERABAD.	

Figure – B115 (Create Change request Batch Reset SRLM Approval)

#### **Description:**

- 1. This screen allows the user to view the basic details of the particular batch for the batch reset request
- 2. The user has to take an appropriate decision on approval by selecting either 'Approved' or 'Rejected' from the dropdown under 'Decision' Tab
- 3. The user has to write the appropriate remarks under 'Remarks' tab
- 4. After entering the details the user has to click 'Submit' option to save and submit the decision.

#### **Batch Reset SRLM Approval View**

*				Centropy =
	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : PEN-SOLUTIONS PRIVATE LIMITED	Sanction Order No : MM/GLPC/STP/DDUGKY/11178-79/201
	Sanction Order Date : 2018-12-08			
	Batch Details			
	Nature Of Training	Full Time	Batch Start Date	2019-01-15
9	Batch End Date	2019-01-23	Batch Size	18
٩	Class Duration Per Day	8:00	Batch Freeze Date	2019-04-22
1	Batch Reset Start Date	2019-01-15	Batch Reset End Date	2019-01-23
	SRLM Decision	Approved		
	Srim Remarks	List of batches.,		
		2019 @ De	right and Developed by NIDDDD LIVDEDADAD	
	Figure -	- B116 (Batch Reset \$	SRLM Approval View)	

# Sub Module B6.2 – Change request candidate enrolment SRLM Approval

**Definition:** Special permission/approval to enrol candidates into a batch after batch freeze date on request made by PIA mentioning the appropriate reasons after considerations and approval of respective SRLM

### **Prerequisite/s:**

1. Registration of candidates and creation of a batch in ERP System

#### **Process:**

- In order to Enrol any candidate into the batch after batch freeze date, PIA operations has to select the candidate and batch id and submit a change request to respective SRLM Operations for approval in ERP System
- 2. SRLM Operations has to take a decision on approval of candidate enrolment request as either 'Approved' or 'Rejected'
- 3. The status of SRLM approval will be available in change request candidate enrolment dashboard

# Change request candidate enrolment SRLM Approval Dashboard



Figure – B117 (Change request candidate enrolment SRLM Approval Dashboard)

### **Description:**

- 1. This screen allows the user to view the list of requests for approvals of candidate enrolments
- To take a decision on the approval of candidate enrolment, the user has to click icon against the candidate name. He / She will be directed to candidate enrolment request approval page where the user has to take an appropriate decision
- If the user clicks 
   icon against any candidate name, he will be directed to Candidate enrolment request approval page, where the details related to status of the approval of the candidate will be displayed on the screen in view only mode

# Change request candidate enrolment SRLM Approval Decision

	Change Request Candida	te Enrollment SRLM A	pproval	
Batch Details				
State	KARNATAKA	Scheme Name	DDU-GKY	
PIA Name	PERI SOFT ARE SOLUTIONS FRANKELIMITED	Sanction Order No.	MM/GLPC/STP/DDUGKY/11178-79/2018	
Sanction Order Date	2018-12-08	Batch Id	5C41B6EBEE8E3	
Nature of Training	Residential	Batch Start Date	2019-01-18	
Batch Expected End Date	2019-06-22	Batch Freeze Date	2019-06-28	
Class Duration (In Hrs.) Per Day	8:00	Class Room Completion Date		
OJT Completion Date	•	Batch End Date		
Batch Size	21			
Candidate Details Training Centre Last Name	Rajaji Salai-Chennai Deka	First Name DOB	Hiramoni 1995-01-31	
Gender	female			
Decision -SELECT- -SELECT- Approval Reject				
	2019 © Designed and Deve	loped by NIRDPR HYDERABAD.		

Figure – B118 (Change request candidate enrolment SRLM Approval)

- 1. This screen allows the user to view the basic details of the particular candidate for the candidate enrolment request
- 2. The user has to take an appropriate decision on approval by selecting either 'Approved' or 'Rejected' from the dropdown under 'Decision' Tab
- 3. The user has to write the appropriate remarks under 'Remarks' tab
- 4. After entering the details, the user has to click 'Submit' option to save and submit the decision.

