

NOTICE

Instructions to Training centers allocated targets on 4th September 2017

This to inform all Training Centres (TCs) that have been allocated targets by National Skill Development Corporation (NSDC) on 04th September 2017, the details of the same have been uploaded on PMKVY website.

The three categories into which the TCs are split into are as follows:

Category A:

Training Centres (Pan India Franchisee and TP owned TC in UP, Rajasthan and Haryana) which are inspected by 20th June 2017 and Affiliated after 20th June 2017 and on or before 31st July 2017.

Category B:

Training Centres (Pan India Franchisee and TP owned TC in UP, Rajasthan and Haryana) which are inspected by 20th June 2017, later accredited, but not affiliated till 31st July 2017.

All the TCs part of category B should complete their affiliation for their respective job roles.

Category C:

Training Centres (Pan India Franchisee and TP owned TC in UP, Rajasthan and Haryana) which are inspected by 20th June 2017, not accredited, not affiliated till 31st July 2017.

All the TCs part of category C should complete their accreditation and affiliation process for their respective job roles.

As mentioned above, all the training centers that are part of the three categories must complete their accreditation and affiliation process before proceeding to the following process.

For the TP owned centers, the registration process will remain as per the existing norms. They will be allowed to log onto SDMS system through the link provided to them in the target allocation email which has been sent to them already. These TP owned centers are requested to follow the existing process of registration on SDMS which will enable them to enroll candidates and proceed with the training.

Process to be followed by franchise centers allocated targets on 04th September 2017.

As per the office memorandum received from Ministry of Skill Development and Entrepreneurship, Government of India on 22nd August 2017 by NSDC, the franchisee Training Centers need to be converted to Training Partners (TPs). This process will be conducted on SMART portal as well as SDMS Portal. The detailed process flow is stated below:

S. No.	Activity	Timeline
1	<ul style="list-style-type: none">TC will have to log into SMART Portal with the existing TC-Login.TC will be redirected to TP registration form to fill additional information to establish its existence as a legal entity. The TC owner entity will not be allowed to change the name of the center against which targets have been allocated.TC uploads documents establishing legal entity (Annex-1).TC Owner entity must upload legal documents that could establish the Individual/ entity's legal ownership over the TCDesktop assessment of these additional documents submitted by the TCs will be undertaken by NSDC.	SMART Portal will be opened for registration on 06-09-2017
2	<p>PMKVY Facilitation Camps will be conducted by NSDC for verification of the TC's entity and ownership of the franchise centers</p> <ul style="list-style-type: none">During these camps, authorized representatives of these TCs must bring original legal documents (as uploaded earlier in SMART) along with 2 self-attested photocopies of each that could establish the Individual/ entity's legal ownership of respective TCs.	<p>Camps to be conducted 14-09-2017 onwards</p> <p>Dates and venues will be uploaded on</p>

	<ul style="list-style-type: none"> The camps will also entail training for these TCs on PMKVY processes. All TCs are requested to bring the Smart inspection report for their centers, without which the entry to these camps will not be permitted. 	PMKVY website by 10-09-2017
3	<ul style="list-style-type: none"> While the documents will be verified at the camps, the decision establishing the legal identity of TCs will be made by NSDC after all due diligence and physical inspection. 	Post reception of documents in Facilitation Camps
4	<p>Physical Inspection of the TCs who meet the requisite criteria for establishing the legal identity would be done by NSDC appointed Inspection Agency.</p> <ul style="list-style-type: none"> The inspector shall visit TC location to verify center against document provided. During the inspection, validity of center and the documents submitted will be verified. The 're-inspection' will be done for all centers for which suitable documents have been received through SMART and Camps. Cost of inspection will be borne by NSDC No rescheduling of inspections will be allowed during this process. 	21-09-2017 onwards
5	<ul style="list-style-type: none"> The centers which will be verified positively, will be eligible for all payments basis their activity on SDMS (please refer to points below). 	24-09-2017 onwards
6.	<p>Public information will be released about the Owner entity of the training centers who have submitted the document on SMART and camps.</p> <p>In case there are multiple claimants for the same training center (with substantial proof), the center would be treated as disputed and would be suspended after completion of the current batch (if the training has already commenced). Such a center will not receive any financial disbursements from NSDC.</p>	30-09-2017
7.	<p>Each of these training centers is mandated to register as a unique Training Partner in SDMS. The registration would only be processed and approved if the TP details filled in SDMS match the details entered in SMART portal.</p> <p>Once registered as a TP, training center shall be entitled to enroll candidates and form batches on SDMS.</p>	Center may register on SDMS starting 07-09-2017 subject to completion of additional requirements of SMART portal
8.	<p>Once a batch is enrolled and approved and training is commenced, the center will be entitled for the financial disbursement from NSDC as per existing norms. However, no payment will be made to any center unless its legal entity is verified following the process laid down in points 1-5 above.</p>	

