Proceedings of the Executive Director, Kudumbashree and Mission Director,
National Urban Livelihoods Mission, Kerala

Present: S. Harikishore IAS

Sub: NULM- EST&P – Training in Front Office Associate – AP 374- Kayamkulam–
Release of First Instalment of training fee to M/s Ascensive Educare Pvt Ltd.-reg

No. 4596/P/2016/KSHO- NULM007

Date. 22.11.2018

Read: 1) Proceedings No. 3711/P/2016/KSHO dated 06.04.2018 (Work order)
   2) MoU between Kudumbashree and Ascensive Educare Pvt Ltd made on
      27.04.2018
   3) Letter from M/s Ascensive Educare Pvt Ltd for release of first instalment of
      training fee recommended and forwarded by City Mission Manager, Kayamkulam.

Order

Kudumbashree has issued a work order vide reference 1 st cited to the Skill Training Provider
(STP), Ascensive Educare Pvt Ltd for conducting placement linked skill training in various
trades including in the job role Front Office Associate. Now the agency has enrolled
candidates for the course Front Office Associate in their training centres located at
Kayamkulam and has requested for first instalment of training fee as per ref. 3. The details of
the work order and candidates enrolled are given below.

<table>
<thead>
<tr>
<th>No</th>
<th>Centre Location&amp;Course</th>
<th>Type of training</th>
<th>Total Work order</th>
<th>Rate per candidate</th>
<th>Candidates enrolled earlier</th>
<th>TGO No (Present Batch)</th>
<th>Candidates enrolled in present batch</th>
<th>Candidates after batch freezing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Kayamkulam - Front Office Associate</td>
<td>NR</td>
<td>60</td>
<td>(36.44*310)</td>
<td>0</td>
<td>AP 374</td>
<td>30</td>
<td>30</td>
</tr>
</tbody>
</table>

As per section 6.1 of the MoU, the skill training provider is eligible to get the first instalment
of training fee (30% of the training cost less the amount of refundable security deposit
collected from the trainees) on completing the training for a period of first seven days and
submitting the batch freeze report. The City Mission Managers of the concerned cites have
verified attendance of the above mentioned batches at the training centre and has certified
the batch freeze reports and recommended for payment. Therefore the agency is eligible to
get the first instalment of training fee for the batches as calculated below.
In these circumstances, sanction is hereby accorded to release an amount of ₹ 99,631/- (Rupees Ninety Nine Thousand Six Hundred and Thirty One only) to M/s. Ascensive Educare Pvt Ltd by way of RTGS transfer to the bank account of the agency as detailed below.

<table>
<thead>
<tr>
<th>Beneficiary Name</th>
<th>Ascensive Educare Pvt Ltd</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bank account No.</td>
<td>0401102000003148</td>
</tr>
<tr>
<td>Bank</td>
<td>IDBI BANK</td>
</tr>
<tr>
<td>Branch</td>
<td>CHANDAN NAGAR</td>
</tr>
<tr>
<td>IFSC Code</td>
<td>IBKL0000401</td>
</tr>
</tbody>
</table>

TDS amount ₹2,033/- Shall be remitted in the PAN AALCA2680E

The expenses may be met from the sub head 2.1 Skill Development Training of NULM budget. City Mission Management Units of the concerned cities should affect necessary entry in the MIS for the amount shown in column No 6 of the above table.

Sd/-
Executive Director, Kudumbashree &
State Mission Director, NULM

To
1. Accounts section for effecting payment
2. CEO of M/s Ascensive Educare Pvt Ltd

Copy to
1. Accounts officer
2. Secretary, Kayamkulam
3. City Mission Manager (S&L), CMMU, Kayamkulam
4. Stock file

Approved for issue

Programme officer