

Notice

This is to apprise the Training Partners that the surprise visits may be carried out at any of their PMKVY Centres, registered on SDMS. The visits will be done on a random basis, during the scheme. Following may be inspected by the visiting inspector.

- Center existence as per the Address mentioned on the SDMS
- Mass Enrolments from School/ College/ Other Institutions
- Centre SPOC details as per SDMS (SPOC here refers to the person who is located at the center and has all details of the center, and PMKVY Scheme. SPOC should not be any Regional staff who controls several Centers/ Franchise Centers OR the person located at the Head Quarter)
- PMKVY Branding-Visible and PMKVY complaint Signage outside the Centre, and Posters etc inside the classrooms, counselling rooms etc.
- Enrolment forms signed by the candidates, with PMKVY logo and the prescribed Disclaimer i.e **“By signing this enrolment form the candidate authorizes National Skill Development Corporation to use the data provided herewith”**.
- Attendance records of batches.
- SPOC and the Student’s awareness on PMKVY. For eg, Auto Debit mandate, Course Fee , Job roles enrolled, Assessment and Certification process.
- In case of a Franchise Center, Agreement between Franchise and Franchisor.
- Trainee Feedback forms, duly filled/signed by the students.

It should be noted that the above points are not exhaustive, and the Center may be inspected for other parameters under PMKVY Scheme. Any deviation from the above or other PMKVY guidelines, will attract suitable disciplinary action.

The Center Inspector will carry his/her NSDC identity card, OR if a third party is appointed to conduct the Center inspection, he/she will carry an Authorization Letter signed by the NSDC official.

PMKVY-Monitoring Team