

F. No.B-12012/01/2017-SNP (Pt.)
Government of India
Ministry of Skill Development and Entrepreneurship
(SNP Division/ Wing II)

Shivaji Stadium Annexe,
New Delhi - 110001
Dated: 13th November 2017

OFFICE MEMORANDUM

Subject: Circular for States/ UTs under State Engagement Component of PMKVY (2016-20) -reg.

The undersigned is directed to forward herewith Circular for States/UTs under Centrally Sponsored State Managed (CSSM) component of PMKVY (2016-20), popularly known as State Engagement for information and necessary action.

2. This issues with the approval of competent authority.

Sanjeev Kumar

(Sanjeev Kumar)
Deputy Director
Tel. No.: 23450860
E-mail: sanjeev.kumar78@nic.in

Encl: As above

To

1. Mission Director/ Concerned Officials of State Skill Development Missions from 36 States/ UTs
2. MD & CEO, NSDC, Aerocity, New Delhi

Copy to:

- i. PS to Hon'ble Minister (MSDE)
- ii. PS to Secretary (MSDE)
- iii. NIC team, MSDE for uploading the manual in the website of MSDE

CIRCULAR
(CSSM component of PMKVY 2016-20)

The Ministry of Skill Development and Entrepreneurship (MSDE), GoI, is working closely with various stakeholders to coordinate all skill development efforts across the country under the Skill India Mission. Pradhan Mantri Kaushal Vikas Yojana (PMKVY) is the flagship scheme of the MSDE with the objective of enabling a large number of Indian youth to take up industry-relevant skill training that will help them in securing a better livelihood.

2. In the process of actualising this objective, MSDE ensures regular engagements with all its stakeholders to facilitate better results from the concerted efforts towards skill development programs. In this regard, the implementation status and recent developments of State component under PMKVY are as under for information and necessary action:

2.1.	Centrally Sponsored State Managed component of PMKVY (CSSM)
2.1.1.	<p>Operations Manual for CSSM :</p> <p>The State Engagement Operations Manual were finalised and shared with all the States to help them commence trainings under the CSSM component of PMKVY 2016-20.</p> <p>The same can also be accessed from : http://www.skilldevelopment.gov.in/assets/images/pmkvy/Operations%20Manual%20for%20PMKVY%20(2016-20)%20-%20Centrally%20Sponsored%20State%20Managed%20Component.pdf</p>
2.1.2.	<p>Technological Enablement :</p> <p>a. SMART: The SMART portal (for accreditation and affiliation of training centres) has been finalised after a recent up gradation. The new SMART portal will incorporate additional functionalities that will enable the states to have greater participation and involvement in the PMKVY scheme implementation. The portal is completely functional and now States can start TP on-boarding for CSSM component.</p> <p>In addition, a process has been finalized by NSDC that provides access to SMART portal for TPs which are formally recommended by the State Skill Missions. The process for the same has been duly approved and NSDC has shared with all Missions for early enablement. The States are requested to provide the list of TPs and relevant information in the format given at <i>Annexure-1</i> to NSDC.</p> <p>In addition , following relaxations have been provisioned for Govt. institutions ;</p> <p>a. SMART fee waiver for Govt. institutions applying to undertake PMKVY trainings</p> <p>b. Self-verification of Centre Accreditation & Affiliation Form (CAAF)</p>

