PROCEEDINGS OF THE EXECUTIVE DIRECTOR, KUDUMBASHREE AND
MISSION DIRECTOR, NATIONAL URBAN LIVELIHOODS MISSION, KERALA

(S. Harikishore IAS)

Release of First Instalment of training fee to M/s Kuttukaran Institute of Human
Resources Development:-reg

Read :- 1) Proceedings No. 3711/P/2016/KSHO dated 18.06.2019(Work order)
2) MoU between Kudumbashree and Kuttukaran Institute of Human Resources
Development made on 11.07.2019
3) Letter from M/s Kuttukaran Institute of Human Resources Development for
release of first instalment of training fee recommended and forwarded by City
Mission Manager, Kochi

ORDER NO.7829/P/2019/KSHO 19.09.2019

Kudumbashree has issued a work order vide reference 1st cited to the Skill Training Provider
(STP), Kuttukaran Institute of Human Resources Development for conducting placement linked
skill training in various trades including in the job role Automotive Service Technician. Now the
agency has enrolled candidates for the course Automotive Service Technician in their training
centre located at Kochi 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>TCO 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>Kochi - Automotive Service Technician Level 4</td>
<td>NR</td>
<td>60</td>
<td>(645*46.7) 30121</td>
<td>0</td>
<td>AP 498</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 Rs.2,65,667/- (Rupees Two lakh Sixty Five thousand Six hundred and Sixty Seven only) to M/s Kuttukaran Institute of Human Resources Development by way of RTGS transfer to the bank account of the agency as detailed below.

<table>
<thead>
<tr>
<th>No</th>
<th>Centre Location</th>
<th>TCO No</th>
<th>First instalment</th>
<th>Amount due to STP</th>
<th>Less 2%</th>
<th>TDS</th>
<th>Amount released to STP</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Kochi - Automotive Service Technician Level 4</td>
<td>AP 498</td>
<td>271089</td>
<td>271089</td>
<td>5422</td>
<td>265667</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>271089</strong></td>
<td><strong>5422</strong></td>
<td></td>
<td><strong>265667</strong></td>
</tr>
</tbody>
</table>

TDS amount **Rs.5422** Shall be remitted in the PAN **AAATK2614G**

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 effect necessary entry in the MIS for the amount shown in column No 6 of the above table.

(Sd)
S.Harikishore IAS *
Executive Director

Copy to
1. Accounts section for effecting payment
2. CEO of M/s Kuttukaran Institute of Human Resources Development
3. Accounts officer
4. Secretary, Kochi
5. City Mission Manager (S&L), CMMU, Kochi