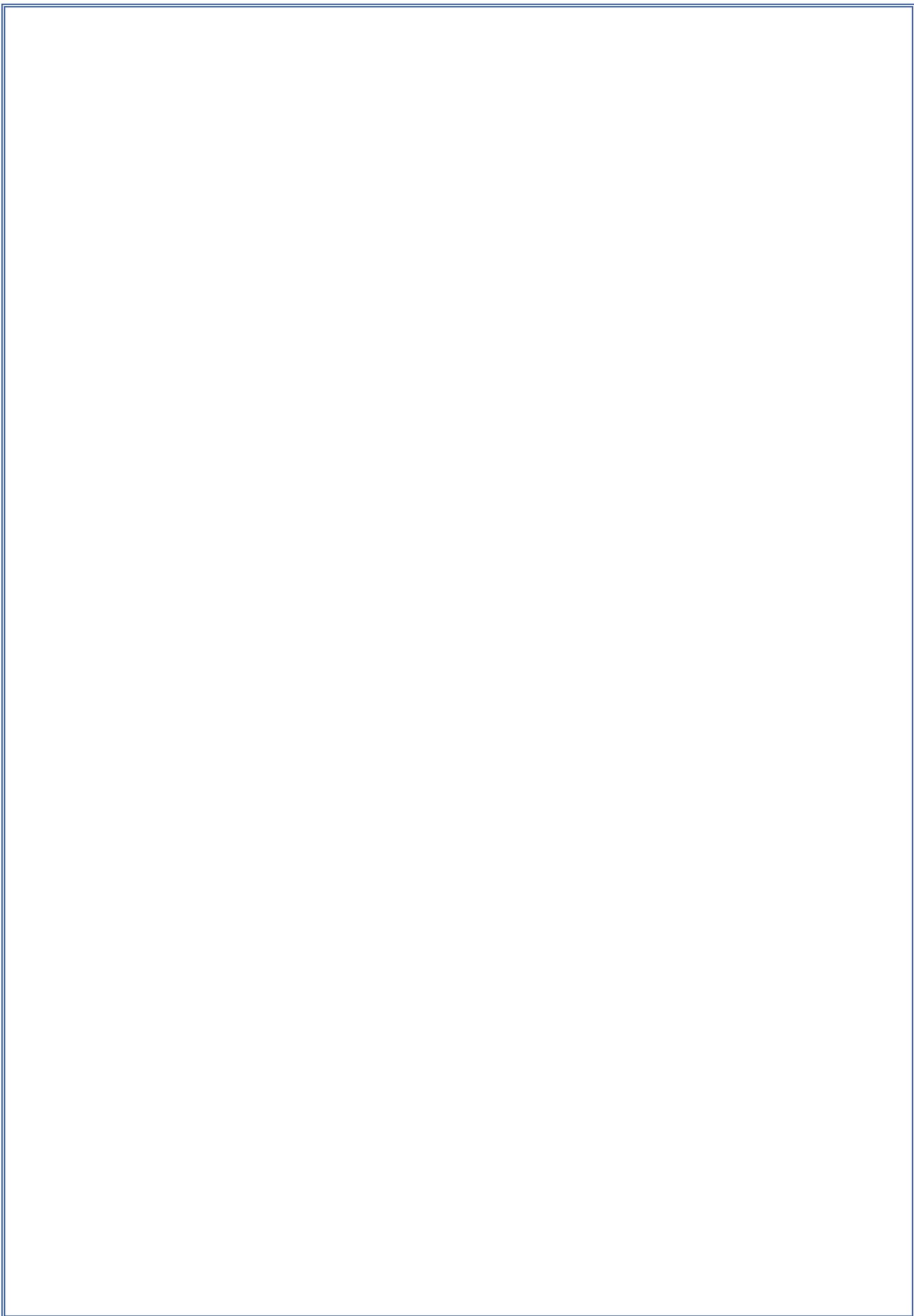


KAUSHAL BHARAT

ERP SYSTEM FOR
DDUGKY





National Institute of Rural Development & Panchayati Raj

Ministry of Rural Development, Govt. of India



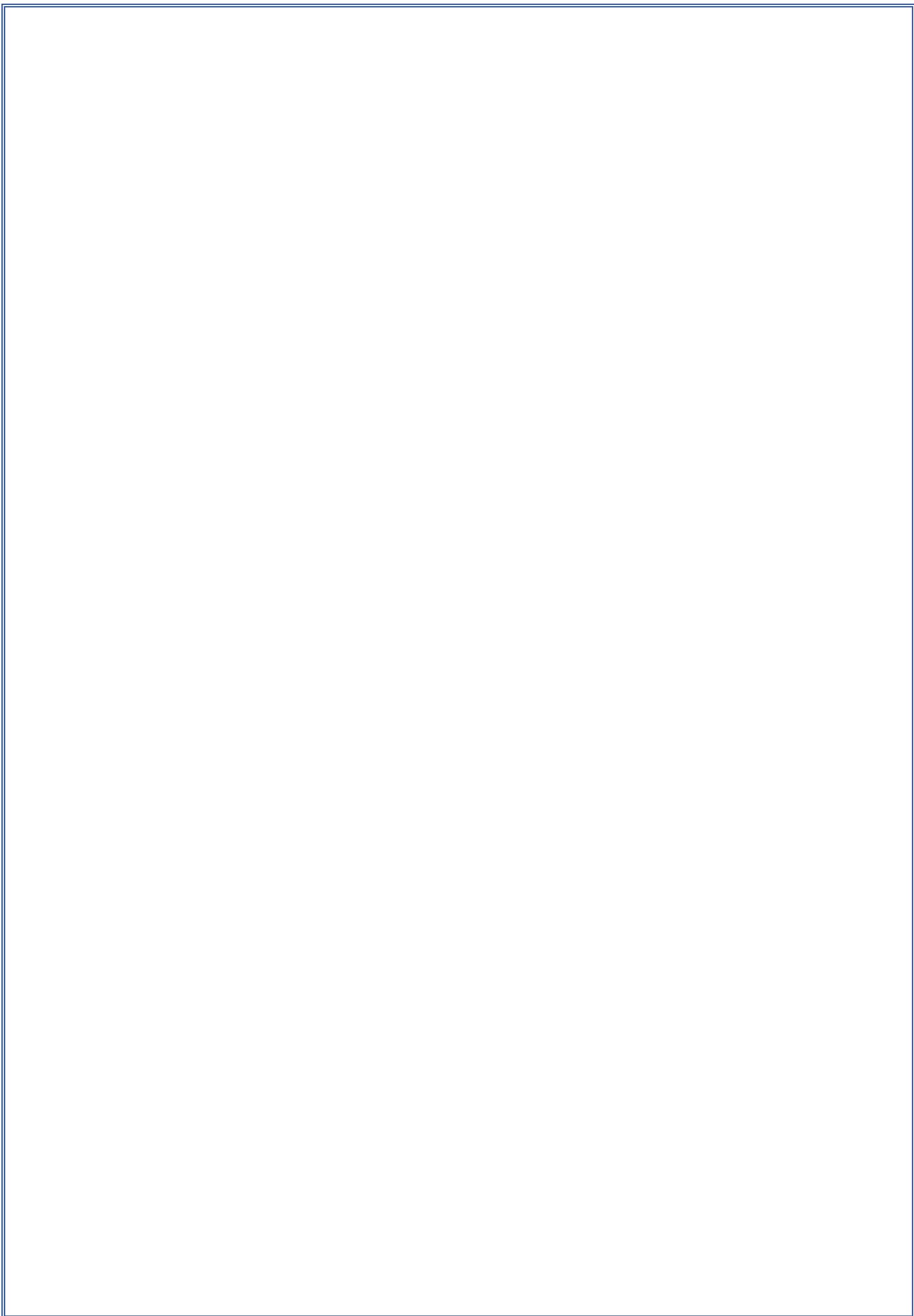
User Manual for

‘Kaushal Bharat’

ERP System for DDUGKY

(Project Implementation Agency Logins)

Version V1.3 Dated: 16th Mar,2020



Manual Amendment Log – Version History

Sl. No	Version No.	Date	Change Number	Brief Description
1	V1.0	22 nd Nov,2018		First Version
2	V1.1	20 th Aug,2019		UI Changes
3	V1.2	18 th Nov,2019		Inclusion of Flowcharts & Module access control
3	V1.3	16 th Mar, 2020		Modifications in Inspection Module and Revised Sanction Order

Written by:

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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 DDUGKY at Project Implementation Agency (PIA) level

1. PIA Admin
2. PIA Operations
3. PIA Q Team

1.3 Purpose of the Document

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

This document will guide the different project functionaries (PIA Admin, PIA Operations and PIA Q Team) of Project Implementation Agencies (PIAs) to understand the process flow in ERP System to carry out the day to day activities of DDUGKY process at different levels. This document will explain the step by step process of various activities to be performed by the PIA 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 DDUGKY are given below

1. **Design & Development** – Designed and Developed as per the DDUGKY SOP, Guidelines and Latest Notifications
2. **Common Platform** – It will serve as a common platform for all the Projects and Stake holders of DDUGKY
3. **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 DDUGKY
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 DDUGKY 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 DDUGKY 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 DDUGKY across the country

2. Central Technical Support Agencies (CTSAs)

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 Missions (SRLMs)

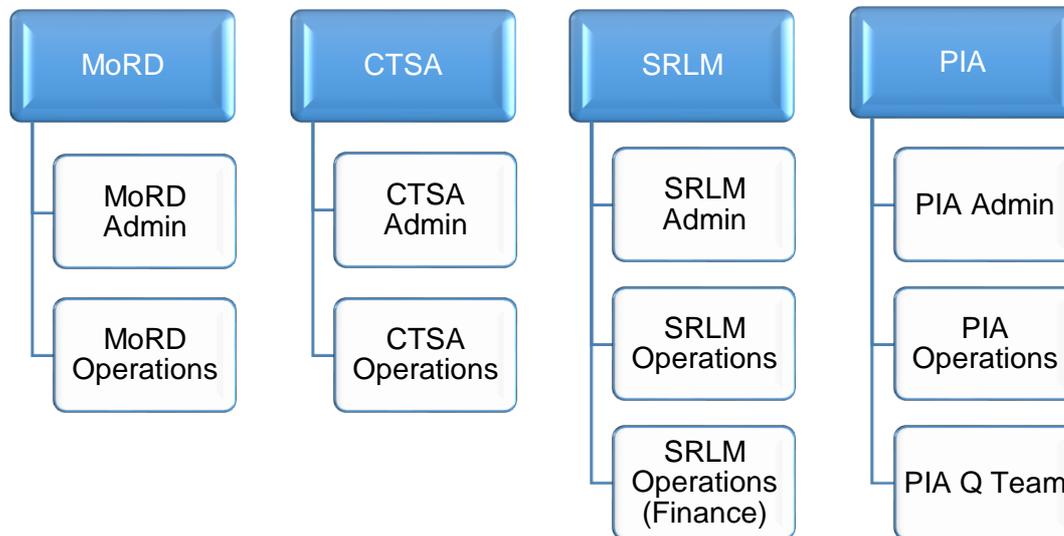
The authorities from SRLMs can use this platform to monitor the projects related to their State and perform the day to day activities of DDU-GKY ecosystem which include Monitoring and Approvals for various activities implemented by their respective State PIAs

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 DDUGKY 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 DDUGKY

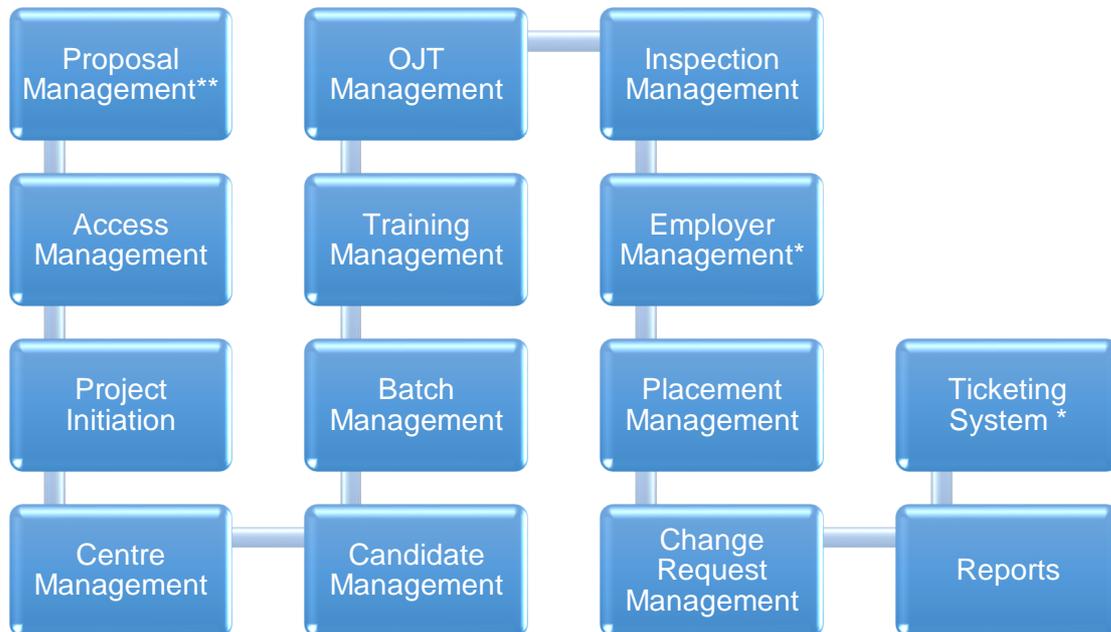


1.4.4 List of modules



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 DDUGKY 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 DDUGKY 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

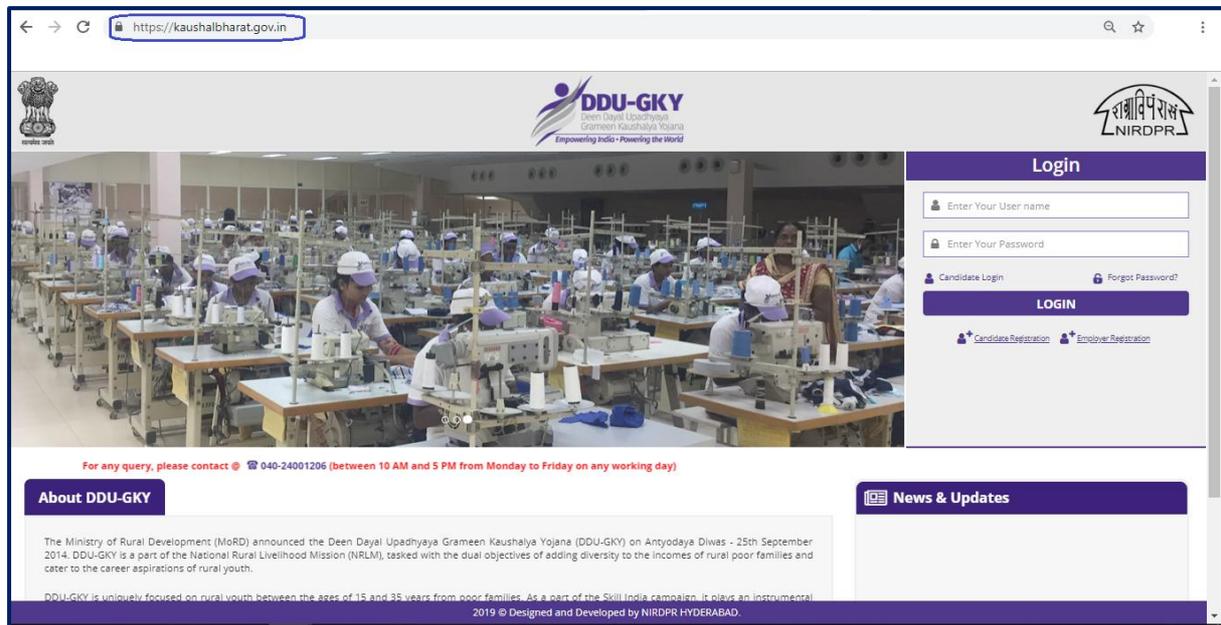


Figure – 1 (Home Page)

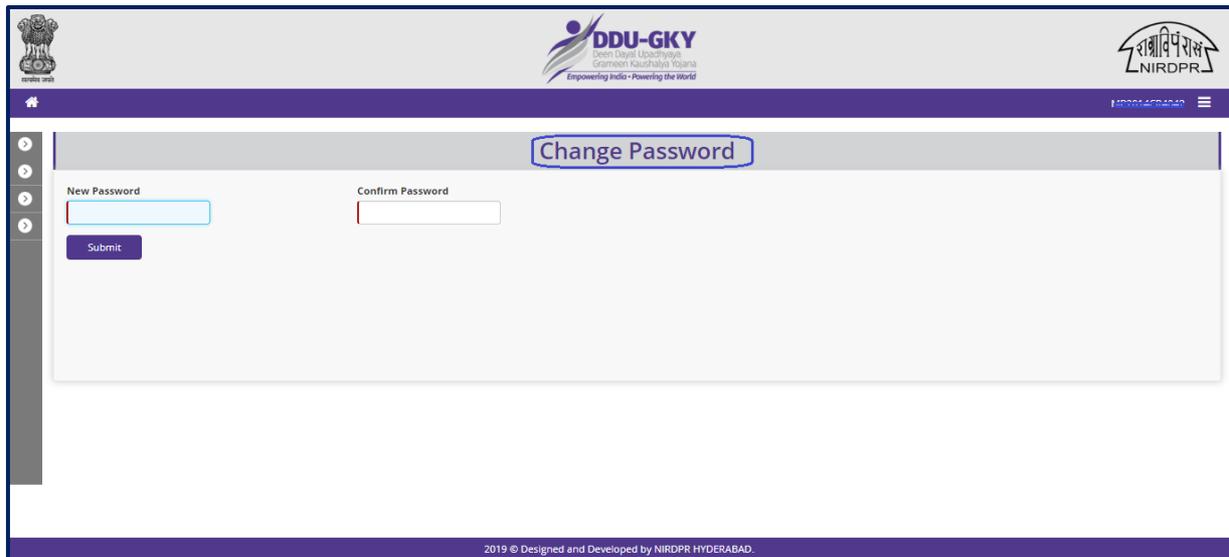
Description:

1. User has to enter the URL: <https://kaushalbharat.gov.in/> in the web browser to access the 'Kaushal Bharat' – ERP System for DDUGKY.
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 PIA Admin user: User ID created by the Super admin of the portal (NIRDPR)
 - II. Login ID for PIA Operations: User ID created by the PIA Admin
 - III. Login ID for PIA Q Team : User ID Created by the PIA 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
2. After filling all the user ID and Password, the user has to click the 'Login' button for accessing the 'Kaushal Bharat' – ERP System for DDUGKY

2.3 Change Password



The screenshot displays the 'Change Password' interface. At the top, there is a header with the Government of India emblem on the left, the DDU-GKY logo in the center, and the NIRDPR logo on the right. Below the header, the page title 'Change Password' is centered. The main form area contains two input fields: 'New Password' and 'Confirm Password'. A 'Submit' button is positioned below the 'New Password' field. The footer of the page reads '2019 © Designed and Developed by NIRDPR, HYDERABAD.'

Figure – 2 (Change Password)

Description:

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 DDUGKY

PIA - Admin Login

**‘Kaushal Bharat’
ERP System for DDUGKY**

A - Home Page

PIA Admin Home Page

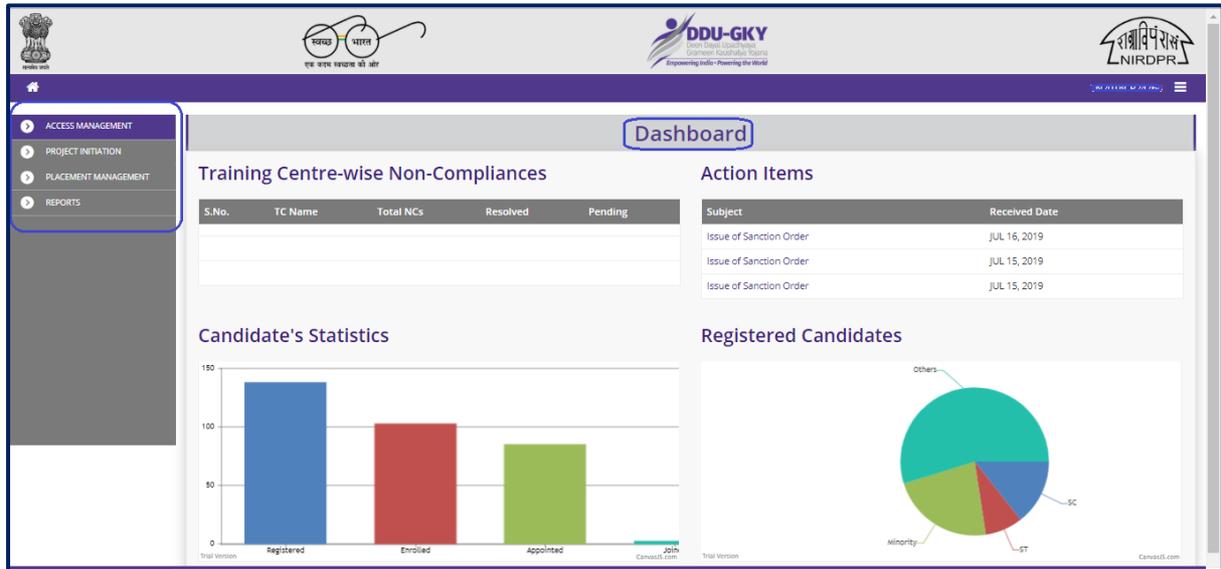


Figure – A1 (PIA Admin Home Page)

Description:

1. This screen allows the user to view the dashboard and the list of the available modules & sub modules in PIA Admin Login

Module A1 - Access Management

Sub module A1.1 – HR Profile Registration

HR Profile Registration Dashboard

The screenshot displays the 'Registered HR Profiles' dashboard. The left sidebar shows the navigation menu with 'ACCESS MANAGEMENT' selected, and 'HR Profile Registration' highlighted. Below this, there are two tabs: 'Create HR Profiles' and 'User Designation Update'. The main content area shows a table of 10 registered HR profiles. The table has the following columns: S.No., Name, Profile Type, Designation, Email Id, Mobile No., Status, and Action. The 'Action' column contains three icons: a magnifying glass (search), a trash can (delete), and a power button (activate/deactivate). The table shows 10 entries, with the first entry being Jeevan, Operations, Center Incharge, saran.saladi1212@gmail.com, 9652129561, Submitted. The bottom of the table shows 'Showing 1 to 10 of 44 entries' and a pagination control with 'Previous', '1', '2', '3', '4', '5', and 'Next' buttons.

S.No.	Name	Profile Type	Designation	Email Id	Mobile No.	Status	Action
1	Jeevan	Operations	Center Incharge	saran.saladi1212@gmail.com	9652129561	Submitted	
2	Aravind	Operations	MIS Head	aravind@mailinator.com	7413652145	Submitted	
3	B	Operations	Center Incharge	b.reddy@mailinator.com	9835198351	Submitted	
4	Bujangareddy	Operations	Warden/Caretaker	plyush@mailinator.com	8765432127	Submitted	
5	Rishi	Operations	Q-Team Head	rishi@mailinator.com	9878657867	Submitted	
6	Vivek	Finance	Finance Head	vivek@mailinator.com	7539518524	Submitted	
7	Sachin	Operations	Project Head	sachin@mailinator.com	9875123547	Submitted	
8	dadani	Operations	Warden/Caretaker	dadani@mailinator.com	9900000000	Submitted	
9	Plyush	Operations	MIS Head	plyush@mailinator.com	7836637777	Submitted	
10	Narendra	Operations	Center Incharge	narendra@mailinator.com	9877564590	Submitted	

Figure – A2 (HR Profile Registration Dashboard)

Description:

1. This screen allows the Admin user to view the HR Registration dashboard where he/she can register and manage the user profiles under 'Access Management' Module.
2. To register a user profile, the admin user has to click the 'Profile Registration' sub module under 'Access Management' Module. He/she will be directed to the 'HR Profile Dashboard' page.
3. The admin user has to click the 'Create HR Profile' tab to create a new HR profile of a user.
4. To update the designation of the user, the admin user has to click 'User Designation Update' option.
5. The admin user can manage (Edit / Delete / Activate-Deactivate) the HR profile of the user by clicking the respective icon against the user.

Create HR Profile

Figure – A3 (Create HR Profile)

Description:

1. This screen allows the admin user to create the new HR profile of a user
2. The admin user has to enter the details related the user in the HR profile registration form
3. The admin user has to enter the basic details of the user like Address, Language Proficiency, Education, Experience, Bank account in the respective registration tab and click 'Submit' option at the end of each tab
4. After entering required details in all the tabs, the admin user has to upload the required and related documents
5. Each screen has three options at the bottom of the screen, 1. Back to Dashboard, 2. Previous, 3. Save and continue
6. If the admin user clicks 'Back to Dashboard' option, he/she will be directed to the HR Profile registration dashboard. The information updated (if any) on the screen will not be saved
7. If the admin user clicks 'Previous' option, he/she will be directed to the previous screen(tab) of HR Profile registration
8. If the admin user clicks 'Save and Continue', the information updated on the screen will be saved, and he/she will be directed to the next screen(tab) of the HR Profile registration

HR Profile Address

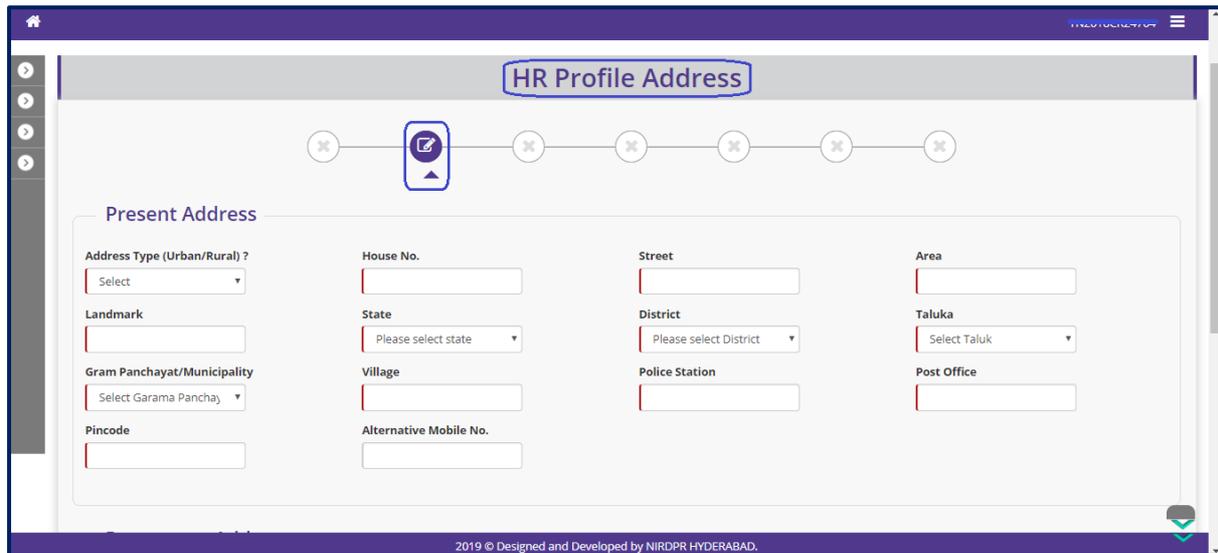


Figure – A4 (HR Profile Address)

HR Profile Languages

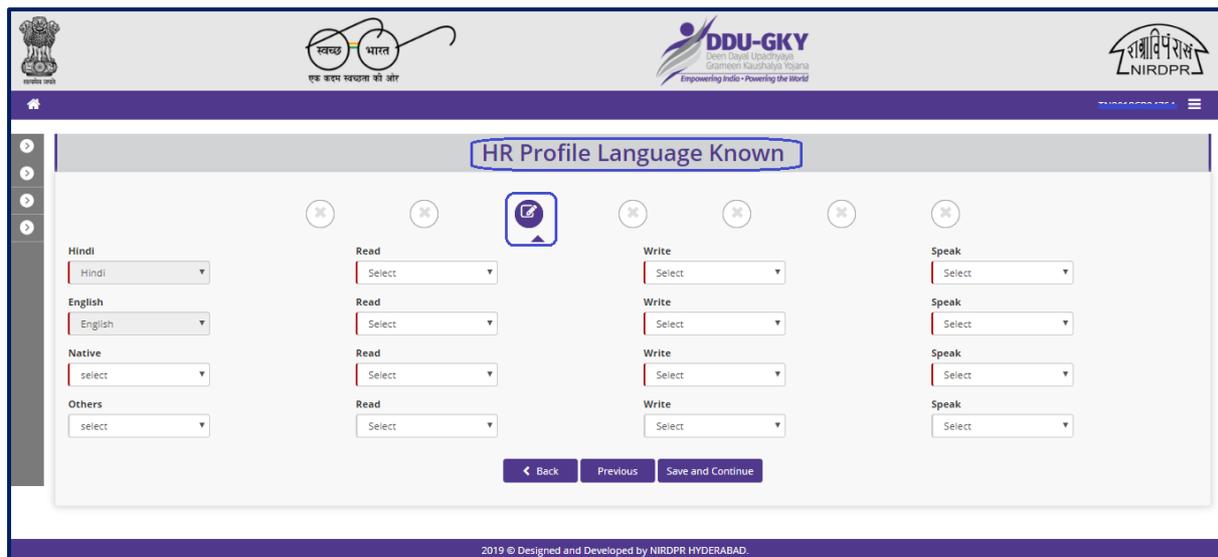


Figure – A5 (HR Profile Address)

HR Profile Education

Figure – A6 (HR Profile Education)

Description:

1. This screen allows the admin user to enter the educational details of the user.
2. All the educational details should be entered in descending order (Highest to lowest)
3. After entering the details, the admin user has to click 'Add Education' option to save the details and to add another education details (if any)
4. The admin user can view/delete the details of the education
5. Relevant document related to the education has to be uploaded under 'Upload Document' tab

HR Profile Experiences

Figure – A7 (HR Profile Experience)

Description:

1. This screen allows the admin user to enter the work experience details of the user.
2. After entering the details, the admin user has to click 'Add Experience' option to save the details and to add another experience details (if any)
3. The admin user can view/delete the details of the experience
4. Relevant document related to the work experience has to be uploaded under 'Upload Document' tab

HR Profile Bank Account

The screenshot shows the 'Bank Details' form with the following fields:

- Account No.
- Name as per Account
- IFSC Code
- Bank Name
- Branch Name
- Location
- District
- State

Buttons: Back, Previous, Save and Continue

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Figure – A8 (HR Profile Bank Account)

Description:

1. This screen allows the admin user to enter the Bank account details of the user
2. The admin user has to enter the account number, name as per the account number and the IFSC code of the bank.
3. Based on the IFSC code entered, the details of the Bank will be auto populated by the system.

HR Profile Document

The screenshot shows a web interface for uploading documents. The header is 'Documents Submitted'. On the left, there's a 'Photo' section with a 'Choose File' button. The main area contains four document upload forms, each with a 'Document Name' dropdown menu and a 'File' upload button. At the bottom, there are three buttons: 'Back', 'Previous', and 'Submit'. The footer text reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – A8(a) (HR Profile Document)

Description:

1. This screen allows the admin user to upload the documents like 'ID proof, Residence proof, Category proof and Bank account proof' of the user
2. After uploading the documents, the user has to click 'Save and Continue' option to complete the process of HR Profile registration of the user
3. The details of the created HR profile will be visible in the 'HR Profile Registration Dashboard' of the admin user

User Designation Update

The screenshot shows a web interface for updating user designation. The header is 'User Designation Update'. On the left, there's a 'Profile Type' dropdown menu. The main area contains a 'Name' dropdown menu and a 'New Designation' dropdown menu. At the bottom, there are two buttons: 'Submit' and 'Back'. The footer text reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – A9 (User Designation Update)

Description:

1. This screen allows the admin user to update the designation of the user.

Sub module A1.2 – Create User

User Registration Dashboard

The screenshot displays the 'Registered Users' dashboard. On the left, a navigation menu includes 'ACCESS MANAGEMENT', 'HR Profile Registration', 'Create User', 'User Location Access', 'PROJECT INITIATION', 'PLACEMENT MANAGEMENT', and 'REPORTS'. The 'Create User' option is highlighted. The main area shows a table of registered users with columns for S.No., User Id, Name, Role, Email Id, Mobile No., Present Status (Active/Inactive), and Action. The 'Action' column contains icons for view, edit, activate/deactivate, reset password, and lock. A 'Create User' button is also visible in the top left of the main area.

S.No.	User Id	Name	Role	Email Id	Mobile No.	Present Status (Active/Inactive)	Action
1	Aravind	Aravind	PIA-Operations	aravind@mailinator.com	7413652145	Active	
2	ARPAN	ARPAN	PIA-Operations	arpan@mailinator.com	809698000	Active	
3	Athul	Athul	PIA-QTeam	athul@mailinator.com	8141464823	Active	
4	BREDDYOP	BREDDYOP	PIA-Operations	b.reddy@mailinator.com	9835198351	Active	
5	BUJANGA	BUJANGA	PIA-Operations	bujanga@mailinator.com	9876567876	Active	
6	jagan18	jagan18	PIA-QTeam	jagan18@mailinator.com	4546712582	Active	
7	piaoperationsrr	piaoperationsrr	PIA-Operations	rishi@mailinator.com	9878657867	Active	
8	piaopteam	piaopteam	PIA-Operations	bjr409@gmail.com	9652129561	Active	
9	piatestoperationsdad	dadansingh	PIA-Operations	dadansingh@mailinator.com	9900000000	Active	
10	rakeshxyz	rakeshxyz	PIA-Operations	rishi.lotus.ind@gmail.com	9505279101	Active	

Figure – A10 (User Registration Dashboard)

Description:

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.
3. Once the admin user clicks 'Create New User', he/she will be directed to User registration page
4. After registering the users, the details of the registered users will be displayed in the 'User Registration Dashboard'.
5. This screen also allows the admin user to view, edit, activate/deactivate, reset password and lock the already registered users by using the icons against each user

User Registration Form

The screenshot shows the 'Create New User' form with the following fields:

- Profile Type: Select Profile Type
- Name: Select Name
- User Id: [Text Input]
- Department: [Text Input]
- Designation: [Text Input]
- Mobile No.: +91 [Text Input]
- Email Id: [Text Input]
- Date of Birth: [Text Input]
- Date of Joining: [Text Input]
- Aadhaar No.: [Text Input]
- Work Phone No.: [Text Input]
- Role: Select Role

Buttons: Back, Submit

Figure – A11 (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:

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

Sub module A1.3 – User Location Access

User Location Access Dashboard

The screenshot shows the 'Assign User Location' dashboard. The left sidebar contains a navigation menu with the following items: ACCESS MANAGEMENT (with sub-items: HR Profile Registration, Create User, User Location Access), PROJECT INITIATION, PLACEMENT MANAGEMENT, and REPORTS. The main content area has a title 'Assign User Location' and a search bar. Below the search bar is a table with 7 entries. The table columns are S.No., Name, Role, Mobile No., Email Id, and Action. The 'Action' column contains icons for edit, view, and delete. The table shows the following data:

S.No.	Name	Role	Mobile No.	Email Id	Action
1	Sachin	PIA-Operations	9875123547	sachin@mallinator.com	[Edit] [View] [Delete]
2	piaopteam	PIA-Operations	9652129561	bjr409@gmail.com	[Edit] [View] [Delete]
3	ARPAN	PIA-Operations	8096968000	arpan@mallinator.com	[Edit] [View] [Delete]
4	BUJANGA	PIA-Operations	9876567876	bujanga@mallinator.com	[Edit] [View] [Delete]
5	Athul	PIA-QTeam	8141464823	athul@mallinator.com	[Edit] [View] [Delete]
6	Jagan18	PIA-QTeam	4546712582	jagan18@mallinator.com	[Edit] [View] [Delete]
7	rakeshxyz	PIA-Operations	9505279101	rishi.lotus.ind@gmail.com	[Edit] [View] [Delete]

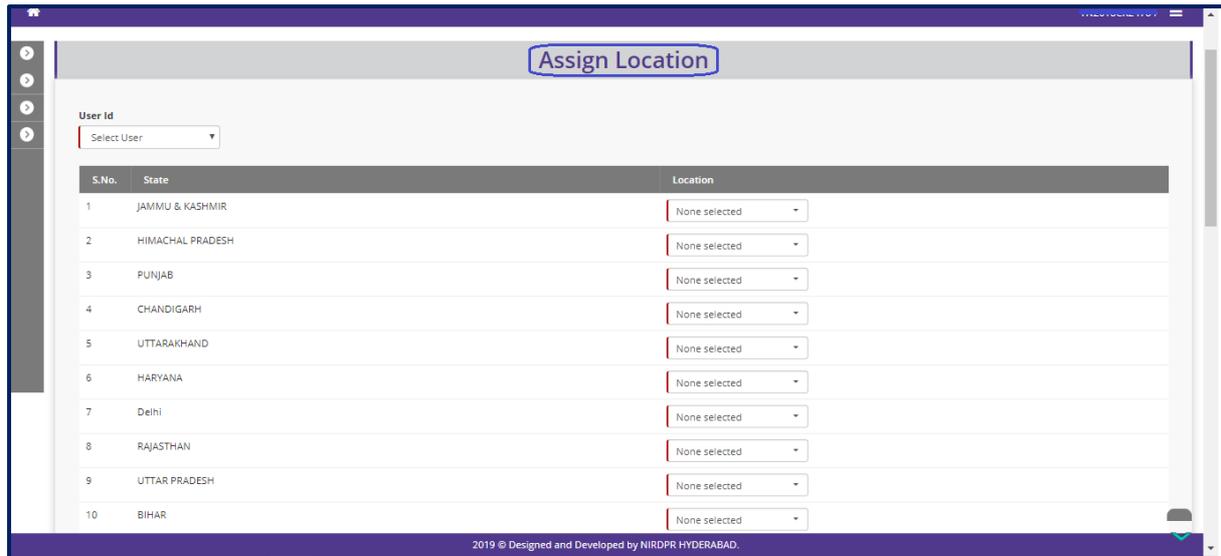
Showing 1 to 7 of 7 entries. Previous 1 Next

Figure – A12 (User Location restriction Dashboard)

Description:

1. This screen allows the admin user to give access / restrict the users based on the geographical location (State wise and 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 icons  against each user

Create User location



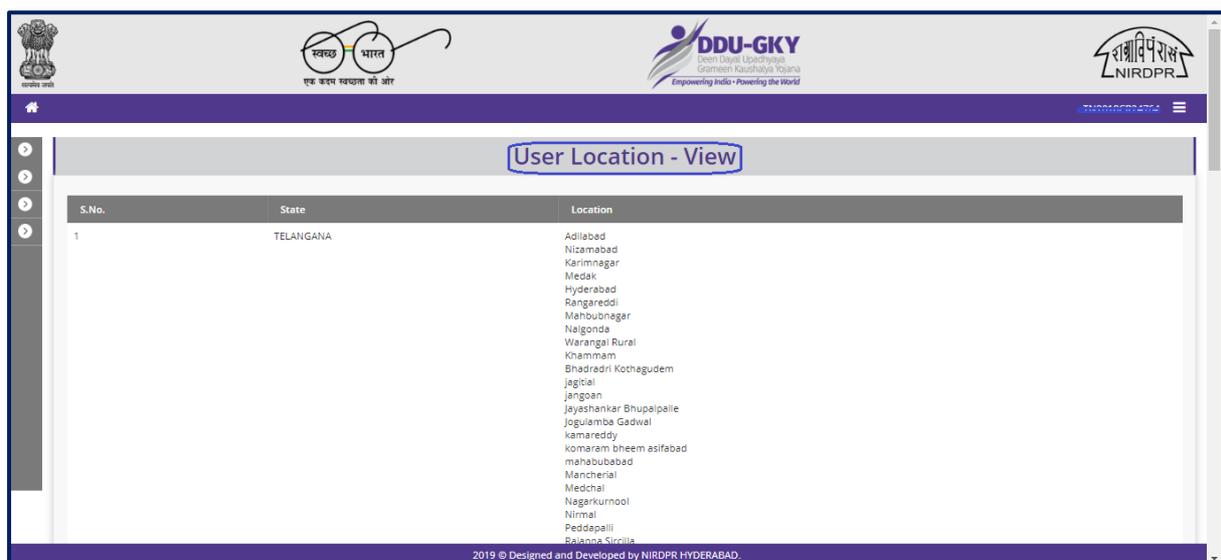
S.No.	State	Location
1	JAMMU & KASHMIR	None selected
2	HIMACHAL PRADESH	None selected
3	PUNJAB	None selected
4	CHANDIGARH	None selected
5	UTTARAKHAND	None selected
6	HARYANA	None selected
7	Delhi	None selected
8	RAJASTHAN	None selected
9	UTTAR PRADESH	None selected
10	BIHAR	None selected

Figure – A13 (Create User Location)

Description:

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

View User location



S.No.	State	Location
1	TELANGANA	Adilabad Nizamabad Karimnagar Medak Hyderabad Rangareddi Mahbubnagar Nalgonda Warangal Rural Khammam Bhadrachari Kotnagudem Jagtial Jangoan Jayashankar Bhupalpalle Joglemba Gadwal Kamareddy Komaram Bheem asifabad Mahabubabad Mancheril Medchal Nagarkurnool Nirmal Peddapalli Rajanna Sircilla

Figure – A13-1 (View User Location)

Module A2 – Project Initiation

Sub Module A2.1 – View 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. PIA can view the details of issued Sanction order once approved and uploaded by SRLM

Sanction Order Dashboard

S.No.	Scheme	PIA Name	PRN	State	Total Target	Sanction Order No.	Status	Action
1	DDU-GKY	LIMITED			1000		SRLM ADMIN - Approved	

Figure – A14 (Sanction Order Dashboard)

Description:

1. This screen allows the user to view the Sanction Order details of the Project Issued by the SRLM
2. PIA with multiple projects can view the details of all the Sanction Order related to their projects issued by the respective SRLMs

Sub Module A2.2 – Create 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 has to either Approve or Send for modification
 - 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

Prospective Project Work Schedule Dashboard

S.No.	Scheme	PIA Name	Sanction Order No.	Date	Status	Action
1	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	2018-12-10	Approved	👁️
2	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	gFuKdgjoryqjjeio	2019-05-29	Approved	👁️
3	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	sanction_order_123	2019-06-18	Approved	👁️

Figure – A16 (PPWS Dashboard)

Description:

1. This screen allows the admin user to add, submit and view the Prospective Project Work Schedule of the Project
2. PIA’s with multi State projects can view the status of PPWS submitted for other States
3. To add the PPWS, the admin user has to click the ‘Add Prospective Project Work Schedule’ option at the top left of the screen

- The user will be directed to Prospective Project Work Schedule page, where he/she can add the PPWS details following the SOP and Guidelines of DDUGKY

Add Prospective Project Work Schedule

Prospective Project Work Schedule

Note: Please check the User Manual before filling the PPWS form.

Scheme: DDU-GKY | State: | Sanction Order No.: | Sanction Order Date: 2019-02-26 | Total Target: 140 | Total Duration (In Months): 3 years

S.No	Trade Name	Trade Code	Certified Agency	Domain Hours	Non Domain Hours	Total Hours	Months	Trade Target
1	BPO- Non Voice	ICT705	NCVT	500	194	694	4	105
2	Retail Sales Associate	RAS/Q0104	SSC	560	216	776	5	35

Month No.: | Course Duration (In Months): Select months | No. of candidates with which Training will Commence: | SC: |

ST: | Others: | Minority: | Women: |

Placement Target (Completed 3 Months): |

Target	Category-wise Target						Placement
	SC	ST	Others	Minority	Women		
Sanctioned	43	35	62	28	46	105	
Proposed	40	40	20	5	2	0	

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Figure – A17 (Add PPWS)

Description:

- This screen allows the admin user to add the month wise projection of Training commencement as per the planned PPWS
- The admin user has to select the Month number, Month name, Course duration, No. of candidates for Training commencement, and bifurcation of commencement numbers category wise for each duration of the program. If the PIA is not planning then they need to select the duration and enter '0'
- After entering all the details, the admin user has to click 'Save' option. All the details for the particular entry will be saved
- To add another month detail, the admin user has to click 'Add Project Schedule' option.
- Expected training completion number should match with the total target of the Project
- After entering the month wise project details, the admin user has to click the 'Submit' option to submit the PPWS to SRLM for approval
- After submission, the PPWS form will be in view only mode.
- If the SRLM sends back the PPWS for modification, then the PPWS page will be made in edit mode to PIA admin for modifications.
- After the requisite modifications are done, the PIA admin user has to submit the PPWS to SRLM for approval

Sub Module A2.3 – View 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. Approval of Sanction Order & PPWS in the ERP System

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

The screenshot displays the MoU Dashboard interface. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area shows a table with the following data:

S.No.	Scheme	PIA Name	Sanction Order No.	Sanction Order Date	MoU Signing Date	Action
1	DDU-GKY			2018-12-08	2019-01-05	

Below the table, it indicates 'Showing 1 to 1 of 1 entries' and provides navigation buttons for 'Previous', '1', and 'Next'. The left sidebar contains a menu with options such as 'View MoU', 'View Project Commencement Order (PCO)', and 'Create Project Execution Readiness at Project HQs'.

Figure – A19 (MoU Dash board)

Description:

1. This screen allows the user to view the MoU details of the Project Issued by the SRLM
2. PIA with multiple projects can view the details of all the MoUs related to their projects issued by the respective SRLMs

MoU View

The screenshot shows the 'MoU - View' page. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The page title is 'MoU - View'. Below the title, there are fields for State, Scheme (DDU-GKY), PRN, and PIA Name. The main content area is titled 'Sanction Order Details' and contains the following information:

PAC/EC Minutes Date :	2018-12-01	Sanction Order No. :	
Sanction Order Date :	2018-12-08	Target :	1000
Total Duration of the Project (In Months) :	36	Total Project Cost (In Rs.) :	98376800
Central Share (In Rs.) :	59026100	State Share (In Rs.) :	39350700

Below this is a 'Category-wise Target' table:

SC	ST	Others	Total (SC+ST+Others)	Minority	Women	Transgender	PwD	Special Group
430	180	390	1000	160	330	0	0	0

At the bottom, there is a section for 'MoU Between' and a footer that reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – A20 (MoU View)

Description:

1. If the user clicks the 'View' option against the Sanction Order No., he/she will be directed to the 'MoU View' page
2. This screen allows the user to view the MoU details
3. The basic details of the PIA, MoU agreement between PIA and SRLM, and the related documents will be displayed
4. The user has to click 'Understanding Document', 'Special terms and Condition Document', 'Performance Guarantee Document', 'Rental /Lease/Ownership Deed of building identified for training centre Document' options to view the respective document copy uploaded by SRLM
5. All the details will be in view only mode to PIA user

Sub Module A2.4 – View Project Commencement Order (PCO)

Definition: Project Commencement Order describes the details of the important dates related to the Project commencement and expected end dates

Prerequisite/s:

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

Process:

1. SRLM 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

The screenshot displays the 'Project Commencement Order' dashboard. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area features a table with the following data:

S.No.	Scheme	PIA Name	Sanction Order No.	PCO No.	PCO Date	Action
1	DDU-GKY			KA/123456	2018-12-29	

Below the table, it indicates 'Showing 1 to 1 of 1 entries'. Navigation buttons for 'Previous', '1', and 'Next' are visible. The left sidebar menu includes options like 'View Sanction Order', 'View MoU', and 'View Project Commencement Order (PCO)', with the latter being the active selection.

Figure – A21 (PCO Dashboard)

Description:

1. This screen allows the user to view the PCO details of the Project Issued by the SRLM
2. PIA with multiple projects can view the details of all the PCOs related to their projects issued by the respective SRLMs

Project Commencement Order View

The screenshot shows the 'Project Commencement Order - View' page. The page header includes the Government of India logo, the Kaushal Bharat logo, the DDU-GKY logo, and the NIRDPR logo. The page title is 'Project Commencement Order - View'. The main content area displays the following details:

State :	KA	Scheme Name :	DDU-GKY
PIA Name :	KA/123456789	Sanction Order No. :	KA/123456789
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.) :	1100
State Share (In Rs.) :	1000	Central Share (In Rs.) :	100
Copy of the PCO :	VIEW		

At the bottom of the details section, there is a 'Back' button.

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Figure – A22 (PCO View)

Description:

1. If the user clicks the 'View' option against the Sanction Order No., he/she will be directed to the 'PCO View' page
2. This screen allows the user to view the PCO details
3. The basic details of the PIA, PCO details and PCO document will be displayed
4. The user has to click 'PCO File' to view respective PCO document copy uploaded by SRLM
5. All the details will be in view only mode to PIA user

Sub Module A2.5 – Create 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. Approval of Sanction Order, MoU and PCO documents in the ERP System

Process:

1. 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. State SRLM has to take decision on the PER submitted by the PIA. The SRLM may 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 Execution Readiness at Project Head Quarters Dash board

The screenshot displays the 'Project Execution Readiness Assessment at Project Head Quarters' dashboard. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main heading is 'Project Execution Readiness Assessment at Project Head Quarters'. Below this, there is a 'Create Project Execution Readiness' button. The dashboard is divided into two sections: 'Pending for Action' and 'Approved or Rejected'.

Pending for Action: This section shows a table with one entry. The table has columns for S.No., Scheme, PIA Name, Sanction Order No., Status, and Action. The entry has S.No. 1, Scheme DDU-GKY, PIA Name, Sanction Order No. MM/GLPC/STP/DDUGKY/11178-79/2018, and Status SRLM Operations - Modification. There is a checkmark icon in the Action column.

S.No.	Scheme	PIA Name	Sanction Order No.	Status	Action
1	DDU-GKY		MM/GLPC/STP/DDUGKY/11178-79/2018	SRLM Operations - Modification	<input checked="" type="checkbox"/>

Approved or Rejected: This section shows a table with no entries. The table has columns for S.No., Scheme, PIA Name, Sanction Order No., Status, and Action. The message 'No data available in table' is displayed.

S.No.	Scheme	PIA Name	Sanction Order No.	Status	Action
No data available in table					

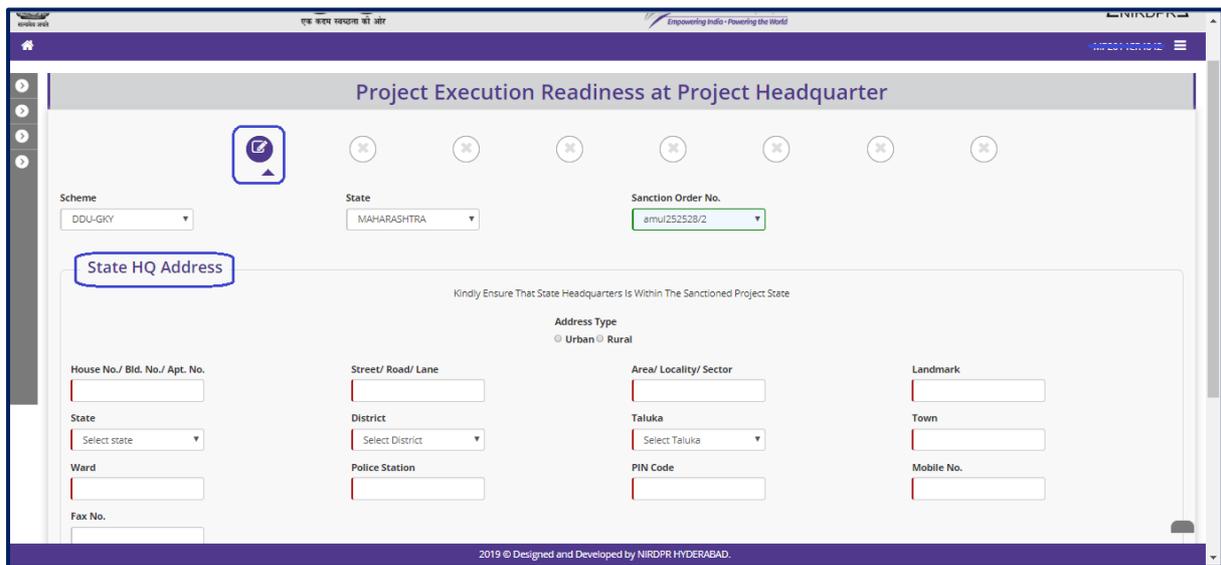
At the bottom of the dashboard, there is a footer: '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – A23 (PER at Project HQ)

Description:

1. This screen allows the admin user to add and view the Project Execution Readiness at Project Headquarter level
2. PIA's with multi State projects can view the status of PER submitted for other States
3. To Create the PER, the admin user has to click the 'Create Project Execution Readiness' tab at the top left of the screen
4. After clicking, the user will be directed to Project Execution Readiness, where he/she can create the PER
5. If the user clicks  icon against the already submitted PER details, he/she will be directed to the 'Project Execution Readiness at Project HQ' view page. All the information will be in view only mode
6. If the admin user clicks 'Save and Continue' option at the end of each screen, the information updated will be saved and the user will be directed to the next screen
7. If the admin user clicks 'Back' option at the end of each screen, the user will be directed to the previous page, and the information entered will not be saved

State HQ Address



Project Execution Readiness at Project Headquarter

Scheme: DDU-GKY | State: MAHARASHTRA | Sanction Order No.: amu/252528/2

State HQ Address

Kindly Ensure That State Headquarters Is Within The Sanctioned Project State

Address Type: Urban Rural

House No./ Bld. No./ Apt. No.:

Street/ Road/ Lane:

Area/ Locality/ Sector:

Landmark:

State:

District:

Taluka:

Town:

Ward:

Police Station:

PIN Code:

Mobile No.:

Fax No.:

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Figure – A24 (State HQ Address)

Management Team

S.No.	Designation	Name	Email Id	Mobile No.
1	Project Head (Organization Level)	Jeevan Reddy	bjr409@gmail.com	9652129561
2	Finance Head (Organization Level)	S S Raju	sudhir.nird@gmail.com	8790008401
3	Authorized Signatory	Piyush Kumar	piyush@mailinator.com	7836637777
4	Chief Executive Officer (CEO)	B Reddy	b.reddy@mailinator.com	9835198351

Navigation buttons: < Back, < Previous, Save and Continue

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Figure – A25 (Management Team)

Heads of Core Project Function

S.No.	Functionary	Name	Employee Id	Date of Joining	DDU-GKY Training Id	Date of Training	Certificate detail
1	Project Head	Rakesh K	3063	2010-02-04	123	2018-10-09	ASDF
2	Q-Team Head	Athul Nath	no number	2016-01-06	234	2018-11-06	QWESR
3	Finance Head	Vivek K	3021	2001-07-11	345	2018-11-14	ZXCV
4	MIS Head	Aravind K	3027	2010-02-02	456	2018-12-03	POIU

Navigation buttons: < Back, < Previous, Save and Continue

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Figure – A26 (Heads of Core Project Function)

Q Team Details

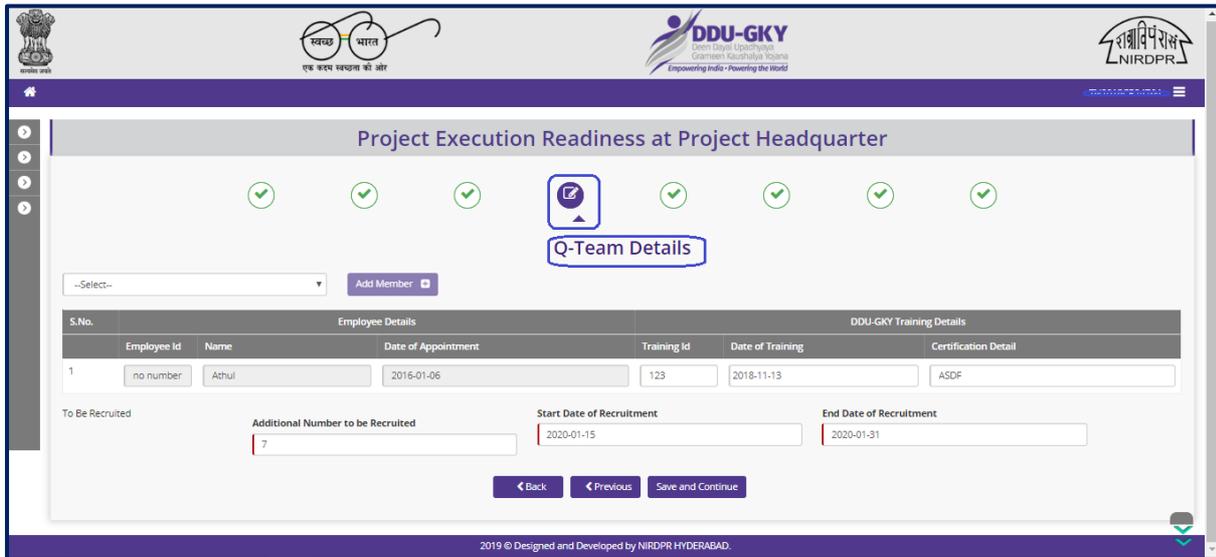


Figure – A27 (Q Team details)

Man power

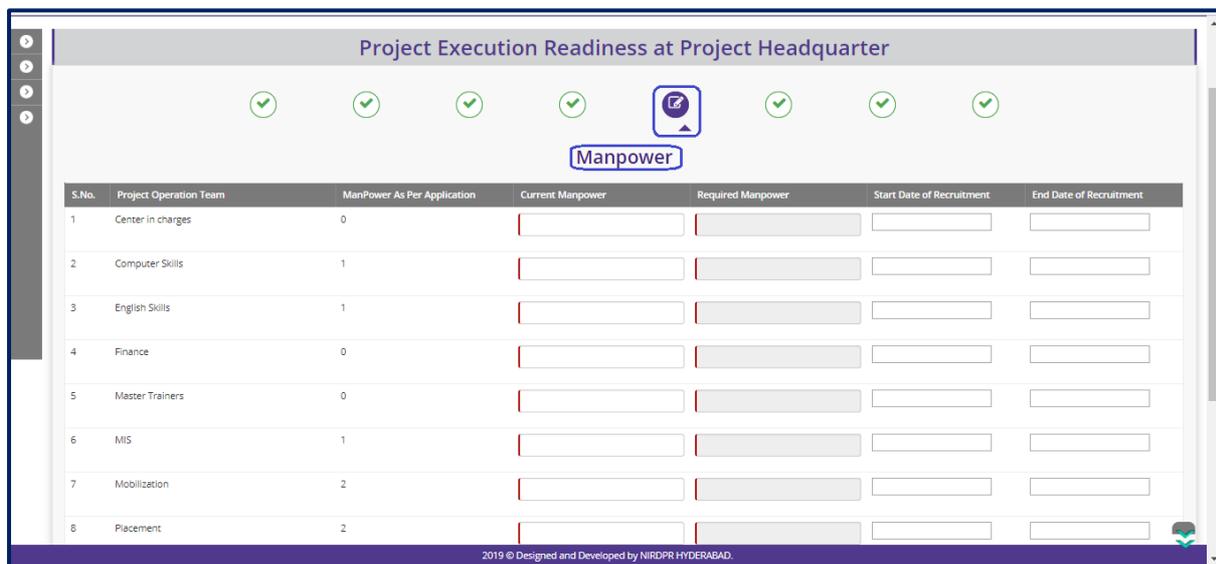


Figure – A28 (Man Power)

Certification & Trades

Project Execution Readiness at Project Headquarter

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)	Remarks		
Name	Code	Hours						
1	Micro Irrigation Technician	AGR/Q1002	200	Yes	4	SSC	715	NA

Did the PIA ensure ring fencing of PIA Q team from operations team and comply with SF 3.10C (without complying with these conditions the project cannot be commenced)

Yes No

[Back](#) [Previous](#) [Save and Continue](#)

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Figure – A29 (Certification & Trades)

Availability of Forms

Project Execution Readiness at Project Headquarter

Availability of Different Forms to Initialize the Project

- Registration form for mobilized candidates Yes No
- Tools for trade wise screening of the candidates Yes No
- Entitlement form Yes No
- Parent consent form Yes No
- Feedback form Yes No
- Trade wise activity cum lesson planner Yes No
- Trade and batch wise enrolmentform Yes No
- Template for various boards Yes No

[Back](#) [Previous](#) [Save and Continue](#)

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Figure – A30 (Availability of Forms)

Out sourcing

Project Execution Readiness at Project Headquarter

Outsourcing

Outsourced Core Activities as Per Application

Name of the Activity	Agency Name	Is it Same As Given In The Application	Details Of Agreement Areas Covered And Periods (Copies To Be Uploaded)
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 and Periods (Copies to be Uploaded)
Mobilization	No		Choose File No file chosen
Selection & screening of candidates	No		Choose File No file chosen
Tracking	No		Choose File No file chosen
Others	Yes	tc	view

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Figure – A31 (Out sourcing)

Description:

1. This screen allows the user to enter the details of Outsourcing of core activities as per application.

Note:

1. After entering the details in all the tabs of PER at Project Headquarters, the user has to click 'Submit' option to submit the PER for approval.

Sub Module A2.6 – Create Project Execution Readiness at PIA HQs

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

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.,
2. Respective SRLM 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

Project Execution Readiness at PIA Head Quarters Dashboard

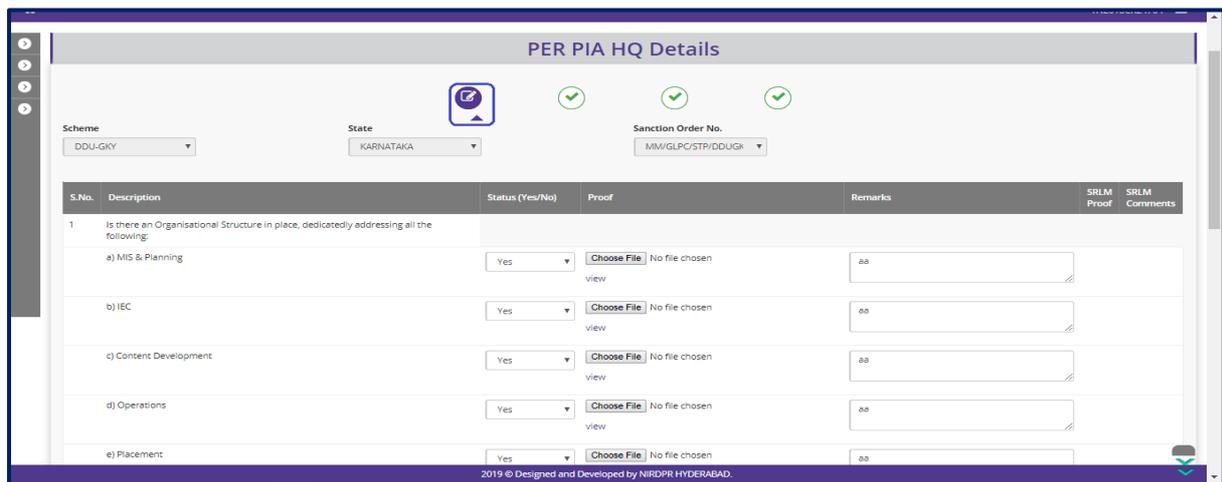
The screenshot displays the 'Project Execution Readiness Assessment at PIA HQs' dashboard. At the top, there is a navigation bar with the PIA logo and the text 'एक कदम सफलता की ओर'. The main header reads 'Project Execution Readiness Assessment at PIA HQs'. Below the header, there is a button labeled 'Create Project Execution Readiness Assessment at PIA HQs'. The dashboard is divided into two main sections: 'Pending for Action' and 'Approved or Rejected'. Each section contains a table with the following columns: S.No., Scheme, PIA Name, Sanction Order No., Status, and Action. The 'Pending for Action' section shows one entry with a pencil icon in the Action column. The 'Approved or Rejected' section also shows one entry with a pencil icon in the Action column. The footer of the dashboard reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'.

Figure – A32 (PER at PIA HQ)

Description:

2. This screen allows the admin user to add and view the Project Execution Readiness at PIA Headquarter level
3. PIA's with multi State projects can view the status of PER submitted for other States
4. To Create the PER, the admin user has to click the 'Create PER PIA HQ Details' tab at the top left of the screen
5. After clicking, the user will be directed to Project Execution Readiness, where he/she can create the PER
6. If the user clicks  icon against the already submitted PER details, he/she will be directed to the 'View PER PIA HQ view page. All the information will be in view only mode

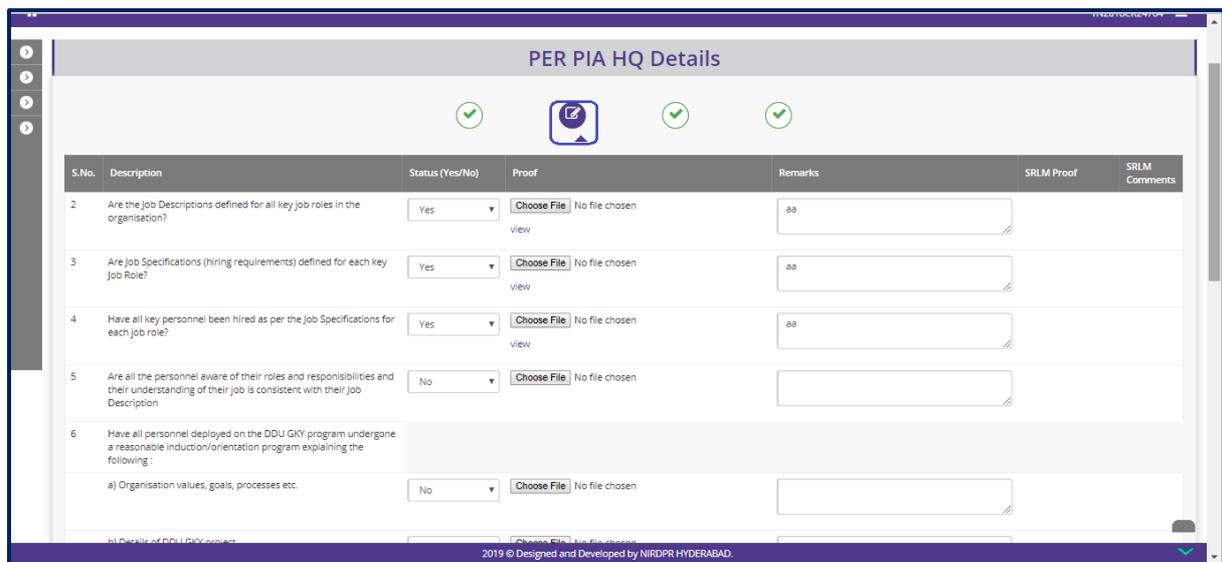
Create Project Execution Readiness at PIA Head Quarters



The screenshot shows the 'PER PIA HQ Details' form. At the top, there are three green checkmarks and a blue document icon with a pencil. Below this, there are three dropdown menus: 'Scheme' (DDU-GKY), 'State' (KARNATAKA), and 'Sanction Order No.' (MM/GLPC/STP/DDUGK). The main table has the following columns: S.No., Description, Status (Yes/No), Proof, Remarks, SRLM Proof, and SRLM Comments.

S.No.	Description	Status (Yes/No)	Proof	Remarks	SRLM Proof	SRLM Comments
1	Is there an Organisational Structure in place, dedicatedly addressing all the following:					
	a) MIS & Planning	Yes	Choose File No file chosen view	aa		
	b) IEC	Yes	Choose File No file chosen view	aa		
	c) Content Development	Yes	Choose File No file chosen view	aa		
	d) Operations	Yes	Choose File No file chosen view	aa		
	e) Placement	Yes	Choose File No file chosen	aa		

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The screenshot shows the 'PER PIA HQ Details' form. At the top, there are three green checkmarks and a blue document icon with a pencil. Below this, there are three dropdown menus: 'Scheme' (DDU-GKY), 'State' (KARNATAKA), and 'Sanction Order No.' (MM/GLPC/STP/DDUGK). The main table has the following columns: S.No., Description, Status (Yes/No), Proof, Remarks, SRLM Proof, and SRLM Comments.

S.No.	Description	Status (Yes/No)	Proof	Remarks	SRLM Proof	SRLM Comments
2	Are the Job Descriptions defined for all key job roles in the organisation?	Yes	Choose File No file chosen view	aa		
3	Are Job Specifications (hiring requirements) defined for each key Job Role?	Yes	Choose File No file chosen view	aa		
4	Have all key personnel been hired as per the Job Specifications for each job role?	Yes	Choose File No file chosen view	aa		
5	Are all the personnel aware of their roles and responsibilities and their understanding of their job is consistent with their Job Description?	No	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			
	b) Details of DDU GKY project.		Choose File No file chosen			

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S.No.	Description	Status (Yes/No)	Proof	Remarks	SRLM Proof	SRLM Comments
14	Having all trainers undergone a formal facilitation skills program and do they have a recognised certificate for the same	Yes	Choose File No file chosen view	aa		
15	Is there a regular Trainer development program conducted by the organisation to keep their skills contemporary	Yes	Choose File No file chosen view	aa		
16	Is there a functional ERP for managing the entire life cycle of a Trainee available and working in the organisation	No	Choose File No file chosen			
17	Is the ERP, or alternate data collection tool, being regularly used and updated with live data everyday	Yes	Choose File No file chosen view	aa		
18	Is the ERP generating exception reports showing important areas of non-compliance or lag in project, for the senior management	Yes	Choose File No file chosen view	aa		
19	Are such exception reports being viewed seriously and timely action taken by concerned people	No	Choose File No file chosen view			
20	Are extraordinary achievements of the team which help in program		Choose File No file chosen			

S.No.	Description	Status (Yes/No)	Proof	Remarks	SRLM Proof	SRLM Comments
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			
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		
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		
30	Is the feedback from employers regularly incorporated into the training regime	No	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			
32	Is the placement team regularly meeting placed candidates to identify their pain areas/obtain their feedback	No	Choose File No file chosen			

Figure – A33 (Create PER at PIA HQ)

Description:

1. The admin user has to select the appropriate option from the dropdown against the questions in the form and upload the relevant document against each question with suitable remarks (if any)
2. If the admin user clicks 'Submit' option at the end of the screen, the information updated will be saved
3. If the admin user clicks 'Back' option at the end of each screen, the user will be directed to 'Project Execution Readiness Dashboard' Page.

Sub Module A2.7 – Revised Sanction Order

Definition: Revision of Sanction order issued to the PIA.

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

Prerequisite/s:

1. Approval of Sanction order in the ERP System

Process:

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

Revised Sanction Order Dashboard

Note: All the PIAs are requested to reset their legacy batches on or before 20th October 2018

Project Revised Sanction Order

Process Flow Diagram for the Revised Sanction Order

Show 10 entries

S.No.	Scheme	PIA Name	PRN	State	Total Target	Sanction Order No.	Status	Action
1	DDU-GKY	LIMITED		KARNATAKA	50	sanction_order_123	SRLM Operations - Revised Approved	
2	DDU-GKY	LIMITED		KARNATAKA	1000	gfkudgjlorjajelo	SRLM Operations - Sent for Revision	
3	DDU-GKY	LIMITED		KARNATAKA	350	MM/GLPC/STP/DDUGKY/11178-79/2018	SRLM ADMIN - Revised Approved	

Showing 1 to 3 of 3 entries

Previous 1 Next

Figure – A34 (Revised Sanction Order Dashboard)

Description:

1. This screen allows the user to view the list of Sanction orders issued to the projects.
2. Once the respective SRLM initiates the Revised Sanction Order process of the project, the particular Sanction Order will be made in edit mode for modifications suggested by the SRLM
3. If the user clicks icon against any Sanction Order, he/she will be directed to 'Revised Sanction Order Detail' page, where the user has to update the details of the revised Sanctioned details
4. 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

Revised Sanction Order

Note: All the PIAs are requested to re

Sanction Order No. :

State : KARNATAKA

PIA Name :

PAC/EC Minutes Date : 2017-10-30

Total Duration of the Project (In Months): 36

Total Project Cost (In Rs.): 129339682

State Share (In Rs.): 12933968

Consortium : No

Lead Partner PRN :

Revised Project Duration (In Months)

Revised Placement Target

Sanction Order Date : 2018-05-10

Scheme Name : DDU-GKY

Proposal Code : 678ylyuy76

Total Target : 1000

Placement Target : 700

Central Share (In Rs.): 116405714

Project Id :

Consortium PRN : NA

Project Application : View

Revised Total Target (Including Achieved No.)

Approved Placement Percentage

Category-wise Target

SC	ST	Others	Total (SC+ST+Others)	Minority	Women	Special Group	Pwd	Transgender
100	100	500	700	200	300	0	0	0

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Figure – A35 (Revised Sanction Order)

Description:

1. This screen allows the user to view the basic details of the Sanction order and to update the details like Revised Project duration, Achieved Total Target, Revised Targets (Including Achieved no.) , and Revised category wise targets
2. After entering the details, the user has to click 'Save and Continue' to save the information and to move to next screen

Trade wise Target

Note: All the PIAs are requested to reset their legacy batches on or before 20th October 2019. Kindly ensure that the candidates have been enrolled before resetting the batch.

Trade-Wise Target

Trade/Sector

Trade/Job Role Name

Trade/Job Role Code

Domain Hours

OJT Hours

Category

Assessing Agency

Nature Of Training

Original Trade Target

Achieved Target

Proposed Total Target

Ancillary Trades/Job Roles

Duration in Hours

Category

FY Wise Cost Per Hr. (In Rs.)