	<p>by Gazetted officer</p> <p>b. IT-MIS Platform (SDMS): The process of data reporting and management on SDMS for CSSM component may be done in two ways for PMKVY CSSM component as mentioned below :</p> <ul style="list-style-type: none"> • States that do not have their own MIS may opt for full SDMS access of the central portal • States that have an existing MIS may opt for uploading their data through an excel sheet. <p>A detailed description of the processes mentioned above is given at <i>Annexure 2</i>.</p>
2.1.3	<p>Monthly progress Report:</p> <p>A progress dashboard will be maintained by MSDE/NSDC for monitoring and recording the implementation of CSSM component of PMKVY and also to address any state specific issues. For this purpose, a format is given at <i>Annexure 3</i> for your reference.</p> <p>The State Skill Missions are required to provide the details as per the format, and share with NSDC and MSDE on a fortnightly basis.</p> <p>In addition, TP-wise consolidated report (<i>Annexure-4</i>) is also to be shared on a monthly basis with MSDE/NSDC. The format is also available in the operations manual.</p>
2.1.4	<p>NSDC SPoCs and escalation matrix for any facilitation w.r.t PMKVY – State Component implementation :</p> <p>The Escalation Matrix is designed to be used by the Skill Mission officials, who would be responsible to provide support to the on boarded Training Centers (TCs) & Training Partners (TPs). The following steps may be followed by States before on-boarding the TCs/TPs:</p> <ol style="list-style-type: none"> a) States to Create TP (Training Partner)/TC (Training Center) only after checking the details on SMART Portal: It is required that the States approve and allocate training targets under CSSM component only to those TCs/TPs, who are accredited and affiliated through the SMART portal. While NSDC is working to provide the states with a dashboard for SMART, in the interim it is recommended that the state writes an email with the TC number (which they have approved) on state.engagement@nsdcindia.org & and receive a response on the status of TC/TP approval on SMART. States should not provide/approve any targets before receiving the confirmation email from NSDC. b) States to check Target Allocations on PMKVY Portal before approving a TP/TC: It is recommended that the States to approve and allocate training targets under CSSM component for only those TCs/TPs, who have not been allotted targets earlier.

The same can be checked by the state at the following link <http://www.pmkvyofficial.org/Training-Centre.aspx>

- c) **Query & Issue Redressal:** The States are required to entertain queries and issues of all empanelled TPs under State Component. NSDC will only provide support to PMKVY implementation team of the respective State Skill Mission. The implementing team will co-ordinate with NSDC for any unresolved queries of TPs.
- d) **Trainings:** NSDC will be able to provide first level of trainings to TPs and State reps as master trainers

Important: Please note that in addition to the escalation matrix attached as *Annexure 5*, always keep the following mail addresses in copy. This is required to track all the requests centrally. The mail addresses are state.engagement@nsdcindia.org, akshay.kashyap@nsdcindia.org and saurabh.joshi84@nic.in

2.1.5

Content and Standards

Under Phase-1 of new QP development beyond the CAT4 list, 58 Qualification Packs (QPs) from Category 1 have been identified for preparation of model curriculum and model content which can be used for commencement of training under the CSSM component of PMKVY (2016-20) . NSDC will facilitate complete readiness of these QPs.

Following is the readiness of these job roles with respect to their content and curriculum

	Ready through SSC	Ready through Marketplace	Total Ready
Curriculum	54	0	54
Content	27	5	32

All SSCs have further been directed to develop content and curriculum for prioritized cat 1 job roles of CSSM, with immediate focus on the 58 courses of Cat 1

The list of QP-NoS., Curriculum and Content List across Categories is available on the link <https://www.nsdindia.org/New/nos> . It is requested that the SSDMs check the readiness from time to time. The list is regularly updated as and when QP related information is ready.

2.1.6

Publisher Details & Content Marketplace

For CAT-4 QPs (i.e. 221 PMKVY QPs) , sector-wise publishers have been empanelled by NSDC to supply trainee handbooks created by respective SSCs (List attached as *Annexure 6*)

For all other QPs (i.e. QPs under CAT1/2/3), SSMDs/other stakeholders may directly place the order with the publisher by clarifying the scheme under which the books are being ordered.

