DDU-GKY
Deen Dayal Upadhyaya
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KAUSHAL BHARAT

ERP SYSTEM FOR DDUGKY

राग्राविपंरासं
NIRDPR

NATIONAL INSTITUTE OF RURAL DEVELOPMENT & PANCHAYATI RAJ
MINISTRY OF RURAL DEVELOPMENT, GOVT. OF INDIA

National Institute of Rural Development & Panchayati Raj

Ministry of Rural Development, Govt. of India

User Manual for

‘Kaushal Bharat’

ERP System for DDU-GKY

Revised Sanction Order

(PIA Login)

Version V1.0 Dated: 27.02.2020

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PIA - Admin Login

‘Kaushal Bharat’
ERP System for DDU-GKY

Module A1 – Project Initiation

Sub Module A1.1 – Revised Sanction Order

Definition: Revision of Sanction order issued to the PIA.

Option to revise sanctioned training target, proposed Districts, District wise Targets, Trades, Trade wise targets., etc., after the appropriate approval from the competent authorities

Prerequisite/s:

1. Approval of Sanction order in the ERP System

Process:

1. Based on the requirement, SRLM can provide an option to PIA to revise / modify the details of approved sanction order after the directions and approvals of the competent authorities
2. SRLM Operations can send back the approved Sanction order for modification to PIA Admin.
3. PIA Admin has to modify the details of the Sanction order like revised sanctioned training target, proposed Districts, District wise, Targets, Trades, Trade wise targets., etc., and submit for approval to the SRLM operations
4. SRLM Operations has to take decision as either ‘Approved’ or ‘Send for Modification’
    a. If the user selects ‘Approved’, the Sanction order will be forwarded to SRLM Admin for approval
    b. If the user selects ‘Send for Modification’, the Sanction order will be made in edit mode to PIA Admin for necessary modifications and resubmission as per the remarks
5. SRLM Admin has to take decision as either ‘Approved’ or ‘Send for Modification’
    a. If the user selects ‘Approved’, the Sanction order will be approved and SRLM Operations and PIA can view the details of issued Sanction order once in view only mode
    b. If the user selects ‘Send for Modification’, the Sanction order will be made in edit mode to PIA Admin for modification and resubmission as per the remarks

Revised Sanction Order Dashboard

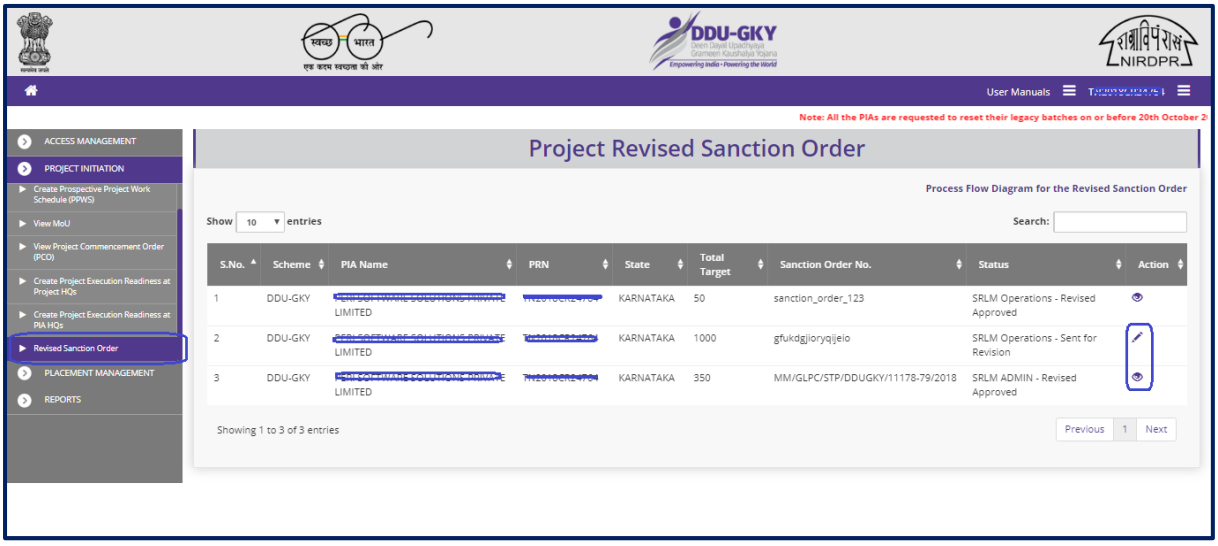

Figure – A1 (Revised Sanction Order Dashboard)