# Sub Module B6.3 – Change request candidate de-enrolment SRLM Approval

**Definition:** Special permission/approval to de-enrol candidates from a batch after batch freeze date on request made by PIA mentioning the appropriate reasons after considerations and approval of respective SRLM

### **Prerequisite/s:**

1. Enrolment of candidate in a batch in ERP System

### **Process:**

- In order to de-enrol any candidate from the batch after batch freeze date, PIA operations has to select the candidate and submit a change request to respective SRLM Operations for approval in ERP System
- 2. SRLM Operations has to take a decision on approval of candidate de enrolment request as either 'Approved' or 'Rejected'
- 3. The status of SRLM approval will be available in change request candidate deenrolment dashboard

	स्वच्छ एक करम	- भारत खद्मता की ओर			Den Daya U Garmeen Sau Iznowering India - Ass	-GKY padhyaya shaba hojana wenny the World		ZINIPRE ZNIRDPR
*								=
PROJECT INITIATION			Change Reque	est Candidate	Deenrollme	ent Srlm A	pproval	
CENTRE MANAGEMENT								
BATCH MANAGEMENT	Show 10	▼ entries						Search:
INSPECTION MANAGEMENT	S.No.	<ul> <li>Training Center</li> </ul>	First Name	LAST Name	♦ DOB	Gender     Gen	SRLM Status	¢ Actions ¢
PLACEMENT MANAGEMENT	1	Rajaji Salai-Chennai	Hiramoni	Deka	1995-01-31	female	Approved	۲
REPORTS	2	Rajaji Salai-Chennai	Shanti Raju	sirra	1998-10-21	Others	Approved	
CHANGE REQUEST MANAGEMENT	3	RED Pvt. Ltd.	Raju	S	1995-07-12	male		
Change Request Batch Reset SRLM Approval	Showing 1 to	3 of 3 entries						Previous 1 Next
<ul> <li>Change Request Candidate Enrollment SRLM Approval</li> </ul>								
Training Centre Approval								
Residential Facility Approval	-							
Change Request Candidate     Deenrollment SRLM Approval	J							

# Change request candidate de-enrolment SRLM Approval Dashboard

Figure – B119 (Change request candidate de-enrolment SRLM Approval Dashboard)

# **Description:**

1. This screen allows the user to view the list of requests for approvals of candidate de - enrolments

- To take a decision on the approval of candidate de enrolment, the user has to click icon against the candidate name. He / She will be directed to candidate de enrolment request approval page where the user has to take an appropriate decision
- If the user clicks 
   icon against any candidate name, he will be directed to Candidate de enrolment request approval page, where the details related to status of the approval of the candidate will be displayed on the screen in view only mode

#### Change request candidate de-enrolment SRLM Approval Decision

*					
۲	State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : WAZHKADVIDORO HRVATE EMITED	Sanction Order No : J	
•	Sanction Order Date : 2019-03-21				
0	Candidate Details				
$\mathbf{\Theta}$	Training Centre	RED Pvt. Ltd.	First Name	Raju	
$\mathbf{O}$	Last Name	S	DOB	1995-07-12	
•	Gender	male			
	Decision SELECT SELECT Approved Rejected		Back Submit		
		2019 ©	Designed and Developed by NIRDPR HYDERABAD.		

Figure – B120 (Change Request candidate de-enrolment SRLM Approval)

#### **Description:**

- 1. This screen allows the user to view the basic details of the particular candidate for the candidate de enrolment request
- 2. The user has to take an appropriate decision on approval by selecting either 'Approved' or 'Rejected' from the dropdown under 'Decision' Tab
- 3. The user has to write the appropriate remarks under 'Remarks' tab
- 4. After entering the details the user has to click 'Submit' option to save and submit the decision.

#### Change request candidate de-enrolment SRLM Approval View

	Change Request Car	ndidate Deenrollment- \	/iew
Batch Details			
State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	CRI SOFTWARE SOLUTIONS PROVATE LIMITED	Sanction Order No.	Minder CST1/BB05Ky/11178-79/2018
Sanction Order Date	2018-12-08	Batch Id	5C174D9B7F836
Nature of Training	Residential	Batch Start Date	2019-02-01
Batch Expected End Date	2019-07-06	Batch Freeze Date	2019-02-11
Class Duration (In Hrs.) Per Day	8:00	Class Room Completion Date	
OJT Completion Date		Batch End Date	
Batch Size	21		
Candidate Details			
Training Centre	Rajaji Salai-Chennai	First Name	Hiramoni
Last Name	Deka	DOB	1995-01-31
Gender	female		
		< Back	

Figure – B121 (Candidate de-enrolment SRLM View)

# Sub Module B6.4 – Training Centre Approval

**Definition:** Approvals for editing the approved training centre for any changes in trades or amendments in training centre/residential centre infrastructure on the request made by PIA after the consideration and approval of respective SRLM