Category	16-17	17-18	18-19	19-20
I	40.40	42.40	42.40	46.70

Figure – A36 (Trade wise target)

Description:

1. This screen allows the user to update the details of Trade wise targets.
2. After filling the details, the user has to click 'Add Trade' option to add the trade to the list
3. After entering the details, the user has to click 'Save and Continue' to save the information and to move to next screen

District wise Target & Proposed Location of Training Centres

Figure – A37 (District wise target & Proposed locations of TCs)

Description:

1. This screen allows the user to update the details of District wise targets.
2. After filling the details, the user has to click 'Add District' option to add the District to the list
3. Also, the user has to update the details of the proposed location of the training centres
4. After entering the details, the user has to click 'Save and Continue' to save the information and to move to next screen

Training Centre Location Trades

Figure – A38 (Training Centres location trades & Assessment Breakup)

Description:

1. This screen allows the user to update the details of Training centre location wise trades and Assessment breakup with trade wise assessment cost per candidate.
2. After entering the details, the user has to click 'Save and Continue' to save the information and to move to next screen

Training Target Distribution & Boarding and Lodging Arrangement

Training Target Distribution

Trade	Residential	Non-Residential		
		Full Time	Part Time	Weekends
Loan Processing Officer	200	0	0	0
Group Farming Practitioner	300	0	0	0
General Duty Assistant	200	0	0	0

Boarding and Lodging Arrangement

Trade	X- Category City	Y- Category City	Z- Category City	Rural/Other Area
Loan Processing Officer	0	0	0	190
Group Farming Practitioner	0	0	0	299
General Duty Assistant	0	0	0	200

Figure – A39 (Training Target distribution & Boarding and Lodging Arrangement)

Description:

1. This screen allows the user to update the trade wise training target distribution (Residential and Non- Residential) and trade wise boarding and lodging arrangements for X, Y, Z category cities and rural/ other areas
2. After entering the details, the user has to click 'Save and Continue' to save the information and to move to next screen

Proposed details (Placement, PPS and Welfare Cost)

Other Details

Will the candidates be certified by any International agency approved by MoRD?

Proposed number of candidates for whom One time travel cost(Max 4,500) would be paid

Proposed Placement Details

Total Placement Target Is Captive Placement Proposed?

Captive Placement Target Min. Salary Offered for Captive Placement (Rs.)

Is Overseas Placement Proposed? Min. salary offered for Overseas Placement (In INR)

Overseas Placement Target

Proposed Post Placement Support (No. of Candidates)

Within the District Within the State

Outside state Outside Country

Proposed Welfare Support (No. of Candidates)

Retention Support Career Progression

Foreign placement

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Figure – A40 (Proposed Placement, PPS and Welfare Support)

Description:

1. This screen allows the user to update the details of certification of candidates by any international agency approved by MoRD , Proposed number of candidates for whom One time travel cost(Max 4,500) would be paid under others tab.

2. The user has to update the details of proposed placement details, proposed numbers for post placement support and welfare support
3. After entering the details, the user has to click 'Save and Continue' to save the information and to move to next screen

Project Budget

Note: All the PIAs are requested to reset their legacy batches on or before 20th October 2019. Kindly ensure that the

Revised Sanction Order

Project Budget

Project Cost Component (A)

Standard Training Cost	16,664,200
Additional Training Cost for Special Area	1,247,092
Assessment Cost	901,200
One time travel cost (maximum limit of @Rs. 4500/-)	3,150,000
Food and To @ Fro charges @Rs. 15.625 per hour for Non-Residential Candidates	0
Uniform cost (cost of one pair is Rs. 1000/- 2 pairs provided in case of 9 months and 12 months course)	700,000
Boarding and Lodging Expenses	
X category Cities/Town @Rs. 300 per day per Candidate	0
Y category Cities/Town @Rs. 250 per day per Candidate	0
Z category Cities/Town @Rs. 200 per day per Candidate	0
Rural Areas and Any Area not Notified as a Municipal/Town area @Rs. 175 per day per Candidate	13,000,586
Post Placement Support	
Placement outside Country (Rs. 1000/- per month for 6 months)	600,000
Total (A) in Rs.	37,343,078
Welfare Cost (B)	
Placement Incentive	0
Retention Support @Rs. 3000/- per Candidate	570,000
Career Progression @Rs. 5000/- per Candidate	1,000,000
Foreign Placement @Rs. 10000/- per Candidate	1,000,000
Mobile Tracking Support for Candidate @Rs. 50 per month for 12 months	420,000
Total (B) in Rs.	2,990,000
Total Project Budget (A+B) in Rs.	40,333,078
Central Share in Rs.	24,199,847
State Share in Rs.	16,133,231

← Back
Submit

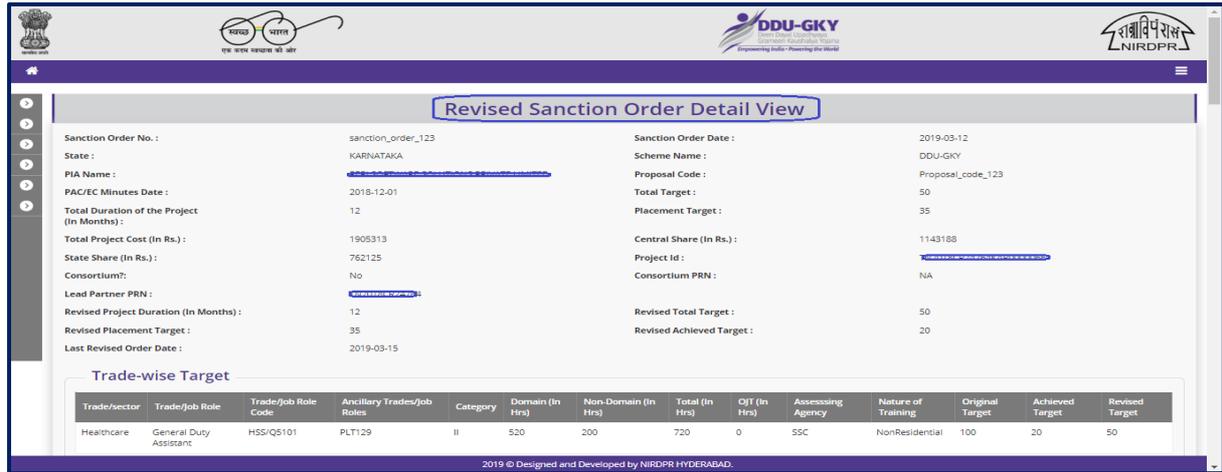
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Figure – A41 (Project Budget)

Description:

1. This screen allows the user to view the project budget details generated by the system based on the information provided in the previous screens.
2. After viewing the details, if the user wants to submit the revised sanction order details, he/she has to click 'Submit' option.
3. The revised sanction order will be forwarded to SRLM operations for approval

View Revised Sanction Order Details



Revised Sanction Order Detail View

Sanction Order No. :	sanction_order_123	Sanction Order Date :	2019-03-12
State :	KARNATAKA	Scheme Name :	DDU-GKY
PIA Name :	[Redacted]	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 :	[Redacted]
Consortium :	No	Consortium PRN :	NA
Lead Partner PRN :	[Redacted]	Revised Total Target :	50
Revised Project Duration (In Months) :	12	Revised Achieved Target :	20
Revised Placement Target :	35		
Last Revised Order Date :	2019-03-15		

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)	OJT (In Hrs)	Assessing Agency	Nature of Training	Original Target	Achieved Target	Revised Target
Healthcare	General Duty Assistant	HSS/Q5101	PLT129	II	520	200	720	0	SSC	Non-Residential	100	20	50

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Figure – A42 (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 – Placement Management

Sub Module A3.1 – Assign Samples for Physical Verification

Definition: Assignment of physical samples generated by the SRLM Admin to the Q team members 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
2. PIA Admin can view the number of Placement Physical samples generated by the SRLM Admin
3. PIA admin has to assign (Map) the samples to the Q Team members for conducting physical verification of the assigned samples

Assign Samples for Physical Verification Dashboard

S.No.	Month	Total	Pending	Completed	Action
1	01-2019	14	14	0	
2	12-2018	29	0	29	

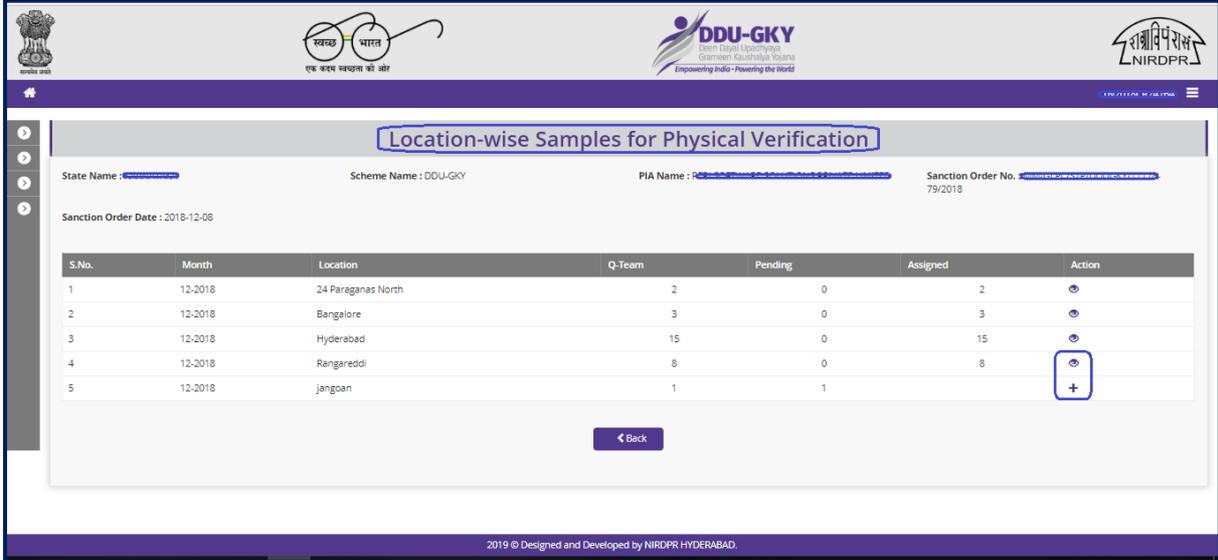
Figure – A43 (Assign Samples for Physical Verification Dashboard)

Description:

1. This screen allows the user to view the number of physical samples generated by their respective SRLM for verification

- Also, the user can view the number of samples assigned and pending with status of verification
- The user has to select Scheme, State and Sanction order, and click 'Search' option
- A list of number of Physical samples generated, number of samples assigned and pending with status of verification will be displayed on the screen
- If the user clicks  icon under 'Action' tab, he/she will be directed further details of Location wise Samples for Physical Verification

Location wise Samples for Physical Verification



The screenshot displays the 'Location-wise Samples for Physical Verification' page. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area includes a search bar and a table of samples. The table has the following data:

S.No.	Month	Location	Q-Team	Pending	Assigned	Action
1	12-2018	24 Paraganas North	2	0	2	
2	12-2018	Bangalore	3	0	3	
3	12-2018	Hyderabad	15	0	15	
4	12-2018	Rangareddi	8	0	8	
5	12-2018	Jangoan	1	1		

Below the table is a 'Back' button. The footer of the page reads '2019 © Designed and Developed by NIRDPR HYDERABAD.' The title 'Location-wise Samples for Physical Verification' is highlighted with a red box in the original image.

Figure – A44 (Location wise Samples for Physical Verification)

Description:

- This screen allows the user to view the Location wise samples for Physical verification and pending for assignment
- If the user clicks  icon against any Location under Action tab, he/she will be directed to 'Placement Sample Assignment' page, where the user has to select the Q Team member name from the dropdown and select the 'Verification Date' and enter the number of samples to be assigned
- If the user clicks  icon against any Location under Action tab, he/she will be directed to further details of samples assigned with the Q Team member names
 - 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
 - All the information will be in view only mode

Placement Sample Assignment

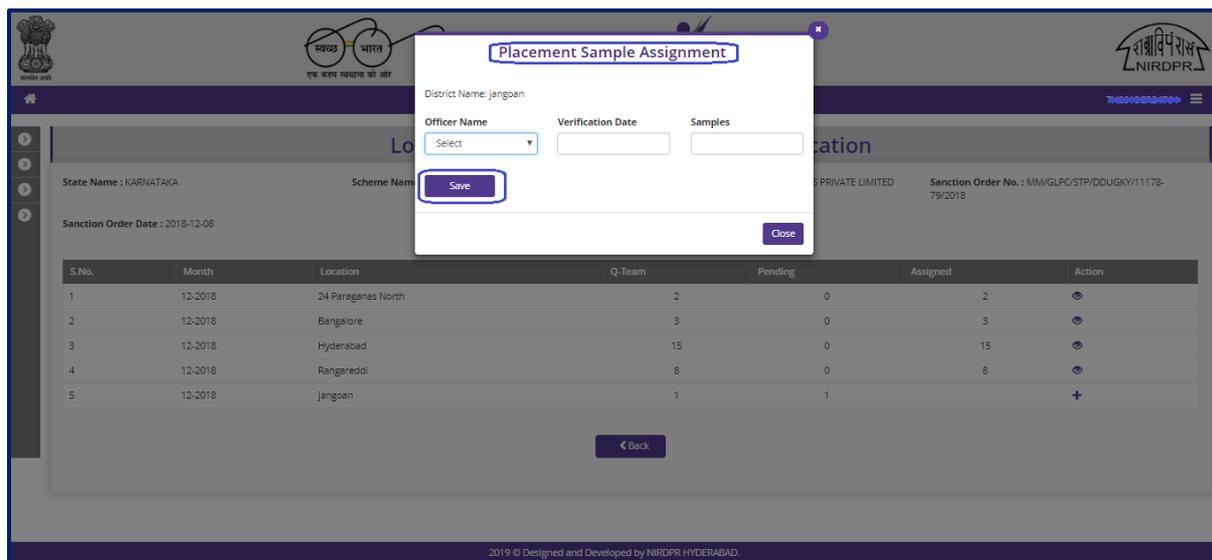


Figure – A 45 (Placement Sample Assignment)

Description:

1. This screen allows the user to assign the physical samples to the Q Team Members

Location Wise Samples for Physical Verification View

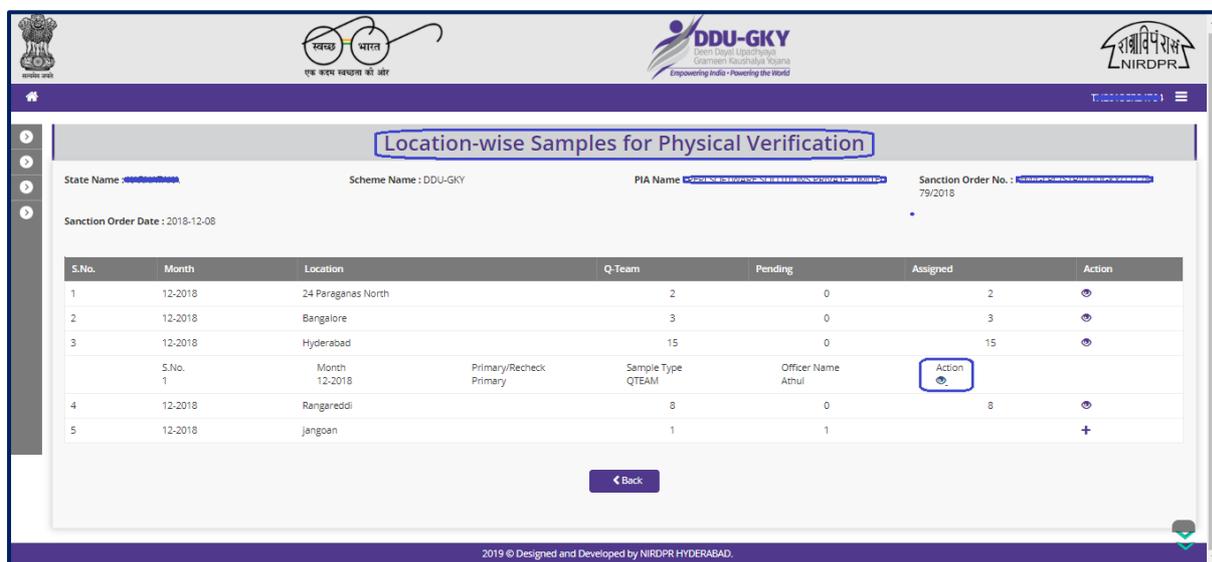


Figure – A46 (Location wise Samples for Physical Verification)

Description:

1. This screen allows the user to view the detailed Location wise physical samples assigned to the Q Team Members

No. of Samples Assigned to Officer view

The screenshot displays the 'No. of Samples Assigned to Officer' view. A summary card at the top shows the following details:

- Sanction Order No.: MM/GLPC/STP/DDUGK/11178-79/2018
- Primary/Recheck: Primary
- Officer Name: Athul
- Sample Type: QTEAM
- No. of Samples Assigned: 15

Below the summary card, a table lists the assigned samples with the following columns: S.No., Month, Location, Q-Team, Pending, Assigned, and Action.

S.No.	Month	Location	Q-Team	Pending	Assigned	Action
1	12-2018	24 Paraganas North	2	0	2	👁️
2	12-2018	Bangalore	3	0	3	👁️
3	12-2018	Hyderabad	15	0	15	👁️
S.No. 1	Month 12-2018	Primary/Recheck Primary	Sample Type QTEAM	Officer Name Athul	Action	👁️
4	12-2018	Rangareddi	8	0	8	👁️
5	12-2018	jangoan	1	1		+

A 'Back' button is located at the bottom of the table. The footer of the page reads: '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – A47 (View Samples Assigned to Officer)

Description:

1. This screen allows the user to view the Officer wise Samples assigned with details

PIA - Operations Login

**‘Kaushal Bharat’
ERP System for DDUGKY**

B - Home Page

PIA Operations Home Page



Figure – B1 (PIA Operations Home Page)

Description:

1. This screen allows the user to view the dashboard and the list of the available modules & sub modules in PIA Operations Login

View Plan of Training

The screenshot displays the 'View Training Plan' interface. The navigation menu on the left includes sections like PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT, BATCH MANAGEMENT, OJT MANAGEMENT, TRAINING MANAGEMENT, INSPECTION MANAGEMENT, EMPLOYER MANAGEMENT, PLACEMENT MANAGEMENT, and REPORTS. The 'View Training Plan' option is highlighted.

The main content area shows the following details:

- State:** [Redacted]
- Scheme:** DDU-GKY
- PIA Name:** [Redacted]
- Sanction Order No.:** [Redacted]
- Sanction Order Date:** 2018-12-08

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.)
Agriculture	Micro Irrigation Technician - AGR/Q1002		483	232	715	104	138	35	992

A 'Back' button is located below the table.

Footer: demo.ddugky.info/all-sanction-orders | 2019 © Designed and Developed by NIRDPR HYDERABAD.

Figure – B3 (View Training Plan)

Description:

1. This screen allows the user to view the information related to the approved training plan of the particular trade in view only mode

Sub Module B1.2 – Create 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 in ERP System
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
2. 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).
3. PIA operation has to submit the Domain curriculum for the approved trades to the PIA Q team for approval.
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 Team 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

The screenshot shows the 'Domain Curriculum Details' page. On the left is a navigation menu. The main area has a 'Create Curriculum' button. Below it, there are two sections: 'Pending for Action' and 'Approved'. The 'Pending for Action' section contains a table with one entry.

S.No.	State	PIA Name	Sanction Order No.	Trade/ Job Role	Trade/ Job Role Code	Domain Curriculum	Total Duration (In Hrs.)	Date	Status	Action
1		Private Limited	79/2018	Micro Irrigation Technician	AGR/Q1002	MIT	715	2018-12-12 05:11:06	Save As Draft	

Figure – B4 (Domain Curriculum Dashboard)

Description:

1. This screen allows the user to create and view the curriculum of approved trades
2. To create the domain curriculum the user has to click 'Create curriculum' option at the top left of the screen. The user will be directed to Domain curriculum page, where he/she can add the curriculum name, topic/modules, key learning/outcomes etc.
3. The user can view the curriculums approved by the Q team & SRLM
4. The approved details of the trade; Topic/Module, Co-Responding NOS code, Key learning outcomes & Equipment to be used will be displayed in the view mode
5. PIA's with multi trades can view the status of all curriculums submitted

Create Domain Curriculum

Create Domain Curriculum

Scheme: State: Sanction Order No.: Trade/Job Role:

Curriculum Name:

Trade/Job Role Details

Sector	Trade/Job Role Code	Trade/Job Role	Duration (In Hrs.)	Trade/Job Role Type

Module Details

Topic/Module	Corresponding NOS/Module Code	Duration (In Hrs.)	Duration (In Min.)	Key Learning Outcome	Equipment to be used
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

ADD

Remarks: NULL
Total Duration:

NOTE: Total duration hours should be equal to Trade hours.

Back Save As Draft Submit

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Figure – B5 (Create Domain Curriculum)

Description:

1. This screen allows the user to fill the details of Topic/Module, NOS/Module code, Duration Hrs., curriculum name, key learning/outcomes, equipment's to be used for an approved trade.
2. After updating the information, if the user clicks 'Save as Draft' option, the information on the screen will be saved as draft and the user can edit the information any time before going to the next page.
3. If the user clicks 'Save' option, the information on the screen will be saved

Domain Curriculum – View

Domain Curriculum - View

State: Scheme: DDU-GKY PIA Name:

Sanction Order No.: Sanction Order Date: 2018-12-08 Curriculum Plan: MIT

Trade/Job Role Details

Sector	Trade/Job Role Code	Trade/Job Role	Duration (In Hrs.)	Trade/Job Role Type
Agriculture	AGR/Q1002	Micro irrigation Technician	715	Main Trade

Module Details

Topic/Module	Corresponding NOS/Module Code	Duration (In Hrs.)	Duration (In Min.)	Key Learning Outcome	Equipment to be used
Introduction	AGR 1	100	0	basic outcome	books
Chapter 1	AGR 1	100	0	Basic concepts	xyz
Chapter 2	AGR 2	100	0	GH	GH
C3	AGR3	200	0	HJHJ	HJ

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Figure – B6 (View Domain Curriculum)

Description:

1. This screen allows the user to view the information related to the Domain Curriculum for the particular trade in view only mode

Sub Module B1.3 – Create 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 DDUGKY
2. PIA operation has to submit the course plan as per the DDUGKY Standards for English, Computers and Soft skills, English to the PIA Q team for approval.
3. 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

Non-Domain Curriculum

Create Non-Domain Curriculum

Pending for Action

Show 10 entries

S.No.	State	PIA Name	Sanction Order No.	Trade/Job Role	Trade/Job Role Code	Non-Domain Curriculum	Total Duration (In Hrs.)	Date	Status	Action
1	KARNATAKA	LIMITED	79/2018	Micro Irrigation Technician	AGR/Q1002	IT	200	2019-02-01 11:39:44	Save As Draft	

Showing 1 to 1 of 1 entries

Previous 1 Next

Approved

Show 10 entries

S.No.	State	PIA Name	Sanction Order No.	Trade/Job Role	Trade/Job Role Code	Non-Domain Curriculum	Total Duration (In Hrs.)	Date	Status	Action
-------	-------	----------	--------------------	----------------	---------------------	-----------------------	--------------------------	------	--------	--------

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Figure – B7 (Non-Domain Curriculum Dashboard)

Description:

1. This screen allows the user to create and view the Non – Domain curriculums of approved trades
2. To create the Non-Domain curriculum the user has to click 'Create Non-Domain Curriculum' option at the top left of the screen. The user will be directed to Non-Domain curriculum page, where he/she can add the topic/modules, Corresponding NOS/module code, Duration, key learning/outcomes etc.
3. The user can view the Non-Domain curriculums approved by the Q team & SRLM
4. The approved details of the trade; Topic/Module, Co-Responding NOS code, Key learning outcomes & Equipment to be used will be displayed in the view mode
5. PIA's with multi trades can view the status of all Non -Domain curriculums submitted

Create Non-Domain Curriculum

Figure – B8 (Create Non-Domain Curriculum)

Description:

1. This screen allows the user to fill the details of Topic/Module, NOS/Module code, Duration Hrs., curriculum name, key learning/outcomes, equipment's to be used for an approved trade.
2. After updating the information if the user clicks 'Save as Draft' option, the information on the screen will be saved as draft and the user can edit the information any time before going to the next page.
3. If the user clicks 'Save' option, the information on the screen will be saved

Non-Domain Curriculum – View

Figure – B9 (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 B1.4 – Create 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 in ERP System
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 Activity cum lesson planner for the particular trade in which training has to be started
2. PIA operations has 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

Activity cum lesson Planner Dashboard

The screenshot shows the 'Activity-cum-Lesson Planner' dashboard. The main area contains a table titled 'Pending for Action' with the following data:

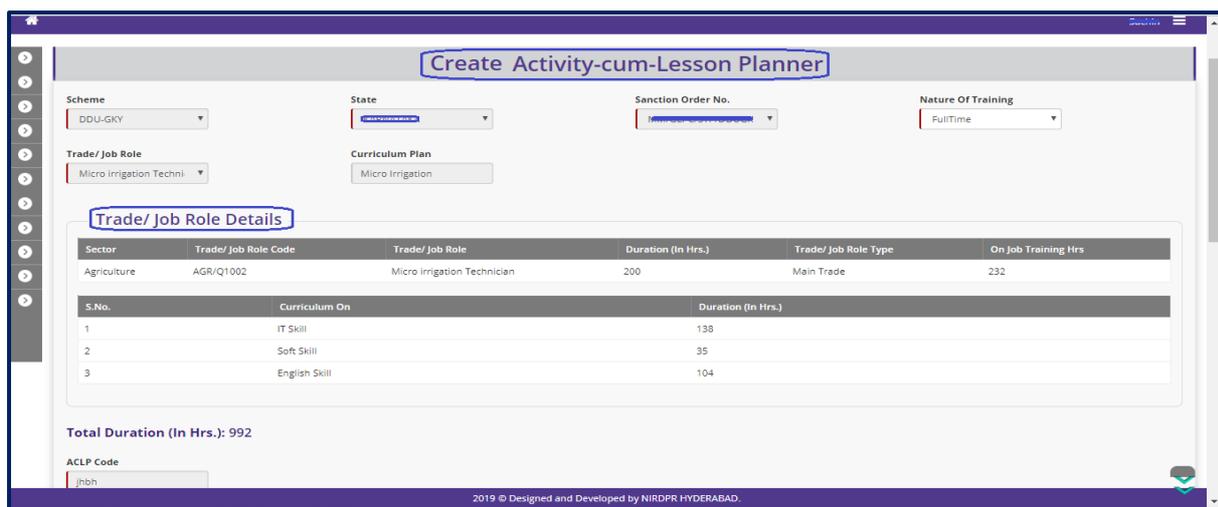
S.No.	PIA Name	Sanction Order No.	Training Plan Code	Trade/Job Role	Trade/Job Role Code	Total Training Duration (In Hrs.)	Total (Hrs. : Min.)	Date	Status	Action
1	PRIVATE LIMITED-T	MM/GLPC/STP/DDUGKY/11178-79/2018	TESTJULY18	Micro Irrigation Technician	AGRI/Q/1002	760	1:00	2019-07-18	Save As Draft	[Edit]
2	PRIVATE LIMITED-T	MM/GLPC/STP/DDUGKY/11178-79/2018	TESTJULY12	Micro Irrigation Technician	AGRI/Q/1002	760	1:00	2019-07-12	Save As Draft	[Edit]
3	PRIVATE LIMITED-T	MM/GLPC/STP/DDUGKY/11178-79/2018	test124	Micro Irrigation Technician	AGRI/Q/1002	760	2:00	2019-06-06	Save As Draft	[Edit]
4	PRIVATE LIMITED-T	MM/GLPC/STP/DDUGKY/11178-79/2018	test00	Micro Irrigation Technician	AGRI/Q/1002	760	1:00	2019-06-06	Save As Draft	[Edit]
5	PRIVATE LIMITED-T	MM/GLPC/STP/DDUGKY/11178-79/2018	testingjun7	Micro Irrigation Technician	AGRI/Q/1002	760	1:00	2019-06-06	Save As Draft	[Edit]
6	PRIVATE LIMITED-T	MM/GLPC/STP/DDUGKY/11178-79/2018	tps1	Micro Irrigation Technician	AGRI/Q/1002	760	1:00	2019-06-06	Save As Draft	[Edit]
7	PRIVATE LIMITED-T	MM/GLPC/STP/DDUGKY/11178-79/2018	tps	Micro Irrigation Technician	AGRI/Q/1002	760	1:00	2019-06-06	Save As Draft	[Edit]

Figure – B10 (Activity cum Lesson Planner Dashboard)

Description:

1. This screen allows the user to create and view the status of Activity cum lesson planner of the trades
2. If the user clicks 'Create Activity Cum Lesson Planner' option at the top left of the screen, he/she will be directed to the page where user can furnish and submit the new Activity cum Lesson Planner'
3. If the user clicks  icon against any pending Activity cum Lesson planner, he/she will be directed to edit page of ACLP for modifications.
4. If the user clicks  icon against any Activity Cum Lesson planner, he/she will be directed to the view page of Activity cum lesson planner, where the information will be in view only mode
5. PIA's with multiple trades can view the list of all the approved / pending Activity cum lesson planners.

Create Activity cum Lesson Planner



Create Activity-cum-Lesson Planner

Scheme: DDU-GKY, State: [Dropdown], Sanction Order No.: [Dropdown], Nature Of Training: FullTime

Trade/ Job Role: Micro irrigation Techni, Curriculum Plan: Micro Irrigation

Trade/ Job Role Details

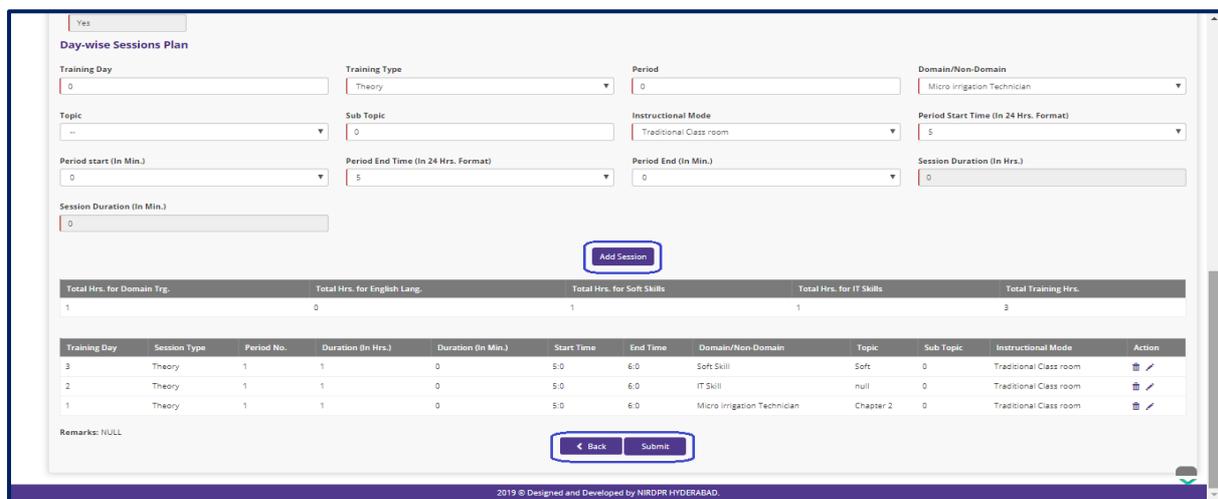
Sector	Trade/ Job Role Code	Trade/ Job Role	Duration (In Hrs.)	Trade/ Job Role Type	On Job Training Hrs
Agriculture	AGR/Q1002	Micro irrigation Technician	200	Main Trade	232

S.No.	Curriculum On	Duration (In Hrs.)
1	IT Skill	138
2	Soft Skill	35
3	English Skill	104

Total Duration (In Hrs.): 992

ACLP Code: jbbh

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Day-wise Sessions Plan

Training Day: [Dropdown], Training Type: Theory, Period: [Dropdown], Domain/Non-Domain: Micro Irrigation Technician

Topic: [Dropdown], Sub Topic: [Dropdown], Instructional Mode: Traditional Class room, Period Start Time (In 24 Hrs. Format): 5

Period start (In Min.): [Dropdown], Period End Time (In 24 Hrs. Format): 5, Period End (In Min.): [Dropdown], Session Duration (In Hrs.): [Dropdown]

Session Duration (In Min.): [Dropdown]

Add Session

Total Hrs. for Domain Trg.	Total Hrs. for English Lang.	Total Hrs. for Soft Skills	Total Hrs. for IT Skills	Total Training Hrs.
0	1	1	1	3

Training Day	Session Type	Period No.	Duration (In Hrs.)	Duration (In Min.)	Start Time	End Time	Domain/Non-Domain	Topic	Sub Topic	Instructional Mode	Action
3	Theory	1	1	0	5:0	6:0	Soft Skill	Soft	0	Traditional Class room	 
2	Theory	1	1	0	5:0	6:0	IT Skill	null	0	Traditional Class room	 
1	Theory	1	1	0	5:0	6:0	Micro Irrigation Technician	Chapter 2	0	Traditional Class room	 

Remarks: NULL

Back **Submit**

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Figure – B11 (Create Activity cum Lesson Planner)

Sub Module B1.5 – Create 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.

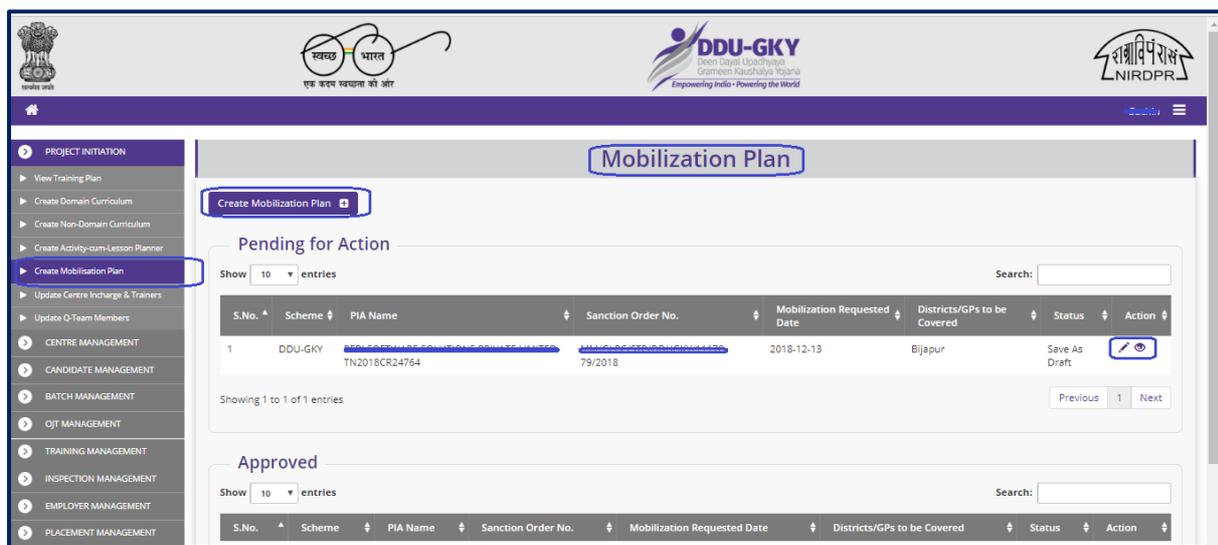
Prerequisite/s:

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 information on mobilization plan with SRLM by submitting the mobilization details
2. PIA user 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.
3. SRLM can take decision as either 'Approved' or 'Send for Modification' under Status Tab
 - a. If SRLM Clicks 'Approved' option, the Mobilization will get approved and will be made available in PIA login in View only mode
 - b. If SRLM 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

Mobilization Plan Dashboard



The screenshot displays the 'Mobilization Plan' dashboard. The left sidebar contains a navigation menu with 'Create Mobilisation Plan' highlighted. The main content area is divided into two sections: 'Pending for Action' and 'Approved'. The 'Pending for Action' section shows a table with one entry:

S.No.	Scheme	PIA Name	Sanction Order No.	Mobilization Requested Date	Districts/GPs to be Covered	Status	Action
1	DDU-GKY	SRM/SERP/WG/SC/TECH/DC/CONTR/NUM/2	MM/SC/SC/2018/04/0000000000	2018-12-13	Bijapur	Save As Draft	

The 'Approved' section is currently empty.

Figure – B13 (Mobilization Plan Dashboard)

Description:

1. This screen allows the user to create and view the Mobilization plan
2. To add a Mobilization plan, the user has to click the 'Create Mobilization Plan Details' option at the top left of the screen
3. The user will be directed to create Mobilization plan page, where he/she can add the details of Districts, Block, Gram panchayat etc.
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

Create Mobilization Plan details

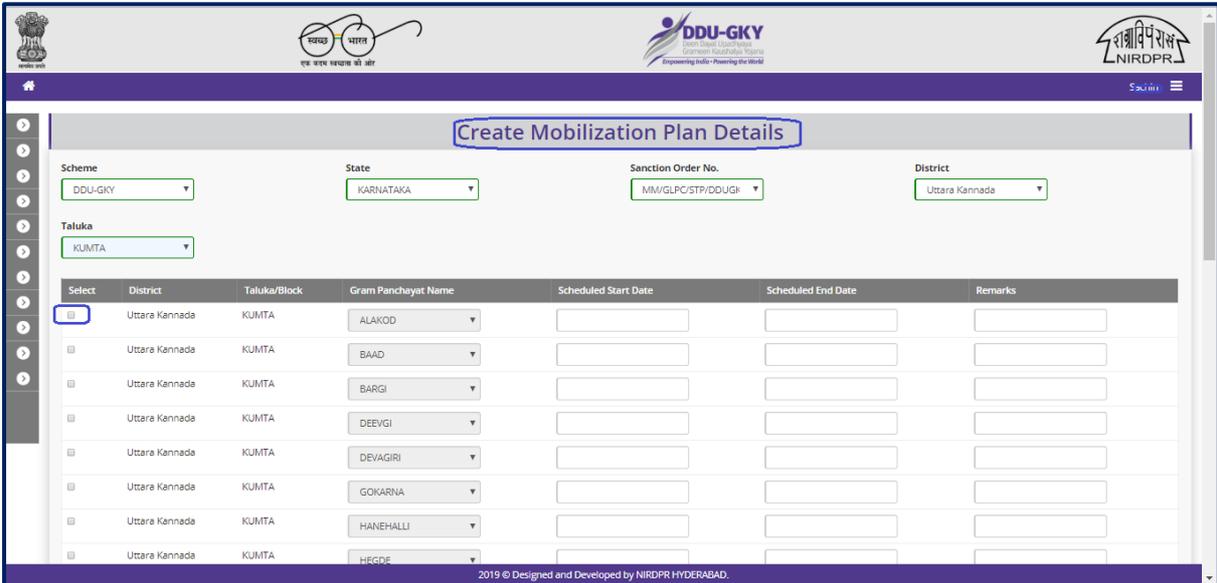


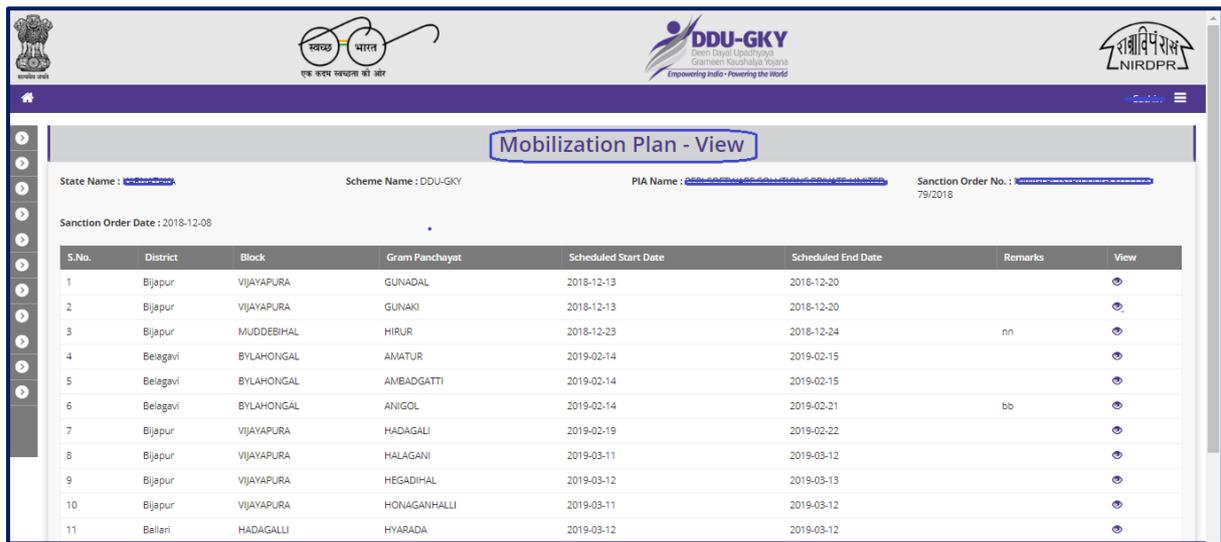
Figure – B14 (Create Mobilization Plan)

Description:

1. This screen allows the user to select the Districts, Blocks, Gram Panchayat along with scheduled start & end date of Mobilisation and remarks for the areas where PIA is planning for mobilisation.
2. After entering the details, the user has to click 'Add' option and then 'Generate PDF' option
3. The user has to take the print of the pdf and take sign and seal of authorized person from the PIA
4. The user has to upload the attested copy of the mobilization plan and submit for approval

5. The user has to click 'Submit' option to submit the mobilization plan for approval from SRLM
6. After submission, the training plan will be in available in view mode only for PIA
7. If the SRLM sends back the Mobilisation plan for modification with remarks, the Mobilisation plan will be made available in edit mode to PIA operation for modifications.
8. After the required modifications are done, the user has to again submit the mobilization plan to SRLM for approval

Mobilization Plan View



S.No.	District	Block	Gram Panchayat	Scheduled Start Date	Scheduled End Date	Remarks	View
1	Bijapur	VIJAYAPURA	GUNADAL	2018-12-13	2018-12-20		
2	Bijapur	VIJAYAPURA	GUNAKI	2018-12-13	2018-12-20		
3	Bijapur	MUDEBIHAL	HIRUR	2018-12-23	2018-12-24	nn	
4	Belagavi	BYLAHONGAL	AMATUR	2019-02-14	2019-02-15		
5	Belagavi	BYLAHONGAL	AMBADGATTI	2019-02-14	2019-02-15		
6	Belagavi	BYLAHONGAL	ANIGOL	2019-02-14	2019-02-21	bb	
7	Bijapur	VIJAYAPURA	HADAGALI	2019-02-19	2019-02-22		
8	Bijapur	VIJAYAPURA	HALAGANI	2019-03-11	2019-03-12		
9	Bijapur	VIJAYAPURA	HEGADIHAL	2019-03-12	2019-03-13		
10	Bijapur	VIJAYAPURA	HONAGANHALLI	2019-03-11	2019-03-12		
11	Balleri	HADAGALLI	HYARADA	2019-03-12	2019-03-12		

Figure – B15 (View Mobilization)

Description:

1. This screen allows the user to view the information related to the approved training plan of the particular trade in view only mode

Update Center in charge & trainers

Create Centre Incharge & Trainers

Scheme: DDU-GKY State: KARNATAKA Sanction Order No.: MM/GLPC/STP/DDUGKY/11178-79/2018

PIA Name: KARNATAKA STATE ELECTRICAL INDUSTRIES PRIVATE LIMITED Sanction Order Date: 2018-12-08

S.No.	Role	No. of Staff Available at the Beginning of Month	Addition	Deletion	No. Staff Available at the End of Month
1	Trainer	4			
2	Centre In-Charge	1			

Submit

Back

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Figure – B17 (Create Centre in Charge & Trainers)

Description:

1. This screen allows the user to update the month wise centre in charge and Trainers details.
2. The user has to fill the details of accretion & deletion of centre in charge & trainers on monthly basis
3. After entering all the details, the user has to click 'Save' option. All the information on the screen will be saved

View Center in charge & trainers

Centre Incharge & Trainers - View

State: KARNATAKA Scheme Name: DDU-GKY

PIA Name: KARNATAKA STATE ELECTRICAL INDUSTRIES PRIVATE LIMITED Sanction Order No.: MM/GLPC/STP/DDUGKY/11178-79/2018

Sanction Order Date: 2018-12-08

S.No.	Role	Month	No. of Staff Available at the Beginning of Month	No. of Staff Available at the End of Month	Addition	Deletion
1	Trainer	February	1	1	1	1
2	Centre In-Charge	February	1	1	0	0

Back

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Figure – B18 (View Centre in Charge & Trainers)

Description:

1. This screen allows the user to view the information related to Centre Incharge and trainers of the particular training centre in view only mode

Sub Module B1.7 – Update Q-Team members

Definition: Month wise manpower details of Q team members.

Prerequisite/s:

1. Approval of Sanction order in ERP System

Process:

1. PIA operations have to submit the Filled in PIA Q team details.

Q Team Members Dashboard

The screenshot displays the 'Q-Team Details' dashboard. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area features a 'Create Q-Team Members' button. Below it, a table lists the Q-Team members. The table has the following structure:

S.No.	Scheme	PIA Name	Sanction Order No.	Month	Action
1	DDU-GKY			November-2018	

Below the table, it shows 'Showing 1 to 1 of 1 entries' and navigation buttons for 'Previous', '1', and 'Next'.

Figure – B19 (Q Team Members Dashboard)

Description:

1. This screen allows the user to add record, submit and view the Q team details on monthly basis.
2. If the user clicks 'Create Q-Team Members' option at the top left of the screen, he/she will be directed to the add record page to add month wise Q Team members details
3. If the user clicks icon, he/she will be directed to edit page of Q Team Members for modifications.
4. If the user clicks icon, the page will be directed to the Q Team Members page displayed in view only mode

Create Q Team Members

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Figure – B20 (Create Q Team Members)

Description:

1. This screen allows the user to add the month wise Q team member's details.
2. The user has to fill the details of accretion & deletion of centre in charge & trainers on monthly basis
3. The user has to click 'Add Q-Team Members' option to add more than one records
4. After entering all the details, the user has to click 'Submit' option. The information on the screen will be saved

View PIA Q Team members

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Figure – B21 (View Q Team Members)

Description:

1. This screen allows the user to view the information related to Q Team members in view only mode

Module B2 – Centre Management

Sub Module B2.1 – Create / Edit Training center

Definition: Training centre creation is a process to create Infrastructure, layout, quality, etc., to ensure that the training centre conforms to DDU-GKY Standard Operating Procedures (SOP)

Prerequisite/s:

1. Signing of MoU and upload in ERP System
2. Project Commencement Order (PCO)

Process:

1. PIA operation has to submit the Furnished training centre details as per S.F 5.1 D1 to PIA Q Team for approval
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

Create Training center - Dashboard

The screenshot displays the 'Training Centres' dashboard. On the left, a navigation menu includes options like 'PROJECT INITIATION', 'CENTRE MANAGEMENT', 'CANDIDATE MANAGEMENT', 'BATCH MANAGEMENT', 'GJT MANAGEMENT', 'TRAINING MANAGEMENT', 'INSPECTION MANAGEMENT', 'EMPLOYER MANAGEMENT', 'PLACEMENT MANAGEMENT', 'REPORTS', and 'CHANGE REQUEST MANAGEMENT'. The 'Create Training Centre' option under 'CENTRE MANAGEMENT' is highlighted. The main content area shows a table of training centres with the following data:

S.No.	PIA Name	Project Name	Training Centre Name	Training Centre Location	Email Id	Status	Action
1	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	Kancheepuram,TAMIL NADU	ddugky@mailinator.com	SRLM Operations - Approved	
2	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	vonm	Kancheepuram,TAMIL NADU	bjr@gmail.com	PIA QTEAM - Approved	
3	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	TN-TC	Kancheepuram,TAMIL NADU		PIA Operations - Sent For Approval	
4	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	Laitkor	Kancheepuram,TAMIL NADU	travis@gmail.com	SRLM Operations - Sent For Modification	
5	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	SRK People Counsultant	Kancheepuram,TAMIL NADU	angel07education@gmail.com	PIA Operations - Sent For Approval	
6	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	NAYAKS TUTORIALS PVT LD	Kancheepuram,TAMIL NADU	ABC@DEF.COM	PIA Operations - Sent For Approval	
7	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	Mahalaxmi Buildtech Ltd	Kancheepuram,TAMIL NADU	demo@gmail.com	PIA Operations - Sent For Approval	
8	RESOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	Emeral Energy	Kancheepuram,TAMIL NADU	finance@emeralenergy.com	Saved as Draft	

Figure – B22 (Training Centre Registration Dashboard)

Description:

1. This screen allows the user to create, edit and view the training centre details
2. To create a training centre, the user has to click the 'Create training centre' option at the top left of the screen
3. The user will be directed to Training centre page, where he/she can add the details of training centre
4. PIAs with Multiple training centres can view the list of all the created training centres with their current status
5. If the user clicks icon, he/she will be directed to edit page of Training Centre Creation for modifications.
6. If the user clicks icon, the page will be directed to the Training Centre View page, where information related to the Training centre will be displayed in view only mode

Training Centre Basic Information

TC BASIC INFORMATION

Scheme Name: DDU-GKY

Project State: KARNATAKA

Sanction Order No.:

Name of Training Centre: vbrm

Nature of Training Centre: Residential

Type of Area: Hilly Areas

Address Type: Urban

House No./ Bld. No./ Apt. No.: bnm,

Street/ Road/ Lane:

Area/ Locality/ Sector:

Landmark:

State/UT(TC):

District (TC): Kancheepuram

Block: KANCHIPURAM

Gram Panchayat: Konalur

Village:

Police Station: 8520852

Pincode: 000000

Mobile No.:

Training Centre Phone No. with STD Code: 123456789

Email Id: bjr@gmail.com

Approximate Distance from a prominent Bus Stand (In Mtrs): 78

Approximate Distance from an Auto Stand (In Mtrs): 8520

Approximate Distance from a Railway Station (In Mtrs): 8520

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Centre Incharge Details

Name: --Select--

Users Log

S.No.	User Name	User Role	Action	Comments	Date
1	Athul	PIA QTEAM	Modification	fgn	2019-02-18
2	Sachin	PIA Operations	Modification		2018-12-12
3	Athul	PIA QTEAM	Approved		2019-02-20
4	SRLMOP	SRLM Operations	Approved		2019-02-20
5	SRLMOP	SRLM Operations	Approved		2019-03-08

Remarks:

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Figure – B23 (Training Centre Basic Information)

Description:

1. This screen allows the user to add the basic details of Training centre
2. The user has to select the Scheme, State, Sanction order no, name of training Centre Course duration, Address details, Latitude & Longitude, etc.,
3. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process

Training centre - Infrastructure

Infrastructure

Ownership of Building -Own (O), Rent (R), Govt. (G) Scanned Copy of Self Declaration Statement No file chosen
View

Area of the Building (Sq. Ft.) (including Corridors but Excluding spaces open to sky such as court yards etc) Schematic Building plan with clear marking of dimensions with Seal and Signature of PIA No file chosen
View

Roof of the Building Photographs of Building, Ceiling and Roof of Centre (For Multiple images please upload PDF file) No file chosen
View

Plastering and Painting of Internal and External Walls and Ceiling Photographs of Internal,External Walls and Ceiling (For Multiple images please upload PDF file) No file chosen
View

Users Log

S.No.	User Name	User Role	Action	Comments	Date
1	Athul	PIA QTEAM	Modification	ghj	2019-02-18

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Figure – B24 (Training Centre Infrastructure)

Description:

1. This screen allows the user to furnish the details about available infrastructure facility at the training centre
2. The user has to upload the relevant documents
3. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process

Academic / Non-Academic Areas

Description of Academic/ Non-Academic Areas

Room No. Length (in Ft.) Width (in Ft.) Area (in Sq Ft.)

Room Type

Room No.	Room Type	Length (in Ft.)	Width (in Ft.)	Area (in Sq Ft.)	Delete
1	Office Cum Counselling room	1	1	1	<input type="button" value="Delete"/>
2	IT cum Domain Lab	20	30	600	<input type="button" value="Delete"/>
3	Theory Class Room	30	30	900	<input type="button" value="Delete"/>

Users Log

S.No.	User Name	User Role	Action	Comments	Date
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Figure – B25 (Description of Academic / Non-Academic Areas)

Description:

1. This screen allows the user to furnish details about the available rooms by filling the details of length, width & room type
2. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
3. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Training centre - Toilets & Basins

Figure – B26 (Toilets & Washbasins)

Description:

1. This screen allows the user to furnish details about the available toilets and washbasins at the training centre along with the proof
2. The user has to upload the relevant documents/photographs
3. If the user moves over on Annexure – I, the availability of minimum no. of toilets and washbasins prescribed in SOP for male and female candidates respectively will be displayed for reference
4. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
5. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Training center - Description of other Area

Description of Other Areas

Corridor Details

Corridor No. Length (In Sq. Ft.) Width (In Sq. Ft.) Area (In Sq. Ft.)

Lights (In No.) Fans (In No.) Proof No file chosen

Corridor No.	Length (In Sq. Ft.)	Width (In Sq. Ft.)	Area (In Sq. Ft.)	Lights (In No.)	Fans (In No.)	Proof	Delete
1	20	15	300	5	5	View	<input type="button" value="Delete"/>
2	2	2	4	1	1	View	<input type="button" value="Delete"/>

Total Corridors: 2

Circulation Area (In Sq. Ft.) Circulation Area Proof No file chosen View

Open Space for People to Gather and Interact (In Sq. Ft.) Open Space Proof No file chosen View

Exclusive Parking Space (No. in terms of Bicycle Parking Slots) Parking Space Proof No file chosen View

Users Log

S.No.	User Name	User Role	Action	Comments	Date
1	Ashul	PIA QTEAM	Approved		2019-02-20
2	SRLMOP	SRLM Operations	Approved		2019-02-20
3	SRLMOP	SRLM Operations	Approved		2019-03-08

Remarks

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Figure – B27 (Description of other area)

Description:

1. This screen allows the user to furnish details about the other areas at the training centre
2. The user has to fill the details of corridors, Circulating area, Open space, Parking space with proof
3. The user has to upload the relevant documents/photographs
4. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
5. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Note- Circulating area should be at least 10% of total area, a message will be displayed by the system if the circulating area is less than the specified norms in SOP.

Training centre - Availability of Teaching Learning Material (TLM)

The screenshot shows a web interface titled 'Training Centre' with a navigation menu on the left. The main content area is titled 'Availability of Teaching Learning Materials'. It contains several dropdown menus for data entry:

- Trade: --Select--
- Nature of Training Proposed: --Select--
- Is the Available Trades as Per Project Execution Readiness Assessment at Project HQ's?: --Select--
- Is Training Plan Available as per SF-4.1A?: --Select--
- Is Domain Curriculum Available as per SF 4.2A?: --Select--
- Is Activity-cum-Lesson Planner Available as per SF-4.5A?: --Select--
- Is Welcome Kit Available as per SF-5.1C2?: --Select--
- Welcome Kit Proof: Choose File (No file chosen)
- Name of Certifying Agency: [Text Input]
- Assessment Material Availability?: --Select--

Below the form is a table with the following data:

S.No.	Nature of Training	Trade / Job Role Code	Is Trade as per PER	Is Training Plan as per SF-4.1A?	Is Domain Curriculum as per SF-4.2A	Is ACLP as per SF-4.5A	Is Welcome Kit as per SF-5.1C2	Assessment Material Availability?	Certifying Agency	Delete
1	Residential	Micro Irrigation Technician - AGR/Q1002	No	No	No	Yes	No	No	SSC	[Delete Icon]

At the bottom right, there is a blue button labeled 'Add TLM'. The footer of the page reads '2019 © Designed and Developed by NIRDPR HYDERABAD.' and 'Users Log' is visible at the bottom left.

Figure – B28 (Availability of Teaching Learning Material)

Description:

1. This screen allows the user to furnish details about the availability of Trade wise Teaching Learning Materials (TLMs)
2. The user has to update the readiness level of training centre by filling the details of Trade, Domain Curriculum, training plan, Activity cum lesson plan, welcome kit, certifying agency and assessment material
3. To add TLM for more than one trade the user has to click 'Add TLM' option
4. After submitting all the details user has access to view the trade specific other details.
5. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
6. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Training centre- Details of Academic / Non-Academic Areas

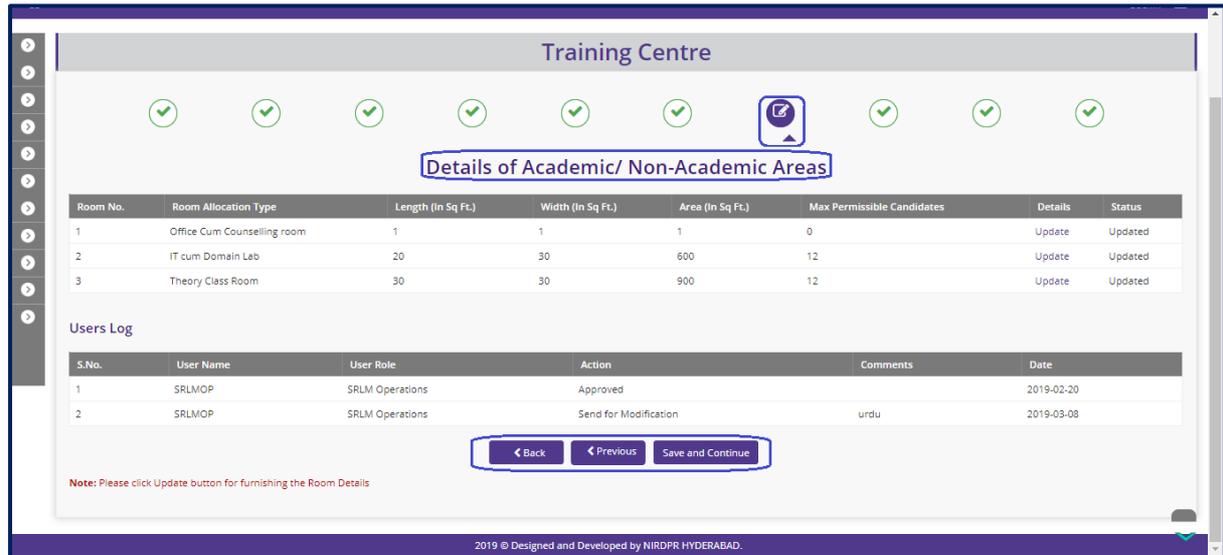


Figure – B29 (Details of Academic / Non-Academic Areas)

Description:

1. This screen allows the user to furnish details related to Academic & Non-Academic areas
2. Based on area system will auto calculate the permissible candidates allowed in the classroom
3. User has to click on update button to furnish the details related to the Academic & Non-Academic area, without filling these details system will not allow the user to move forward.
4. The user will be directed to upload page where he/she has to furnish the room wise details of availability of infrastructure with proof
5. The user has to upload the relevant documents/photographs
6. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
7. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Upload proof documents

The screenshot shows a web application interface for a Training Centre. The main heading is 'Training Centre'. Below it, a sub-heading reads 'Non Academic Area Details : Office Cum Counselling room'. There are three input fields: 'Length (In Ft.): 1', 'Width (In Ft.) 1', and 'Area (In Sq.Ft.) 1'. Below these is a table with 8 rows for uploading proof documents. Each row has columns for S.No., Name, Description, Upload Proof, and View Proof.

S.No.	Name	Description	Upload Proof	View Proof
1	Office Room Photograph	Yes	Choose File No file chosen	view
2	Type of Roof	Non-RCC	Choose File No file chosen	view
3	False Ceiling Provided	Yes	Choose File No file chosen	view
4	Height of Ceiling(In ft)	9	Choose File No file chosen	
5	Storage Place for Securing Documents	Yes	Choose File No file chosen	view
6	An Office Table (In No.)	1	Choose File No file chosen	
7	Chairs (In No.)	1	Choose File No file chosen	
8	Table for Office Computer	Yes	Choose File No file chosen	view

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Figure – B30 (Upload proof documents)

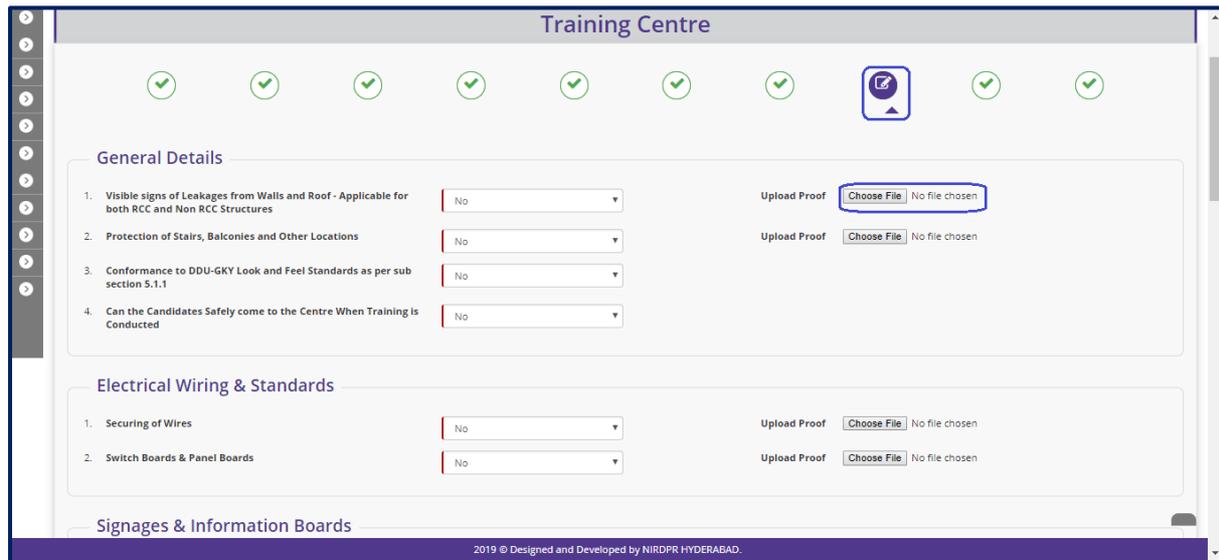
Description:

1. This screen allows the user to furnish details related to Academic & Non-Academic areas
2. After entering all the details, the user has to click 'Submit' button. All the details for the particular entry will be saved

Note: -

1. System will auto validate the height of ceiling, Ventilation area, sound level as per the Standard Operating Procedure (SOP) specifications

Training centre- General Details



Training Centre

General Details

- Visible signs of Leakages from Walls and Roof - Applicable for both RCC and Non RCC Structures Upload Proof No file chosen
- Protection of Stairs, Balconies and Other Locations Upload Proof No file chosen
- Conformance to DDU-GKY Look and Feel Standards as per sub section 5.1.1
- Can the Candidates Safely come to the Centre When Training is Conducted

Electrical Wiring & Standards

- Securing of Wires Upload Proof No file chosen
- Switch Boards & Panel Boards Upload Proof No file chosen

Signages & Information Boards

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Figure – B31 (General Details)

Description:

1. This screen allows the user to furnish general details related training centre
2. The user has to update the details of availability of protection of stairs, balconies and other locations and details about candidates' safety, electrical wiring and standards & signage's, information board, CCTV, Common Equipment and support infrastructure with proof
3. The user has to upload the relevant documents/photographs
4. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
5. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Training centre- Availability of Standard Forms

The screenshot shows a web interface titled 'Training Centre' with a sub-header 'Availability of Standard Forms'. Below the header is a table with the following data:

S.No.	List of SF	Whether Available at Centre
1	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
4	SF 4.8A : Daily Distribution of Tablets	Yes
5	SF 5.1A2 : Training Center Name Board	Yes
6	SF 5.1B1 : Activity Summary and Achievement Board	Yes
7	SF 5.1B2 : Contact Details of Important People	Yes

At the bottom of the screen, there is a copyright notice: '2019 © Designed and Developed by NIRDPR HYDERABAD.' A 'Save and Continue' button is highlighted with a red box in the top right corner of the table area.

Figure – B32 (Availability of Standard Forms)

Description:

1. This screen allows the user to update the availability of Standard forms that need to be maintained at the training centre.
2. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
3. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Training centre- Availability of Trainers and Other Staff

The screenshot shows a web interface for 'Training Centre' with a sub-section titled 'Available Trainers and Other Staff'. The form contains several dropdown menus and a text input field. Below the form is a table with the following data:

S.No.	Trainer/Staff Name	Engagement Type	Trade Type	Assigned Courses	Whether TOT Certified ?	TOT Certification No.	Delete
1	ARPAN BANERJEE	fulltime	domain	Micro Irrigation Technician	yes	456	
2	ARPAN BANERJEE	fulltime	nondomain	IT Skills	yes	null	

Below the table is a 'Users Log' section with columns: S.No., User Name, User Role, Action, Comments, and Date.

Figure – B33 (Availability of Trainers and Other Staff)

Description:

1. This screen allows the user to furnish the details about the domain & Non-domain trainers attached with the batch.
2. ToT certification details are mandatorily required for Domain trainers.
3. After entering all the details, the user has to click 'Submit' option. All the information on the screen will be saved and the training centre details will be submitted to PIA Q team for Due Diligence process
4. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Note:

1. After furnishing details in all the Screens/tabs of Training Centre Creation, the user has to click 'Submit' option on Attach Executive screen/tab
2. Once the user clicks 'Submit' option, the training centre details will be made available in PIA Q Team login for Due Diligence.
 - 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

View Training centre

Sanction Details

State :	Karnataka	Scheme Name :	DDU-GKY	PIA Name :	PRIVATE LIMITED
Sanction Order No.:	79/2018	Sanction Order Date:	2018-12-08		

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	Block :	
District :	Kancheepuram	State/UT :	KARNATAKA	Police Station :	J
Pincode :	452000	Mobile No. :		Email Id :	
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		

Map Satellite

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Figure – B34 (View Training Centre)

Description:

1. This screen allows the user to view the details of training centre tab wise in view only mode

Sub Module B2.2– Create / Edit Residential Facility

Definition: Residential centre creation is a process to create Infrastructure, layout, quality, etc., to ensure that the residential centre conforms to DDU-GKY Standard Operating Procedures (SOP)

Prerequisite/s:

1. Signing of MoU, within 45 days from Project Commencement Order (PCO)

Process:

1. PIA operation has to submit the Furnished residential centre details as per S.F 5.1 D2 to PIA Q Team for approval
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 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

Residential Facility - Create Dashboard

The screenshot displays the 'Residential Facilities' dashboard. On the left, a sidebar menu includes options like 'PROJECT INITIATION', 'CENTRE MANAGEMENT', 'Create Training Centre', 'Create Residential Facility', 'Update Daily Future Items', 'CANDIDATE MANAGEMENT', 'BATCH MANAGEMENT', 'OJT MANAGEMENT', 'TRAINING MANAGEMENT', 'INSPECTION MANAGEMENT', 'EMPLOYER MANAGEMENT', 'PLACEMENT MANAGEMENT', 'REPORTS', and 'CHANGE REQUIST MANAGEMENT'. The 'Create Residential Facilities' option is highlighted. The main content area shows a table with the following data:

S.No.	PIA Name	Project Name	Training Centre Name	Residential Facility Name	Status	Action
1	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	Jai jai girls residential centre	SRLM Operations - Approved	
2	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	BOSS VILLA	SRLM Operations - Approved	
3	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	Boys Hostel New	PIA QTEAM - Modified	

At the bottom of the table, it says 'Showing 1 to 3 of 3 entries' and includes 'Previous', '1', and 'Next' navigation buttons.

Figure – B35 (Residential Facility Dashboard)

Description:

1. This screen allows the user to create, edit and view the residential centre details
2. To create a Residential centre, the user has to click the 'Create Residential Facilities' option at the top left of the screen
3. The user will be directed to Residential centre page, where he/she can add the details of residential centre
4. PIAs with Multiple residential centres can view the list of all the created residential centres with their current status
5. If the user clicks icon, he/she will be directed to edit page of residential Centre Creation for modifications.
6. If the user clicks icon, the page will be directed to the residential Centre View page, where information related to the residential centre will be displayed in view only mode

Residential Facility - Basic Information

Residential Facility

BASIC INFORMATION

Scheme Name: DDU-GKY
 State: KARNATAKA
 Sanction Order No.: [Dropdown]
 Training Centre Name: [Dropdown]

Residential Type: Male
 Residential Facility Name: Boys Hostel New
 Type of Area: Non-hilly Areas
 Address of the Residential Facility: Rural

House No.: 101
 Street: Top Street
 Locality: Kolam
 Landmark: Kolam

State/UT(TC): TAMIL NADU
 District(TC): [Dropdown]
 Block: KANCHIPURAM
 Gram Panchayat: Arpaakkam

Village: Kkili
 Police Station: Kkik
 Pincode: 544456
 Mobile No.: [Dropdown]

Residential Facility Phone No. with STD Code: [Dropdown]
 Email Id: [Dropdown]
 Approximate Distance from a: [Dropdown]
 Approximate Distance from: [Dropdown]

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Warden Details

Name: dadan

Employee Id	Email Id	Mobile No.	Address
123	dadan@mailinator.com	9900000000	[Redacted]

Remarks

S.No.	User Name	User Role	Action	Comments	Date
1	Athul	PIA QTEAM	Approved		2019-02-20
2	Athul	PIA QTEAM	Approved		2019-02-21
3	Athul	PIA QTEAM	Approved	ff	2019-02-21
4	SRMOP	SRM Operations	Approved		2019-02-22
5	Sachin	PIA Operations	Modification	NA	2019-02-15
6	Sachin	PIA Operations	Modification	rv	2019-02-15
7	Athul	PIA QTEAM	Approved		2019-03-11
8	Sachin	PIA Operations	Modification	NA	2019-02-15

Remarks: [Text Area]

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Figure – B36 (Basic Information)

Description:

1. This screen allows the user to add the basic information of the residential centre
2. The user has to select the Scheme, State, Sanction order no, name of training Centre Address details, Latitude & Longitude, warden details
3. Once the training centre is being registered then only training centre name will come in drop down in residential facility registration
4. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
5. The system will auto recognise the Status as Special Area, based on the District selection of Residential centre

Residential Facility - Infrastructure

Residential Facility

Infrastructure

Ownership of Building -Own (O), Rent (R), Govt. (G) **3** **!**

OWNER

Area of the Building (Sq. Ft.) (Include Corridors but Exclude Open to Sky Spaces Like Court Yards etc) **!**

45

Roof of the Building **!**

RCC

Plastering and Painting of Internal and External Walls and Ceiling **3** **!**

NO

Scanned Copy of Self Declaration Statement

Choose File No file chosen

Schematic Building plan with clear marking of dimensions with Seal and Signature of PIA

Choose File No file chosen

Photographs of Building, Ceiling and Roof of Centre (For Multiple Images please upload PDF file)

Choose File No file chosen

Photographs of Internal,External Walls and Ceiling (For Multiple Images please upload PDF file)

Choose File No file chosen

Remarks

S.No.	User Name	User Role	Action	Comments	Date & Time
1	Athul	PIA QTEAM	approved		2019-02-21

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Figure – B37 (Infrastructure)

Description:

1. This screen allows the user to furnish the details about available infrastructure facility at the residential centre
2. The user has to upload the relevant documents/photographs
3. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of residential centre creation process

Residential Facility - Conformance of Standards

Residential Facility

Conformance to Standards

1. Visible Signs of Leakages from Walls and Roof Applicable for both RCC and Non RCC Structures	No	Upload Proof	Choose File	No file chosen	view
2. Conformance to DDU-GKY look and feel Standards as per sub section 5.1.1	No	Upload Proof	Choose File	No file chosen	view
3. Protection of Stairs, Balconies, and Other Locations	No	Upload Proof	Choose File	No file chosen	view
4. Circulating Area	44	Upload Proof	Choose File	No file chosen	view
5. Corridor	No	Upload Proof	Choose File	No file chosen	view

Electrical Wiring & Standards

1. Securing of Wires Done	No	Upload Proof	Choose File	No file chosen	view
2. Switch Boards & Panel Boards	No	Upload Proof	Choose File	No file chosen	view

Residential Signages & Information Boards

1. Hostel Name Board	No	Upload Proof	Choose File	No file chosen	view
2. Student Enrollment Board & Responsibilities Board	No	Upload Proof	Choose File	No file chosen	view
3. Contact Detail of Important People	No	Upload Proof	Choose File	No file chosen	view
4. Basic Information Board	No	Upload Proof	Choose File	No file chosen	view
5. Food Specification Board	No	Upload Proof	Choose File	No file chosen	view

Open Space for Physical Activities & Outdoor Games

1. Area (in Sq Ft.)	100
---------------------	-----

Remarks

S.No.	User Name	User Role	Action	Comments	Date & Time
1	Athul	PIA QTEAM	approved		2019-02-21
2	SRLMCP	SRLM Operations	approved		2019-02-22
3	Sachin	PIA Operations	modification	NA	2019-03-08
4	Sachin	PIA Operations	modification	SS	2019-03-11
5	Athul	PIA QTEAM	approved		2019-03-11
6	Sachin	PIA Operations	modification	NA	2019-03-12

Remarks

Navigation: Back, Previous, Save and Continue

Figure – B38 (Conformance of Standards)

Description:

1. This screen allows the user to furnish details about the basic areas, infrastructure available at the residential centre
2. The user has to fill the details of protection of stairs, balconies, circulating areas, corridors, open space for physical activities with proofs
3. The user has to upload the relevant documents/photographs
4. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
5. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Residential Facility - Living Area Information

Residential Facility

Living Area Information

Add Living Area Please click here to add Living Area

Show 10 entries

S.No.	Room No.	Room No1	Area (In Sq. Ft.)	Action
1		Room No1	5	<input type="button" value="View"/> <input type="button" value="Delete"/>

Showing 1 to 1 of 1 entries

Previous 1 Next

Back Previous Save and Continue

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Figure – B39 (Living Area Information)

Description:

1. This screen allows the user to fill details about the Living area at the residential centre
2. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
3. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Residential Facility - Toilets

Residential Facility

Toilets

Type

Lights (In No.)

