

SF 10.1B: COMPETENT AUTHORITY FOR HANDLING DEFAULT PROCEDURES

Table Error! No text of specified style in document.-1: Competent authority to handling default procedures for APS

Category	Competent authority of SRLM	Recipient & Respondent of PIA	Copy to: for information
Yellow Alert	Authority to issue & escalate: The person designated to issue such notices*	Project head	MoRD: Joint Secretary (Skills) CTSA: Head of skills unit of the organisation PIA: Authorized signatory & CEO
Red Alert	Authority to issue, escalate & close the alert: The person designated to issue such notices*	Authorized signatory	MoRD: Joint Secretary (Skills) CTSA: Head of the organisation PIA: Project head & CEO
Issue of Show cause notice	Issuing Authority - COO/Skills, SRLM	Authorized signatory	MoRD: Joint Secretary (Skills) CTSA: Head of skills unit of the organisation PIA: Project head & CEO
Imposition of minor penalty / Termination of penalty proceedings	COO/Skills, SRLM	Authorized signatory	MoRD: Joint Secretary (Skills) CTSA: Head of skills unit of the organisation PIA: Project head & CEO
Imposition of major penalty	CEO/SRLM or equivalent (who is a level higher than COO/Skills, SRLM)		
Appellate Authority	Minor penalty: CEO/SRLM or equivalent (who is a level higher than COO/Skills, SRLM) Major penalty: Principal Secretary, RD, State Government	Authorized signatory	MoRD: Joint Secretary (Skills) CTSA: Head of skills unit of the organisation PIA: Project head & CEO
Direct imposition of penalty	Minor penalty: CEO/SRLM or equivalent (who is a level higher than COO/Skills, SRLM) Major penalty:	Authorized signatory	MoRD: Joint Secretary (Skills) CTSA: Head of skills unit of the organisation PIA: Project head & CEO

STANDARD FORM OF SOP

Principal Secretary, RD, State Government

* The competent authority from SRLM for handling default procedures for APS should not be below State Project Manager (SPM).

Table Error! No text of specified style in document.-2: Competent authority to handling default procedures for YPS

Category	Competent authority of CTSA/ MoRD	Recipient & Respondent of PIA	Copy to: for information
Yellow Alert	Authority to issue & escalate: The person designated to issue such notices from CTSA	Project head	MoRD: Joint Secretary (Skills) SRLM: Head of the organisation PIA: Authorized signatory & CEO
Red Alert	Authority to issue, escalate & close: The person designated to issue such notices from CTSA	Authorized signatory	MoRD: Joint Secretary (Skills) SRLM: Head of the organisation PIA: Project head & CEO
Issue of Show cause notice	Issuing Authority - Joint Secretary (Skills), MoRD	Authorized signatory	CTSA Head of skills unit of the organisation SRLM: Head of the organisation PIA: Project head & CEO
Imposition of minor penalty / Termination of penalty proceedings	Joint Secretary (Skills), MoRD	Authorized signatory	CTSA: Head of skills unit of the organisation SRLM: Head of the organisation PIA: Project head & CEO
Imposition of major penalty	Joint Secretary (Skills), MoRD		
Appellate Authority	For Minor Penalty: Additional Secretary incharge of Skills in MoRD For Major Penalty: Additional Secretary incharge of Skills in MoRD	Authorized signatory	CTSA: Head of skills unit of the organisation SRLM: Head of the organisation PIA: Project head & CEO
Direct imposition of penalty	For Minor Penalty: Joint Secretary (Skills), MoRD For Major Penalty: Additional Secretary incharge of Skills in MoRD	Authorized signatory	CTSA: Head of the organisation SRLM: Head of the organisation PIA: Project head & CEO

