



# “SAKSHAM” - KVK 2.0 Scheme Guidelines

Version 1.0

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## 1 About Saksham Scheme

The “Saksham” – KVK 2.0 Scheme of the Gujarat Skill Development Mission (GSDM) aims to establish a skill and entrepreneurship development programme for a varied group of rural/peri-urban beneficiaries at the block/village level in the state.

### 1.1 Objective

The objective of “Saksham” – KVK 2.0 is to:

- Enable varied skilling programmes at the block/village level to equip beneficiaries with skills for employability and entrepreneurship
- Establish **Kaushalya Vardhan Kendra (KVK)** at district/block level
- Enhance access to skilling programmes within block/village
- Improve inclusiveness through special projects for less privileged groups such as Women, SC&ST, Transgenders, PwD, Patients recovered from Mental illness, Senior Citizens, etc
- Promote entrepreneurship at block/village level through start-up creation support for promising beneficiaries

### 1.2 Saksham Model

Through “Saksham” – KVK 2.0, GSDM will enable skill development training at block/village level towards empowering a wide range of beneficiaries in the state of Gujarat. Key aspects of Saksham scheme are as follows:

#### 1.2.1 Training Type

1. **Short-term Skill Training** for imparting Industry/Job Skills
2. **Special Projects** for imparting Industry/Job Skills to special beneficiary groups such as:
  - a. Women
  - b. People with Disabilities (PwD)
  - c. Transgender Community
  - d. Senior Citizens
  - e. Persons recovered from Mental illness

Note: Implementation partners may develop **special projects** at blocks/villages with committed outcomes in line with the guidelines, to meet the unique needs of the aforesaid beneficiary group. In case of special projects, the Implementation Partner may recommend NSQF / GCVT job roles to meet the special outcomes envisaged for such projects, however the duration should not exceed 500 hrs. Approval of concept, job roles, etc. for Special Projects will solely at the discretion of GSDM.

#### 1.2.2 Target Beneficiaries: Saksham aims to cover rural and peri-urban beneficiaries as follows:

##### 1.2.2.1 Short-term Skill Training

- **Age Group:** Minimum 14 years (as per labour law for non-hazardous occupations) and maximum 59 years.
- **Beneficiary profile:** Domicile of Gujarat

##### 1.2.2.2 Special Projects targeting unique beneficiary groups

- **Age Group:** Minimum 14 years
- **Beneficiary profile:** Domicile of Gujarat

### 1.2.3 Scheme Implementation

GSDM will implement “Saksham” – KVK 2.0 scheme through **Implementation Partners**. Reputed Industry, Training Providers and Educational Institutions are invited to partner with GSDM to implement this scheme at the block/village level.

### 1.2.4 Cluster-based Implementation Approach

A Cluster-based implementation approach will be adopted for implementation of the scheme across the state. The Cluster defined are as follows:



Cluster	Districts	
Cluster 1	Rajkot	Botad
Cluster 2	Bhavnagar	Amreli
Cluster 3	Gir Somnath	Junagadh
Cluster 4	Jamnagar	Porbandar Dwarka
Cluster 5	Kutch	
Cluster 6	Morbi	Surendranagar
Cluster 7	Banaskantha	Aravalli Sabarkantha
Cluster 8	Navsari	Valsad Dang
Cluster 9	Kheda	Anand
Cluster 10	Bharuch	Narmada
Cluster 11	Surat	Tapi
Cluster 12	Gandhinagar	Ahmedabad
Cluster 13	Mehsana	Patan
Cluster 14	Mahisagar	Panchmahal Vadodara
Cluster 15	Dahod	Chotaudepur

However, as part of the pilot the following 10 districts have been selected. Implementation Partners may recommend suitable rural/peri-urban talukas based on employment opportunities and may select/recommend job roles in line with the same.

S.No.	Region	District
1	Ahmedabad	Ahmedabad
2		Gandhinagar
3		Mehsana
4	Vadodara	Panchmahal
5	Rajkot	Bhavnagar
6		Kutch
7		Morbi
8	Surat	Surat
9		Valsad
10		Bharuch

### 1.2.5 Job Roles

Job roles pertaining to NSQF levels 1,2 &3 would be implemented as part of Saksham. Please refer to Appendix 1 for List of Job Roles. In case of special projects, the Implementation Partner may recommend NSQF / GCVT job roles to meet the special outcomes envisaged for such projects, however the duration should not exceed 500 hrs. Approval of concept, job roles, etc. for Special Projects will solely at the discretion of GSDM.

