

ಕರ್ನಾಟಕ ಸರ್ಕಾರದ ನಡವಳಿಗಳು

ವಿಷಯ: ತರಬೇತಿ ಸಂಸ್ಥೆಗಳು ಮತ್ತು ತರಬೇತಿ ಕೇಂದ್ರಗಳ ನೋಂದಣಿ ಮತ್ತು ಮಾನ್ಯತೆ ಕುರಿತು ಪರಿಷ್ಕೃತ ಮಾರ್ಗಸೂಚಿಗಳ ಬಗ್ಗೆ.

- ಓದಲಾಗಿದೆ:** 1. ಸರ್ಕಾರಿ ಸುತ್ತೋಲೆ ಸಂಖ್ಯೆ: ಕೌಉಜೀಇ 51 ಕೌಗುಇ 2017 ದಿನಾಂಕ: 24-10-2017.
2. ದಿನಾಂಕ: 08.02.2018ರಂದು ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ನಡೆದ 13ನೇ ಅಧಿಕಾರಯುಕ್ತ ಸಮಿತಿಯ ನಡವಳಿಗಳು.
3. ಸರ್ಕಾರಿ ಆದೇಶ ಸಂಖ್ಯೆ: ಕೌಉಜೀಇ 51 ಕೌಗುಇ 2017 ದಿನಾಂಕ: 26-02-2018. ಮತ್ತು ದಿನಾಂಕ: 27-03-2018
4. ದಿನಾಂಕ: 22-03-2018ರಂದು ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ನಡೆದ 14ನೇ ಅಧಿಕಾರಯುಕ್ತ ಸಮಿತಿಯ ನಡವಳಿಗಳು.
5. ದಿನಾಂಕ: 30.04.2018ರಂದು ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು ಹಾಗೂ ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರ ಅಧ್ಯಕ್ಷತೆಯಲ್ಲಿ ನಡೆದ 15ನೇ ಅಧಿಕಾರಯುಕ್ತ ಸಮಿತಿಯ ನಡವಳಿಗಳು.
6. ಸರ್ಕಾರಿ ಸುತ್ತೋಲೆ ಸಂಖ್ಯೆ: ಕೌಉಜೀಇ 51 ಕೌಗುಇ 2017 ದಿನಾಂಕ: 26.06.2018.

ಪ್ರಸ್ತಾವನೆ:

ಮೇಲೆ ಓದಲಾದ ಉಲ್ಲೇಖ (6)ರಲ್ಲಿ ತರಬೇತಿ ಸಂಸ್ಥೆಗಳು ಮತ್ತು ತರಬೇತಿ ಕೇಂದ್ರಗಳ ನೋಂದಣಿ ಮತ್ತು ಮಾನ್ಯತೆ ಕುರಿತು ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಹೊರಡಿಸಲಾಗಿತ್ತು. ಸದರಿ ಮಾರ್ಗಸೂಚಿಗಳ ಪುಟ-46 ರಲ್ಲಿ ತರಬೇತಿ ಸಂಸ್ಥೆಗಳಿಗೆ ಒಡಂಬಡಿಕೆ ನೀಡುವಾಗ ಶೇಕಡಾ 20 ರಷ್ಟು ಬ್ಯಾಂಕ್ ಗ್ಯಾರಂಟಿಯನ್ನು ನೀಡಲು ತಿಳಿಸಲಾಗಿತ್ತು. ಕೆಲವೊಂದು ತರಬೇತಿ ಸಂಸ್ಥೆಗಳು ಈ ಕುರಿತು ಸರ್ಕಾರಕ್ಕೆ ಮನವಿ ಮಾಡಿರುವುದರಿಂದ ಬ್ಯಾಂಕ್ ಗ್ಯಾರಂಟಿಯನ್ನು ಪ್ರಥಮ ಕಂತಿನ ಹಣ ಉಡುಗಡೆ ಮಾಡುವ ಸಮಯದಲ್ಲಿ ಪಡೆದು ತರಬೇತಿಯನ್ನು ಪ್ರಾರಂಭಿಸಿ ಅನುಷ್ಠಾನಗೊಳಿಸುವುದು ಸೂಕ್ತವಾಗಿ ಕಂಡು ಬಂದಿರುವುದರಿಂದ ಮತ್ತು ಮಾನ್ಯತೆ ನೀಡಲು ರಚಿಸಲಾದ ಮೌಲ್ಯ ಮಾಪನ ಉಪ ಸಮಿತಿಯನ್ನು ಪುನರಚಿಸಿ ಹಾಗೂ ಬ್ಯಾಚ್ ಫಾರ್ಮೇಶನ್ ನಿಗದಿ ಪಡಿಸಿದ ಅವಧಿ ಕೂಡ ಮಾಪನಗಳು ಸರ್ಕಾರವು ಪರಿಶೀಲಿಸಿ ಈ ಕೆಳಕಂಡ ಆದೇಶವನ್ನು ಹೊರಡಿಸಲಾಗಿದೆ.

ಸರ್ಕಾರಿ ಆದೇಶ ಸಂಖ್ಯೆ: ಕೌಉಜೀಇ 51 ಕೌಗುಇ 2017, ಬೆಂಗಳೂರು ದಿನಾಂಕ:

13.11.2018

ಈ ಮೇಲೆ ಪ್ರಸ್ತಾವನೆಯಲ್ಲಿ ವಿವರಿಸಿದ ಹಿನ್ನೆಲೆಯಲ್ಲಿ ಸರ್ಕಾರಿ ಆದೇಶ ಸಂಖ್ಯೆ: ಕೌಉಜೀಇ 51 ಕೌಗುಇ 2017, ದಿನಾಂಕ: 26-06-2018 ರಲ್ಲಿನ ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಹಿಂದಕ್ಕೆ ಪಡೆದು, ಪರಿಷ್ಕೃತ ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಅನುಬಂಧದಲ್ಲಿ ಲಗತ್ತಿಸಿ ಅನುಷ್ಠಾನಗೊಳಿಸಲು ಆದೇಶಿಸಿದೆ.

ಪರಿಷ್ಕೃತ ಮಾರ್ಗಸೂಚಿಗಳನ್ನು ಪಾಲಿಸಿ ಮುಖ್ಯಮಂತ್ರಿಗಳ ಕೌಶಲ್ಯ ಕರ್ನಾಟಕ ಯೋಜನೆಯನ್ನು ಈ ತಕ್ಷಣದಿಂದ ಅನುಷ್ಠಾನಗೊಳಿಸಲು ಸಹ ಆದೇಶಿಸಲಾಗಿದೆ.