Description:

1. This screen allows the user to view the list of Sanction orders issued to the projects.
2. Once the respective SRLM initiates the Revised Sanction Order process of the project, the particular Sanction Order will be made in edit mode for modifications suggested by the SRLM
3. If the user clicks icon against any Sanction Order, he/she will be directed to 'Revised Sanction Order Detail' page, where the user has to update the details of the revised Sanctioned details
4. If the user clicks icon against any Sanction order, he/she will be directed to 'Revised Sanction Order View' page, where the user can view the details of Sanction order in View only mode

Revised Sanction Order

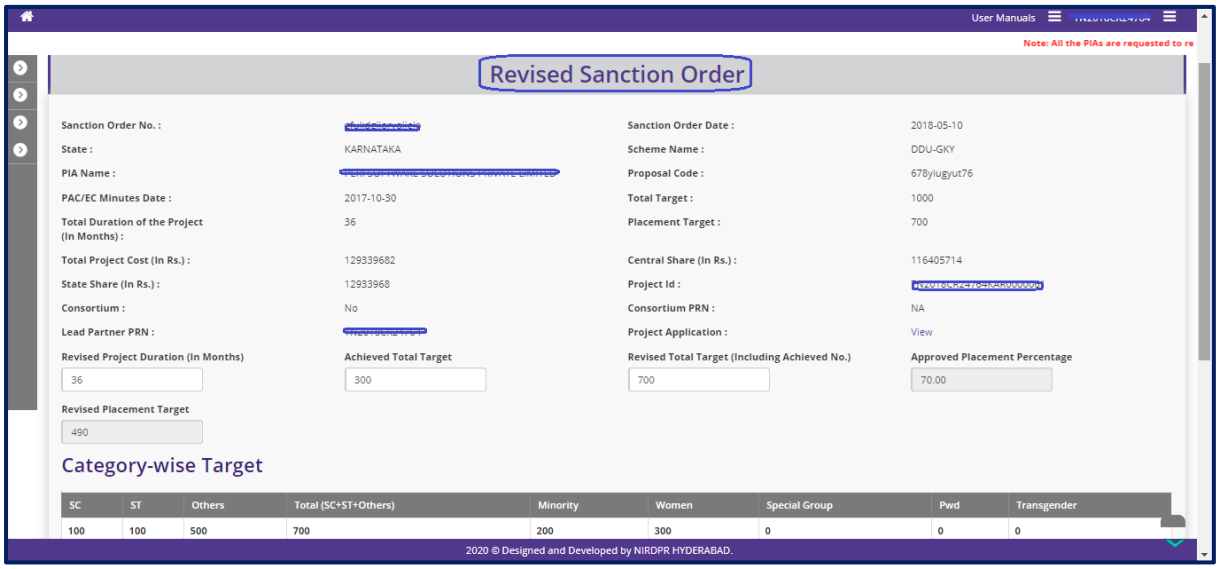

Figure – A2 (Revised Sanction Order)

Description:

1. This screen allows the user to view the basic details of the Sanction order and to update the details like Revised Project duration, Achieved Total Target, Revised Targets (Including Achieved no.) , and Revised category wise targets
2. After entering the details, the user has to click ‘Save and Continue’ to save the information and to move to next screen

