

Rajiv Gandhi Chaithanya Yojane

Details of a training centre (with residential facilities)

1. Basic information

Sl. No.	Particulars	Details
1	Name of PIA	
2	Name of training centre to which residential facility is attached	
3	Address (if not same as the training centre otherwise)	Building No
		Street 1
		Street 2
		City/District
		State
		Pin code
4	Warden (for female hostel)	Name
		Employee id
		Address
		Email id
		Mobile
5	Warden (for male hostel)	Name
		Employee id
		Address
		Email id
		Mobile

2. Physical Infrastructure

2.1 Basic Information

Sl. No.	Particulars	Proof	Remarks
Basic details			
1.	Ownership of the building (Own(O), Rent(R), Govt.(G))	Photocopy of documentary evidence	
2.	Area of the building (Sq. Ft.) (include corridors but exclude open to sky spaces like court yards etc.)	Schematic of the building plan with clear marking of dimensions	To be noted. Separate measure-ments to be done for individual areas.
3.	Is it RCC/ Non RCC	Photographs	
4.	If it is non RCC is it structurally sound on visual inspection	Photographs	

2.2 Conformance of centre to standards.

Sl. No.	Particulars	Relevant data as mentioned at the item	Proof
Toilets			
1	Toilets (in number)		
2	Washbasins (in number)		
3	Type of Flooring (write whether it is tiled, cemented etc.)		
4	Connection to running water		
Location			
5	Distance from the training centre (in kms)	Type of Flooring (write whether it is tiled, cemented etc.)	
6	If the training centre is more than 1 km, then the availability of pick up and drop facilities		
7	Can the candidates safely come to the centre from the residential facility when training is conducted		
Information Boards			
8	Hostel name board		
9	Student entitlement banner		
10	Contact details of important people		
11	Basic Information board		
Open Spaces for physical activities and outdoor games			
12	Area (in sq. ft)	Highly recommended to provide space for physical activity. To be used only for grading criteria.	

3. Details of residential facilities

Residential areas		
Room 1		
1.	Physical measurements	
a.	Area (in Sq.ft)	
b.	Length (in Ft)	
	Width (in Ft)	
c.	Reception area in female hostels for visitors	
d	Window area (in sq ft)	
e	Do the rooms have windows with cross ventilation?	
2	Sleeping and storing material	
A	Cot (in number)	
B	Mattress (in number)	
C	Bed sheet (in number)	
D	Cupboard/ almirah with locking arrangements (in number)	
3	No of students permitted in the room	
For all the hostel rooms data should be collected in a similar pattern		

Sl. No.	Particulars	Proof
Non-residential areas of the hostel: Kitchen, dining and recreation areas		
1. Kitchen		
A	Area (in sq.ft.)	The kitchen has to be hygienic and spacious enough to cook and store material.
B	Length (in ft.)	
C	Width (in ft.)	
2. Recreation and dining areas		
Physical infrastructure		
1	Are the dining and recreation area are separate?	

	If answer to 1 above is YES, give the following data	
	Dining area	
A	Area	
B	Length	
C	Width	
	Recreation area	
A	Area	
B	Length	
C	Width	
	If answer to 1 above is NO i.e.- dinning and recreation area are common, give the following data	
	Dining and recreation area	
A	Area	
B	Length	
C	Width	
2	Number of stools/chairs/benches	
3	Whether TV with a cable or satellite connection is available for viewing	
3	Equipment for indoor games	
A	_____ (write name)	
B	_____ (write name)	
	Use additional rows if required	
4	Reception area in female hostels to receive male guardians	

3.1 Assessment of maximum no. of candidates permissible:

Sl. No	Room number	Maximum candidates that can be accommodated

3.2 Are the following facilities available at centre?

Sl. No.	Parameter	Status (Yes/No)
1.	Segregation of hostels for male & female candidates	
2.	Warden/care taker for hostels where males stay	
3.	Lady warden/care taker for hostels where females stay	
4.	Security Guards	
5.	Availability of women doctor on call (if female hostel exists)	
6.	Availability of men doctor on call (if male hostel exists)	

4. Others

4.1 Is the following support facilities available at training centre

Sl. No.	Parameter	Status Yes/No
1.	Safe drinking water	
2.	First aid kit	
3.	Fire fighting equipment at appropriated places as per safety norms	
4.	Biometric device	
5.	Genset	
6.	Grievance register	