#### **Prerequisite/s:**

1. Due Diligence of Training Centre

#### **Process:**

- 1. In order to edit the details of already approved training centre, the PIA operations has to submit Due Diligence request to respective SRLM for approval
- 2. SRLM operations can either approve or reject the request. If SRLM approves the Training centre will be made in edit mode to the PIA Operations
- 3. PIA Operations has to update the details and resubmit the training centre for Due Diligence

# Training Centre Change Management – Edit Approval Dashboard

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*							comp 🔳
PROJECT INITIATION     CENTRE MANAGEMENT			Training Centre Char	nge Management ·	- Edit Appro	oval	
BATCH MANAGEMENT					Proc	ess Flow Diagram for the Ch	ange Request Training centre
INSPECTION MANAGEMENT	Show 10	• entries				Sea	rch:
PLACEMENT MANAGEMENT	S.No.	<ul> <li>Training Centre</li> </ul>	Sanction Order No.	District	🔷 State	SRLM Decision	¢ Actions ¢
REPORTS	1	vbnm	MM/GLPC/STP/DDUGKY/11178-79/2018	Kancheepuram	TAMIL NADU	Approved	
CHANGE REQUEST MANAGEMENT	2	RED Pvt. Ltd.	J17023/23/2015	Raichur	KARNATAKA		1
<ul> <li>Change Request Batch Reset SRLM Approval</li> </ul>	3	Rajaji Salai-Chennai	MM/GLPC/STP/DDUGKY/11178-79/2018	Kancheepuram	TAMIL NADU	Approved	
Change Request Candidate Enrollment SRLM Approval      Training Control Approval	Showing 1 to 3	3 of 3 entries					Previous 1 Next
Residential Facility Approval	J						
<ul> <li>Change Request Candidate Deenrollment SRLM Approval</li> </ul>							

Figure – B122 (Training Centre Change Management – Edit Approval Dashboard)

# **Description:**

1. This screen allows the user to view the list of requests for approvals of Due Diligence of a training Centre

- To take a decision on the approval of DD request of a Training Centre, the user has to click icon against the Training Centre name. He / She will be directed to Training Centre DD Edit request approval page where the user has to take an appropriate decision
- 3. If the user clicks 
  icon against any Training Centre, he will be directed to Training Centre DD Edit request approval page, where the details related to status of the approval of the DD Edit will be displayed on the screen in view only mode

# Training Centre Change Management – Edit Approval

State Name : KARNATAKA Sanction Order Date : 2019-03-21	Scheme Name : DDU-GKY	PIA Name : E <u>xecute anona inc. Ionival e finaliza</u>	Sanction Order No <b>(1997)</b> S
Training Centre Details	RED Pvt. Ltd.	Centre Address	KARNATAKA, Raichur, RAICHUR, ATHKOOR, jki, 967654
Bemarks Decision SELECT 			
Approved Rejected			

Figure - B123 (raining Centre Change Management – Edit Approval)

- 1. This screen allows the user to view the basic details of the particular Training Centre for the TC DD edit
- 2. The user has to take an appropriate decision on approval by selecting either 'Approved' or 'Rejected' from the dropdown under 'Decision' Tab
- 3. The user has to write the appropriate remarks under 'Remarks' tab
- 4. After entering the details, the user has to click 'Submit' option to save and submit the decision.

# Sub Module B6.5 – Residential Facility Approval

**Definition:** Approvals for editing the approved Residential centre for any changes in trades or amendments in training centre/residential centre infrastructure on the request made by PIA after the consideration and approval of respective SRLM

#### **Prerequisite/s:**

1. Due Diligence of Training Centre

#### **Process:**

- 1. In order to edit the details of already approved Residential Facility, the PIA operations has to submit Due Diligence request to respective SRLM for approval
- 2. SRLM operations can either approve or reject the request. If SRLM approves, the Residential facility will be made in edit mode to the PIA Operations
- 3. PIA Operations has to update the details and resubmit the Residential for Due Diligence