Post verification of documents for establishment of the legal identity and physical inspection, few unique scenarios may emerge. Following actions would be initiated in such scenarios.

Scenario -1: Legal ownership established and four/five-star status also retained

- Candidates are assessed and certified as per norms
- Center gets paid as per norms.

Scenario -2: Legal ownership established however four/five-star status not retained

- Candidates will be assessed and certified as per PMKVY norms;
- Center gets paid for the trained batches as per PMKVY norms.
- Centre's accreditation and affiliation will be revoked, making center ineligible to take up new batches under PMKVY Central component.

Scenario -3: Legal ownership not established however four/five-star status retained

- Candidates are assessed and certified as per norms;
- No payments to be made to the center.

- NSDC will pay the assessment fees for candidates to SSCs from scheme funds.
- Centre's accreditation and affiliation is revoked, making it ineligible to undertake new batches under PMKVY or any other schemes
- FIR may be lodged against the claimant of the centre for cheating and fraud.

Scenario -4: Legal ownership not established and four/five-star status not retained

- Candidates are assessed and certified as per norms
- No payments to be made to the center.
- NSDC will pay the assessment fees for candidates to SSCs from scheme funds.
- Centre's accreditation and affiliation is revoked, making it ineligible to take in new batches under PMKVY or any other schemes;
- FIR may be lodged against the claimant of the centre for cheating and fraud.

Scenario 5 - Building / Infrastructure of the Training Centre not found on ground during a physical inspection.

- In this scenario, the Training Centre will be deactivated from SMART and SDMS. Legal proceedings could be initiated against the claimant of such a center.

Annexure 1- Documents required for a Franchise Centre to convert to a TP-Owned Centre

For a franchise centre to convert to Self-owned Training Centre, following documents will be required depending on the legal entity of the center owner.

Type of Entity					
Company	Bank Account Details in the name of the Entity	PAN Card	Registration with any competent authority for conducting trade/services	CIN number	Certificate of Incorporation
Partnership firm	Bank Account Details in the name of the Entity	PAN Card	Registration with any competent authority for conducting trade/services	Partnership deed/ agreement	
Society	Bank Account Details in the name of the Entity	PAN Card	Registration with any competent authority for conducting trade/services	Society registration certificate	By laws
Trust	Bank Account Details in the name of the Entity	PAN Card	Registration with any competent authority for conducting trade/services	Trust Deed	
LLP	Bank Account Details in the name of the Entity	PAN Card	Registration with any competent authority for conducting trade/services	LLP registration Certificate	
Proprietorship	Bank Account Details in the name of the Entity	PAN Card	Registration with any competent authority for conducting trade/services	Aadhaar Card of the promoter	ITR proof where name of the entity is mentioned
Government	Bank Account Details in the name of the Entity		Any other government document		

Note:

The authorized representative of the entity should submit their Aadhar card copy along with their authority letter as proof of identity.

TC to submit relevant proof of relationship with the current TP as per NSDC record.