### 1.2.6 Training Location

All training programmes under “Saksham” – KVK 2.0 will be implemented through KVK established at block/village level. Please refer to section 1.2.4 for List of Districts for the Pilot phase of the scheme.

### 1.2.7 Beneficiary Incentivization

- 1.2.7.1 **Free of Cost Skilling:** Beneficiary will have the opportunity to undergo training leading to employment/self-employment, free of cost.
- 1.2.7.2 **Startup/ Business Creation Support:** A select number of Beneficiaries shall be provided a one-time incentive of Rs 25000 on set up of Startup/Enterprise/Entity post submission of relevant proof as required by GSDM.

## 1.3 Key Stakeholders

The Saksham scheme aims to clearly define all the stakeholders and their critical roles towards seamless deployment.

- Labour, Skill Development and Employment Department
- Gujarat Skill Development Mission (GSDM)
- Gujarat Council for Vocational Training (GCVT)
- Sector Skill Councils
- Implementation Partners – Industry, Educational Institutions and Training Partners

## 1.4 Overall Scheme Governance, Monitoring & Guidance

**“Saksham” – KVK 2.0 Steering Committee**  
(Headed by Principal Secretary Labour & Employment)

**“Saksham” – KVK 2.0 Managing Committee**  
(Headed by MD, GSDM)

**“Saksham” – KVK 2.0 District Level Monitoring**  
(Headed by DSDO )

**Execution at Block/Village by Implementation Partners**

**1.4.1 The overall governance of Saksham will be done by GSDM through the decisions of the following committees.**

**1.4.1.1 “Saksham” – KVK 2.0 Steering Committee** will be headed by the Principal Secretary, Labour, Skill Development and Employment Department. The roles and the responsibilities of the steering committee will be:

- Approval of project guidelines and Standard Operating Procedures (SOPs) of the scheme and finalization of overall targets for the scheme.
- Approval or rejection of applications and award of project based on the recommendation of the Saksham Managing Committee.
- Financial and administrative approvals for empanelment and issuance of work order to implementation partners under the scheme.
- Periodic review, monitoring and mid-course correction and taking appropriate decisions in matters relating to any deviation in guidelines.

**1.4.1.2 “Saksham” – KVK 2.0 Managing Committee** will be headed by the Managing Director, GSDM and will have the following roles and responsibilities:

- Evaluation/Pre-screening of applications received under the scheme in accordance with the prescribed conditions and recommending approval or rejection for final decision by Saksham Steering committee.
- Providing recommendations to the Steering Committee for course correction to improve the implementation of the scheme.
- Periodic review of the performance of the implementation partners and taking decisions related to allocation, reallocation, and revocation of targets, penalizing or blacklisting implementation partners etc.

**1.4.1.3 “Saksham” – KVK 2.0 District Level Monitoring Team** will monitor the implementation of the scheme and will be headed by the District Skill Development Officer (DSDO). The District level Monitoring team will be responsible for monitoring of the centres through technology-driven interventions (GSDM IT/MIS portal and Mobile Application) as well as physical inspections for ensuring transparency. The district level monitoring team may be supported by Third party agency to conduct monitoring visits. The monitoring team will:

- Conduct centre inspection visit to KVKs set up by implementation partners to ensure compliance to scheme guidelines.
- Conduct scheduled and surprise audits to the KVKs and submit monitoring report to GSDM, highlighting non-compliances and any other matters of concern.



## 2 Empanelment of Implementation Partners

### 2.1 Empanelment

GSDM to empanel Implementation Partners through Expression of Interest (Eoi) published on GSDM Website. GSDM will be opening an online application process.

