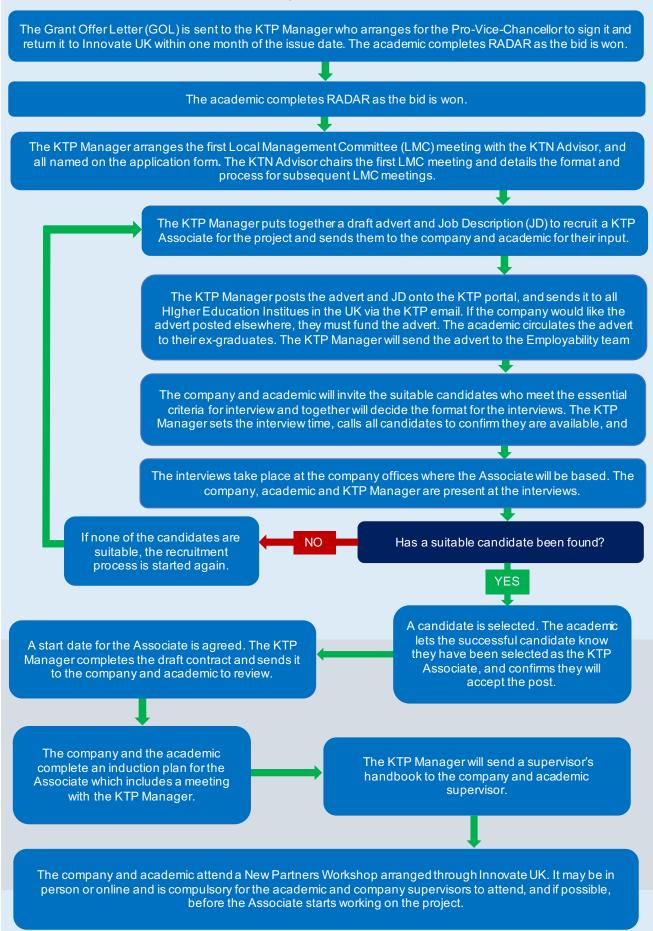
STAGE 2: Project Commences



The KTP Manager ensures the Associate's contract has been signed and updates the Associate on any contract issues.

The Associate starts on the project and completes the first day at work certificate. The certificate is sent to the academic supervisor to sign and forward to payroll to ensure the Associate is paid at the end of the month.

The KTP Manager arranges the first LMC meeting within 4-6 weeks of the Associate's start date. The KTP Manager registers the Associate on the KTP portal and informs the KTN Advisor. The KTN Advisor will contact the Associate separately and welcome them to the scheme, and explain what is expected of them.