F. No. 63-61/2020-21
National Institute of Social Defence
Ministry of Social Justice & Empowerment
Plot G-2, Sector 10, Dwarka, New Delhi – 110075

13th January, 2021

SANCTION ORDER

Sanction of the Competent Authority is hereby conveyed for incurring an expenditure of **Rs.3,36, 000/-** (Rupees Three lakh thirty-six thousand Only) for organizing **"Training of Yoga Therapists / Teachers (Senior Citizens Homes)"** with **Indian Yoga association (IYA)** from January 2021 onwards.

2. The programme should be conducted as per the schedule indicated above or within 31st March, 2021. The sanction order will lapse after the due date. The agency must refund the advance money if programme is not conducted, within the stipulated time.

3. The detailed fund provision for each programme is as given below:

Sl. No.	Item	Cost (in Rs.)
1	Module Creation (5 Members in Task Force) (Onetime expenses/payment)	₹ 50,000.00
2	Module Document or Manual (15 to 20 pages) (Onetime expenses/payment)	₹ 25,000.00
3	**Orientation Workshops** 3-day workshops will be conducted by IYA Experts. Workshop Fees per day for THREE Facilitators = Rs. 25000/-	₹ 75,000.00
4	**Re-Orientation Workshops** 3-day workshops will be conducted by IYA Experts. Workshop Fees per day for THREE Facilitators = Rs. 25000/- **Once in SIX (6) months**	₹ 75,000.00
5	Online VC Platform fees @ Rs 1200/- per candidate (Learning Management System for 3 days)*	₹ 36,000.00
6	Honorarium to IYA	₹ 50,000.00
7	Contingencies (to IYA)	₹ 25,000.00
	Total	**₹ 3,36,000.00**

Above budget has been prepared with following considerations:

13/01/2021

Scanned with CamScanner

(i) Items 1 and 2 are one-time expenses for creation of modules
(ii) Item 3 to 7 are costs of training a batch of 30 yoga teachers

*** Learning Management System**

a) Textual Learning Materials
b) Hosting of content from various subject matter expert
c) Audio/Videos of core subject and related subjects
d) Self-assessment modules to help participants understand where they stand and help them improve
e) Assignments/ worksheets for continual assessment
f) Video conference for live sessions of theory and practice sessions
g) Examination modules for final examinations
h) Secure examination module that will ensure participants do to cheat
i) Archiving of sessions for future use as reference materials/ use of next batches
j) Upon successful completions, participant's digital certificates will be created systemically
k) Digital Grade cards will be made available to participants upon successful completion

4. The amount will be released in two instalments. Total 80% of the sanctioned amount will be released initially. The remaining 20% will be released on settlement of accounts by submitting original bill/voucher and report/information as per terms and conditions within one month of completion of programme in accordance with General Financial Rule (GFR) norms of Government of India

5. Accordingly, Rs 2,68,800/- (Rupees Two lakh Sixty eight thousand Eight hundred Only) being 80% of the total sanctioned amount is hereby released through PFMS. Account details for release of payment are as under.-

Bank Name	**Punjab National Bank**
A/c Name	**Indian Yoga Association**
IFSC code of the Bank	**PUNB0015300**
Bank address	**5, Sansad Marg, Delhi-110001**
Bank account No. (Credit)	**0153000110117725**
SWIFT Code	**PUNBINBBISB**

6. Collaborating organization is required to adhere to the following terms and conditions **(kindly read the terms and conditions carefully):**

13/01/2021

Scanned with CamScanner

(i) **The target group of programme will be Yoga Therapists / Teachers (Senior Citizens Homes) under the jurisdiction of MSJE, GOI. The number of participants in the programme should be 30.**

(ii) The agency is compulsorily required to provide acknowledgement certificate from the authority where the programme is conducted, failing which the organization of programme will not be considered by NISD

(iii) Duly signed payment receipt from participants/ resource person for receiving honorarium/ prize if, any. The receipt showing payment of honorarium to resource persons shall contains details such as name of recipient, purpose of honorarium and his/her contact details

(iv) The detailed report of each programme including date, time and session wise details, schedule of programme containing duration of session, topic of session along with name of resource person with session details, activity detail, photographs shall be submit to NISD

(v) The programme must be organized by collaborating agency itself only (including their branches, if any)

(vi) Payments of Rs 10,000/- or more to a person/firm/company/service provider etc, for entire course/programme, must be made through account payee cheque. **The collaborating agencies should submit a copy of cheque leaf vide which payment has been made along with a copy of relevant page of the passbook indicating the transfer of fund.**

(vii) The bills should be proper with bill no., date, name of items, unit price and total price, without any cutting/over-writing and pertaining to the duration of programme.

(viii) The expenditure should be calculated on pro-rata basis as per no. of participants but participants should not exceed the number as mentioned in sanction order.

(ix) While incurring expenditure, the provision of General Financial Rules (GFR) shall be adhered to i.e. expenditure should be economical and at competitive rates.

(x) The collaborating agency shall be responsible and accountable for claim of any bill/invoice/vouchers of expenditure/name of the participants found fraudulent. In such case, NISD may reject entire expenditure of the programme and the amount released to the collaborating agency shall be recovered from it along with the interest at rate prescribed by Government from time to time.

13/01/2021

Scanned with CamScanner

7. The expenditure is debited to Demand No.92, Major Head 2235, Social Security and Welfare, 04 National Institute of Social Defence, 04.00.31, Grant-in-Aid (General) for the Year 2020-2021.

8. **It may be noted that all transactions over and above Rs.5000/- are to be made only through digital means. Transactions less than Rs.5000/- should be made digitally to the extent possible. This is in accordance with the Government of India's directions to promote digital transactions. Hence, this is for strict compliance.**

Encl. as above

13/01/2021

(Dr. H.C.Sridhara Channakeshava Ranga Reddy)
Dy. Director (Admin. &Plg.)

Copy to:

1) Mr. Ravi Tumuluri, Joint Secretary, Indian Yoga Association, 2nd Floor, Plot No- 39, Pocket-B 3, Sector 17, Dwarka, New Delhi-110078, with the remarks that the expenditure should be within the sanctioned amount for each head and no excess expenditure in any head will be accepted under any circumstances. The unspent balance should be sent alongwith accounts vouchers/bills/receipts/reports within one month on completion of the programme failing which interest will be charged on unspent balance as per rates prescribed by the Govt from time to time. The guidelines issued in this regard should be strictly followed. Clarification, if any, may please be sought from NISD beforehand.

2) Accounts Section (2 Copies)

3) Office File

Dy. Director (Admn. &Plg.)

Scanned with CamScanner