Upload Proof for Light No file chosen

Type of Flooring

Upload Proof for Floor No file chosen

Connection To Running Water

Show 10 entries

Toilet No.	Category	Lights (In No.)	Proof for Light	Type of Flooring	Proof for Floor	Connection to Running Water	Delete
1	Toilet-cum-Bathroom	10	View	Cement	View	Yes	<input type="button" value="Delete"/>

Showing 1 to 1 of 1 entries

Previous 1 Next

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Figure – B40 (Toilets)

Description:

1. This screen allows the user to furnish the details about the toilets available at the residential centre
2. The user has to fill the details of male & female toilets, Male & female washbasins, overhead tank with the proof.
3. The user has to click 'Add' option to add the details
4. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
5. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Residential Facility - Maximum No. of Candidates permissible

S.No	Room No.	Room Size	Availability of Cots	Availability of Beds	Availability of Lockers	Permitted Candidates
1	1	5	2	2	1	1

Remarks

S.No.	User Name	User Role	Action	Comments	Date & Time
1	SRLMOP	SRLM Operations	approved		2019-02-22
2	Athul	PIA QTEAM	approved		2019-03-11

Remarks

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Figure – B41 (Maximum Candidates Permissible)

Description:

1. This screen allows the user to view the number of candidates allowed based on room area
2. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
3. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Residential Facility – Non-Living Area

Residential Facility

Non-Living Areas

Kitchen

- Whether Food for the Candidates is being Prepared in the Premises of the Training Center? No file chosen
- Length (In ft)
- Width (In ft)
- Area (In Sq. ft)

Recreation & Dining Areas

- Are the Dining and Recreation Area Separate? No file chosen
- No. of Stools/Chairs/Benches
- Wash Area

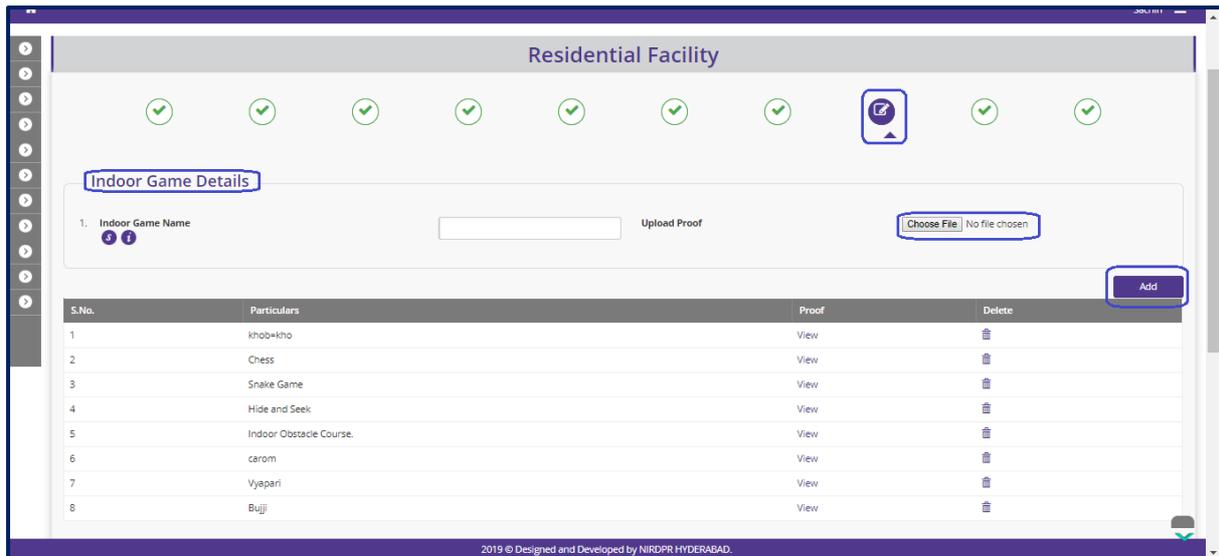
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Figure – B42 (Non-Living Area)

Description:

1. This screen allows the user to furnish details related to Non-Living areas
2. The user has to furnish the details like Kitchen, Recreation and dining area, etc.,
3. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
4. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Residential Facility - Indoor Games



Residential Facility

Indoor Game Details

1. Indoor Game Name Upload Proof No file chosen

S.No.	Particulars	Proof	Delete
1	khob-kho	View	
2	Chess	View	
3	Snake Game	View	
4	Hide and Seek	View	
5	Indoor Obstacle Course.	View	
6	carom	View	
7	Vyapani	View	
8	Bujji	View	

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Figure – B43 (Indoor games)

Description:

1. This screen allows the user to furnish details related to availability of indoor games at the residential centre
2. The user has to click 'Add' option to add the details of indoor games
3. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
4. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Residential Facility – Residential Facilities Available

The screenshot displays the 'Residential Facility' form. At the top, there is a progress bar with 10 steps, the 10th step being active. The main form area is titled 'Residential Facilities Available' and contains four questions, each with a 'Yes' dropdown menu and an 'Upload file' button with 'Choose File' and 'No file chosen' text, and a 'view' link.

S.No.	User Name	User Role	Action	Comments	Date & Time
1	SRLMOP	SRLM Operations	approved		2019-02-22
2	Sachin	PIA Operations	modification	dd	2019-03-11
3	Athul	PIA QTEAM	approved		2019-03-11
4	Sachin	PIA Operations	modification	NA	2019-03-12

Below the table is a 'Remarks' text area. At the bottom, there are three buttons: 'Back', 'Previous', and 'Save and Continue'. The footer text reads '2019 © Designed and Developed by NRDPR HYDERABAD.'

Figure – B44 (Residential facilities available)

Description:

1. This screen allows the user to furnish general details related to residential facility available at the residential centre
2. The user has to update the details of segregation of hostels, Security guards, warden/care taker for hostel.
3. After entering all the details, the user has to click 'Save and Continue' option. All the information on the screen will be saved and the user will be directed to next screen/tab of training centre creation process
4. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Residential Facility- Support facilities available

Support Facilities Available

1. Safe Drinking Available? Yes Upload file No file chosen view

2. First Aid Kit Yes Upload file No file chosen view

3. Fire-fighting Equipment Yes Upload file No file chosen view

4. Biometric Device Yes Upload file No file chosen view

5. Electrical Power Backup Yes Upload file No file chosen view

6. Grievance Register Yes Upload file No file chosen view

S.No.	User Name	User Role	Action	Comments	Date & Time
1	Ashul	PIA QTEAM	approved		2019-02-20
2	SRLMOP	SRLM Operations	modification	fgh	2019-02-20
3	Sachin	PIA Operations	modification	dod	2019-02-20

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Support Facilities Available

1. Safe Drinking Available? Yes Upload file No file chosen view

2. First Aid Kit Yes Upload file No file chosen view

3. Fire-fighting Equipment Yes Upload file No file chosen view

4. Biometric Device Yes Upload file No file chosen view

5. Electrical Power Backup Yes Upload file No file chosen view

6. Grievance Register Yes Upload file No file chosen view

S.No.	User Name	User Role	Action	Comments	Date & Time
1	Ashul	PIA QTEAM	approved		2019-02-20
2	SRLMOP	SRLM Operations	modification	fgh	2019-02-20
3	Sachin	PIA Operations	modification	dod	2019-02-20
4	Ashul	PIA QTEAM	approved		2019-02-21
5	SRLMOP	SRLM Operations	approved		2019-02-22
6	Sachin	PIA Operations	modification	dd	2019-03-11
7	Ashul	PIA QTEAM	approved		2019-03-11

Remarks

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Figure – B45 (Support facilities available)

Description:

1. This screen allows the user to furnish the details of support facilities available at residential centre
2. The user has to update the details of availability of Safe drinking water, First aid kit, Firefighting equipment, Biometric device, Electrical power backup, Grievance register
3. After entering all the details, the user has to click 'Save' option. All the information on the screen will be saved
4. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)

Note:

1. After furnishing details in all the Screens/tabs of residential Centre Creation, the user has to click 'Submit' option on Attach Executive screen/tab
2. Once the user clicks 'Submit' option, the residential centre details will be made available in PIA Q Team login for Due Diligence.
 - 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

Residential Facility - View

The screenshot displays the 'Residential Facility - View' interface. It is divided into two main sections: 'Sanction Order Details' and 'Basic Information'.

Sanction Order Details:

State:	KARNATAKA	Scheme Name:	DDU-GKY	PIA Name:	PRIVATE LIMITED
Sanction Order No.:	79/2018	Sanction Order Date:	2018-12-08		

Basic Information:

Name of the Training Centre Attached:	Rajaji Salai-Chennai	Residential Type:	Female		
Residential Name:	Jai Jai girls residential centre	Address of Residential Facility:	Urban	Locality:	Near Post Office
House No.:	11-12	Street:	Rajendar nagar	Gram Panchayat:	Konalur
Landmark:	Opp Post Office	Village:	Konalur	State:	TAMIL NADU
Block:	KANCHIPURAM	District:	Kancheepuram	Mobile No.:	9928899831
Police Station:	Konalur	Pincode:	600030	Approximate Distance from an Auto Stand (In Mtrs.):	No
Email Id:		Approximate Distance from a Prominent Bus Stand (In Mtrs.):		Pick-up and Drop Facility:	No
Approximate Distance from a Prominent Railway Station (In Mtrs.):		Distance from the Training Centre to Residential centre (In Kms.):	30		

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Figure – B46 (Residential Centre View)

Description:

1. This screen allows the user to view the details of residential facility in view only mode

Sub Module B2.3 – Update Daily Failure Items

Definition: To ensure proper functioning of training centre and capture details of non-functional equipment's and any other deviations from the regular activities at the training centre.

Prerequisite/s:

1. Approval of Training centre / Residential centre Due Diligence
2. Continuous throughout the project duration.

Process:

1. Centre in charge has to capture all the details of failures at the training centre at the beginning of the day

Update Daily Failure Items- Dashboard

Figure – B47 (TC Daily Failure Dashboard)

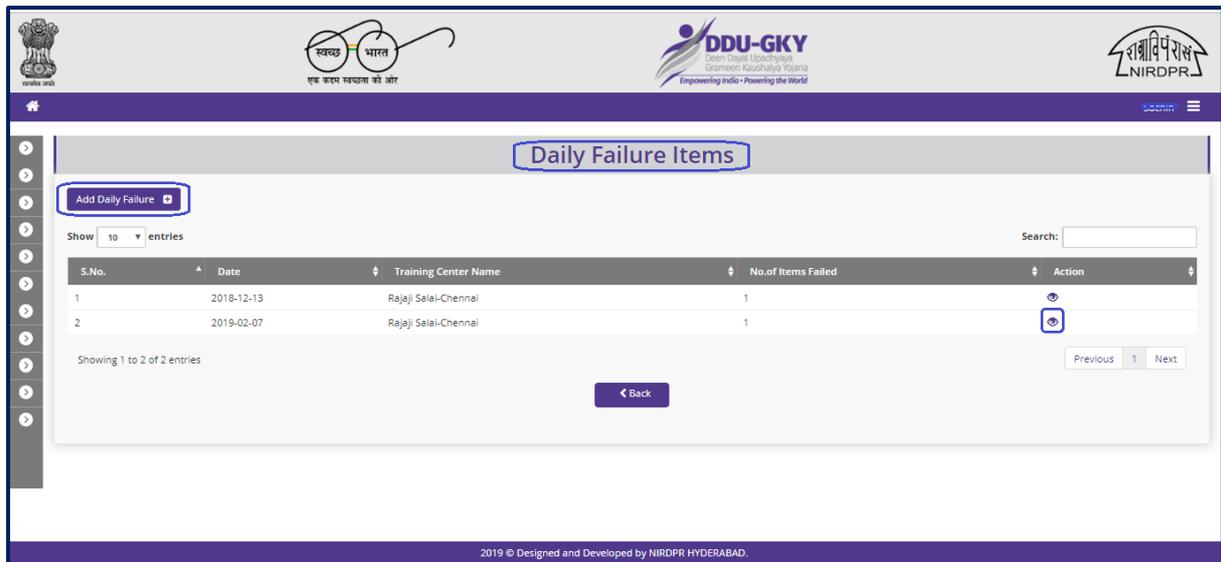
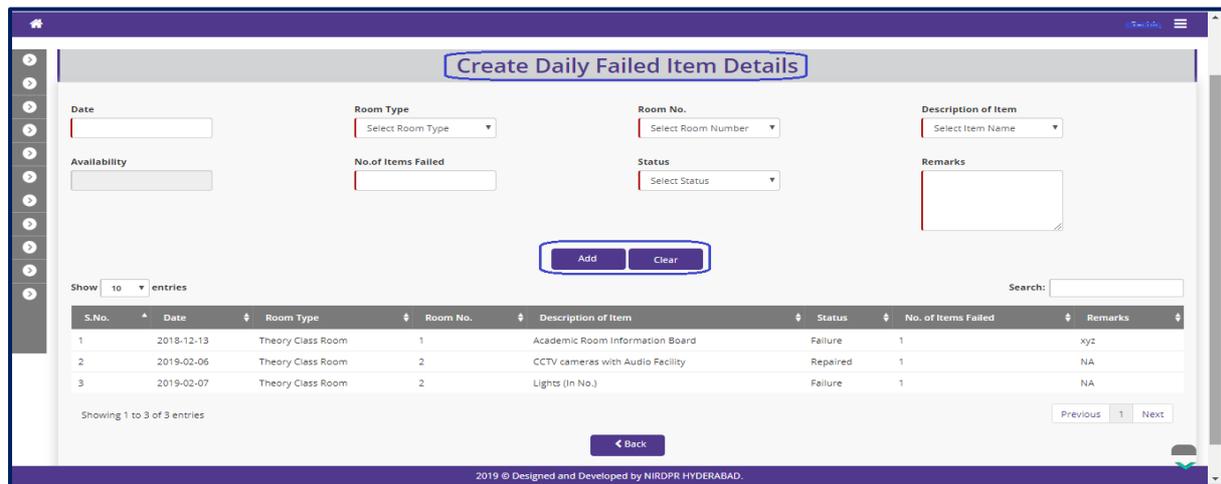


Figure – B48 (Daily Failure Items)

Description:

1. This screen allows the user to edit the Failure equipment details at the registered training centres
2. The user has to select the Scheme, Status and Sanction Order number and click 'Search' option
3. List of the Training centres will be displayed
4. If the user clicks icon against the Training Centre name, he/she will be directed to 'Daily Failure Items' page.
5. To capture the daily failure if any, the user has to click the 'Add daily failure' option at the top left of the screen.
6. If the user clicks icon, he will be directed to 'Daily Failure Items' page where the list of the failure items will be displayed in view only mode

Create Daily Failed Item Details



Create Daily Failed Item Details

Date: Room Type: Room No.: Description of Item:

Availability: No. of Items Failed: Status: Remarks:

Show: entries Search:

S.No.	Date	Room Type	Room No.	Description of Item	Status	No. of Items Failed	Remarks
1	2018-12-13	Theory Class Room	1	Academic Room Information Board	Failure	1	xyz
2	2019-02-06	Theory Class Room	2	CCTV cameras with Audio Facility	Repaired	1	NA
3	2019-02-07	Theory Class Room	2	Lights (In No.)	Failure	1	NA

Showing 1 to 3 of 3 entries

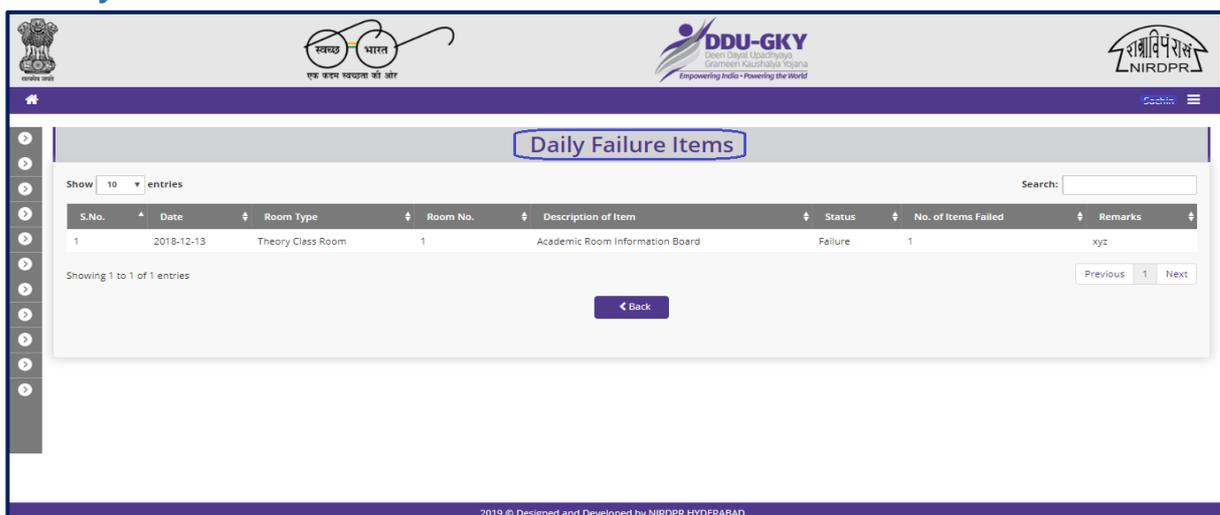
2019 © Designed and Developed by NIRDPR HYDERABAD.

Figure – B49 (Create Daily Failed Items)

Description:

1. This screen allows the user to capture the daily failure equipment details at the registered training centre wise
2. The user has to furnish the details like Date of failure, Room type, Item name, failed items & remarks
3. After entering all the details, the user has to click 'Add' option to add the details
4. After clicking the Add option, the filled items will be saved and will be available in view mode.

View Daily Failed Item Details



Daily Failure Items

Show: entries Search:

S.No.	Date	Room Type	Room No.	Description of Item	Status	No. of Items Failed	Remarks
1	2018-12-13	Theory Class Room	1	Academic Room Information Board	Failure	1	xyz

Showing 1 to 1 of 1 entries

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Figure – B50 (View Daily Failed Items)

Description:

1. This screen allows the user to view the list of failed items in view only mode

Module B3 – Candidate Management

Sub Module B3.1 – Candidate Registration

Definition: Registering the selected candidates in to the system who are desirous of being skilled and placed and have attended the aptitude test and counselling session. The registered candidates will be mapped to the batches for training

Prerequisite/s:

1. Due Diligence of Training Centre in ERP System.

Process:

1. PIA operation has to fill all the required details for candidate registration.
2. All the fields having left border red in colour are mandatory to fill
3. After registration candidates need to be authorized by PIA operations to enrol into the batches.

Candidate Registration Dashboard

The screenshot displays the 'Candidate Registration' dashboard. The left sidebar contains navigation options: PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT (highlighted), Open Candidates' List, Candidate Registration (highlighted), Candidate Authorization, BATCH MANAGEMENT, OJT MANAGEMENT, TRAINING MANAGEMENT, INSPECTION MANAGEMENT, EMPLOYER MANAGEMENT, PLACEMENT MANAGEMENT, REPORTS, and CHANGE REQUEST MANAGEMENT. The main content area is titled 'Registered Candidates List' and features a form with the following fields: Scheme Name (dropdown), State (dropdown), Sanction Order No. (dropdown), State(TC) (dropdown), District(TC) (dropdown), and Training Centre (dropdown). Below the form are 'Search' and 'Clear' buttons. A table below the form shows a list of registered candidates with columns for S.No., First Name, Last name, Date of Birth, Gender, Status, and Action. The table contains 6 entries, with the first three having a status of 'Save as a Draft' and the last three having a status of 'Submitted'.

S.No.	First Name	Last name	Date of Birth	Gender	Status	Action
21	Madhuri	Burra	2003-12-03	Female	Save as a Draft	
22	Madhuri	Burra	2003-12-03	Female	Submitted	
23	Madhuri	Burra	2003-12-03	Female	Save as a Draft	
24	Madhuri	Burra	2003-12-03	Female	Save as a Draft	
25	Hemant	Kumar	2003-12-01	Male	Save as a Draft	
26	Hemant	Kumar	2003-12-01	Male	Save as a Draft	

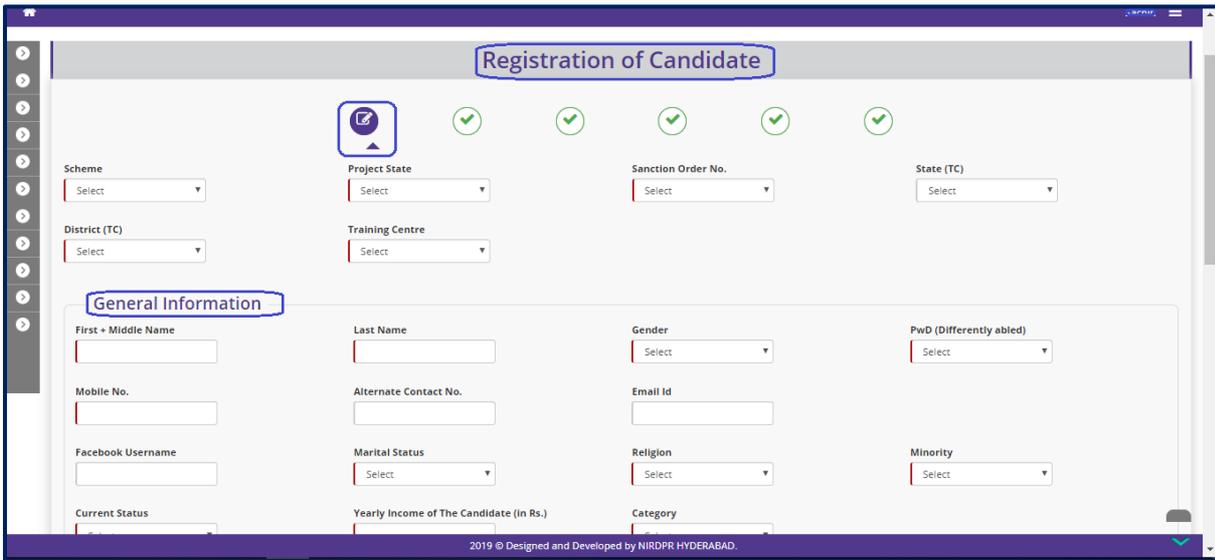
Figure – B51 (Candidate Registration Dashboard)

Description:

1. This screen allows the user to register new candidates and also view the already registered candidates
2. To register the candidates, the user has to click the 'Candidate Registration' option at the top left of the screen

3. The user will be directed to Create Candidate Registration page, where he/she can add all the details related for candidate
4. To view the details of registered candidates, the user has to select the Scheme, State, Sanction order, State, District and Training Centre
5. A list of the registered candidates will be displayed for the particular Training Centre where user has to click  icon to view the details of the particular candidate

Create Candidate Registration – General Information



The screenshot displays the 'Registration of Candidate' form. At the top, there are six green checkmarks indicating successful steps. Below them are dropdown menus for Scheme, Project State, Sanction Order No., State (TC), District (TC), and Training Centre. A blue box highlights the 'General Information' section, which contains the following fields:

- First + Middle Name (Text box)
- Last Name (Text box)
- Gender (Dropdown menu)
- PwD (Differently abled) (Dropdown menu)
- Mobile No. (Text box)
- Alternate Contact No. (Text box)
- Email Id (Text box)
- Facebook Username (Text box)
- Marital Status (Dropdown menu)
- Religion (Dropdown menu)
- Minority (Dropdown menu)
- Current Status (Text box)
- Yearly Income of The Candidate (In Rs.) (Text box)
- Category (Text box)

At the bottom of the form, it says '2019 © Designed and Developed by NIRDPR HYDERABAD.' and there is a 'Save & Continue' button.

Figure – B52 (Candidate Registration General Information)

Description:

1. This screen allows the user to select the basic details of the training centre like Scheme, State, Sanction order, State, District and Training Centre
2. After selecting the basic details, the user has to furnish the details of the individual candidates in the required fields like General Information, Education details, Work experience.
3. After filling all the details user has to click 'Save & Continue' option, he/she will be directed to the next page for capturing further information.

Note:

1. Aadhaar number, Mobile number & Email address of the candidate should be unique.
2. Candidates who fall under age group of 15-35 Years can only be registered. However, the upper age limit will be 45 years for the special groups.

Candidate Basic details

The screenshot shows the 'Create Candidate Basic Details' form. At the top, there are five progress indicators, with the second one (a pencil icon) highlighted. Below are three dropdown menus: 'Whether Driving Licence is Available?' (Select), 'Do you have any Insurance Coverage?' (Select), and 'Do you Own a Bank Account?' (No). The 'Language Proficiency' section is a table with columns: Language, Read, Write, and Speak. The rows are: English, Hindi, and Native. Each cell contains a dropdown menu. A 'Save & Continue' button is highlighted with a red box. At the bottom, it says '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – B53 (Candidate Registration Language selection)

Description:

1. This screen allows the user to furnish the candidates basic details like Insurance, Bank account Details, Language proficiency of the candidate
2. After filling all the details user has to click 'Save & Continue' option, he/she will be directed to the next page for capturing further information.

Candidate Family Details

The screenshot shows the 'Create Candidate Family Details' form. At the top, there are six progress indicators, with the third one (a pencil icon) highlighted. Below are several input fields and dropdown menus: 'Name of the Head of the Family' (text), 'Marital Status of Head of the Family' (Select), 'Occupation of The Head of The Family' (text), 'No. of Members in the Family' (Select), 'No. of Family Members Working Outside Village' (text), 'Is Any Family member of Candidate a SHG Member' (Select), 'Monthly Income of The Family (in Rs.)' (text), 'Monthly Expenses of The Family (in Rs.)' (text), 'Total Land Owned by Family (in Acres)' (text), and 'Agricultural Land (in Acres)' (text). The 'Family Details' section is a table with columns: Name of the family member, Relation, Contact No., Age, Gender, Highest Qualification, Occupation, Monthly Income (in Rs.), and Enrolled in NREGS or Skill Training. Each cell contains a dropdown menu or text input. An 'Add' button is highlighted with a red box. At the bottom, it says '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – B54 (Candidate Registration Family details)

Description:

1. This screen allows the user to furnish the details of Family members and occupations.
2. After filling all the details user has to click 'Save & Continue' option, he/she will be directed to the next page for capturing further information.

Note: Details of Father & Mother are compulsorily required in Family details otherwise system will not allow the user to move forward.

Candidate Residence Details

Figure – B55 (Candidate Registration Address details)

Description:

1. This screen allows the user to fill the Residence address of the candidate
2. The user has to enter the details of present residence address.
3. If the Present address & Permanent address are same then the user has to select 'Yes' as option in 'Same as Above' option under Permanent address tab. The details of present address will be auto populated in permanent address tab, else user has to enter the Permanent address details manually
4. After filling all the details user has to click 'Save & Continue' option, he/she will be directed to the next page for capturing further information.

Candidate Preference

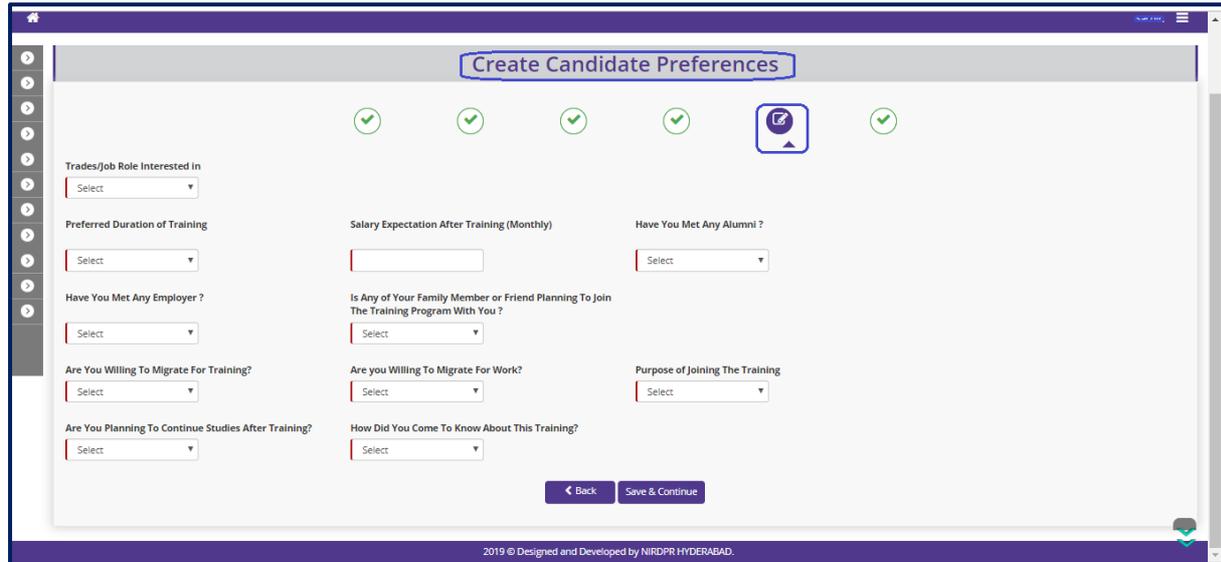


Figure – B56 (Candidate Preference)

Description:

1. This screen allows the user to select the preferences in interested trades of the candidate for training
2. This screen also allows the user to capture the expected salary and other details
3. After filling all the details user has to click 'Save & Continue' option, he/she will be directed to the next page for capturing further information.

Candidate Documents upload

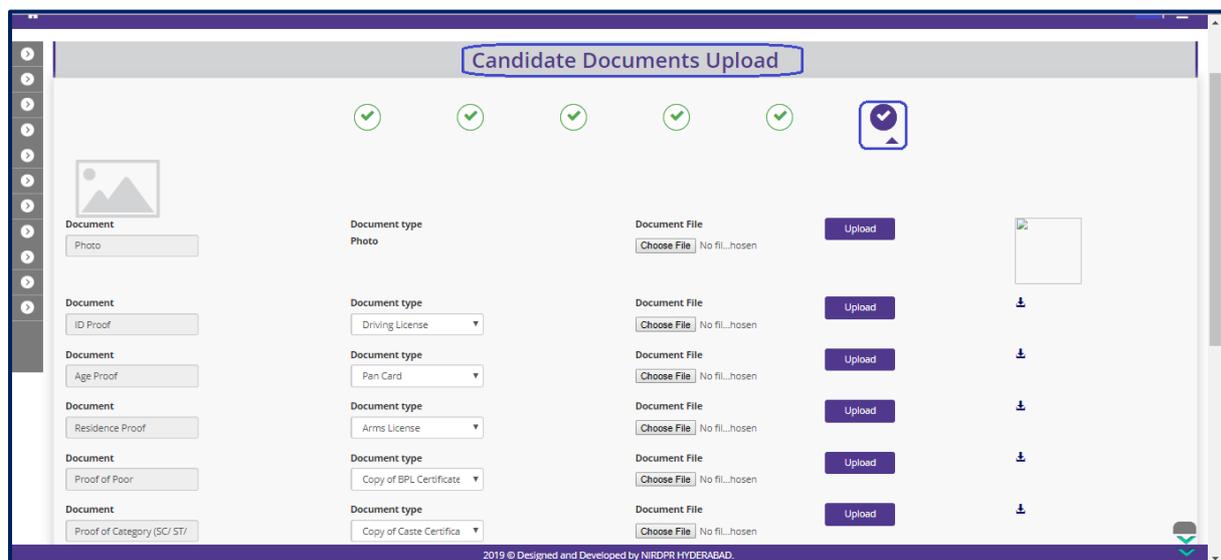


Figure – B57 (Candidate Registration Documents)

Description:

1. This screen allows the user to fill and upload the documents / photographs related to the Candidates Photo, Id proof, Age proof, residential proof, Parent consent form, Candidate declaration, Bank account tracking, Guardian declaration, Self-declaration of minority, Educational Qualification, Proof of poor.
2. The user has to click 'Generate PDF' option against Parent consent form, Candidate declaration, Bank account tracking, Guardian declaration, Self-declaration of minority & Educational Qualification fields
3. The user has to generate the PDFs for the above-mentioned fields, download, print, get signed and upload the same on the respective fields.
4. After filling all the details user has to click 'Submit' option. The information related to the candidate registration will be saved and this will be used during mapping the candidate to the batch.

Candidate Registration – View

The screenshot shows a web interface for viewing candidate registration details. The page title is 'Candidate-View'. The form is titled 'Candidate Registration' and contains the following information:

First + Middle Name :	Dr Harshad	Last Name :	Mehta
Gender :	Male	Date of Birth :	1997-02-28
Age :	22	Mobile No. :	9000000000
Alternate Contact No. :	0000000000	Email Id :	mehta@gmail.com
Facebook Username :	mehta.nic	Marital Status :	Widowed
Religion :	Other	Minority :	Yes
Status :	Other	Other Status :	NA
Yearly Income of the Candidate (in Rs.) :	132255	Educational Qualification :	Post Graduation
University/ Board :	PHED	Year of Passing :	2002
Percentage Marks :	100	Whether Having Technical Qualification ? :	ITI
Other, Please Specify :	NA	Whether Undergone Skill Training Previously ? :	Yes
Name of the Program Undergone :	NA	Whether Having Any Work Experience ? :	Yes

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Figure – B58 (View Candidate Registration)

Description:

1. This screen allows the user to view the candidate's details. The details available on the screen will be in view only mode

Sub Module B3.2 – Candidate Authorization

Definition: Authorization of a candidate is a mandatory process to enrol the candidate into a batch. Under authorization a candidate is tested over the aptitude and accordingly score secured by the candidate is entered along with the SECC and trainers’ remarks.

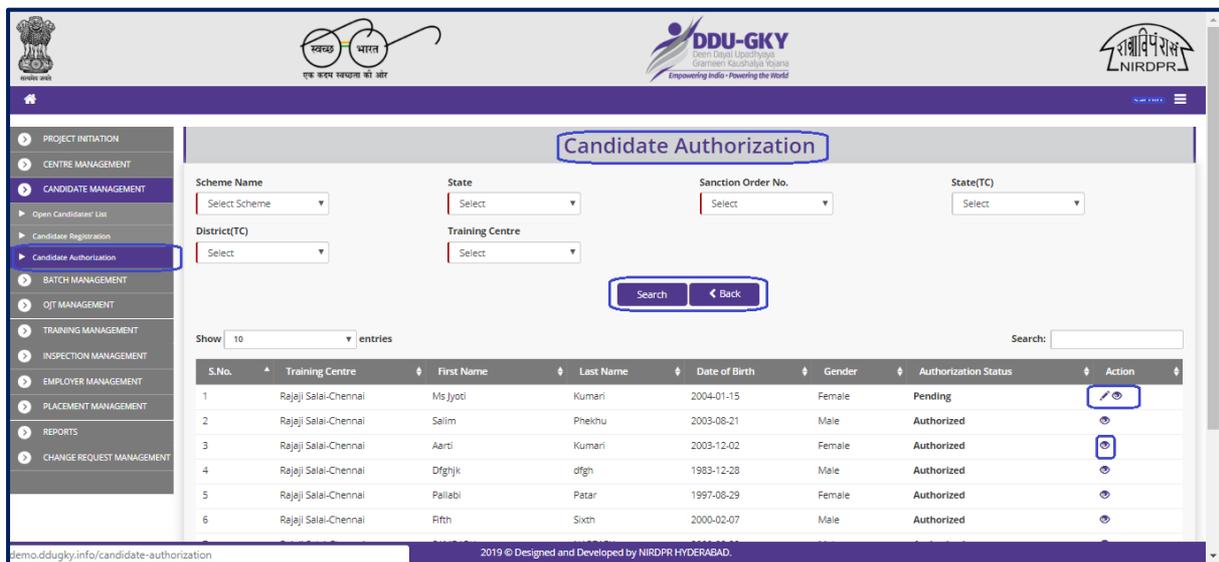
Prerequisite/s:

1. Candidate Registration in ERP System.

Process:

1. PIA operation registers the candidates in ERP System.
2. After registration candidates need to be authorized by PIA operations to enrol into the batches.

Candidate Authorization Dashboard



S.No.	Training Centre	First Name	Last Name	Date of Birth	Gender	Authorization Status	Action
1	Rajaji Salai-Chennai	Ms Jyoti	Kumari	2004-01-15	Female	Pending	
2	Rajaji Salai-Chennai	Salim	Phekhu	2003-08-21	Male	Authorized	
3	Rajaji Salai-Chennai	Aarti	Kumari	2003-12-02	Female	Authorized	
4	Rajaji Salai-Chennai	Dfghjk	dfgh	1983-12-28	Male	Authorized	
5	Rajaji Salai-Chennai	Pailabi	Patar	1997-08-29	Female	Authorized	
6	Rajaji Salai-Chennai	Fifth	Sixth	2000-02-07	Male	Authorized	

Figure – B59 (Candidate Authorization Dashboard)

Description:

1. This screen allows the user to view the list of candidates whose authorization is completed and pending
2. The user has to select Scheme, State, sanction Order, State, district, Training Centre to view the details of the candidates who all need to be authorised.

3. If the user  clicks icon against any candidate, he/she will be directed to Candidate authorization page where user has to enter the details of SECC and Aptitude test score
4. If the user clicks  icon, he/she will be directed to the view page of candidate authorization where the information will be available in view only mode.

Create Candidate Authorization

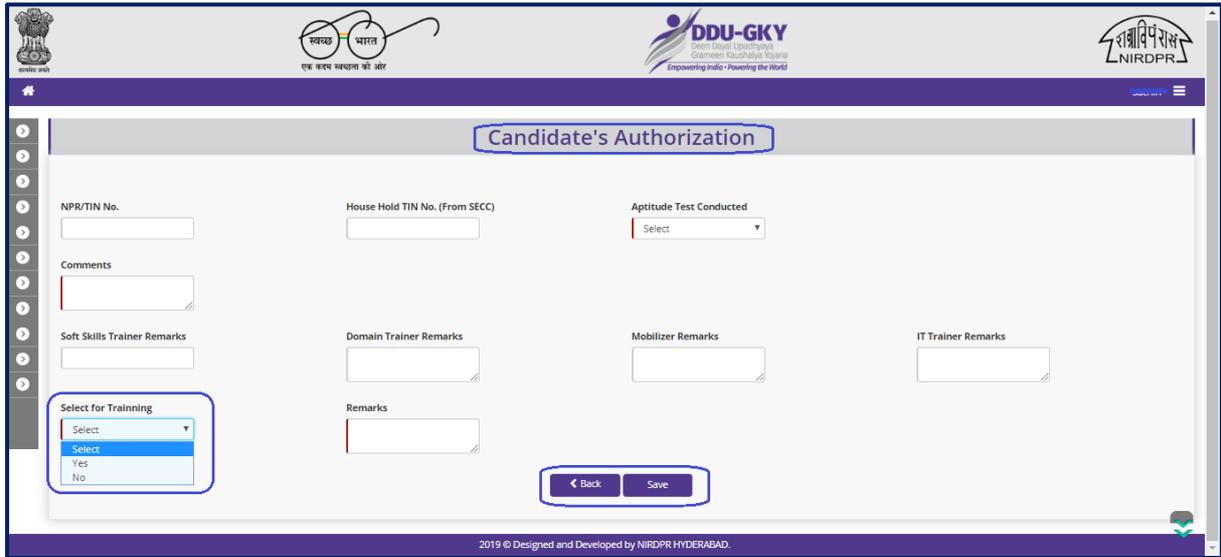


Figure – B60 (Create Candidate Authorization)

Description:

1. This screen allows the user to authorize the candidates by filling the details of SECC and Aptitude test score and the status of the candidate selection for training
2. The user has to select Scheme, State, sanction Order, State, district, Training Centre to view the details of the candidates who all need to be authorised.

Note:

1. After authorization only, candidates can be enrolled into the batches.
2. PIA has to compulsorily conduct Aptitude test & capture the scores into the ERP

View Candidate Authorization

Candidate-View

Candidate Registration

State :	INDIA	Scheme Name :	DDU-GKY
PIA Name :	GEN-COFTWARESOLUTIONS-DRWASLUMISE	Sanction Order No. :	XXXXXXXXXXXXXXXXXXXXXXX
Sanction Order Date :	2018-12-08		
First + Middle Name :	Jeevan	Last Name :	B
Gender :	Male	Date of Birth :	2003-12-17
Age :	15	Mobile No. :	7532148569
Alternate Contact No. :		Email Id :	
Facebook Username :		Marital Status :	Single
Religion :	Hindu	Minority :	Yes
Status :	Student	Other Status :	NA
Yearly Income of the Candidate (in Rs.) :	0	Educational Qualification :	Below 8th
University/ Board :	NA	Year of Passing :	2008
Percentage Marks :	92	Whether Having Technical Qualification ? :	No
Other, Please Specify :	NA	Whether Undergone Skill Training Previously ? :	No
Name of the Program Undergone :	NA	Whether Having Any Work Experience ? :	No
Work Experience (No. of Years) :	NA	Type of Work :	NA
Location of Work :	NA	Aadhaar No. :	8844942399
Aadhaar Enrollment No. (EID) :		MGNREGA Job Card No. :	NA

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Training Program with you ? :
 Are You Willing to Migrate for Training ? : No
 What Motivates you to Join the Training ? : Job
 Do You Plan to Continue Studies after Training ? : No
 How Did You Hear About This Training ? : Friends

Authorization

Candidate NPR Tin No. :	NA	Household TIN No.(from SECC) :	NA
Aptitude Test Conducted :	Yes	Name of the Test Conducted :	HollandsInventory
Aptitude Test Score :	5	Comments :	.
Soft Skills Trained Remarks :		Domain Skills Remarks :	NA
Mobilizer Remarks :		Whether Selected for Training ? :	Yes
Decision Remarks :	.		

Documents

Document	Proof
Photo	View
ID Proof	View
Age Proof	View
Residence Proof	View
Proof of Poor	View

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Figure – B61 (View Candidate Authorization)

Description:

1. This screen allows the user to view the details of candidate authorization in view only mode.
2. To generate the PDF of the candidate authorization of a candidate, the user has to click 'Generate PDF' option at the bottom of the screen

Sub Module B3.3 – Open Candidate’s List

Definition: Any candidate interested in taking training in DDUGKY can register directly in the ERP system using ‘Candidate Registration’ link available on the home page of Kaushal Bharat portal. The list of such registered candidates will be made available in the respective training centres opted by the candidates at the time of registration

Prerequisite/s:

1. Candidate Registration (Direct by Candidate) in ERP System.

Process:

1. Candidates interested in DDUGKY training can directly register in the ERP system.
2. At the time of registration, the candidate has to give preference of trades and training centre
3. PIA Operations can view the list of candidates directly registered option the PIA training centre

Open Candidate List Dashboard

S.No.	First Name	Last Name	Date of Birth	Gender	View
1	SASTI	ROY	1994-01-01	Male	
2	ben	ten ten	2004-01-05	Male	
3	b	b	1974-06-18	Female	
4	ramu	p	1974-01-29	Male	
5	rrr	gn	2004-02-05	Male	
6	Dr Harshad	Mehta	1997-02-28	Male	
7	dfhdf	dfhd	2004-01-01	Male	
8	test	trst	2004-03-18	Male	

Figure – B62 (Open Candidate list Dashboard)

Description:

1. This screen allows the user to view the list of candidates registered (Direct registration)
2. If the user clicks icon, he/she will be directed to ‘Candidate View’ page, where the details of the candidates will be available in view only mode

Module B4 – Batch Management

Sub Module B4.1 – Create Batch

Definition: Batch creation in a process in which details of the proposed batch are captured.

Prerequisite/s:

1. Approval of Due-diligence by the respective SRLM in ERP System

Process:

1. PIA operations has to create a batch in an approved training centre by entering the basic detail of the batch and enrolling the authorized candidates into the batch

Batch Registration Dashboard

The screenshot displays the 'Batch Details' form with the following fields:

- Scheme Name: Select
- State: select
- Sanction Order No.: select
- State (TC): select
- District (TC): select
- Name of Training Centre: Select

Below the form, there is a search bar and a table of existing batches. The table has the following columns: S.No., Training Centre Name, Batch Start Date, Batch End Date, Batch Freeze Date, Batch Id, and Action.

S.No.	Training Centre Name	Batch Start Date	Batch End Date	Batch Freeze Date	Batch Id	Action
1	Rajaji Selai-Chennai	2018-11-02	2019-01-27	2018-12-10	SC149B9458769	
2	Rajaji Selai-Chennai	2018-12-01	2019-01-29	2018-12-11	SC174D9B7F836	
3	Rajaji Selai-Chennai	2018-12-02	2019-01-29	2018-12-12	SC176FA1299DE	
4	Rajaji Selai-Chennai	2018-12-02	2019-01-29	2018-12-12	SC17705163C05	
5	Rajaji Selai-Chennai	2018-12-02	2019-01-29	2018-12-12	SC17706729C68	
6	Rajaji Selai-Chennai	2019-02-21	2019-01-29	2019-03-03	SC17854EB8611	

Figure – B63 (Batch Registration Dashboard)

Description:

1. This screen allows the user to create a new batch and also view the list of already created batches in a particular training centre
2. To create a new batch, the user has to click 'Batch Creation' option available at the top left of the screen. He/she will be directed to batch creation page where the details of the batch have to be entered
3. To search training centre wise batches, the user has to select the Scheme, State, Sanction order, TC State, District TC and Training centre

4. The list of available batches in that particular Training Centre will be displayed
5. If the user clicks  icon against any batch, he/she will be directed to the 'Create Batch' page to enter the details of the batch
6. If the user clicks  icon against any batch, he/she will be directed to the 'Batch View' page where the information related to the batch will be available in view only mode.

Create Batch

Figure – B64 (Create Batch)

Description:

1. This screen allows the user to enter the details of a batch in a training centre.
2. The user has to fill the details of Duration of the training per day, training start & expected end date, OJT start date and end date, Classrooms that will be engaged for the batch.

3. After filling all the valid details, the user has to click 'Save & Continue' option to save the filled in information on the screen.
4. The user will be directed to 'Assign Trainers to Batch' Page, where the details of trainer has to be entered
5. If the user clicks 'Previous' option, the user will be directed to the Batch creation dashboard page and the information entered (if any) will not be saved

Note:

1. If the training is conducted at more than one training centre, the user has to select 'YES' option to give the details of other training centre under batch details tab
2. If the OJT is being scheduled for the batch, the user has to fill the details of OJT start date and OJT end date.
3. If the batch is planned to split then the user has to attach the different Activity cum lesson plans (lesson plan A & B) along with the details of number of candidates that will be following lesson plan A & B respectively.
4. Based on the selection of the available rooms, the system will auto populate the number of candidates permitted to the selected room

Assign Trainers to Batch

S.No.	Trainer Name	Domain/ Non-Domain	Subject	Qualification	Trainer Type	Engagement Type	Delete
1	Jeevan	Domain	Micro Irrigation Technician	10th	Secondary	Full Time	

Figure – B65 (Create Trainer details)

Description:

1. This screen allows the user to fill the details of Domain and Non-domain trainers attached to the batch.

2. The user has to select the Trainers name & skill set from the drop down. The details of the Trainers will be auto populated in dropdown from the HR profile registration module.
3. All the trainers associated (Primary or Secondary) with a batch are needed to be mapped here.
4. After entering all the details, the user has to click 'Submit' option. The information entered on the screen will be saved
5. If the user clicks 'Previous' option, he/she will be directed to the previous screen/tab for any modifications required (if any)
6. If the user clicks 'Back to Dashboard' the user will be directed to the Batch creation dashboard

Note:

1. Secondary trainers will be assisting the Primary trainer.

View Batch Creation

Batch Details

State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	<input type="text" value="KARNATAKA"/>	Sanction Order No.	<input type="text" value="KARNATAKA"/>
Sanction Order Date	2018-12-08	State (TC)	TAMIL NADU
District (TC)	Kancheepuram	Name of Training Center	Rajaji Salai-Chennai
Trade/Job Role	Micro Irrigation Technician	Will the training be conducted in more than one Training Centre ?	
No		<input type="checkbox"/>	
Name of Training Centre		Batch Code	5C149B9458769
Nature of Training	Full Time	Batch Start Date	2018-11-02
Batch End Date	2019-01-27	Batch Size	21
Class Start Time	9:00 AM	Class End Time	7:30 PM
Will OJT be Provided ?	Yes	OJT Start Date	2019-01-07
OJT End Date	2019-01-27	Will the batch split for Training at the same Centre ?	Yes
Training Plan A			
Theory Class	1	IT Lab	
Domain Lab		Theory-cum-Domain Lab	
Theory-cum-IT Lab		IT-cum-Domain Lab	

S.No.	Trainer Name	Domain/ Non-Domain	Qualification	Trainer Type	Engagement Type
1	Jeevan	Domain	10th	Primary	Full Time
2	Pahalwan	Nondomain	Graduation	Primary	Full Time
3	Pahalwan	Nondomain	Graduation	Primary	Full Time

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Figure – B66 (View Batch creation)

Description:

1. This screen allows the user to view the details of the created batch in view only mode

Sub Module B4.2 – Enroll Candidate

Definition: Enrolment of required number of candidates into a batch to start training in the particular trade

Prerequisite/s:

1. Batch creation by PIA Operations team in ERP System

Process:

1. PIA operation has to enrol the authorized candidates into a batch to start the training in the particular trade.

Candidate Enrolment Dashboard

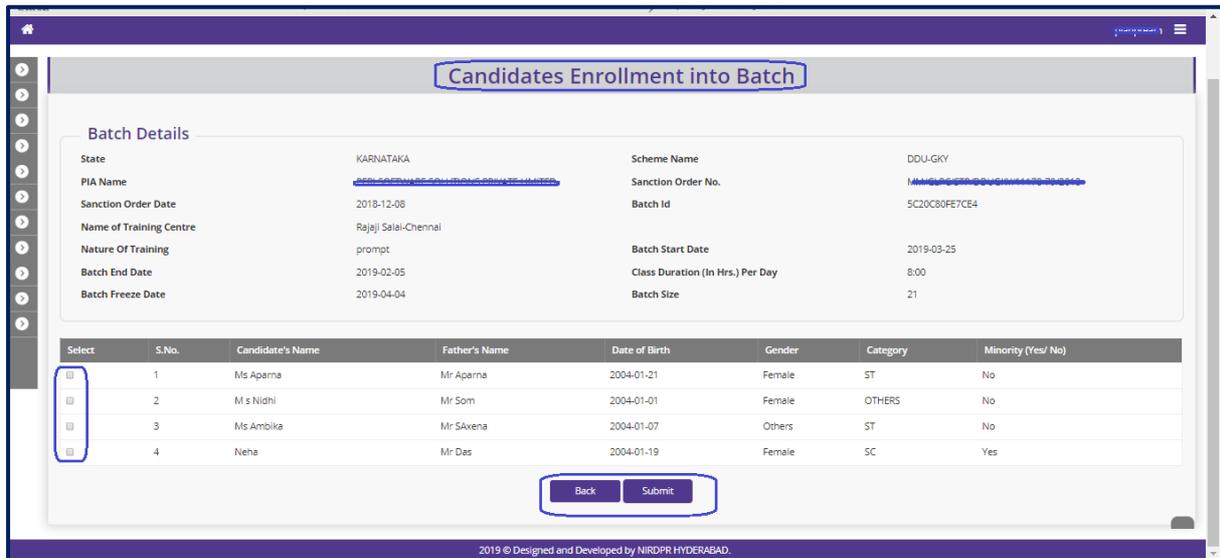
S.No.	Batch Id	Batch Start Date	Batch End Date	Batch Size	Batch Freeze Date	No. of Enrolled Candidates	Action
1	SC14989458769	2018-11-02	2019-01-27	21	2018-12-10	21	
2	SC174D9B7F836	2018-12-01	2019-01-29	21	2018-12-11	21	
3	SC176FA1299DE	2018-12-02	2019-01-29	21	2018-12-12	21	
4	SC17705163C05	2018-12-02	2019-01-29	21	2018-12-12	16	
5	SC17706729C68	2018-12-02	2019-01-29	22	2018-12-12	22	

Figure – B67 (Candidate Enrolment Dashboard)

Description:

1. This screen allows the user to view the list of batches for which the candidate enrolment is completed and pending
2. If the user clicks  icon against any batch, he/she will be directed to Batch enrolment page where the authorized candidates can be mapped to the batch
3. If the user clicks  icon against any batch, he/she will be directed to registered batch page where the  details of enrolled candidates will be made available in view only mode

Candidate Enrolment into Batch



Candidates Enrollment into Batch

Batch Details

State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	KARNATAKA/2019-12-08/2019-02-05/2019-04-04	Sanction Order No.	KARNATAKA/2019-12-08/2019-02-05/2019-04-04
Sanction Order Date	2019-12-08	Batch Id	5C20C80FE7CE4
Name of Training Centre	Rajaji Salai-Chennai	Batch Start Date	2019-03-25
Nature Of Training	prompt	Class Duration (In Hrs.) Per Day	8:00
Batch End Date	2019-02-05	Batch Size	21
Batch Freeze Date	2019-04-04		

Select	S.No.	Candidate's Name	Father's Name	Date of Birth	Gender	Category	Minority (Yes/ No)
<input type="checkbox"/>	1	Ms Aparna	Mr Aparna	2004-01-21	Female	ST	No
<input type="checkbox"/>	2	M s Nidhi	Mr Som	2004-01-01	Female	OTHERS	No
<input type="checkbox"/>	3	Ms Ambika	Mr Saxena	2004-01-07	Others	ST	No
<input type="checkbox"/>	4	Neha	Mr Das	2004-01-19	Female	SC	Yes

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Figure – B68 (Create Candidate Enrolment)

Description:

1. This screen allows the user to view the basic details of a created batch and the list of the registered candidates
2. The user has to select the candidates by clicking the checkbox against the candidate to map the candidates to the particular batch
3. After selecting the candidates, the user has to click 'Submit' option to save the details of enrolment of the candidates to the batch
4. If the user clicks 'Back to the dashboard' option, he/she will be directed to the candidate enrolment dashboard page and the information on the screen will not be saved

Note:

1. Only 5 extra candidates will be allowed to enrol into a batch over batch approval capacity till batch freeze date.

View Candidates Enrolment

The screenshot displays the 'Batch Enrollment - View' interface. At the top, there is a title bar 'Batch Enrollment - View'. Below it, the 'Batch Details' section is presented in a table format. The details include State (KARNATAKA), Scheme Name (DDU-GKY), PIA Name, Sanction Order No., Sanction Order Date (2018-12-08), Batch Id (SC149B9458769), Nature Of Training (Full Time), Batch Start Date (2018-11-02), Batch End Date (2019-01-27), Class Duration (In Hrs.) Per Day (8:00), and Batch Freeze Date (2018-12-10). Below the details, a table lists the enrolled candidates with columns for S.No., Candidate's Name, Father's Name, Date of Birth, Gender, Category, and Minority (Yes/ No). The table contains 9 rows of candidate data. At the bottom of the interface, there is a footer: '2019 © Designed and Developed by NIRDPR HYDERABAD.' and a small chat icon.

S.No.	Candidate's Name	Father's Name	Date of Birth	Gender	Category	Minority (Yes/ No)
1	saran	SATYANARAYANA	1983-12-28	Male	GENERAL	No
2	Hiramoni	Ramesh	1995-01-31	Female	SC	No
3	Zeenat	Neeraj	1995-10-16	Female	GENERAL	No
4	Karthik	faruk	2000-02-01	Male	GENERAL	No
5	Sameer	Sewakial	1997-06-02	Male	GENERAL	No
6	bujanga	Jugan	2000-10-30	Male	OBC	Yes
7	Kohli	Rudrapratap	1996-02-07	Male	GENERAL	No
8	Kaif	Karuna	2003-07-01	Male	GENERAL	No
9	Sandra	Simba	1990-06-19	Female	ST	Yes

Figure – B67 (View Candidate Enrolment)

Description:

1. This screen allows the user to view the details of a batch with list of enrolled candidates, Batch start date, Batch freeze date, Batch end date.

Sub Module B4.3 – Batch Completion

Definition: Completion of Classroom training & OJT training (if OJT is included) after completion of scheduled training.

Prerequisite/s:

1. Batch creation & batch freezing in ERP System

Process:

1. PIA operation has to fill the actual classroom closure date after classroom training and closure of a batch after OJT if applicable.

Batch Completion Dashboard

S.No.	Training Centre Name	Batch Code	Batch Start Date	Expected Batch End Date	Batch End Date	Action
1	Rajaji Salai-Chennai	SC17409B7F636	2018-12-01	2019-01-29	2018-06-01	
2	Rajaji Salai-Chennai	SC176FA12990E	2018-12-02	2019-01-29	2018-06-01	
3	Rajaji Salai-Chennai	SC17705163C05	2018-12-02	2019-01-29	2018-06-01	
4	Rajaji Salai-Chennai	SC17706729C6B	2018-12-02	2019-01-29	2018-06-01	
5	Rajaji Salai-Chennai	SC17854EB3611	2019-02-21	2019-01-29		
6	Rajaji Salai-Chennai	SC1B9CE35B34C	2019-01-01	2019-02-01	2019-03-07	
7	Rajaji Salai-Chennai	SC20C80FE7CE4	2018-12-04	2019-02-05	2019-02-03	
8	Rajaji Salai-Chennai	SC41B6EBEE8E3	2019-01-18	2019-06-22	2019-03-18	

Figure – B70 (Batch Completion Dashboard)

Description:

1. This screen allows the user to view the list of created batches (Both Closed and Pending)
2. If the user clicks icon against any batch, he/she will be directed to Create Batch Completion page where the user has to enter the basic details of batch closer and close a batch
3. If the user clicks icon against any batch, he/she will be directed to Batch Completion page where the details closed batch will be made available in view only mode

Create Batch Completion

Batch Details

State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	RESEARCH & DEVELOPMENT SOLUTIONS PRIVATE LIMITED	Sanction Order No.	MM/GLPC/STP/DDUGKY/11178-79/2018
Sanction Order Date	2018-12-08	Batch Start Date	2019-02-01
Batch Id	5C174D9B7F836	Nature Of Training	Residential
Batch Expected Completion Date	2019-07-06	Class Duration (In Hrs.) Per Day	8:00
Batch Freeze Date	2019-02-11	Batch Size	21

Completion Type: --select--

Batch Closure Date:

Upload File: No file chosen

The below listed candidates will be dropped out due to the shortage of attendance percentage (is less than 25%)

S.No.	Candidate Id	Candidate Name	Remarks
1	29	Hemant	Attendance is 0% due to this reason the
2	33	Aarti	Attendance is 0% due to this reason the
3	35	Aarti	Attendance is 4.51% due to this reason the

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Figure – B71 (Create Batch Completion)

Description:

1. This screen allows the user to view the batch details and close a batch.
2. The user can view the details of Classroom closure date, OJT closure date, expected batch end date, Actual batch end date.
3. The user has to select an option from 'Type of Closure' dropdown
4. If the batch has OJT included, then both the options Class room and OJT will be available for the user
5. The user has to enter the Date of closure by selecting the calendar under 'Date of Closure' tab.
6. After entering the details, if the user clicks 'Submit' option, the details of the batch closer will be saved and the details of the batch will be made available in Batch closure dashboard in view only mode
7. If the user clicks 'Back to Dashboard', he/she will be directed to 'Batch Completion Dashboard' page and the information on the screen will not be saved (if any)

Sub Module B4.4 – Request for Batch Termination

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

Prerequisite/s:

1. Batch creation by PIA operations team in ERP System

Process:

1. PIA operation has to request for batch termination of a registered batch on account of any reason. Some of the possible reasons may be - PIA is unable to continue the training, force major clauses as per MoU, malpractices or fraudulent practices.
2. PIA operation has to specify the appropriate reasons /remarks for batch termination and submit a request to the respective SRLM for approval
3. SRLM has to examine the PIA's request for batch termination and take a suitable decision.

Batch Termination Dashboard

The screenshot shows the 'Termination of a Batch' dashboard. It includes a sidebar with navigation options and a main content area with search filters and a data table. The table has the following data:

S.No.	Training Centre Name	Batch Code	Trader/Job Role	Batch Start Date	Batch End Date	Permitted Batch Size	No. of Enrolled Candidates	SRLM Decision	Action
1	Rajaji Salai-Chennai	SC29E645A0104	Micro Irrigation Technician	2018-12-31	2019-06-04	30	0	Approved	
2	Rajaji Salai-Chennai	SC41B6EBE8E3	Micro Irrigation Technician	2019-01-18	2019-06-22	21	0		

Figure – B73 (Batch Termination Dashboard)

Description:

1. This screen allows the user to terminate a batch with appropriate remarks / reasons in any particular training centre

View Termination of a Batch

Batch Details			
State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	[REDACTED]	Sanction Order No.	[REDACTED]
Sanction Order Date	2018-12-08	Batch Id	5C28E645A0104
Nature of Training	Residential	Batch Start Date	2018-12-31
Batch End Date	2019-06-04	Batch Size	30
Class Duration (In Hrs.) per Day	8:00	Batch Freeze Date	2019-01-10
PIA Reasons	PIA is unable to continue the training.		
SRLM Decision	Approved		
SRLM Remarks	Approved.....		
Batch Termination Request Date	2019-02-22	Batch Termination Approved Date	2019-02-22

[Back](#)

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Figure – B75 (View Batch Termination)

Description:

1. This screen allows the user to view the details of Termination of a Batch in view only mode

Sub Module B4.5 – Request for Batch Transfer

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

Prerequisite/s:

1. 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 has to examine the PIA's request for batch transfer and take a suitable decision.

Batch Transfer Dashboard

S.No.	Training Centre Name	Batch Id	Trade/Job Role	Batch Start Date	Batch End Date	Permitted Batch Size	No. of Enrolled Candidates	SRLM Decision	Action
1	Rajaji Salai-Chennai	5C174D987F836	Micro Irrigation Technician	2018-12-01	2019-01-29	21	21	Approved	
2	Rajaji Salai-Chennai	5C176FA1299DE	Micro Irrigation Technician	2018-12-02	2019-01-29	21	21		
3	Rajaji Salai-Chennai	5C17705163C05	Micro Irrigation Technician	2018-12-02	2019-01-29	21	16		
4	Rajaji Salai-Chennai	5C17706729C6B	Micro Irrigation Technician	2018-12-02	2019-01-29	22	22		

Figure – B76 (Batch Transfer Dashboard)

Description:

1. This screen allows the user to transfer a batch with appropriate remarks / reasons from one training centre to other training centre
2. To search training centre wise batches, the user has to select the Scheme, State, Sanction order, TC State, District TC and Training centre
3. The list of available batches in that particular Training Centre will be displayed
4. If the user clicks icon against any batch, he/she will be directed to Batch transfer page where the user has to select the proposed training centre for transfer of a batch and has to enter the appropriate reasons
5. If the user clicks icon against any batch, he/she will be directed to batch transfer page where the details of transferred batches will be made available in view only mode

Transfer of Batches to Another Centre

Batch Details			
State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	SC176FA1299DE	Sanction Order No.	SC176FA1299DE
Sanction Order Date	2018-12-08	Batch Id	SC176FA1299DE
Nature of Training	Part Time	Batch Start Date	2018-12-02
Batch End Date	2019-01-29	Batch Size	21
Class Duration (In Hrs.) per Day	8:00	Batch Freeze Date	2018-12-12

Transfer to Training Centre
select

Reason for Transfer

Upload Request Letter
Choose File No file chosen

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Figure – B77 (Create Batch Transfer)

Description:

1. This screen allows the user to view the basic details of the batch.
2. The user has to select the training centre from 'Transfer Training Centre' dropdown to transfer the batch from the existing training centre to the selected proposed training centre
3. After selecting the training centre and entering the appropriate remarks in 'Remarks' tab, the user has to select 'Submit' option to save the information and submit for the request for approval to the respective SRLM
4. If the user clicks 'Back to Dashboard' option, he/she will be directed to 'Batch Transfer Dashboard' and the information updated (if any) on the screen will not be saved

View Transfer of Batches to Another Centre

Batch Details			
State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	SC176FA1299DE	Sanction Order No.	SC176FA1299DE
Sanction Order Date	2018-12-08	Batch Id	SC174D987F836
Nature of Training	Week ends	Batch Start Date	2018-12-01
Batch End Date	2019-01-29	Batch Size	21
Class Duration (In Hrs.) per Day	8:00	Batch Freeze Date	2018-12-11
SRLM Decision	Approved		
PIA Reasons	njnn		
Srlm Remarks	Approved		
Batch Transfer Request Date	2019-02-22		

Back

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Figure – B78 (Create Batch Transfer)

Description:

1. This screen allows the user to view the details of transfer of batch in view only mode.

Module B5 – Training Management

Sub Module B5.1 – Candidate Attendance

Definition: In DDU-GKY training Geo-tagged time stamped, Aadhaar authenticated biometric attendance is mandatory for both trainees and trainers in the training centre at start and end of each training day.

Prerequisite/s:

1. Creation of a batch in ERP System

Process:

1. PIA operation has to update the In and out time of candidates at the training centre on daily basis.

Candidate Attendance Dashboard

The screenshot displays the 'Candidate Attendance' dashboard. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area is titled 'Candidate Attendance' and contains a search form with the following fields: Scheme Name (dropdown), State (dropdown), Sanction Order No. (dropdown), State (TC) (dropdown), District (TC) (dropdown), and Training Centre Name (dropdown). Below the search form, the system has populated the following information: State: KARNATAKA, Scheme Name: DDU-GKY, PIA Name: LIMITED, and Sanction Order No.: [redacted]. A 'Search' button and a 'Clear' button are visible. Below the search results, there is a table with the following columns: S.No., Training Centre Name, Trade/Job Role, Batch Code, Batch Start Date, Batch End Date, Batch Size, Enrolled, and Action. The table shows one entry: S.No. 1, Training Centre Name Rajaji Satali-Chennai, Trade/Job Role Micro Irrigation Technician, Batch Code SCI89CE35B34C, Batch Start Date 2019-01-01, Batch End Date 2019-02-01, Batch Size 21, and Enrolled 6. The 'Action' column for this entry contains a checkmark icon. At the bottom of the table, it says 'Showing 1 to 1 of 1 entries' and there are 'Previous', '1', and 'Next' navigation buttons.

Figure – B79 (Candidate Attendance Dashboard)

Description:

1. This screen allows the user to create and view the attendance of batch wise enrolled candidates on day to day basis
2. The user has to select the Scheme, Sanction Order, TC State, District TC and Training Centre and click 'Search' option
3. A list of all the batches under that particular Training Centre will be displayed

4. To create attendance of a particular batch, the user has to click  icon against the batch, he/she will be directed to Candidate attendance page where the day wise attendance of the batch will be displayed
5. To create a new attendance, the user has to click 'Create Candidate Attendance' option at the top left for the screen. The user has to update candidate wise attendance

Create Candidate Attendance

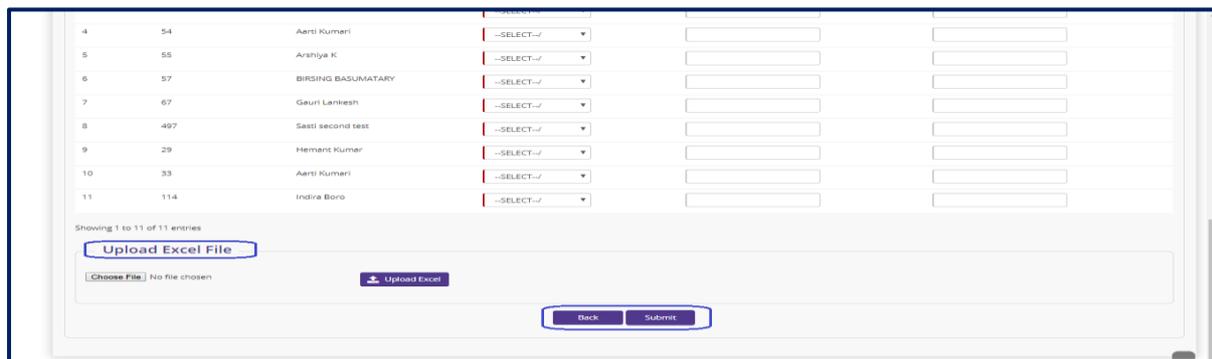
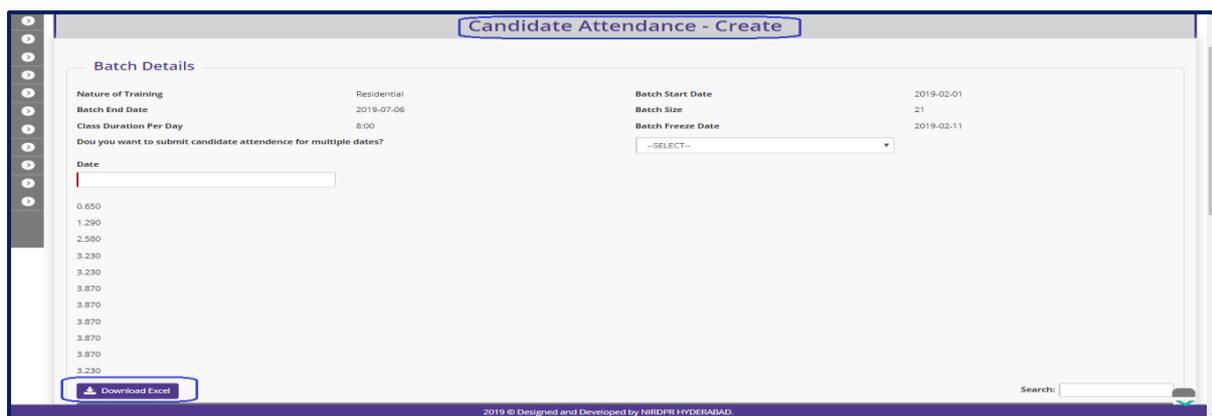
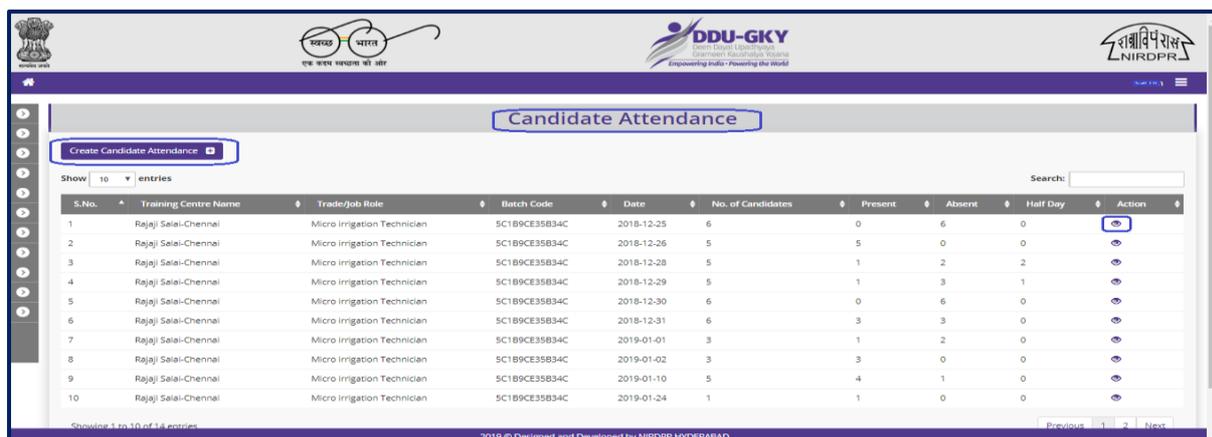
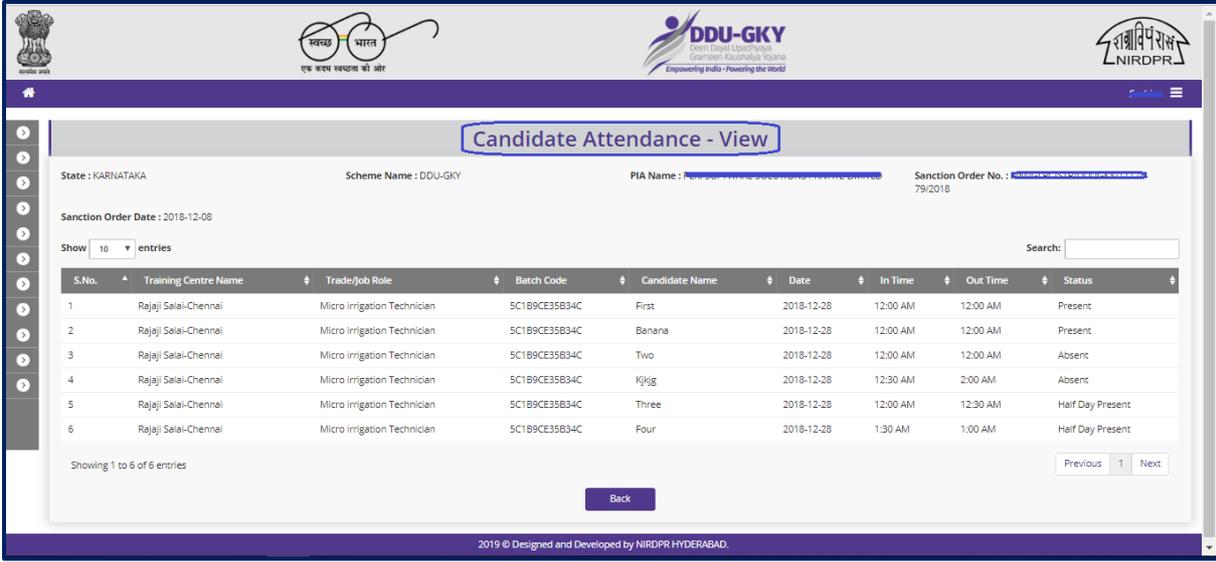


Figure – B80 (Create Candidate Attendance)

Description:

1. This screen allows the user to view the list of candidates enrolled in the particular batch, where the user has to give the Time in and time out of the individual candidate
2. After entering the attendance details, the user has to click the 'Submit' option to submit the attendance for that particular day.
3. There is a provision to download and upload the bulk attendance of the candidate using excel sheet
4. If the user clicks 'Back' option, he/she will be directed to Candidate attendance dashboard page

View Candidate Attendance



Candidate Attendance - View

State : KARNATAKA Scheme Name : DDU-GKY PIA Name : Sanction Order No. :

Sanction Order Date : 2018-12-08

Show entries Search:

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Candidate Name	Date	In Time	Out Time	Status
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C1B9CE35B34C	First	2018-12-28	12:00 AM	12:00 AM	Present
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C1B9CE35B34C	Banana	2018-12-28	12:00 AM	12:00 AM	Present
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C1B9CE35B34C	Two	2018-12-28	12:00 AM	12:00 AM	Absent
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C1B9CE35B34C	Kjlsjg	2018-12-28	12:30 AM	2:00 AM	Absent
5	Rajaji Salai-Chennai	Micro Irrigation Technician	5C1B9CE35B34C	Three	2018-12-28	12:00 AM	12:30 AM	Half Day Present
6	Rajaji Salai-Chennai	Micro Irrigation Technician	5C1B9CE35B34C	Four	2018-12-28	1:30 AM	1:00 AM	Half Day Present

Showing 1 to 6 of 6 entries Previous 1 Next

Back

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Figure – B81 (View Candidate Attendance)

Description:

1. This screen allows the user to view the candidate wise attendance details in view only mode

Sub Module B5.2 – Residential Facility Candidate Attendance

Definition: In DDU-GKY training Geo-tagged time stamped, Aadhaar authenticated biometric attendance is mandatory for both trainees and trainers in the Residential Facility centre at start and end of each training day.