### 2.2 Eligibility Criteria

#### 2.2.1 Industry

S. No	Eligibility Parameter	Requirement
1.	Implementation Partner Organization Registration Criteria	Registered Partnership Firm / Private Limited Company /Public Limited Company /Public Sector Unit / with operations in Gujarat and having valid Registration Certificate, GST registration certificate & PAN Card
2.	Years of existence	Minimum 3 years as of 31 <sup>st</sup> March 2022
3.	Average Annual Turnover of Applicant Organization for 3 Financial Years (FY 2019-2020, FY 2020-2021, FY 2021-2022)	Minimum 1 Cr or more
4.	Fair Practice Record	Should not have been blacklisted by Central/State Government Department/Public Sector Undertaking for any contract executed in past.
5.	Presence in Gujarat	Operations / Client Operations in Gujarat is mandatory
6.	Conditional Employment/ Probation letter	The industry partners will have to provide conditional Letter of Intent (LoI) for targets sought.

#### 2.2.2 Educational Institutions

S. No	Eligibility Parameter	Requirement
1.	Implementation Partner Organization Registration Criteria	Recognised Govt./Private/Grant-in-Aid Educational institutions in Gujarat.
2.	Years of existence	Minimum 3 years as of 31 <sup>st</sup> March 2022
3.	Fair Practice Record	Should not have been blacklisted by Central/State Government Department/Public Sector Undertaking for any contract executed in past.
4.	Presence in Gujarat	Presence of institution in Gujarat is mandatory
5.	Industry Sponsor	All applicants under this category will have to necessarily acquire Industry Sponsorship one or more industry partners will minimum criteria as under 2.2.1 for technical support, OJT, Placement, etc.  The applicants will have to mandatorily submit a sponsorship letter on the letter head of the respective industry sponsors(s)
6.	Conditional Employment/ Probation letter	The educational institutions will have to provide Conditional Letter of Intent (LoI) for targets sought.



### 2.2.3 Training Partner

S. No	Eligibility Parameter	Requirement
1.	Implementation Partner Organization Registration Criteria	Reputed Training Organisations in the vocational skilling and livelihoods ecosystem, registered as Partnership Firm / Private Limited Company /Public Limited Company / Proprietorship / Public Sector Unit /MSME/Trust/Societies/Section 8 company with operations in Gujarat and having valid Registration Certificate, GST registration certificate & PAN Card may apply for empanelment with GSDM
2.	Years of existence	Minimum 3 years as of 31 <sup>st</sup> March 2022
3.	Average Annual Turnover of Applicant Organization for 3 Financial Years (FY 2019-2020, FY 2020-2021, FY 2021-2022)	Minimum 50 lakhs
4.	Fair Practice Record	Should not have been blacklisted by Central/State Government Department/Public Sector Undertaking for any contract executed in past.
5.	Presence in Gujarat	One registered / branch office shall be located in state of Gujarat for ease of operation, co-ordination & administration purpose.  Presence across multiple locations will be preferred
6.	Programme Implementation experience	1. Should have implemented at least 3 Skill Development programmes in the past 5 years 2. Should have skilled at least 100 youth in the past 3 years
7.	Industry Sponsor	All applicants under this category will have to necessarily acquire Industry Sponsorship one or more industry partners will minimum criteria as under 2.2.1 for technical support, OJT, Placement, etc.  The applicants will have to mandatorily submit a sponsorship letter on the letter head of the respective industry sponsors(s)
8.	Conditional Employment/ Probation letter	The training partners will have to provide Conditional Letter of Intent (LoI) for targets sought.

## **2.3 Proposal Submission**

Proposals for different Training Types as described in section 1.2.1 under Saksham will be through Online Mechanism on GSDM portal.

For Short-term training GSDM will invite proposals in specified templates and time period. In case of Special Projects, implementation partners may develop projects basis uniqueness, committed outcomes, etc. Approval and rejection of all proposals will be as per sole discretion of GSDM discretion.

## **2.4 Proposal Presentation**

All short-listed eligible applicants will be called for detailed presentation as part of the selection process. The template for the presentation will be provided by GSDM.

