

SF 10.3A: SHOW CAUSE NOTICE

<To be printed on MoRD/SRLM letterhead>

SHOW CAUSE NOTICE

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

Date:
File No:
Show Cause Notice No.¹:

Project Details

Sanction Order No.²:
Sanction Order Date:
Project Commencement Date:
State(s) of Operation:

1. This is with reference to the Red (Level 2) Alert number [Red Alert number] dated [date of Red Alert] issued to your organisation under Section 10.2 of the Standard Operating Procedures of the Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY) for default(s) in the implementation of the above mentioned project. A statement of items of default is included in Annexure I.

There has been no response from your organisation to the Red Alert / No corrective action has been taken in response to the Red Alert/ the explanation in response to the Red Alert is not satisfactory (for reasons provided in Annexure II)³.

In view of this a recommendation for initiation of penalty proceedings against your organisation has been received by us. You have been informed of this vide Penalty Recommendation Intimation number [Penalty Recommendation Intimation No] dated [Date of issue of Penalty Recommendation Intimation].

OR

1. This is to inform you that penalty proceedings are being initiated herewith against your organisation by the Ministry of Rural Development, Government of India / State Rural Livelihood Mission of the State of [State Name] for default(s) in project implementation under Section 10.3 of the Standard Operating Procedures of the Deen Dayal Upadhyaya Grameen Kaushalya Yojana (DDU-GKY). A statement of items of default is included in Annexure I.
2. You are hereby called upon and given this notice to show cause in writing, as to why penalty should not be imposed against M/s [Name of PIA], within 25 days of the receipt of this memorandum, failing which the matter will be decided ex-parte.
3. The memorandum and annexures are being emailed to [Name of the Authorised Signatory], [Primary email id for all communication mentioned in SF 3.3A] and may be acknowledged to the email given

¹ To be issued separately for each project, and numbered sequentially for every project

² Mention latest/revised copy of Sanction Order

³ Strike out which is not relevant

below. A print version is also being despatched by Registered Post/ Speed Post. The date of receipt of memorandum by your organisation is deemed to be two days after the despatch of email.

4. All communications, including your response to this notice, should be sent by email to the address given below and, in addition, by Registered Post / Speed Post.

[Signature & Seal of Authorized Signatory]

< MoRD/ SRLM >

Address and Email ID

CC: (if issuing authority is MoRD)

1. Chief Executive Officer & Project Head
2. CTSA
3. SRLM

CC: (if issuing authority is SRLM)

1. Chief Executive Officer & Project Head
2. CTSA
3. Joint Secretary (Skills), MoRD

Annexure I: Statement of default(s)

The following defaults have occurred in implementation of the project

Sl. No.	Default	Details of evidences, if any
1	2	3

Annexure II⁴

Reasons for non-acceptance of PIA's explanation for occurrence/continuance of default

Annexure III:

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

Annexure IV:

List of witnesses

⁴ Applicable only if PIA has been issued Red Alert and has not provided satisfactory explanation for default