Prerequisite/s:

1. Creation of a batch in ERP System

Process:

1. PIA operation has to update the In and out time of candidates at the Residential Facility on daily basis.

Residential Facility Candidate Attendance Dashboard

The screenshot shows the 'Residential Facility Candidate Attendance' dashboard. The left sidebar contains a navigation menu with the following items: PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT, BATCH MANAGEMENT, QIT MANAGEMENT, TRAINING MANAGEMENT (highlighted), Welcome Kit Distribution, Candidate Attendance, Trainer Attendance, Tablet Distribution, Training Progress, Manual Dropout, INSPECTION MANAGEMENT, EMPLOYER MANAGEMENT, PLACEMENT MANAGEMENT, REPORTS, and CHANGE REQUEST MANAGEMENT. The main content area is titled 'Residential Facility Candidate Attendance' and features several search filters: Scheme Name (dropdown), State (dropdown), Sanction Order No. (dropdown), District (TC) (dropdown), and Training Centre Name (dropdown). Below these filters are 'Search' and 'Clear' buttons. The dashboard also displays the current state (KARNATAKA), Scheme Name (DDU-GKY), PIA Name (WAZIR ADVISORS PRIVATE LIMITED), and Sanction Order No. (J17023/23/2015). A table shows a list of training batches with columns: S.No., Training Centre Name, Trade/Job Role, Batch Code, Batch Start Date, Batch End Date, Batch Size, and Enrolled. The table contains 4 entries. The first entry (S.No. 1) has 5 enrolled candidates, and the second entry (S.No. 2) has 1 enrolled candidate. A 'Showing 1 to 4 of 4 entries' message is at the bottom left, and 'Previous 1 Next' navigation is at the bottom right.

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled	Action
1	RED Pvt. Ltd.	Sewing Machine Operator	5C9C577605A3E	2019-01-01	2019-04-13	7	5	
2	RED Pvt. Ltd.	Sewing Machine Operator	5CAAE0C347FDEC	2019-05-05	2019-09-20	6	1	
3	RED Pvt. Ltd.	Sewing Machine Operator	5D248D294EAA2	2019-06-04	2019-09-14	0	4	
4	RED Pvt. Ltd.	Sewing Machine Operator	5D247FDF880A0	2019-06-03	2019-09-13	5	1	

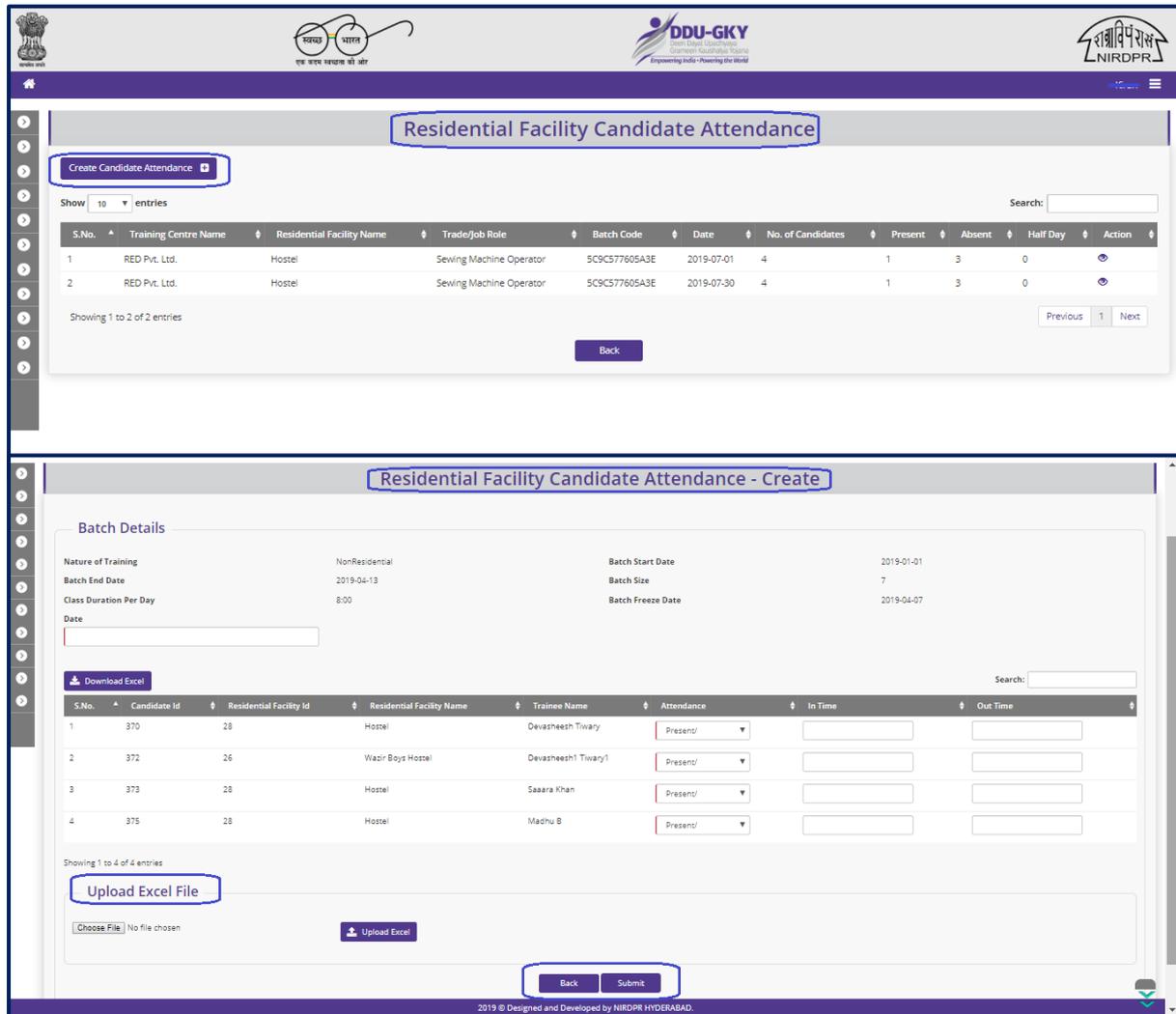
Figure – B82 (RF Candidate Attendance Dashboard)

Description:

1. This screen allows the user to create and view the attendance of batch wise enrolled candidates on day to day basis
2. The user has to select the Scheme, Sanction Order, TC State, District TC and Training Centre and click 'Search' option

3. A list of all the batches under that particular Training Centre will be displayed
4. To create attendance of a particular batch, the user has to click  icon against the batch, he/she will be directed to Candidate attendance page where the day wise attendance of the batch will be displayed
5. To create a new attendance, the user has to click 'Create Candidate Attendance' option at the top left for the screen. The user has to update candidate wise attendance

Create Candidate Attendance



Residential Facility Candidate Attendance - Create

Batch Details

Nature of Training	Non-Residential	Batch Start Date	2019-01-01
Batch End Date	2019-04-13	Batch Size	7
Class Duration Per Day	8:00	Batch Freeze Date	2019-04-07
Date	<input type="text"/>		

[Download Excel](#)

S.No.	Candidate Id	Residential Facility Id	Residential Facility Name	Trainee Name	Attendance	In Time	Out Time
1	370	28	Hostel	Devasheesh Tiwary	Present/	<input type="text"/>	<input type="text"/>
2	372	26	Wazir Boys Hostel	Devasheesh Tiwary	Present/	<input type="text"/>	<input type="text"/>
3	373	28	Hostel	Saara Khan	Present/	<input type="text"/>	<input type="text"/>
4	375	28	Hostel	Madhu B	Present/	<input type="text"/>	<input type="text"/>

Showing 1 to 4 of 4 entries

[Upload Excel File](#)

No file chosen

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Figure – B83 (Create Candidate Attendance)

Description:

1. This screen allows the user to view the list of candidates enrolled in the particular batch, where the user has to give the Time in and time out of the individual candidate
2. After entering the attendance details, the user has to click the 'Submit' option to submit the attendance for that particular day.
3. There is a provision to download and upload the bulk attendance of the candidate using excel sheet

Sub Module B5.3 – Trainer Attendance

Definition: In DDU-GKY training Geo-tagged time stamped, Aadhaar authenticated biometric attendance is mandatory for both trainees and trainers in the training centre at start and end of each training day.

Prerequisite/s:

1. Enrolment of trainers in ERP System

Process:

1. PIA operation has to update the In and out time of trainers at the training centre on daily basis.

Trainer Attendance Dashboard

The screenshot shows the 'Trainer Attendance' dashboard. The sidebar menu is on the left, and the main content area is on the right. The main content area has a title 'Trainer Attendance' and a search form with the following fields: Scheme Name, State, Sanction Order No., State (TC), District (TC), and Training Centre Name. Below the search form are 'Search' and 'Clear' buttons. The dashboard also displays the following information: 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, and a table with the following data:

S.No.	PIA Name	Sanction Order No.	Training Centre Name	Trade/Job Role	No. of Trainers	Action
1	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED-TN2018CR24764	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	Micro Irrigation Technician	1	

The dashboard also includes a search bar and pagination controls at the bottom right.

Figure – B85 (Trainer Attendance Dashboard)

Description:

1. This screen allows the user to create and view the attendance of trainers in the training centre on day to day basis
2. The user has to select the Scheme, Sanction Order, TC State, District TC and Training Centre and click 'Search' option
3. A list of all the trades in the Training Centre will be displayed

4. To create attendance of the trainer for a particular trade, the user has to click icon against the trade name, he/she will be directed to trainer attendance page where the day wise attendance of the trainers will be displayed
5. To create a new attendance, the user has to click 'Create Trainer Attendance' option at the top left for the screen. The user has to update trainer wise attendance

Create Trainer Attendance

The screenshot displays the 'Trainer Attendance' interface. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. A 'Create Trainer Attendance' button is highlighted in the top left. Below it, a search bar and a table of attendance records are visible. The table has the following columns: S.No., Training Centre Name, Date, No. of Trainers, Present, Absent, Half Day, Leave, and Action. The table contains 10 rows of data for Rajaji Salai-Chennai. The 'Action' column contains eye icons for each row.

S.No.	Training Centre Name	Date	No. of Trainers	Present	Absent	Half Day	Leave	Action
1	Rajaji Salai-Chennai	1-01-2019	1	1	0	0	0	👁
2	Rajaji Salai-Chennai	1-12-2018	1	1	0	0	0	👁
3	Rajaji Salai-Chennai	10-01-2019	1	1	0	0	0	👁
4	Rajaji Salai-Chennai	10-12-2018	1	1	0	0	0	👁
5	Rajaji Salai-Chennai	11-12-2018	1	0	1	0	0	👁
6	Rajaji Salai-Chennai	12-12-2018	1	1	0	0	0	👁
7	Rajaji Salai-Chennai	14-12-2018	1	0	0	0	1	👁
8	Rajaji Salai-Chennai	16-12-2018	1	1	0	0	0	👁
9	Rajaji Salai-Chennai	2019-01-16	1	1	0	0	0	👁
10	Rajaji Salai-Chennai	2019-02-25	1	1	0	0	0	👁

The screenshot displays the 'Trainer Attendance - Create' interface. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. A 'Download Excel' button is highlighted in the top left. Below it, a form for creating a new attendance record is visible. The form includes fields for Date, Trainer Id, Training Centre Name, Trainer Name, Attendance, In Time, and Out Time. Below the form, there is an 'Upload Excel File' section with a 'Choose File' button and an 'Upload Excel' button. 'Back' and 'Submit' buttons are at the bottom.

Figure – B86 (Create Trainer Attendance)

Description:

1. This screen allows the user to view the list of trainers in that particular training centre. The user has to give the Time in and time out of the individual Trainer (Shown in the figure)
2. Also there is a provision to upload and download the bulk attendance using excel sheet

3. After entering the attendance details, the user has to click the 'Submit' option to submit the attendance for that particular day.
4. If the user clicks 'Back' option, he/she will be directed to Trainer attendance dashboard page

View Trainer Attendance

The screenshot displays the 'Trainer Attendance - View' page. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area is titled 'Trainer Attendance - View' and contains the following information:

- State : KARNATAKA
- Scheme Name : DDU-GKY
- PIA Name : [Redacted]
- Sanction Order No. : [Redacted]
- Sanction Order Date : 2018-12-08
- Show 10 entries
- Search: [Input field]

S.No.	Training Centre Name	Trainer Name	Date	In Time	Out Time	Status
1	Rejaji Salai-Chennai	Pehalwan	14-12-2018			Leave

Showing 1 to 1 of 1 entries

Previous 1 Next

Back

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Figure – B87 (View Trainer Attendance)

Description:

1. This screen allows the user to view the attendance of the trainers in the particular training centre in view only mode

Sub Module B5.4 – Manual Dropout

Definition: If the attendance of any candidate is counted less than 75% at any point of the training, then he/she can be debarred from the training programme by manually drop out from the batch.

Prerequisite/s:

1. Batch freezing in ERP System

Process:

1. PIA operation has to manually dropout the candidate/s whose attendance is par below the mandatory norms.

Manual Dropout Dashboard

Figure – B88 (Manual Dropout Dashboard)

Description:

1. This screen allows the user to view the list of the candidates for a particular trade and batch in the particular training centre where he/she can select the candidates for manual dropout from the training.
2. The user has to select the Scheme, Sanction Order number, State TC, District TC and Training Centre ID and click 'Search' Option.
3. A list of trade wise batch details in that particular training centre will be displayed
4. If the user clicks  icon against any batch, he/she will be directed to Candidate dropout page where the user can create manual dropout of a candidate

Create Candidate Dropout

Figure – B89 (Create Manual Dropout)

Description:

1. To manually dropout a candidate, the user has to click the 'Create Candidate dropout' option at the top left of the screen.
2. The user will be directed to 'Create Candidate dropout' page, where he/she can dropout the candidate from the list by mentioning the reason for being dropout along with an effective date of dropout.
3. After entering the details, the user has to click the 'Submit' option to submit the details.
4. If the user clicks 'Back' option, he/she will be directed to Candidate dropout dashboard page

Sub Module B5.5 – Welcome Kit Distribution

Definition: To generate a distinct identity and sense of oneness among the candidates, standardized welcome kit is being distributed to the candidates on batch freezing date.

Prerequisite/s:

1. Freezing of a Batch in the ERP System

Process:

1. PIA operation has to provide jute bag/cloth bag which should have TLM (Teaching and learning material) for domain and non-domain subjects (Material for Domain and Non-Domain subjects should be bilingual in vernacular and English - preferably in diglot format.) stationery including writing note books, practical tool kit if applicable, etc within 2 days of batch freezing date.

Welcome kit Dashboard

The screenshot shows the 'Welcome Kit Distribution' dashboard. It features a search form with the following fields: Scheme Name (dropdown), State (dropdown), Sanction Order No. (dropdown), State (TC) (dropdown), District (TC) (dropdown), and Training Centre (dropdown). Below the search form, there are buttons for 'Search' and 'Clear'. The dashboard also displays the following information: State: KARNATAKA, Scheme Name: DDU-GKY, PIA Name: PIA OPERATIONS LIMITED, and Sanction Order No.: [redacted]. Below this information, there is a table with the following columns: S.No., Training Centre Name, Trade/Job Role, Batch Code, Batch Start Date, Batch End Date, Batch Size, Enrolled, and Action. The table contains 6 rows of data:

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	2018-11-02	2019-01-27	21	21	[Action Icon]
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D987F836	2018-12-01	2019-01-29	21	21	[Action Icon]
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C176FA1299DE	2018-12-02	2019-01-29	21	21	[Action Icon]
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17705163C05	2018-12-02	2019-01-29	21	16	[Action Icon]
5	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17706729C6B	2018-12-02	2019-01-29	22	22	[Action Icon]
6	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17854EB83611	2019-02-21	2019-01-29	21	2	[Action Icon]

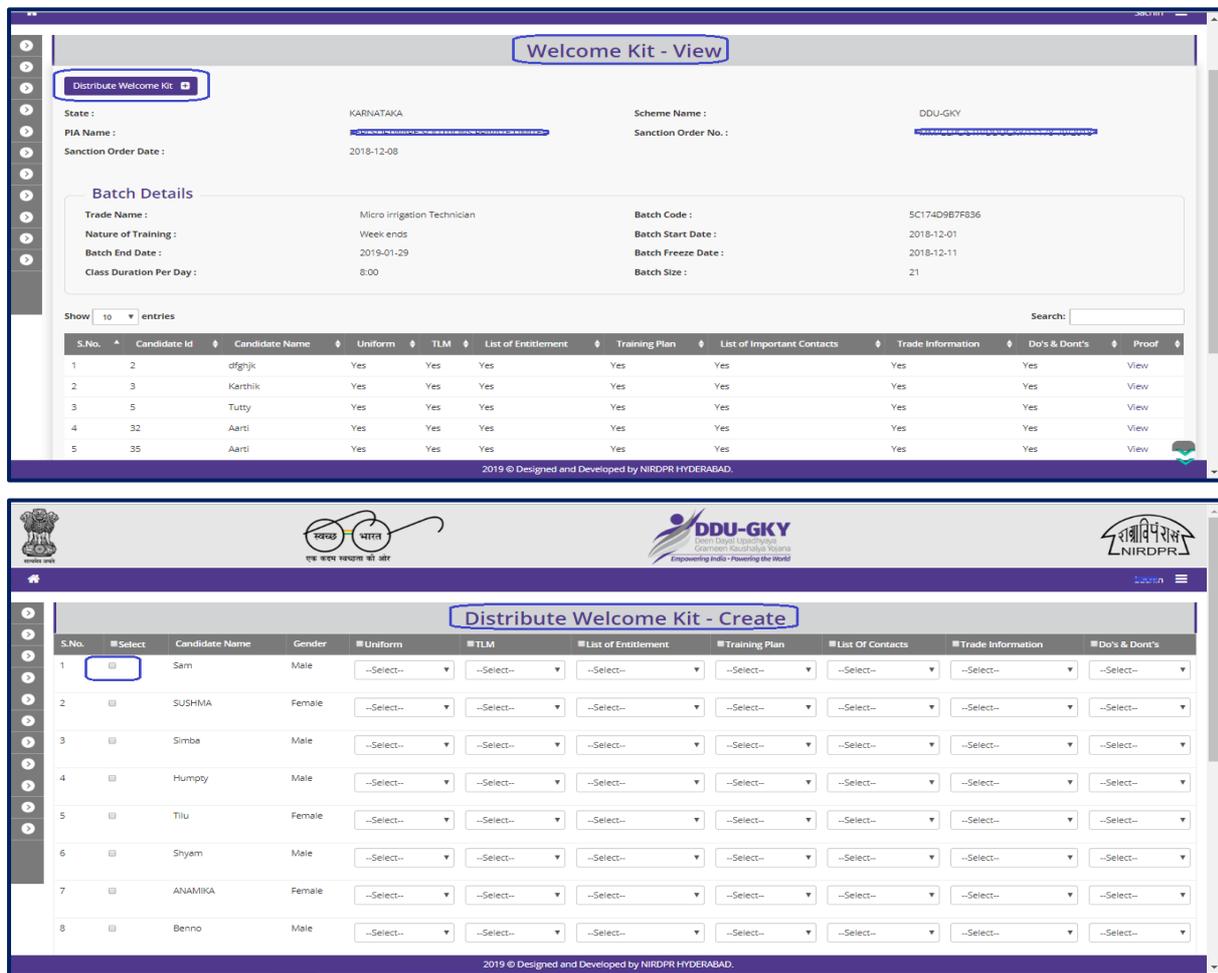
Figure – B90 (Welcome Kit Dashboard)

Description:

1. This screen allows the user to view the records of welcome kit distribution for a particular batch at a particular training centre.
2. The user has to select the Scheme, Sanction Order number, State TC, District TC and Training Centre ID and click 'Search' Option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen

- The user has to click  icon against any batch, he/she will be directed to the 'Welcome Kit' page, where the user has to update the details of Welcome kit.

Create Distribute Welcome Kit



The image shows two screenshots of a web application interface. The top screenshot is titled 'Welcome Kit - View' and displays details for a specific batch. The bottom screenshot is titled 'Distribute Welcome Kit - Create' and shows a table for selecting candidates to receive the kit.

Welcome Kit - View

State : KARNATAKA Scheme Name : DDU-GKY
 PIA Name : Sanction Order No. :
 Sanction Order Date : 2018-12-08

Batch Details

Trade Name : Micro Irrigation Technician Batch Code : 5C174D9B7F836
 Nature of Training : Week ends Batch Start Date : 2018-12-01
 Batch End Date : 2019-01-29 Batch Freeze Date : 2018-12-11
 Class Duration Per Day : 8:00 Batch Size : 21

Show 10 entries Search:

S.No.	Candidate Id	Candidate Name	Uniform	TLM	List of Entitlement	Training Plan	List of Important Contacts	Trade Information	Do's & Don't's	Proof
1	2	dfghjk	Yes	Yes	Yes	Yes	Yes	Yes	Yes	View
2	3	Karthik	Yes	Yes	Yes	Yes	Yes	Yes	Yes	View
3	5	Tutty	Yes	Yes	Yes	Yes	Yes	Yes	Yes	View
4	32	Aarti	Yes	Yes	Yes	Yes	Yes	Yes	Yes	View
5	35	Aarti	Yes	Yes	Yes	Yes	Yes	Yes	Yes	View

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Distribute Welcome Kit - Create

S.No.	Select	Candidate Name	Gender	Uniform	TLM	List of Entitlement	Training Plan	List Of Contacts	Trade Information	Do's & Don't's
1	<input type="checkbox"/>	Sam	Male	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--
2	<input type="checkbox"/>	SUSHMA	Female	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--
3	<input type="checkbox"/>	Simba	Male	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--
4	<input type="checkbox"/>	Humpy	Male	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--
5	<input type="checkbox"/>	Tilu	Female	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--
6	<input type="checkbox"/>	Shyam	Male	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--
7	<input type="checkbox"/>	ANAMIKA	Female	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--
8	<input type="checkbox"/>	Benno	Male	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--	--Select--

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Figure – B91 (Create Distribute Welcome Kit)

Description:

- To update the welcome kit distributed record, the user has to click the 'Create Welcome kit' option at the top left of the screen.
- The user will be directed to 'Distribute Welcome kit' page, where he/she can select the candidates to whom welcome kit is being provided.
- After selecting the details, the user has to click the 'Submit' option to agree the details submitted.
- If the user clicks 'Back' option, he/she will be directed to 'Welcome Kit dashboard' page

Sub Module B5.6 – Tablet distribution

Definition: To increase the interest among candidates towards self-learning modules DDU-GKY programme mandatorily introduced the tablets as learning module to each candidate.

Prerequisite/s:

1. Candidate Enrolment in ERP System

Process:

1. PIA operation has to maintain tablets along with electronic content as per standards prescribed by DDU-GKY and to provide separate tablet to each candidate batch wise every day and maintain its record.

Tablet Distribution Dashboard

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	2018-11-02	2019-01-27	21	21	[Edit]
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17409877836	2018-12-01	2019-01-29	21	21	[Edit]
3	Rajaji Salai-Chennai	Micro Irrigation Technician	SC176FA12990E	2018-12-02	2019-01-29	21	21	[Edit]
4	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17705163C05	2018-12-02	2019-01-29	21	16	[Edit]
5	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17706729C68	2018-12-02	2019-01-29	22	22	[Edit]
6	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17854E83611	2019-02-21	2019-01-29	21	2	[Edit]

Figure – B92 (Tablet Distribution Dashboard)

Description:

1. This screen allows the user to view/update the distribution of tablet record to the candidates on daily basis at a training centre.
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen

4. If the user clicks  icon against any batch, he/she will be directed to the 'Tablet Distribution' page, where the user has to update the details of tablet distribution to candidates.
5. A list of total nos. of candidates present and total no. of tablets distributed on the date at the particular training centre will be displayed
6. If the user clicks icon against any batch, the details of candidates received the tablet for a particular date with receiving and returning time details will be displayed
7. If the user clicks 'Back' option, he/she will be directed to Tablet distribution dashboard page

Create Tablet distribution

Tablet Distribution

Create Tablet Distribution

State : KARNATAKA Scheme Name : DDU-GKY
 PIA Name : [REDACTED] Sanction Order No. : [REDACTED]
 Sanction Order Date : 2018-12-08 Training Centre Name : Rajaji Salai-Chennai
 Trade/Job Role : Micro Irrigation Technician Batch Code : SC149B9458769

Show 10 entries Search: []

S.No.	No. of Candidates Present	No. of Tablets Distributed	No. of Tablets Not Issue	Date	Action
11	21	1	20	2018-12-13	
12	11	1	10	2018-12-15	
13	8	0	8	2018-12-17	
14	21	2	19	2018-12-18	

Showing 11 to 14 of 14 entries Previous 1 2 Next

Back

Tablet Distribution - Create

State : KARNATAKA Scheme Name : DDU-GKY
 PIA Name : [REDACTED] Sanction Order No. : [REDACTED]
 Sanction Order Date : 2018-12-08

Date : [] Search

S.No.	Select	Candidate Id	Candidate Name	Tablet Code	Time of Issue	Time of Return
-------	--------	--------------	----------------	-------------	---------------	----------------

Distribution Acknowledgement
 Choose File No file chosen

Back

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Figure – B93 (Create Tablet Distribution)

Description:

1. To update the details of tablet distribution to the candidates, the user has to click 'Create Tablet Distribution' option at the top left of the screen
2. The user will be directed to 'Create tablet distribution' page, where he/she can update the records of unique tablets distributed to the candidates with receiving and returning time along with the proof.
3. The user has to select the date, the candidate and enter the details of Tablet code, receiving time and returning time and has to upload the proof document.
4. After filling all the details, the user has to click the 'Submit' option to agree the details submitted.
5. If the user clicks 'Back' option, he/she will be directed to 'Tablet distribution dashboard' page

View Tablet distribution

Tablet Distribution - View

State : KARNATAKA Scheme Name : DDU-GKY
 PIA Name : Sanction Order No. :
 Sanction Order Date : 2018-12-08 Training Centre Name : Rajaji Saal-Chennai
 Trade/Job Role : Micro Irrigation Technician Batch Code : 5C14989458769

Show 10 entries Search:

S.No.	Candidate Id	Candidate Name	Tablet Code	Date	Time of Issue	Time of Return	Proof
1	7	Zeenat T	2	2018-12-13	9:00 AM	7:30 PM	View

Showing 1 to 1 of 1 entries Previous 1 Next

[Back](#)

Figure – B94 (Create Tablet Distribution)

Description:

1. This screen allows the user to view the details of the Tablet distribution in view only mode

Sub Module B5.7 – Training Progress

Definition: To update the coverage of topics on daily basis as per the approved activity cum lesson Plan.

Prerequisite/s:

1. Approval of Activity cum Lesson planner and Candidate enrolment in ERP System

Process:

1. PIA operation has to update the actual coverage of daily progress of topics as per the approved activity cum lesson planner.

Training Progress Dashboard

Training Progress as per ACLP (SF 4.5A)

Scheme Name: State: Sanction Order No.: State (TC):

District (TC): Training Centre:

State: KARNATAKA Scheme Name: DDU-GKY PIA Name: LIMITED Sanction Order No.: LIMITED

Sanction Order Date: 2018-12-08

Show entries

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	No. of Candidates Enrolled	Action
1	Rajaji Salai-Chennai	Micro irrigation Technician	5C149B9458769	2018-11-02	2019-01-27	21	21	
2	Rajaji Salai-Chennai	Micro irrigation Technician	5C174D9B7F836	2018-12-01	2019-01-29	21	21	
3	Rajaji Salai-Chennai	Micro irrigation Technician	5C176FA1299DE	2018-12-02	2019-01-29	21	21	
4	Rajaji Salai-Chennai	Micro irrigation Technician	5C17705163C05	2018-12-02	2019-01-29	21	16	
5	Rajaji Salai-Chennai	Micro irrigation Technician	5C17706729C6E	2018-12-02	2019-01-29	22	22	

Figure – B95 (Training Progress Dashboard)

Description:

1. This screen allows the user to view/update the day wise training progress as per approved activity cum lesson planner for the approved trade
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user clicks icon against any batch, he/she will be directed to the 'Training Progress' page, where the user has to update the details of day wise training progress.

5. To update the details of day wise training progress, the user has to click 'Create Training Progress' option at the top left of the screen
6. If the user clicks 'Back' option, he/she will be directed to 'Training progress dashboard' page
7. If the user clicks  icon against any batch, the details of day wise training progress of the particular batch will be displayed in view only mode

Create Training Progress

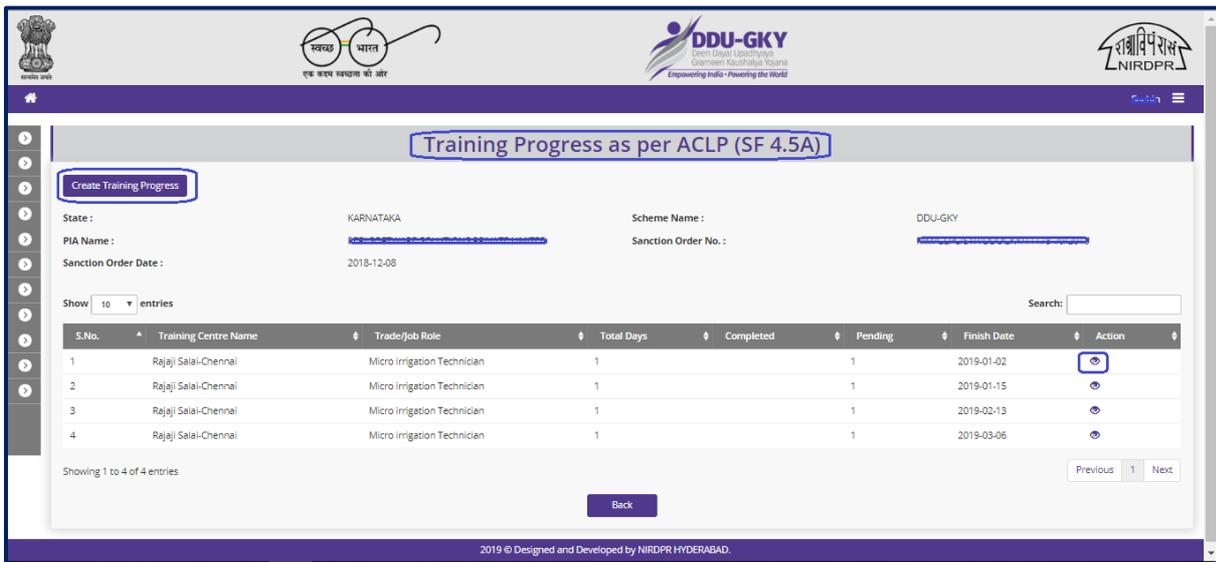


Figure – B96 (Create Training Progress)

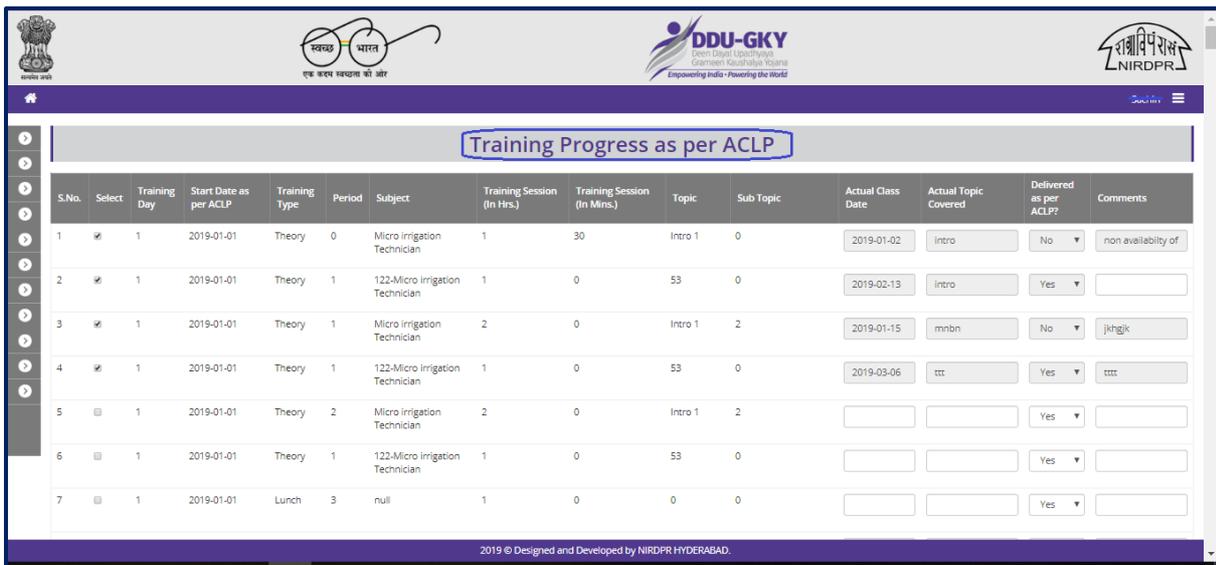


Figure – B97 (Create Training Progress)

Description:

1. To update training progress details on daily basis, the user has to click 'Create Training progress' option at the top left of the screen.
2. The user will be directed to 'Create training progress' page, where he/she can update details of activity covered as per lesson plan on daily basis.
3. After filling all the details, the user has to click the 'Submit' option to agree the details submitted.
4. If the user clicks 'Back' option, he/she will be directed to 'Training progress' page

View Training Progress

The screenshot displays the 'View Training Progress' interface. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area features a table with the following data:

S.No	Training Center	Trade Name	Finish Date
1	Rajaji Salai-Chennai	Micro Irrigation Technician	2019-03-06

Below the table, it indicates 'Showing 1 to 1 of 1 entries' and provides 'Previous' and 'Next' navigation options. A 'Back' button is located at the bottom center of the table area. The footer of the page reads: '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – B98 (View Training Progress)

Description:

1. This screen allows the user to view the Training Progress in view only mode

Sub Module B5.8 – Assessor Registration

Definition: Registration of assessor for assessment of the batches over schedule training completion.

Prerequisite/s:

1. Freezing of a batch in ERP System

Process:

1. PIA operation has to update all the mandatory details of assessor allocated by the assessment agency (NCVT/SSC) who will be assessing the batch to get the record of candidates assessed at the training centre along with the details of assessor.

Assessor Registration Dashboard

S.No.	Assessor Name	Assessing Body	Region	Registration No.	Date of Registration	State	District	Block/Mandal	Action
1	xyz	SSC	Hyderabad	12340971111	2018-12-04	BIHAR	Vaishali	BIDUPUR	
2	ABCD	SSC	NCR	Registration No 1	2018-12-18	Delhi	North East	Karawal Nagar	
3	Ace Skills Assessment	NCVT	South	1234097	2010-07-22	TELANGANA	Medak	ALLADURG	
4	Centurion University	SSC	south india	9826	2017-01-01	ODISHA	Ganjam	ASKA	
5	Centurion University	NCVT	south india	9827	2017-01-01	ODISHA	Ganjam	ASKA	
6	starcorn	NCVT	allaghn	23487jeywb	2014-01-14	UTTAR PRADESH	Allgarh	TAPPAL	
7	IT technologies	SSC	Kerala	3456789	2014-10-02	KERALA	Thiruvananthapuram	VARKALA	
8	xyw	NCVT	Northeast	123	2019-01-24	ASSAM	Hojai	Odeli	
9	sDSD	NCVT	DVsd	sdVsd	2019-01-23	RAJASTHAN	Jaipur	AMBER	
10	xwe	SSC	North	4356789	2018-10-23	PUNJAB	Fatehgarh Sahib	SIRHIND	

Figure – B99 (Assessor Registration Dashboard)

Description:

1. This screen allows the user to register a new Assessor or to edit / view the already registered assessor details
2. To register a new Assessor, the user has to click 'Create Assessor Registration' option at the top left side of the screen. He/she will be directed to 'Assessor Registration' page where the details of the assessor have to be entered'

3. If the user clicks  icon against any Assessor (Already registered), he/she will be directed to 'Update Assessor Registration' page, where the details of assessor will be made available in edit mode for any modifications
4. If the user clicks  icon against any Assessor (Already registered), he/she will be directed to 'Assessor Registration View' page, where the details of assessor will be made available in view only mode

Create Assessor Registration

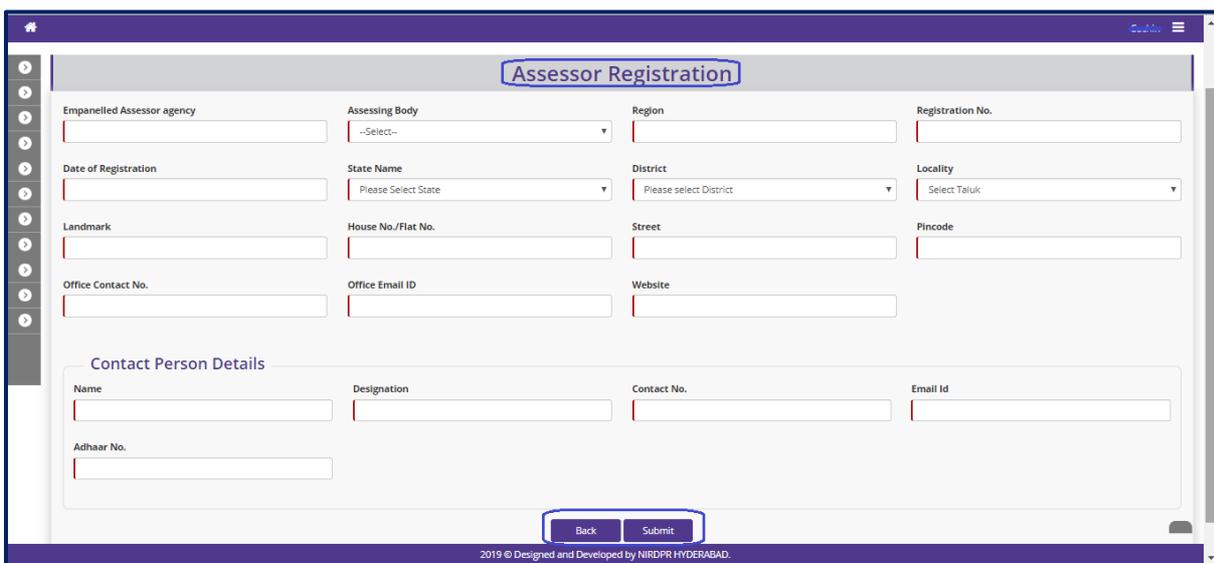


Figure – B100 (Create Assessor Registration)

Description:

1. This screen allows to enter the details of a new Assessor for registration into ERP System
2. The user has to enter all the mandatory fields highlighted in red colour in left side of the box like empanelled assessor agency, assessment body, region, Registration number & date, office contact no., office email id, contact person name, designation, contact person mobile no., contact person email id.
3. After entering the details if the user clicks 'Submit' option, the details entered on the screen will be saved and the Assessor will be registered.
4. If the user clicks 'Back' option, he/she will be directed to 'Assessor Registration Dashboard' and the information updated on the screen (if any) will not be saved

View Assessor Registration

Field	Value
State :	KARNATAKA
PIA Name :	[Redacted]
Sanction Order Date :	2018-12-08
Assessor Name :	xyz
Region :	Hyderabad
Date of Registration :	2018-12-04
District :	Vaishali
Landmark :	vhtj
Huse No/Flat No. :	5-55
Pincode :	2147483647
Office Email Id :	xyz@nirdpr.gov.in
Contact Name :	Vikram
Contact No. :	[Redacted]
Scheme Name :	DDU-GKY
Sanction Order No. :	[Redacted]
Assessing Body :	SSC
Registration No. :	12340971111
State :	BIHAR
Locality :	BIDUPUR
Street Name :	Rajyalakshmi Nagar-1
Office Contact No. :	[Redacted]
Website :	2016%20-%20DDUGKY%20-%20PCO.pdf
Designation :	PO
Email Id :	ksrxkriov@gjj.com

Back

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Figure – B101 (View Assessor Registration)

Sub Module B5.9 – Internal Assessment

Definition: To ensure the progress of candidates by conducting internal assessment on continuous basis during the training.

Prerequisite/s:

1. Candidate enrolment in ERP System

Process:

1. PIA operation has to conduct the formative assessment of the candidates as per the timeline delineated in Standard operating procedure of DDU-GKY and accordingly have to update the marks obtained by the candidates on the ERP.

Internal Assessment Dashboard

The screenshot displays the 'Internal Assessment' dashboard. It features a sidebar menu with options like PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT, BATCH MANAGEMENT, QJT MANAGEMENT, and TRAINING MANAGEMENT. The main area has search filters for Scheme Name, State, Sanction Order No., State (TC), District (TC), and Training Centre Name. Below the filters, it shows 'State: KARNATAKA', 'Scheme Name: DDU-GKY', 'PIA Name: LIMITED', and 'Sanction Order No.: 79/2018'. A table lists training batches with columns for S.No., Training Centre Name, Trade/Job Role, Batch Code, Batch Start Date, Batch End Date, Batch Size, and Enrolled Nos. The table contains 7 rows of data.

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled Nos.	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC149B9458769	2018-11-02	2019-01-27	21	21	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D9B7F836	2018-12-01	2019-01-29	21	21	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	SC176FA1299DE	2018-12-02	2019-01-29	21	21	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17705163C05	2018-12-02	2019-01-29	21	16	
5	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17706729C6B	2018-12-02	2019-01-29	22	22	
6	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17854EB3611	2019-02-21	2019-01-29	21	2	
7	Rajaji Salai-Chennai	Micro Irrigation Technician	SC1B9CE35B34C	2019-01-01	2019-02-01	21	6	

Figure – B102 (Internal Assessment Dashboard)

Description:

1. This screen allows the user to view/update the details of internal assessment of the candidates during the training
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen

4. If the user clicks  icon against any batch, he/she will be directed to the 'Internal Assessment' page, where the user can update the details of Internal assessment of the candidates
5. To create the internal Assessment the user has to click 'Create internal Assessment' option at the top left of the screen. He/ she will be directed to 'Create internal Assessment' page where the candidate wise external assessment details have to be updated.
6. If the user clicks 'Back' option, he/she will be directed to 'Internal Assessment dashboard' page

Create Internal Assessment

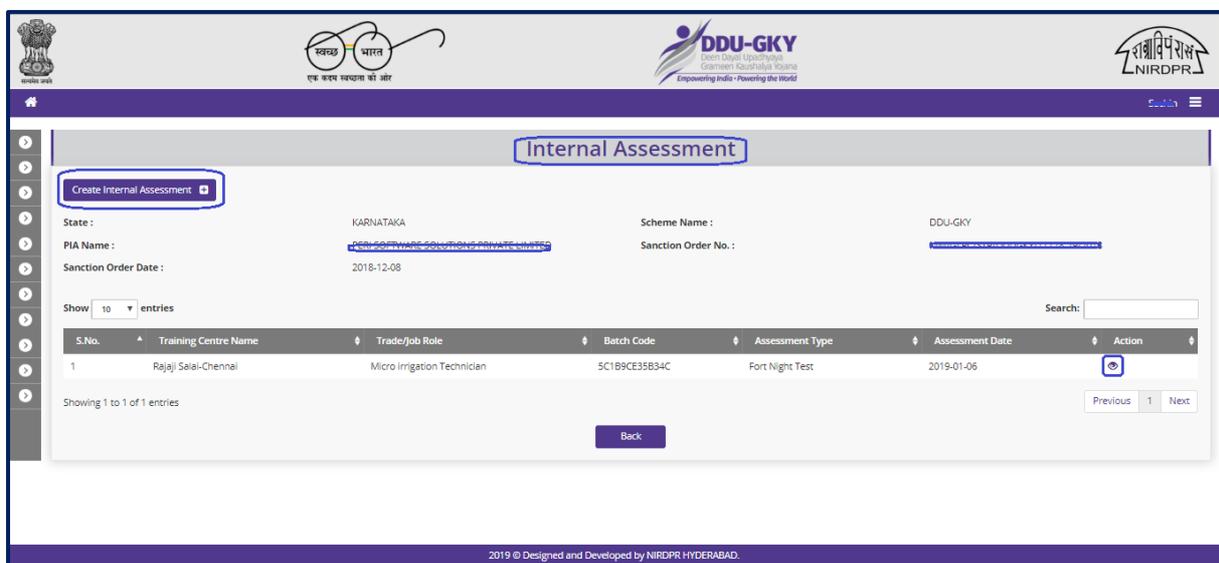


Figure – B103 (Create Internal Assessment)

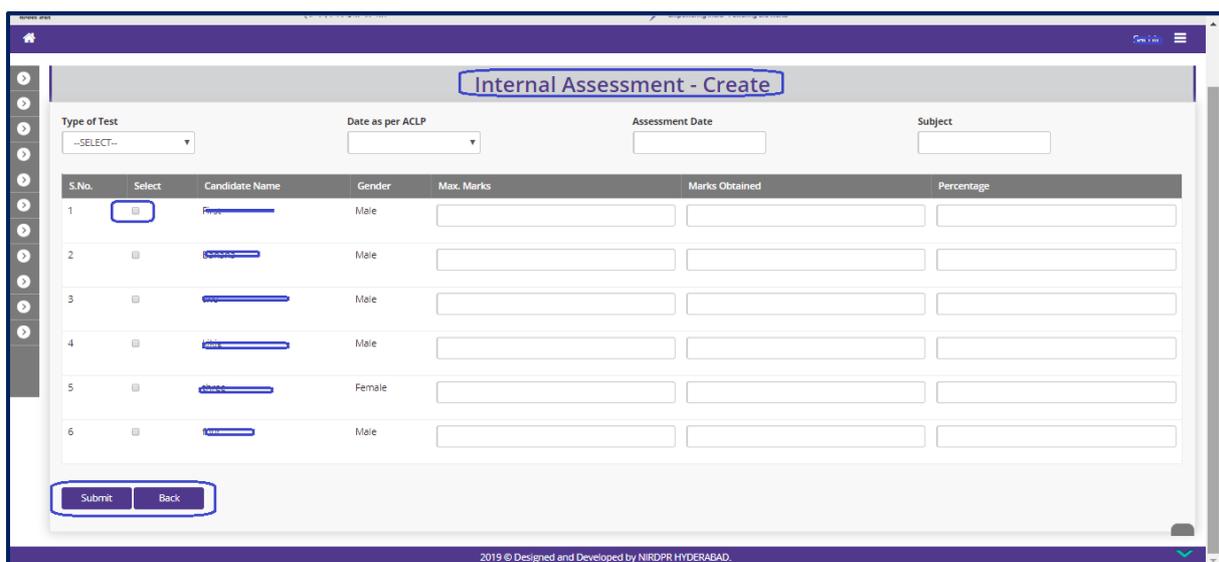


Figure – B104 (Create Internal Assessment)

Description:

1. This screen allows the user to enter the details of candidate wise internal assessment
2. The user has to select the candidate and update the details of assessment like test type, assessment date, subject, max marks and marks obtained and percentage
3. After entering the details if the user clicks 'Submit' option, the candidate wise internal assessment details entered on the screen will be saved
4. If the user clicks 'Back' option, he/she will be directed to 'Internal Assessment' page and the information updated on the screen (if any) will not be saved

View Internal Assessment

Figure – B105 (Internal Assessment View)

Description:

1. This screen allows the user to view the details of candidate wise internal assessment in view only mode

Sub Module B5.10 – External Assessment

Definition: Third party certification-Independent certification and assessment by third party agencies of both curriculum and the skill, knowledge and attitude level of each trainee is mandatory on course completion. This is to ensure that DDU-GKY pass outs are of a high standard and are eagerly sought after by employers.

Prerequisite/s:

1. Batch freezing in ERP System

Process:

1. PIA operation has to apply with complete details of a batch to be assessed to SSC/NCVT.
2. Obtain confirmation about assessment date required to conduct assessment and assessment date to be uploaded on ERP.
3. External assessment to be done in the last 10 days of the training by the agency accredited by SSC/NCVT for those batches which have completed the scheduled training.
4. Conduct assessment through SSC/NCVT empanelled assessor.

External Assessment Dashboard

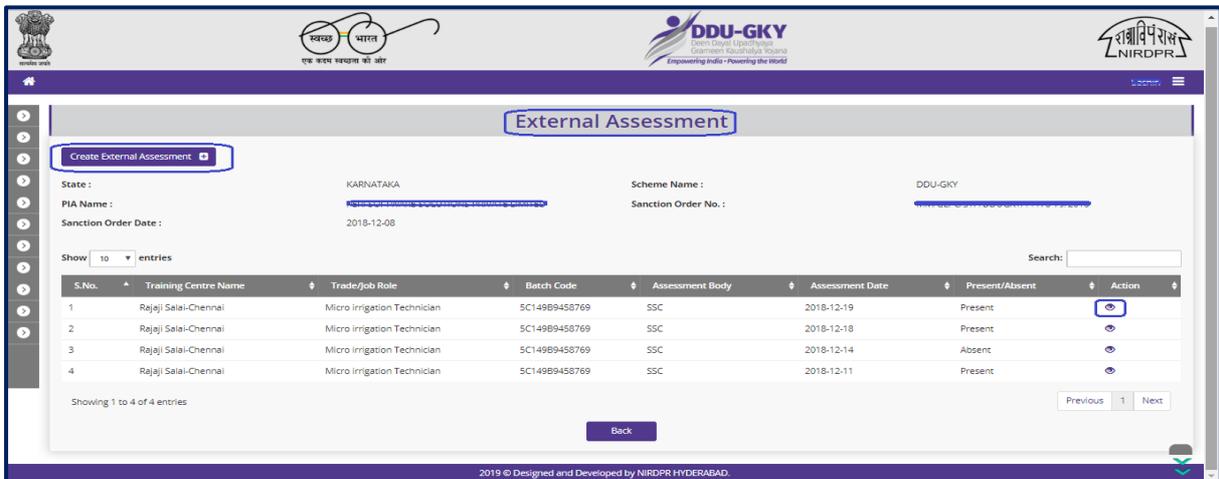
S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled Nos.	Dropout Nos.	Available Candidate Nos.	Assessed Nos.	Pending Nos.	Action
1	Rajaj Salai-Chennai	Micro irrigation Technician	SC149B9458769	2018-11-02	2019-01-27	21	21	2	19	6	13	
2	Rajaj Salai-Chennai	Micro irrigation Technician	SC174D9B7F836	2018-12-01	2019-01-29	21	21	0	21	0	21	
3	Rajaj Salai-Chennai	Micro irrigation Technician	SC1786A1299DE	2018-12-02	2019-01-29	21	21	1	20	0	20	
4	Rajaj Salai-Chennai	Micro irrigation Technician	SC17705163C05	2018-12-02	2019-01-29	21	16	0	16	0	16	
5	Basal Salai-Chennai	Micro irrigation Technician	SC17705728C6B	2018-12-02	2019-01-29	22	22	0	22	3	19	

Figure – B106 (External Assessment Dashboard)

Description:

1. This screen allows the user to view/update the details of External assessment of the candidates
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user  clicks icon against any batch, he/she will be directed to the 'External Assessment' page, where the user can update the details of External assessment of the candidates
5. To create the External Assessment the user has to click 'Create External Assessment' option at the top left of the screen. He/ she will be directed to 'Create External Assessment' page where the candidate wise External assessment details have to be updated.
6. If the user clicks 'Back' option, he/she will be directed to 'External Assessment dashboard' page

Create External Assessment



External Assessment

Create External Assessment

State : KARNATAKA Scheme Name : DDU-GKY

PIA Name : _____ Sanction Order No. : _____

Sanction Order Date : 2018-12-08

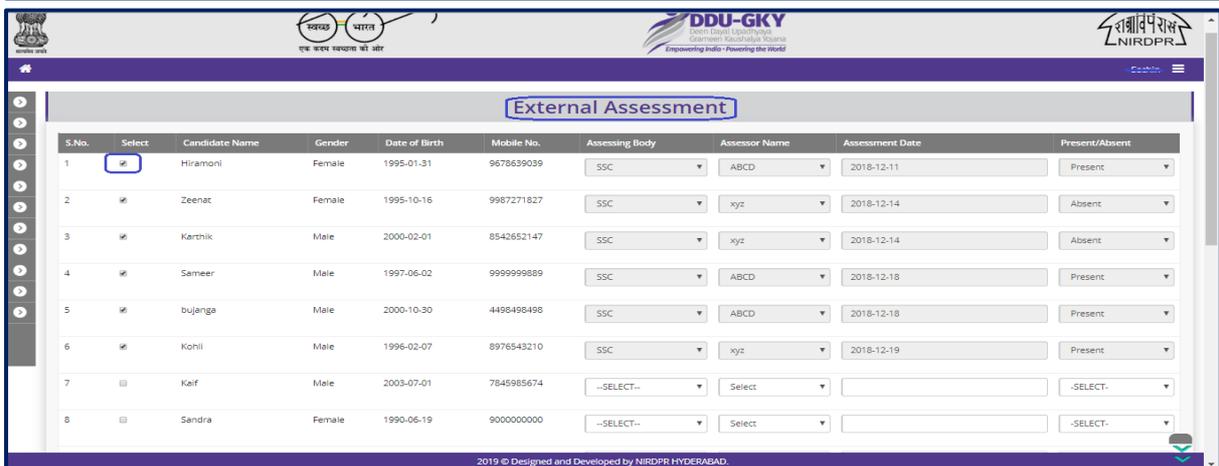
Show 10 entries Search: _____

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Assessment Body	Assessment Date	Present/Absent	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	SSC	2018-12-19	Present	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	SSC	2018-12-18	Present	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	SSC	2018-12-14	Absent	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	SSC	2018-12-11	Present	

Showing 1 to 4 of 4 entries

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External Assessment

S.No.	Select	Candidate Name	Gender	Date of Birth	Mobile No.	Assessing Body	Assessor Name	Assessment Date	Present/Absent
1	<input checked="" type="checkbox"/>	Hiramoni	Female	1995-01-31	9678639039	SSC	ABCD	2018-12-11	Present
2	<input checked="" type="checkbox"/>	Zeenat	Female	1995-10-16	9987271827	SSC	xyz	2018-12-14	Absent
3	<input checked="" type="checkbox"/>	Karthik	Male	2000-02-01	8542652147	SSC	xyz	2018-12-14	Absent
4	<input checked="" type="checkbox"/>	Sameer	Male	1997-06-02	9999999889	SSC	ABCD	2018-12-18	Present
5	<input checked="" type="checkbox"/>	Dujanga	Male	2000-10-30	4498498498	SSC	ABCD	2018-12-18	Present
6	<input checked="" type="checkbox"/>	Konil	Male	1996-02-07	8976543210	SSC	xyz	2018-12-19	Present
7	<input type="checkbox"/>	Keif	Male	2003-07-01	7845985674	--SELECT--	Select		--SELECT--
8	<input type="checkbox"/>	Sandra	Female	1990-06-19	9000000000	--SELECT--	Select		--SELECT--

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Figure – B107 (Create External Assessment)

Description:

1. This screen allows the user to enter the details of candidate wise external assessment
2. The user has to select the candidate and update the details of the candidate and assessment like Gender, DOB, Mobile number, Assessor Body, Assessor Name, Assessment Date, Assessment Status
3. After entering the details if the user clicks 'Submit' option, the candidate wise external assessment details entered on the screen will be saved
4. If the user clicks 'Back' option, he/she will be directed to 'external Assessment' page and the information updated on the screen (if any) will not be saved

View External Assessment

Figure – B108 (View External Assessment)

Description:

1. This screen allows the user to view the details of External Assessment of candidates in view only mode

Sub Module B5.11 – External Assessment Result

Definition: NCVT/SSC has to declare the results once third-party certification of both curriculum and the skill, knowledge and attitude level of each trainee is being tested.

Prerequisite/s:

1. External Assessment in ERP System

Process:

1. PIA operation has to update the result of external assessment of the candidates into the ERP as received by the empanelled agency.

External Assessment Result Dashboard

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enroll Nos.	Assessed Nos.	Certified Nos.	Passed Nos.	Failed Nos.	Pending Nos.	Action
1	Rajaji Salai-Chennal	Micro Irrigation Technician	5C149B9458769	2018-11-02	2019-01-27	21	21	6	5	3	2	1	[Edit]
2	Rajaji Salai-Chennal	Micro Irrigation Technician	5C174D987F836	2018-12-01	2019-01-29	21	21	0	0	0	0	0	[Edit]

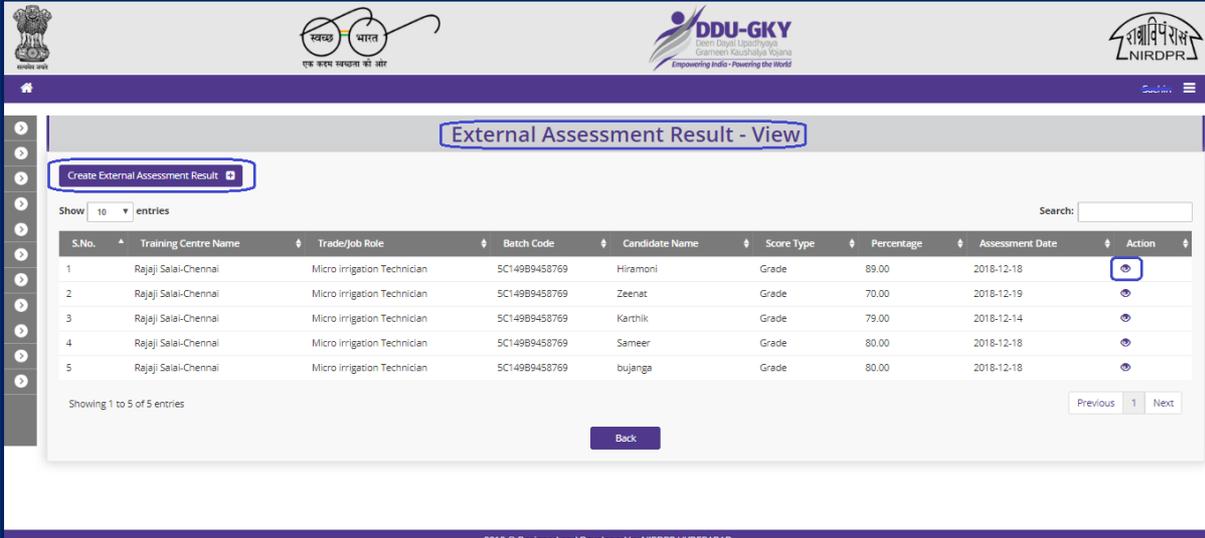
Figure – B109 (External Assessment Result Dashboard)

Description:

1. This screen allows the user to view/update the details of external assessment result of the candidates
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen

4. If the user clicks  icon against any batch, he/she will be directed to the 'External Assessment result' page, where the user has to update the details of External assessment result of the candidates
5. To create the External Assessment, result the user has to click 'Create External Assessment Result' option at the top left of the screen. He/ she will be directed to 'Create External Assessment Report' page where the candidate wise result of External assessment details has to be updated.
6. If the user clicks 'Back' option, he/she will be directed to 'External Assessment Report dashboard' page

Create External Assessment Result



External Assessment Result - View

Create External Assessment Result

Show 10 entries

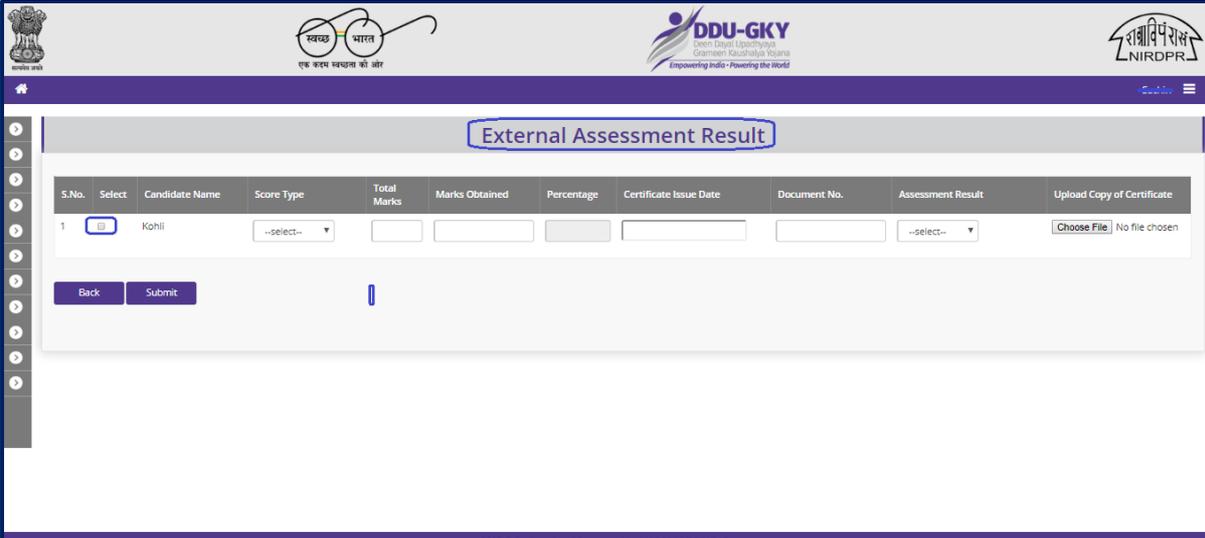
S.No.	Training Centre Name	Trade/Job Role	Batch Code	Candidate Name	Score Type	Percentage	Assessment Date	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C14989458769	Hiramoni	Grade	89.00	2018-12-18	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C14989458769	Zeenat	Grade	70.00	2018-12-19	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C14989458769	Karthik	Grade	79.00	2018-12-14	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C14989458769	Sameer	Grade	80.00	2018-12-18	
5	Rajaji Salai-Chennai	Micro Irrigation Technician	5C14989458769	bujanga	Grade	80.00	2018-12-18	

Showing 1 to 5 of 5 entries

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External Assessment Result

S.No.	Select	Candidate Name	Score Type	Total Marks	Marks Obtained	Percentage	Certificate Issue Date	Document No.	Assessment Result	Upload Copy of Certificate
1		Kohli	--select--						--select--	Choose File No file chosen

Back Submit

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Figure – B110 (Create External Assessment Result)

Sub Module B5.12 – Certificate Distribution

Definition: Candidates successfully clearing the exam conducted by the third-party agency will get certification from either National Council for Vocational Training (NCVT) or Sector Skill Council (SSC) respectively.

Prerequisite/s:

1. External assessment in ERP System

Process:

1. PIA operation has to upload the certificate details of the candidates on ERP and also distribute certificates to the candidates.

Certificate Distribution Dashboard

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled Nos.	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	2018-11-02	2019-01-27	21	21	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC1740987836	2018-12-01	2019-01-29	21	21	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	SC176FA12990E	2018-12-02	2019-01-29	21	21	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17705163C05	2018-12-02	2019-01-29	21	16	

Figure – B112 (Certificate Distribution Dashboard)

Description:

1. This screen allows the user to view/update the details of Certificate distribution to the candidates
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option

3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user  clicks icon against any batch, he/she will be directed to the 'Certification Distribution' page, where the user can update the details of Certificate Distribution of the candidates
5. To create the Certificate Distribution, the user has to click 'Create Certificate Distribution' option at the top left of the screen. He/ she will be directed to 'Create Certificate Distributions' page where the candidate wise certification distribution details have to be updated.
6. If the user clicks 'Back' option, he/she will be directed to 'Certification Distribution dashboard' page

Create Certificate Distribution

The screenshot shows the 'Create Certificate Distribution' page. The top navigation bar includes the Government of India logo, 'Kaushal Bharat' logo, 'DDU-GKY' logo, and 'NIRDPR' logo. The main content area is titled 'Certificate Distribution' and features a 'Create Certificate Distribution' button. Below this, there are fields for State (KARNATAKA), Scheme Name (DDU-GKY), PIA Name, and Sanction Order No. A table displays 5 entries with columns for S.No., Training Centre Name, Trade/Job Role, Batch Code, Candidate Name, Distribution Mode, and Action. The 'Action' column contains a pencil icon for each row. At the bottom, there are 'Previous', '1', and 'Next' navigation buttons, and a 'Back' button. The footer indicates '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – B113(Create Certificate Distribution)

Description:

1. This screen allows the user to enter the details of candidate wise Certificate distribution
2. The user has to select the candidate and update the details of the candidate like Candidate name, distribution date, distribution mode and upload the document
3. After entering the details if the user clicks 'Submit' option, the candidate wise certification distribution details entered on the screen will be saved
4. If the user clicks 'Back' option, he/she will be directed to 'Certificate Distribution Dashboard' page and the information updated on the screen (if any) will not be saved

View Certificate Distribution

Certificate Distribution - View			
Batch Code :	SC149B9458769	Candidate Name :	Hiramoni
Distribution Date :	2018-12-18	Distribution Mode :	By Courier
Courier Name :	DTDC	Courier No. :	28749823798730984
Proof :	View		

[Back](#)

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Figure – B114 (Certificate Distribution Dashboard)

Description:

1. This screen allows the user to view the details of Certificate Distribution to candidates in view only mode

Sub Module B5.13 – Candidates Feedback

Definition: Feedback of the candidates who have successfully completed the scheduled training is being designed to enhance the learning & experience's candidate have gone through during the training duration, to get the valuable information about the programme & it's content so that improvement can be made in future course of action.

Prerequisite/s:

1. Completion of a classroom training/batch in ERP System.

Process:

1. PIA operation has to fill the details of feedback about the training as provided by the candidates on ERP.

Candidate Feedbacks Dashboard

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled Nos.	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C14989458769	2018-11-02	2019-01-27	21	21	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	2018-12-01	2019-01-29	21	21	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C176FA12990E	2018-12-02	2019-01-29	21	21	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17705163C05	2018-12-02	2019-01-29	21	16	

Figure – B115 (Candidates Feedback Dashboard)

Description:

1. This screen allows the user to view/update the details of feedback of candidates
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user clicks icon against any batch, he/she will be directed to the 'Candidate Feedback' page, where the user can update the details of Feedback of the candidates

- To create the Candidate wise feedback, the user has to click 'Create Candidate Feedback' option at the top left of the screen. He/ she will be directed to 'Create Candidate Feedback' page where the candidate wise feedback details have to be updated.
- If the user clicks 'Back to Dashboard' option, he/she will be directed to 'Candidate Feedback dashboard' page

Create Candidate Feedback

Candidates' Feedback

State : KARNATAKA Scheme Name : DDU-GKY

PIA Name : DDU-GKY Sanction Order No. : DDU-GKY

Sanction Order Date : 2018-12-08

Show 10 entries Search:

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Candidate Name	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC149B9458769	saran	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC149B9458769	Hiramoni	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	SC149B9458769	Zeenat	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	SC149B9458769	bujanga	

Showing 1 to 4 of 4 entries Previous 1 Next

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Create Candidate Feedback

Candidate Name:

How good was the knowledge of the trainers:

Were the trainers attentive:

To what extent has your understanding of the subject improved or increased as a result of the programme:

To what extent have you developed your Soft skills through the course:

To what extent have you developed your English skills through the course:

To what extent have you developed your Computer skills through the course:

Was the course material useful during the training:

Were the entitlements provided to you on time:

How effective were the practical activities:

Were the training instructions easy to follow:

How do you rate the training programme:

Comments and suggestions:

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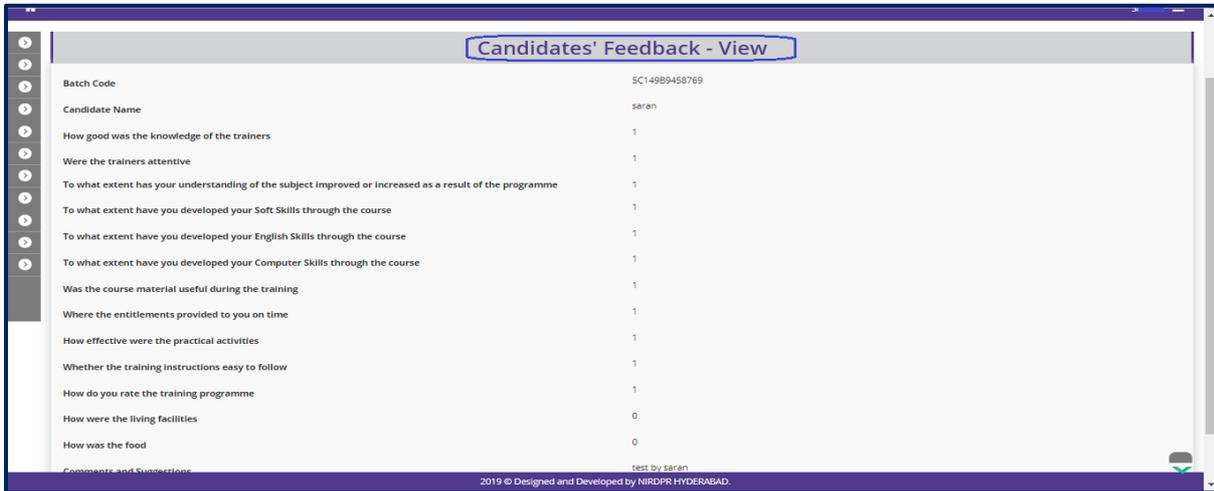
Figure – B116 (Create Candidates Feedback)

Description:

- This screen allows the user to enter the details of candidate wise Feedback
- The user has to select the candidate and update the details of the feedback for all the questions asked about the experiences during the training on the rating between 1 to 5
- After entering the details if the user clicks 'Submit' option, the candidate wise feedback will be saved

4. If the user clicks 'Back' option, he/she will be directed to 'Candidate Feedback Dashboard' page and the information updated on the screen (if any) will not be saved

View Candidate Feedback



The screenshot displays a web application window titled "Candidates' Feedback - View". The window shows a list of feedback items with their corresponding ratings. The items and ratings are as follows:

Feedback Item	Rating
Batch Code	5C149B9458769
Candidate Name	seran
How good was the knowledge of the trainers	1
Were the trainers attentive	1
To what extent has your understanding of the subject improved or increased as a result of the programme	1
To what extent have you developed your Soft Skills through the course	1
To what extent have you developed your English Skills through the course	1
To what extent have you developed your Computer Skills through the course	1
Was the course material useful during the training	1
Where the entitlements provided to you on time	1
How effective were the practical activities	1
Whether the training instructions easy to follow	1
How do you rate the training programme	1
How were the living facilities	0
How was the food	0

At the bottom of the screen, there is a footer that reads "2019 © Designed and Developed by NIRDPR HYDERABAD." and "TEST by SARAN".

Figure – B117 (Candidate Feedback View)

Description:

1. This screen allows the user to view the details of Candidate Feedback in view only mode

Sub Module B5.14 – Candidates Feedback Summary

Definition: Candidate Feedback summary is cumulative feedback of the candidates of a batch over different aspects of the training.

Prerequisite/s:

1. Completion of a classroom training/batch.

Process:

1. PIA operation has to fill the details of feedback about the training as provided by the candidates on ERP.

Candidate Feedback Summary Dashboard

The screenshot displays the 'Candidates' Feedback Summary' dashboard. It features a search form with the following fields: Scheme Name (dropdown), State (dropdown), Sanction Order No. (dropdown), and State (TC) (dropdown). Below the form, the system displays the selected criteria: State: KARNATAKA, Scheme Name: DDU-GKY, PIA Name: P... LIMITED, and Sanction Order No.: ... LIMITED. A table below shows one entry for a training batch at Rajaji Setai-Chennai, with details like Trade/Job Role (Micro Irrigation Technician), Batch Code (5C1-49B9458769), Batch Start Date (2018-11-02), Batch End Date (2019-01-27), Batch Size (21), and Enrolled Nos. (21). The table includes a search bar and pagination controls.