	<p>For QPs where books have not yet been prepared by SSCs, NSDC has created a skilling resource marketplace (Kaushal Mart) https://kaushalmart.nsdcindia.org/ to provide quality content from different content provider to training providers and skill seekers. NSDC facilitates accessibility of skilling content for the popular QPs in the ecosystem.</p> <p>This marketplace provides the following benefits to all stakeholders including SSDMs ;</p> <ol style="list-style-type: none"> 1. Improves accessibility of content thereby helping training providers, scheme – implementing agencies and other entities , to improve cost efficiency and quality of training material 2. Encourages skilling-content providers to create high quality content, which is regularly updated as per market trends and technological advancements thereby leading to improved market opportunities 3. Easy to search the desired content and contact the content provider
2.1.7	<p>Leveraging ITI infrastructure for training</p> <p>The States may also use the training infrastructure available with Govt. ITIs which are run by IMCs and in select private ITIs for executing training under the PMKVY-state component. The states may start identifying well-functioning ITIs which are graded above 2 in DGT ecosystem.</p> <p>The only requirement for these institutions is their compliance with SMART and PMKVY guidelines. MSDE has also directed NSDC to streamline the accreditation and affiliation process for Govt. institutions that are interested in running PMKVY-state component.</p>

Annexures

Annexure 1

T: +91-11-47451600
F: +91-11-46560877
E: nsdc@nsdcindia.org
W: www.nsdcindia.org
CIN: U25300DL2008NP1181612



N·S·D·C
**National
Skill Development
Corporation**

Transforming the skill landscape

21st September 2017

Dear Sir/Madam,

Subject: Accreditation and Affiliation of Training Partners under state component of PMKVY

Skill Management and Accreditation of Training Centres (SMART) is one such Information Technology (IT) initiative that aims to synergize the efforts of all the stakeholders in the skill ecosystem, and streamline the skill development initiatives. SMART provides a single window application that focuses on the Accreditation, Affiliation and Continuous Monitoring of the Training Centres in the Skill Ecosystem and intends to address the important issues like evaluating skill providers in an objective manner, fostering excellence in Training Centres, enabling trainees to make informed choices with regard to Training Centres etc. SMART facilitates standardized and effective processes with respect to Accreditation, Affiliation, and Continuous Monitoring of the Training Centres, which shall play a significant role in achieving the desired quality standards across various schemes.

There has been a sharp increase in the number of Training Partners registering in SMART in the past few months. In order to expedite the Accreditation and Affiliation of the training partners that have been selected by respective State governments for PMKVY state component or any schemes implemented by state skill development mission, MSDE and NSDC have decided that until further instructions, only Training Providers who have been formally recommended by the state governments will be eligible to register on SMART and undergo the process of Center Accreditation and Affiliation. NSDC has designed a process for the same which has been detailed along with the formats in the process note appended as annexure 1.

The details of such partners should be submitted by the competent authority in the state government on the letterhead of SSDM/Nodal department and addressed as follows:

Ajay Kumar
Head – Centre Accreditation & Affiliation
National Skill Development Corporation
301-306, 3rd Floor | West Wing | Worldmark 1 | Aerocity | New Delhi-110037

Best regards,


Manish Kumar
MD & CEO
National Skill Development Corporation

A copy of the request may be sent by email to: smartrecommendations@nsdcindia.org

To: Principal Secretaries/ Secretaries/Directors/Commissioners for all SSDMs

Annexure 1 (contd.)



Annexure - 1

Process for Recommending Training Providers for Center Accreditation and Affiliation for PMKVY State Engagement Component (State Skill Development Missions)

Given the recent focus on decentralizing the skilling process, the following note describes the new process through which State Skill Development Missions can recommend Training Providers for Center Accreditation and Affiliation for the purpose of target allocation under PMKVY State component or any other state funded schemes. Only such Training Providers which have been recommended by the SSDMs shall be eligible for Center Accreditation and Affiliation through SMART portal.

Process for recommending the training partners for:

1. Upon selection of training partners for PMKVY 2.0 State component for respective state or any other state government run scheme, State Governments/ other government agencies are to fill out the details of these partners and submit to NSDC as per Annexure 1.
2. The Details should be submitted to NSDC by the competent authority on the letterhead of SSDM and addressed as follows:

Ajay Kumar

Head – Centre Accreditation & Affiliation

National Skill Development Corporation

301-306, 3rd Floor, West Wing, Worldmark I, Aerocity, New Delhi-110037

smartrecommendations@nsdcindia.org

3. Upon submission, NSDC shall update these details on the portal which will enable Training providers to log on the SMART system.
4. After updating these details, NSDC will confirm the same to with state government/government agencies
5. State government/government agencies/ SSDMs can communicate the TPs to register on SMART using the provided details.

