

SF 10.3I: DECISION ON APPEAL AGAINST PENALTY

<To be printed on MoRD/ SRLM letterhead>
DECISION ON APPEAL AGAINST PENALTY

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

Date:
File No:

Project Details

Sanction Order No.¹:
Sanction Order Date:
Project Commencement Date:
State(s) of Operation:

Ref 1: Notice of Imposition of Penalty No. [Notice of Imposition of Penalty No.] dated [Date of issue of Notice of Imposition of Penalty]

Ref 2: Appeal against Penalty dated [Date of issue of Appeal against Penalty]

Ref 3: Personal Hearing Notice No. [Personal Hearing Notice No.] dated [Date of issue Personal Hearing Notice]

Ref 4: Proceedings of Personal Hearing dated [Date of issue of Proceedings of Personal Hearing]

1. This has reference to the penalty imposed on your organisation for default(s) in project implementation under section 10.3 of the Standard Operating Procedures of the Deen Dayal Upadhyaya Grameen Kaushalya Yojana, and the subsequent hearing of your appeal against the said penalty.
2. We have considered all the facts and circumstances of the case and wish to inform you that the penalty imposed against your organisation has been cancelled herewith.
3. You are hereby informed that the default(s) will be recorded and counted at the time of performance assessments.
4. You are advised to comply fully in future with all the norms for project implementation specified in the Standard Operating Procedures. Any further default will be viewed seriously and liable for penal action.

OR

1. This has reference to the penalty imposed on your organisation for default(s) in project implementation under section 10.3 of the Standard Operating Procedures of the Deen Dayal Upadhyaya Grameen Kaushalya Yojana, and the subsequent hearing of your appeal against the said penalty.
2. We have considered all the facts and circumstances of the case and wish to inform you that we have taken the decision to uphold/ modify the penalty imposed on your organisation.

¹ Mention latest/revised copy of Sanction Order

3. Details of upheld/ modified penalty are as follows:

Nature of Penalty: (Major/ Minor)	
Details of Penalty Imposed	
Reasons for Penalty Imposition	
Process of Implementation of Penalty	
Action to be taken by PIA	
Date by which action to be taken by PIA	

4. You are hereby advised to comply with the above order within [Days in Number]² days of receipt of this memorandum along with evidence of compliance. Any failure in this regard is likely to result in penal action against your organisation.
5. The memorandum is being emailed to [Name of the Authorised Signatory], [Primary email id for all communication mentioned in SF 3.3A] and also being sent to your organisation by Registered/ Speed Post. The date of receipt of this memorandum will be deemed to be two days after the despatch of the mail.
6. All communications should be sent by email to the address given below along with physical despatch of documents to the address given below.

[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. The Joint Secretary (Skills)

² Days will be as per discretion of Appellate Authority

STANDARD FORM OF SOP

Annexure I

Statement of Default(s)

Sl. N o.	Defa ult	Details of evidenc es, if any	Explanati on of PIA	Details of evidenc es, if any	CTSA comme nts	Details of evidenc es, if any	Decisio n of Penalty Imposi ng Authori ty	PIA appea l with reaso ns	Details of evidenc es, if any	CTSA comme nt on appeal	Details of evidenc es, if any	Comme nts of RSD, MoRD
1	2	3	4	5	6	7	8	9	10	11	12	13