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	Enrolled Nos.	Action
1	Rajaji Setai-Chennai	Micro Irrigation Technician	5C1-49B9458769	2018-11-02	2019-01-27	21	21	[Eye Icon]

Figure – B118 (Candidates Feedback Summary Dashboard)

Candidates' Feedback Summary - View				
State :	KARNATAKA	Scheme Name :	DDUGKY	
PIA Name :	ಕರ್ನಾಟಕ ಸರ್ಕಾರದ ಹಿರಿಯ ತರಬೇತಿ ಕೇಂದ್ರ	Sanction Order No. :	[Redacted]	
Sanction Order Date :	2018-12-08			
Batch Details				
Nature of Training	Full Time	Batch Code	SC14989458769	
Batch Start Date	2018-11-02	Batch End Date	2019-01-27	
Batch Size	21	Class Duration Per Day	8:00	
Batch Freeze Date	2018-12-15 06:13:40			
S.No.	Question	Grading (i)	No. of Candidates (ii)	Marks scored (iii*(ii))
1	How good was the knowledge of the trainers?	5	2	10
		4	1	4
		3	0	0
		2	0	0
		1	1	1
2	Were the trainers attentive?	5	1	5
		4	1	4
		3	1	3

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Figure – B119 (View Candidates Feedback Summary)

Description:

1. This screen allows the user to view the details of cumulative feedback of candidates for particular batch
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user clicks  icon against any batch, he/she will be directed to the 'Candidate Feedback Summary' page, where the details of auto calculated appraisals based on the cumulative feedback of a batch will be displayed in view only mode
5. If the user clicks 'Back' option, he/she will be directed to 'Candidate Feedback Summary' page

Module B6 – OJT Management

Sub Module B6.1 – Create OJT Plan

Definition: On Job Training is required to acclimatize a trainee to actual job conditions.

Prerequisite/s:

1. Should be part of the activity cum lesson planner for the domain. Candidate should have completed the class room training as per activity cum lesson planner

Process:

1. PIA operation has to prepare an OJT plan (If eligible-as per application form) along with potential employers within 20 days of batch freezing day for each candidate.
2. Update the OJT plan details on ERP batch wise.

OJT Plan Dashboard

The screenshot displays the OJT Plan dashboard interface. It includes a sidebar menu with options like PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT, BATCH MANAGEMENT, OJT MANAGEMENT (highlighted), TRAINING MANAGEMENT, INSPECTION MANAGEMENT, EMPLOYER MANAGEMENT, PLACEMENT MANAGEMENT, REPORTS, and CHANGE REQUEST MANAGEMENT. The main area contains search filters for Scheme Name, State, Sanction Order No., State (TC), District (TC), and Training Centre Name. Below the filters, it shows State: KARNATAKA, Scheme Name: DDU-GKY, and PIA Name. A table lists batch details with columns for S.No., Training Centre Name, Trade/ Job Role, Batch Code, Batch Start Date, Batch End Date, Permitted Batch Size, No. of Candidates Enrolled, and Action. The table contains 6 rows of data for Rajaji Salai-Chennai training centre.

S.No.	Training Centre Name	Trade/ Job Role	Batch Code	Batch Start Date	Batch End Date	Permitted Batch Size	No. of Candidates Enrolled	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	2018-11-02	2019-01-27	21	21	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	2018-12-01	2019-01-29	21	21	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C176FA1299DE	2018-12-02	2019-01-29	21	21	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17705163C05	2018-12-02	2019-01-29	21	16	
5	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17706729C68	2018-12-02	2019-01-29	22	22	
6	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17854EB3611	2019-02-21	2019-01-29	21	2	

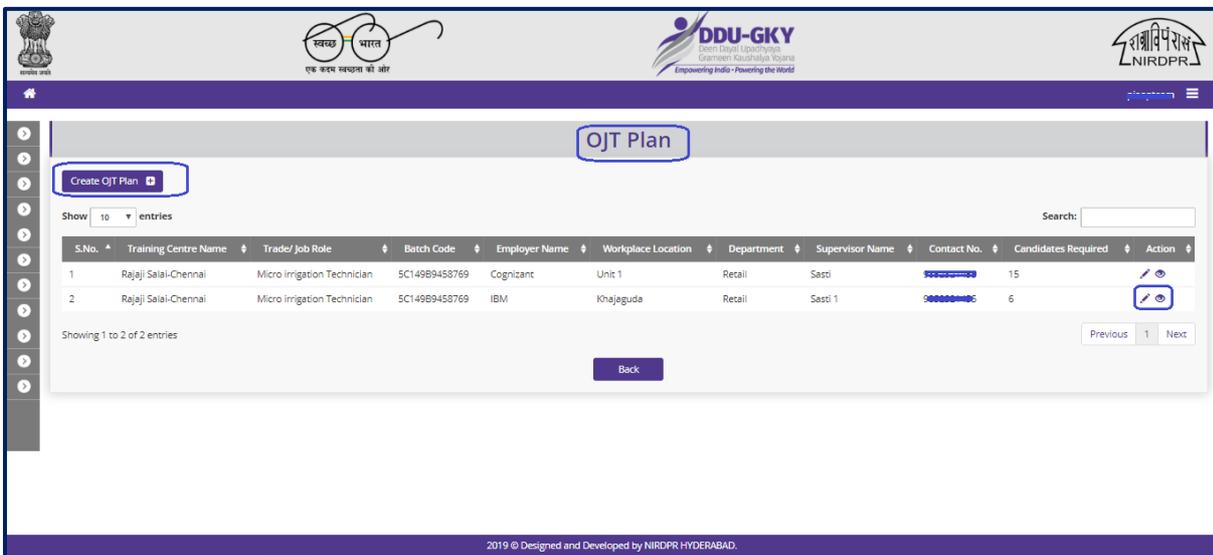
Figure – B120 (OJT Plan Dashboard)

Description:

1. This screen allows the user to view/update the details of OJT Plan for a batch
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen

4. If the user clicks  icon against any batch, he/she will be directed to the 'OJT Plan' page, where the user can update the details of OJT plan for a batch
5. To create the OJT Plan, the user has to click 'Create OJT Plan' option at the top left of the screen. He/ she will be directed to 'OJT Plan' page where the employer details have to be updated.
6. To view/update the details of already created OJT plan, the user has to click the respective icons against the OJT plan
7. If the user clicks 'Back' option, he/she will be directed to 'OJT Plan dashboard' page

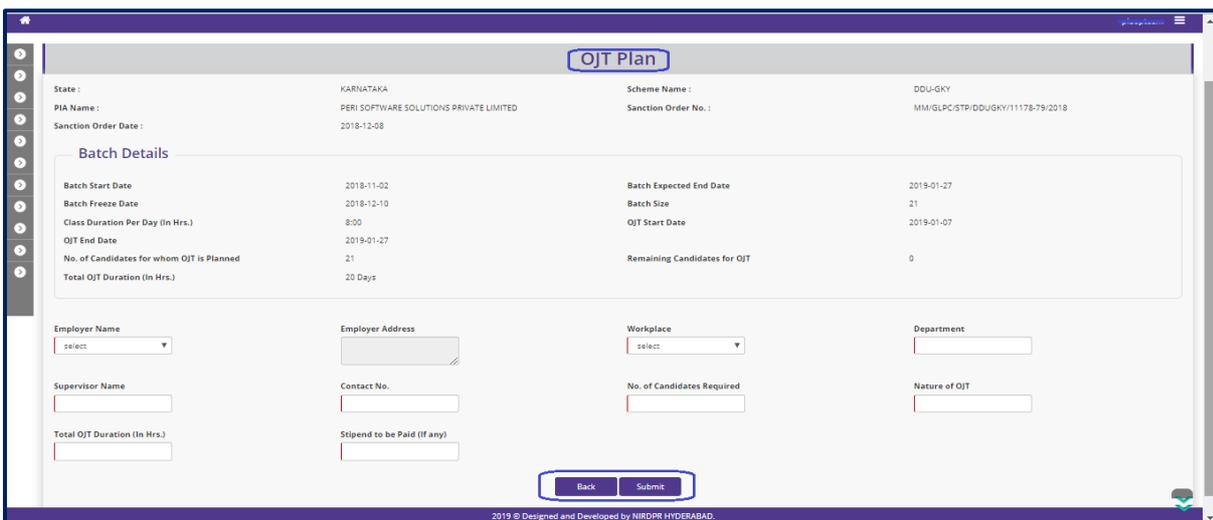
Create OJT Plan



The screenshot shows the 'OJT Plan' dashboard. At the top left, there is a 'Create OJT Plan' button. Below it, there is a search bar and a table with the following columns: S.No., Training Centre Name, Trader/ Job Role, Batch Code, Employer Name, Workplace Location, Department, Supervisor Name, Contact No., Candidates Required, and Action. The table contains two entries:

S.No.	Training Centre Name	Trader/ Job Role	Batch Code	Employer Name	Workplace Location	Department	Supervisor Name	Contact No.	Candidates Required	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	Cognizant	Unit 1	Retail	Sasti	9888888888	15	 
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	IBM	Khajaguda	Retail	Sasti 1	9888888888	6	 

Below the table, there is a 'Back' button and a 'Showing 1 to 2 of 2 entries' message. The footer indicates '2019 © Designed and Developed by NIRDPR HYDERABAD.'



The screenshot shows the 'OJT Plan' form. At the top, there is a 'Batch Details' section with the following information:

Field	Value	Field	Value
Batch Start Date	2018-11-02	Batch Expected End Date	2019-01-27
Batch Freeze Date	2018-12-10	Batch Size	21
Class Duration Per Day (In Hrs.)	8:00	OJT Start Date	2019-01-07
OJT End Date	2019-01-27	No. of Candidates for whom OJT is Planned	21
No. of Candidates for whom OJT is Planned	21	Remaining Candidates for OJT	0
Total OJT Duration (In Hrs.)	20 Days		

Below the batch details, there are several input fields for employer and supervisor information:

- Employer Name:
- Employer Address:
- Workplace:
- Department:
- Supervisor Name:
- Contact No.:
- No. of Candidates Required:
- Nature of OJT:
- Total OJT Duration (In Hrs.):
- Stipend to be Paid (If any):

At the bottom, there are 'Back' and 'Submit' buttons. The footer indicates '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – B121 (Create OJT Plan)

Description:

1. To create OJT plan for a batch, user has to click the 'Create OJT Plan' option at the top left of the screen.
2. The user will be directed to 'OJT plan' page, where he/she can enter the details of employer like; Employer name, address, supervisor name, nature of OJT, duration.
3. After filling all the details, the user has to click the 'Submit' option to agree the details submitted.
4. If the user clicks 'Back' option, he/she will be directed to 'OJT Plan dashboard' page

Note: Employer name, address, workplace will be available in drop down if the employer details are already registered employers in employer registration form.

View OJT Plan

Field Name	Value
State :	[Redacted]
PIA Name :	[Redacted]
Sanction Order Date. :	2018-12-08
Batch Id	5C149B9458769
OJT Start Date	2019-01-07
Employer Name	Cognizant
Department	Retail
Nature of OJT	Full time
Stipend (In Rs.)	0
Scheme Name :	DDU-GKY
Sanction Order No.	[Redacted]
Training Centre Name	Rajaji Salai-Chennai
Batch Size	21
OJT End Date	2019-01-27
Workplace Name	Unit 1
Supervisor Name	Sasti
Total Duration (In Hrs.)	276

[Back](#)

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Figure – B122 (View OJT Plan)

Description:

1. This screen allows the user to view the details of OJT plan in view only mode

Sub Module B6.2 – OJT Confirmation

Definition: On Job Training confirmation is required from employer side to the candidates to get the official confirmation about the OJT.

Prerequisite/s:

1. Should be part of the activity cum lesson planner for the domain. Candidate should have completed the class room training as per activity cum lesson planner

Process:

1. PIA operation has to prepare an OJT plan (If eligible-as per application form) along with potential employers within 20 days of batch freezing day for each candidate.
2. Update the candidate wise OJT confirmation details on ERP System

OJT Plan Dashboard

S.No.	Training Centre Name	Trade/Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	No. of Candidates Enrolled	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC14989458769	2018-11-02	2019-01-27	21	21	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17409877836	2018-12-01	2019-01-29	21	21	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	SC1786A1299DE	2018-12-02	2019-01-29	21	21	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	SC17705163C05	2018-12-02	2019-01-29	21	16	

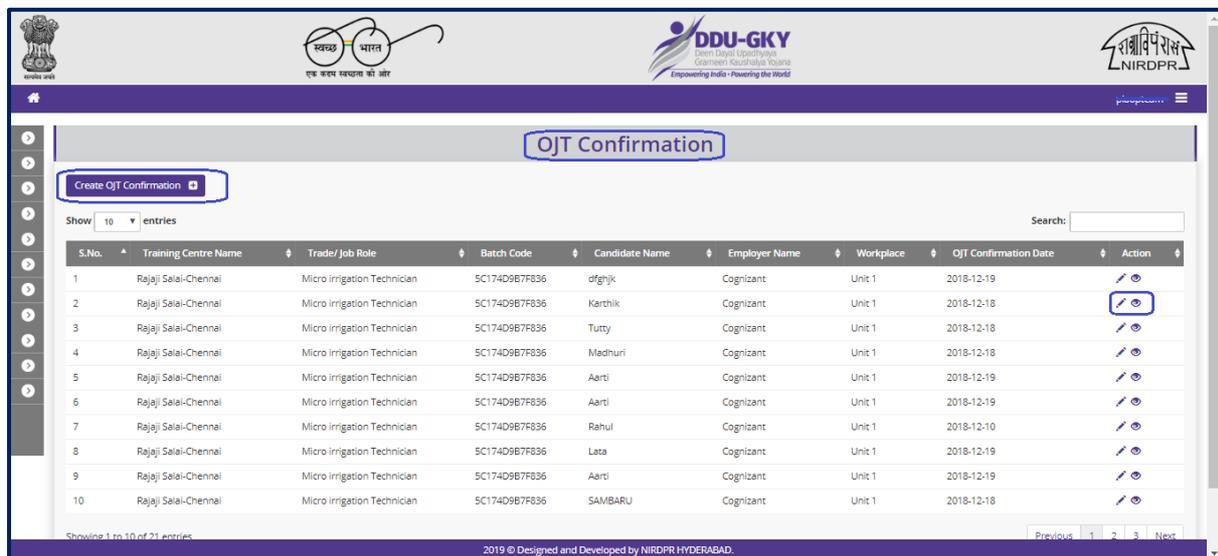
Figure – B123 (OJT Confirmation Dashboard)

Description:

1. This screen allows the user to view/update the details of OJT Confirmation
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen

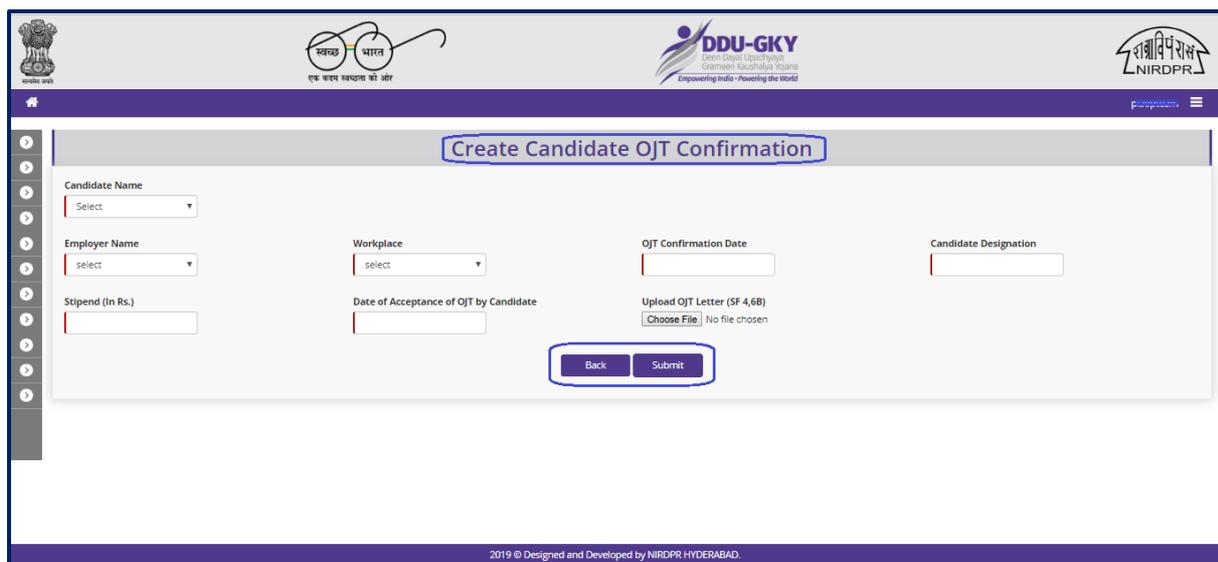
4. If the user clicks  icon against any batch, he/she will be directed to the 'OJT Confirmation' page, where the user has to update the details of OJT confirmation of candidate with employer details
5. To create the OJT Confirmation, the user has to click 'Create OJT Confirmation' option at the top left of the screen. He/ she will be directed to 'OJT Confirmation' page where the employer details have to be updated.
6. To View / Update already created OJT conformation details, the user has to click the respective icon against the OJT conformation details
7. If the user clicks 'Back' option, he/she will be directed to 'OJT Confirmation dashboard' page

Create OJT confirmation



The screenshot shows the 'OJT Confirmation' dashboard. At the top left, there is a button labeled 'Create OJT Confirmation'. Below it, a table lists 10 entries. The 'Action' column for each entry contains two icons: a pencil (edit) and an eye (view). The eye icon for the second entry is highlighted with a red box. The table has the following columns: S.No., Training Centre Name, Trade/ Job Role, Batch Code, Candidate Name, Employer Name, Workplace, OJT Confirmation Date, and Action.

S.No.	Training Centre Name	Trade/ Job Role	Batch Code	Candidate Name	Employer Name	Workplace	OJT Confirmation Date	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	dfghjk	Cognizant	Unit 1	2018-12-19	 
2	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Karthik	Cognizant	Unit 1	2018-12-18	 
3	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Tutty	Cognizant	Unit 1	2018-12-18	 
4	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Madhuri	Cognizant	Unit 1	2018-12-18	 
5	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Aarti	Cognizant	Unit 1	2018-12-19	 
6	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Aarti	Cognizant	Unit 1	2018-12-19	 
7	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Rahul	Cognizant	Unit 1	2018-12-10	 
8	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Lata	Cognizant	Unit 1	2018-12-19	 
9	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	Aarti	Cognizant	Unit 1	2018-12-19	 
10	Rajaji Salai-Chennai	Micro Irrigation Technician	SC174D987F836	SAMBARU	Cognizant	Unit 1	2018-12-18	 



The screenshot shows the 'Create Candidate OJT Confirmation' form. It contains the following fields:

- Candidate Name:
- Employer Name:
- Stipend (In Rs.):
- Workplace:
- Date of Acceptance of OJT by Candidate:
- OJT Confirmation Date:
- Candidate Designation:
- Upload OJT Letter (SF 4,6B): No file chosen

At the bottom, there are two buttons: 'Back' and 'Submit'.

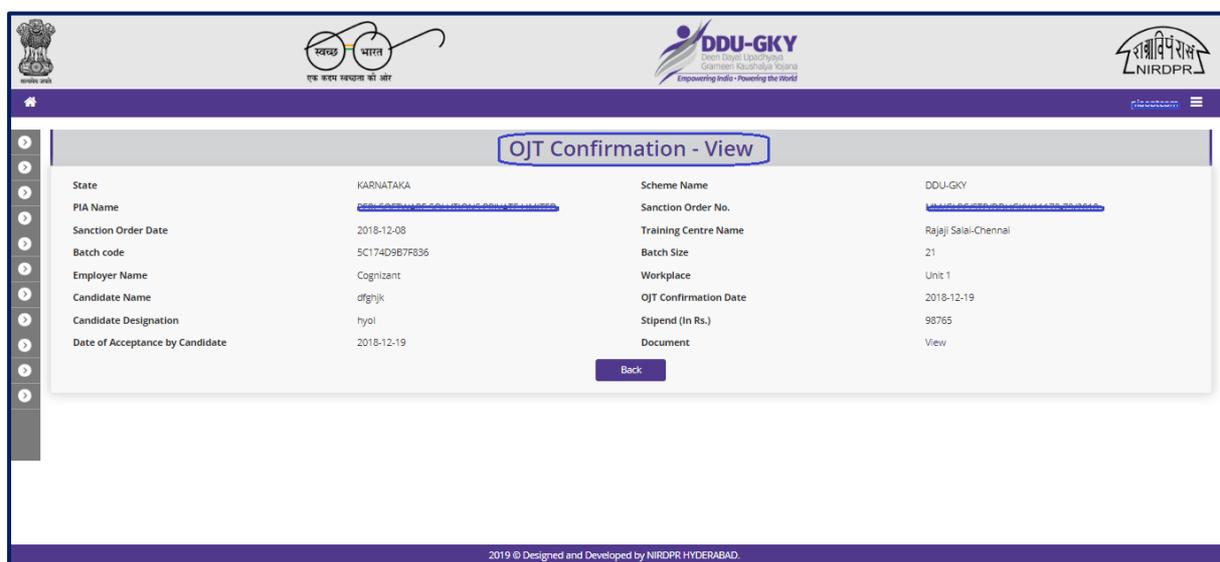
Figure – B124 (Create OJT Confirmation)

Description:

1. To update the OJT confirmation, user has to click the 'Create OJT confirmation' option at the top left of the screen.
2. The user will be directed to Create 'OJT confirmation' page, where he/she can enter the details of Candidate wise OJT details like Candidate name, employee name, workplace, confirmation date.
3. After filling all the details, the user has to click the 'Submit' option to agree the details submitted.
4. If the user clicks 'Back' option, he/she will be directed to 'OJT Confirmation dashboard' page

Note:

1. User will get all the enrolled candidates name in a drop-down option of Candidate.
2. After selecting the name of the candidate basic details of the candidate will automatically come like candidate mobile number, Age, email address.
3. User have to generate the PDF after selecting all the details and get it signed by the candidate before uploading.

View OJT confirmation


OJT Confirmation - View			
State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	XXXXXXXXXXXXXXXXXXXX	Sanction Order No.	XXXXXXXXXXXXXXXXXXXX
Sanction Order Date	2018-12-08	Training Centre Name	Rajaji Salai-Chennai
Batch code	SC174D9B7F836	Batch Size	21
Employer Name	Cognizant	Workplace	Unit 1
Candidate Name	dflghjk	OJT Confirmation Date	2018-12-19
Candidate Designation	hyol	Stipend (In Rs.)	98765
Date of Acceptance by Candidate	2018-12-19	Document	View

[Back](#)

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Figure – B125 (View OJT Confirmation)

Description:

1. This screen allows the user to view the details of OJT Confirmation in view only mode

Sub Module B6.3 – OJT Completion

Definition: On successful completion of on Job training, the employer will provide an OJT completion certificate on the company letter head as per SOP format.

Prerequisite/s:

1. OJT confirmation in ERP System

Process:

1. PIA operation has to prepare an OJT plan (If eligible-as per application form) along with potential employers within 20 days of batch freezing day for each candidate.
2. Update the candidate wise OJT completion details on ERP System

OJT completion Dashboard

S.No.	Training Centre Name	Trade/ Job Role	Batch Code	Batch Start Date	Batch End Date	Batch Size	No. of Candidates Enrolled	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	2018-11-02	2019-01-27	21	21	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D987F836	2018-12-01	2019-01-29	21	21	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C178FA1299DE	2018-12-02	2019-01-29	21	21	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C17705163C05	2018-12-02	2019-01-29	21	16	

Figure – B126 (OJT Completion Dashboard)

Description:

1. This screen allows the user to view/update the details of OJT Completion
2. The user has to select Scheme, Sanction order, State TC, District TC & Training centre and click 'Search' option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user clicks icon against any batch, he/she will be directed to the 'OJT Completion' page, where the user has to update the details of OJT completion of candidate with certificate details

5. To create the OJT Completion, the user has to click 'Create OJT Completion' option at the top left of the screen. He/ she will be directed to 'OJT Completion' page where the employer details have to be updated.
6. To View/Update the details of already created OJT completion, the user has to click the respective icon against the OJT completion details.
7. If the user clicks 'Back' option, he/she will be directed to 'OJT Completion dashboard' page

Create OJT Completion

The screenshot shows the 'OJT Completion' dashboard. At the top left, there is a 'Create OJT Completion' button. Below it, there is a search bar and a table with 10 entries. The table columns are: S.No., Training Centre Name, Trade/ Job Role, Batch Code, Candidate Name, OJT Completion Certificate Issue Date, and Action. The first entry is highlighted with a blue box around the 'Action' column icon.

S.No.	Training Centre Name	Trade/ Job Role	Batch Code	Candidate Name	OJT Completion Certificate Issue Date	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	saran	2018-12-11	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	Hiramoni	2018-12-03	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	Zeenat	2018-12-31	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	saran	2018-12-02	
5	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	Karthik	2018-12-19	
6	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	Sameer	2018-12-19	
7	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	bujanga	2018-12-19	
8	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	Kohli	2018-12-20	
9	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	Kaif	2018-12-20	
10	Rajaji Salai-Chennai	Micro Irrigation Technician	5C149B9458769	Sandra	2018-12-20	

The screenshot shows the 'OJT Completion' form. It includes the following fields and controls:

- Candidate Name:** A dropdown menu with 'Select' as the current value.
- Candidate OJT Id:** A text input field.
- Grade:** A dropdown menu with '--select--' as the current value.
- OJT Start Date:** A date input field.
- OJT End Date:** A date input field.
- OJT Certificate Issue Date:** A date input field.
- Upload OJT Completion Certificate (SF 4.6C):** A file upload button labeled 'Choose File' with the text 'No file chosen' below it.
- Buttons:** 'Back' and 'Save' buttons at the bottom.

Figure – B127 (Create OJT Completion)

Description:

1. To update the OJT completion, user has to click the 'Create OJT completion' option at the top left of the screen

2. The user will be directed to 'OJT confirmation' page, where he/she can update the details of Candidate like completion certificate issue date, ID number, Grade, OJT duration.
3. After filling all the details, the user has to click the 'Submit' option to agree the details submitted.
4. If the user clicks 'Back' option, he/she will be directed to 'OJT Confirmation dashboard' page

Note:

1. User will get all the candidates name in a drop-down option of Candidate.
2. After selecting the name of the candidate basic details of the candidate will automatically come like candidate mobile number, Age, email address.
3. User have to generate the PDF after selecting all the mandatory details and get it signed and seal before uploading.

View OJT Completion

OJT Completion - View			
State :	...	Scheme Name :	DDU-GKY
PIA Name :	...	Sanction Order No.	...
Sanction Order Date. :	2018-12-08	Training Centre	Rajaji Salai-Chennai
Batch code	5C14989458769	Batch Size	21
Name of the Candidate	saran	OJT Certificate Issue Date	2018-12-11
Candidate OJT Id	7654	Grade	A
From Date	2018-12-11	To Date	2018-12-19
Document	VIEW		

[Back](#)

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Figure – B128 (Create OJT Completion)

Description:

1. This screen allows the user to view the details of OJT completion in view only mode

Module B7 – Inspection Management

Sub Module B7.1 – Inspection Advisories

Definition: Status of the advisories raised by PIA Q Team members, SRLM and CTSA officials at the time of Training Centre inspections.

Prerequisite/s:

1. Training centre inspection by PIA Q Team / SRLM / CTSA in ERP System

Process:

1. As per the training centre inspection norms mentioned in DDUGKY SOP, PIA Q team, SRLM and CTSA officials has to conduct the training centre inspection
2. During the inspection, if any deviations are found, the inspecting officer, i.e. the PIA Q Team / SRLM / CTSA officials has to raise advisories for the deviations found
3. PIA Operations has to comply the advisories raised by the Inspecting officials
 - a. **Advisories raised by PIA Q Team:** PIA operations have to comply the advisories and submit to PIA Q Team for approval
 - b. **Advisories raised by SRLM / CTSA:** PIA operations have to comply the advisories and submit to PIA Q Team for approval
 - i. If PIA Q Team approves the compliance of the advisories raised, a request will be submitted to SRLM / CTSA for approval
 - ii. If the PIA Q Team rejects the compliance of the advisories raised, then PIA Operations has to once again comply the advisories with the comments / remarks suggested
 - c. If the SRLM / CTSA rejects the compliance, then PIA operations has to follow the steps mentioned above in 3-b

Inspection Advisories Dashboard

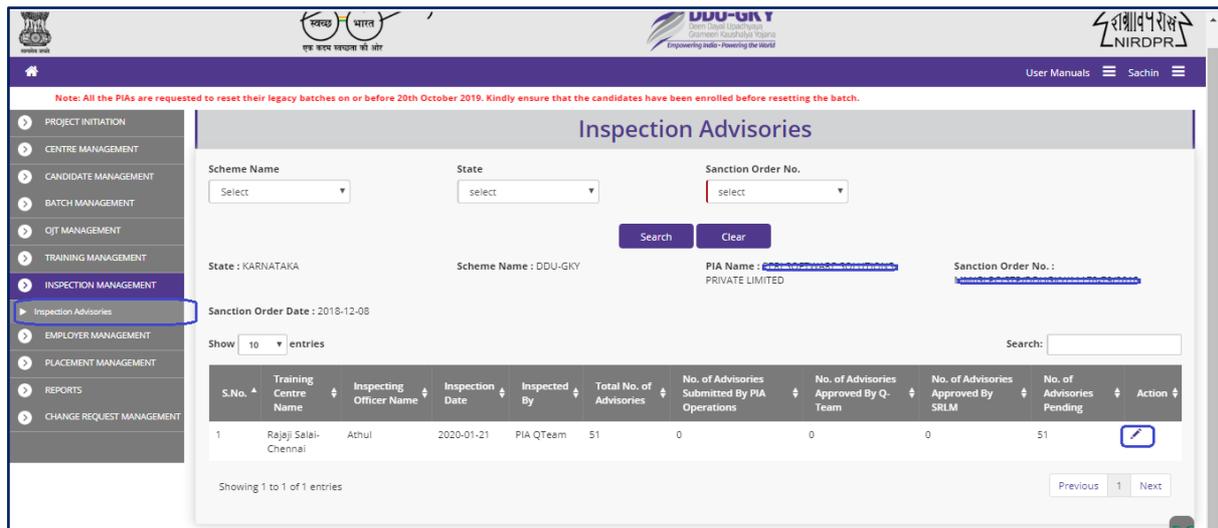


Figure – B129 (Inspection PIA Advisories Dashboard)

Description:

1. This screen allows the user to view the status of training centre wise and inspective wise no. of advisories raised, advisories complied and advisories pending
2. The user has to select 'Scheme', 'State' and 'Sanction Order No' and click 'Search' option
3. A list of Training centre wise inspections conducted with status of advisories will be displayed
4. If the user clicks  against any inspection record with pending advisories, he/she will be directed to list of pending and completed advisories page where the user can comply to the pending advisory

Inspection Advisories

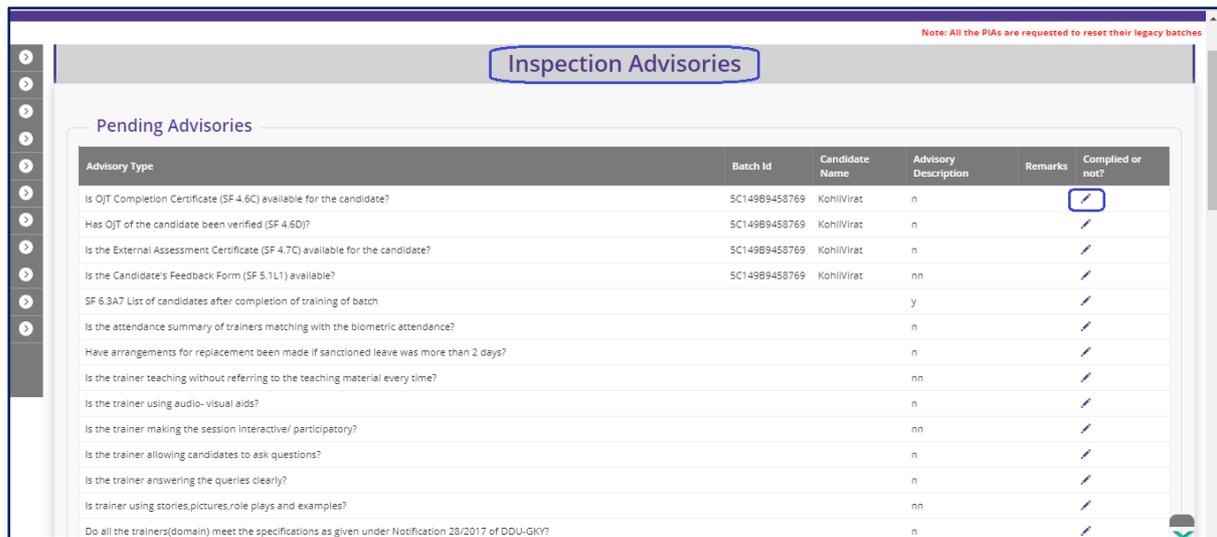


Figure - B130 (Inspection PIA Advisories)

Description:

1. This screen allows the user to view the list of pending and completed advisory types and advisories with remarks
2. If the user clicks  icon against any pending advisory, he/she will be directed to 'Inspection PIA Advisories' page where the user can close the advisories

Comply Inspection PIA Advisories

Note: All the PIAs are requested to reset their legacy batches on or before 20th October 2019. Kindly e

Inspection Pia Advisories

Training Center Details

Training Center Name	Rajaji Salai-Chennai	Center Address	TAMIL NADU,Kancheepuram,KANCHIPURAM, Salur ,rest,452000
Inspection Date	2020-01-21	Inspection Conducted By	Ctse Operations
Inspection Type	DESK		

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@mailinator.com		

Advisory Details

Advisory Type	Is the External Assessment Certificate (SF 4.7C) available for the candidate?	Advisory	n
Advisory Proof			

Remarks

Upload Doc

No file chosen

Figure - B131 (Comply Inspection PIA Advisories)

Description:

1. This screen allows the user to view the details of the advisory
2. The user has to write the appropriate remarks for closing the advisory and upload proof document of the advisory closure
3. After entering the remarks and uploading documents, the user has to click 'Save' option to save and submit the details of closure of advisory

Module B8 – Employer Management

Sub Module B8.1 – Employer Registration

Definition: Registration of employer organization in ERP System for mapping the candidates of DDUGKY for placement. Employer Registration can be done by either by Employer directly or by PIA Operations

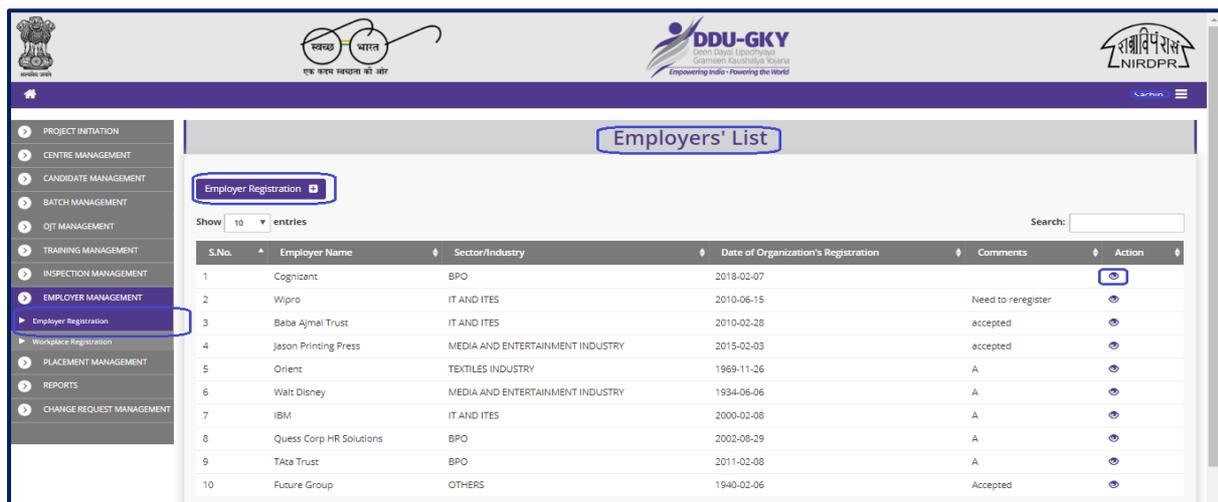
Prerequisite/s:

1. Independent module.

Process:

1. Employer has to be registered in ERP System for mapping the placed candidates
2. Once the employer is registered, the candidates can be mapped for month wise placement details
3. After submitting the new Employer details, a request will be forwarded to SRLM for approval
4. After SRLM Approval, the user can map the candidates to the employer

Employer Registration Dashboard



The screenshot displays the 'Employers' List' dashboard. The interface includes a navigation menu on the left with 'EMPLOYER MANAGEMENT' selected, and a main content area with a table of registered employers. A search bar and a 'Show 10 entries' dropdown are located above the table. The table has columns for S.No., Employer Name, Sector/Industry, Date of Organization's Registration, Comments, and Action.

S.No.	Employer Name	Sector/Industry	Date of Organization's Registration	Comments	Action
1	Cognizant	BPO	2018-02-07		
2	Wipro	IT AND ITES	2010-06-15	Need to reregister	
3	Babe Ajmal Trust	IT AND ITES	2010-02-28	accepted	
4	Jason Printing Press	MEDIA AND ENTERTAINMENT INDUSTRY	2015-02-03	accepted	
5	Orient	TEXTILES INDUSTRY	1969-11-26	A	
6	Walt Disney	MEDIA AND ENTERTAINMENT INDUSTRY	1934-06-06	A	
7	IBM	IT AND ITES	2000-02-08	A	
8	Quess Corp HR Solutions	BPO	2002-08-29	A	
9	Tata Trust	BPO	2011-02-08	A	
10	Future Group	OTHERS	1940-02-06	Accepted	

Figure - B132 (Employer Registration Dashboard)

Description:

1. This screen allows the user to register new employers in ERP System and also to view the list of already registered employers

2. If the user clicks 'Employer Registration' option at the top left of the screen, he/she will be directed to 'Create Employer Registration' where the user can enter the details of the employer for registration into ERP System
3. If the user clicks  icon against any registered employer, the details of the employer will be displayed on the screen in view only mode

Create Employer Registration

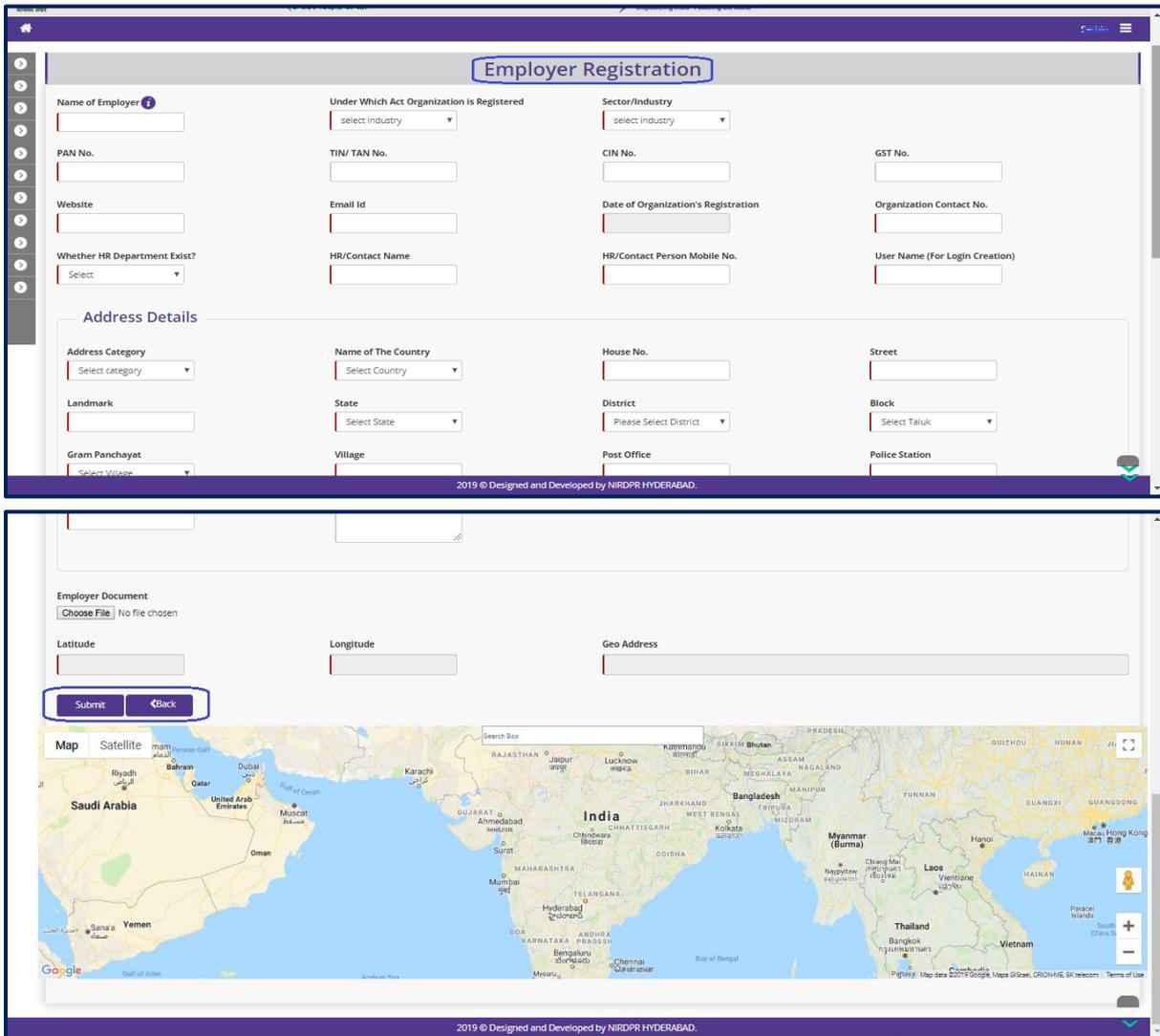


Figure - B133 (Create Employer Registration)

Description:

1. This screen allows the user to enter the details of new employer organization for registration into ERP System
2. After entering all the details, the user has to click the 'Submit' option at the bottom of the screen. The employer registration details will be saved and it will be forwarded to respective SRLM for approval

Note:

1. All the fields having left border red in colour are mandatory.
2. Employer can be registered as an 'Employer' or an 'Employment Agency'.
 - a. Employers are those who pay remuneration to the placed candidates from their accounts (Direct Employment)
 - b. Employment Agencies are those who take candidates on their roles and employ candidates to different employers at their work locations (Outsourced).
3. Here PAN number is mandatory.
4. While registering, Employer user name has to be given which will be used as user name for login into the system and the password will be sent to the email id given while registration.
5. Complete address details of the employer has to be provided, if any field is not applicable then 'NA' has to be written.
6. Employer Document: This can be a document containing name and address details of the employer on the letter head or any other supporting document clearly having name and address details of the employer.
7. The user has to click on the map to capture the exact latitude-longitude details of the employer address

View Employer Registration

Employer Details			
State :	KARNATAKA	Scheme Name :	DDU-GKY
Sanction Order No. :	79/2018	Sanction Order Date :	2018-12-08
Employer Name :	Jason Printing Press	Employer Type :	Employment-Agency
Industry Sector :	MEDIA AND ENTERTAINMENT INDUSTRY	PAN No. :	GJKDT7689G
CIN No. :		GST No. :	
Email Id :		Date of Organization's Registration :	2015-02-03
HR/Contact Name :	Jason	HR/Contact Person Mobile No. :	
Country Name :	India	House No. :	No number yet
State :	MIZORAM	District :	Mamit
Gram panchayat :	NA	Village :	NA
Police Station :	NA	Pincode :	567888
Latitude :	23.73011159058537	Longitude :	92.90170013250076
Decision :	Accepted	Comments :	accepted
PIA Name :	LIMITED		
Act under which Organization is registered :	Private Limited Company (registered under The Companies Act, 1956/2013)		
TIN/ TAN No. :			
Website :	www.jason.com		
Organization Contact No. :	9800000000		
Address Category :	urban		
Street Name :	Printer Galli		
Block :	ZAWLNJAM		
Post Office :	NA		
Geo Address :	Mizoram 796161, India		

Figure - B134 (View Employer Registration)

Description:

1. This screen allows the user to view the details of the employer in view only mode

Sub Module B8.2 – Workplace Registration

Definition: Registration of the workplace (work location) of the registered employer in ERP System for mapping the placed candidates

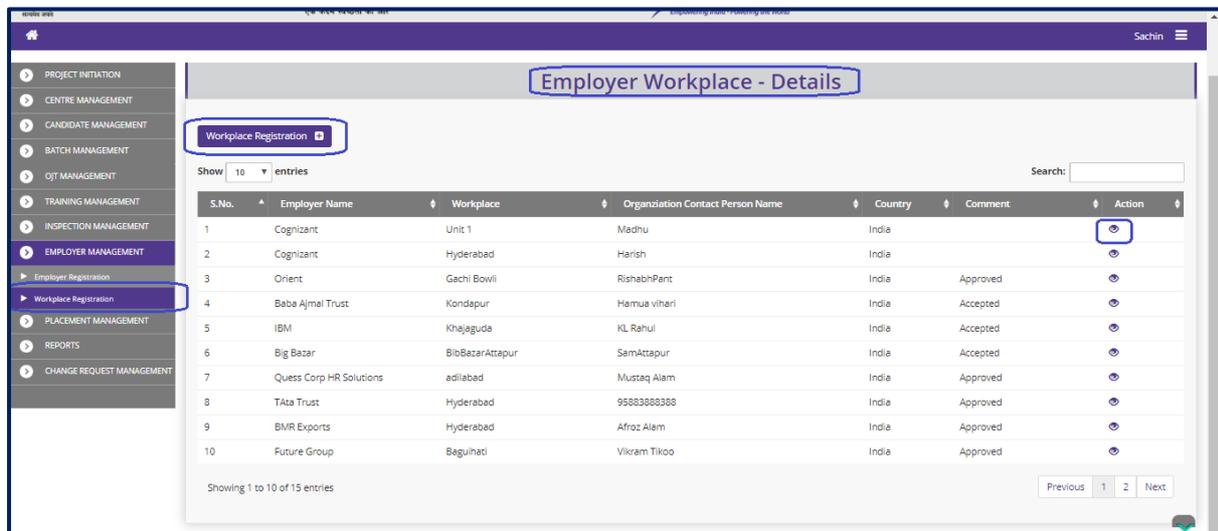
Prerequisite/s:

1. Employer organization registration in ERP System

Process:

1. Workplace (Work location) of the registered Employer in ERP system has to be registered for mapping the placed candidates
2. Once the employer is registered, the candidates can be mapped to the workplace of the employer for placement process
3. After submitting the workplace details of the Employer, a request will be forwarded to SRLM for approval
4. After SRLM Approval, the user can map the candidates to the workplace of the Employer

Workplace Registration Dashboard



The screenshot displays the 'Employer Workplace - Details' dashboard. A sidebar on the left contains navigation options, with 'Workplace Registration' highlighted. The main area features a table with 10 entries. The table columns are: S.No., Employer Name, Workplace, Organization Contact Person Name, Country, Comment, and Action. The first entry is highlighted with a blue box, and its 'Action' column contains a blue eye icon. A search bar is located at the top right of the table area.

S.No.	Employer Name	Workplace	Organization Contact Person Name	Country	Comment	Action
1	Cognizant	Unit 1	Medhu	India		
2	Cognizant	Hyderabad	Harish	India		
3	Orient	Gachi Bowli	RishabhPant	India	Approved	
4	Babe Ajmal Trust	Kondapur	Harmue vihari	India	Accepted	
5	IBM	Khajaguda	KL Rahul	India	Accepted	
6	Big Bazar	BibBazarAttapur	SamAttapur	India	Accepted	
7	Quess Corp HR Solutions	adilabad	Mustaq Alam	India	Approved	
8	Tata Trust	Hyderabad	95883888388	India	Approved	
9	BMR Exports	Hyderabad	Afroz Alam	India	Approved	
10	Future Group	Baguihati	Vikram Tikoo	India	Approved	

Figure – B135 (Workplace Registration Dashboard)

Description:

1. This screen allows the user to register the workplace (work locations) of the registered employers in ERP System and also view the list of work places of already registered employers with status

2. If the user clicks 'Workplace Registration' option at the top left of the screen, he/she will be directed to 'Create Workplace Registration' where the user can select the Employer and enter the details of the workplace of employer into ERP System
3. If the user clicks  icon against any workplace of registered employer, the details of the workplace will be displayed on the screen in view only mode

Create Workplace Registration

Figure – B136 (Create Workplace Registration)

Description:

1. This screen allows the user to enter the details of the workplace of the register Employer
2. The user has to select the Employer name first and update the required details related to the Workplace
3. After entering all the details, the user has to click the 'Submit' option at the bottom of the screen. The employer workplace details will be saved and it will be forwarded to respective SRLM for approval

Note:

1. All the fields having left border red in colour are mandatory.
2. Complete address details of the employer has to be provided, if any field is not applicable then 'NA' has to be written.
3. Employer Document: This can be a document containing name and address details of the employer and workplace on the letter head or any other supporting document clearly having name and address details of the employer and workplace
4. The user has to click on the map to capture the exact latitude-longitude details of the employer address

View Workplace Registration

Employer Details			
State :	KARNATAKA	Scheme Name :	DOL-GKY
Sanction Order No. :	79/2018	Sanction Order Date :	2018-12-08
Employer Name :	Jason Printing Press	Employer Type :	Employment-Agency
Industry Sector :	MEDIA AND ENTERTAINMENT INDUSTRY	Act under which Organization is registered :	Private Limited Company (registered under The Companies Act, 1956/2013)
CIN No. :		PAN No. :	GJKDT7689G
Email Id :		GST No. :	
HR/Contact Name :	Jason	Date of Organization's Registration :	2015-02-03
Country Name :	India	HR/Contact Person Mobile No. :	
State :	MIZORAM	House No. :	No number yet
Gram panchayat :	NA	District :	Mamit
Police Station :	NA	Village :	NA
Latitude :	23.73011159058537	Pincode :	567888
Decision :	Accepted	Longitude :	92.90170013250076
		Comments :	accepted
<p>Map Satellite</p> <p>2019 © Designed and Developed by NIRDPR HYDERABAD.</p>			

Figure - B137 (View Workplace Registration)

Description:

1. This screen allows the user to view the details of the Workplace registration in view only mode

Module B9 – Placement Management

Sub Module B9.1 – Candidate Appointment

Definition: Creation of appointment of a candidate in order to capture the placement details every month as per the norms prescribed in SOP for Placement process

Prerequisite/s:

1. Employer Registration & Employer Workplace registration in ERP System

Process:

1. Once the training of a candidate is completed, he/she is eligible for Placement
2. PIA has to ensure the candidate is placed in any employer organization
3. The PIA Operations has to create the appointment of the candidate in the ERP system and map with the Employer organization and the Workplace of the employer
4. After creating the appointment of the candidate, the PIA operations can update the further details of the placement process

Placement Appointment Dashboard

The screenshot displays the 'Candidate Appointment' dashboard. The sidebar on the left includes options like PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT, BATCH MANAGEMENT, QIT MANAGEMENT, TRAINING MANAGEMENT, INSPECTION MANAGEMENT, EMPLOYER MANAGEMENT, and PLACEMENT MANAGEMENT. The 'Candidate Appointment' option is highlighted. The main area contains a form with fields for Scheme, State, Sanction Order No., Training Centre State, Training Centre District, and Training Centre Name. Below the form is a table with columns: S.No., Batch Code, Trade Name, Batch Start Date, Batch End Date, Batch Enrolled, Dropout, Trained, Appointed, Pending, and Action. The table lists six entries for 'Micro Irrigation Technician' with various batch codes and dates.

S.No.	Batch Code	Trade Name	Batch Start Date	Batch End Date	Batch Enrolled	Dropout	Trained	Appointed	Pending	Action
1	SC149B94S8769	Micro Irrigation Technician	2018-11-02	2018-06-01	21	2	19	18	1	
2	SC174D9B7F836	Micro Irrigation Technician	2018-12-01	2018-06-01	21	0	21	21	0	
3	SC176FA1299DE	Micro Irrigation Technician	2018-12-02	2018-06-01	21	1	20	21	-1	
4	SC17705163C05	Micro Irrigation Technician	2018-12-02	2018-06-01	16	0	16	16	0	
5	SC17706729C6B	Micro Irrigation Technician	2018-12-02	2018-06-01	22	0	22	22	0	
6	SC17854EB3611	Micro Irrigation Technician	2019-02-21	2019-02-01	2	0	2	1	1	

Figure – B138 (Placement Appointments Dashboard)

Description:

1. This screen allows the user to view and add the batch wise appointments of candidates at particular training centre.
2. Also, the user can view the batch wise status of Appointments

3. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option
4. A list of trade wise batch details in that particular training centre will be displayed on the screen
5. If the user clicks  icon against any batch, he/she will be directed to the 'Placement Appointment Candidate Details' page, where the user has to update the candidate wise Appointment details.

Placement Appointment Candidate Details



S.No.	Name	Gender	Date of Birth	Mobile No.	Appointed	Action
1	Hiramoni Deka	female	1995-01-31	9678639039		+ 🔍
2	Zeenat T	female	1995-10-16	9987271827		+ 🔍
3	Karthik K	male	2000-02-01	8542652147	Yes	🔍
4	Sameer Deka	male	1997-06-02	9999999889	Yes	🔍
5	bujanga Reddy	male	2000-10-30	4498498498	Yes	🔍
6	Kohli Virat	male	1996-02-07	8976543210	Yes	🔍
7	Kaif K	male	2003-07-01	7845985674	Yes	🔍
8	Sandra Joseph	female	1990-06-19	9000000000	Yes	🔍
9	Dipamoni Pathak	male	1983-12-14	8138990028	Yes	🔍
10	Aman T	male	2003-12-01	9927812919	Yes	🔍

Figure – B139 (Placement Appointments Candidate Details)

Description:

1. This screen allows the user to view the list of candidates for a particular batch in a particular Training centre and to create/view the appointment details of the candidates
2. If the user clicks  icon against any candidate, he/she will be directed to 'Placement Appointment' page, where the user has to enter the details of the appointment of the candidate
3. If the user clicks  icon against any candidate, he/she will be directed to 'View Placement appointment Details' where the information related to the appointment of the candidate will be displayed in the view only mode

Create Placement Appointment

Candidate Appointment

Candidate Id: 6 Candidate Name: Hiramoni Deka

Employee Name: Workplace Name: Basic Pay:

Allowances: Others: Gross Salary:

Deductions

EPF: ESIC: Others:

Total:

S.No.	Name	Gender	Date of Birth	Salary	Appointed	Action
1	Hiramoni Deka	male	2000-02-01	8542852147	Yes	+ -
2	Zeenat T	female	1997-06-02	9999999889	Yes	+ -
3	Karthik K	male	2000-10-30	4498498498	Yes	+ -
4	Sameer Deka	male	1996-02-07	8976543210	Yes	+ -
5	bujanga Reddy	male	2003-07-01	7845985674	Yes	+ -
6	Kohil Virat	male	1990-06-19	9000000000	Yes	+ -
7	Kaif K	male	1983-12-14	8138990028	Yes	+ -
8	Sandra Joseph	female	2003-12-01	9927812919	Yes	+ -
9	Dipamoni Pathak	female				
10	Aman T	male				

Sanction Order No.: [MNDPDR/2018/06/01/79/2018](#)

Batch End Date: 2018-06-01

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Figure – B140 (Create Placement Appointments)

Description:

1. The screen allows the user to enter the details of appointment of a candidate
2. The user has to select the Employer name and workplace to map the candidate to the employer for creating the appointment
3. The user has to enter the details of Salary, deductions, Employer contribution, perquisites, joining date, etc.,
4. The user has to upload the required document which can be an Offer letter / Joining letter

Sub Module B9.2 – Create Month wise Employment Continuity

Definition: Capturing the month wise placement continuity details of candidates as per the Placement process prescribed in SOP

Prerequisite/s:

1. Creation of appointment of Candidates in ERP System

Process:

1. As part of the Placement process prescribed in SOP, a candidate should follow the monthly placement continuity and minimum salary criteria
2. PIA operations have to create the appointment of the candidate and has to update the month wise details of placement continuity of candidates
3. If the candidate qualifies the monthly continuity of placement and salary criteria then only the candidate will be considered as Placed as per SOP

Placement Monthly Continuity Dashboard

S.No.	Batch Code	Trade Name	Batch Start Date	Batch End Date	Batch Enrolled	Dropout	Appointed	Pending	Action
1	SC149B9458769	Micro Irrigation Technician	2018-11-02	2019-01-27	21	2	18	1	
2	SC174D9B7F836	Micro Irrigation Technician	2018-12-01	2019-01-29	21	0	21	0	
3	SC176FA1299DE	Micro Irrigation Technician	2018-12-02	2019-01-29	21	1	21	-1	
4	SC17705163C05	Micro Irrigation Technician	2018-12-02	2019-01-29	16	0	16	0	
5	SC17706729C6B	Micro Irrigation Technician	2018-12-02	2019-01-29	22	0	22	0	
6	SC17854EB3611	Micro Irrigation Technician	2019-02-21	2019-01-29	2	0	1	1	

Figure – B142 (Placement Monthly Continuity Dashboard)

Description:

1. This screen allows the user to view and add the month wise placement continuity details of candidates at particular training centre.
2. Also, the user can view the batch wise status of Appointments
3. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option

Create Placement Monthly Continuity

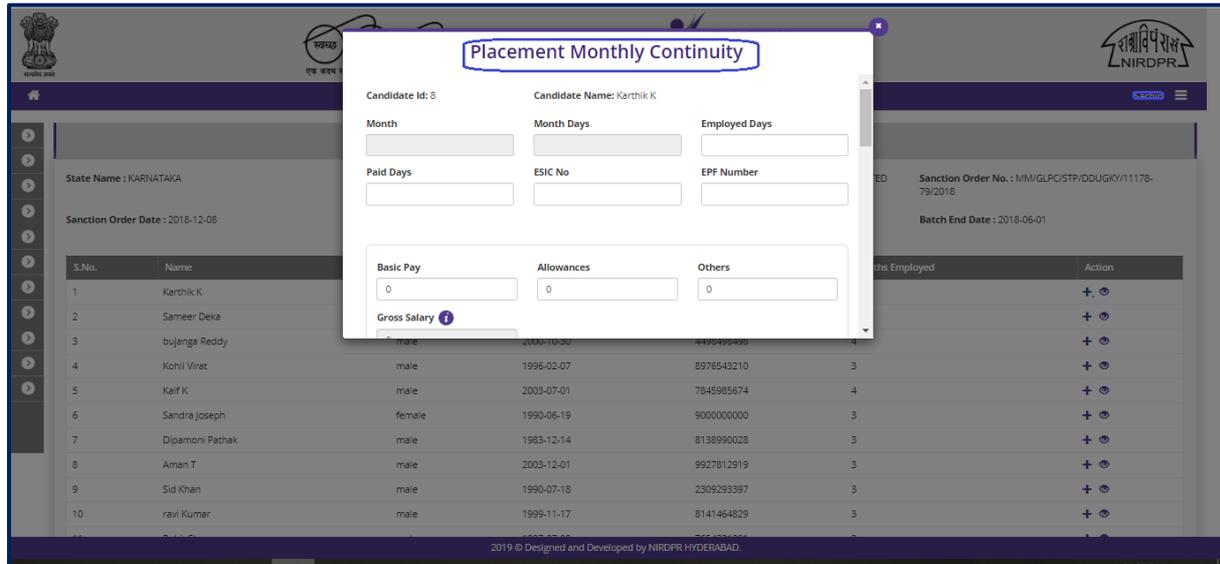


Figure – B144 (Create Placement Monthly Continuity)

Description:

1. This screen allows the user to enter the details of placement for new record of a month
2. The user has to select the month and enter the details of Salary, deductions, Employer Contribution, perquisites, etc.
3. The user has to upload the required document which can be either Salary slip / Joint Certificate for salary proof and Bank Statement for payment proof

View Placement Monthly Continuity

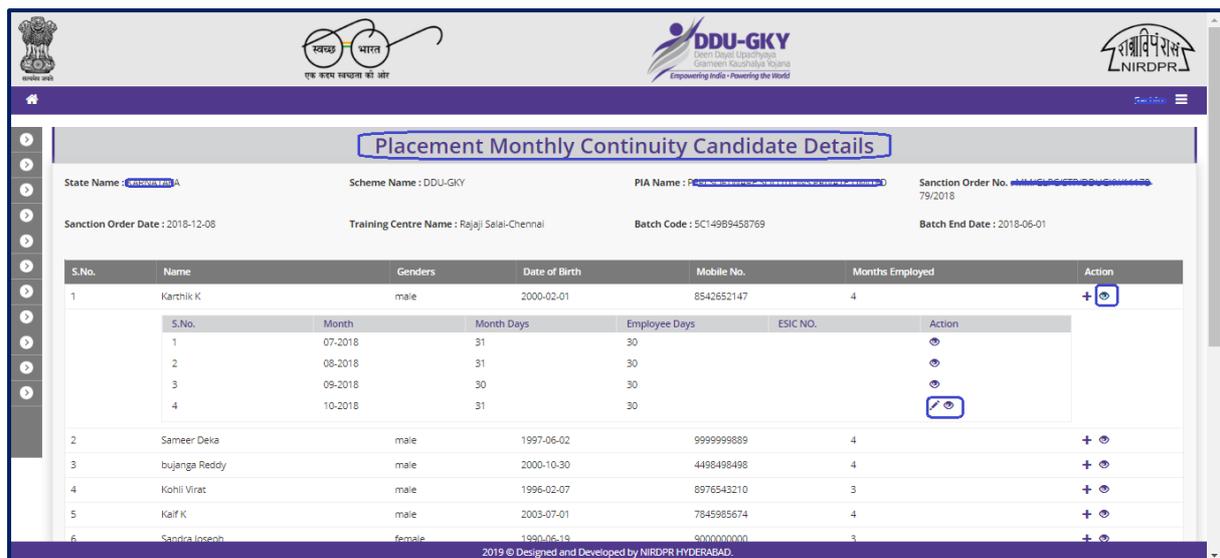


Figure - B145 (View Placement Monthly Continuity)

Description:

1. This screen allows the user to view the details placement of a candidate
2. To view the details of month wise placement details, the user has to click  icon against the candidate name under Action tab
 - a. Further if the  user clicks icon against any month record, the placement details of the particular month will be displaced in view only mode.

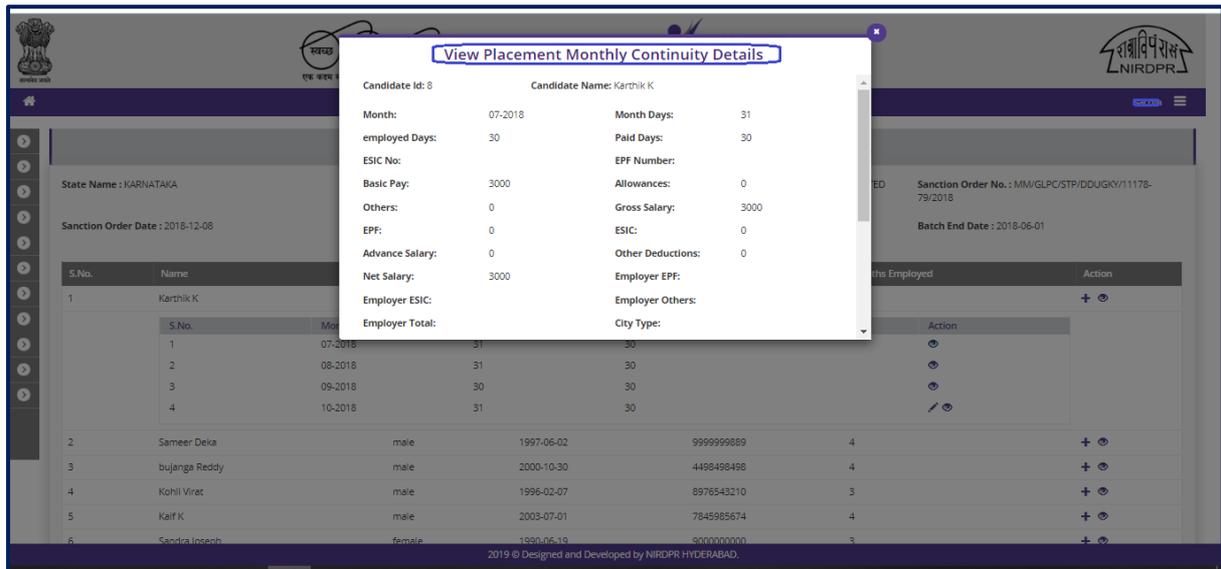


Figure - B146 (View Placement Monthly Continuity)

- b. If the user clicks  icon (If available) against any month record, the user will be able to edit the details of placement for the particular month till the placement tracking is done

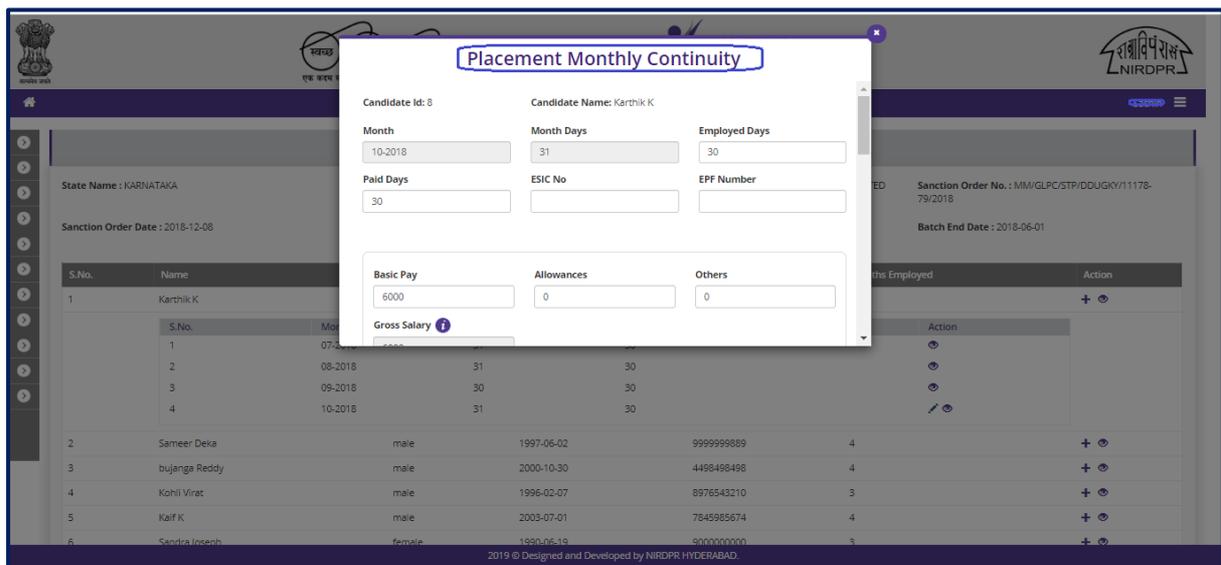


Figure - B147 (View Placement Monthly Continuity)

Sub Module B9.3 – Change of Employer

Definition: Separation of a candidate from an employer organization for any reason like candidate quitting the job, candidate joining other organization, etc.

Prerequisite/s:

1. Creation of Appointments of the candidates with employer organization in the ERP System

Process:

1. If any candidate leaves the employer organization for any reason like candidate quits the job, candidate joining new employer organization, etc., then the candidate has to be separated from the existing employer organization
2. PIA Operations has to updated the details of the separation of the candidate from the employer organization
3. If the candidate joins any new employer organization then, the PIA operation has to update the new employer organization details with the candidate
 - a. PIA operations have to create new appointment of the candidate in the new employer organization to update the month wise placement details
4. If the candidate quits the job, then the appropriate reasons for leaving the job has to be entered by the PIA operations

Change of Employer Dashboard

The screenshot displays the 'Change of Employer' dashboard. At the top, there are logos for the Government of Karnataka, DDU-GKY, and NIRDPR. The main content area is titled 'Change of Employer' and contains a search form with the following fields:

- Scheme: Select Scheme
- State: Select State
- Sanction Order No.: Select Sanction Order
- Training Centre State: Select TC State
- Training Centre District: Select TC District
- Training Centre Name: Select TC Name

Below the search form, there are buttons for 'Search' and 'Clear'. The dashboard also displays the following information:

- State Name: KARNATAKA
- Scheme Name: DDU-GKY
- PIA Name: PIA OPERATIONS PRIVATE LIMITED
- Sanction Order No.: MM/GLPC/STP/DDUGKY/11178-79/2018
- Sanction Order Date: 2018-12-08
- Training Centre Name: Rajaji Salai-Chennai

A table below the search form shows a list of candidates with the following columns: S.No., Batch Code, Trade Name, Batch Start Date, Batch End Date, Batch Enrolled, Dropout, Appointed, Pending, and Action. The table contains 4 entries:

S.No.	Batch Code	Trade Name	Batch Start Date	Batch End Date	Batch Enrolled	Dropout	Appointed	Pending	Action
1	SC14989458769	Micro Irrigation Technician	2019-01-15	2019-01-23	17	4	19	-6	
2	SC17705163C05	Micro Irrigation Technician	2018-12-02	2019-01-29	16	0	16	0	
3	SC17706729C6B	Micro Irrigation Technician	2018-12-02	2019-01-29	22	0	22	0	
4	SC17854EB3611	Micro Irrigation Technician	2019-02-21	2019-01-29	2	0	1	1	

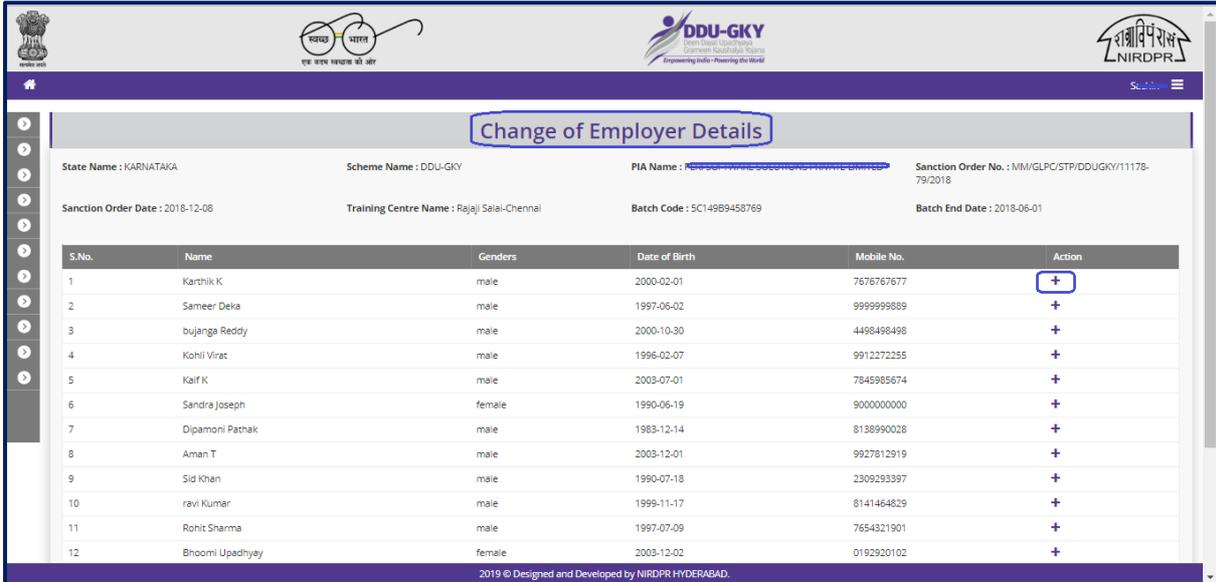
The sidebar on the left contains the following navigation options:

- PROJECT INITIATION
- CENTRE MANAGEMENT
- CANDIDATE MANAGEMENT
- BATCH MANAGEMENT
- OJT MANAGEMENT
- TRAINING MANAGEMENT
- INSPECTION MANAGEMENT
- EMPLOYER MANAGEMENT
- PLACEMENT MANAGEMENT
 - Candidate Appointment
 - Create Month-Wise Employment Continuity
 - Change of Work Location
 - Change of Employer
 - Candidate Tracking
- Desk Verification Acceptance
- REPORTS
- CHANGE REQUEST MANAGEMENT

Figure –B148 (Change of Employer Dashboard)

Description:

1. This screen allows the user to view and add the separation of placement of candidates from an employer organization
2. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option
3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user clicks  icon against any batch, he/she will be directed to the 'Placement Separation Candidate Details' page, where the user has to update the details of candidate wise placement separation (if any) from employer organization

Change of Employer Details


S.No.	Name	Genders	Date of Birth	Mobile No.	Action
1	Karthik K	male	2000-02-01	7676767677	+
2	Sameer Deka	male	1997-06-02	9999999889	+
3	bujanga Reddy	male	2000-10-30	4498498498	+
4	Kohli Virat	male	1996-02-07	9912272255	+
5	Kaif K	male	2003-07-01	7845985674	+
6	Sandra Joseph	female	1990-06-19	9000000000	+
7	Dipamoni Patnak	male	1983-12-14	8138990028	+
8	Aman T	male	2003-12-01	9927812919	+
9	Sid Khan	male	1990-07-18	2309293397	+
10	ravi Kumar	male	1999-11-17	8141464829	+
11	Rohit Sharma	male	1997-07-09	7654321901	+
12	Bhoomi Upadhyay	female	2003-12-02	0192920102	+

Figure – B149 (Change of Employer details)

Description:

1. This screen allows the user to view the candidate wise details for the particular batch
2. The user has to click **+** icon against the candidate to update the details of separation of placement from the existing organization

Create Placement Separation

The screenshot shows a web application interface for creating a placement separation. A modal window titled "Placement Separation" is open, displaying the following details:

- Candidate Id:** 8
- Candidate Name:** Karthik K
- Separation Date:** (Empty text input field)
- Reason:** (Dropdown menu with "Select Reason" selected)
- Submit:** (Blue button)

The background interface shows a list of candidates with the following columns: S.No., Name, Gender, Date of Birth, and Action. The table contains 14 rows of candidate data.