ಕರ್ನಾಟಕ ರಾಜ್ಯಪಾಲರ ಆದೇಶಾನುಸಾರ
ಮತ್ತು ಅವರ ಹೆಸರಿನಲ್ಲಿ

(ಕುರಣ್ಣ)

ಸರ್ಕಾರದ ಅಧೀನ ಕಾರ್ಯದರ್ಶಿ,
ಕೌಶಲ್ಯಾಭಿವೃದ್ಧಿ ಉದ್ಯಮಶೀಲತೆ ಮತ್ತು
ಜೀವನೋಪಾಯ ಇಲಾಖೆ

ಇವರಿಗೆ,

1. ಮಹಾಲೇಖಪಾಲಕರು, (ಎ&ಇ, ಜಿಎಸ್‌ಎಸ್‌ಎ, ಇ&ಆರ್‌ಎಸ್‌ಎ) ಕರ್ನಾಟಕ, ಬೆಂಗಳೂರು.
2. ಆಯುಕ್ತರು, ಕೈಗಾರಿಕಾ ತರಬೇತಿ ಮತ್ತು ಉದ್ಯೋಗ ಇಲಾಖೆ, ಬೆಂಗಳೂರು-29.
3. ಮಿಷನ್ ನಿರ್ದೇಶಕರು, ಸಂಜೀವಿನಿ-ಕರ್ನಾಟಕ ರಾಜ್ಯ ಗ್ರಾಮೀಣ ಜೀವನೋಪಾಯ ಮಿಷನ್, ಬೆಂಗಳೂರು.
4. ನಿರ್ದೇಶಕರು, ಕೌಶಲ್ಯ ಮಿಷನ್ ಕೌಶಲ್ಯ ಭವನ ಬೆಂಗಳೂರು.
5. ವ್ಯವಸ್ಥಾಪಕ ನಿರ್ದೇಶಕರು, ಕರ್ನಾಟಕ ವೃತ್ತಿ ತರಬೇತಿ ಮತ್ತು ಕೌಶಲ್ಯ ಅಭಿವೃದ್ಧಿ ನಿಗಮ ನಿಯಮಿತ, ಕೌಶಲ್ಯ ಭವನ, ಬೆಂಗಳೂರು.
6. ನಿರ್ದೇಶಕರು, ಪೌರಾಡಳಿತ ನಿರ್ದೇಶನಾಲಯ, ವಿ.ವಿ. ಚಿಕ್ಕ ಗೋಪುರ, ಬೆಂಗಳೂರು.
7. ನಿರ್ದೇಶಕರು, ಕೈಗಾರಿಕಾ ತರಬೇತಿ ಮತ್ತು ಉದ್ಯೋಗ ಇಲಾಖೆ, ಬೆಂಗಳೂರು-29.
8. ವ್ಯವಸ್ಥಾಪಕ ನಿರ್ದೇಶಕರು, ಸರ್ಕಾರಿ ಉಪಕರಣಾಗಾರ ಮತ್ತು ತರಬೇತಿ ಕೇಂದ್ರ, ರಾಜಾಜಿನಗರ, ಬೆಂಗಳೂರು.
9. ನಿರ್ದೇಶಕರು, ಕರ್ನಾಟಕ ಉದ್ಯಮಶೀಲತಾಭಿವೃದ್ಧಿ ಕೇಂದ್ರ, ಧಾರವಾಡ.
10. ಮುಖ್ಯ ಕಾರ್ಯಾಚರಣಾ ಅಧಿಕಾರಿ, ಸಂಜೀವಿನಿ - ಕರ್ನಾಟಕ ರಾಜ್ಯ ಗ್ರಾಮೀಣ ಜೀವನೋಪಾಯ ಮಿಷನ್, ಬೆಂಗಳೂರು.
11. ಮುಖ್ಯ ಯೋಜನಾಧಿಕಾರಿಗಳು, ಡೇ-ನಲ್ಕೆ, ಪೌರಾಡಳಿತ ನಿರ್ದೇಶನಾಲಯ, ಕನ್ನಿಂಗ್ ಹ್ಯಾಮ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು.
12. ಜಿಲ್ಲಾಧಿಕಾರಿಗಳು, ಎಲ್ಲಾ ಜಿಲ್ಲೆಗಳು.
13. ಮುಖ್ಯ ಕಾರ್ಯನಿರ್ವಾಹಕ ಅಧಿಕಾರಿಗಳು, ಎಲ್ಲಾ ಜಿಲ್ಲಾ ಪಂಚಾಯಿತಿಗಳು.
14. ಯೋಜನಾ ನಿರ್ದೇಶಕರು, ಡಿಆರ್‌ಡಿಎ, ಎಲ್ಲಾ ಜಿಲ್ಲಾ ಪಂಚಾಯಿತಿಗಳು.
15. ಉಪ ವಿಭಾಗಾಧಿಕಾರಿಗಳು, ಎಲ್ಲಾ ಜಿಲ್ಲೆಗಳು.
16. ಕಾರ್ಯನಿರ್ವಾಹಕಾಧಿಕಾರಿಗಳು, ಎಲ್ಲಾ ತಾಲ್ಲೂಕು ಪಂಚಾಯಿತಿಗಳು.
17. ಎಲ್ಲಾ ಜಿಲ್ಲೆಗಳ ಜಿಲ್ಲಾ ಕೌಶಲ್ಯ ಅಧಿಕಾರಿಗಳು.

ಪ್ರತಿಯನ್ನು ಮಾಹಿತಿಗಾಗಿ:

1. ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು ಮತ್ತು ಅಭಿವೃದ್ಧಿ ಆಯುಕ್ತರು.
2. ಸರ್ಕಾರದ ಅಪರ ಮುಖ್ಯ ಕಾರ್ಯದರ್ಶಿಗಳು, ಕೌಶಲ್ಯಾಭಿವೃದ್ಧಿ ಉದ್ಯಮಶೀಲತೆ ಮತ್ತು ಜೀವನೋಪಾಯ ಇಲಾಖೆ.
3. ಮುಖ್ಯ ಮಂತ್ರಿಗಳ ಪ್ರಧಾನ ಕಾರ್ಯದರ್ಶಿಗಳು.
4. ಕೌಶಲ್ಯಾಭಿವೃದ್ಧಿ ಉದ್ಯಮಶೀಲತೆ ಮತ್ತು ಜೀವನೋಪಾಯ ಇಲಾಖೆ ಸಚಿವರ ಆಪ್ತ ಕಾರ್ಯದರ್ಶಿಯವರಿಗೆ.