# Change Request Management – Residential Facility Dashboard

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#								5p 🔳
PROJECT INITIATION     CENTRE MANAGEMENT		Change	Request Manag	gement - Resid	dential Fa	acility		
BATCH MANAGEMENT					P	rocess Flow Diagra	im for the Change Requi	est Residential Facility
INSPECTION MANAGEMENT	Show 10 v entries						Search:	
PLACEMENT MANAGEMENT	S.No.   Training Centre	Residential Facility Name	Residential Facility Type	Sanction Order No.	District	\$ State	SRLM Decision	\$ Actions \$
> REPORTS	1 RED Pvt. Ltd.	Wazir Boys Hostel	male	J1 <mark>2023/23/2015</mark>	Raichur	KARNATAKA		
CHANGE REQUEST MANAGEMENT     Change Request Batch Reset SRLM     Approval     Change Request Candidate Enrollment     Change Request Candidate Enrollment	Showing 1 to 1 of 1 entries						F	Previous 1 Next
Scut Approval Training Centre Approval Training Centre Approval Change Bequest Candidate Deenroliment SELM Approval								

#### Figure – B124 (T Change Request Management – Residential Facility Dashboard)

# **Description:**

1. This screen allows the user to view the list of requests for approvals of Due Diligence of a Residential Facility

- 2. To take a decision on the approval of DD request of a Residential Facility, the user has to click icon against the Residential Facility name. He / She will be directed to Residential DD Edit request approval page where the user has to take an appropriate decision
- 3. If the user clicks (\*) icon against any Residential, he will be directed to Residential DD Edit request approval page, where the details related to status of the approval of the DD Edit will be displayed on the screen in view only mode

#### **Change Request Management – Residential Facility**

State Name : KARNATAKA	Scheme Name : DDU-GKY	PIA Name : MATHER DIVISION REPORTE LIMITED	Sanction Order No [117023/23/201]
Sanction Order Date : 2019-03-21			
— Training Centre Details —			
Training Centre	RED Pvt. Ltd.	Centre Address	KARNATAKA, Raichur, RAICHUR, ATHKOOR, jki, 987654
Facility Name	Wazir Boys Hostel	Facility For	male
Mobile No.		Email ld	
Address	Athkoor, ATHKOOR, RAICHUR, Raichur, ,, KARNATAKA, 600003		
Remarks	Need to add one room and delete another room,		
Decision			
SELECT SELECT			
Approved Rejected			

Figure - B125 (Change Management Residential Facility– Edit Approval)

- 1. This screen allows the user to view the basic details of the particular Residential Facility for the TC DD edit
- 2. The user has to take an appropriate decision on approval by selecting either 'Approved' or 'Rejected' from the dropdown under 'Decision' Tab
- 3. The user has to write the appropriate remarks under 'Remarks' tab
- 4. After entering the details the user has to click 'Submit' option to save and submit the decision.

# **SRLM - Operations Finance Login**

# Kaushal Bharat ERP System for DDU-GKY



# **SRLM-Operations Finance Home Page**

	स्वच्छ भारत एक करम स्वच्छन की ओर			DDU-GKY Den Dayl Updhyse Carreen Routhay forman Empowering Inde - Powering the Model	2NIRDER			
*								
PLACEMENT MANAGEMENT     REPORTS	Dashboard							
	Training Centre-wise Non-Compliances			Action Items				
	S.No. TC Name	Total NCs Resolved	Pending	Subject	Received Date			
				User location Access	MAR 11, 2019			
				User location Access	MAR 11, 2019			
				User location Access	FEB 14, 2019			



# **Description:**

This screen allows the user to view the dashboard and the list of the available modules
 & sub modules in SRLM-Operations-Finance

# Module C1 – Placement Management

# Sub Module C1.1– Desk Salary Verification

**Definition:** 100% cross verification of the salary amount credited in candidates bank account vs net salary as per salary slips

### **Prerequisite/s:**

1. Submission of data related to salary payment verification of candidates for a particular month in ERP System by PIA Operations

# **Process:**

- 1. PIA Operations has to update the data related to the salary payment verification of candidates for a particular month in ERP System
- 2. SRLM Operations-Finance team has to 100 % cross verify the Bank statement / pass book of the candidates with the Pay slip documents
- 3. Based on the verification, the SRLM Operations-Finance team has to either 'Approve' or 'Reject' the verification of salary payment

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*						sr*======
PLACEMENT MANAGEMENT     Salary Verification		Placeme	nt Desk Salary Veri	fications		
REPORTS	Scheme Select Scheme	PIA Name Select PIA Name V	Sanction Order No. Select Sanction Or	rder 🔻		
	State Name : KARNATAKA	Scheme Name : DDU-GKY	Search Clear PIA Name : PLasson LIMITED	.: IGKY/11178-79/2018		
	Show 10 The entries	12-00			Si	earch:
	S.No. 🔺 M	lonth \$ Group-A Count	¢ Accepted \$	Rejected 🕈	Pending	¢ Action ¢
	1 06	2018 33	30	2	1	
	2 07	2018 67	65	2	0	
	4 09	2018 57	57	0	0	
	5 10	2018 9	9	0	0	1
	6 11	2018 2	2	0	0	1
	Showing 1 to 6 of 6 entries					Previous 1 Next