S.No.	Name	Gender	Date of Birth	Action
1	saran kumar			
2	Hiramoni Deka	female	1995-01-31	9678639039
3	Zeenat T	female	1995-10-16	9987271827
4	Karthik K	male	2000-02-01	8542652147
5	Sameer Deka	male	1997-06-02	9999999889
6	bujanga Reddy	male	2000-10-30	4498498498
7	Kohli Virat	male	1996-02-07	8976543210
8	Kaif K	male	2003-07-01	7849985674
9	Sandra Joseph	female	1990-06-19	9000000000
10	Dipamoni Pathak	male	1983-12-14	8138990028
11	Aman T	male	2003-12-01	9927812919
12	Sid Khan	male	1990-07-18	2309293397
13	ravi Kumer	male	1999-11-17	8141464829
14	Rohit Sharma	male	1997-07-09	7654321901

Figure – B150 (Create Placement Separation)

Description:

1. This screen allows the user to enter the details of the separation of candidate from employer
2. The user has to enter the 'Separation Date' and select any appropriate reason from the dropdown under 'Reason' tab
 - a. If the user selects 'Candidate has changed the employer', the user has to select the new employer name from the dropdown (Note: New employer has to be registered if not available in ERP System)
 - b. If the user selects 'Any other reason', then the user has to enter the reasons for leaving the employer

View Placement Separation

State Name: Scheme Name: DDU-GKY PIA Name: Sanction Order No.:

Sanction Order Date: 2018-12-08 Training Centre Name: Rajaji Salai-Chennai Batch Code: 5C14989458769 Batch End Date: 2018-06-01

S.No.	Name	Genders	Date of Birth	Mobile No.	Action																					
1	saran kumar	male	1983-12-28	9090990909																						
<table border="1"> <thead> <tr> <th>S.No.</th> <th>Joining Date</th> <th>Employer Name</th> <th>Workplace Name</th> <th>Separation Date</th> <th>Reason</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2018-12-04</td> <td>Tata Trust</td> <td>Hyderabad</td> <td>2018-12-19</td> <td>Left Job</td> <td></td> </tr> <tr> <td>2</td> <td>2018-12-04</td> <td>Tata Trust</td> <td>Hyderabad</td> <td>2018-12-30</td> <td>Left Job</td> <td></td> </tr> </tbody> </table>						S.No.	Joining Date	Employer Name	Workplace Name	Separation Date	Reason	Action	1	2018-12-04	Tata Trust	Hyderabad	2018-12-19	Left Job		2	2018-12-04	Tata Trust	Hyderabad	2018-12-30	Left Job	
S.No.	Joining Date	Employer Name	Workplace Name	Separation Date	Reason	Action																				
1	2018-12-04	Tata Trust	Hyderabad	2018-12-19	Left Job																					
2	2018-12-04	Tata Trust	Hyderabad	2018-12-30	Left Job																					
2	Hiramon Deka	female	1995-01-31	9678639039																						
3	Zeenat T	female	1995-10-16	9987271827																						
4	Karthik K	male	2000-02-01	8542652147	+																					
5	Sameer Deka	male	1997-06-02	9999999889	+																					
6	bujanga Reddy	male	2000-10-30	4498498498	+																					
7	Kohil Virat	male	1996-02-07	8976543210	+																					

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Placement Separation

Candidate Id: 4 Candidate Name: saran kumar

Separation Date: Reason: Employer Name:

State Name: KARNATAKA Scheme Name: DDU-GKY PIA Name: Sanction Order No.: MM/GLPC/STP/DDUGKY/11178-79/2018

Sanction Order Date: 2018-12-08 Training Centre Name: Rajaji Salai-Chennai Batch Code: 5C14989458769 Batch End Date: 2018-06-01

S.No.	Name	Genders	Date of Birth	Mobile No.	Action																					
1	saran kumar	male	1983-12-28	9090990909																						
<table border="1"> <thead> <tr> <th>S.No.</th> <th>Joining Date</th> <th>Employer Name</th> <th>Workplace Name</th> <th>Separation Date</th> <th>Reason</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2018-12-04</td> <td>Tata Trust</td> <td>Hyderabad</td> <td>2018-12-19</td> <td>Left Job</td> <td></td> </tr> <tr> <td>2</td> <td>2018-12-04</td> <td>Tata Trust</td> <td>Hyderabad</td> <td>2018-12-30</td> <td>Left Job</td> <td></td> </tr> </tbody> </table>						S.No.	Joining Date	Employer Name	Workplace Name	Separation Date	Reason	Action	1	2018-12-04	Tata Trust	Hyderabad	2018-12-19	Left Job		2	2018-12-04	Tata Trust	Hyderabad	2018-12-30	Left Job	
S.No.	Joining Date	Employer Name	Workplace Name	Separation Date	Reason	Action																				
1	2018-12-04	Tata Trust	Hyderabad	2018-12-19	Left Job																					
2	2018-12-04	Tata Trust	Hyderabad	2018-12-30	Left Job																					
2	Hiramon Deka	female	1995-01-31	9678639039																						
3	Zeenat T	female	1995-10-16	9987271827																						
4	Karthik K	male	2000-02-01	8542652147	+																					
5	Sameer Deka	male	1997-06-02	9999999889	+																					
6	bujanga Reddy	male	2000-10-30	4498498498	+																					
7	Kohil Virat	male	1996-02-07	8976543210	+																					

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Figure – B151 (View Placement Separation)

Description:

1. This screen allows the user to view the details of the candidate separation from employer organization in view only mode

Sub Module B9.4 – Change of work location

Definition: Changing the details of work location of candidates in ERP System, when he/she relocates from one location to other within the same employer organization

Prerequisite/s:

1. Registration of both work locations (existing and new) of the employer organization in the ERP System

Process:

1. If any candidate changes the work location within the same employer organization, then the candidates has to be mapped to the new work location
2. PIA Operations has to register the new work location details in ERP System
3. PIA Operations has to change the work location of the candidate by selecting / mapping the candidate to the new work location in the ERP System

Change of work Location Dashboard

The screenshot shows the 'Change of Work Location' dashboard. The sidebar menu on the left includes options like PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT, BATCH MANAGEMENT, OJT MANAGEMENT, TRAINING MANAGEMENT, INSPECTION MANAGEMENT, EMPLOYER MANAGEMENT, PLACEMENT MANAGEMENT, and CHANGE OF WORK LOCATION (highlighted). The main content area has search filters for Scheme, State, Sanction Order No., and Training Centre State. Below these are fields for State Name, Scheme Name, PIA Name, and Sanction Order No. A table lists candidates with columns for S.No., Batch Code, Trade Name, Batch Start Date, Batch End Date, Batch Enrolled, Dropout, Appointed, Pending, and Action. The 'Change of Work Location' option in the sidebar is highlighted with a blue box.

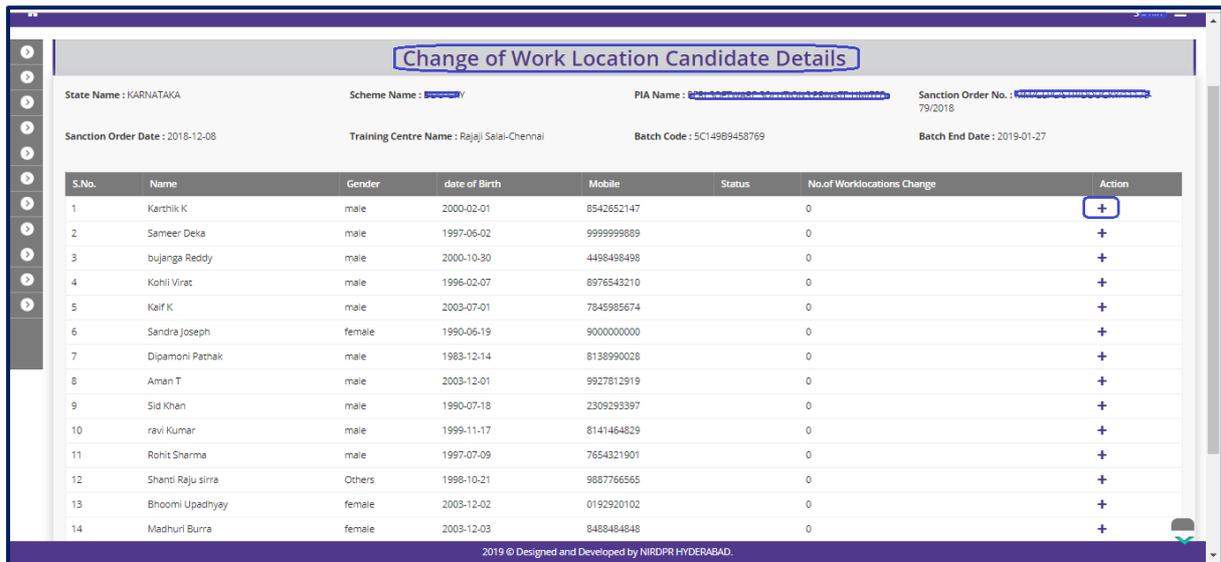
Figure – B152 (Change of work location Dashboard)

Description:

1. This screen allows the user to view and add the details of change of work location of candidates within the same employer organization
2. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option

3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user clicks  icon against any batch, he/she will be directed to the 'Change of Work location Candidate Details' page, where the user has to update the details of new work location of candidates within the same employer organization

Change of work Location Candidate details



S.No.	Name	Gender	date of Birth	Mobile	Status	No. of Worklocations Change	Action
1	Karthik K	male	2000-02-01	8542652147		0	+
2	Sameer Deka	male	1997-06-02	9999999889		0	+
3	bujanga Reddy	male	2000-10-30	4498498498		0	+
4	Kohli Virat	male	1996-02-07	8976543210		0	+
5	Kaif K	male	2003-07-01	7845985674		0	+
6	Sandra Joseph	female	1990-06-19	9000000000		0	+
7	Dipamoni Pathek	male	1983-12-14	8138990028		0	+
8	Aman T	male	2003-12-01	9927812919		0	+
9	Sid Khan	male	1990-07-18	2309293397		0	+
10	ravi Kumar	male	1999-11-17	8141464829		0	+
11	Rohit Sharma	male	1997-07-09	7654321901		0	+
12	Shanti Raju sirra	Others	1998-10-21	9887766565		0	+
13	Bhoomi Upadhyay	female	2003-12-02	0192920102		0	+
14	Madhuri Burra	female	2003-12-03	8488484848		0	+

Figure – B153 (Change of work location Candidate details)

Description:

1. This screen allows the user to view the list of candidates for the particular batch
2. The user has to click **+** icon against the candidate name to change the work location details of the candidate
3. If the user clicks  icon against any candidate, the details of the change of work location will be displayed on the screen in view only mode

Create Change of work Location

S.No.	Name	Gender	Date of Birth	ID Number	Salary	Action
1	Karthik K					+
2	Sameer Deka					+
3	bujanga Reddy					+
4	Kohli Virat					+
5	Kaif K					+
6	Sandra Joseph					+
7	Dipamoni Pathak	male	1963-12-14	8136990028	0	+
8	Aman T	male	2003-12-01	9927812919	0	+
9	Sid Khan	male	1990-07-18	2309293397	0	+
10	ravi Kumar	male	1999-11-17	8141464829	0	+
11	Rohit Sharma	male	1997-07-09	7654321901	0	+
12	Shanti Raju sirra	Others	1998-10-21	9887766565	0	+
13	Bhoomi Upadhyay	female	2003-12-02	0192920102	0	+
14	Madhuri Burra	female	2003-12-03	8488484848	0	+
15	Hemant Kumar	male	2003-12-01	0198292378	0	+
16	Mahendra Bahubali	male	2003-05-08	9000006888	0	+
17	Jumi Deka	female	1997-01-01	9859444736	0	+
18	BIJAY KR RABHA	male	1986-11-27	5936446287	0	+

Figure – B154 (Crate Change of work location)

Description:

1. This screen allows the user to change the work location details of the candidate.
2. The user has to select the new work location from the dropdown to map the candidate to the new work location within the same employer organization
3. The user has to upload the necessary document like relocation letter / transfer letter etc.,
4. If there are any changes in salary, then the user has to 'Yes' under 'Salary change' tab, and then update the details of salary, deductions, employer contributions, perquisites etc., along with new offer letter

Sub Module B9.5 –Candidate tracking

Definition: Monthly tracking of the candidates after updating the monthly employment continuity details of candidates in ERP System

Prerequisite/s:

1. Details of Monthly continuity of the candidates has in ERP System

Process:

1. PIA Operations has to update the month wise placement details (Monthly continuity) of the candidate in ERP System
2. PIA operations has to track the month wise placement details and update the information in Placement tracking module

Candidate Placement tracking Dashboard

Candidate's Placement Tracking

Scheme: Select Scheme State: Select State Sanction Order No.: Select Sanction Order Training Centre State: Select TC State

Training Centre District: Select TC District Training Centre Name: Select TC Name

Search Clear

State Name: Andhra Pradesh Scheme Name: DDU-GKY PIA Name: RAJAJI SALALI CHENNAI LIMITED Sanction Order No.: 2018-12-08

Sanction Order Date: 2018-12-08 Training Centre Name: Rajaji Salali-Chennai

Show 10 entries Search:

S.No.	Batch Code	Trade Name	Batch Start Date	Batch End Date	Batch Enrolled	Dropout	Appointed	Pending	Action
1	5C149B9458769	Micro Irrigation Technician	2018-11-02	2019-01-27	21	2	18	1	
2	5C174D9B7F836	Micro Irrigation Technician	2018-12-01	2019-01-29	21	0	21	0	
3	5C178FA1299DE	Micro Irrigation Technician	2018-12-02	2019-01-29	21	1	21	-1	
4	5C17705163C05	Micro Irrigation Technician	2018-12-02	2019-01-29	16	0	16	0	
5	5C17706729C68	Micro Irrigation Technician	2018-12-02	2019-01-29	22	0	22	0	
6	5C17854EB3611	Micro Irrigation Technician	2019-02-21	2019-01-29	2	0	1	1	

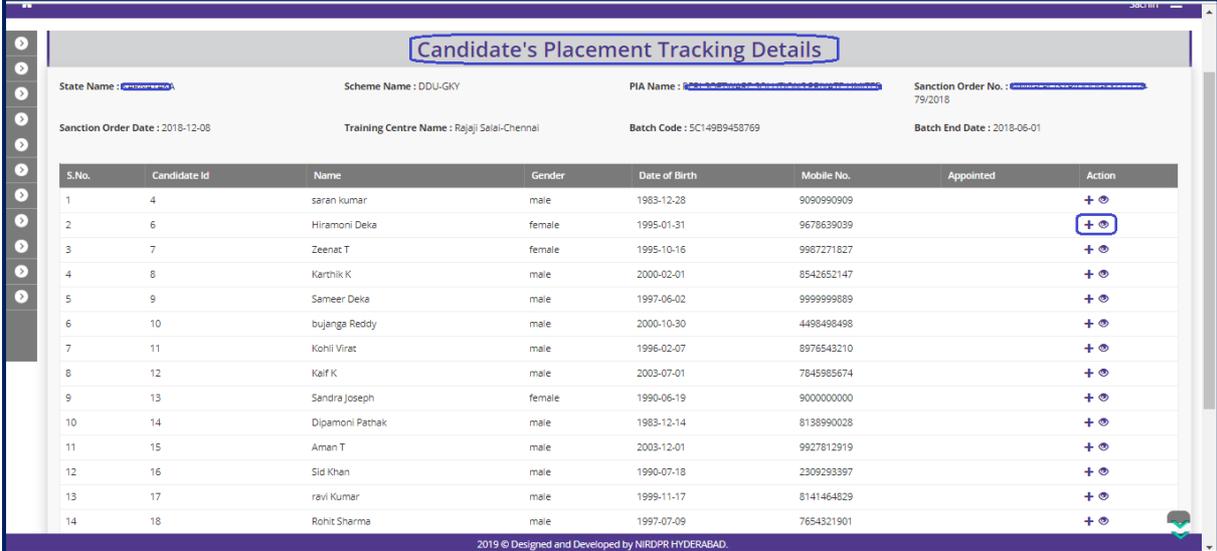
Figure – B155 (Candidate Placement Tracking)

Description:

1. This screen allows the user to view and update the details of the monthly tracking of the candidates
2. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option

3. A list of trade wise batch details in that particular training centre will be displayed on the screen
4. If the user clicks  icon against any batch, he/she will be directed to the 'Placement Candidate Tracking Details' page, where the user has to update the details of month wise tracking of placement of the candidates

Placement candidate tracking Details



S.No.	Candidate Id	Name	Gender	Date of Birth	Mobile No.	Appointed	Action
1	4	saran kumar	male	1983-12-28	9090990909		+ 🔍
2	6	Hiramoni Deka	female	1995-01-31	9678639039		+ 🔍
3	7	Zeenat.T	female	1995-10-16	9987271827		+ 🔍
4	8	Karthik K	male	2000-02-01	8542652147		+ 🔍
5	9	Sameer Deka	male	1997-06-02	9999999889		+ 🔍
6	10	bujanga Reddy	male	2000-10-30	4498498498		+ 🔍
7	11	Kohil Virat	male	1996-02-07	8976543210		+ 🔍
8	12	Kelif K	male	2003-07-01	7845985674		+ 🔍
9	13	Sandra Joseph	female	1990-06-19	9000000000		+ 🔍
10	14	Dipamoni Pathak	male	1983-12-14	8138990028		+ 🔍
11	15	Aman T	male	2003-12-01	9927812919		+ 🔍
12	16	Sid Khan	male	1990-07-18	2309293397		+ 🔍
13	17	ravi Kumar	male	1999-11-17	8141464829		+ 🔍
14	18	Rohit Sharma	male	1997-07-09	7654321901		+ 🔍

Figure – B156 (Placement Candidate Tracking Details)

Description:

1. This screen allows the user to view the details of candidates for the particular batch
2. If the user clicks **+** icon against any candidate, he/she will be directed to 'Placement Candidate Tracking' page, where the user has to select the month and update the details of tracking for the particular month
3. If the user clicks  icon against any candidate, he/she will be directed to view the list of month wise placement tracking records of the particular candidate, where the user can view the month wise tracking details in view only mode

Create Placement candidate tracking

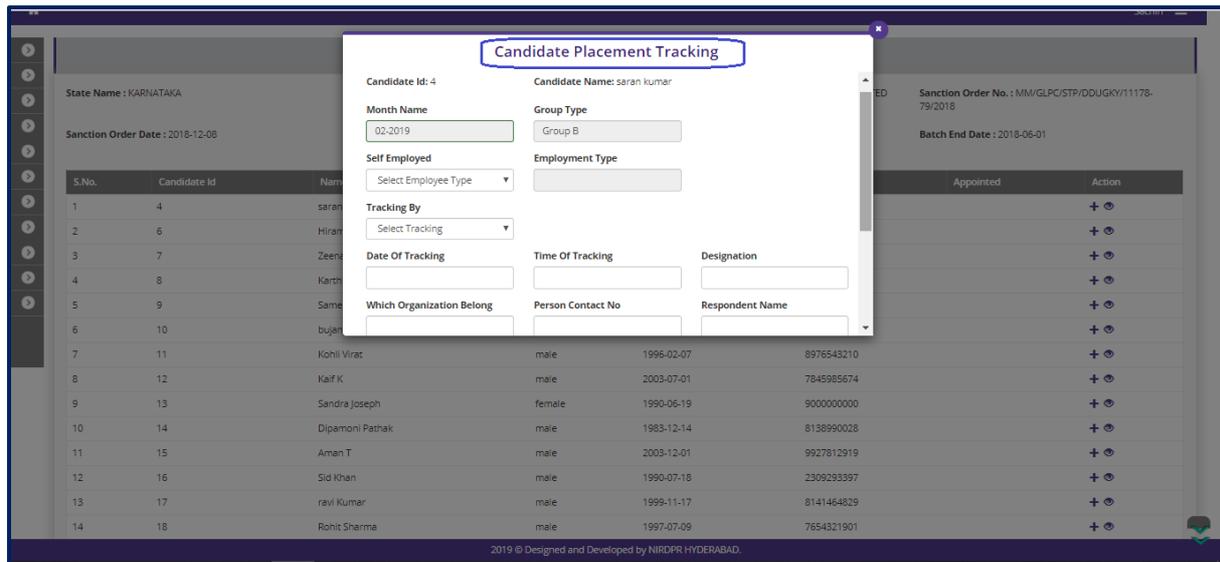


Figure – B157 (Create Placement Candidate Tracking)

Description:

1. This screen allows the user to create the placement tracking of candidates in ERP System
2. The user has to select the month of tracking and enter the required details of the tracking
3. After entering all the details, the user has to click 'Save' option to save and submit the details of tracking for the particular month for the particular candidate

View Placement candidate tracking (Month Wise)

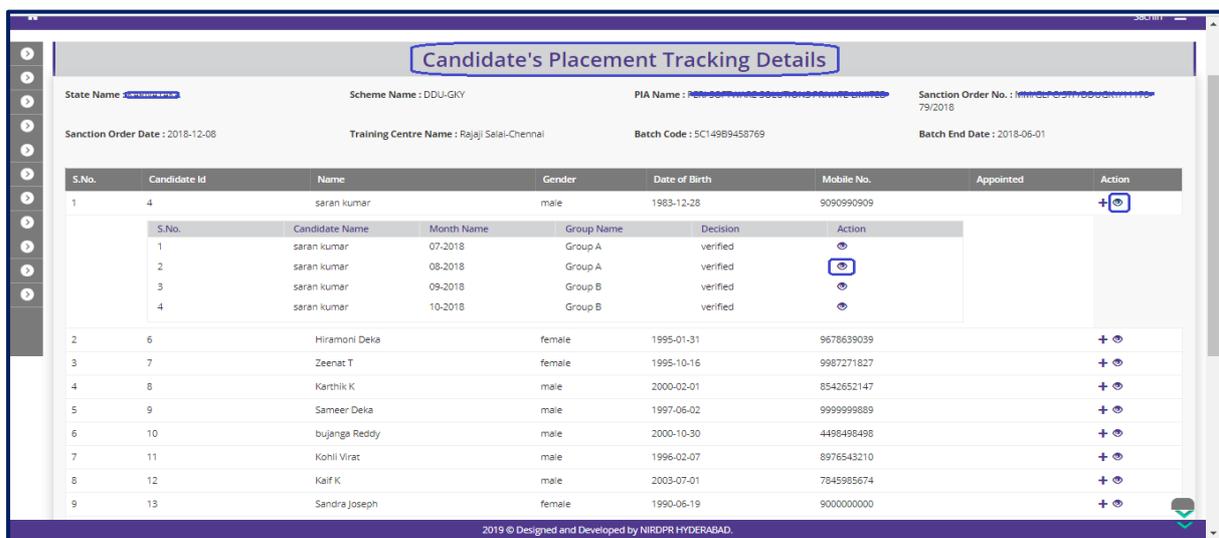
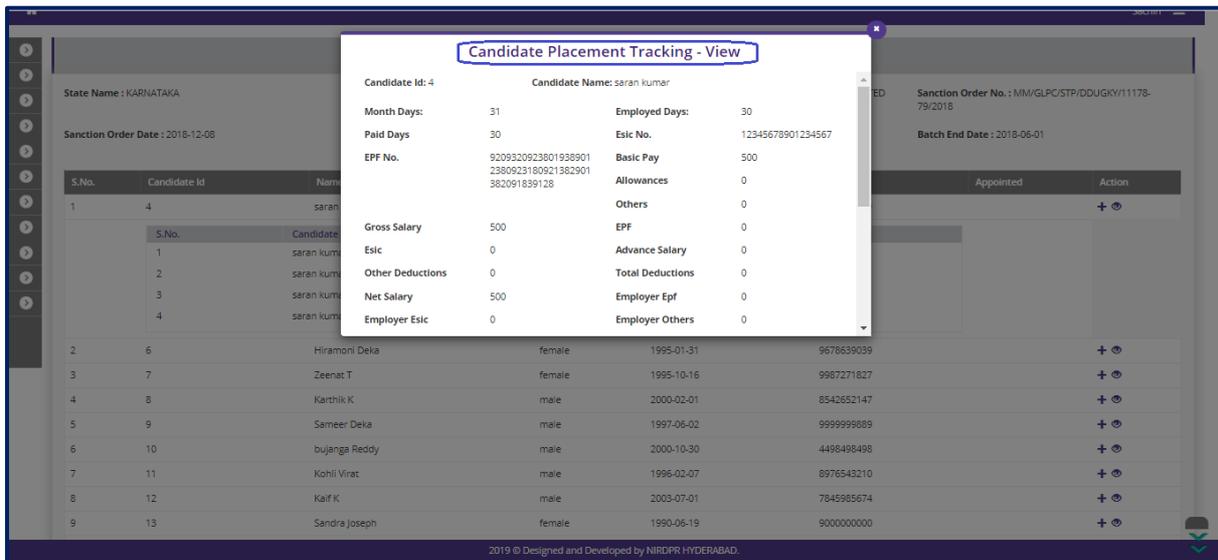


Figure – B158 (View Placement Candidate Tracking-Month wise)

Description:

1. This screen allows the user to view candidate wise list of records (Months) for which month wise placement tracking is already done
2. If the user clicks  icon against any record (Month), he/she will be directed to 'View Placement Candidate Tracking', where the user can view the placement tracking details for that particular month in view only mode

View Placement candidate tracking


Candidate Placement Tracking - View

Candidate Id: 4 Candidate Name: saran kumar

Month Days:	31	Employed Days:	30
Paid Days:	30	Esic No.:	12345678901234567
EPF No.:	9209320923801938901 2380923180921382901 382091839128	Basic Pay:	500
Gross Salary:	500	Allowances:	0
Esic:	0	Others:	0
Other Deductions:	0	EPF:	0
Net Salary:	500	Advance Salary:	0
Employer Esic:	0	Total Deductions:	0
		Employer Pf:	0
		Employer Others:	0

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Figure – B159 (View Placement Candidate Tracking)

Description:

1. This screen allows the user to view the placement tracking details for that particular month of the particular candidate in view only mode

Sub Module B9.6 – Desk Verification Acceptance

Definition: Verification of placement desk documents of the candidates and agreement or disagreement of result of first round of placement desk document verification

Prerequisite/s:

1. Placement tracking of the candidates in the ERP System

Process:

1. Once the candidate's one-month employment is completed, desk verification is done on sample basis for these candidates by PIA Q Team.
2. Once the verification is completed, the result is applied to the entire population for the month.
3. If there are candidates required to be rejected as a part of desk verification, then PIA Operations to choose the candidates who are supposed to be rejected.
4. Desk verification has to be completed for that particular month for which PIA has to accept or reject the candidates depending on the result of the desk verification.

Desk Verification Acceptance

The screenshot displays the 'Desk Verification Acceptance' interface. It features a navigation menu on the left with options like PROJECT INITIATION, CENTRE MANAGEMENT, CANDIDATE MANAGEMENT, BATCH MANAGEMENT, OJT MANAGEMENT, TRAINING MANAGEMENT, INSPECTION MANAGEMENT, EMPLOYER MANAGEMENT, and PLACEMENT MANAGEMENT. The main content area includes filters for Scheme, State, and Sanction Order No., along with a Search and Clear button. Below the filters, there is a table with columns for S.No., Month, Group-A Count, Total, Accepted, Rejected, Pending, and Action. The table contains six rows of data representing different months and schemes.

S.No.	Month	Group-A Count	No. of Samples of Q-Team				No. of Primary Samples of State				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	0	0	1	0	1	0	
2	07-2018	67	11	11	0	0	2	2	0	0	2	2	0	0	0	0	
3	07-2019	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	
4	08-2018	72	12	10	2	0	2	2	0	0	2	2	0	0	0	0	
5	09-2018	57	9	9	0	0	2	2	0	0	2	2	0	0	0	0	
6	10-2018	9	2	2	0	0	1	1	0	0	1	1	0	0	0	0	

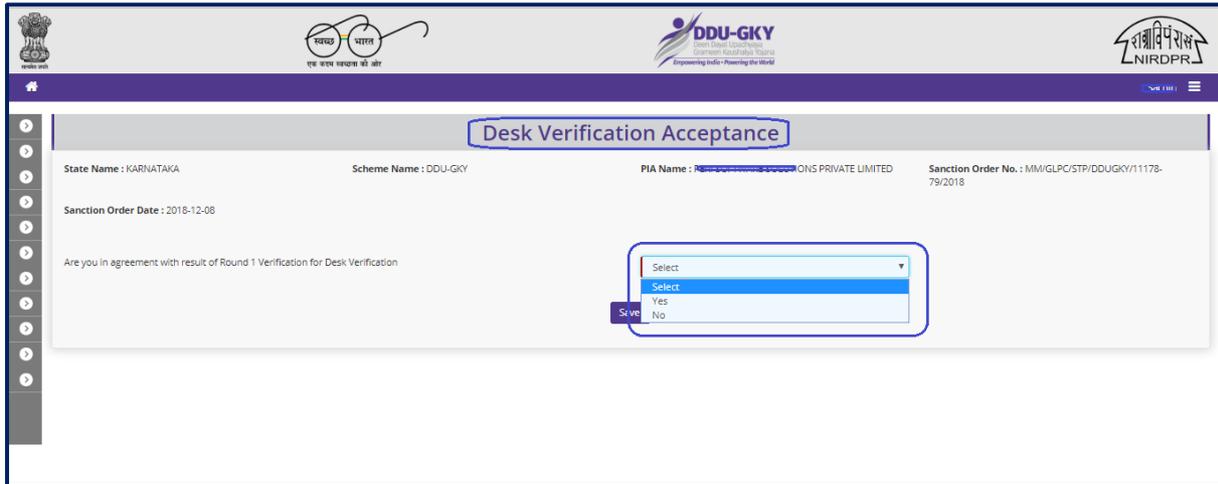
Figure – B160 (Desk Verification Acceptance)

Description:

1. This screen allows the user to view the status of placement desk document verification
2. The user has to select Scheme, State and Sanction order, and click 'Search' option

3. A list of month wise status of placement desk verification. i.e., no. of Q Teams samples generated, no. of samples accepted, rejected, pending, SRLM Primary Samples, no. of primary samples accepted, rejected, pending, etc., will be displayed on the screen
4. If the user clicks icon  under Action tab, he/she will be directed to the 'Placement Desk Verification' page where the user has to select either 'Yes' or 'No' for the agreement to the result of first round of Desk verification

Desk Verification Acceptance (Decision making)



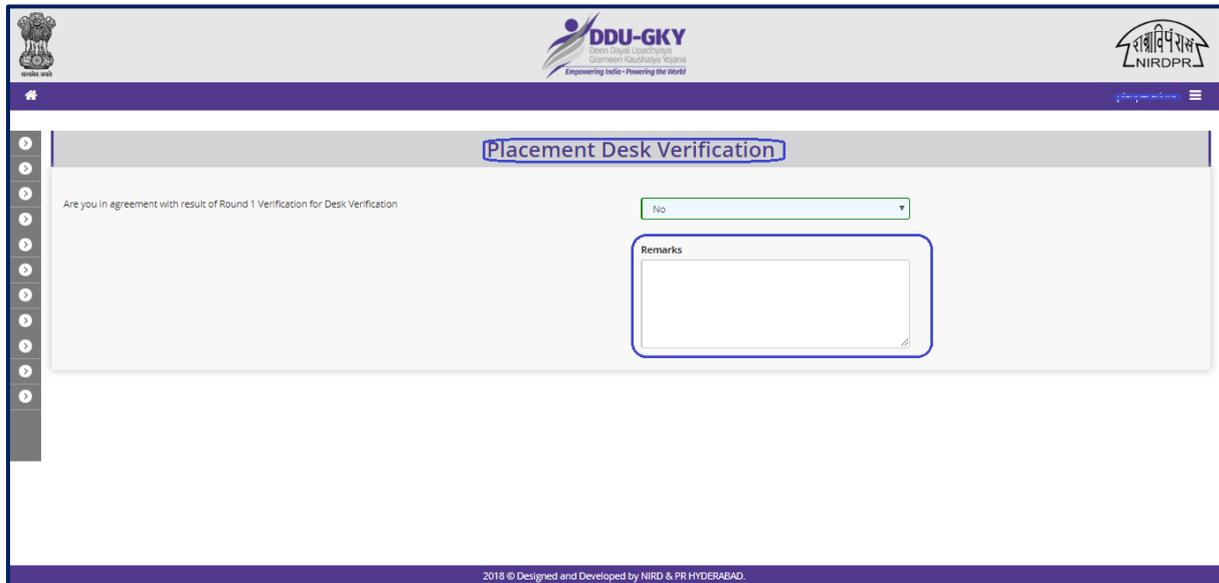
The screenshot shows the 'Desk Verification Acceptance' page. At the top, there are logos for India, Kaushal Bharat, DDU-GKY, and NIRDPR. The page title is 'Desk Verification Acceptance'. Below the title, there are four fields: State Name: KARNATAKA, Scheme Name: DDU-GKY, PIA Name: [REDACTED] ONS PRIVATE LIMITED, and Sanction Order No.: MM/GLPC/STP/DDUGKY/11178-79/2018. Below these fields, there is a question: 'Are you in agreement with result of Round 1 Verification for Desk Verification'. A dropdown menu is open, showing options: Select, Select, Yes, and No. A 'Save' button is visible next to the dropdown.

Figure – B161 (Desk Verification Acceptance- Decision Making)

Description:

1. This screen allows the user to make a decision whether to agree or disagree the first round of verification of Desk verification
2. If the user selects 'Yes' from the dropdown, he/she will be directed to 'Placement Desk Verification' page where the details of the samples will be displayed on the screen
3. If the user selects 'No' from the dropdown, he/she has to give appropriate reasons / remarks for disagreement with the result of first round of verification of Desk verification

Placement Desk Verification (Decision as 'No')



The screenshot displays the 'Placement Desk Verification' interface. At the top, there are logos for the Government of India, DDU-GKY (Deen Dayal Upadhyay Gramteen Kaushalya Yojana), and NIRDPR. The main content area is titled 'Placement Desk Verification' and contains the question: 'Are you in agreement with result of Round 1 Verification for Desk Verification'. A dropdown menu is set to 'No'. Below this is a 'Remarks' text area for providing reasons for disagreement. The footer of the interface reads '2018 © Designed and Developed by NIRD & PR HYDERABAD.'

Figure – B163 (Placement Desk Verification- Decision as 'No')

Description:

1. This screen allows the user to write the appropriate remarks / reasons for disagreement of the result of first round of Placement desk verification

Module B10 – Change Request Management

Sub Module B10.1 – Change request candidate enrolment

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. Creation of a batch in the ERP System

Process:

1. 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. The status of SRLM approval will be available in change request candidate enrolment dashboard

Change request candidate enrolment Dashboard

The screenshot displays the 'Change Request Candidate Enrolment' dashboard. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area features a search form with the following fields: Scheme (dropdown), State (dropdown), Sanction Order No. (dropdown), State (TC) (dropdown), District (TC) (dropdown), and Training Centre (dropdown). A 'Search' button is located below these fields. Below the search form, the dashboard shows the following details: State Name: West Bengal, Scheme Name: DDU-GKY, PIA Name: PIA OPERATIONS GROUP LIMITED, Sanction Order No.: 79/2018, and Sanction Order Date: 2018-12-08. A 'Show' dropdown is set to 10 entries. Below this, a table lists candidate details:

S.No.	Training Centre	First Name	LAST Name	DOB	Gender	Actions
1	Rajaji Salai-Chennai	Hemant	Kumar	2003-12-01	male	[Edit]
2	Rajaji Salai-Chennai	Aarti	Kumari	2003-12-02	female	[Edit]
3	Rajaji Salai-Chennai	Indira	Boro	1995-03-02	female	[Edit]
4	Rajaji Salai-Chennai	praveen	kumar	2003-12-04	male	[Edit]

Figure – B 164 (Change request candidate enrolment Dashboard)

Description:

1. This screen allows the user to view the list of training centre wise candidate details

2. The user has to select the 'Scheme', 'State', 'Sanction Order', 'State Tc', 'District Tc' and 'Training Centre' from the drop down and click 'Search' option
3. A list of Centres wise candidates' details will be displayed on the screen
4. If the user clicks icon against any Candidate, he/she will be directed to the 'Create Change Request Candidate Enrolment' page, where the user has to select the Batch id to map the candidate to the selected batch

Create Change request candidate enrolment

The screenshot shows a web application interface for creating a change request for candidate enrollment. The page title is "Create Change Request Candidate Enrollment". At the top, there are several fields: State Name (Andhra Pradesh), Scheme Name (DDU-GKY), PIA Name (REGISTRATION SERVICES COMPANY LIMITED), and Sanction Order No. (MH/2018/79/2018). Below this, the Sanction Order Date is 2018-12-08. The main section is titled "Candidate Details" and contains a table with the following information:

Training Centre	Rajaji Salai-Chennai	First Name	Hemant
Last Name	Kumar	DOB	2003-12-01
Gender	male		

Below the candidate details, there is a "Batch ID" dropdown menu with a red box around it, showing "-SELECT-". Underneath is a "Remarks" text area and a "Save" button. At the bottom of the page, there is a footer: "2019 © Designed and Developed by NIRDPR HYDERABAD."

Figure – B165 (Create Change request candidate enrolment)

Description:

1. This screen allows the user to view the basic details of the particular candidate
2. The user has to select the batch id from 'Batch ID' drop down to map the candidate to the particular batch and enter the appropriate remarks / reason for enrolment
3. After entering the details, the user has to click 'Save' option to save and submit the candidate enrolment request for approval from respective SRLM

Sub Module B10.2 – Change request candidate de-enrolment

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:

1. 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. The status of SRLM approval will be available in change request candidate de-enrolment dashboard

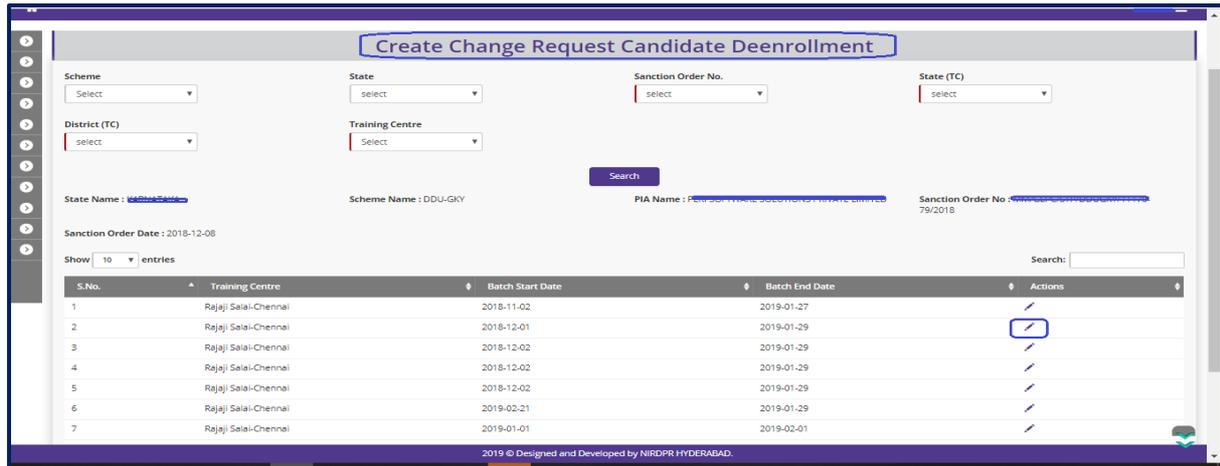
Change request candidate de-enrolment Dashboard

Figure – B166 (Change request candidate de-enrolment Dashboard)

Description:

1. This screen allows the user to view the list of training centre wise and candidate wise de enrolment requests submitted by PIA with status
2. To create a new request for candidate de-enrolment, the user has to click the 'Create Change Request Candidate De-enrolment' option available at the top left corner of the screen
3. The user will be directed to 'Create Change Request Candidate De-enrolment' page where user has to select the batch to submit the request for candidate de-enrolment

Change request candidate de-enrolment



Create Change Request Candidate Deenrollment

Scheme: Select State: select Sanction Order No.: select State (TC): select

District (TC): select Training Centre: Select

Search

State Name: Andhra Pradesh Scheme Name: DDU-GKY PIA Name: PERSONNEL DEVELOPMENT PROGRAMME LIMITED Sanction Order No: 79/2018

Sanction Order Date: 2018-12-08

Show 10 entries

S.No.	Training Centre	Batch Start Date	Batch End Date	Actions
1	Rajaji Salai-Chennai	2018-11-02	2019-01-27	
2	Rajaji Salai-Chennai	2018-12-01	2019-01-29	
3	Rajaji Salai-Chennai	2018-12-02	2019-01-29	
4	Rajaji Salai-Chennai	2018-12-02	2019-01-29	
5	Rajaji Salai-Chennai	2018-12-02	2019-01-29	
6	Rajaji Salai-Chennai	2019-02-21	2019-01-29	
7	Rajaji Salai-Chennai	2019-01-01	2019-02-01	

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Figure – B167 (Change Request candidate de-enrolment)

Description:

1. This screen allows the user to view the list of training centre wise batch details for searching selecting the candidates for de enrolment
2. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option
3. A list of batch details in that particular training centre will be displayed on the screen
4. If the user clicks icon against any batch, he/she will be directed to the 'Create Change Request Candidate De-enrolment' page, where the user has to select the candidate id from the particular batch for de-enrolment request

Create Change request candidate de-enrolment



Create Change Request Candidate Deenrollment

State Name: Andhra Pradesh Scheme Name: DDU-GKY PIA Name: PERSONNEL DEVELOPMENT PROGRAMME LIMITED Sanction Order No: 79/2018

Sanction Order Date: 2018-12-08

Batch Details

Nature Of Training	Full Time	Batch Start Date	2018-11-02
Batch End Date	2019-01-27	Batch Size	21
Class Duration Per Day	8:00	Batch Freeze Date	2018-12-15 06:13:40
SRLM Decision	NULL, NULL		
SRLM Remarks	NULL, NULL		

Candidate ID: -SELECT-

Remarks

Save

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Figure – B168 (Create Change Request candidate de-enrolment)

Description:

1. This screen allows the user to select the candidate for de –enrolment request
2. The user has to select the candidate id from the 'Candidate ID' tab and enter the appropriate reasons/remarks for de-enrolment request

Sub Module B10.3 – Change request Batch Reset

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
2. The status of SRLM approval will be available in change request batch reset dashboard

Change request Batch Reset Dashboard

S.No.	Sanction Order No.	Training Centre	Batch Start Date	Batch End Date	Actions
1	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	2018-11-02	2019-01-27	
2	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	2018-12-01	2019-01-29	
3	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	2018-12-02	2019-01-29	
4	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	2018-12-02	2019-01-29	
5	MM/GLPC/STP/DDUGKY/11178-79/2018	Rajaji Salai-Chennai	2018-12-02	2019-01-29	

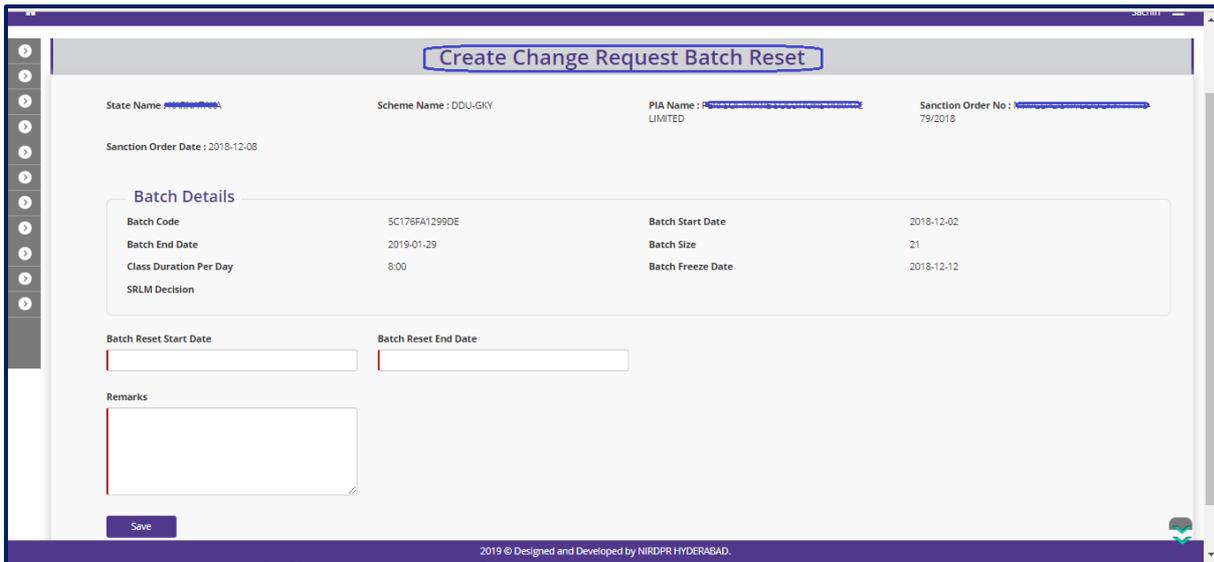
Figure – B169 (Change request Batch Reset Dashboard)

Description:

1. This screen allows the user to view the status of training centre wise batch resets
2. Also, the user can create a new batch reset request
3. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option

4. A list of wise batch details in that particular training centre will be displayed on the screen
5. If the user clicks  icon against any batch, he/she will be directed to the 'Change request Batch Reset' page, where the user can submit a request for change in batch start date and batch end date

Create Change request Batch Reset



The screenshot shows a web application interface for creating a batch reset request. The title bar reads 'Create Change Request Batch Reset'. The form contains the following fields and data:

Batch Details	
Batch Code	SC176FA1299DE
Batch Start Date	2018-12-02
Batch End Date	2019-01-29
Batch Size	21
Class Duration Per Day	8:00
Batch Freeze Date	2018-12-12
SRLM Decision	

Below the batch details, there are two input fields: 'Batch Reset Start Date' and 'Batch Reset End Date'. A 'Remarks' text area is located below these fields. A 'Save' button is positioned at the bottom left of the form. The footer of the page reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'.

Figure – B170 (Create Change request Batch Reset)

Description:

1. This screen allows to view the basic details of the selected batch for batch reset
2. The user has to select the batch reset start date and batch reset end date and enter the appropriate reasons for batch reset
3. After entering all the details, the user has to click 'Save' option to save and submit the batch reset request

Sub Module B10.4 – Training Centre

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 / Residential Centre in ERP System

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

Training Centre Change Management Dashboard

The screenshot displays the 'Training Centre Change Management - Edit' dashboard. It features a sidebar with navigation options and a main content area with search filters and a table of training centres.

S.No.	Training Centre	District	State	Actions
1	Rajaj Selai-Chennai	Kancheepuram	TAMIL NADU	
2	Centre 1	Kancheepuram	TAMIL NADU	

Figure – B171 (Training Centre Change Management)

Description:

1. This screen allows the user to view list of training centres for Due Diligence edit
2. The user has to select the Scheme, State, Sanction Order number, and click 'Search' Option
3. A list of training centres will be displayed on the screen
4. If the user clicks icon against any Training Centre, he/she will be directed to the 'Change request Due Diligence Edit' page, where the user has can submit a request for edit in approved Training Centre / Residential centre

Create Change request Due Diligence edit

The screenshot displays the 'Create Change Request Dd Edit' web application interface. At the top, the title 'Create Change Request Dd Edit' is highlighted in a blue box. Below the title, the interface shows several fields for data entry: 'State Name' (with a dropdown menu), 'Scheme Name' (DDU-GKY), 'PIA Name' (with a dropdown menu), and 'Sanction Order No.' (79/2018). Below these fields, the 'Sanction Order Date' is set to 2018-12-08. The main section is titled 'Training Centre Details' and contains a table with three columns: 'Training Centre', 'Centre Address', and 'Remarks'. The 'Training Centre' column contains 'Rajaji Salal-Chennai', and the 'Centre Address' column contains 'test_452000'. Below the table, there is a 'Users Log' section and a 'Remarks' section with a text area. A 'Save' button is located at the bottom left of the form. The footer of the page reads '2019 © Designed and Developed by NIRDPR HYDERABAD.' and includes a small chat icon in the bottom right corner.

Figure - B172 (Create Change request Due Diligence)

Description:

1. This screen allows to view the basic details of the selected training centre for Due Diligence edit request
2. The user has to enter the appropriate remarks / reasons for due diligence edit and click 'Save' option to save and submit the details for approval

Sub Module B10.5 – Residential Facility

Definition: Approvals for editing the approved residential facility 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 / Residential Centre in ERP System

Process:

1. In order to edit the details of already approved Residential centres, 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

Residential Facility Change Management Dashboard

Residential Facility Change Management - Edit

Process Flow Diagram for the Change Request Residential Facility

Scheme: Select State: select Sanction Order No.: select State (TC): select

District (TC): select Training Centre Name: Select

Search

State Name: KARNATAKA Scheme Name: DDU-GKY PIA Name: LIMITED Sanction Order No.: MM/GLPC/STP/DDUGKY/11178-79/2018

Sanction Order Date: 2018-12-08

Show 10 entries Search:

S.No.	Training Centre	Residential Facility Name	Residential Facility Type	District	State	Actions
1	Rajaji Salai-Chennai	BOSS VILLA	male	Kancheepuram	TAMIL NADU	[Edit]

Showing 1 to 1 of 1 entries

Previous 1 Next

Figure – B173 (Residential Facility change Management)

Description:

1. This screen allows the user to view list of training centres for Due Diligence edit
2. The user has to select the Scheme, State, Sanction Order number, and click 'Search' Option

3. A list of training centres will be displayed on the screen
4. If the user clicks  icon against any Training Centre, he/she will be directed to the 'Change request Residential Facility Edit' page, where the user has can submit a request for edit in approved Training Centre / Residential centre

Create Change request Due Diligence edit



Create Change Request Residential Facility Edit

State Name : KARNATAKA Scheme Name : DDU-GKY PIA Name : PC Private Limited Sanction Order No : MM/GLPC/STP/DDUGKY/11178-79/2018
 Sanction Order Date : 2018-12-08

Training Centre Details

Training Centre	Rajaji Salai-Chennai	Centre Address	TAMIL NADU,Kancheepuram,KANCHIPURAM, Salur, 6852000
-----------------	----------------------	----------------	---

Facility Name : BOSS VILLA **Facility For** : male
Mobile No. : 9986765111 **Email Id** : arpan.banerjee@gmail.com
Address : chadiri basti, Salur, KANCHIPURAM,Kancheepuram,Attapur,mahfil
 biryani and kebab,TAMIL NADU,500030

Users Log

Remarks

Figure – B174 (Create Change request Due Diligence)

Description:

1. This screen allows to view the basic details of the selected training centre for Due Diligence edit request
2. The user has to enter the appropriate remarks / reasons for due diligence edit and click 'Save' option to save and submit the details for approval

Sub Module B10.6 – Candidate Basic Details

Definition: Provision to update the basic details of the candidate like Candidate Bank details, Insurance and Aadhar number

Prerequisite/s:

1. Candidate registration in ERP System

Process:

1. PIA Operations can update the basic details of the candidate by using 'Candidate Basic Details' sub module under 'Change Request Management' module

Change request Candidate Basic Details Dashboard

S.no	Training Centre	First Name	Last name	Date of birth	Gender	Action
1	RED Pvt. Ltd.	Sindhu	Sam	2004-03-03	female	<input checked="" type="checkbox"/>
2	RED Pvt. Ltd.	jagan	kumar	2004-02-12	male	<input type="checkbox"/>
3	RED Pvt. Ltd.	jagan nnnn	nmmmmmm	2004-04-08	male	<input type="checkbox"/>
4	RED Pvt. Ltd.	Pampi	Deika	1998-01-01	female	<input type="checkbox"/>

Figure – B175 (Candidate Basic details update Dashboard)

Description:

1. This screen allows the user to update the bank, Insurance and Aadhar details of candidate
2. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option
3. A list of candidate details in that particular training centre will be displayed on the screen
4. If the user clicks  icon against any candidate name, he/she will be directed to the 'Candidate information' page, where the user can update the basic details of the particular candidate

Candidate Information

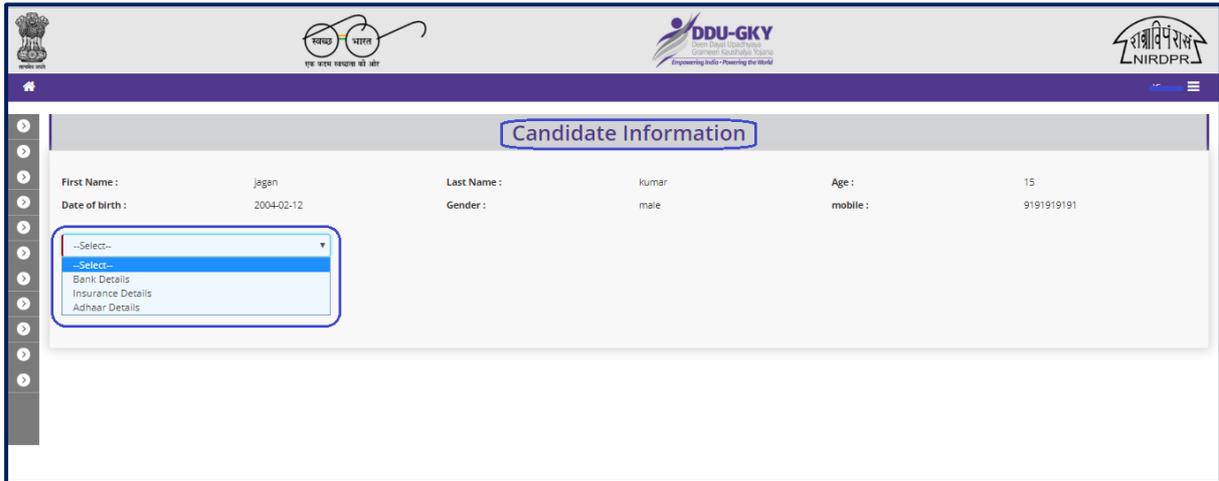


Figure – B176 (Candidate Information)

Description:

1. This screen allows the user to select the type of basic details to be updated from the dropdown. I.e., Bank details, Insurance details and Aadhar details

Candidate Information – Bank Details

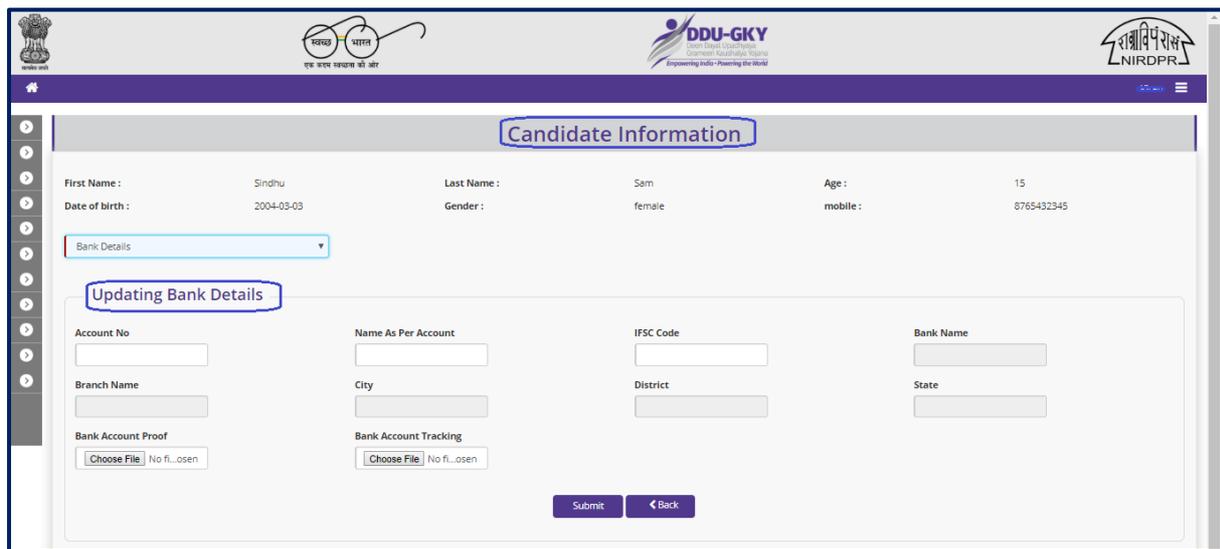


Figure – B177 (Candidate Bank Details)

Description:

1. This screen allows the user to update the bank details of the candidate

Candidate Information – Insurance Details

The screenshot displays the 'Candidate Information' page. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDP. The candidate details are as follows:

First Name :	Sindhu	Last Name :	Sam	Age :	15
Date of birth :	2004-03-03	Gender :	female	mobile :	8765432345

Below the details, there is a dropdown menu for 'Insurance Details'. A button labeled 'Updating Insurance' is visible. The form contains three input fields: 'PMSBY(Policy No.)', 'PMJBY(Policy No.)', and 'Other'. A 'Submit' button is located to the right of these fields.

Figure – B178 (Candidate Insurance Details)

Description:

1. This screen allows the user to update the Insurance details of the candidate

Candidate Information – Aadhar Details

The screenshot displays the 'Candidate Information' page. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDP. The candidate details are as follows:

First Name :	Sindhu	Last Name :	Sam	Age :	15
Date of birth :	2004-03-03	Gender :	female	mobile :	8765432345

Below the details, there is a dropdown menu for 'Aadhar Details'. A button labeled 'Updating Aadhar' is visible. The form contains two input fields: 'Aadhaar Enrollment No. (EID)' and 'Aadhaar No.'. A 'Submit' button is located to the right of these fields.

Figure – B179 (Candidate Aadhar Details)

Description:

1. This screen allows the user to update the Aadhar details of the candidate

Sub Module B10.7 – Candidate Mobile Details

Definition: Provision to update the Mobile number of the candidate

Prerequisite/s:

1. Candidate registration in ERP System

Process:

1. PIA Operations can update the mobile number of the candidate by using 'Candidate Mobile Details' sub module under 'Change Request Management' module

Change request Candidate Mobiles Details Dashboard

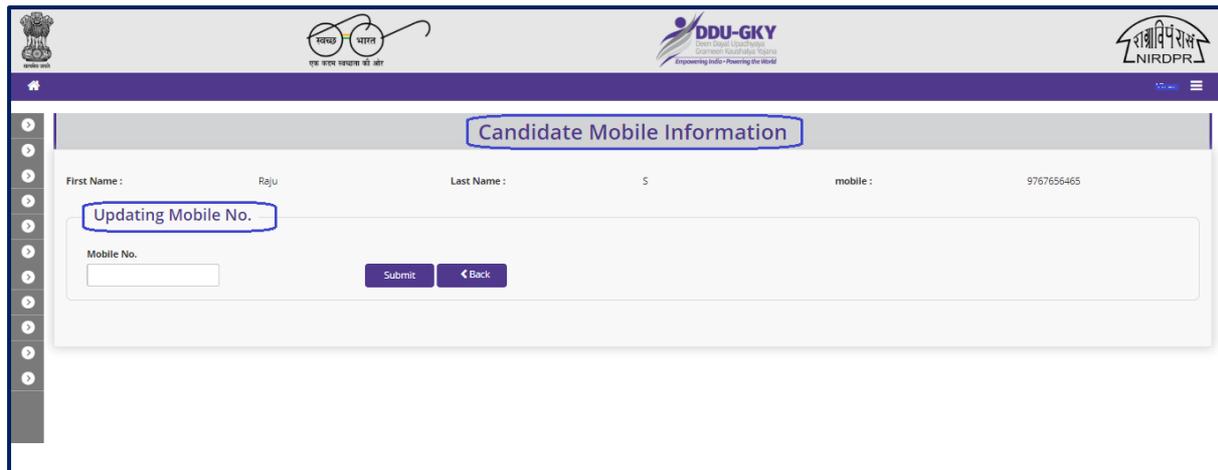
S.No	Training Centre	First Name	Last name	Date of birth	Gender	Action
1	RED Pvt. Ltd.	Raju	S	1995-07-12	male	
2	RED Pvt. Ltd.	Sam	Bernard	2004-03-11	male	
3	RED Pvt. Ltd.	Surje	Lal	2004-03-12	female	
4	RED Pvt. Ltd.	Sunil	A	1996-08-16	male	
5	RED Pvt. Ltd.	Changu	Singh	2004-03-12	male	
6	RED Pvt. Ltd.	Zeenat	khan	2000-07-05	female	
7	RED Pvt. Ltd.	Pinky	L	1990-01-30	female	
8	RED Pvt. Ltd.	Devasheesh	Tiwary	2004-03-01	male	

Figure – B180 (Candidate Mobile details update Dashboard)

Description:

1. This screen allows the user to update the Mobile number of candidates
2. The user has to select the Scheme, State, Sanction Order number, Training Centre State, Training Centre District and Training Centre Name and click 'Search' Option
3. A list of candidate details in that particular training centre will be displayed on the screen
4. If the user clicks icon against any candidate name, he/she will be directed to the 'Candidate Mobile information' page, where the user can update the mobile number of the particular candidate

Change request Candidate Mobiles Details



The screenshot displays the 'Candidate Mobile Information' update interface. At the top, there are logos for the Government of India, 'Skill India' (with the motto 'एक कदम स्वच्छता की ओर'), 'DDU-GKY' (Deen Dayal Upadhyay Scheme for Skill Development), and 'NIRDPR'. The main content area is titled 'Candidate Mobile Information' and shows the following details:

First Name :	Raju	Last Name :	S	mobile :	9767656465
--------------	------	-------------	---	----------	------------

Below this, there is a section for updating the mobile number:

Updating Mobile No.

Mobile No.

Buttons: **Submit** and **← Back**

Figure – B181 (Candidate Mobile details update)

Description:

1. This screen allows the user to update the mobile number of the candidate

Sub Module B10.8 – Training Centre Trainer Update

Definition: Updating the trainer details mapped to the Training Centre (Add trainer/
Remove trainer)

Prerequisite/s:

1. Training Centre Due Diligence in ERP System

Process:

1. PIA Operations can update (Add / Remove) trainer of a training Centre by using 'Training Centre Trainer Details' sub module under 'Change Management' module

Training Centre Trainers Dashboard

The screenshot shows the 'Centre Trainers' dashboard. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The sidebar menu on the left is expanded to show 'CHANGE REQUEST MANAGEMENT' with 'Tc Trainer Update' selected. The main area has a title 'Centre Trainers' and search filters for Scheme, State, and Sanction order. Below the filters is a search button and a 'Show 10 entries' dropdown. A table with columns S.no, Training Centre, State, District, Address, Centre Incharge, and Action is displayed. The table contains one row with the following data: S.no: 1, Training Centre: RED Pvt. Ltd., State: KARNATAKA, District: Raichur, Address: 11, abc, def, gth, Centre Incharge: Kiran Agrawal, and an edit icon in the Action column. At the bottom of the table, it says 'Showing 1 to 1 of 1 entries' and has 'Previous', '1', and 'Next' navigation buttons.

Figure – B182 (Training Centre Trainers Dashboard)

Description:

1. This screen allows the user to view and update the trainer details mapped to the Training Centres
2. The user has to select the Scheme, State, Sanction Order number, and click 'Search' Option
3. A list of Training Centres will be displayed on the screen
4. If the user clicks icon  against any Training Centre name, he/she will be directed to the 'Centre Trainers' page, where the user can update trainer details (Add Trainer / Remove Trainer)

Centre Trainers update

The screenshot shows the 'TC Trainer Dashboard' interface. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area features a vertical sidebar on the left with navigation icons. The central part of the dashboard has a title bar 'TC Trainer Dashboard' and a form area. The 'Action' dropdown menu is open, showing three options: 'Select', 'Add Trainer' (which is highlighted in blue), and 'Remove Trainer'. Below the dropdown are two buttons: 'Submit' and '<Back'. At the bottom of the dashboard, there is a footer that reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure –B183 (Centre Trainers Update)

Description:

1. This screen allows the user to select the type of trainer update
2. The user can select 'Add Trainer' or 'Remove Trainer' from the dropdown

Add Trainer

The screenshot shows the 'TC Trainer Dashboard' interface for adding a trainer. The form contains several fields: 'Action' (dropdown menu with 'Add Trainer' selected), 'Trainer' (dropdown menu with 'Select Name'), 'Designation' (text input field), 'Nature of training' (dropdown menu with '--Select--'), 'Trade Type' (dropdown menu with '--Select--'), 'Assigned Trade' (dropdown menu with 'Select'), 'TOT Certification' (dropdown menu with '--Select--'), and 'TOT Certification No' (text input field). Below the form are two buttons: 'Submit' and '<Back'. At the bottom of the dashboard, there is a footer that reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'

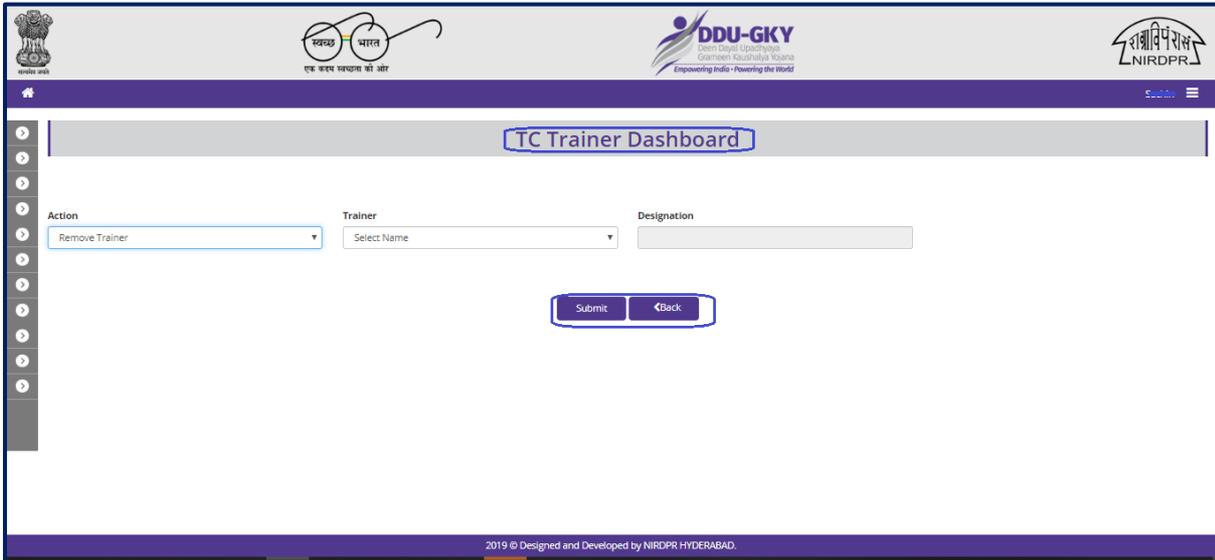
Figure – B184 (Add Trainer)

Description:

1. This screen allows the user to add a trainer to the particular training centre
2. The user has to select the trainer details from the dropdown

3. After entering all the required information, the user has to click 'Submit' option to save and submit the new trainer information

Remove Trainer



The screenshot displays the 'TC Trainer Dashboard' interface. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. The main content area features a form with three fields: 'Action' (a dropdown menu set to 'Remove Trainer'), 'Trainer' (a dropdown menu set to 'Select Name'), and 'Designation' (an empty text input field). Below these fields are two buttons: 'Submit' and 'Back'. A vertical sidebar with navigation icons is on the left. The footer contains the text '2019 © Designed and Developed by NIRDPR HYDERABAD.'

Figure – B185 (Remove Trainer)

Description:

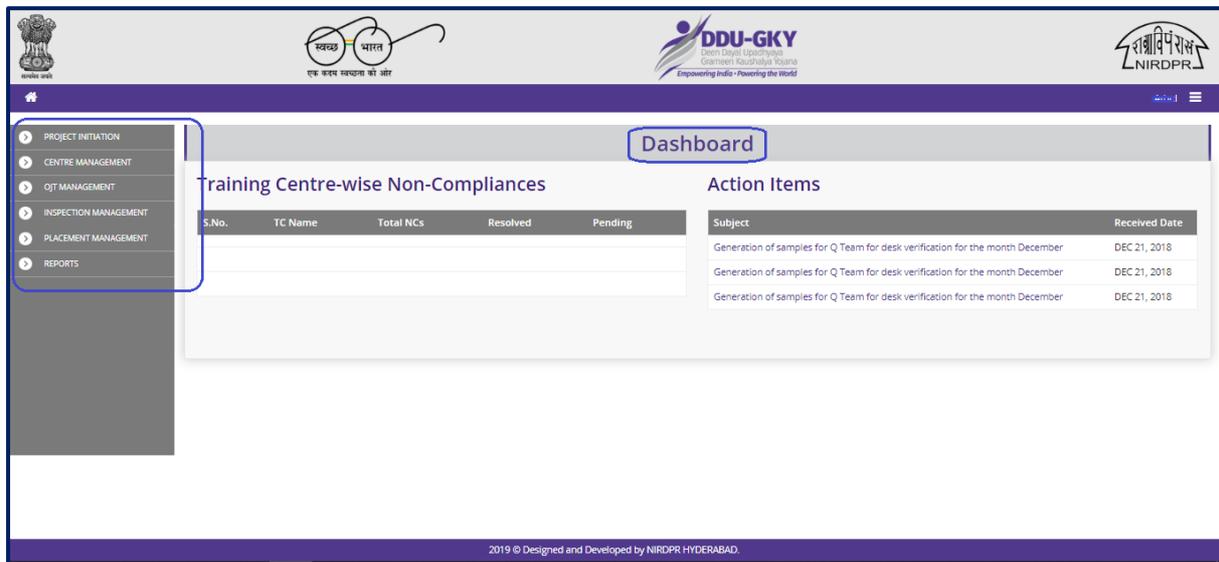
1. This screen allows the user to remove a trainer from the particular training centre
2. The user has to select the trainer name from the dropdown
3. After selecting the trainer name, the user has to click 'Submit' option to save and submit the remove trainer action

PIA – Q Team Login

**‘Kaushal Bharat’
ERP System for DDUGKY**

C- Home Page

PIA Q Team Home Page



The screenshot displays the PIA Q Team Home Page dashboard. At the top, there are logos for the Government of India, Kaushal Bharat, DDU-GKY (Deen Dayal Upadhyay Gramin Kaushalya Yojana), and NIRDPR. The main content area is titled "Dashboard" and is divided into two sections: "Training Centre-wise Non-Compliances" and "Action Items".

The "Training Centre-wise Non-Compliances" section contains a table with the following columns: S.No., TC Name, Total NCs, Resolved, and Pending. The "Action Items" section contains a table with the following columns: Subject and Received Date.

The footer of the page reads: 2019 © Designed and Developed by NIRDPR HYDERABAD.

Figure – C1 (PIA Q Team Home Page)

Description:

1. This screen allows the user to view the dashboard and the list of the available modules & sub modules in PIA Q Team Login

Module C1 – Project Initiation

Sub Module C1.1 – 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.