Annexure to Government Order no SDEL 51 SSM

2017,Bengaluru dt 13 Nov 2018



Guidelines

REGISTRATION TRAINEES/ TRAINING PROVIDERS/
TRAINING CENTRES
AND
ACCREDITATION/ALLOTMENT OF TARGETS,
FORMATION OF BATCHES, INSPECTION

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1. Background

In pursuance of Hon'ble Chief Minister's announcement in 2016-17 Budget Speech, a new Department of Skill Development, Entrepreneurship and Livelihood (SDEL) was created vide Government order number DPAR 164 SAS 2016, dated 24-09-2016.

Chief Minister's Kaushalya Karnataka Yojane envisages to skill 5 lakh youth annually of which 2.50 lakh youth shall be targeted under schemes implemented directly by SDEL and 2.50 lakh youth shall be targeted under schemes implemented by other Government departments and government bodies.

The new Department was established to bring various Skill Trainings hitherto being conducted by different departments into one umbrella. The various skill sets and the corresponding job roles need to be standardized. It also envisages standardizing the Content, Syllabus, Selection of Trainees, Selection of Training Providers, Assessment of Trainees and their Placement. It also aims to develop a new strategic framework for Skill Development for the school drop-outs and existing workers, especially in the Informal Sector in close consultation with Industry, Micro Enterprises in the Informal Sector, State Governments, Experts and Academia.

Key features of the new Framework for Skill Development

Demand driven short term Training Courses to be finalized in consultation with Industry as per the NSQF standards till State Standards are Framed.

- Inclusive framework by bringing the Jai Kaushal Jawan (Ex-servicemen), Widows of ex-servicemen, war-widows, specially challenged, juvenile delinquents, Jail inmates (Kaushakaragruha) along with other skill seekers.
- Flexible mechanism for imparting the Training (Residential/ Non-residential, Full time/ Part time etc).
- All the candidates aspiring to be Skilled to be registered on www.kaushalkar.com
- Online selection of registered Trainees (Aadhaar linked) to avoid duplication and ensure they are resident in Karnataka.
- Different levels of Training to meet demands of various Target groups.
- Training to be provided by Vocational Training Providers (TP) through the Training Centres (TC) under the Government, Private Sector and Industrial establishments.
- The Training Providers (TP) and the Training Centres (TC and/or MTC) should be registered online with the Department and should be accredited by prescribed Agency/ Body/ Committee. TPs and respective TCs of PMKVY, DDUGKY, NRLM, NULM, RGKY, CMKKY etc should register on Kaushalkar portal.

Kaushalkar Guidelines

- Only duly accredited TCs shall be eligible to impart Training. No accredited TC or TP can sub-contract or sub-lease the training or provide training through franchisees. The TCs must be fully owned or leased by the TP or there should be a Joint Venture or contract or lease agreement which pre-dates the date of registration of the TC on Kaushalkar portal. At any given point of time, no TC can be part of or in contract with more than one TP.
- Testing of Skills of Trainees by an independent assessing body that would not be involved in conduct of the training program to ensure that it is done impartially.
- The Assessing and Certification Body / Bodies will be appointed and monitored by KSDA and the standards of assessment and certification will be set by KSDA.
- The placement after training for at least 70 % of the trainees.

The training under CMKKY scheme is envisaged to be provided by various TPs under Central Government, State Governments, Public and Private Sector and Industrial establishments.

2. Registration of Trainees

1. All those seeking:
 - a. Skill Training
 - b. Employment
 - c. Entrepreneurship & Livelihood
 - d. Apprenticeship



Should register on www.kaushalkar.com which is free of cost. The registration form in bi-lingual and available in English and Kannada.

2. The prescribed age spectrum for the registrants are as follows:

a. Jai Kaushal Jawan (Ex-servicemen)	33 to 50 Yrs
b. Widows of ex-servicemen, war-widows	18 to 50 Yrs
c. Specially challenged	From 14 Yrs to 50 years
d. Juvenile delinquents	14 to 18 Yrs
e. Jail inmates (Kaushalkaragruha)	18 to 50 yrs
f. Farmers	18 to 50 yrs
g. All Others	18 to 35 yrs

Farmers include those in animal husbandry, agriculture, horticulture, sericulture, fisheries and other allied sectors.

Kaushalkar Guidelines

3. The registrant has to read the Aadhar consent form (Annexure B), provide consent and enter their Aadhar number in the registration form.
4. Aadhar number and mobile phone contact number is mandatory while registering and also to avail any services of Kaushalkar
5. The registrant can choose any of one of Skilling, employment, entrepreneurship or apprenticeship or any combination.
6. Upon successful registration the aspirant will receive SMS
7. The successfully registered aspirant will get a free email, self service portal wherein they can have access to cyber storage, view prospective employment opportunities and edit specific data in their profile.
8. Registrant can login to utilize the various information and functionality that are available on Kaushalkar portal.
9. Registration of aspirants for Juvenile delinquents and Jail inmates would be done by the respective departmental officers and cannot be available in public domain.

3. Registration of Training Providers

3.1 Eligibility criteria for TPs

The applicants fulfilling the following conditions are eligible to apply:

- 3.1.1. TPs already affiliated to NSDC and DDUGKY.
- 3.1.2. Any other institute / PSU / Company / Board / Corporation set up by Central or State/ UT government. These include Organizations/Institutes (including autonomous organizations) set up by Central Government/State Government/UT Administrations.
- 3.1.3. Private, Aided and Self-financed institutions of higher, secondary and technical education duly recognized by the Government (State and Central).
- 3.1.4. Registered societies, trusts or companies/ firms which are duly registered under various statutes in India, having been in existence in at the time of submission of application having a valid Permanent Income Tax Account Number (PAN) and Service Tax Registration Number (TAN).
- 3.1.5. Individuals will not be considered as TP or TC.

In future, if the registration/affiliation of the institute is cancelled for any reason by the respective accrediting/registering/governing authority, then its registration as TP / TC would also stand cancelled automatically. TP/TC/MTC will not be allowed to

operate any new courses/batches from the date of cancellation. It will, however, have to complete the training of the on-going courses.