# **Placement Desk Salary Verification Dashboard**

Figure-C2 (Placement Desk Salary Verification Dashboard)

### **Description:**

- 1. This screen allows the user to conduct the Salary payment verification and to view the month wise no. of records to be verified with the status details
- 2. The user has to select the 'Scheme', 'PIA Name', 'Sanction Code' from the dropdown and click 'Search' option
- 3. A list of month wise total no. of records to be verified with their status will be displayed on the screen
- 4. If the user clicks 🖍 icon against any month record, he/she will be directed to 'Placement Desk Salary Verification' page, where the details of the candidates eligible for salary payment verification will be displayed

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								summanre
			Placen	nent Desk S	alary Verif	ication		
State Name : Ka	KARNATAKA		Scheme Name : DDU-GKY		PIA Name : Fera sorra	RIVATE LIMI	ITED Sanction Ord	der No. : MM/GLPC/STP/DDUGKY/11178-
Sanction Order	r Date : 2018-12-	08					, ,,2510	
Show 10 T	• entries							Search:
S.No.	<ul> <li>Month</li> </ul>	Batch Id	Candidate Name	Gender	Date of Birth	Mobile No.	Decision	Remarks     Action
S.No. 4	Month 06-2018	Batch Id     SC174D9B7F836	Candidate Name dfghjk dfgh	Gender	Date of Birth     1983-12-28	Mobile No. 9652129561	Decision	Remarks     Action
S.No.	Month 06-2018 06-2018	Batch Id     5C174D9B7F836     5C174D9B7F836	Candidate Name     dfghjk dfgh     Aarti Kumari	Gender     male     female	<ul> <li>Date of Birth</li> <li>1983-12-28</li> <li>2003-12-02</li> </ul>	Mobile No.     9652129561     8838000010	Decision     Accepted	Remarks     Action     +     •
5.No. 4	Month 06-2018 06-2018 06-2018	Batch Id           5C174D987F836           5C174D987F836           5C174D987F836           5C174D987F836	Candidate Name     dfgnjk dfgh     Aarti Kumari     Rahul KL	Gender     male     female     male	Date of Birth           1983-12-28           2003-12-02           1989-03-15	Mobile No. 9652129561 8838000010	Decision     Accepted     Accepted	Remarks     Action     +     •     •     •     •     •     •     •
5.No. 4	<ul> <li>Month</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> </ul>	Batch Id           5C174D987F836           5C174D987F836           5C174D987F836           5C174D987F836           5C176D987F836           5C176D987F836	Candidate Name      dīghjk dīgh     Aarti Kumari      Rahul KL     Aarti kumari	Gender     male     female     female     female     female	Date of Birth           1983-12-28           2003-12-02           1989-03-15           2003-12-02	Mobile No.     9652129561     8838000010     9875432111	Decision     Accepted     Accepted     Accepted	Remarks     Action
S.No. 4 1 2 3 4 5	<ul> <li>Month</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> </ul>	Batch Id           SC174D987F836           SC174D987F836           SC174D987F836           SC174D987F836           SC176FA1299DE           SC174D987F836	Candidate Name      dighjk digh     Aardi Kumari      Rahul KL      Aardi Kumari      Lata K	Gender male female male female f	Date of Birth           1983-12-28           2003-12-02           1989-03-15           2003-12-02           1990-02-07	Mobile No.     9652129561     8838000010     9875432111     7845452567	Decision     Accepted     Accepted     Accepted     Accepted     Accepted     Accepted	Remarks     Action