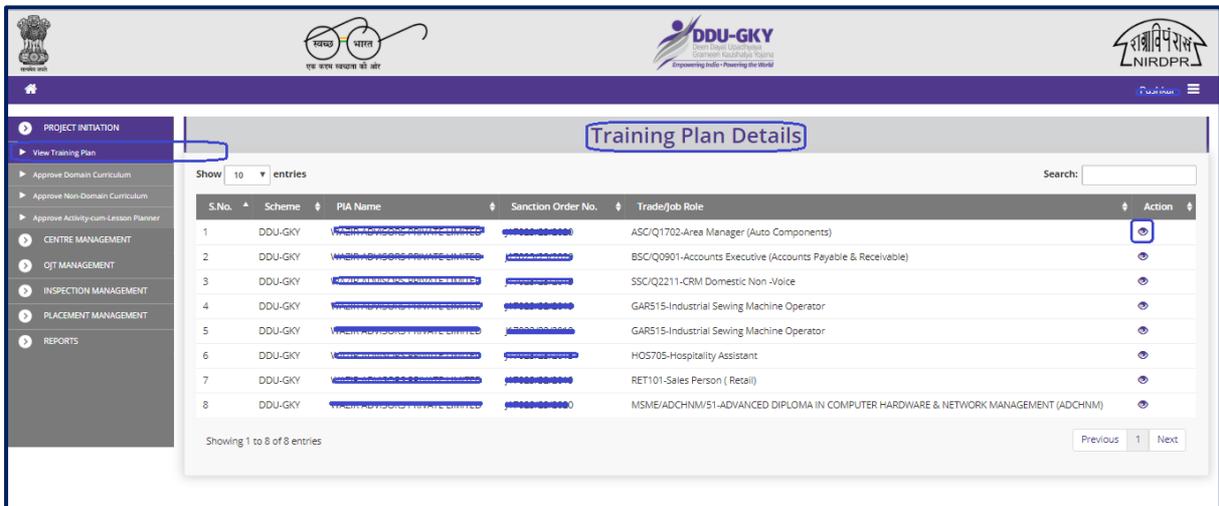
Prerequisite/s:

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



The screenshot displays the 'Training Plan Details' dashboard. The interface includes a navigation menu on the left with options like 'PROJECT INITIATION', 'CENTRE MANAGEMENT', 'OT MANAGEMENT', 'INSPECTION MANAGEMENT', 'PLACEMENT MANAGEMENT', and 'REPORTS'. The main content area shows a table of training plans with the following data:

S.No.	Scheme	PIA Name	Sanction Order No.	Trade/Job Role	Action
1	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	ASCIQ1702	ASCIQ1702-Area Manager (Auto Components)	👁️
2	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	BSC/Q0901	BSC/Q0901-Accounts Executive (Accounts Payable & Receivable)	👁️
3	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	SSC/Q2211	SSC/Q2211-CRM Domestic Non-Voice	👁️
4	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	GARS15	GARS15-Industrial Sewing Machine Operator	👁️
5	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	GARS15	GARS15-Industrial Sewing Machine Operator	👁️
6	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	HOS705	HOS705-Hospitality Assistant	👁️
7	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	RET101	RET101-Sales Person (Retail)	👁️
8	DDU-GKY	W&A/ADVISORS/PRIVATE/LIMITED	MSME/ADCHNM/S1	MSME/ADCHNM/S1-ADVANCED DIPLOMA IN COMPUTER HARDWARE & NETWORK MANAGEMENT (ADCHNM)	👁️

The table also includes a search bar, a 'Show 10 entries' dropdown, and pagination controls at the bottom right showing 'Showing 1 to 8 of 8 entries' and 'Previous 1 Next'.

Figure – C2 (Training Plan Dashboard)

Description:

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

View Training Plan

Training Plan

State: KARNATAKA Scheme: DDU-GKY

PIA Name: [MSPOLISHAW FINANCIAL SERVICES LIMITED](#) Sanction Order No.: J-123SATYAasd12-Venkat

Sanction Order Date: 2019-06-01

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

[← Back](#)

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Figure – C3 (View Training Plan)

Description:

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 C1.2 – Approve Domain Curriculum

Definition: Domain curriculum refers to the lessons and contents that need to be taught for an approved trade in the class room

Prerequisite/s:

1. Approval of Sanction Order in ERP System
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 Domain Curriculum for the particular trade in which training has to be started
2. PIA operations has to submit the Domain Curriculum to PIA Q team for verification and approval.
3. Once the PIA Q team approves the Domain Curriculum, it has to be submitted to respective SRLM for verification and approval
4. SRLM has to examine the Domain Curriculums received from PIAs and take a decision on approval as either 'Approved' or 'Send for Modification'
 - a. If SRLM selects 'Approved' option, the Domain Curriculum will get approved, and will be made available in PIA login in view only mode
 - b. If SRLM 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

The screenshot displays the 'Domain Curriculum' dashboard. On the left is a sidebar menu with categories like PROJECT INITIATION, CENTRE MANAGEMENT, and REPORTS. The main area has a header 'Domain Curriculum' and two data tables. The 'Pending for Action' table has one row with the following data:

S.No.	PIA Name	Sanction Order No.	Trade/ Job Role	Trade/ Job Role Code	Domain Curriculum	Total Duration (In Hrs.)	Total Curriculum Duration (In Hrs: Mins.)	Date	Status	Action
1	LIMITED	J17023/23/2015	Sewing Machine Operator	AMH/Q0301	Electrician	470	922:00	2019-03-26	Submitted	[Pencil icon]

The 'Approved' section below it shows 'No data available in table'.

Figure – C4 (Approve Domain Curriculum Dashboard)

Description:

1. This screen allows the user to view the list of PIA wise Domain Curriculum submitted by PIAs under Approved and Pending tabs
2. 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
3. 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

Domain Curriculum

State: **Andhra Pradesh** Scheme Name: **DDU-GKY** PIA Name: **Curriculum Plan**
 Sanction Order No.: **AP/2019/03/21** Sanction Order Date: **2019-03-21** Curriculum Plan: **Electrician**

Trade/ Job Role Details

Sector	Trade/ Job Role Code	Trade/ Job Role	Duration (In Hrs.)	Trade/ Job Role Type
Apparel, Made-Ups & Home Furnishing	AMH/Q0301	Sewing Machine Operator	270	Main Trade
Apparel, Made-Ups & Home Furnishing	AMH/Q1001	Hand Embroiderer	200	Ancillary Trade

Module Details

Topic/Module	Corresponding NOS/Module Code	Duration (In Hrs.)	Duration (In Min.)	Key Learning Outcome	Equipment to be used
Abc	1	40	2400	Abc	Abc
Bcd	2	40	2400	Bcd	Cbd
Cde	3	60	3600	Cde	Dce
Def	4	50	3000	Def	Edf
Efg	5	30	1800	Efg	Feg
Fgh	6	80	4800	Fgh	Gfh
Ghi	7	70	4200	Ghi	Hgi
Hij	8	80	4800	Hij	Ihj
Ijk	9	20	1200	Ijk	Jik

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Status: **-Select-**
 Approved
 Send For Modification

Remarks:

Submit

Users Log

S.No.	User Name	User Role	Action	Remarks	Date & Time
1	Kiran Agrawal	PIA Operations	Save As Draft	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
4	Srivatsa	SRLM Operations	Submit		2019-03-26 02:39:52

Back

Figure – C5 (Approve Domain Curriculum)

Description:

1. This screen allows the user to view the details of Domain Curriculum for a trade submitted by the PIA Operations for approval
2. The user has to verify the Domain Curriculum and take a decision
3. The user can take decision as either 'Approved' or 'Send for Modification' under Status Tab
4. If the user selects 'Approved' from the dropdown, the Domain Curriculum will be submitted to SRLM for approval
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.
 - a. Domain Curriculum will be made available in PIA operation login in edit mode for modification and resubmission for approval
6. The user has to write the remarks under 'Remarks' tab

Sub Module C1.3 – 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 DDUGKY
2. PIA operation has to submit the course plan as per the DDUGKY Standards for English, Computers and Soft skills, English to the PIA Q team for approval.
3. 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

The screenshot shows the 'Non-Domain Curriculum' dashboard. On the left is a navigation menu with options like 'PROJECT INITIATION', 'CENTRE MANAGEMENT', 'QJT MANAGEMENT', 'INSPECTION MANAGEMENT', 'PLACEMENT MANAGEMENT', and 'REPORTS'. The main area is titled 'Non-Domain Curriculum' and has a sub-section 'Pending for Action'. Below this is a table with columns: S.No., PIA Name, Sanction Order No., Trade/Job Role, Trade Code, Non-Domain Curriculum For, Total Duration (In Hrs.), Date, Status, and Action. One entry is shown with status 'Submitted'. Below that is an 'Approved' section with a similar table showing two entries with status 'Approved'.

Figure – C7 (Approve Non-Domain Curriculum Dashboard)

Description:

1. This screen allows the user to create and view the Non – Domain curriculums of approved trades
2. To create the Non-Domain curriculum the user has to click ‘Create Non-Domain Curriculum’ option at the top left of the screen. The user will be directed to Non-Domain curriculum page, where he/she can add the topic/modules, Corresponding NOS/module code, Duration, key learning/outcomes etc.
3. The user can view the Non-Domain curriculums approved by the Q team & SRLM
4. The approved details of the trade; Topic/Module, Co-Responding NOS code, Key learning outcomes & Equipment to be used will be displayed in the view mode
5. PIA’s with multi trades can view the status of all Non -Domain curriculums submitted

Approve Non-Domain Curriculum

The screenshot shows the 'Approve Non-Domain Curriculum' view. It displays details for a specific curriculum entry. At the top, it shows 'State', 'Scheme Name' (DDU-GKY), and 'PIA Name'. Below that, 'Sanction Order No.' and 'Sanction Order Date' (2019-03-21) are shown. The 'Curriculum For' is 'Effective Listening'. A 'Trade Details' section contains a table with columns: Sector, Trade/Job Role Code, Trade/Job Role, Duration (In Hrs.), and Trade Type. Two entries are listed: 'Apparel, Made-Ups & Home Furnishing' with AMH/Q0301 (Sewing Machine Operator, 270 hrs, Main Trade) and 'Apparel, Made-Ups & Home Furnishing' with AMH/Q1001 (Hand Embroiderer, 200 hrs, Ancillary Trade). Below this is a table for 'S.No.' and 'Curriculum For' with one entry: '1 IT Skill' with a duration of 23 hours. A 'Module Details' section is partially visible at the bottom.

Module Details

Topic/Module	Corresponding NOS/Module Code	Duration (In Hrs.)	Duration (In Min.)	Key Learning Outcome	Equipment to be used
AAA	1	12	0	AAA	AAb
BBB	2	11	0	BBB	BBa

Status: -Select- Approved Send For Modification Remarks:

Users Log

S.No.	User Name	User Role	Action	Remarks	Date & Time
1	Kiran Agrawal	PIA Operations	Save As Draft	NULL	2019-03-26 12:48:15
2	Kiran Agrawal	PIA Operations	Submitted	NULL	2019-03-26 02:35:14
3	Pushkar Sharma	PIA QTEAM	Process		2019-03-26 02:38:13
4	Srivatsa	SRLM Operations	Submitted		2019-04-09 09:52:49

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Figure – C8 (Approve Non-Domain Curriculum)

Description:

1. This screen allows the user to fill the details of Topic/Module, NOS/Module code, Duration Hrs., curriculum name, key learning/outcomes, equipment's to be used for an approved trade.
2. After updating the information if the user clicks 'Save as Draft' option, the information on the screen will be saved as draft and the user can edit the information any time before going to the next page.
3. If the user clicks 'Save' option, the information on the screen will be saved

Non-Domain Curriculum – View

Non-Domain Curriculum

State: KARNATAKA Scheme Name: DDU-GKY PIA Name:

Sanction Order No.: Sanction Order Date: 2019-03-21 Non-Domain Curriculum Code: Communication:

Trade Details

Sector	Trade/Job Role Code	Trade/Job Role	Duration (In Hrs.)	Trade Type
S.No.	Curriculum For	Duration (In Hrs.)		

Module Details

Topic/Module	Corresponding NOS/Module Code	Duration (In Hrs.)	Duration (In Min.)	Key Learning Outcome	Equipment to be used
AAB	1	30	0	AAb	AAB
AAC	2	50	0	AAC	CAA
AAD	3	10	0	AAD	DAA
AAE	4	1	0	AAE	EAA

Figure – C9 (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 C1.4 – Approve 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 in ERP System
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 Activity cum lesson planner for the particular trade in which training has to be started
2. PIA operations has 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 will be submitted to respective SRLM for verification and approval
4. If the PIA Q team send back for modification, the ACLP will be made in edit mode to PIA operations for modifications and resubmission

Activity cum lesson planner Dashboard

The screenshot displays the 'Activity-cum-Lesson Planner' dashboard. The left sidebar contains a navigation menu with the following items: PROJECT INITIATION, View Training Plan, Approve Domain Curriculum, Approve Non-Domain Curriculum, Approve Activity-cum-Lesson Planner (highlighted), CENTRE MANAGEMENT, OJT MANAGEMENT, INSPECTION MANAGEMENT, PLACEMENT MANAGEMENT, and REPORTS. The main content area is titled 'Activity-cum-Lesson Planner' and is divided into two sections: 'Pending for Action' and 'Approved'.

Pending for Action

Show 10 entries

S.No.	PIA Name	Sanction Order No.	ACLP Code	Trade/Job Role	Trade/Job Role Code	Total Training Duration as per Sanc. (In Hrs.)	Total Planned Duration (Hrs. : Min.)	Date	Status	Action
1	WALTON GROUP PRIVATE LIMITED	JW20190327001	SMO-01	Sewing Machine Operator	AMH/Q0301	652	652:00	2019-03-27	Submitted	Edit

Showing 1 to 1 of 1 entries

Previous 1 Next

Approved

Show 10 entries

S.No.	PIA Name	Sanction Order No.	ACLP Code	Trade/Job Role	Trade/Job Role Code	Total Training Duration as per Sanc. (In Hrs.)	Total Planned Duration (Hrs. : Min.)	Date	Status	Action
No data available in table										

Showing 0 to 0 of 0 entries

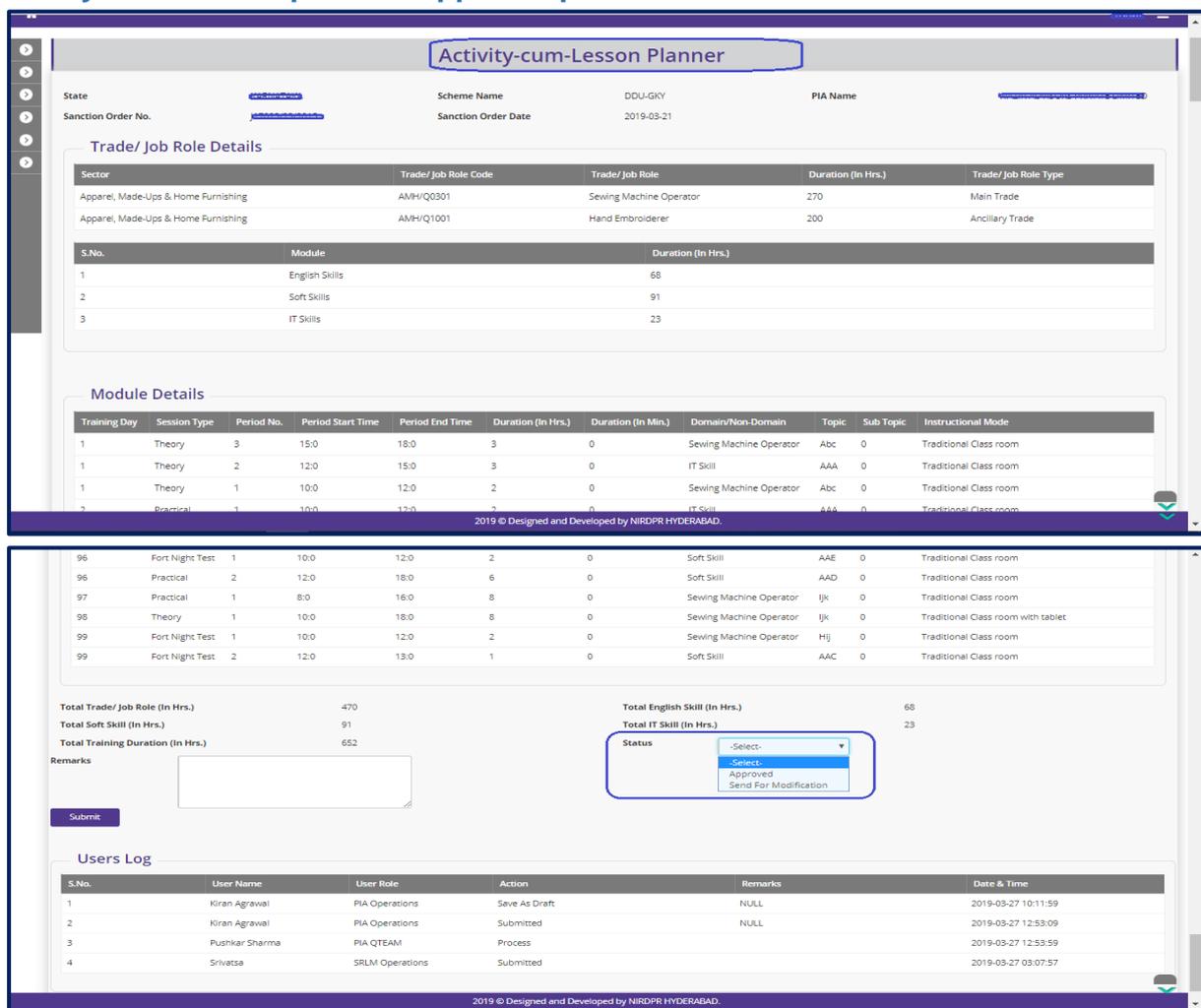
Previous Next

Figure – C10 (Approve Activity cum lesson planner Dashboard)

Description:

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
3. 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



Activity-cum-Lesson Planner

State: Scheme Name: DDU-GKY PIA Name:
 Sanction Order No.: Sanction Order Date: 2019-03-21

Trade/Job Role Details

Sector	Trade/Job Role Code	Trade/Job Role	Duration (In Hrs.)	Trade/Job Role Type
Apparel, Made-Ups & Home Furnishing	AMH/Q0301	Sewing Machine Operator	270	Main Trade
Apparel, Made-Ups & Home Furnishing	AMH/Q1001	Hand Embroiderer	200	Ancillary Trade

Module Details

S.No.	Module	Duration (In Hrs.)
1	English Skills	68
2	Soft Skills	91
3	IT Skills	23

Module Details

Training Day	Session Type	Period No.	Period Start Time	Period End Time	Duration (In Hrs.)	Duration (In Min.)	Domain/Non-Domain	Topic	Sub Topic	Instructional Mode
1	Theory	3	15:0	18:0	3	0	Sewing Machine Operator	Abc	0	Traditional Class room
1	Theory	2	12:0	15:0	3	0	IT Skill	AAA	0	Traditional Class room
1	Theory	1	10:0	12:0	2	0	Sewing Machine Operator	Abc	0	Traditional Class room
2	Practical	1	10:0	12:0	2	0	IT Skill	AAA	0	Traditional Class room
96	Fort Night Test	1	10:0	12:0	2	0	Soft Skill	AAE	0	Traditional Class room
96	Practical	2	12:0	18:0	6	0	Soft Skill	AAD	0	Traditional Class room
97	Practical	1	8:0	16:0	8	0	Sewing Machine Operator	Ijk	0	Traditional Class room
98	Theory	1	10:0	18:0	8	0	Sewing Machine Operator	Ijk	0	Traditional Class room with tablet
99	Fort Night Test	1	10:0	12:0	2	0	Sewing Machine Operator	Hij	0	Traditional Class room
99	Fort Night Test	2	12:0	13:0	1	0	Soft Skill	AAC	0	Traditional Class room

Total Trade/Job Role (In Hrs.): 470
 Total Soft Skill (In Hrs.): 91
 Total Training Duration (In Hrs.): 652
 Total English Skill (In Hrs.): 68
 Total IT Skill (In Hrs.): 23

Status: (Options: -Select-, -Select-, Approved, Send For Modification)

Users Log

S.No.	User Name	User Role	Action	Remarks	Date & Time
1	Kiran Agrawal	PIA Operations	Save As Draft	NULL	2019-03-27 10:11:59
2	Kiran Agrawal	PIA Operations	Submitted	NULL	2019-03-27 12:53:09
3	Pushkar Sharma	PIA QTEAM	Process		2019-03-27 12:53:59
4	Srivatsa	SRLM Operations	Submitted		2019-03-27 03:07:57

Figure – C11 (Approve Activity cum lesson planner)

Description:

1. This screen allows the user to check the details of Activity cum lesson planner for a trade submitted by the PIA Operations for approval
2. The user has to verify the Activity cum lesson planner and take a decision
3. The user can take 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 submitted to SRLM for approval
 - 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. It will be made available in PIA operation login in edit mode for modification and resubmission for approval of PIA Q team and SRLM
4. The user has to write the remarks under 'Remarks' tab

Activity cum lesson planner View

Activity-cum-Lesson Planner

State: KARNATAKA Scheme Name: DDU-GKY PIA Name: [REDACTED]
 Sanction Order No.: [REDACTED] Sanction Order Date: 2019-03-21

Trade/ Job Role Details

Sector	Trade/ Job Role Code	Trade/ Job Role	Duration (In Hrs.)	Trade/ Job Role Type
S.No.	Module	Duration (In Hrs.)		

Module Details

Training Day	Session Type	Period No.	Period Start Time	Period End Time	Duration (In Hrs.)	Duration (In Min.)	Domain/Non-Domain	Topic	Sub Topic	Instructional Mode
1	Theory	3	15:0	18:0	3	0	Sewing Machine Operator	Abc	0	Traditional Class room
1	Theory	2	12:0	15:0	3	0	IT Skill	AAA	0	Traditional Class room
1	Theory	1	10:0	12:0	2	0	Sewing Machine Operator	Abc	0	Traditional Class room
2	Practical	1	10:0	12:0	2	0	IT Skill	AAA	0	Traditional Class room
2	Practical	2	12:0	15:0	3	0	Soft Skill	AAB	0	Traditional Class room with tablet
2	Practical	3	15:0	18:0	3	0	English Skill	KKL	0	Traditional Class room with tablet
3	Theory	1	10:0	12:0	2	0	Sewing Machine Operator	Abc	0	Traditional Class room
3	Theory	2	12:0	15:0	3	0	Sewing Machine Operator	Abc	0	Traditional Class room
3	Theory	3	15:0	18:0	3	0	Sewing Machine Operator	Abc	0	Traditional Class room

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Figure – C12 (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 Operations
2. The information will be in view only mode

Module C2 – Centre Management

Sub Module C2.1 – Approve Training Centre Due Diligence

Definition: Training Centre Diligence is a process to verify the availability of minimum infrastructure as per the DDUGKY 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 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

Figure – C13 (TC Due Diligence Dashboard)

Description:

1. This screen allows the user to view the list of PIA wise Training centres for approval of Due Diligence submitted by PIA
2. The user has to click  icon against any pending training centre to verify and take a decision on the approval of Due Diligence
3. 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 'SF 5.1D1: TC Due Diligence Report' page, where information related to the Due Diligence of Training centre will be displayed in view only mode
5. If the user clicks  icon against any training centre, the page will be directed to the 'SF 5.1D1: TC Due Diligence Report' where the user can generate the PDF of training centre details for print

Training Centre Due Diligence Approval process

Training Centre - Basic Information

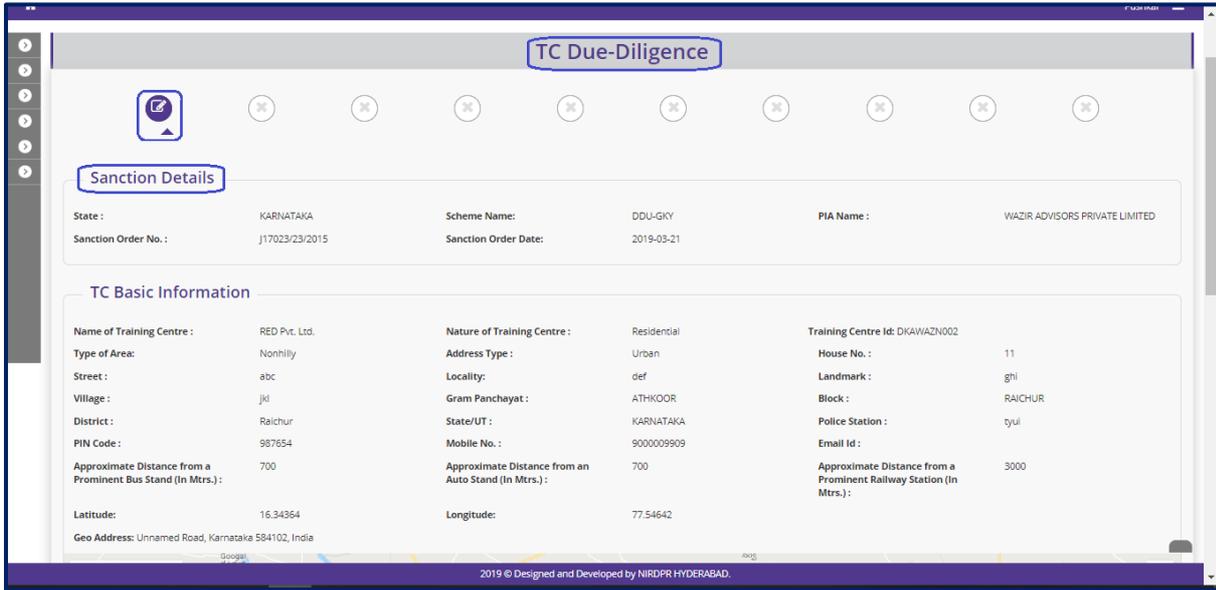


Figure – C14 (TC Basic Information)

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

Training Centre - Infrastructure

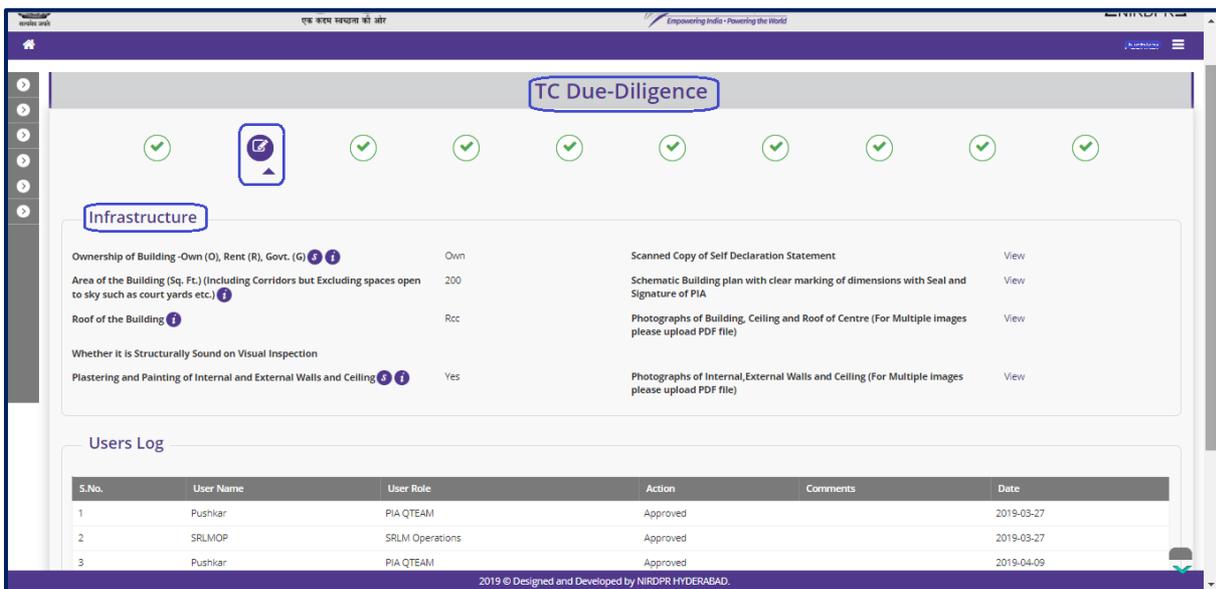


Figure – C15 (Infrastructure)

Description:

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

Training Centre – Description of Academic / Non-Academic Areas

Room No.	Room Type	Length (in Ft.)	Width (in Ft.)	Area (in Sq. Ft.)
1	Office Cum Counselling room	5	4	20
2	Reception Area	5	4	20
3	Counselling Room	3	4	12
4	Office Room	5	4	20
5	IT cum Domain Lab	10	7	70
6	Theory Cum IT Lab	10	7	70
7	Theory Cum Domain Lab	10	8	80
8	IT Lab	10	7	70
9	Domain Lab	10	7	70
10	Theory Class Room	9	7	63
11	Theory Class Room	11	7	77
12	Theory Class Room	11	7	77
13	Theory Class Room	11	7	77

Figure – C16 (Description of Academic / Non-Academic Areas)

Description:

1. This screen allows the user to view the details of the available rooms with room type, length and width of the rooms
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

Training Centre - Toilets and Wash Basins

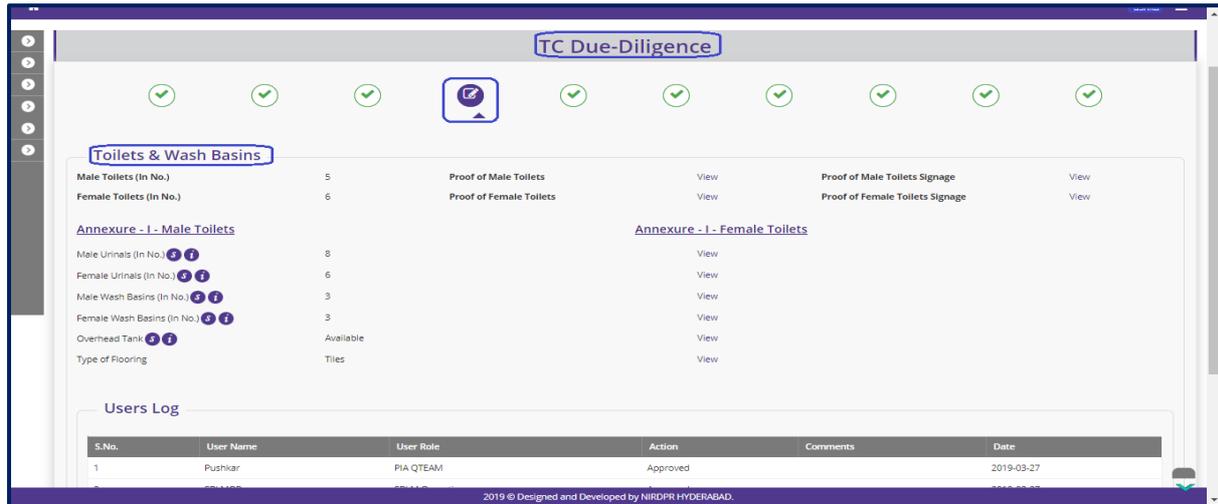


Figure – C17 (Toilets and Washbasins)

Description:

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
3. If the user moves over on Annexure – I, the availability of minimum no. of toilets and washbasins prescribed in SOP for male and female candidates respectively will be displayed for reference
4. Based on the information provided, the user has to take a decision as either 'Approved' or 'Send for Modification' under status tab
5. After selecting the Status, the user has to click 'Save' option to save the information

Training Centre - Description of Other Area

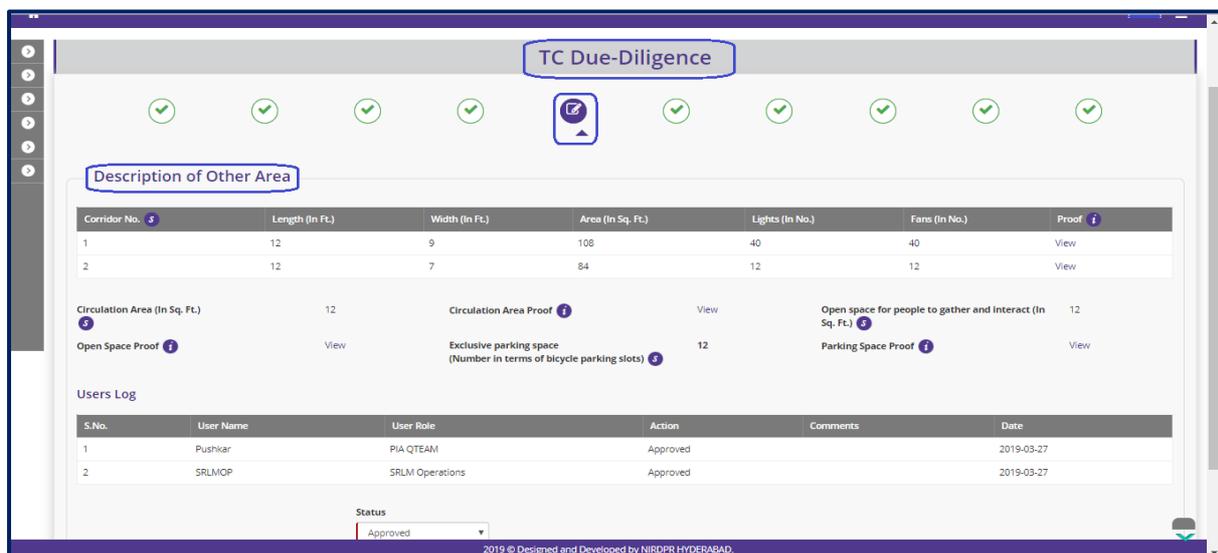


Figure – C18 (Description of other area)

Description:

1. This screen allows the user to view the details related to description of other area like details of corridors, Circulating area, Open space, Parking space with proof, 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

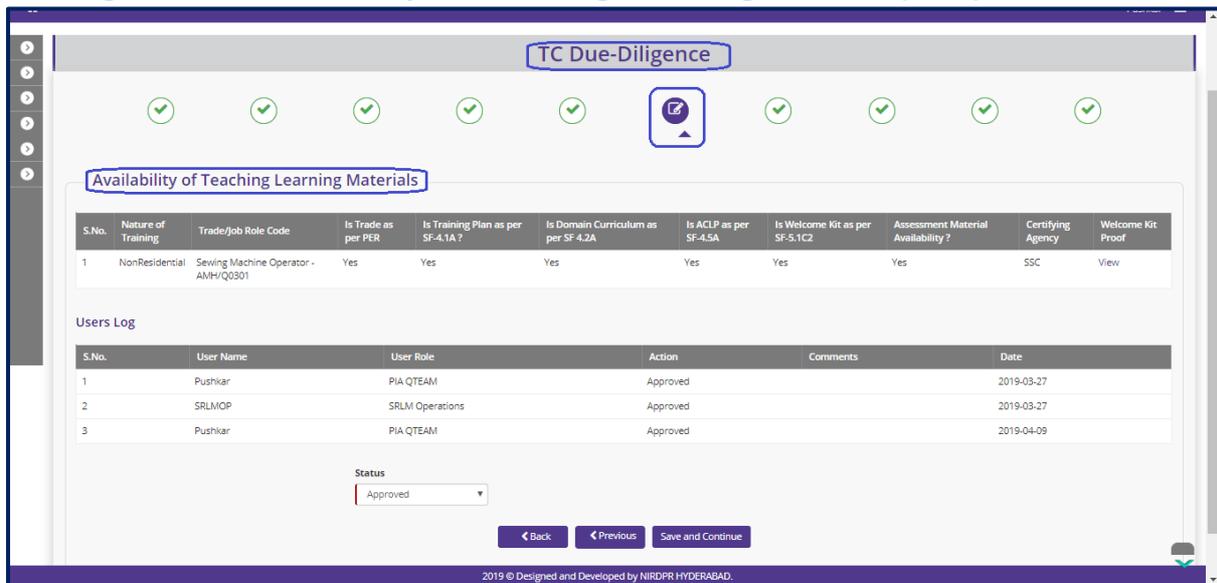
Training centre - Availability of Teaching Learning Material (TLM)

Figure – C19 (Availability of Teaching Learning Material)

Description:

1. This screen allows the user to view the details related to availability of Trade wise Teaching Learning Materials (TLMs)
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

Training centre- Details of Academic / Non-Academic Areas

Room No.	Room Type	Length (In Ft.)	Width (In Ft.)	Area (In Sq. Ft.)	Max. Permissible Candidates	Details
1	Office Cum Counselling room	5	4	20	0	View
2	Reception Area	5	4	20	0	View
3	Counselling Room	3	4	12	0	View
4	Office Room	5	4	20	0	View
5	IT cum Domain Lab	10	7	70	2	View
6	Theory Cum IT Lab	10	7	70	2	View
7	Theory Cum Domain Lab	10	8	80	2	View
8	IT Lab	10	7	70	2	View
9	Domain Lab	10	7	70	3	View
10	Theory Class Room	9	7	63	2	View
11	Theory Class Room	11	7	77	2	View
12	Theory Class Room	11	7	77	3	View
13	Theory Class Room	11	7	77	3	View

Figure – C20 (Details of Academic / Non-Academic Areas)

Description:

8. This screen allows the user to view the details of Academic & Non-Academic areas
1. The user can view the details of the room by clicking the 'View' option
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

Training Centre - General and other Details

General Details	Status	Action
Visible signs of Leakages from Walls and Roof - Applicable for both RCC and Non RCC Structures :	No	View
Protection of Stairs, Balconies and Other Locations :	Yes	View
Conformance to DDU-GKY Look and Feel Standards as per sub section 5.1.1 :	Yes	
Can the Candidates Safely come to the Centre When Training is Conducted :	Yes	
Electrical Wiring & Standards		
Securing of Wires :	Yes	View
Switch Boards & Panel Boards :	Yes	View
Signages & Information Boards		
Training Centre Name Board (SF- 5.1A2) :	Yes	View

Figure – C21 (General and Other details)

Description:

1. This screen allows the user to view the availability of general and other details like of availability of protection of stairs, balconies and other locations and details about candidates' safety, electrical wiring and standards & signage's, information board, CCTV, Common Equipment and support 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

Training Centre - Standard Forms

S.No.	List of SF	Yes/ No
1	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
4	SF 4.8A : Daily Distribution of Tablets	Yes
5	SF 5.1A2 : Training Center Name Board	Yes
6	SF 5.1B1 : Activity Summary and Achievement Board	Yes
7	SF 5.1B2 : Contact Details of Important People	Yes
8	SF 5.1C1 : Student Entitlement Banner	Yes
9	SF 5.1C2 : Welcome Kit to Trainees	Yes

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Figure – C22 (Standard Forms)

Description:

1. This screen allows the user to view the availability of Standard forms that need to be maintained at the training centre
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

Training Centre - Availability of Trainers and Other Staff

The screenshot displays the 'TC Due-Diligence' application interface. At the top, there is a header 'TC Due-Diligence' with a series of green checkmarks. Below this, a section titled 'Available Trainers and Other Staff Details' contains a table with the following data:

S.No.	Trainer/Staff Name	Engagement Type	Trade Type	Assigned Courses	TOT Certification	TOT Certification No.
1	MamthaS	Full Time	Domain		Yes	1
2	Kiran Agrawal	Full Time	Non-Domain		No	
3	Ankitajoshi	Full Time	Non-Domain		Yes	
4	Ankitajoshi	Full Time	Non-Domain		Yes	
5	AmanM	Full Time	Non-Domain		Yes	
6	BhanuM	Full Time	Non-Domain		Yes	
7	AmanM	Fulltime	Nondomain	IT Skills	No	
8	BhanuM	Fulltime	Nondomain	Soft Skills	No	
9	Ankitajoshi	Fulltime	Nondomain	English Skills	No	

Below the table is a 'Users Log' table with the following data:

S.No.	User Name	User Role	Action	Comments	Date
1	Pushkar	PIA QTEAM	Approved		2019-03-27
2	SRLMOP	SRLM Operations	Modified	Attach all executives	2019-03-27
3	Kiran	PIA Operations	Submitted	Resolved	2019-03-27
4	Pushkar	PIA QTEAM	Approved		2019-03-27
5	SRLMOP	SRLM Operations	Modified		2019-03-27
6	Pushkar	PIA QTEAM	Approved		2019-04-09

At the bottom of the interface, there is a 'Status' dropdown menu with options: Approved, Select status, Send for modification, and Approved. There are also 'Back', 'Previous', and 'Submit' buttons.

Figure – C23 (Availability of Trainers and Other Staff)

Description:

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. 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 'Submit' option to submit the decision on Training Centre Due Diligence

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
 - a. PIA Operations has to comply with the modifications indicated in the remarks and resend the training centre to PIA Q Team for Due Diligence
 - b. PIA Q team has to conduct the Due Diligence of the training centre
3. If Q team approves the Due Diligence, the Training Centre will be made available for Due Diligence in SRLM Operations login for approval

Training Centre Due Diligence View Mode

1. If the user clicks  icon against any Training centre, the user will be directed to Training centre Due Diligence view page



SF 5.1D1: TC Due Diligence Report			
Sanction Details			
State :	KARNATAKA	Scheme Name :	DDU-GKY
Sanction Order No.:		Sanction Order Date:	2019-03-21
		PIA Name :	LIMITED
TC Basic Information			
Name of Training Centre :	RED Pvt. Ltd.	Nature of Training Centre :	Residential
Type of Area:	Nonhilly	Address Type :	Urban
Street :	abc	Locality:	def
Village :	jkl	Gram Panchayat :	ATHKLOOR
District :	Raichur	State/UT :	KARNATAKA
Pincode :	987654	Mobile No. :	9000009909
Approximate Distance from a Prominent Bus Stand (In Mtrs.):	700	Approximate Distance from an Auto Stand (In Mtrs.):	700
Latitude:	16.34364	Longitude:	77.54642
		House No. :	11
		Landmark :	ghl
		Mandal :	RAICHUR
		Police Station :	tyul
		Email Id:	
		Approximate Distance from a Prominent Railway Station (In Mtrs.):	3000

Figure – C24 (Training Centre View)

Description:

1. This screen allows the user to view the details of Training centre Due Diligence tab/screen wise in view only mode
2. If the user clicks 'Next' option, he/she will be directed to the next tab/screen, if the user clicks 'Previous' option, he/she will be directed to the previous tab/screen.

Training Centre Due Diligence Print Mode

The screenshot shows a web application interface for generating a PDF report. The header includes the Government of India logo, the Kaushal Bharat logo, the DDU-GKY logo, and the NIRDPR logo. The main content area is titled 'SF 5.1D1: TC Due Diligence Report' and contains the following information:

Sanction Details					
State :	KARNATAKA	Scheme Name :	DDU-GKY	PIA Name :	XXXXXXXXXXXXXXXXXXXX
Sanction Order No.:	XXXXXXXXXXXX	Sanction Order Date:	2019-09-21		LIMITED

TC Basic Information					
Name of Training Centre :	RED Pvt. Ltd.	Nature of Training Centre :	Residential		
Type of Area:	Nonhilly	Address Type :	Urban	House No. :	11
Street :	abc	Locality:	def	Landmark :	ghi
Village :	jkl	Gram Panchayat :	ATHKLOOR	Mandal :	RAICHUR
District :	Raichur	State/UT :	KARNATAKA	Police Station :	tyui
Pincode :	987654	Mobile No. :	9000009909	Email Id:	
Approximate Distance from a Prominent Bus Stand (In Mtrs.):	700	Approximate Distance from an Auto Stand (In Mtrs.):	700	Approximate Distance from a Prominent Railway Station (In Mtrs.):	3000
Latitude:	16.34364	Longitude:	77.54642		

Figure – C25 (Training Centre Print View)

Description:

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 C2.2 – Approve Residential Facility Due Diligence

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

Prerequisite/s:

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

Process:

1. PIA operation has to submit the Furnished residential centre details as per S.F 5.1 D2 to their 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 selects 'Approved' option, the residential centre will get approved, and the PIA can create batches in that residential centre
 - b. If SRLM 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

Residential Facility – Approve Due Diligence Dashboard

The screenshot displays the 'Residential Facility - Due-Diligence' dashboard. The interface includes a top navigation bar with logos for the Government of India, Kaushal Bharat, DDU-GKY, and NIRDPR. A sidebar on the left lists various management options. The main content area shows a table with the following data:

S.No.	PIA NAME	Sanction Order No.	Training Centre Name	Residential Facility Name	Status	Action
2	WAZIR BOYS HOSTEL PRIVATE LIMITED	JCS/2018/200000	RIS/Chhatrapati	Wazir Boys Hostel	PIA Operations - Submitted	

Below the table, it indicates 'Showing 1 to 1 of 1 entries' and provides navigation buttons for 'Previous', '1', and 'Next'.

Figure – C26 (Approve Residential Facility Due Diligence Dashboard)

Description:

1. This screen allows the user to view the list of PIA wise Residential centres for approval of Due Diligence submitted by PIA Operations
2. The user has to click icon against any pending residential centre to verify and take a decision on the approval of Due Diligence
3. 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 residential centre detail
4. If the user clicks icon against any residential Centre, the page will be directed to the 'Residential Facility Due Diligence' 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 Facility Due Diligence' where the user can generate the PDF of residential centre details for print

Description:

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

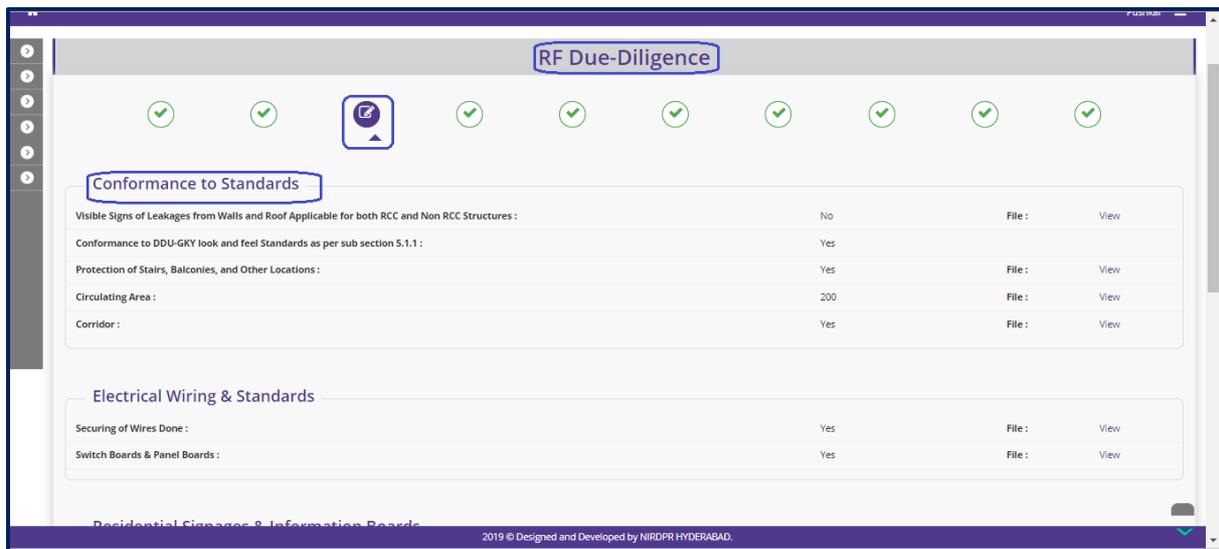
Residential Facility - Conformance to Standards

Figure – C29 (Conformance to Standards)

Description:

1. This screen allows the user to view the details of availability of various standards like protection of stairs, balconies, circulating areas, corridors, open space for physical activities
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 Facility – Living Area details

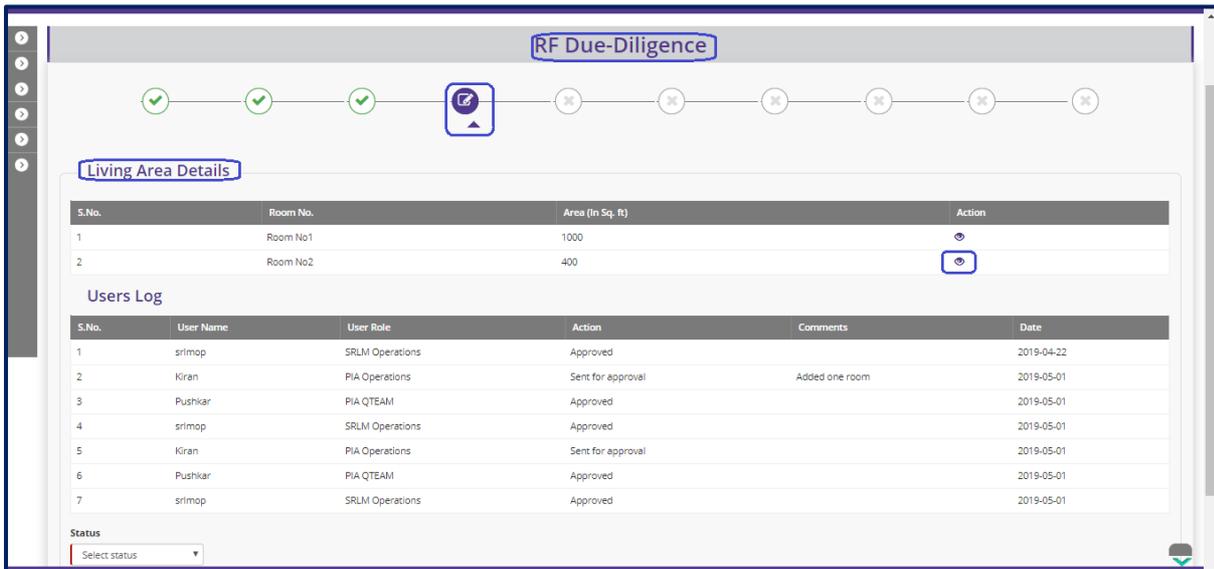


Figure – C30 (Residential Facility)

Description:

1. This screen allows the user to view the details of rooms available
2. 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 (Figure.)

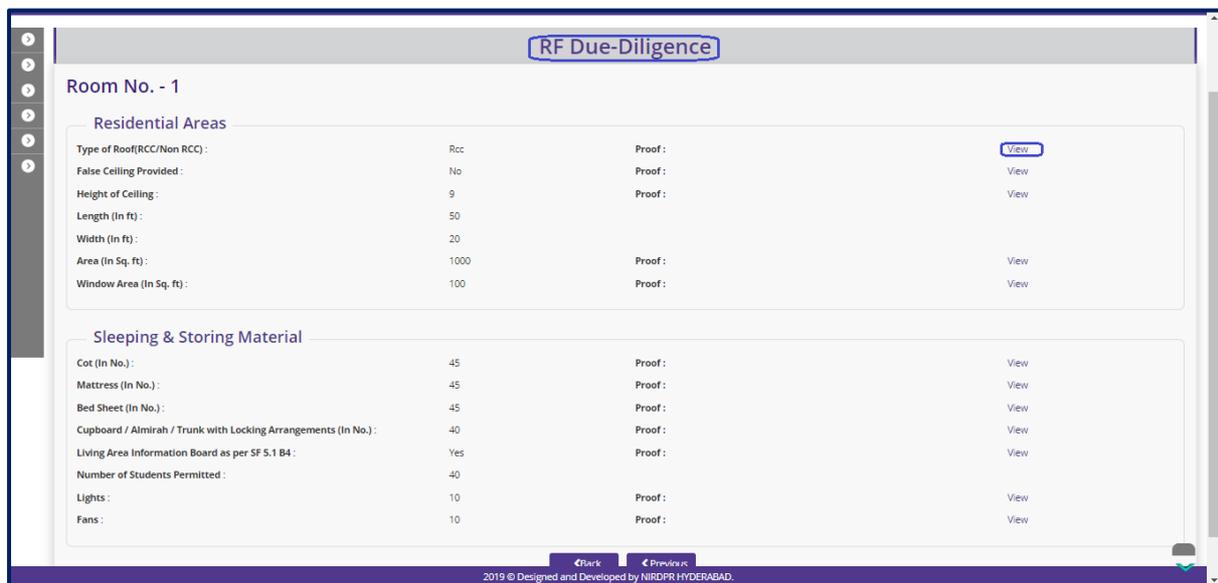


Figure – C31 (View Residential Facility)

Description:

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

Residential Facility – Toilets

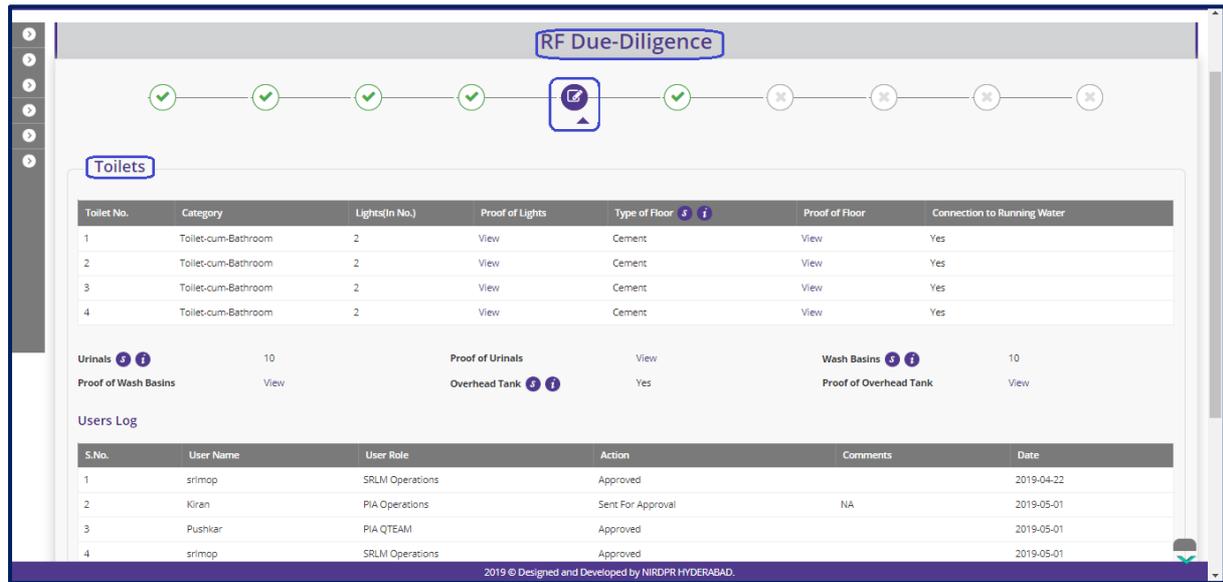


Figure – C32 (Toilets)

Description:

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

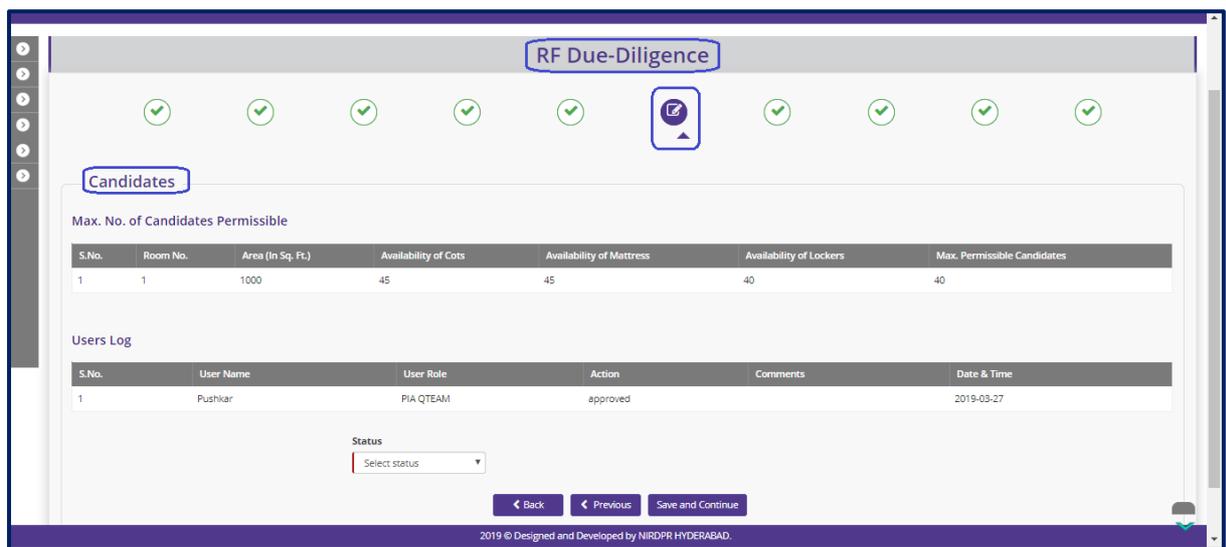


Figure – C33 (Candidates)

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

Residential Facility – Non-Living Area

RF Due-Diligence			
Non-Living Areas			
Kitchen			
Whether Food for the Candidates is being Prepared in the Premises of the Training Center?:	Yes		
Length (In ft) :	10		
Width (In ft) :	10		
Area (In Sq. Ft) :	100	Proof :	View
Recreation & Dining Areas			
Are the Dining and Recreation Area Separate?:	No	Proof :	View
No.of Stools/Chairs/Benches :	40		
Wash Area :	Yes		
Whether TV with a Cable or Satellite Connection is Available for Viewing?:	Yes		

Figure – C34 (Non-Living area)

Description:

1. This screen allows the user to view the details of Non-residential area like kitchen, 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

Residential Facility - Indoor games

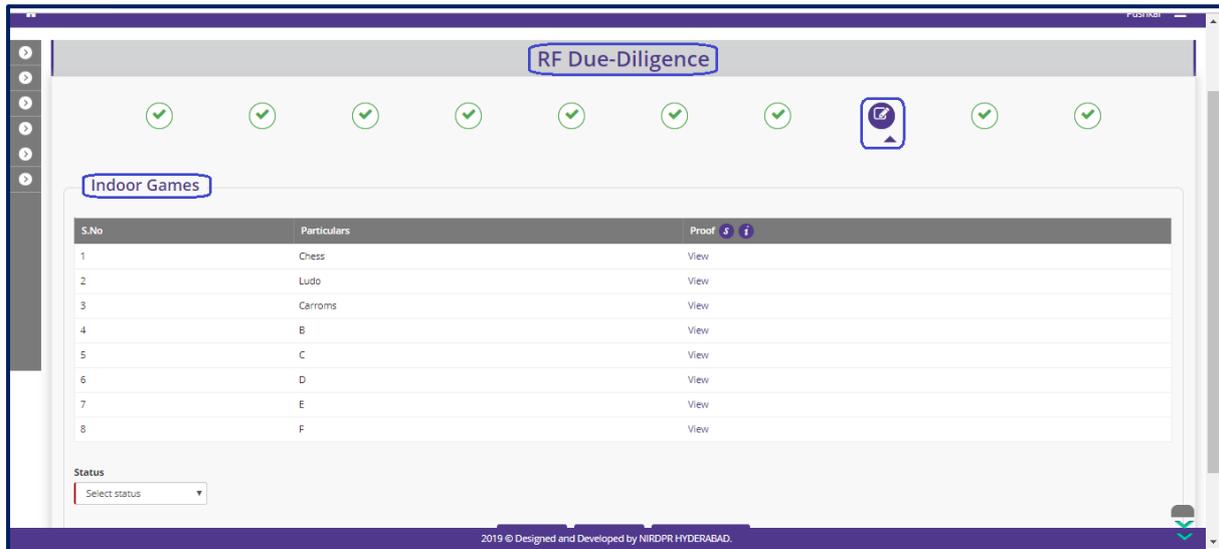


Figure – C35 (Indoor Games)

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
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

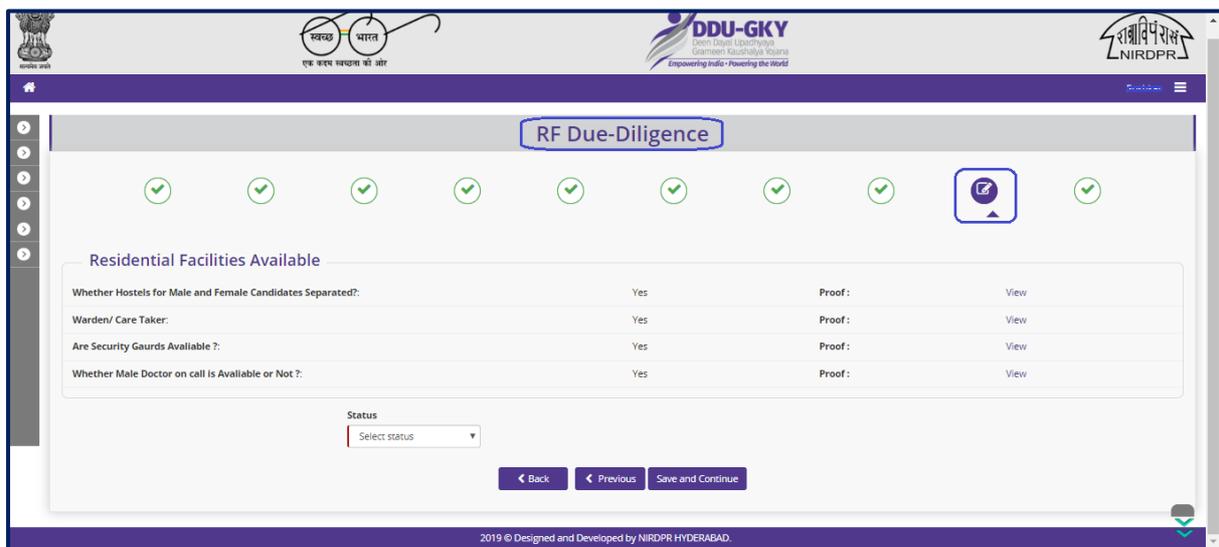


Figure – C36 (Residential Facilities)

Description:

1. This screen allows the user to view the general details related to residential facility available at the residential centre like segregation of hostels, Security guards, warden/care taker for hostel
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 Facility - Support facilities available at Residential centre

The screenshot displays the 'RF Due-Diligence' interface. At the top, there is a progress bar with ten green checkmarks. Below it, the 'Support Facilities Available' section contains a table with the following data:

Facility	Availability	Proof	Action
Safe Drinking Available ?	Yes	Proof:	View
First Aid Kit:	Yes	Proof:	View
Fire-fighting Equipment:	Yes	Proof:	View
Biometric Device:	Yes	Proof:	View
Electrical Power Backup:	Yes	Proof:	View
Grievance Register:	Yes	Proof:	View

Below this is the 'Users Log' section, which contains a table with the following data:

S.No.	User Name	User Role	Action	Comments	Date
1	Pushkar	PIA QTEAM	Approved		2019-03-27
2	SRLMOP	SRLM Operations	Approved		2019-03-27

At the bottom left, there is a 'Status' dropdown menu with the option 'Select status'. At the bottom center, there are three buttons: 'Back', 'Previous', and 'Submit'. The footer of the page reads '2019 © Designed and Developed by NIRDPR HYDERABAD.'.

Figure – C37 (Support Facilities)

Description:

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:

1. 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
 - a. PIA Operations has to comply with the modifications indicated in the remarks and resend the Residential centre to PIA Q Team for Due Diligence
 - b. PIA Q team has to conduct the Due Diligence of the Residential centre
3. If Q team approves the Due Diligence, the TC will be made available for Due Diligence in SRLM Operations login

Residential Facility - Due Diligence View Mode

Figure – C38 (Residential Facility View)

Description:

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

Residential Facility - Due Diligence Print Mode

RF Due Diligence

Basic Information

Scheme :	DDUGKY	PIA Name :	[REDACTED]	Sanction Order :	[REDACTED]
Residential type:	[REDACTED]	Online Platform:	ddugky.gov.in	Online Platform File:	view
Residential Name :	Raspunja Residential for Male	Code Alias :	3456	Address Type :	[REDACTED]
House No :	56/76	Street :	[REDACTED]	Locality :	[REDACTED]
Landmark :	Near SBI	State :	[REDACTED]	District :	[REDACTED]
Mandal :	PALAKURTHI	Gram Panchayat :	[REDACTED]	Village :	[REDACTED]
Police Station :	hvjv	Pin Code :	679887	Mobile :	[REDACTED]
Email :	[REDACTED]	Distance From Bus Stand :	1000	Distance From Auto Stand :	800
Distance From Railway :	700	Distance From Airport :	25		

Infrastructure

Ownership of the building:	rent	Ownership of the building File:	view	Owner Name:	[REDACTED]
self Declaration File:	view	Area of the building (Sq. Ft.) (include corridors but exclude open to sky spaces like court yards etc):	2500	Schematic Building Plan:	view
Is It RCC/ Non RCC:	rcc	Is Rcc Or Nonrcc File:	view		

Segregation of hostels for male & female candidates: no Uploaded file: view

Warden/care taker for hostels where males stay: no Uploaded file: view

security guards: yes Uploaded file: view

Availability of men doctor on call (if male hostel exits): yes Uploaded file: view

Support facilities Available at Residential center

Safe drinking water:	yes	Uploaded file:	view
First aid kit:	yes	Uploaded file:	view
Fire-fighting equipment:	yes	Uploaded file:	view
Biometric device:	yes	Uploaded file:	view
Electrical power backup:	yes	Uploaded file:	view
Grievance register:	yes	Uploaded file:	view

Rf DD History

S.No	User Name	Role	Decision	Created On
1	[REDACTED]	PIA Operations	Submitted	2018-08-09 10:01:03
2	[REDACTED]	PIA QTEAM	Approved	2018-08-09 11:52:58
3	[REDACTED]	SRIM Operations	Approved	2018-08-09 11:54:52
4	[REDACTED]	SRIM Operations	Approved	2018-08-14 09:08:29

Print **Generate PDF**

Figure C39 – (Residential Facility Print View)

Description:

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 C3 – OJT Management

Sub Module C3.1 – OJT Verification

Definition: Verification of the candidates at On Job Training Location

Prerequisite/s:

1. OJT Confirmation in ERP System

Process:

1. PIA Operations has to create the OJT plan, OJT Completion details in ERP System
2. PIA Q team has to verify the candidates at OJT location and update the details in ERP System

OJT Verification Dashboard

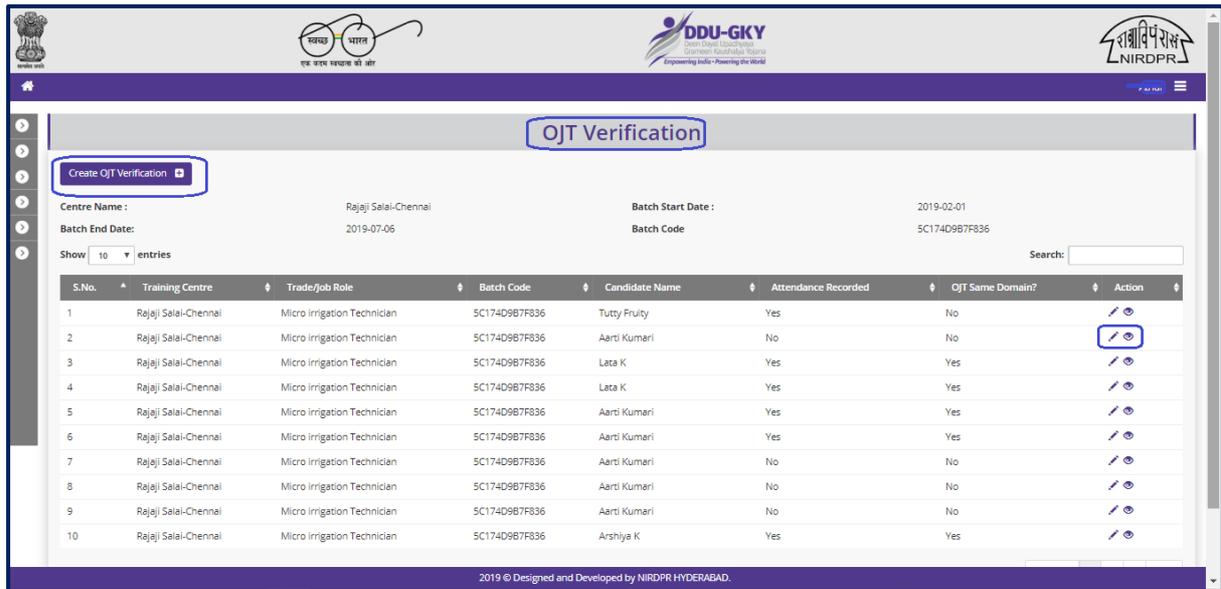
S.No	Training Centre	Trade/ Job Role Name	Batch Code	Batch Start Date	Batch End Date	Batch Size	No. of Candidates Enrolled	Action
1	RED Pvt. Ltd.	Sewing Machine Operator	5C9B62FC3EB27	2019-01-20	2019-05-27	6	6	
2	RED Pvt. Ltd.	Sewing Machine Operator	5C9C577605A3E	2019-01-23	2019-07-08	7	5	

Figure – C40 (OJT Verification dashboard)

Description:

1. This screen allows the user view the list of training centre wise / trade wise batch details
2. The user has to select 'Scheme', 'State', 'Sanction Order', 'State(TC)', 'District(TC)' and 'Training Centre' and click 'Search' option
3. A list of training centre wise / trade wise batch details will be displayed on the screen
4. The user has to click icon against the batch for updating the status of OJT verification

OJT Verification



OJT Verification

Create OJT Verification

Centre Name : Rajaji Salai-Chennai Batch Start Date : 2019-02-01
 Batch End Date : 2019-07-06 Batch Code : 5C174D9B7F836

Show 10 entries Search:

S.No.	Training Centre	Trade/Job Role	Batch Code	Candidate Name	Attendance Recorded	OJT Same Domain?	Action
1	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Tutty Fruity	Yes	No	
2	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Aarti Kumari	No	No	
3	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Lata K	Yes	Yes	
4	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Lata K	Yes	Yes	
5	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Aarti Kumari	Yes	Yes	
6	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Aarti Kumari	Yes	Yes	
7	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Aarti Kumari	No	No	
8	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Aarti Kumari	No	No	
9	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Aarti Kumari	No	No	
10	Rajaji Salai-Chennai	Micro Irrigation Technician	5C174D9B7F836	Arshija K	Yes	Yes	

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Figure – C41 (OJT Verification)

Description:

1. This screen allows the user view the list of candidates for the particular batch in the particular training centre
2. To create a OJT verification of a candidate, the user has to click 'Create OJT Verification' option at the top left of the screen
3. The user will be directed to OJT verification page, where the user can enter the details related to the verification of the particular candidate
4. If the user clicks icon against any candidate name, he/she will be directed to 'Update OJT Verification' page, where the user can update OJT details of the particular candidate

Create OJT Verification

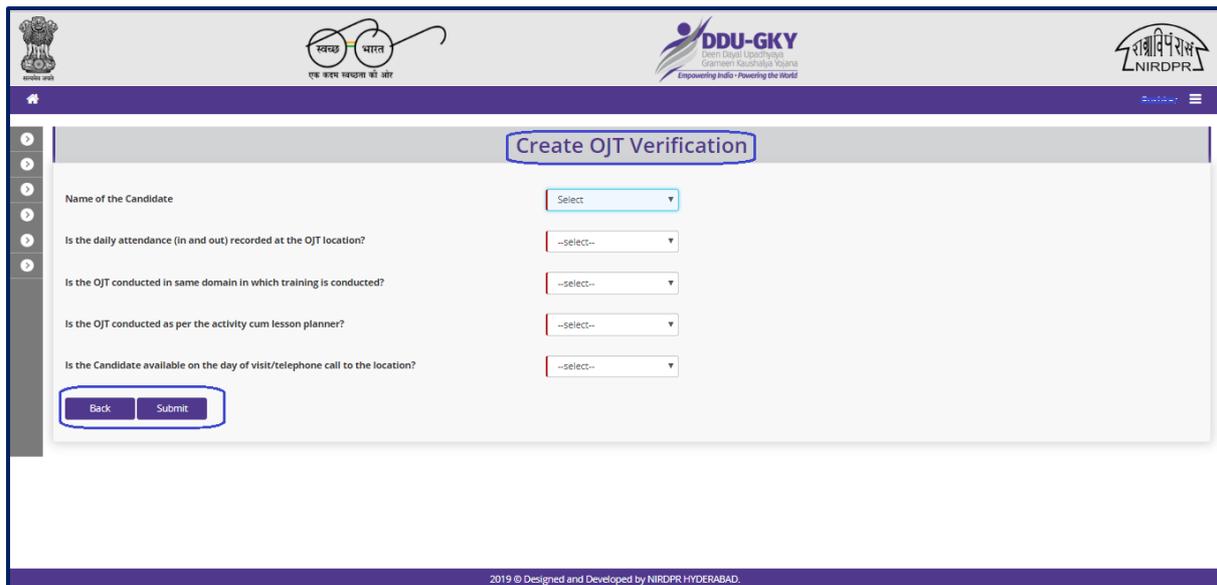
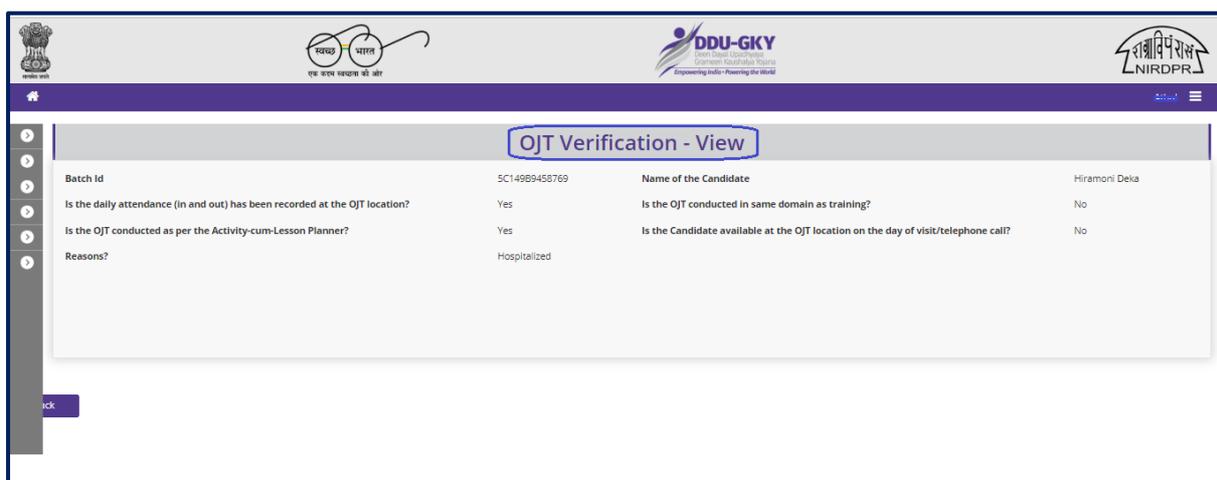


Figure – C42 (Create OJT Verification)

Description:

1. This screen allows the user to select the candidate for OJT verification and update the details related to the verification from the dropdowns
2. After updating the required information, the user has to click 'Submit' option to save and submit the information related to OJT Verification

OJT Verification View



Batch Id	5C149B9458769	Name of the Candidate	Hiramoni Deka
Is the daily attendance (in and out) has been recorded at the OJT location?	Yes	Is the OJT conducted in same domain as training?	No
Is the OJT conducted as per the Activity-cum-Lesson Planner?	Yes	Is the Candidate available at the OJT location on the day of visit/telephone call?	No
Reasons?	Hospitalized		

Figure – C43 (OJT Verification View)

Description:

1. This screen allows the user to view the details of the OJT verification in view only mode

Module C4 – Inspection Management

Sub Module C4.1 – Create Inspection Plan

(**Note:** Inspection plan submodule is available in Q Team head login only)

Definition: Plan of inspection of a training centre / residential centre as per the timelines prescribed in DDUGKY 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. PIA Q Team Head has to plan the inspections of the training centre
3. PIA Q Team Head has to select the proposed date of inspection and Q team member and type of inspection
4. Q Team member has to conduct the Training centre inspection as per the plan

Inspection Plan Dashboard

Training Centre Inspections Plan

State: Month Name:

Show entries Search:

S.No.	Scheme Name	PIA Name	Training Centre Name	Training Centre Address	Inspection Date	Inspection Done By	Eligible Ongoing Batches due for inspection	Eligible Completed Batches due for inspection	Action
1	DDU-GKY	CHENNAI SRIKANTHARAO LIMITED	Rajaji Salai Chennai	test, Salur ,KANCHIPURAM,Kancheepuram,452000	2020-01-23	Athul	1	7	<input type="button" value="Edit"/>

Showing 1 to 1 of 1 entries

Figure – C44 (Inspection Plan Dashboard)

Description:

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

S.No.	Scheme Name	PIA Name	Training Centre Name	Training Centre Address	Month	Eligible Ongoing Batches due for inspection	Eligible Completed Batches due for inspection	Action
1	DDU-GKY	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED	Rajaji Salai-Chennai	test, Salur ,KANCHIPURAM,Kancheepuram,452000	2020-01	1	7	
2	DDU-GKY	WAZIR ADVISORS PRIVATE LIMITED	RED Pvt. Ltd.	jkl,ATHKODOR,RAICHUR ,Raichur,987654	2020-01	2	1	

Figure – C45 (Create Inspection Plan)

Description:

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

Figure – C46 (Create Inspection Plan)

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

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

Sub Module C4.2 – 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. PIA Q Team Head has to generate an inspection plan and assign/map the Q team member to the training centre and date of inspection
2. Q Team 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

The screenshot displays the 'Inspection' dashboard. On the left, a sidebar menu lists various system functions, with 'Inspection' highlighted. The main area shows a 'Conduct Inspection' button. Below it, a table lists inspection records. The table has the following data:

S.No.	Sanction Order No.	Training Centre Name	Inspection Date	Action
1		Rejaji Salai-Chennai	2020-01-07	[View] [Edit]

Additional UI elements include a search bar, a 'Show 10 entries' dropdown, and pagination buttons for 'Previous', '1', and 'Next'. A note at the top right states: 'Note: All the PIAs are requested to reset their legacy batches on or be'.