3.2 Registration and Submission of TP

- 3.2.1 The TPs desirous of providing skill training under the various schemes shall compulsorily register themselves on www.kaushalkar.com. Only upon successful registration of TP, can a TP register the TC/ TCs/MTC/MTCs through which the said TP intends to impart the training. The registration will be as per the following procedure:
- 3.2.2 The TP shall complete the Training Provider application form (TPAF) online on www.kaushalkar.com website
- 3.2.3 The TPAF should have the following three sections:

i. General Details

The fields below are to be filled (those with * being mandatory)

- a) Name of the Training Provider (TP) *
- b) Type of Training Provider * Main Business/ Background of the TP
- c) Past Experience in Skilling * - This will have two options – New Training Provider and Existing Training Provider. If TP chooses New Training Provider – there is no requirement to furnish details of Skilling experience. Existing training Providers should complete the Skilling Experience section also.
- d) Current States of Operation *
- e) Website of TP
- f) Name, Email, Mobile number and Aadhaar of CEO/ MD / Head *
- g) Name, Email ID and Mobile number of the Aadhaar Authorized Signatory *
- h) Name, Email ID, Mobile number of the Aadhaar authorized Single Point of Contact (SPOC) *
- i) Landline No. and Contact Address of the TP *
- j) Address Proof ID * : TP should Upload File (The following can be provided as Address Proof- Certificate of Incorporation, Telephone Bill, Electricity Bill and Service Tax registration Certificate)

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- k) If the Electricity/Telephone Bill is not on Company's Name, TP will have to upload rental agreement additionally merged in a single file.
- l) The documents should be in the following formats: JPG | JPEG | PNG | GIF | BMP | PDF upto a maximum File Size 2MB.
- m) Bank Details with Account Number *, Bank Name *, Branch Name *, IFSC Code * and Bank Address

ii. Financial

- a) Year of Incorporation * , Permanent Account Number (PAN) of the TP * and
- b) Tax Account Number (TAN) of the TP
- c) The following proof has to be uploaded
- d) GSTIN number of TP
- e) Certificate of Incorporation of the TP *, PAN Proof *, TAN Proof, GSTIN Proof

The documents should be in the following formats: JPG | JPEG | PNG | GIF | BMP | PDF up to a maximum File Size 2MB.

iii. Skilling Experience

(This shall be applicable only for those TP's who have prior experience)

- a) Number of Years of Experience in Skill Development *
- b) Total Number of Trainees Trained for three immediately previous three financial years and under which of the following categories : Government Funded / Corporate Social Responsibility(CSR) / Self Paid Count
- c) Total Number of Trainees assessed and certified for the three immediately previous financial years for Government Funded / Corporate Social Responsibility (CSR) / Self Paid Count
- d) Total Number of Trainees Placed for the three immediately previous financial years for Government Funded / Corporate Social Responsibility (CSR) / Self Paid Count
- e) Recognition, Awards and Accolades for Training Services by well known public authorities or Government organisations
- f) The documents should be in the following formats: JPG | JPEG | PNG | GIF | BMP | PDF upto a maximum File Size 2MB.

g) The TPs should upload all documents supporting their claim

- 3.2.4 The TP after completing all the mandatory fields should be provided with an option to read the Aadhaar Consent form (as per Annexure B). Submission shall happen only after TP provides Aadhaar consent.
- 3.2.5 Upon successful submission of TPAF, an email shall be sent to the email ID of CEO/MD/Head of the TP with a “username and password” to acknowledge the successful registration.
- 3.2.6 In case the TP has not received the email or has entered a wrong email ID, the login credentials can be requested by visiting <http://www.kaushalkar.com/forgot-password>
- 3.2.7 TPs should submit the online form after verifying their data.
- 3.2.8 If it is found that the TPs have submitted more than one form with similar details, such TPs will be rendered inactive on Kasuhalkar.

3.3 Accreditation of TP

Accreditation is a process of quality assurance and improvement. It provides quality assurance that the aims and objectives are honestly pursued and effectively achieved by the resources available, and that the TP/TC has demonstrated capabilities of ensuring effectiveness of the programme(s), over the validity period of accreditation.

3.3.1 Objectives and benefits of accrediting TP

- a. To ensure that the TPs have the financial stability to impart training through the accredited TCs
- b. To ensure that the TPs have all the legal compliance
- c. To ensure that the TPs meet required standards to impart training as per the guidelines

3.3.2 Benefits of accreditation

- a. Only accredited TPs can commence training as per Chief Minister’s Kaushalya Karnataka Yojane
- b. Trainees of the accredited TPs are entitled to receive Industry recognized training, assessment and certification upon successful completion of training and assessment.

- c. Imparts confidence to the trainees, their parents/guardians
- d. Imparts confidence to the industry to employ trainees skilled by accredited TPs

3.3.3 Evaluation of Application for accreditation of TP:

Upon successful submission of TPAF and registration of TP, the evaluation of applications for accreditation of TP shall be done as per the evaluation process prescribed in para 3.3.4 and the Scoring matrix as per para 3.3.6 by the **Accreditation Evaluation Sub- Committee**. The Accreditation Evaluation Sub-Committee shall also verify the documents submitted online by the TP, as far as possible. Batches of cases may be verified and processed every 14 days. No case should remain unprocessed more than 7 days from the registration. The AESC may take decision by circulation in case of urgency. Rejection of Provisional Accreditation must be accompanied by specific reasons.

1. The **Accreditation Evaluation Sub-Committee** shall comprise of the following:

- a. Director Skill Mission - Chairperson
- b. Commissioner C & I or his/her representative - Member
- c. MD NRLM or his/her representative - Member
- d. MD KVSTDC - Member
- e. Deputy Director, Skill Mission - Member Secretary
- f. Any other member to be co-opted as deemed necessary by the committee.

2. This committee shall forward/submit its recommendations to SLEC, which shall take the final decision within 7 days (seven days). The SLEC shall consist of the following:

- a. Secretary / Principal Secretary/ ACS, SDEL - Chair person
- b. Commissioner Entrepreneurship & Livelihood - Member
- c. Commissioner DITE - Member
- d. Director Skill Mission -Member Secretary
- e. MD NRLM - Member
- f. MD NULM - Member
- g. Any other member to be co-opted as deemed necessary by the State Level Evaluation Committee (SLEC).

The SLEC may take decision by circulation in cases of urgency. After final accreditation, the certificate shall be issued by Director Skill Mission within 7 days

and give the login and user ID specific to the Job Role and location of the proposed training program which the TP and its component TCs want to take up.

