

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

Present: S. Harikishore IAS

**Sub:** NULM- EST&P – Training in General Duty Assistant – Kannur- AP 359- Kollam – AP 369- Medical Records and Health Information Technician- Angamaly – AP390 – Release of First Instalment of training fee to M/s Hindustan Latex Family Planning Promotion Trust:-reg

No. 4536/P/2018/KSHO(i)- NULM007

Date: 20.12.2018

**Read:** 1) Proceedings No. 3711/P/2016/KSHO dated 06.04.2018 (work order)  
2) MoU between Kudumbashree and Hindustan Latex Family Planning Promotion Trust made on 30.04.2018  
3) Letter from M/s Hindustan Latex Family Planning Promotion Trust for release of first instalment of training fee recommended and forwarded by City Mission Manager, Kannur, Kollam and Angamaly.

**Order**

Kudumbashree has issued a work order vide reference 1<sup>st</sup> cited to the Skill Training Provider (STP), Hindustan Latex Family Planning Promotion Trust for conducting placement linked skill training in various trades including in the job role General Duty Assistant, Medical Records and Health Information Technician. Now the agency has enrolled candidates for the course General Duty Assistant, Medical Records and Health Information Technician in their training centres located at Kannur, Kollam & Angamaly 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.

No	Centre Location& Course	TCO No (Present Batch)	Type of training	Total Work order	Rate per candidate	Hostel fee per day/Candidate	Candidates enrolled earlier	Candidates enrolled in present batch	Candidates after batch freezing	No of candidates availing hostel
1	Kannur - General Duty Assistant	AP 359	NR	35	(36.44*560) 20406	0	0	32	31	0
2	Kollam - General Duty Assistant	AP 369	NR	35	(36.44*560) 20406	0	0	31	31	0

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3	Angamaly - Medical Records and Health Information Technician	AP 390	R	35	(42.42*1000) 42420	166.66	0	33	32	25

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 cities 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. Hostel fee is calculated at the rate of Rs.166.66/day and settlement of fee will be made after fixing the hostel fee.

No	Centre Location & Course	TCO No	First instalment	Hostel fee (50%)	Amount due to STP	Less TDS 2%	Amount released to STP
1	2	3	4	5	7	8	9
	Kannur - General Duty Assistant	AP 359	189776	0	189776	3796	185980
	Kollam - General Duty Assistant	AP 369	189776	0	189776	3796	185980
	Angamaly - Medical Records and Health Information Technician	AP 390	407232	337486	744718	14894	729824
	<b>Total</b>				<b>1124270</b>	<b>22486</b>	<b>1101784</b>

In these circumstances, sanction is hereby accorded to release an amount of Rs.11,01,784/- (Rupees Eleven Lakhs One Thousand Seven Hundred and Eighty Four only) to M/s Hindustan Latex Family Planning Promotion Trust by way of RTGS transfer to the bank account of the agency as detailed below.



Beneficiary Name	Hindustan Latex Family Planning Promotion Trust
Bank account No.	57007696542
Bank	STATE BANK OF INDIA
Branch	NAC POOJAPPURA
IFSC Code	SBIN0070502

TDS amount **Rs.22,486/-** Shall be remitted in the PAN **AAATH1293A**

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 7 of the above table.

Bank		Sd/-
Branch		Executive Director, Kudumbashree &
IFSC Code		State Mission Director, NULM

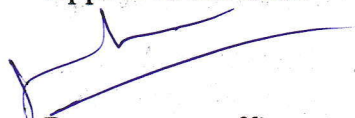
To **AAATH1293A**

1. Accounts section for effecting payment
2. CEO of M/s Hindustan Latex Family Planning Promotion Trust

Copy to

1. Accounts officer
2. Secretary, Kannur, Kollam & Angamaly
3. City Mission Manager (S&L), CMMU, Kannur, Kollam & Angamaly
4. Stock file

Approved for issue

  
Programme officer