Trade wise Target

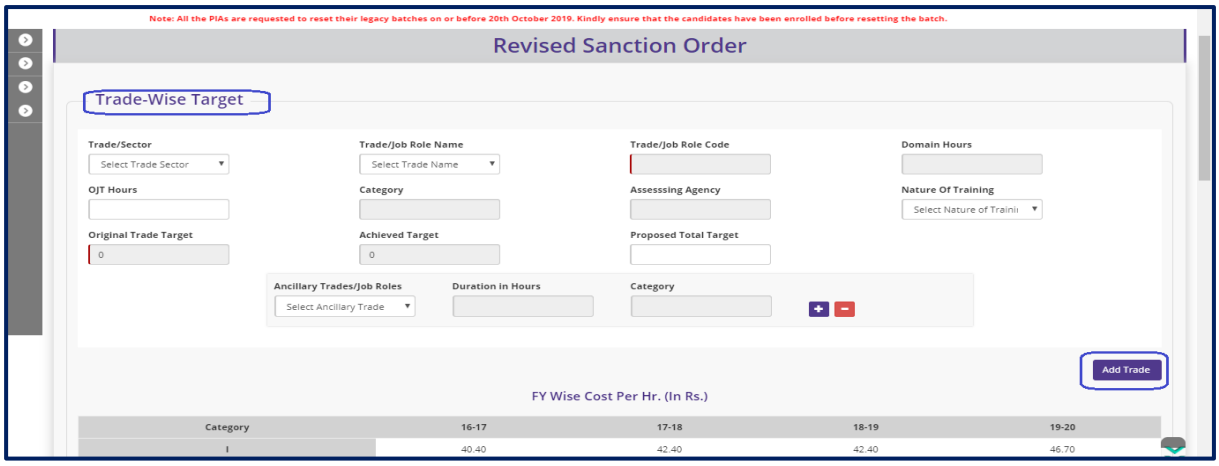

Figure – A3 (Trade wise target)

Description:

1. This screen allows the user to update the details of Trade wise targets.
2. After filling the details, the user has to click ‘Add Trade’ option to add the trade to the list
3. After entering the details, the user has to click ‘Save and Continue’ to save the information and to move to next screen

District wise Target & Proposed Location of Training Centres

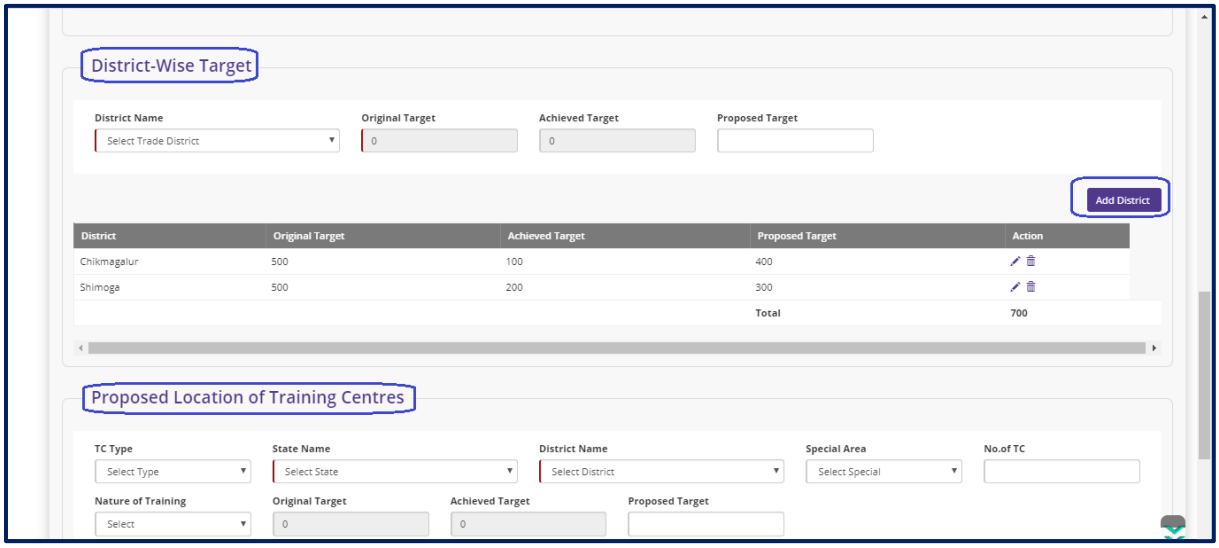

Figure – A4 (District wise target & Proposed locations of TCs)

Description:

1. This screen allows the user to update the details of District wise targets.
2. After filling the details, the user has to click ‘Add District’ option to add the District to the list
3. Also, the user has to update the details of the proposed location of the training centres
4. After entering the details, the user has to click ‘Save and Continue’ to save the information and to move to next screen

Training Centre Location Trades

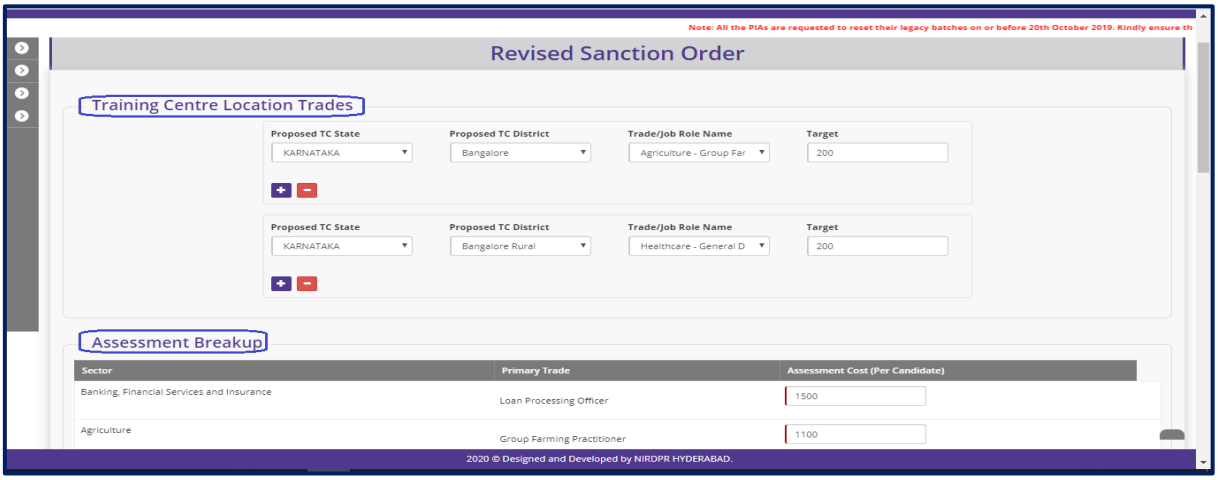

Figure – A5 (Training Centres location trades & Assessment Breakup)

Description:

1. This screen allows the user to update the details of Training centre location wise trades and Assessment breakup with trade wise assessment cost per candidate.
2. After entering the details, the user has to click ‘Save and Continue’ to save the information and to move to next screen