3.3.4 Evaluation process to be followed by Accreditation Committee

- a. There will be an Accreditation Evaluation Sub-Committee and it shall verify the details of all sections - General, Financial and Skilling Experience separately and in detail as per Scoring matrix in para 3.3.6. The committee shall verify the documents submitted by TP. The authenticity and veracity of the documents shall be established as far as possible. In case of any doubt with respect to the documents, TP may be asked to submit the original for verification.
- b. The committee shall forward/submit its recommendations to SLEC along with the Provisional Accreditation Certificate of the TC with the method of Grading / Marks as prescribed in para 3.3.5

3.3.5 Process of Accreditation and Grading of TP:

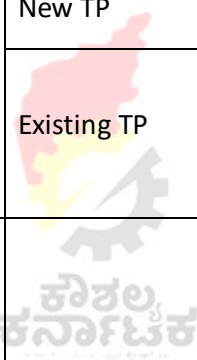
1. The Training Provider will be scored against details uploaded on Kaushalkar.
2. The Training Centers/ Mobile Training centers will be scored after inspection.
3. Job roles with scores of 70 and above will be considered accredited for the particular TC.
4. The average score of TC = **total score of job roles/ number of job roles**
5. Score for TCs will be determined after inspection of the concerned DSM officer.
6. The Average score of TP = **40% * TP score + 60% * Average TC/ MTC score**
7. If the TP has more than 1 TC, then average score of TC =
Avg Score TC1 + Avg Score TC2+..... + Avg Score TCn/ Number of TCs
8. The score of TP determines overall grading
9. The terms TC and MTC are used interchangeably only with regards to scoring and gradation.
10. For grading of additional TCs or Job Roles after initial accreditation, only the score of the additional TC with respect to the Job Role will be considered provided it is above the average score.

3.3.6 Scoring matrix for TP

Scoring Matrix for TP is categorized into 3 – General, Financial and Skilling Experience with a cumulative score of 100 as per details below.

		Details	Score	Maximum
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					Score
Category: General					
1	Type of Training Provider	Main Business / Background of the TP	Non Skilling Non Educational	0	5
			Non Skilling Educational	2	
			Industry	2	
			Skilling Non Educational	4	
			Skilling & Educational	5	
2	Past Experience in Skilling.	New TP		0	5
		Existing TP	1 yr	1	
			2 to 5	3	
			5 and above	5	
3	Current States of Operation		Other than Karnataka	3	10
			Karnataka only	5	
			Karnataka and any other state	8	
			Karnataka and more than two other states	10	
	Total (General)				20
Category: Financial					
1	Average Turnover of previous three years		< 2 crore	2	10
			2 cr – 5 cr	4	

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			5 cr – 10 cr	8	
			> 10 cr	10	
2	Average Profit of previous three years for non NGO's		< 2 crore	2	
			2 cr – 5 cr	4	
			5 cr – 10 cr	8	10
			> 10 cr	10	
	For NGOs		NA	5	
	Total (Financial)				20
Category: Skilling Experience					
1	Number of Years of Experience in Skill Development *		Nil	0	
			< 3 yrs	3	10
			3yrs to 5yrs	5	
			> 5 yrs	10	
2	Number of Trainees Trained for previous three years	Govt. Funded	< 250	2	
			251 - 500	10	20
			501 to 1000	15	
			>1000	20	
3	Number of Trainees Trained for previous three years	Other than Govt funded	< 250	1	
			251 - 500	2	5
			501 to 1000	4	
			>1000	5	
4	Number of Trainees Trained for previous three years	Self Paid	< 250	1	
			251 - 500	2	5
			501 to 1000	4	
			>1000	5	
5	Total Placements (previous three years cumulative)	Percentage of trainees placed vis-à-vis enrollment in TP	< 29 %	1	
			30% to 49%	5	20
			50% to 69%	10	
			> 70 %	20	
	Total (Skilling Experience)				60

	Number of Owned Training Centres	Maximum 15 marks	1 Grace marks for each
	Number of Fully leased Training centres*	Maximum 10 marks	1/2 Grace mark for each

3.3.7 Parameters for accreditation of TP

The TP having the grade B+, A or A+ shall be eligible for provisional accreditation. The TPs with grade B and C shall not be eligible for accreditation. These TPs, however, can improve and apply again after a minimum period of 3 months (three months) from the date of rejection. In the event that there is no TC in a particular geographical location in Karnataka, State Skill Mission can consider TPs with grade of B in such location. Provisionally Accredited TPs must deposit requisite fees to receive final Accreditation. Provisional Accreditation shall remain valid for only 6 months. Provisional accreditation must be given in batches of registered and inspected TPs and TCs every month. After provisional accreditation, the TP with its attached TCs will be filed separately. The concerned TP will after deposit of requisite accreditation fees, receive an acknowledgement in 48 hours and the concerned file will be submitted for accreditation.

3.3.8 Communication of accreditation to TP

- Based on the evaluation of the application and final decision of SLEC, status of accreditation shall be communicated online to the TP's registered email ID
- The accredited TP will be intimated to sign a MoU with Director Skill Mission
- Accreditation Certificate will be hosted on the portal (downloadable).

3.3.9 Validity period of accreditation of TP

Accreditation of TP will be valid for a period of 3 years unless otherwise cancelled /suspended by the department.

3.3.10 Accreditation fee for TP

The general accreditation fee for TP shall be Rs 50000/- (Rupees Fifty thousand only) and shall be non-refundable. The applicant can pay through bank challan or

NEFT or through online payment to the account of SKILL MISSION OF KARNATAKA. If the fee is not received by SDEL, the application shall not be considered for accreditation. Accreditation fees has to be paid as per

Annexure C

Government Organizations/Institutes are exempted from submission of Accreditation Fee. However the procedure will be the same except that all government institutions will apply directly to Mission Director, Skill Mission with an undertaking about training and trainer facilities and the same will be considered for Provisional Accreditation and submitted to SLEC for final Accreditation. The accreditation fee shall be 50% of the general accreditation fee for TPs fully owned by SC/ST/Women/PWD/Minority. For this purpose the owner and all partners in case of a partnership firm must give documentary proof attested by a Gazetted Officer.

3.3.11 RELATED INFORMATION

- a. SLEC shall authorize an officer not below the rank of Deputy Director to perform operations on the web application with respect to approval/rejection of application for accreditation as decided by SLEC.
- b. If the TP is not accredited, it shall be communicated to the concerned TP.
- c. The concerned TP shall have the option to re-apply for accreditation after 3 months. No extra/ additional fee is required to be paid. The TP will be placed in the "Re-application Category" for this period. If it fails to reapply within three months the TP will be de-registered.
- d. If the accreditation is rejected for the second time also, the TP shall be barred from applying for period of 1 year. Further application shall be treated as a new application and requisite fees shall have to be paid accordingly. The TP will be placed in the "Failed Category". However, on second rejection the TP will have the opportunity to appeal within 30 days of the second rejection to the ACS & Development Commissioner & Chairperson Empowered Committee who after giving reasonable opportunity will pass such orders as he may deem fit.