Figure – C47 (Inspection Dashboard)

Description:

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  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
2. 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.
3. 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.

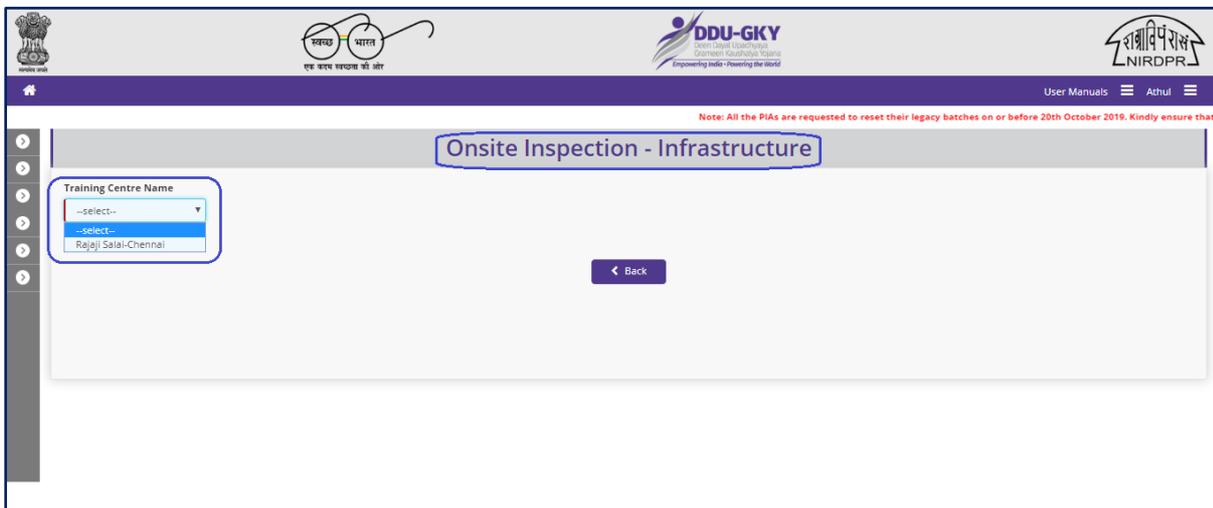
Create Inspection


Figure – C48 (Onsite Inspection)

Description:

1. This screen allows the user to select the name of the Training Centre for inspection from the dropdown
2. 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

Note: All the PIAs are requested to reset their legacy batches on or before 20th October 2019. Kin

Onsite Inspection - Infrastructure

Training Center
Rajaji Salai-Chennai

Training Centre Details

Training Centre Name	Rajaji Salai-Chennai	Training Centre State	TAMIL NADU
Centre Contact No.	3737388338	Centre Address	test, Salur, KANCHIPURAM, Kancheepuram, 452000
Centre Email Id	ddugjy@malinator.com	Centre In-charge Name	Annath
Centre In-charge Mobile No.	8888888884	Centre In-charge Email Id	[Redacted]

Project Details

Project State	KARNATAKA	Scheme Name	DDU-GKY
PIA Name	[Redacted]	Sanction Order No.	[Redacted]
Sanction Order Date	2018-12-08	Target	350

Trade-wise Target

Trade/sector	Trade/Job Role	Trade/Job Role Code - Hrs. - Category	Ancillary Trades/Job Roles - Hrs. - Category	Category	Domain (In Hrs)	Non-Domain (In Hrs)	Total (In Hrs)	Assessing Agency	Nature of Training	Target
10	5292	MSME/RACHA/66-610-II	GAR702-520-I	II	1130	436	1566	MSME	Residential	0
2	122	AGR/Q1002-II		I	483	277	760	SSC	Residential	150
10	2615	MSME/ADCHNM/51-780-I		I	780	301	1081	SSC	Residential	100

Total Target: 350

District-wise Target

District	Target
Anantnag	300
Anantnag	50

Total Target: 350

NOTE: File size should be less than 5MB

Start Inspection

Verification of Physical Infrastructure and Equipment

Any major or minor modifications made? No View-Duediligence

← Back

Figure – C49 (Onsite Inspection-Infrastructure)

Description:

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

Training Centre Due-Diligence

State Name : KARNATAKA
Scheme Name : DDU-GKY
PIA Name :
Sanction Order No :

Sanction Order Date : 2018-12-08

Training Centre

NOTE: Please click on Upload icon otherwise Document will not save

S.No.	Description	As per ERP	Document	Yes/No?	Comments	Upload File	Preview Document	Uploaded File	Upload
1	What is the Distance from the training centre to the residential facilities for Girls?	30	<input type="text"/>	<input type="text" value="Yes"/>	<input type="text" value="y"/>	<input type="button" value="Choose File"/> No fi...hosen	<input type="button" value="Preview Document"/>	<input type="button" value="Uploaded File"/>	<input type="button" value="Upload"/>
2	Did the Q team conduct inspection around 40 days of batch inception?	No	<input type="text"/>	<input type="text" value="Yes"/>	<input type="text" value="y"/>	<input type="button" value="Choose File"/> No fi...hosen	<input type="button" value="Preview Document"/>	<input type="button" value="Uploaded File"/>	<input type="button" value="Upload"/>

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48	Is Safe drinking water available?	RO/Ozonized Treated Water	<input type="text" value="view"/>	<input type="text" value="Yes"/>	<input type="text" value="y"/>	<input type="button" value="Choose File"/> No fi...hosen	<input type="button" value="Preview Document"/>	<input type="button" value="Uploaded File"/>	<input type="button" value="Upload"/>
49	How many Digital cameras are available?	0	<input type="text"/>	<input type="text" value="Yes"/>	<input type="text" value="y"/>	<input type="button" value="Choose File"/> No fi...hosen	<input type="button" value="Preview Document"/>	<input type="button" value="Uploaded File"/>	<input type="button" value="Upload"/>
50	Is storage facility for securing documents available?	no	<input type="text"/>	<input type="text" value="Yes"/>	<input type="text" value="yy"/>	<input type="button" value="Choose File"/> No fi...hosen	<input type="button" value="Preview Document"/>	<input type="button" value="Uploaded File"/>	<input type="button" value="Upload"/>
51	Are biometric devices installed as per SOP?		<input type="text"/>	<input type="text" value="Yes"/>	<input type="text" value="y"/>	<input type="button" value="Choose File"/> No fi...hosen	<input type="button" value="Preview Document"/>	<input type="button" value="Uploaded File"/>	<input type="button" value="Upload"/>

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Figure – C50 (Training Centre Due Diligence)

Description:

1. 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
2. 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

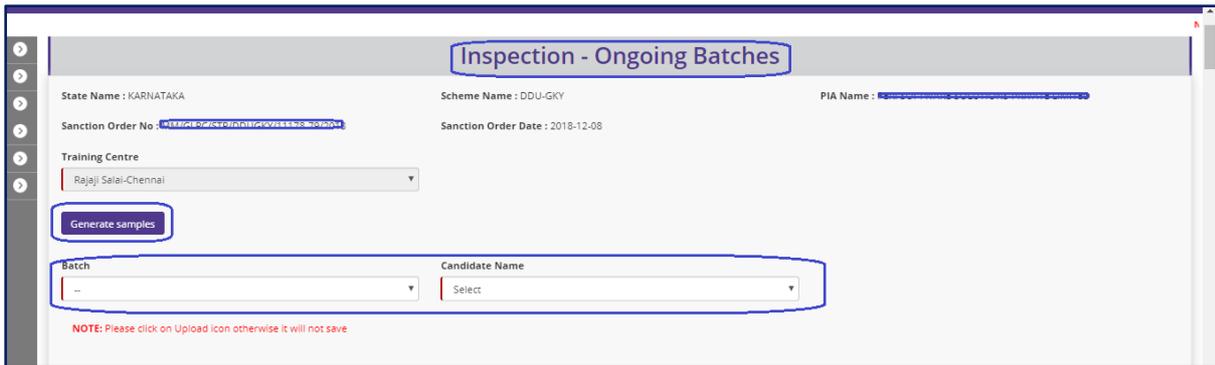


Figure – C51 (Inspection – Ongoing Batches)

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
3. 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

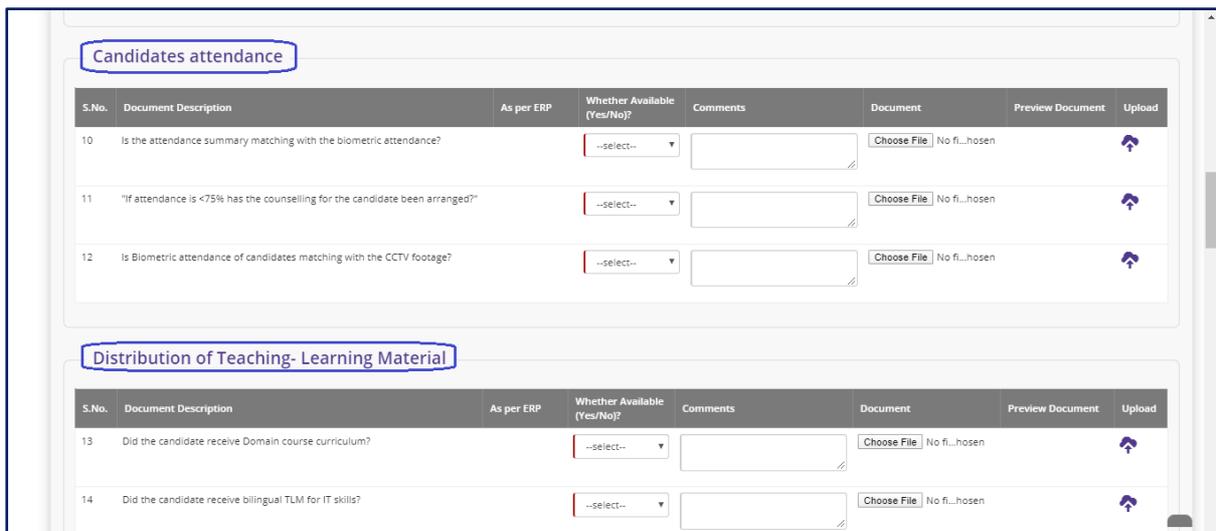
Basic Records

S.No.	Document Description	As per ERP	Whether Available (Yes/No)?	Comments	Document	Preview Document	Upload
1	Admission form		--select--		Choose File No fl...hosen		Upload
2	Photo Id proof		--select--		Choose File No fl...hosen		Upload
3	Age proof		--select--		Choose File No fl...hosen		Upload
4	Proof of poor		--select--		Choose File No fl...hosen		Upload
5	Proof for category (SC/ ST)		--select--		Choose File No fl...hosen		Upload
6	Proof for minority		--select--		Choose File No fl...hosen		Upload

Figure – C52 (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  icon to upload the document

Candidates attendance and Distribution of Teaching- Learning Material


S.No.	Document Description	As per ERP	Whether Available (Yes/No?)	Comments	Document	Preview Document	Upload
10	Is the attendance summary matching with the biometric attendance?		--select--		Choose File No fi...hosen		
11	"If attendance is <75% has the counselling for the candidate been arranged?"		--select--		Choose File No fi...hosen		
12	Is Biometric attendance of candidates matching with the CCTV footage?		--select--		Choose File No fi...hosen		
Distribution of Teaching- Learning Material							
13	Did the candidate receive Domain course curriculum?		--select--		Choose File No fi...hosen		
14	Did the candidate receive bilingual TLM for IT skills?		--select--		Choose File No fi...hosen		

Figure – C53 (Inspection – Ongoing Batches-Candidate Attendance & Distribution of Teaching – Learning Material)

Description:

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  icon to upload the document

Assessments

S.No.	Document Description	As per ERP	Whether Available (Yes/No?)	Comments	Document	Preview Document	Upload
23	Was the candidate present on the day of assessment		--select--		Choose File No fi...hosen		
24	Review the CCTV footage and state whether candidate was present in the test		--select--		Choose File No fi...hosen		
25	Were candidates seriously writing the test		--select--		Choose File No fi...hosen		

Figure – C54 (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 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	Whether Available (Yes/No?)	Comments	Document	Preview Document	Upload
29	Receiving training free of cost		--select--		Choose File No fi...hosen		
30	Is the bank account opened as per chapter 8 ?		--select--		Choose File No fi...hosen		
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 fi...hosen		
32	Did the candidate receive training material free of cost including work books, note books and other study materials?		--select--		Choose File No fi...hosen		

Figure – C55 (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	Upload
35	Are separate hostels being provided for male and female candidates?		--select--		Choose File No fi...hosen		
36	Is the grievances register being maintained?		--select--		Choose File No fi...hosen		
37	Is the grievances register kept in a prominent place which is easily accessible by the candidates?		--select--		Choose File No fi...hosen		
38	Are grievances being addressed properly?		--select--		Choose File No fi...hosen		

Figure – C56 (Inspection – Ongoing Batches- Residential Facilities)

Candidate Documents Verification

Candidate Documents Verification (on sample basis)

S.No.	Description	As per ERP	Yes/No?	Comments	Document	Preview Document
1	Is On The Job Training (OJT) Confirmation Letter for the candidate (SF 4.6B) available?	VIEW	--select		Choose File No file chosen	
2	Is OJT Completion Certificate (SF 4.6C) available for the candidate?	VIEW	--select		Choose File No file chosen	
3	Has OJT of the candidate been verified (SF 4.6D)?	Yes	--select		Choose File No file chosen	
4	Is the External Assessment Certificate (SF 4.7C) available for the candidate?	VIEW	--select		Choose File No file chosen	
13	Was the candidate provided boarding & lodging facilities (or) TA/DA during OJT?		--select		Choose File No file chosen	📁
14	Is the candidate currently employed?		--select		Choose File No file chosen	📁
15	Is the Candidate getting minimum remuneration as per SOP norms?		--select		Choose File No file chosen	📁

Figure – C58 (Inspection – Ongoing Batches- Candidates Document Verification)

Description:

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 📁 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 Name : LIMITED Sanction Order No : 79/2018

Sanction Order Date : 2018-12-08

Pending Batch Details

Status of the Training centre (as per standard forms)

Batch Id

- Select Batch
- Select Batch
- SC149B94S8769
- SC17705163C05
- SC17706729C6B
- SC17854EB3611
- SC1B9CE35B34C
- SC20C0FE7CE4
- SC41B6EBE8E83

	Yes/No?	Comments	Document	Preview Document
1	--select--		Choose File No file chosen	
2	--select--		Choose File No file chosen	

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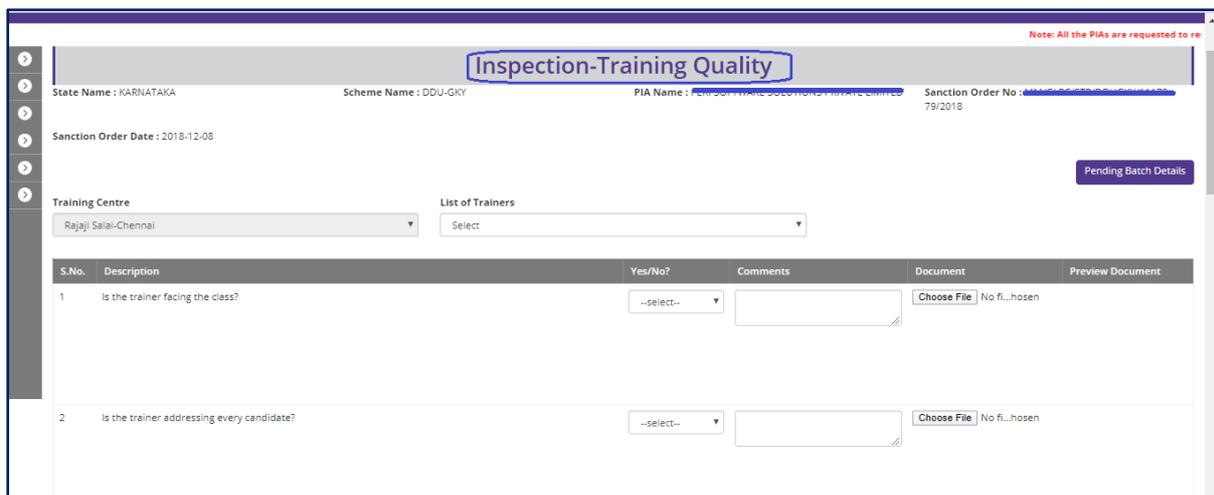
Figure – C59 (Inspection – Completed Batches – SF Verification)

Description:

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  icon to upload the document
5. After answering all the questions with the user has to click 'Save and Continue' option

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
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 – Training quality


Note: All the PIAs are requested to re

State Name : KARNATAKA Scheme Name : DDU-GKY PIA Name : KARNATAKA STATE GOVT. TECHNICAL EDUCATION DEPARTMENT Sanction Order No : DDU-GKY/2018/79/2018

Sanction Order Date : 2018-12-08

Training Centre: Rajaji Salai-Chennai List of Trainers: Select

S.No.	Description	Yes/No?	Comments	Document	Preview Document
1	Is the trainer facing the class?	--select--		Choose File No fi...hosen	
2	Is the trainer addressing every candidate?	--select--		Choose File No fi...hosen	

Figure – C62 (Inspection – Training Quality)

Description:

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)

Inspection-List of Items Verified (Annexure-II)

State Name : KARNATAKA Scheme Name : DDU-GKY PIA Name : Sanction Order No :

Sanction Order Date : 2018-12-08 79/2018

Training Centre:

S.No.	Item Description	Yes/No?	Comments	Document	Preview Document
1	Is SF 4.3A: English skills content available?	Yes	y	<input type="button" value="Choose File"/> No fi...hosen	
2	Is SF 4.3B: Computer skill content available?	Yes	y	<input type="button" value="Choose File"/> No fi...hosen	

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Figure – C63 (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
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 – Residential Centre Infrastructure (If training centre has residential facility)

Inspection-Residential Centre Infrastructure

State Name : KARNATAKA Scheme Name : DDU-GKY PIA Name : Sanction Order No :

Sanction Order Date : 2018-12-08 79/2018

Training Centre:

Facility Name: BOSS VILLA Facility For: male

Mobile No.: 9986765111 Email Id: arpan.banerjee@gmail.com

Address: chadri basti, Salur, KANCHIPURAM, Kancheepuram, Attapur, mehfil biryani and kebab, TAMIL NADU, 500030

S.No.	Description	As per ERP	Document	Yes/No?	Comments	Document	Preview Document
1	Are pick up and drop facilities provided?	no		--select--		<input type="button" value="Choose File"/> No fi...hosen	

Figure – C64 (Inspection – Residential Centre Infrastructure)

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

Advisories

Note: All the PIAs are requested to reset their legacy batches on or before 20th October 2019. Kindly ensure that the candidates have been enrolled before r

Advisories

State Name : KARNATAKA Scheme Name : DDU-GKY PIA Name : XXXXXXXXXXXXXXXXXXXX Sanction Order No : XXXXXXXXXXXXXXXXXXXX
79/2018

Sanction Order Date : 2018-12-08

S.No.	Module	Sub Module	Description	Response	Remarks	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	y	
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	Trainers attendance	Trainers	Is the attendance summary of trainers matching with the biometric attendance?	No	n	
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
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Additional Advisories, if any

Module: --Select-- Advisory Description: No file chosen

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Figure – C65 (Inspection – 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

Figure – C66 (Inspection – Previous Advisories)

Description:

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 'Save And Continue' option

Training Centre Active Status

Figure – C67 (Inspection – Training Centre Active Status)

Description:

1. This screen allows the user to give the status of the Training centre as either 'Active' or 'Inactive' from the 'Training Centre Status' dropdown
2. After giving the Training Centre status, the user has to click 'Submit' option to submit the inspection details.

Sub Module C4.3 – Inspection PIA 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. PIA Q Team has to conduct the inspection of the centre
2. During the inspection, the inspecting officer may raise the advisories for any deviations found
3. 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

Inspection PIA Advisories Dashboard

Note: All the PIAs are requested to reset their legacy batches on or before 20th October 2019. Kindly ensure that the candidates have been enrolled before resetting the batch.

Inspection Advisories

Scheme Name: Select State: select Sanction Order No.: select

Search Clear

State: KARNATAKA Scheme Name: DDU-GKY PIA Name: PRIVATE LIMITED Sanction Order No.:

Sanction Order Date: 2018-12-08

Show 10 entries Search:

S.No.	Training Centre Name	Inspecting Officer Name	Inspection Date	Inspected By	Total No. of Advisories	No. of Advisories Submitted By PIA Operations	No. of Advisories Approved By Q-Team	No. of Advisories Approved By SRLM	No. of Advisories Pending	Action
1	Rajaji Sela-Chennai	Athul	2020-01-21	PIA QTeam	51	3	0	0	3	

Showing 1 to 1 of 1 entries Previous 1 Next

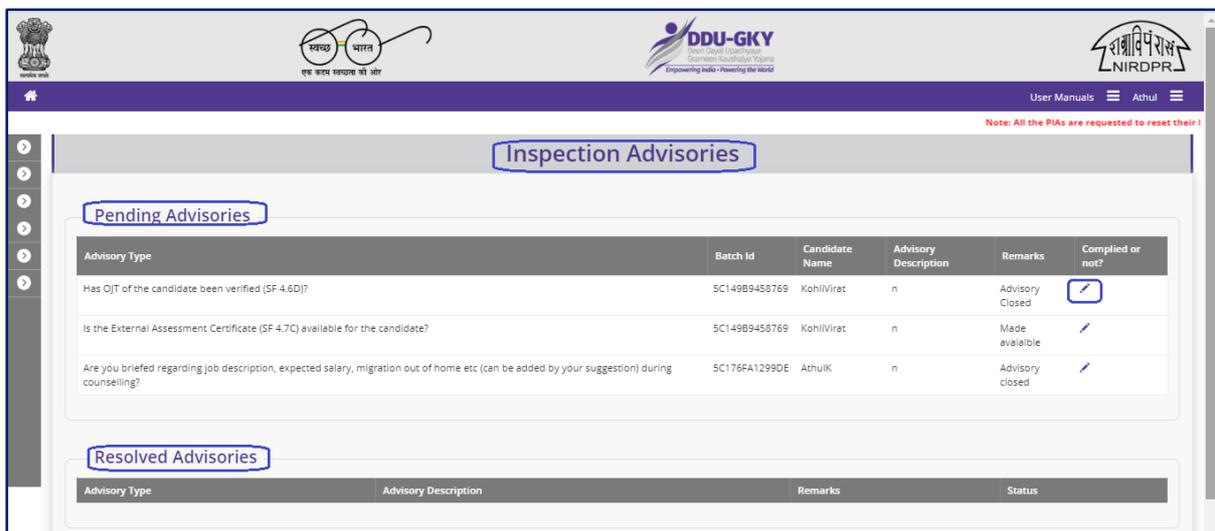
Figure – C68 (Inspection PIA Advisories Dashboard)

Description:

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

The user can update the status of advisories raised during centre inspection

2. To update the status of advisories, the user has to click  icon against the inspection record.
3. 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


Advisory Type	Batch Id	Candidate Name	Advisory Description	Remarks	Complied or not?
Has OJT of the candidate been verified (SF 4.6D)?	5C14989458769	KohliViret	n	Advisory Closed	
Is the External Assessment Certificate (SF 4.7C) available for the candidate?	5C14989458769	KohliViret	n	Made available	
Are you briefed regarding job description, expected salary, migration out of home etc (can be added by your suggestion) during counselling?	5C176FA1299DE	AthulK	n	Advisory closed	

Advisory Type	Advisory Description	Remarks	Status
---------------	----------------------	---------	--------

Figure – C69 (Inspection PIA Advisories)

Description:

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  icon against the advisory, he/she will be directed to next page where the can update the status of the particular advisory

Inspection PIA Advisories (Decision)

Inspection PIA Advisories

Training Center Details

Training Center Name	Rajaji Salai-Chennai	Center Address	TAMIL NADU,Kancheepuram,KANCHIPURAM, Salur ,rest,452000
Inspection Date	2020-01-21	Inspection Conducted By	QTeam
Inspection Type	DESC		

Batch Details

Batch Id	5C14989458769	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@mailinator.com		

Advisory Details

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@mailinator.com		

Advisory Details

Advisory Type	Has OJT of the candidate been verified (SF 4.6D)?	Advisory	n
PIA Operations Remarks	Advisory Closed	Advisory Proof	

Decision

-SELECT-
 -SELECT-
 Accepted
 Send For Modification

Back Previous Submit

Figure – C70 (Inspection PIA Advisories (Decision))

Description:

1. This screen allows the user to 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' or 'Send for Modification'
3. 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 C4.4 – Legacy Inspection

Legacy Inspection Dashboard

Figure – C71 (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

Figure – C72 (Create Legacy Inspection)

Description:

1. This screen allows the user the create / upload the details of the legacy inspection
2. 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 C5 – Placement Management

Sub Module C5.1 – Desk Document 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 PIA Admin

Process:

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

Desk Verification Dashboard

S.No.	Month	Group-A Count	No. of Samples of Q-Team				No. of Primary Samples of State				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	0	0	1	0	1	0	
2	07-2018	67	11	11	0	0	2	2	0	0	2	2	0	0	0	0	
3	07-2019	0	0	0	0	0	1	0	0	1	0	0	0	0	0	0	
4	08-2018	72	12	10	2	0	2	2	0	0	2	2	0	0	0	0	
5	09-2018	57	9	9	0	0	2	2	0	0	2	2	0	0	0	0	
6	10-2018	9	2	2	0	0	1	1	0	0	1	1	0	0	0	0	

Figure-C73 (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

2. Also, the user can view the status of number of samples generated, verified, rejected and pending
3. The user has to select Scheme, State and Sanction order, and click 'Search' option
4. A list of number of Desk Document verification samples generated, number of samples accepted, rejected will be displayed on the screen
5. 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

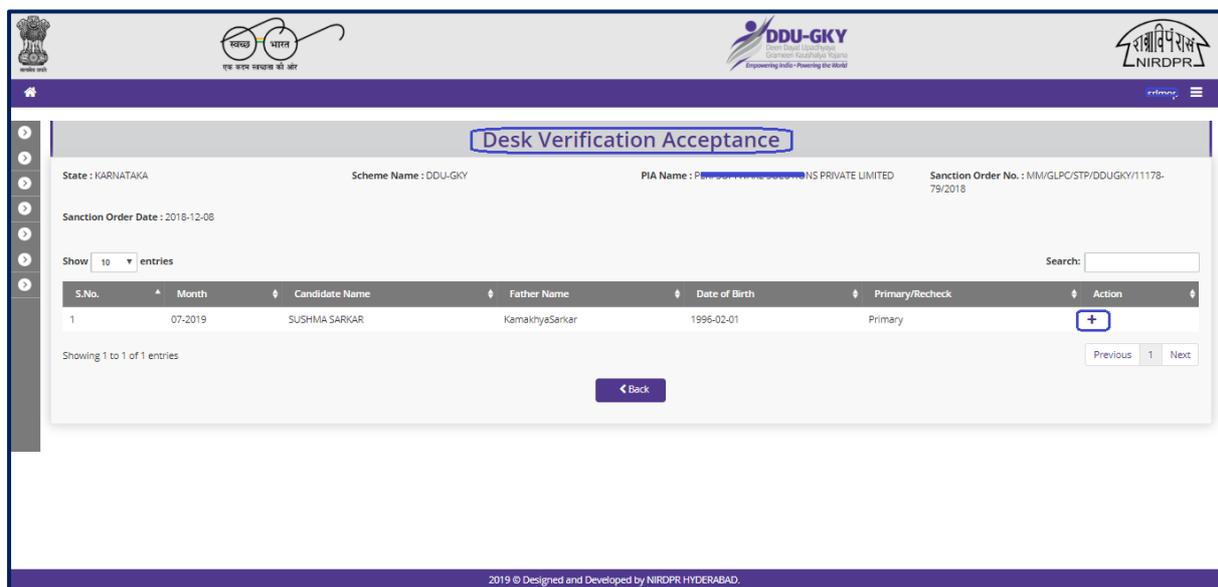


Figure-C74 (Desk Verification Acceptance)

Description:

1. This screen allows the user to view the details of the candidate wise Desk Document verification
2. 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
3. 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

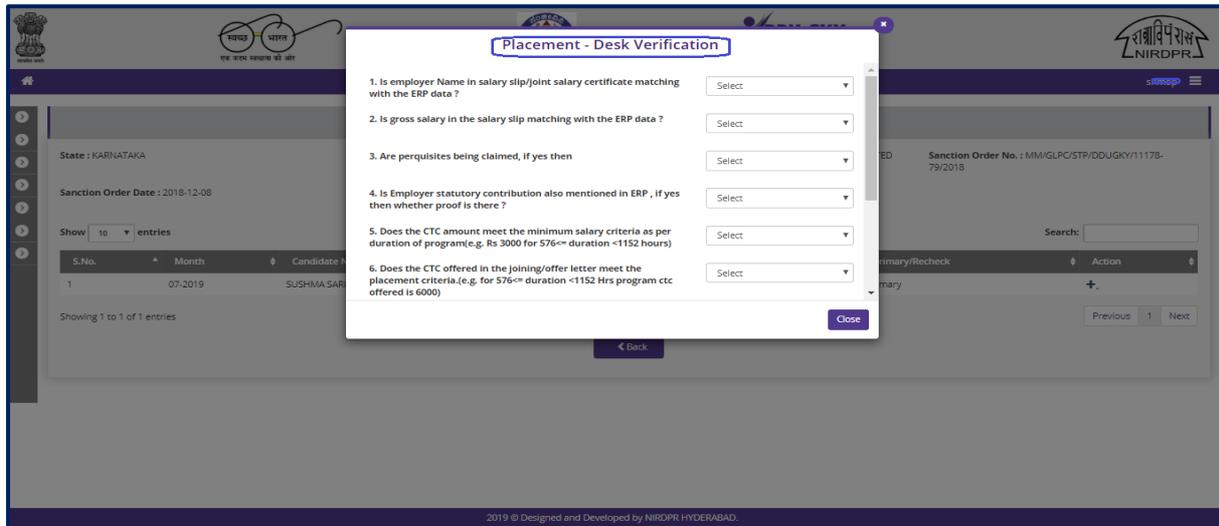


Figure-C75 (Create Placement Desk Verification)

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

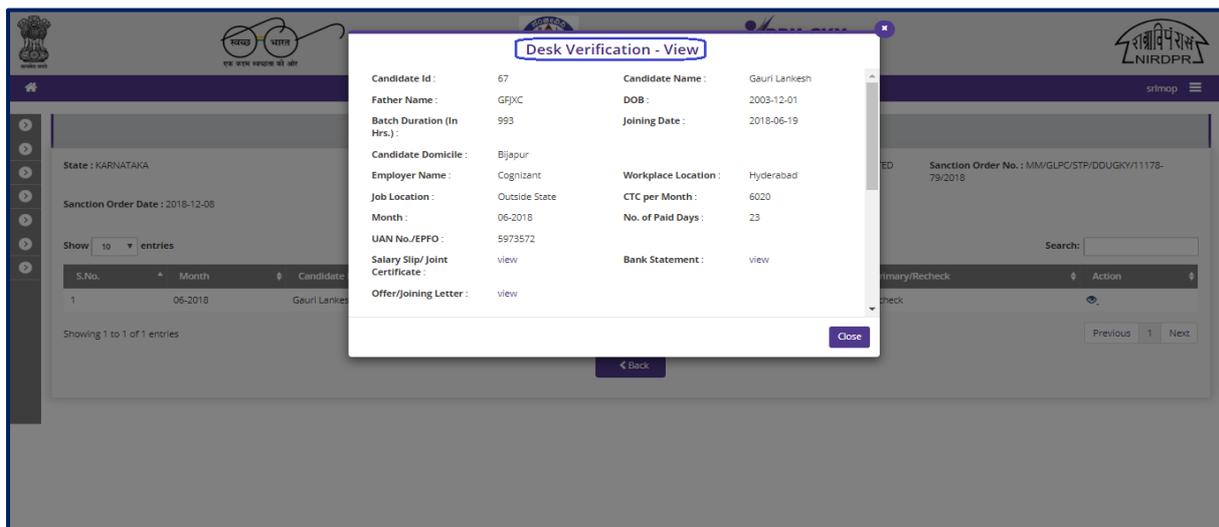


Figure- C76 (View Placement Desk Verification)

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 C5.2 – Physical Verification

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

Prerequisite/s:

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

Process:

1. 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 PIA Admin
2. The no. of samples will be visible in PIA and has to assign(map) the samples to the PIA Q Team members
3. PIA Q Team members 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

Placement Physical Verification Dashboard

The screenshot displays the 'Physical Verification' dashboard. At the top, there are logos for the Government of India, DDU-GKY, and NIRDPR. The main content area features a table with the following data:

S.No.	Month	Sanction Order No.	Candidate Id	Candidate Name	Father Name	Employer Name	Primary/Recheck	Action
1	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	18	RohitSharma	Ganesh	Cognizant	primary-srim	
2	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	28	HemantKumar	Poorab	Cognizant	recheck-srim	
3	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	62	Pampi Deka	HARICHARANDEKA	BMR Exports	primary-srim	
4	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	77	MonicaK	Karunakar	Orient	primary-srim	
5	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	79	MONSUNBASUMATARY	GhotoSingh	Orient	primary-srim	
6	12-2018	MM/GLPC/STP/DDUGKY/11178-79/2018	119	ANAMIKADAS	KandarpeDas	Cognizant	recheck-srim	

The dashboard also includes a search bar, a 'Show 10 entries' dropdown, and a 'Previous 1 Next' pagination control.

Figure- C77 (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  icon against any candidate under Action tab, he/she will be directed to the 'Conduct Physical Verification' page where the user can view the details of the physical verification of the candidate in view only mode

Placement Physical Verification

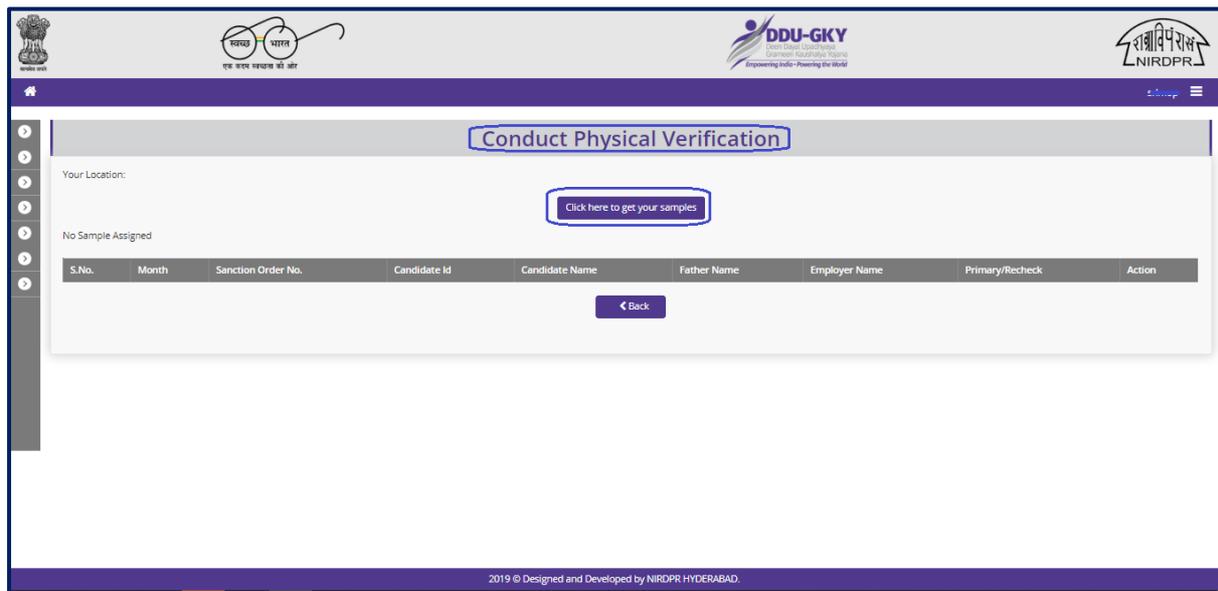


Figure- C78 (Placement Physical Verification)

Description:

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

Physical verification

A1: Photo ID card of the candidate issued by any government organization

A2: Photograph of candidate

A3: Candidate's Basic Information

S.No (P)	Title (Q)	Information (R)
A3.1	Name	Pampi Deka
A3.2	Unique_ID_Number	51295865517
A3.3	Gender	female
A3.4	Whether_differentially_abled	no
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

A4: Candidate's Training Details

S.No (P)	Title (Q)	Information (R)
A4.1	PIA Name and Project ID	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001
A4.2	Training Center Name and code	Rajaji Salai-Chennai
A4.3	Trade	Micro irrigation Technician, AGR/Q1002
A4.4	Course Duration	993

A5) Confirming the Candidate's presence at the location

A5.1) Is the candidate contacted at work location? (Match the photograph of the candidate with the person who is claiming to be the right candidate.)

Yes

C1) Remarks or suggestions (if any)

C2) Placement decision (to be submitted by the verified officer who conducted the verification)

C2.1) Is the candidate placed or not?

Video Upload
Choose File No file chosen

Name : Srivatsa Date : 2019-07-30

Submit

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Figure- C79 (Physical Verification)

Description:

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 Verification - SF 7.2D

A1: Photo ID card of the candidate issued by any government organization A2: Photograph of candidate

A3: Candidate's Basic Information

S.No (P)	Title (Q)	Information (R)
A3.1	Name	RohitSharma
A3.2	Unique_ID_Number	
A3.3	Gender	male
A3.4	Whether_differentially_abled	no
A3.5	gardidan_name	Ganesh
A3.6	MobileNo	7654321901
A3.7	Date_of_Birth	1997-07-09
A3.8	Category	Obc
A3.9	Domicile_State	KARNATAKA

A4: Candidate's Training Details

S.No (P)	Title (Q)	Information (R)
A4.1	PIA Name and Project ID	PERI SOFTWARE SOLUTIONS PRIVATE LIMITED, TN2018CR24764KAR000001
A4.2	Training Center Name and code	Rajaji Salai-Chennai
A4.3	Trade	Micro Irrigation Technician, AGR/Q1002
A4.4	Course Duration	993

Decision

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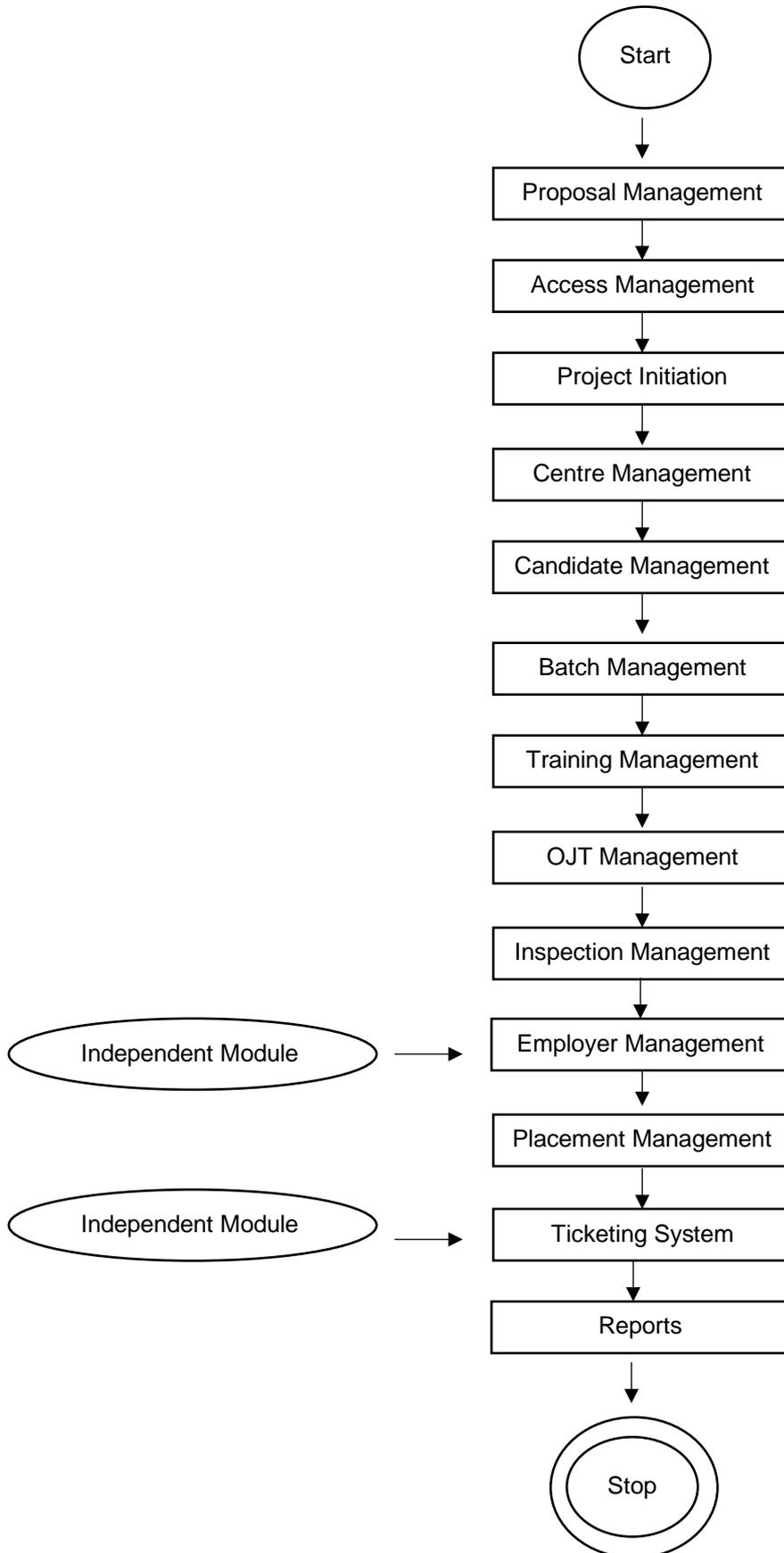
Figure- C80 (View Physical Verification)

Description:

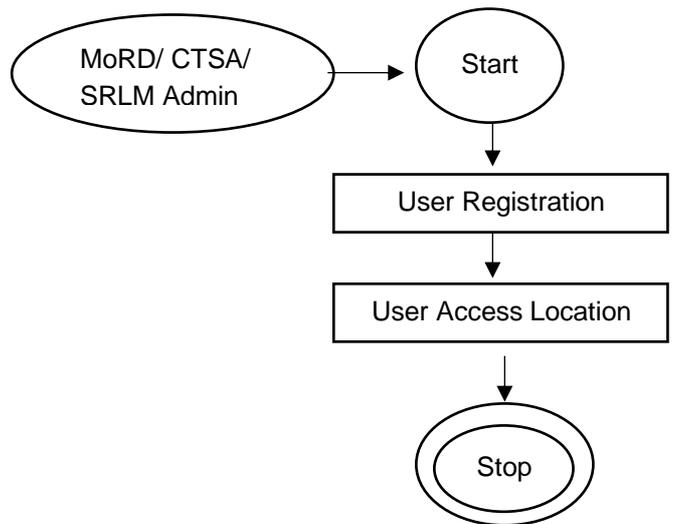
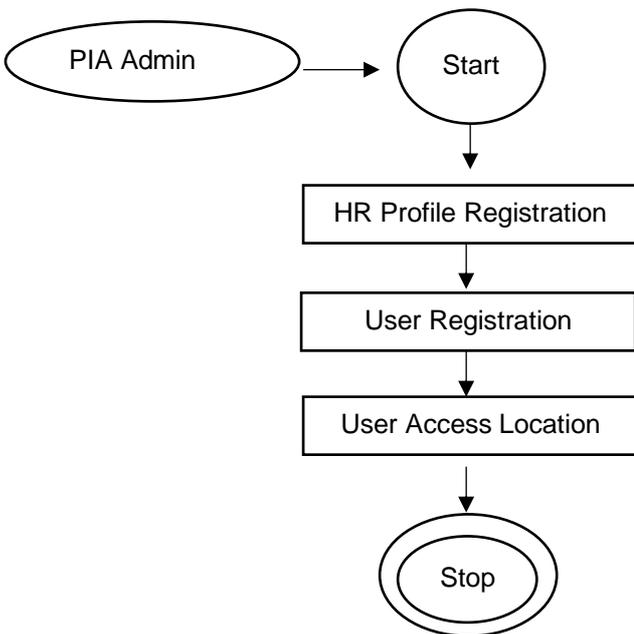
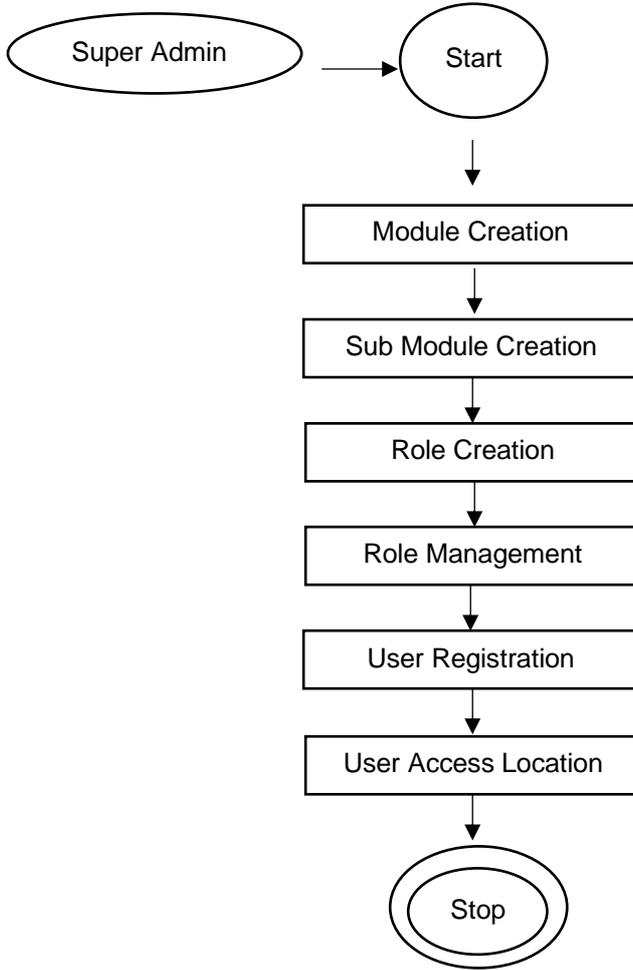
1. This screen allows the user to view the details of the physical verification of the candidates assigned to the user in view only mode

Module wise Flowcharts

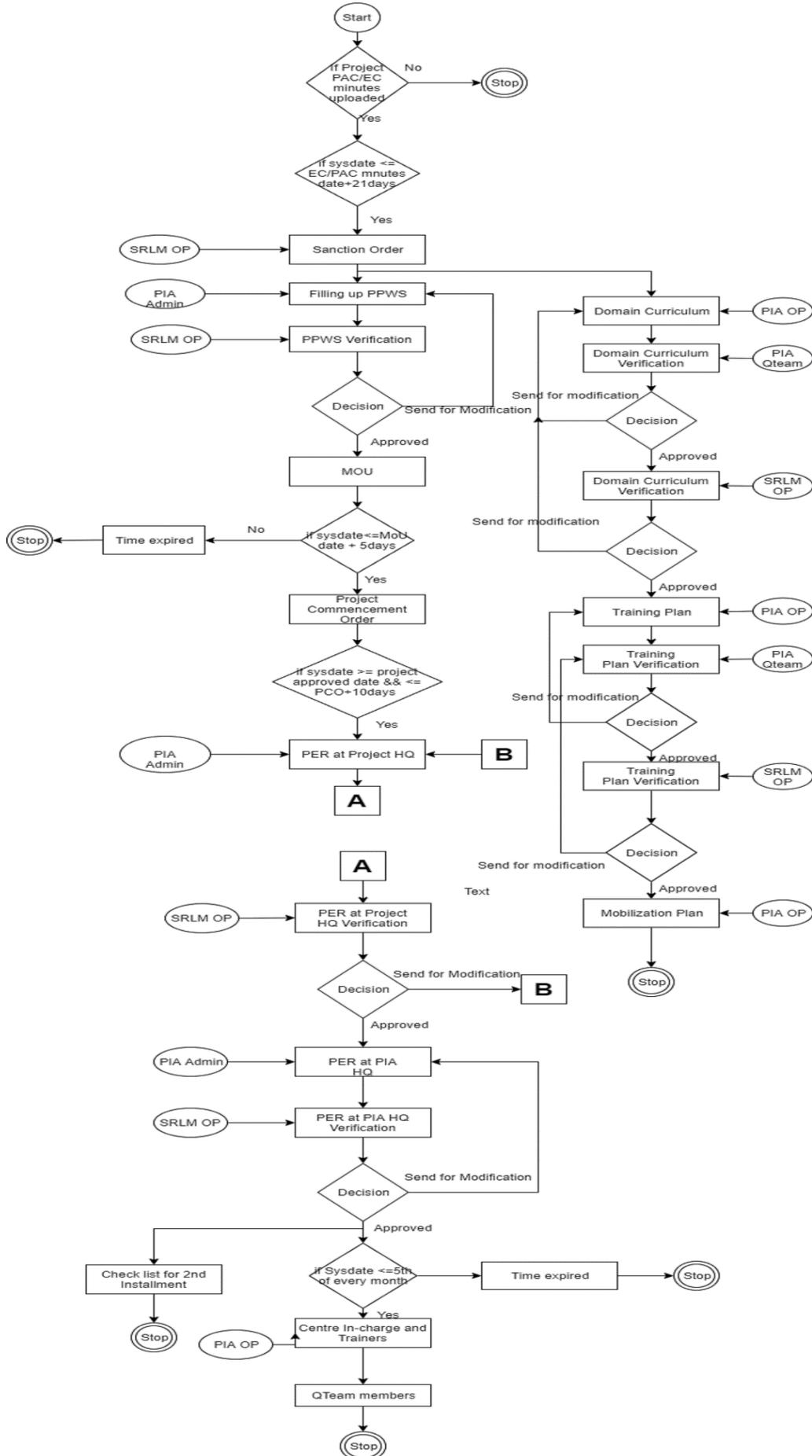
Kaushal Bharat Modules



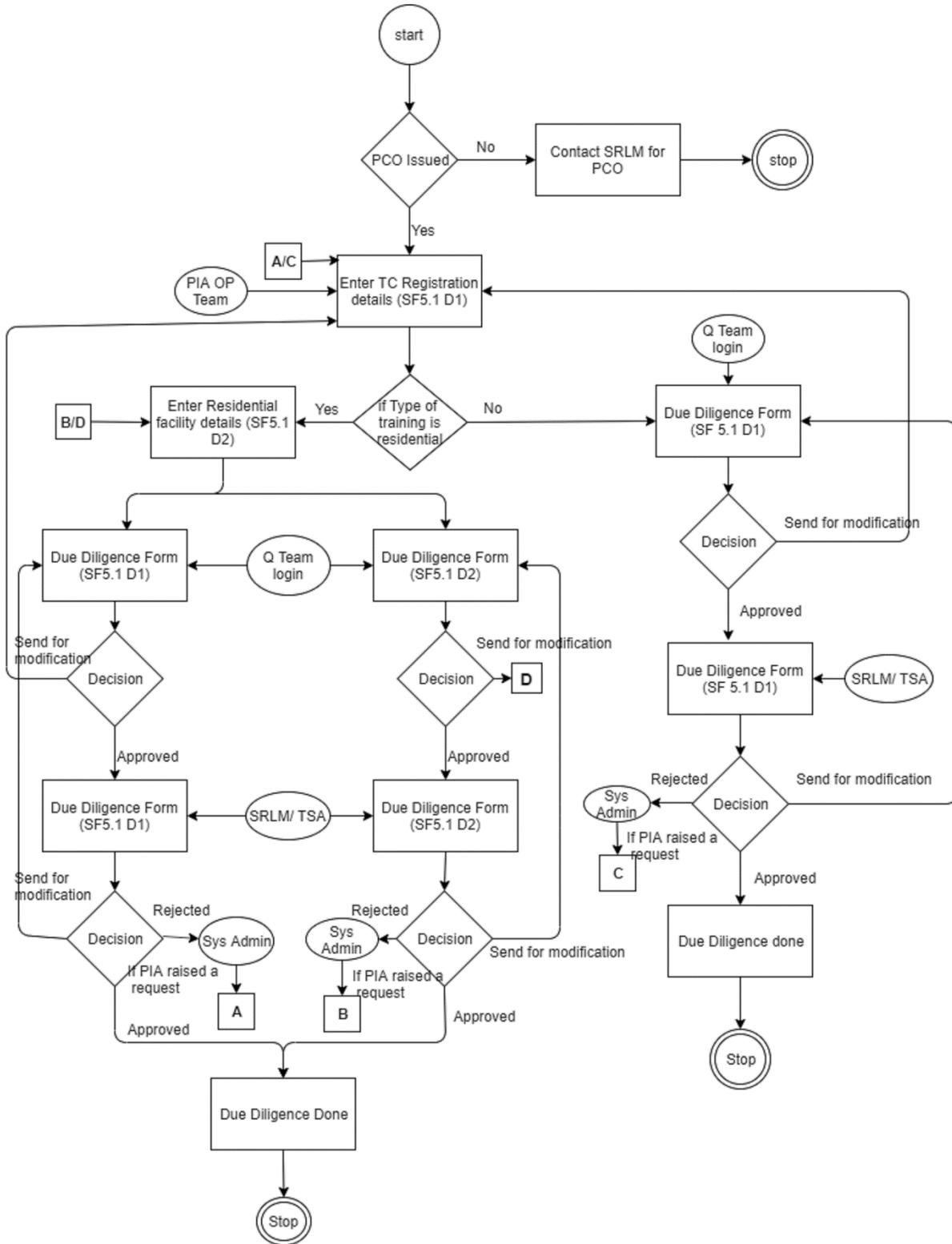
Access Management



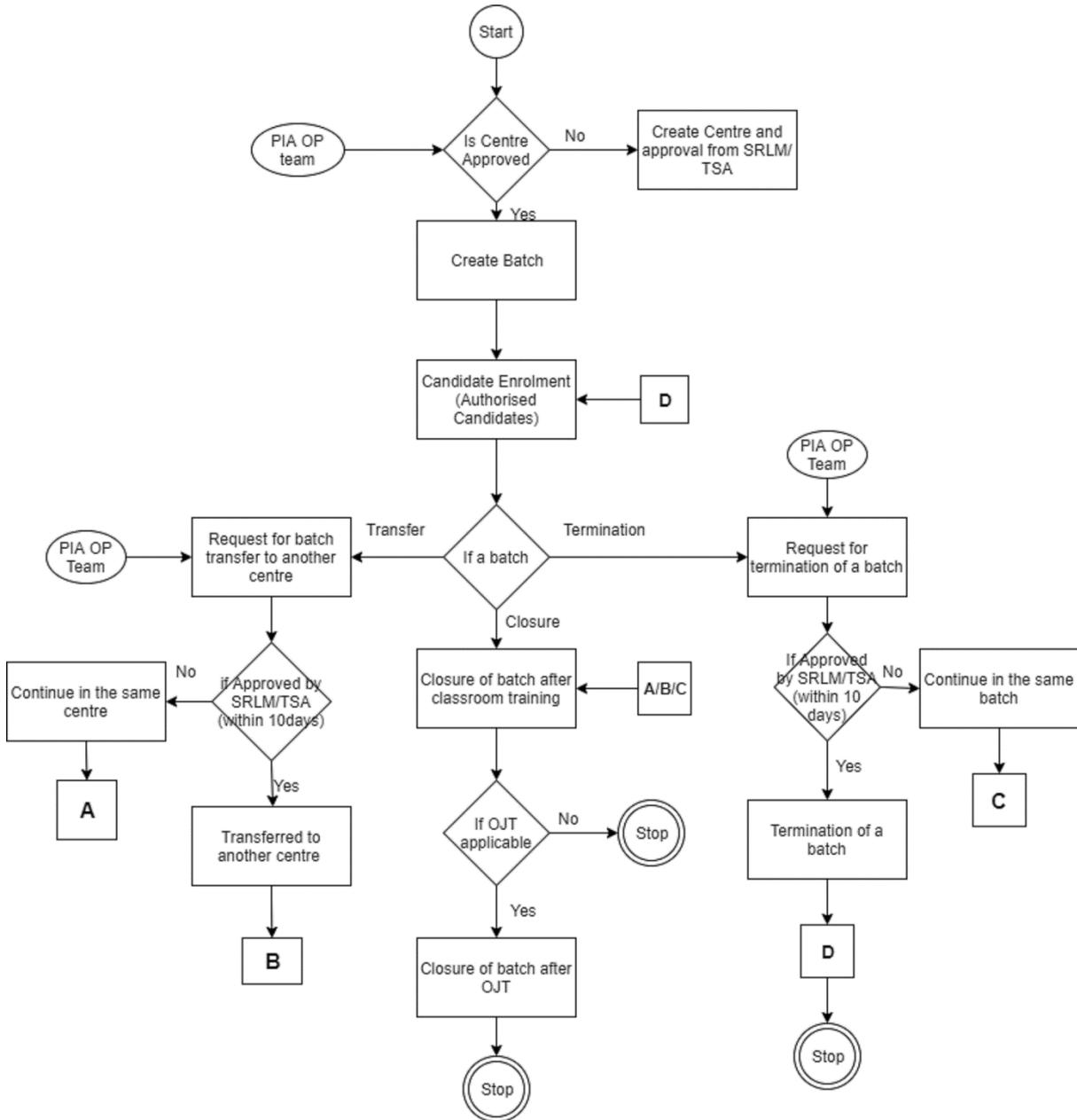
Project Initiation



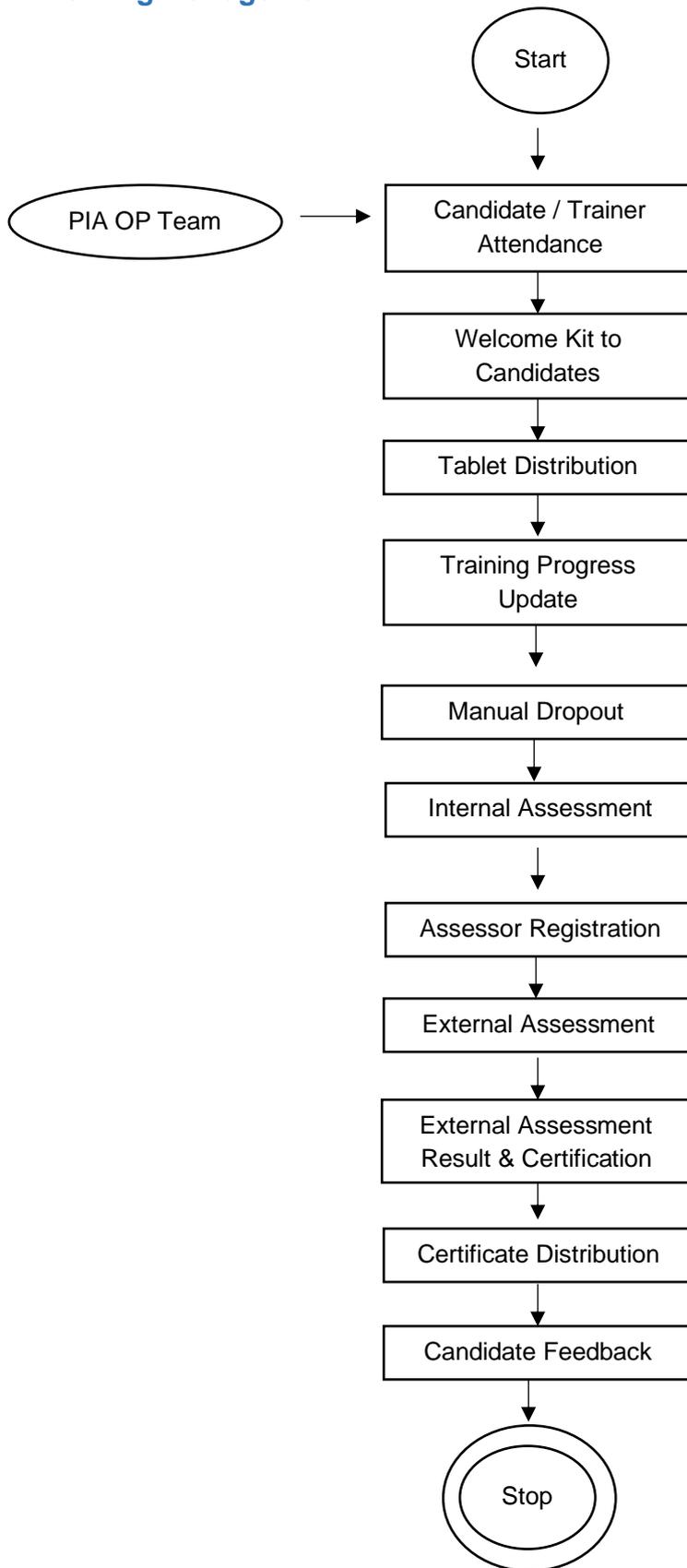
Centre Management



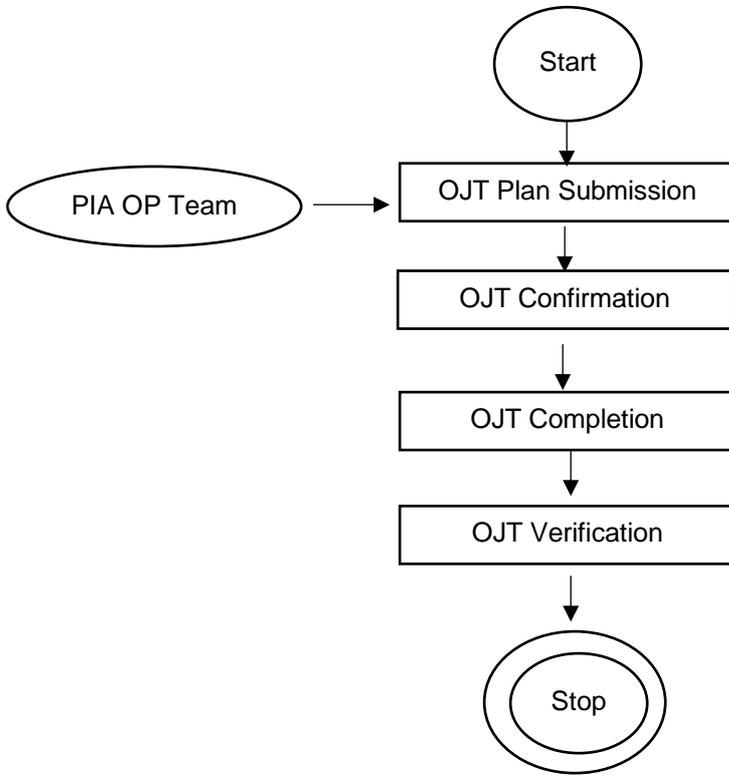
Batch Management



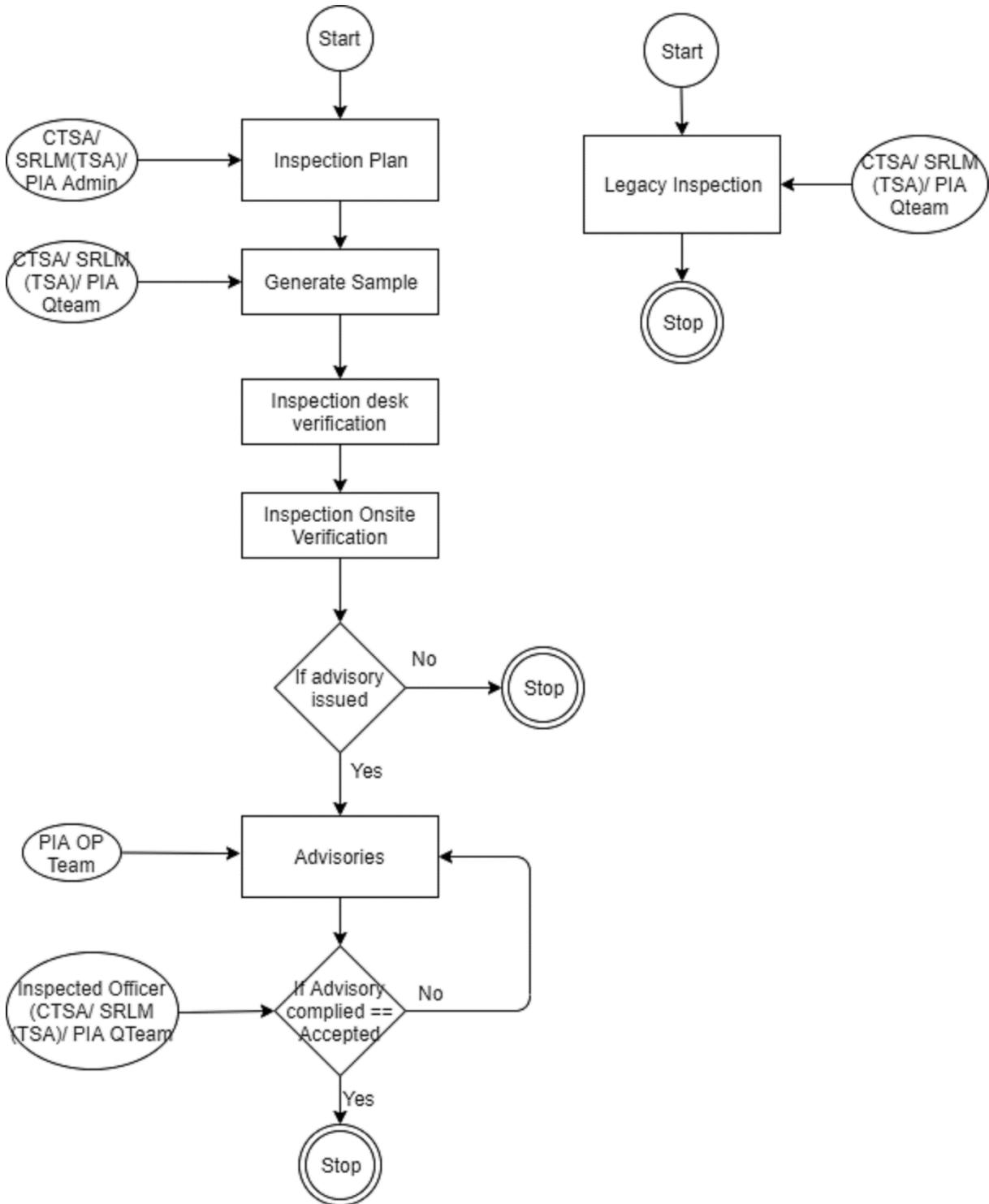
Training Management



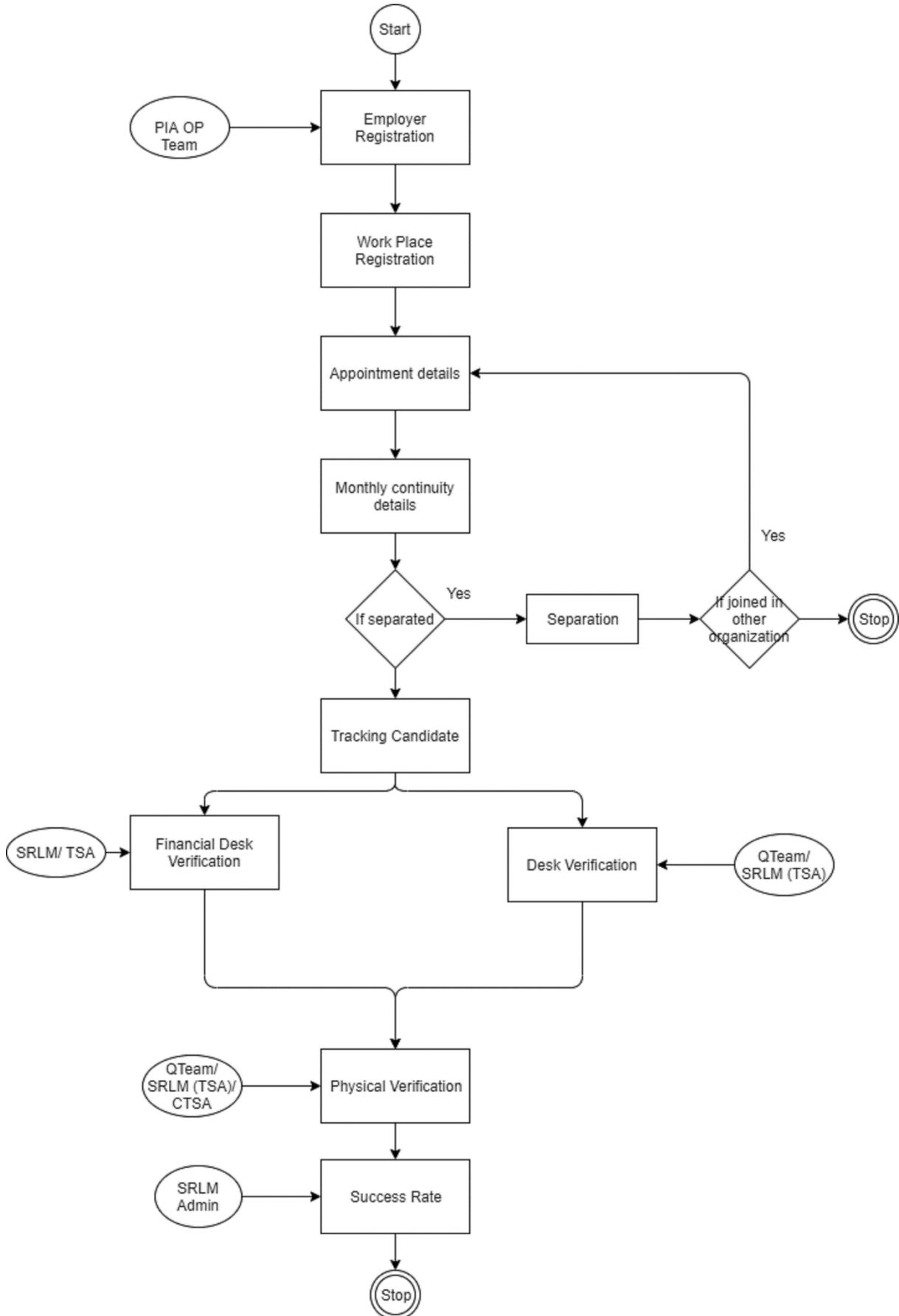
OJT Management



Inspection Management



Placement Management



Module Access Control

Module wise details of Kaushalbharat 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 Kaushalbharat	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	PCO	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 Kaushalbharat 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 OP Team 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 Kaushalbharat 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	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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