For the Training Provider

1. After receiving communication from the State government/government agencies/ SSDMs, TP can apply for registration.
2. The system will allow only those TPs to register which have been pre-registered through the details shared by State government/government agencies/ SSDMs. All the TP details provided by State government/government agencies/ SSDMs will be verified before the registration.
3. Once registered, the TP can initiate the process of creating Training Centers.
4. The TP will only be able to create a fixed number of training centers in specific districts and sectors as specified by the recommending agency.
5. Once Training Centers have been created, the TP can initiate the process of Center Accreditation and Affiliation (CAAF). More instructions can be viewed here https://smart.nsdindia.org/knowledge_bank.aspx

Given the logistical difficulties that have been previously faced with franchisee centers, SSDMs are encouraged to recommend centers that are legally owned, not leased, by Training Providers.

Please note that being accredited and affiliated in no way means that a Training Provider shall receive targets under PMKVY or any other government schemes. Target allocation for PMKVY central component is at the sole discretion of NSDC. NSDC is not liable for any claims, losses, liabilities, damages or costs of any nature whatsoever to any Training Providers who are accredited and affiliated but do not receive targets. It shall be the responsibility of the State Skill Development Missions to communicate the same to the training partners.

Annexure 1 (Contd.)



Annexure 2- Format for Recommending Training Providers for Center Accreditation and Affiliation by State governments.

Date:

State:

Recommending Department/Agency:

This is to notify the National Skill Development Corporation(NSDC) that the _____ Skill Development Mission/<Name of the department>, Govt. of <State> hereby recommends the following Training Providers for Accreditation and Affiliation under PMKVY 2.0.

This recommendation is made with the clear understanding that accreditation and affiliation in no way compels NSDC to allocate targets to the Training Providers listed herein:

Name of Training Provider	Name of Point of Contact	Email address of point of contact	Email address of point of contact	Proposed no. of TCs	Proposed districts of Training centers (optional)	Proposed Sectors of Training centers (optional)	Reason of recommendation

(Additional names can be added in an additional A4 sheet that is stamped and signed)

Legal Name of Training Provider: Full legally registered name of Training Provider (TP)

Name of Point of Contact: Full name of the Single Point of Contact (SPOC) for the TP

Email Address of Point of Contact: Email address of SPOC that shall be used for registration of TP account on SMART portal

Proposed Number of Training Centers: Number of training centers that TP proposes to register on SMART

Proposed Locations of Training Centers: Locations of training centers that TP proposes to register on SMART

Purpose for recommending for A&A: Please specify the purpose for recommending the TP in question, for e.g. Shortlisted for state component of PMKVY for the state.

Authorized signatory

Name:

Designation:

Annexure 2

- I. Data reporting process for States that do not have their own MIS may opt for full SDMS access of the central portal

IT Steps to be followed by State TC/TPs to access SDMS to upload data for Assessment & Certifications

- i. Communicate to State TP (TP's who are accredited or affiliated through Smart) to sign up in the TP portal:
<https://tp.nsdcindia.org/>
- ii. Post signup email will be triggered with login details. If TP is existing in the Central component, they can use their existing login details to access the above url (no signup required).
- iii. Training Partner has to fill and Submit profile details by selecting the appropriate State.
- iv. Training Partner has the provision to create new Training Centre and allocate targets against the State.
- v. State SPOC will approve/ reject the Training Partner, Training Centre and Target details by verifying details against Smart.
- vi. Post approval of Training Centre, Training Centre SPOC will receive an email with login credentials to access SDMS Training Centre portal. URL - <https://sc.nsdcindia.org/>
- vii. Training Centre can now login to SDMS Training Centre Portal and can perform following activities.
 - a) Register Candidate
 - b) Create Batch
 - c) Enroll Candidates to Batch
 - d) Send batch to State Approval
- viii. State SPOC will approve/ reject the batches sent for approval by Training Centre
- ix. Post batch approval by State SPOC, batches will be assigned to SSC to assign to Assessment Agency
- x. Post batch assignment to Assessment Agency, Assessment Agency will assign the batch to Assessor
- xi. Assessor will conduct the assessment on the assessment date and upload marks on Assessor Portal/ App.
- xii. Post submission of uploaded marks by Assessor, batch will be approved/ rejected by Assessment Agency/ SSC
- xiii. Post approval of assessment result by SSC, certificates will be generated within 24 hours
- xiv. Training Partner, Training Centre and SSC will have a provision to download batch wise or candidate wise certificate
- xv. Login credentials to SDMS Portal to be provided as following :