4. Registration and Accreditation of Training Centre (TC)

4.1 Eligibility criteria for TCs

- a) Training Centres can be registered only by a Training Provider that is registered in Kaushalkar.com.
- b) The training centre should have the requisite infrastructure, manpower and resources as prescribed to undertake the training programs.
- c) Training Centres should not be franchises but may be in Joint Venture / Lease Agreement / Contract with a TP.

4.2 Registration and Submission of TC

3.2.1 The successfully registered TP should be provided an option to register the TCs by using the credential (username and password - refer 2.2.5)

3.2.2 The TP should have the option to add number of centres and provide the name for each centre. TPs having more than one TC in Karnataka can register multiple TCs by adding more locations in their login.

3.2.3 The TC registration should have the following sections:

- a. General
- b. Job Role
- c. Classroom
- d. Equipment
- e. Laboratory
- f. Trainer
- g. Centre Staff

- a. General

This section is meant to capture generic details of the TC as below:

1. Name of the Training Provider : Should be auto reflected from TP login
2. Training Centre Name
3. Type of Training Centre Space
4. Website (If Any) , Social Media Link (If Any)
5. Availability of Biometric Attendance System and Aadhaar enabled biometric system
6. Proximity to nearest transport (Mention Distance and Type of Transport)

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7. Type of building, Type of Construction: Pakka or Kaccha ("pakka" would mean "with RCC roof and masonry /plastered brick walls for main building")
8. Is the TC Currently Functional?
9. Nature of internet connectivity
10. Nature of Power backup , Hours of Power backup
11. Total Carpet Area of Centre (In Sq Ft)
12. Availability of Ramps at the Entrance of the Centre
13. Availability of Washroom for Men and Women separately
14. Availability of Safe Drinking Water
15. Availability of Photocopier, Printer etc
16. Contact Details with name of Head of Centre (HOC) with Aadhaar number
17. Centre Address Details and location of TC with details of Location in Urban or Rural
18. Address Proof and Latitude, Longitude of TC

Address Proof ID : TP should Upload File (The following can be provided as Address Proof- Certificate of Incorporation, Telephone Bill, Electricity Bill and Service Tax registration Certificate)

If the Electricity/Telephone Bill is not on Company's Name, TP will have to upload rental agreement additionally merged in a single file.

The documents should be in the following formats: JPG | JPEG | PNG | GIF | BMP | PDF upto a maximum File Size 2MB.

b. Job role

1. TP should select the skill sector which is mapped to Job role. TP can select multiple skill sectors and multiple job roles.

c. Class rooms

1. TP Should enter number of classrooms, number of intended batches and seats per batch
2. TP should also provide the number of batches per classroom

Maximum of 30 per batch shall be permitted.

Each classroom should accommodate not more than 30 trainees.

d. Equipment

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- a. TP should select the job role against which all equipment list should appear.
TP should enter the number of equipment available and the other details (if any).

e. Laboratory

1. TP should select the job role for which laboratory details in TC should be entered.
2. TP should provide details of any additional area required for the Job role (eg Workshop)

f. Trainer

1. TP should enter total number of trainers – number of part time and full time trainers.
2. TP should enter the Trainer Name , Gender, Job role identified for trainer, Qualification, Experience, if TOT certified, Aadhaar Number, Mobile Number, State/UT, District and Taluk, Language of Instruction.
3. The documents should be in the following formats: JPG | JPEG | PNG | GIF | BMP | PDF upto a maximum File Size 2MB.

If a trainer is full time with a TC, then the same trainer cannot be added to any other TC. For a part time trainer, the same trainer can also be added to any other TC in the same taluk only.

g. Centre staff

1. TP should enter the staff type: Accountant, Receptionist/ Counsellor, Support staff, Technical staff, HOC/ Administrator, Others wherever permitted
2. TP should then provide the staff name, Qualification, Experience, Job Type, Gender and Aadhaar Number
3. The HOC of TP, TC, Administrator of TC and trainer can be same person for one TC only. Multiple roles across TC shall not be permitted.
4. The documents should be in the following formats: JPG | JPEG | PNG | GIF | BMP | PDF upto a maximum File Size 2MB.

All fields marked * are mandatory

4.3 Registration and Submission of Mobile Training Centre (MTC)

1. The minimum capacity of mobile training vehicle or centre would be 7 seater and maximum may be 15 seater in job roles with less than 50 hours of training requirement.
2. Mobile Training Providers (MTPs) must own/lease the vehicles prefabricated and fitted with
 - (a) Genset,
 - (b) LED/LCD/Screen/TV
 - (c) Projector
 - (d) Dongle based internet connectivity
 - (e) Adequate lighting and ventilation
 - (f) Trainee Seating and Training Desks
 - (g) Computer/Laptops with peripherals
 - (h) Audio visual Aids
 - (i) Training Equipment for the selected trades
 - (j) Suitable Biometric Attendance Device (may be portable)
 - (k) VTU ie., GPS based Vehicle Tracking Unit
3. The Monitoring of MTCs to be done through a suitable GPS enabled software in addition to the established monitoring system.

TPs can have TC as well as MTC.

4.4 Accreditation of TC/MTC

The terms TC and MTC are used interchangeably and provide the same meaning

4.4.1 Objectives and benefits of Accrediting TC/MTC

Accreditation is a process of quality assurance and improvement. It provides quality assurance that the aims and objectives are honestly pursued and effectively achieved by the resources available, and that the TC has demonstrated capabilities of ensuring effectiveness of the programme(s), over the validity period of accreditation.

- a. To ensure that the TCs conform to the required standards as per CMKKY.
- b. To ensure that the TCs conform to the required specifications with regards to the equipment and laboratory .

4.4.2 Benefits of accrediting

- a. Only accredited TCs can commence training as per Chief Minister's Kaushalya Karnataka Yojane
- b. Trainees of the accredited TCs are entitled to receive Industry recognized training, assessment and certification upon successful completion of training and assessment.
- c. Imparts confidence to the trainees, their parents/guardians
- d. Imparts confidence to the industry to employ trainees skilled by accredited TCs
- e. It imbibes penchant to continuous improvement

4.4.3 Evaluation of Application for accreditation of TC/MTC

Once the TC is registered by the TP after completing all the requisite details, the TC shall be eligible for taking-up the evaluation for its accreditation.. The district level inspection team constituted by the Government will inspect the TC and submit the report as prescribed by the government.

