

SF 10.2B: YELLOW (LEVEL 1) ALERT

<To be printed on CTSA/ SRLM letterhead>

YELLOW (LEVEL 1) ALERT

To
[Name of the Authorised signatory of the PIA]
[Designation of the Authorised signatory of the PIA]
[Name of PIA]
[Address]

Date:
File No:
Yellow Alert No²:

Project Details

Sanction Order No.³:
Sanction Order Date:
Project Commencement Date:
State(s) of Operation:

1. This notice is being issued to you under Section 10.2 of the Standard Operating Procedures of the Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) to alert you to the occurrence of default(s) in the implementation of the above project by your organisation, as per the details given in Annexure 1.
2. You are hereby advised to take corrective action immediately, as per the details given in Annexure 1, and inform the undersigned of the same, along with supporting evidence of the action taken, on or before the 18th of this month. Failure to do so may result in escalation of the default and lead to initiation of penalty proceedings.

OR

2. You are hereby advised that although you have completed the task as per the details given in Annexure 1, this was not done within the stipulated time-frame, and will therefore be counted as a default. However, no further action is necessary. This notice is only for your information.
3. This Alert and the relevant annexures are being emailed to [Primary email id for all communication mentioned in SF 3.3A] and may be acknowledged.
4. All communications should be sent by email to the address given below.

[Signature & Seal of Authorized Signatory]

< CTSA/ SRLM >

Address and Email ID

² Alert to be issued separately for each project, and numbered sequentially for every project

³ Mention latest/revised copy of Sanction Order

CC:

1. Chief Executive Officer & Project Head
2. CTSA/SRLM
3. Joint Secretary (Skills), MoRD
4. Office copy

Annexure I: Statement of default(s)

Sr. No.	Reference: Guidelines/ SoP/ Notification/ any relevant document	Item (Deviations)	Remarks/ Action to be taken by PIA

Annexure II

Supporting evidence – documents, photos, video, audio transcripts, etc.:

Annexure III

List of witnesses