## 3 Scheme Deployment

### 3.1 Implementation Partner Onboarding

- 3.1.1 Post empanelment, Implementation Partners will be awarded targets and districts, however final allocation will be subject to the discretion of GSDM.
- 3.1.2 The Implementation Partner will have to submit a Performance Bank Guarantee of 5% of the project cost awarded.
- 3.1.3 Post award, the Implementation Partner will commence Project Set-up and get all necessary approvals from GSDM, prior to proceeding with implementation.
- 3.1.4 Implementation Partner will have to carry out a registration process on GSDM IT Portal. Subsequently, Centre Accreditation and Affiliation (CAAF) and Job Affiliation process on GSDM IT Portal will also have to be completed. The TP/TC registration, CAAF, Job Role affiliation process fee for “Saksham”-KVK 2.0 scheme will be determined by GSDM and will be communicated accordingly.

### 3.2 Project Set-up

#### 3.2.1 KVK Location Identification & finalization

- 3.2.1.1 The Implementation Partner will set up KVKs in block/village of the designated districts post approval from GSDM.
- 3.2.1.2 To ensure sustainability, the Implementation Partner may move the KVK from a given location for improving reach/coverage/ etc. post submission and approval of rationale and plan by GSDM.

#### 3.2.2 Sector and Course Finalization

- 3.2.2.1 In case of Short-term training, Implementation Partner will select NSQF Level 1,2 & 3 Job Roles as indicated in **Appendix 1**.
- 3.2.2.2 In case of Special Projects, Implementation Partner can select job roles to meet specific requirements of the beneficiary group or develop specific programmes to meet the unique target group requirements. Such programmes will have to adhere to GCVT guidelines.
- 3.2.2.3 All training programs should mandatorily include Life Skills component comprising topics such as communication, digital skills, financial literacy, problem solving, creative thinking, self-management, social intelligence, etc.
- 3.2.2.4 The Implementation Partner will submit a detailed plan covering the following aspects post award of targets for approval:
  - 1. Curriculum, Learning Content and Day-wise lesson plan for Domain Training & Life Skills Training of respective job role. In case of special projects, the special needs of the beneficiary group selected will have to be factored in while selecting/ designing curriculum, etc.
  - 2. Profiles of Trainers who will be involved in deploying the various interventions. In case of special projects, the special needs of the beneficiary group selected will have to be factored in while selecting Trainers.

#### 3.2.3 KVK Infrastructure set up

- 3.2.3.1 The Implementation Partner will be responsible for setting up of KVKs at designated locations.

- 3.2.3.2 The Implementation Partner will be responsible for operationalizing the KVK within 45 days of issuance of letter of award by GSDM.
- 3.2.3.3 The Implementation Partner will set up KVK infrastructure such as furniture, fittings, teaching aids, etc. in line with selected Job role requirements as per respective Sector Skill Council / GCVT.
- 3.2.3.4 The Implementation Partner will bear all costs pertaining to set-up and operations of KVK such as rent (if any), salaries, furniture & equipment, utilities, scheme implementation activities, etc. The KVK should have basic amenities such as drinking water, separate toilets for boys and girls, etc. In case of special projects, special needs of the beneficiary group must be factored in.
- 3.2.3.5 The Implementation Partner will have to mandatorily ensure adherence to KVK branding guideline provided by GSDM.
- 3.2.3.6 Implementation Partners will communicate KVK readiness to GSDM through Centre Accreditation and Affiliation Form (CAAF) submission on GSDM IT Portal and an inspection will be conducted to validate compliance with proposal standards set before training commencement. DSDO/Designated Official shall visit the KVK to validate compliance as per **3.2.1, 3.2.2 and 3.2.3**.
- 3.2.3.7 **GSDM/Designated official** would from time to time conduct an audit to ensure that the KVK is maintained, and all facilities are available to beneficiaries.

### 3.3 Awareness & Outreach

- 3.3.1 The Implementation Partner will be responsible for carrying out Awareness and Outreach activities for selection of beneficiaries and will bear all costs towards the same.
- 3.3.2 GSDM may at its discretion / convenience assist Implementation Partner in mobilizing beneficiaries.
- 3.3.3 The Implementation Partner will strictly adhere to the Target Beneficiary profile as detailed in **section: 1.2.2**.
- 3.3.4 The Implementation Partner will enable the beneficiaries by means of counselling and expert guidance on industry-aligned skill development, employment opportunities available, and **all details and benefits of the “Saksham” – KVK 2.0 scheme**.
- 3.3.5 Implementation Partner would be responsible for the pre-selection, counselling, selection and enrolment of beneficiaries.
  - 3.3.5.1 Implementation Partner will carry out a rigorous pre-selection to assess interest, aptitude, and willingness to participate in the programme.
  - 3.3.5.2 Implementation Partner may enroll maximum of 10% of beneficiaries with the outlook for self-employment.
  - 3.3.5.3 Pre-selection & Counselling should include beneficiary/ guardians / families to ensure concurrence for participation.
  - 3.3.5.4 Concurrence of beneficiary and beneficiary guardians / families to be taken mandatorily on enrolment form.

