To: Institute of Human Resources Development (IHRD)

No. AP- 824/2022-23

Name of centre: College of Applied Science Kodungallur

Location and Address of the Centre: Thattupally, Eriyad P.O, Kodungallur - 680 666

Work order No and Date: 3711/P/2016/KSHO 01.07.2022

Type of Training: Non Residential

Total Number of candidates approved as per work order: 60

Total no of candidates for which TCO was issued earlier as this work order: 0

No of batches for which TCO is issued: 2

Total No of candidates to be trained as per this TCO: 60

Name of course & reference ID: Accounts Executive (BSC/Q8101)

Certifying authority: BFSI

Minimum Educational Qualification for the candidates: 12th Commerce or BCom

Maximum number allowed as per the curriculum pack of certifying authority: 30

Total working days required for training: 48 days

Total days required accommodation: NA

Proposed date of commencement of the training: 25.07.2022

Proposed date of training closure: 26.09.2022

Proposed date of assessment: 28.09.2022

Date on which the Readiness assessment is done: 22.07.2022

Name and Designation of NULM official done the readiness assessment: Antony V O, City Mission Manager, Thrissur

Pending works to be completed/Minor issues to be set right before commencement of the training.

1. The certification of the batch to be completed before 30th September 2022. Steps should be taken subject to guidelines, so that the certification should be completed by 30th September.

Date: 22.07.2022

Place: Thiruvananthapuram