Training Target Distribution & Boarding and Lodging Arrangement

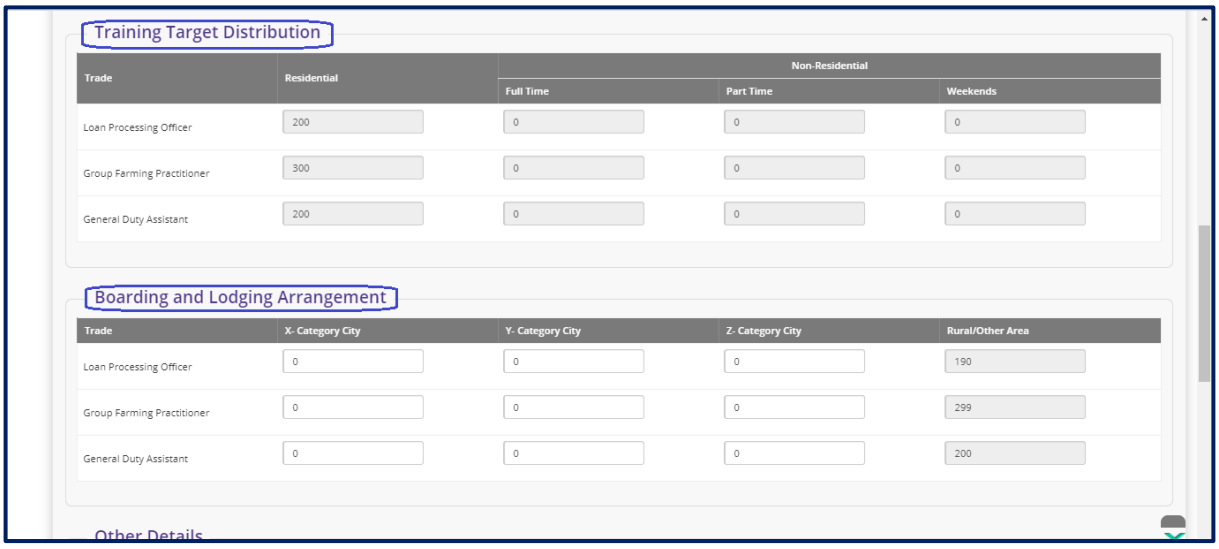

Figure – A6 (Training Target distribution & Boarding and Lodging Arrangement)

Description:

1. This screen allows the user to update the trade wise training target distribution (Residential and Non- Residential) and trade wise boarding and lodging arrangements for X, Y, Z category cities and rural/ other areas
2. After entering the details, the user has to click 'Save and Continue' to save the information and to move to next screen

Proposed details (Placement, PPS and Welfare Cost)

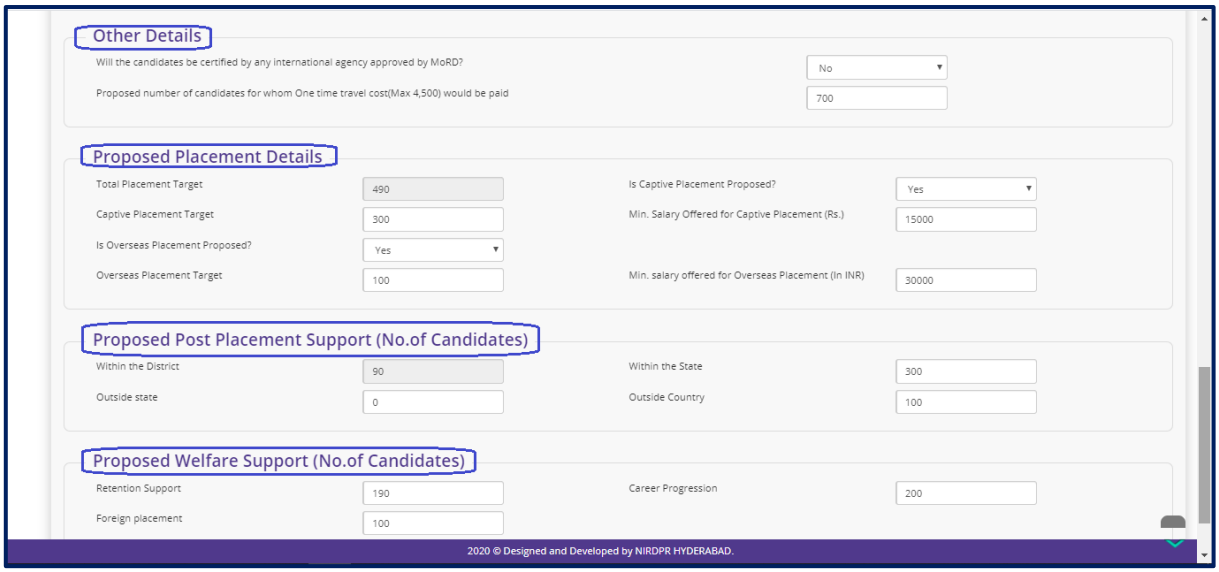

Figure – A7 (Proposed Placement, PPS and Welfare Support)

Description:

1. This screen allows the user to update the details of certification of candidates by any international agency approved by MoRD , Proposed number of candidates for whom One time travel cost(Max 4,500) would be paid under others tab.