### 3.4 Training Implementation

- 3.4.1 Implementation Partner will be responsible for ensuring timely and quality delivery of training as per the monthly intervention calendar/schedule.

3.4.2 Implementation Partner will need to keep track of attendance for each beneficiary. Attendance will need to be taken on biometric devices as specified by GSDM and will be synced to the GSDM IT system for real-time monitoring. Each beneficiary should mandatorily at least 70% attendance to be eligible for completion.

3.4.3 The Implementation Partner will keep due record of the training conducted at the KVK in the form of lesson plan coverage, training completion records, field trips, guest lectures, placement records etc.

3.4.4 The Implementation Partner will update all activities related to training lifecycle on the GSDM IT/MIS portal. The portal will be used to track, monitor, and approve/reject various activities as part of implementation as per the discretion of GSDM.

#### 3.4.5 **Trainers**

- All trainers to undergo ToT certification through respective SSC for NSQF courses. In case of GCVT courses, GSDM will finalise agency for ToT.
- Implementation Partner will be encouraged to bring in experienced professionals (Industry Experts /Entrepreneurs/etc.) other than their trainers to add value to interventions on a rotational basis.
- The Implementation Partner will employ Trainers on permanent/contractual/part-time basis as per requirement and bear all applicable costs such as salaries, honorarium, travel, etc.; and will be responsible for their selection, onboarding, availability /replacement, and performance.
- GSDM/designated official at any point may conduct audits/checks to verify the suitability of the trainer and their performance.

#### 3.4.6 **Batch Size**

3.4.6.1 Implementation Partner will be allowed to create a batch with minimum of 10 beneficiaries and maximum of 30 beneficiaries. Batch approvals will be done on GSDM IT/MIS portal basis verification.

3.4.6.2 Implementation Partner will always ensure adherence to state Covid-19 guidelines, as applicable.

#### 3.4.7 **Training Duration**

3.4.7.1 Implementation Partner will conduct domain and life skills as per specifications of job roles.

3.4.7.2 Implementation Partner will conduct at least 6 hours of training per day. Implementation Partner may seek special permission from GSDM for decreasing the hours of training per day basis requirement. However, only a minimum of 3 hours is permissible.

#### 3.4.8 **On-the-Job Training (OJT)**

3.4.8.1 Implementation Partner will have to mandatorily conduct On-the-Job Training (OJT) for all beneficiaries undergoing training programmes

3.4.8.2 OJT should be for minimum 10% of the training hours of the respective job roles.

3.4.8.3 OJT hours per day should be a minimum of 4 hours to a maximum of 6 hours. OJT time should not include travel time.

3.4.8.4 Implementation Partner will have to submit the following as proof of OJT conducted:

- Batch-wise OJT Schedule with Candidate name, OJT Location, Address, OJT start & end date, issued by Industry Partner/Sponsor on letterhead by authorized signatory
- Student-wise OJT Completion certificate from Industry Partner/Sponsor with Candidate name, OJT Location, Address, OJT start & end date on letterhead by authorized signatory

### 3.4.9 Assessment & Certification

- 3.4.9.1 Assessment and Certification will be carried out by SSC/GCVT depending on the job roles.
- 3.4.9.2 GSDM will directly disburse the assessment and certification payment to the assessment body (SSC/GCVT). However, in case of reassessment the cost will borne by the Implementation Partner.

## 3.5 Entrepreneurship Support

### 3.5.1 Start-up/Business Creation Support

- 3.5.1.1 “Saksham” – KVK 2.0 will provide a one-time support start-up/business creation support of Rs. 25,00,00.
- 3.5.1.2 Select beneficiaries, after setting up of enterprise will be eligible for the same. Further to this, selection of eligible beneficiaries for one-time start-up/business creation support will be solely at the discretion of GSDM.

