

**GOVERNMENT OF KARNATAKA**

No.WCD 166 PHP 2023

Karnataka Government Secretariat,  
Multistoried Building,  
Bangalore, dated:25.09.2023.

**From:**

The Secretary to Government,  
Department of Women and Child and Empowerment  
of Differently Abled and Senior Citizens,  
M.S.Building, Bengaluru.-560001.

**To:**

Smt Aishwarya. S  
26/4, 7<sup>th</sup> Cross, Rajiv Gandhi Road,  
Kanakapura Main Road, Jaraganahalli, JP,  
Nagar post, Bengaluru.

Dear,

**Sub: Letter of Appointment for State Coordinator.**

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We are pleased to inform you that have been appointed as a "State Coordinator" under UDID project with effect from the date of reporting on the following terms and conditions:-

1. You will be paid a consolidated amount of Rs.50,000 (Rupees Fifty thousand only) per month which include TA/DA etc., towards your visit within the State of Karnataka in connection with UDID project .
2. This appointment is for period of six months and extendable up to three years. The Department for the Empowerment of Differently Abled and Senior Citizens can terminate the service of Coordinator without any notice.
3. As State Coordinator, you will be located at Bengaluru and will report to Director, Department for the Empowerment of Differently Abled and Senior Citizens, Podium Block, V.V Tower, Dr. B.R Ambedkar Veedhi, Bengaluru.
4. You may also be assigned such other duties as may become necessary for successful implementation of the UDID project.
5. You will be eligible for 18 days leave pro-rata per calendar year. However, leave will be allowed subject to exigencies of work.
6. It is clarified that in addition to the above, you will not be entitles to any other benefits.
7. During the tenure of the assignment with the Department you will not engage yourself in any other assignment or gainful employment without consent of the Department.



8. You are required to maintain the highest order of secrecy with regards to the work or confidential information of the Department and in case of any breach of trust, your appointment may be terminated by the Department without any notice.
9. The Department lays emphasis on all statutory compliances and you should ensure compliance with various statutes in your area of operations.

Kindly sign a copy of this letter in acceptance of the above mentioned terms and conditions and return the same for our records.

**Duties and Responsibilities of the State Coordinator**

1. Coordination with all concerned departments of the State and the Project Management Unit of UDID project in the Department in implementation of project.
2. Monitoring of project progress, maintain project schedule and resolve problems arising out of implementation of the project in the State.
3. Preparation of project status report by collecting and analyzing data information from each village/block/district in the State and submit the same to the Secretary (Women and Child Development and the Empowerment of Differently Abled and Senior Citizens)/officer in charge of the UDID project in the State and copy to the Department.
4. To assist the State Government in conducting camps for enrolment/assessment of Department for the Empowerment of Differently Abled and Senior Citizens wherever organized with due support from the District administration.
5. Escalate any major issues in the project roll-out to Nodal Authorities/Officer-in-charge at the State level and Center.
6. Any other duties/responsibilities assigned to him / her by the conceded State in implementation of UDID project.
7. The State Coordinator will report to the Director of the State dealing with Social Justice/Disabilities. His /Her appointment will be on full time basis (100% involvement).

Yours faithfully,

o/c

(Dr. Prakash. G.C)

Secretary to Government  
Department of Women and Child and  
Empowerment of Differently Abled and  
Senior Citizens.