S.No. 4 1 2 3 4 5 6	<ul> <li>Month</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> </ul>	Batch Id           5C174D987F836           5C174D987F836           5C174D987F836           5C176FA1299DE           5C174D987F836           5C174D987F836	Candidate Name      dighjk digh     Aardi Kumari      Rahul KL      Aardi Kumari      Leta K      Vijey Murali	Gender      male     female     female     female     female     female     female     male     male	Date of Birth      1983-12-28      2003-12-02      1989-03-15      2003-12-02      1990-02-07      1993-07-07	Mobile No.     9652129561     8338000010     9875432111     7845452567     9675432180	Decision      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted	Remarks     Action
S.No. 4 1 2 3 4 5 6 7	<ul> <li>Month</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> <li>06-2018</li> </ul>	<ul> <li>Batch Id</li> <li>5C17409877836</li> <li>5C17409877836</li> <li>5C17409877836</li> <li>5C17409877836</li> <li>5C176FA12990E</li> <li>5C17409877836</li> <li>5C17409877836</li> <li>5C17409877836</li> </ul>	Candidate Name      dighjk digh     Aardi Kumari      Rahul KL      Aardi Kumari      Lata K      Vijey Murali      Sasti Roy	Gender male female female female female female male male male male male male male	<ul> <li>Date of Birth</li> <li>1983-12-28</li> <li>2003-12-02</li> <li>1989-03-15</li> <li>2003-12-02</li> <li>1990-02-07</li> <li>1993-07-07</li> <li>1983-12-15</li> </ul>	<ul> <li>Mobile No.</li> <li>9652129561</li> <li>8338000010</li> <li>9875432111</li> <li>7845452557</li> <li>9675432180</li> <li>9876545687</li> </ul>	Decision      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted	Remarks     Action
5.No. 4 1 2 3 4 5 6 7 8	<ul> <li>Month</li> <li>06-2018</li> </ul>	Batch Id     SC17409877836     SC17409877836     SC17409877836     SC17409877836     SC17409877836     SC17409877836     SC17409877836     SC17409877836     SC17409877836	Candidate Name      dfghjk dfgh     Aarti Kumari      Rahul KL     Aarti Kumari      Lata K      Vijey Murali      Sasti Roy      Pujara Chateshwar	Gender     male     female     female     female     female     female     male     male     male     male     male	Date of Birth           1983-12-28           2003-12-02           1989-03-15           2003-12-02           1990-02-07           1993-07-07           1983-12-15           1994-03-09	<ul> <li>Mobile No.</li> <li>9652129561</li> <li>8338000010</li> <li>9675432111</li> <li>7945452567</li> <li>9675432160</li> <li>9875432100</li> <li>9875432100</li> </ul>	Decision     Accepted     Accepted	Remarks     Action     Action     *
5.No. 4 1 2 3 4 5 6 7 8 9	<ul> <li>Month</li> <li>06-2018</li> </ul>	Batch Id     SC17409877836     SC17409877836	Candidate Name      dfgnjk dfgn      Aarti Kumari      Rahul KL      Aarti Kumari      Lata K      Vijay Murali      Sasti Roy      Pujara Chateshwar      Zeenat K	Gender     male     female     female     female     female     male     male     male     male     male     female	<ul> <li>Date of Birth</li> <li>1983-12-28</li> <li>2003-12-02</li> <li>1989-03-15</li> <li>2003-12-02</li> <li>1990-02-07</li> <li>1993-07-07</li> <li>1983-12-15</li> <li>1994-03-09</li> <li>2000-02-02</li> </ul>	Mobile No.     9652129561     833800010	Decision      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted      Accepted	Remarks     Action