## 3.6 Placement

- 3.6.1 Implementation Partner will be encouraged to provide employment opportunities to beneficiaries successfully completing training.
- 3.6.2 Implementation Partner will be given a per beneficiary placement incentive on proving placement and submitting employment record of 3 months, within 6 months of certification.
- 3.6.3 Placement Incentive and Reallocation mechanism:

Placement %	Target Reallocation %	Description
Less than 50%	No Reallocation	1. Pro-rata placement incentive will be provided per beneficiary 2. Placement will be considered as per 3.6.5 & 3.7 3. Placement proof will be considered as per 3.6.6 & 3.7
50% to Less than 70%	50% Reallocation	
70% and above	Full Reallocation	

- 3.6.4 As part of the scheme the following would be considered as placement:

- 3.6.4.1 Wage Employment
- 3.6.4.2 Probation for minimum 6 months with stipend/salary

- 3.6.4.3 Successful registration on service aggregator portals
- 3.6.4.4 Acceptance of Job Work
- 3.6.4.5 Self-employment
- 3.6.5 The Implementation Partner will provide the following documentation as proof of employment/probation for beneficiaries:
  - 3.6.5.1 Wage Employment: Offer Letter, Acceptance Letter and salary slips for three months.
  - 3.6.5.2 Probation: Offer Letter, Acceptance Letter and salary/stipend slips for three months.
  - 3.6.5.3 Successful registration on service aggregator portals – Confirmation letter from service aggregator & 3 months service record of jobs completed.
  - 3.6.5.4 Acceptance of Job Work – statement of work and bank statement reflecting payment
  - 3.6.5.5 Self-employment: Bank Statement for 3 months, and registration for establishment of shop, etc., if applicable
- 3.6.6 GSDM shall verify all documentation submitted as part of section 3.6.4 and may conduct visits to place of employment.

### **3.7 Start-up/ Business Creation Support**

- 3.7.1 The Implementation Partner will work towards supporting youth exhibiting interest towards self-employment by providing necessary guidance through the trainer.
- 3.7.2 The Implementation Partner will track the individual / group enterprise
- 3.7.3 The Implementation Partner will provide the following documentation proof for release of Start-up/Business Creation Support to the beneficiary and last tranche payment to industry/employer:
  - 3.7.3.1 Proof of establishment of enterprise such as PAN, GST No, Udyog Aadhar, Trade License, etc.
  - 3.7.3.2 Bank Statement of the entity for revenue earned for 3 to 6 months after establishment of enterprise

### **3.8 Monitoring & Evaluation**

- 3.8.1 The District Skill Development Officer (DSDO) / third party agency will be responsible for first/ground level Monitoring of the scheme
- 3.8.2 GSDM shall employ its IT/MIS portal and field monitoring tool to track the scheme implementation



## 4 Cost and Payment Norms

### 4.1 Training Cost

Training Cost Pay-out to the Implementation Partner will be made at Rs 35 per hour per beneficiary\* for a maximum of 300 hours\*\* of training comprising Domain and Life Skills. Implementation Partner will be reimbursed at Rs 25 per day per candidate for a maximum of 10 days towards transportation expenses for OJT. The Assessment and Certification cost will be disbursed directly to SSC/GCVT by GSDM.

**Note:**

\*The pay-out is towards end-to-end implementation, for activities such as awareness creation, mobilization and enrolment, set-up of KVK comprising branding, infra, lab & other facilities, consumables (if any), toolkit (if any), learning curriculum & content, certified trainers, participant training material, training implementation, OJT, employment / self-employment opportunities for the youth, post placement/enterprise tracking and any other costs that the implementation partner may incur. GSDM shall make no other payments to the implementation partner over and above the specified amount.

\*\*Note: Implementation Partner may seek special permission from GSDM for increasing the training duration basis specific need for specialized training and associated vacancies at the industry.

