

SF 10.2H: PENALTY RECOMMENDATION INTIMATION

<To be printed on CTSA letterhead>

PENALTY RECOMMENDATION INTIMATION

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

Date:
File No:
Penalty Recommendation Intimation No¹⁷:

Project Details

Sanction Order No.¹⁸:
Sanction Order Date:
Project Commencement Date:
State(s) of Operation:

1. This is to inform you that a recommendation is being sent to the Ministry of Rural Development for initiation of penalty proceedings against your organization for default(s) in project implementation under Section 10.2.3 of the Standard Operating Procedures of the Deen Dayal Upadhyaya Grameen Kaushalya Yojana in view of the following:
2. You have taken no action/ incomplete action¹⁹ to address the default(s) in response to the Red Alert No. [No. of Red Alert] warning you of the possibility of penal action, issued to you on [date of issue of Red Alert].

AND/OR

You have not provided any explanation/a satisfactory explanation for the occurrence/continuance of the default²⁰ in response to the Red Alert No. [No. of Red Alert] warning you of the possibility of penal action, issued to you on dated [date of issue of Red Alert].

OR

1. This is to inform you that a recommendation is being sent to the Ministry of Rural Development for initiation of penalty proceedings against your organisation for default(s) in project implementation under Section 10.2.3 of the Standard Operating Procedures of the Deen Dayal Upadhyaya Grameen Kaushalya Yojana.
2. A detailed statement of the items of default is included in Annexure I.

¹⁷ Notice to be issued separately for each project, and numbered sequentially for every project

¹⁸ Mention latest/revised copy of Sanction Order

¹⁹ Strike out which is not applicable

²⁰ Strike out which is not applicable

3. The Ministry of Rural Development will consider this recommendation and decide whether penalty proceedings should be initiated against M/s [Name of PIA]
4. You will be hearing from the Ministry of Rural Development in due course.
5. The memorandum and annexures are being emailed to [Primary email id for all communication mentioned in SF 3.3A] and may be acknowledged by email to the address given below.

[Signature & Seal of Authorized Signatory]

< CTSA >

Address and Email ID

CC to:

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

Annexure I: Statement of default(s)

The following defaults have occurred in implementation of the project

Sl. No.	Default	Details of evidences, if any

Annexure II:

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

Annexure III:

List of witnesses