State	State with MIS?	User Name	Password	SPOC Name	SPOC Mobile No.	SPOC Email ID

- II. Data reporting process for States that have an existing MIS may opt for uploading their data through an excel sheet

IT Steps to be followed for CSSM Excel approach portal

- i. State should create TP and TC and all the TP/ TC created will be sent for NSDC CSSM business user for approval. Note: Smart TP/TC ID is mandatory to create TP/ TC.
- ii. Once TP and TC is approved by CSSM business user, Batch/ Candidate upload should be done by States in excel
- iii. Batch Upload:
 - a) Selection of Scheme and Training (currently only PMKVY2.0 CSSM scheme and Short Term training type is allowed to select.
 - b) Download excel based template.
 - c) Upload candidate and batch data file. Note: One batch details in one excel file is allowed.
 - d) Multiple files are allowed to upload.
 - e) Wait for 4 hours for a scheduler to run, which will check if uploaded file is successful or has any errors.
- iv. Status of uploaded Batch:
 - a) Uploaded batch can have 3 statuses – Under Process, Processed Successfully, Validation Failure
 - b) If file is processed successfully then automatically batch will be assigned to SSC for Assessment and Certification which will be assigned to Assessment Agency and Assessor.
- v. Assessment Status:
 - a) State can check status of assessment in Assessment Status tab
- vi. The CSSM with MIS excel upload portal can be accessed at the following url: <https://statesdms.nsdcindia.org/>
- vii. Login credentials to SDMS Portal to be provided as following :

State	State with MIS?	User Name	Password	SPOC Name	SPOC Mobile No.	SPOC Email ID

Annexure 4

Escalation Matrix for PMKVY 2.0 CSSM Component

Brief: The Escalation Matrix is designed to be used by the Skill Mission officials, who would be responsible to provide support to the on boarded Training Centers (TCs) & Training Partners (TPs). We would also suggest that the Skill Mission Officials please follow the below steps before onboarding the TCs/TPs in their state:

- a) **States to Create TP (Training Partner)/TC (Training Center) only after checking the details on SMART Portal:** It is required that the States approve and allocate training targets under CSSM component only to those TCs/TPs, who are accredited and affiliated through the SMART portal. While NSDC is working to provide the states with a dashboard for SMART, in the interim it is recommended that the state writes an email with the TC number (which they have approved) on state.engagement@nsdcindia.org and receive a response on the status of TC/TP approval on SMART. It is requested that states do not provide/approve any targets before receiving the confirmation email from NSDC
- b) **States to check Target Allocations on PMKVY Portal before approving a TP/TC:** It is recommended that the States to approve and allocate training targets under CSSM component for only those TCs/TPs, who have not been allotted targets earlier. The same can be checked by the state at the following link <http://www.pmkvyofficial.org/Training-Centre.aspx>
- c) **Query & Issue Redressal:** The States are required to entertain queries and issues of all State Component TPs. NSDC will only provide support to PMKVY state PMU of the respective state government, who should bring any unsolved queries of TPs to NSDC
- d) **Trainings:** NSDC will be able to provide first level of trainings to TPs and State reps as master trainers

Important: Please note that in addition to the below matrix always keep the following mail addresses in copy. This is required to track all the requests centrally. The mail addresses are state.engagement@nsdcindia.org, Akshay.kashyap@nsdcindia.org and saurabh.joshi84@nic.in