# **Records of Placement Desk Salary Verification**

Figure- C3(Records of Placement Desk Salary Verification)

- 1. This screen allows the user to view the details of candidate wise records eligible for salary payment desk verification for the particular month
- 2. To conduct the verification of the candidate wise record, the user has to click + icon against the record

3. The user will be directed to the 'Desk Salary Verification' window, where the user has to conduct the verification of the bank statement / pass book with the pay slips for salary amount and update the status in the window

# Desk Salary Verification

andre and	•		स्वत्व भारत एक करम सन्वज्ञ को ओर		Desk Sala	ry Verification	•/			ZNIRDPRJ
*				Employer Name :	Cognizant	Batch Duration :	993	Â		srimfinance 🔳
				Net Salary from ERP :	5900	Month :	06-2018	- 15		
0				Document Type :	salaryslip	Document Name :	view	- 18		
•	State Name	e : KARNATAKA		Bank Statement :	view	offer letter/ Joinin letter :	g view	ED	O Sanction Order No. : MM/GLP 79/2018	C/STP/DDUGKY/11178-
	Sanction O	rder Date : 2018-12-	08	a) Salary credited into b / Passbook	ank account as reflected	d in Bank statement				
				b) Net Salary as per sala	ry Slip					
	Show 10	• entries		Is the Net Salary as per	Salary Slip is matching w	vith the amount	Select	•	Sean	cn:
	S.No.			transfered through ban	k payment			•		¢ Action ¢
	1	06-2018	5C174D9B7F836	Result of vernication of	salary Payment		Select decision	* _		+.
	2	06-2018	5C174D9B7F836						Accepted	۲
	3	06-2018	5C174D9B7F836					Close	Accepted	۲
	4	06-2018	5C176FA1299DE	Aarti Kumari	femal	le 2003-12-02	987543211		Accepted	۲
	5	06-2018	5C174D9B7F836	Lata K	femal	le 1990-02-07	784545256	57	Accepted	۲
	6	06-2018	5C174D9B7F836	Vijay Murali	male	1993-07-07	967543218	30	Accepted	۲
	7	06-2018	5C174D9B7F836	Sasti Roy	male	1983-12-15	987654568	37	Accepted	۲
	8	06-2018	5C174D9B7F836	Pujara Chateshwar	male	1994-03-09			Accepted	۲
	9	06-2018	5C174D9B7F836	Zeenat K	femal	le 2000-02-02	789987744	45	Accepted	۲
	10	06-2018	5C174D9B7F836	Gauri Lankesh	femal	le 2003-12-01	964222123	34	Accepted	۲

Figure- C4 (Desk Salary Verification)

- 1. This screen allows the user to conduct the placement desk salary verification
- The user has to enter the details of 'Salary credited into the Bank account of the Candidates by checking the Bank Statement / Passbook and the net salary as per the Salary slip
- 3. The user has to check whether the salary details in the Bank account and the salary slip are matching and select either 'Yes' or 'No' from dropdown accordingly
- 4. Based on the verification, the user can take the decision as either 'Accepted' or 'Rejected' for the particular record

# View Placement Desk Salary Verification

			स्वच्छ भारत एक करण नवदात की ओर	)	Desk Sal	ary Verification	•#	-•	ZIIIIII
*				Employer Name :	Cognizant	Batch Duration :	993	^	srimfinance 🚍
				Net Salary from ERP :	5790	Month :	06-2018		
0				Document Type :	salaryslip	Document Name :	view		
				Bank Statement :	view	offer letter/ Joining	view		
Ť	State Name :	KARNATAKA				letter :		ED Sanction Ord	er No. : MM/GLPC/STP/DDUGKY/11178-
	Sanction Ord	er Date : 2018-12	-08	a) Salary credited into b Passbook :	oank account as reflect	ed in Bank statement /	5790	79/2018	
				b) Net Salary as per sala	ary Slip:		5790		
	Show 10	▼ entries		ls the Net Salary as per through bank payment	Salary Slip is matching	with the amount transfered	yes		Search:
	S.No.			Result of verification of	Salary Payment:		accepted	Decision	Remarks 🔶 Action 🔶
	1	06-2018	5C174D9B7F836				_	_	+
	2	06-2018	5C174D9B7F836				Clo	Accepted	۲
	3	06-2018	5C174D9B7F836	Rahul KL	mai	e 1989-03-15		Accepted	۲
	4	06-2018	5C176FA1299DE	Aarti Kumari	fem	ale 2003-12-02	9875432111	Accepted	۲
	5	06-2018	5C174D9B7F836	Lata K	fem	ale 1990-02-07	7845452567	Accepted	۲
	6	06-2018	5C174D9B7F836	Vijay Murali	mai	e 1993-07-07	9675432180	Accepted	۲
	7	06-2018	5C174D9B7F836	Sasti Roy	mai	e 1983-12-15	9876545687	Accepted	۲
	8	06-2018	5C174D9B7F836	Pujara Chateshwar	mai	e 1994-03-09		Accepted	۲
	9	06-2018	5C174D9B7F836	Zeenat K	fem	ale 2000-02-02	7899877445	Accepted	•
	10	06-2018	5C174D9B7F836	Gauri Lankesh	fem	ale 2003+12+01	9642221234	Accepted	۲
					2019 © Designed an	d Developed by NIRDPR HYDERAF	BAD		

Figure- C5(View Placement Desk Salary Verification)