### 4.2 Payout Milestone

S.No.	Payment Tranche	Milestone	Condition for Disbursal
1.	1st instalment (20%)	On batch finalization on completion of 21 days of training	Beneficiary enrolment in batches should be completed on the GSDM portal. Disbursement to be done only after batch approval on the portal
2.	2 <sup>nd</sup> Instalment (10%)	On successful completion of On-the-job training (OJT)	Candidate-wise OJT Completion Certificate issued by Industry Partner / Sponsor, as detailed in <b>section 3.4.8</b>
3.	3 <sup>rd</sup> instalment (50%)	On successful certification	Verification of batch-wise attendance on the portal for the entire duration of domain & life skills training and SSC/GCVT Assessment Report.
4.	4 <sup>th</sup> instalment (20%)	Successful Placement / Self-Employment verification	Last tranche of 30% for beneficiaries to be disbursed basis placement milestones and verification as detailed in <b>sections 3.6 &amp; 3.7</b> as applicable.

**Note:**

- Implementation Partner payout will be directly transferred to Implementation Partner bank account.
- There will be adjusted payments for the beneficiaries who dropout post disbursement of the first tranche. The amount disbursed to the implementation partner against a drop-out beneficiary in the first tranche shall be adjusted in the subsequent tranches.
- GSDM shall provide Implementation Partner with induction kit basis the requirement shared by Implementation Partner against enrolment and necessary approvals by GSDM.

### 4.3 Beneficiary Payout

S.No.	Payout Head	Payout	Milestone
1.	Start-up/Enterprise/ Entity set up Incentive	Rs 25,000 per beneficiary (limited)	Submission valid proof as detailed in <b>Section 3.7</b>

## Appendix 1: Sector & Job role details

S.no.	Sector	Job Role	NSQF Level	QPs Code	Course Duration (Hrs)
1	Agriculture	Assistant Gardener	3	AGR/Q0804	200
2	Agriculture	Nursery Worker	3	AGR/Q0807	200
3	Agriculture	Farm Worker	3	AGR/Q1204	200
4	Agriculture	Dairy Worker	2	AGR/Q4102	150
5	BFSI	Microfinance Executive	3	BSC/Q2401	360
6	Construction	Helper Mason	2	CON/Q0101	300
7	Construction	Assistant Mason	3	CON/Q0102	350
8	Construction	Helper Bar Bender and Steel Fixer	2	CON/Q0201	300
9	Construction	Assistant Bar Bender and Steel Fixer	3	CON/Q0202	350
10	Construction	Helper Electrician	2	CON/Q0601	350
11	Construction	Assistant Electrician	3	CON/Q0602	400
12	Domestic Workers	Child Caretaker (Non Clinical)	3	DWC/Q0201	200
13	Domestic Workers	Child caretaker	3	DWC/Q0201	200
14	Domestic Workers	Elderly Caretaker (Non Clinical)	3	DWC/Q0801	200
15	Domestic Workers	Housekeeper Cum cook (Household and small Establishment)	3	DWC/Q0101	250
16	Furniture & Fittings	Assistant Carpenter- wooden Furniture	2	FFS/Q0101	220
17	Furniture & Fittings	Assistant Carpenter-Wooden Furniture	3	FFS/Q0103	240
18	Furniture & Fittings	Finisher-Bamboo Furniture	3	FFS/Q4104	200
19	IT-ITeS	Collections Executive	3	SSC/Q2214	400
20	Logistics	Courier Delivery Executive	3	LSC/Q3023	270
21	Logistics	Courier Pick-up Executive	3	LSC/Q3024	300
22	Logistics	Mail Handler	2	LSC/Q3025	220
23	Logistics	Courier Sorter	3	LSC/Q3026	170
24	Logistics	Shipment Bagging Agent	3	LSC/Q3027	240
25	Logistics	Courier Associate	3	LSC/Q1901	390/670
26	Retail	Retail Associate cum Cashier	3	RAS/Q0108	350
27	Retail	Service Fulfilment Executive	3	RAS/Q0303	300
28	Retail	Stores Ops Assistant	1	RAS/Q0101	200
29	Telecom	Optical Fibre Splicer	3	TEL/Q6400	300
30	Tourism and Hospitality	Housekeeping Attendant (Manual Cleaning)	3	THC/Q0203	250
31	Tourism and Hospitality	Assistant Chef	3	THC/Q2702	400