Escalation Matrix for PMKVY 2.0 CSSM Component			
Area of Support	Level I	Level II	Level III
Issues related to SMART	Deborshi Chakraborty Email: Deborshi.chakraborty@nsdcindia.org Phone: 011-47451600 Ext: 866		Col. Ajay Kumar Jindal Email: ajay.kumar@nsdcindia.org Phone: 011-47451600 Ext: 673

SDMS Related Issues	Mr. Vivek Simha G.C Email: vivekGC@campusgmt.com Phone: 011-47451600 Ext:	Mr. Gaurav Gulati Email: gauravg@campusgmt.com Phone: 011-47451600 Ext:	Ms. Shreshtha Gupta Email: sshreshthag@campusgmt.com Phone: 011-47451600 Ext:
Standards (relating to QP/NOS/Job Roles)	NSDC appointed State Engagement Officers (SEOs) for the respective states List of State Specific SEO's can be downloaded from http://www.pmkvofficial.org/App_Documents/News/Contact-details-of-State-Citizen-engagement-officers-new.pdf		Ms. Deepti Saxena Email: deepti.saxena@nsdcindia.org Phone: 011-47451600 Ext: 677
Quality Assurance (relating to Courses/Curriculum/Content) Note: Publisher related issues need to be handled directly with the Publisher through SEO		Ms. Shatabdi Email: shatabdi@nsdcindia.org Phone: 011-47451600 Ext: 786	Ms. Preeti Arora Email: preeti.arora@nsdcindia.org Phone: 011-47451600 Ext:787
SSC Related Issues (Assessment & Certification)		Mr. Navin Yadav Email: state.engagement@nsdcindia.org Phone: 011-47451600 Ext: 609	Mr. Mohan Reddy Email: mohan.reddy@nsdcindia.org Phone: 011-47451600 Ext:721

Annexure 5

Sector-wise Publisher Contact Details for PMKVY Books

S. No.	Sector Skill Council Name	Publisher Name and Address
1	Telecom SSC	Vikas Publishing House Pvt. Ltd. E-28, Sector 8, Noida - 201 301 (U P) Phone: +91-120-407 8900 Fax: +91-120-407 8999
2	Construction Skill Development Council of India	
3	Life Sciences Sector Skill Development Council	
4	Capital Goods Skill Council	
5	Logistics SSC	
6	Furniture & Fitting SSC	
7	Domestic Workers SSC	
8	Rubber Skill Development Council	
9	Instrumentation Automation Surveillance & Communication SSC	
10	Paints And Coatings Skill Council	
11	Indian Plumbing Skills Council	
12	Handicraft and Carpet SSC	
13	Food Industry Capacity and Skill Initiative	
14	Infrastructure SSC	
15	Agriculture Skill Council of India	
16	Automotive Skill Development Council	
17	Aerospace and Aviation SSC	
18	Chemicals & Petrochemicals SSC	
19	Healthcare SSC.	
20	Hydrocarbon SSC.	
21	Skill Council For Persons With Disability	
22	National Association of Software and Service Companies,	
23	The Gem & Jewellery Skill Council of India	
24	Power SSC	
25	Apparel Made-Ups and Home Furnishing SSC	Rachna Sagar Pvt Ltd., 4583/15, Opp. LIC

26	Electronics Sector Skill Council of India	Building, Daryaganj, New Delhi - 110002 Phone: + 91 - 11 - 43585858 Fax: + 91 - 11 - 23243519 Website: www.rachnasagar.in	
27	Security Sector Skill Development Council		
28	Tourism and Hospitality Skill Council		
29	BFSI SSC		
30	India Iron and Steel SSC		
31	Skill Council for Green Jobs		
32	Leather SSC		
33	Textile SSC		
34	Beauty & Wellness SSC		Excel Books Private Limited Office: 81, Shyamlal Marg, Near Hindi Park, Daryaganj, New Delhi - 110002 Cooperate Office: B- 25/5&6, Sector-59, Noida-201307 Ph: 011-47520129
35	Sports, Physical Education, Fitness & Leisure Skill Council		
36	Management SSC		
37	Strategic Manufacturing SSC		
38	Skill Council for Mining Sector		
39	Retailer's Association's SSC		
40	Media & Entertainment Skills Council		