4.4.4 Evaluation Process for accreditation of TC

- a. The district level inspection team shall be provided with the print out of TP/TC details in a prescribed format which capture all details as per TCAF and the Scoring matrix in para 4.5/4.5.1.
- b. The printout shall consist of:
 - i. The standard prescribed specifications for all fields of all the sections
 - ii. The data entered by the TC for each field of all the sections.
 - iii. The different sections include: General, Job role, Classroom, Equipment list, Laboratory & Additional area, Trainer details and Centre staff details for the job role.
 - iv. It shall also have an option for district level inspection team to fill the actual data for the particular field existing at the time of inspection.
- c. The district level inspection team shall visit the TC to inspect and verify the details submitted in TCAF.
- d. The district level inspection team shall fill the appropriate fields provided in the print out (the same shall be updated online also).

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- e. The district level inspection team shall make the appropriate recommendations to the Accreditation Committee w.r.t every job role applied for by the TC.
- f. The Accreditation Committee shall meet as and when required and consider the recommendations of district level inspection team and submit its recommendations to SLEC for every job role applied by TC.
- g. The SLEC shall consider the recommendations of Accreditation Committee to either accredit the TC or otherwise.
- h. The Accreditation Evaluation Sub-Committee shall send the TC particulars of the TP under evaluation to the concerned Inspection Team who will inspect the TC within 7 (seven) days and submit the report online. TCs which achieve Grades of B+ and above and are otherwise qualified shall be issued a Provisional Accreditation Certificate by the Director Skill Mission subject to final accreditation of the TP and full deposit of TC charges and TP Charges.

4.5 Scoring Matrix for Training Centre

Scoring Matrix for TC is categorized into 5 – General, Class room, Laboratory/ Additional Area, Equipment and Trainers with a cumulative score of 100 as per details below. If TCs do not have the mandatory equipment along with minimum quantity required to train, such TCs shall not be accredited and not be accorded permission to train.

		Details	Score	Maximum Score
Category: General				
1	Type of Training Centre Space	Shared	1	2
		Stand alone/ Non shared	2	
2	Type of building, Type of Construction: Pakka or Kaccha	Kaccha	0	4
		Pakka	4	
3	Is the TC Currently Functional?	No	0	4
		Yes	4	
4	Availability of internet connectivity	No	0	4
		Yes	4	

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5	Hours of Power backup	Yes Upto 1 Hr	1	4
		Yes More Than 1 Hr	4	
		No	0	
6	Availability of Ramps at the Entrance of the Centre	No	0	1
		Yes	1	
7	Availability of Washroom for Men and Women separately	No	0	1
		Yes	1	
	Total (General)			20
Category: Class room				
3	Student Desk	Yes Good Quality	5	5
		Yes	3	
		No	0	
4	Type of Teaching Board	Teaching Board Good Quality	5	5
		Teaching Board	3	
		No	0	
5	Projector	Yes	3	3
		No	0	
7	Total number of trainees that can be trained in a year (inclusive of all job roles and batches)	< 500	2	7
		500 to 1500	5	
		> 1500	7	
	Total (Classroom)			20
Category: Equipment				
1	Availability of equipment & Specialized Furniture for Job Role	Only Mandatory equipments prescribed for job role	10	15
		Maximum quantity of all equipments prescribed for job	15	

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		role		
2	Quality of Equipment		5	5
	Total (Equipment)			20
Category: Laboratory/ Additional Area				
1	Type of Laboratory	Combined	1	3
		Separate	3	
2	Availability of Specialized seating / furniture for job role	No	0	3
		Yes	3	
3	Teaching Board	No	0	2
		Yes	2	
4	Projector	No	0	2
		Yes	2	
	Total (Equipment)			10
Category: Trainer				
1	Trainer Availability (All trainer combined)	Part time	5	10
		Full Time	10	
		Part time + full time	7	
2	Trainer Qualification (All trainer combined)	Below UG	2	10
		Under Graduate	4	
		Graduate only	7	
		PG and above	10	
3	Trainers certified ToT	No	0	10
		Yes	10	
	Total (Trainer)			30

4.5.1 Scoring Matrix for Mobile Training Centre

Scoring Matrix for MTC is categorized into 4 – General, Class room, Equipment and Trainers with a cumulative score of 100 as per details below. If GPS, Internet and IEC

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provision are not available, such MTCs shall not be accredited and permission shall not be accorded to train.

		Details	Score	Maximum Score
Category: General				
1	Type of MTC	Leased	2	4
		Own	4	
2	Is the MTC Currently Functional?	No	2	4
		Yes	4	
3	Availability of internet connectivity	No	0	4
		Yes	4	
4	Hours of Power backup	Yes Upto 6 Hr	2	4
		Yes More Than 6 Hr	4	
		No	0	
5	Availability of Ramps/ facility for specially challenged	No	1	4
		Yes	4	
6	Number of seats	7 - 10	1	4
		11 - 13	2	
		14 - 15	4	
7	Availability of GPS	No	0	3
		Yes	3	
8	Provision for IEC (outside - on rear and either side of MTC)	3 sides	3	3
		2 sides	1	
	Total (General)			30
Category: Class room				
1	Student Desk/ Tables	Yes Good Quality	4	4
		Yes	1	
		No	0	
2	Type of Teaching Board	Teaching Board	4	4

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		Good Quality		
		Teaching Board	1	
		No	0	
3	Projector / CD player/ DVD player	Yes	4	4
		No	0	
4	LED/LCD/TV/ Projection screen (minimum 20 inches)	Yes	4	4
		No	0	
5	Student seating	Yes Good Quality	4	4
		Yes	2	
		No	0	
	Total (Classroom)			20
Category: Equipment				
1	Availability of equipment & Specialized Furniture for Job Role	Only Mandatory equipments prescribed for job role	10	15
		Maximum quantity of all equipments prescribed for job role	15	
2	Quality of Equipment		5	5
	Total (Equipment)			20
Category: Trainer				
1	Trainer Availability (All trainer combined)	Part time	5	10
		Full Time	10	
		Part time + full time	7	
2	Trainer Qualification (All trainer combined)	Below UG	2	10
		Under Graduate	4	
		Graduate only	7	

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		PG and above	10	
3	Trainers certified ToT	No	0	10
		Yes	10	
	Total (Trainer)			30
4	Grand Total Scored			100

Note : Every MTC must have a qualified Driver with valid driving licence. The driver should not have any negative remarks in driving.

