

SF 6.1A: Letter to SRLM seeking information on mobilization plan

(To be printed on PIA Letterhead)

To,

Name of the Officer

Designation

Organization

Address

Subject: Seeking information on mobilization plan for *(Name of Project)*

Reference: Your letter No (or MoRD letter No.) _____ dated _____

Dear Sir,

As per reference cited above, we have been assigned a project to train rural youth in your state with the following district wise break up:

Sl.No	Name of the district	Target

We have already submitted a prospective action plan for undertaking the tasks. In this regard, you are requested to provide us with the list of Gram Panchayats for mobilizing the candidates.

We look forward to your guidance and support in implementing the project.

Yours sincerely,

(Authorised Person)

(Seal of the PIA)

STANDARD FORM OF SOP



Copy to CTSA