

## GUIDELINE FOR PRODUCTS PRODUCED IN DSP CENTRES

### **Records:**

1. All products produced in DSP centres shall be the property of DSP.
2. Liaisons/gojays shall ensure efficient use of the raw materials for the production of the products and maintain records.
3. Liaisons and the gojays/store in charge of the DSP centres shall jointly maintain inventory of the products produced in the DSP centres.
4. Trainers along with the trainees shall conduct an analysis and record the costs of all products produced in the centres.
5. Liaisons shall hand over all the products produced in the centres after completion of the training programs to the Facilitation team.
6. Movement of the finished products outside the centres is strictly prohibited.
7. Facilitation team shall submit a report of the finished products with costing to the DSP Steering Committee after completion of the DSP.

### **Sale of products:**

1. Sale of products in local Expo/fair.
  2. Explore possibility of sale of high-quality products in regional/international trade fairs/Expo through Royal Bhutanese Embassies.
  3. Onsite sale from the DSP centres.
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