

STANDARD FORM OF SOP

SF 3.1A: Prospective project work schedule

Template for the schedule is given below and a signed copy should be attached to the MoU as Annexure.

| Month no. | Course Duration | No. of candidates for whom training will be started | No. of candidates for whom training will be completed | Cumulative no. of candidates for whom trainings will be started | Cumulative no. of candidates for whom trainings will be completed | Monthly placement target | SC | ST | Minority | Women |
|-----------|-----------------|---|---|---|---|--------------------------|----|----|----------|-------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 1 | 3 month | 100 | 0 | | | | | | | |
| 1 | 6 month | 600 | | | | | | | | |
| 1 | 9 month | 40 | | | | | | | | |
| 1 | Total | 200 | | | | | | | | |
| 2 | 3 month | | | | | | | | | |
| 2 | 6 month | | | | | | | | | |

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|-------------|-----------------|---|---|---|---|--------------------------|----|----|----------|-------|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 2 | 9 month | | | | | | | | | |
| 3 | 3 month | | | | | | | | | |
| 3 | 6 month | | | | | | | | | |
| 3 | 9 month | | | | | | | | | |
| 10 | | | | | | | | | | |
| 11 | | | | | | | | | | |
| 12 | | | | | | | | | | |
| Total first | | | | | | | | | | |

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Note: 1. The above template reflects training target for 1 year and it can be repeated till the end of the project.

1. **Cumulative monthly target:** Will be the sum total of the previous months
2. **SC, ST, Minority, Women and PwD:** Will be as per Sanctioned project percentage for the mentioned categories