2. The user has to update the details of proposed placement details, proposed numbers for post placement support and welfare support
3. After entering the details, the user has to click ‘Save and Continue’ to save the information and to move to next screen

Project Budget

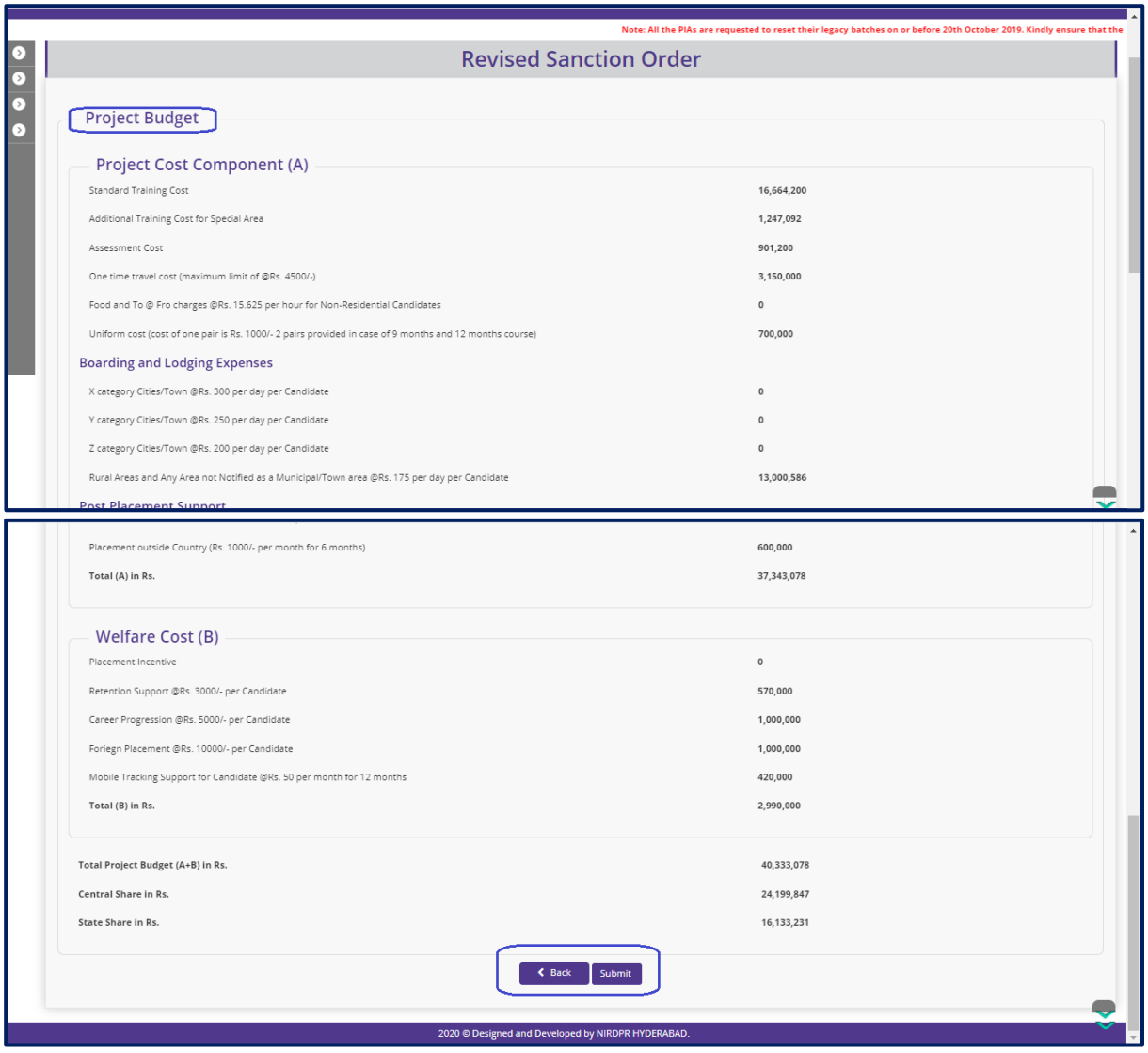

Figure – A8 (Project Budget)

Description:

1. This screen allows the user to view the project budget details generated by the system based on the information provided in the previous screens.
2. After viewing the details, if the user wants to submit the revised sanction order details, he/she has to click ‘Submit’ option.
3. The revised sanction order will be forwarded to SRLM operations for approval

View Revised Sanction Order Details

Figure – A9 (Revised Sanction Order Details view)

Description:

1. This screen allows the user to view the basic details of the Revised Sanction order in view only mode