

ANNEXURE- III

Frequently Asked Questions (FAQs)

1. What, if sufficient funds are not available at Project Administrators' office for the project?

Answer: STP as well as Project Administrator has to put request to Chief Executive Officer, D-SAG for release of payment. Agency must submit the original invoice to D-SAG with request letter.

Note: Project Administrator will recommend for payments (Annexure- II) only after verifying all required reports submitted by STP with a one pager report on the performance of STP.

2. What is the procedure for enrolling APL candidates?

Answer: APL candidates can be selected with a prior approval of Project Administrator. Project Administrator may approve for selection of APL candidates considering the availability of funds and funding guidelines, before disallowing Project Administrator must consult D-SAG (through email/letter) about availability of fund at D-SAG.

3. Whom to contact for any problem related to Computerized Project Management System (CPMS) entry?

Answer: National Informatics Center, Block No. 13, 2nd Floor, New Sachivalaya  079-23252402, take a prior appointment before visit on phone/email.

4. What is the procedure for change in location of training (from one district to another)?

Answer: Formal approval from CEO, D-SAG will be required to change or add in location of Training Centers.

5. What is the procedure for change in location of training within the district?

Answer: Project Administrator has all the rights to approve change in location of training within the district.

6. Will certification from certifying authority other than NCVT/SCVT/MES will be acceptable?

Answer: Certification from NCVT/SCVT/MES is mandatory; any other certification will be not be accepted.

7. Is 50% female participation in each batch is compulsory?

Answer: 50% female participation in each batch is not compulsory, but the 50% of total trained candidate in a year should be female. Gender framework will be evaluated at the end of every year.

8. When Penalty and Incentive will be calculated and adjusted? What will be the mechanism?

Answer: Penalty and Incentive will be calculated and adjusted after verification of the final placement report (submitted after one month of submission of initial placement report) submitted by STP. If STP is in incentive zone, then the calculated amount may be released to STP by Project Administrator, and in case STP is in penalty zone, STP will pay the penalty in form of cheque in favor of CEO, D-SAG.

9. When and where enrollment fee has to be adjusted?

Answer: Enrollment fee collected by STP should be adjusted in the first installment released to STP. In the first invoice raised by STP respective to batch and district, enrollment fee must be mentioned and adjusted.

10. What if Candidate doesn't pay the enrollment fee?

Answer: Candidate who does not pay the enrollment fee should not be given admission by the STP, while STP can charge the enrollment fee in installments. STP can also arrange for formal loan for the candidates, if they are found interested and they do not have money to pay the enrollment fee. A copy of receipts of token fee/ a declaration by the candidates must be submitted to the TASP office at the time of request for the first installments