# **Description:**

1. This screen allows the user to view the salary payment verification details of a record in view only mode























# Module Access Control

Module wise details of Kaushal Bharat portal									
Module Name	Activity	Maker	Checker	Approver	Remarks				
Creation of PAC Agenda in (erp.ddugky.info)	Create PAC Agenda	SRLM	SRLM						
Creation of Admin logins in Kaushal Bharat	Creation of Admin Login to States ad PIAs	NIRDPR	NIRDPR		Basic Information fields to be given				
HR Profile Registration	HR Profile Registration								
OP Team creation	OPTeam	SRLM and PIA Admin							
Project initiation	Sanction Order	SRLM OPTeam	-	SRLM Admin					
Project initiation	PPWS	PIA Admin	SRLM OP Team	SRLM OP Team					
Project initiation	MoU	SRLM OP Team	-	-					
Project initiation	РСО	SRLM OP Team	-	-					
Project initiation	PER	PIA Admin	-	SRLM OP Team	Before PER HR Profiles need to be created as per PER Form				
Project initiation	Domain Curriculum	PIA OP Team	PIA Q Team	SRLM OP Team	PIA OP team can start working after MoU				
Project initiation	Non-Domain Curriculum	PIA OP Team	PIA Q Team	SRLM OP Team	PIA OP team can start working after MoU				
Project initiation	Activity cum Lesson Planner	PIA OP Team	PIA Q Team	SRLM OP Team	PIA OP team can start working after MoU				
Project initiation	Training Plan	System Generated	System Generated	System Generated	PIA OP team can start working after MoU				
Project Initiation	SRLM Mobilisation Plan	PIA OP Team		SRLM OP Team	PIA OP team can start working after MoU				
Centre Management	TC Due Diligence	PIA OP Team	PIA Q Team	SRLM OP Team	PIA Admin has to create Centre Incharge, Domain and Non-Domain Trainers for the trades				
Centre Management	RF Due Diligence	PIA OP Team	PIA Q Team	SRLM OP Team	PIA Admin has to create Warden				

Module wise details of Kaushal Bharat portal								
Module Name	Activity	Maker	Checker	Approver	Remarks			
Centre Management	TC Daily Failure	PIA OP Team (After Batch Creation)			After Initiation the Batch Centre Incharge has to update on Daily basis (on daily basis)			
Candidate Management	Candidate Registration	PIA OP Team			After approval of the TC by SRLM, PIA OP team can register the candidates			
Candidate Management	Open Candidates	Candidate			Candidates can directly register in to the ERP			
Candidate Management	Candidate Authorization	PIA OP Team			After registering a candidate, PIA OP Team has to Authorize			
Batch Management	Batch Creation	PIA OP Team						
Batch Management	Candidate Enrolment	PIA OP Team			After Authorizing the Candidate, PIA OPTeam can Enrol in to a batch			
Batch Management	Batch Completion	PIA OP Team			PIA OP Team has to Close the Class Room and OJT			
Batch Management	Batch Termination	PIA OP Team/ PIA Q Team/ SRLM OP Team		SRLM OP Team				
Batch Management	Batch Transfer	PIA OP Team/ PIA Q Team/ SRLM OP Team		SRLM OP Team				
OJT Management	OJT Plan	PIA OP Team						
OJT Management	OJT Confirmation	PIA OP Team						
OJT Management	OJT Completion	PIA OP Team						
Training Management	Candidate Attendance	PIA OP Team						
Training Management	Trainers Attendance	PIA OP Team						
Training Management	Manual Dropout	PIA OP Team						
Training Management	Welcome kit	PIA OP Team						
Training Management	Tablet Distribution	PIA OP Team						
Training Management	Training Progress	PIA OP Team						

	Module wise details of Kaushal Bharat portal								
Module Name	Activity	Maker	Checker	Approver	Remarks				
Training Management	Assessor Registration	PIA OP Team							
Training Management	Internal Assessment	PIA OP Team							
Training Management	External Assessment Result	PIA OP Team							
Training Management	Certificate Distribution	PIA OP Team							
Training Management	Candidate Feedback	PIA OP Team							
Training Management	Candidate Feedback Summary	PIA OP Team							
Inspection Management	Inspection Desk Verification	PIA Q Team/ SRLM OP Team							
Inspection Management	Onsite Inspection	PIA Q Team/ SRLM OP Team							
Inspection Management	Inspection Advisories	PIA OP Team							
Employer Management	Employer Registration	PIA OP Team							
Employer Management	Workplace Registration	PIA OP Team							
Placement Management	Appointment	PIA OP Team							
Placement Management	Placement Monthly continuity	PIA OP Team							
Placement Management	Placement Separation	PIA OP Team							
Placement Management	Change of Work Location	PIA OP Team							
Placement Management	Placement Candidate Tracking	PIA OP Team							
Placement Management	Desk Document Verification	PIA Q Team/ SRLM OP Team							

# **END of the Document**

Written by:

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