4.6 Provisional Accreditation Certificate

Provisional Registration And Accreditation Certificate for TC/MTC

The Training Provider _____ with its office at

_____ and Registration Number _____

and **own Training Centres/ Mobile Training Centres** for the following Job Roles:

Sl No	Training Centre Name	Address	Taluka	District	Registration Number	Job Role

and **Leased Training Centres/ Mobile Training Centres** for the following Job Roles:

Sl No	Training Centre Name	Address	Taluka	District	Registration Number	Job Role

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is granted this Provisional Accreditation Certificate subject to the following conditions:

1. The TP confirms that all the information submitted is fully true and the Training Centres are fully owned or exclusively on lease to it and if at any time it appears that any part or the entire information submitted is false or the TCs are franchises, then the Accreditation Certificate would be cancelled and the fees forfeited.
2. The TP undertakes to remit the Training Centre Accreditation Fees of Rs 10000 per Job Role per TC within 7 (seven) days and Rs 50000 Training Partner Accreditation Fees within 14 days failing which the Provisional Accreditation Certificate shall be cancelled.

4.7 Accreditation Certificate for Training Provider

Accreditation Certificate for Training Provider

The Training Provider _____ with its office at

_____ and _____ Registration _____ Number _____

and own Training Centres for the following Job Roles:

Sl No	Training Centre Name	Address	Taluka	District	Registration Number	Job Role	Grade

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and Leased Training Centres for the following Job Roles:

Sl No	Training Centre Name	Address	Taluka	District	Registration Number	Job Role	Grade

is granted this Accreditation Certificate with Overall Grade _____ subject to the following conditions:

1. The TP confirms that all the information submitted is fully true and the Training Centres are fully owned or exclusively on lease to it and if at any time it appears that any part or the entire information submitted is false or the TCs are franchises, then the Accreditation Certificate would be cancelled and the fees forfeited.
2. This Certificate is valid for a period of 3 (three) years from the date of issue unless cancelled or suspended due to any penal action or withdrawal from the scheme or if the TP ceases to exist or becomes insolvent.

4.7.1 Related Information

- a. The SLEC shall authorize an officer not below the rank of Deputy Director Director Skill Mission or his/her nominee to perform operations on the web application with respect to approval/rejection of application for accreditation as decided by SLEC.
- b. If the TC is not accredited for any/all job roles applied, it shall be communicated to the concerned TP.
- c. The concerned TP shall have the option to re-apply for accreditation after 3 months. No extra/additional fee is required to be paid. The TP will be placed in the

"Reapplication Category" for this period. If it fails to reapply within three months the TP will be de-registered.

"If the accreditation is rejected for the second time also, the TP shall be barred from applying for period of 1 year. Further application shall be treated as a new application and requisite fees shall have to be paid accordingly. The TP will be placed in the "Failed Category". However, on second rejection the TP will have the opportunity to appeal within 30 days of the second rejection to the ACS & Development Commissioner & Chairperson Empowered Committee who after giving reasonable opportunity will pass such orders as he may deem fit".

4.7.2 Parameters for accreditation of TC/MTC

The TC having the grade A or A+ shall be eligible for accreditation. The TCs with grade B+, B and C shall not be eligible for accreditation. These TCs, however, can improve and apply again after a minimum period of 3 months (three months) from the date of rejection.

The SLEC shall have the authority for the following:

- i. to give additional points upto maximum of 10% of scores obtained for any TC that is located in backward regions where Special Development Plan (SDP) is being implemented or in Hyderabad - Karnataka Region where Article 371 - J is being implemented.
- ii. to give additional points upto maximum of 10% of scores obtained for any TC that is fully owned by SC / ST/ Women / Physically Challenged/ Minorities / Ex-servicemen or war widows.
- iii. to give additional points upto maximum of 20% of scores obtained for any Government TC on a case to case basis.

4.7.3 Communication of Accreditation

Based on the evaluation of the application and final decision of SLEC, status of accreditation shall be communicated online to the registered email ID of TP and TC. A Certificate will be uploaded.

4.7.4 Validity period for accreditation of TC/MTC

Accreditation of TC will be per Job role registered by the TC and will be valid for a period of 3 years per Job role per TC unless otherwise canceled/suspended by the department.

4.7.5 Accreditation fees of TC/MTC

The Accreditation fees per TC shall be Rs 10,000 (Rs Ten thousand only) per job role and shall be non-refundable. The applicant can pay through bank challan or NEFT or through online payment to the account of SKILL MISSION OF KARNATAKA. If the fee is not received by SDEL, the application shall not be considered for accreditation. Government Organizations/Institutes are exempted from submission of Accreditation Fee. TCs registered by Government Department under their respective schemes shall be considered accredited by SDEL for the purpose of selection of candidates by the TC.

4.8 Grading of TCs

4.8.1 Grading Methodology

- The TCs are scored as per the scoring matrix provided below.
- The TCs are individually provided rating based on computation of scores

4.8.2 Grading for TCs

Scores	Grade
80% and above	A +
70% to 79%	A
60% to 69%	B +
50% to 59%	B
Below 49%	C

4.8.3 Benefits of Grading

- The TCs can evaluate self and compare with other TCs.
- It provides insight to industry and trainees with regard to the standard of TCs.
- It establishes reputation within the Skilling community.

4.9 Format for Recommendation of Gradation

I. Grading of TP

Name of TP:

	General	Classroom	Lab	Equipment	Trainer	Center Staff	Total Score	Average / TC

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TC 1								
Job role 1								
Job role 2								
Job role 3								
TC2								
Job role 1								
Job role 2								
Job role 3								
TC 3								
Average score of all TCs								Total of above/ number of TCs



II. Grading of TCs

	General	Classroom	Lab	Equipment	Trainer	Center Staff	Total Score	Average / TC
TC 1								
Job role 1								
Job role 2								
Job role 3								
Average score of all Job roles								Total of above/ number of job roles

Accreditation Recommendation Form

	TP Name	TP Grade	No of TCs	No of Job Roles
TP				
	TC name	TC Grade	Job Role	Recommendation
TC 1				
TC 2				
TC 3				
TC				

c. The SLEC shall consider the recommendations of the committee to assign overall grade to the TP (assigning weightage of 60% for TP Score and 40% for average TC Score) and assign Grade to each component TC and based on this either accredit the TP or reject the TP and all or any TC upon which the Director Skill Mission will issue the final Accreditation Certificate or issue the rejection intimation to the TP concerned. Unless TPs and their component TCs separately and jointly achieve a grade of B+ they will not be considered for final accreditation.

5. Process of registration of TPs/TCs already accredited by other Government departments

a. The following possibilities arises with respect to other Government departments:

- The department has registered pool of TPs and TCs viz. NRLM, NULM etc
- The department itself is a TP with various TCs registered with it viz. Keonics etc
- The department itself is a TP and TC viz. KGTTI, CEDOK, GTTC, DET and ITIs etc

b. For the all the three possibilities outlined above, the following process shall be adopted for registration of those TPs/ TCs on kaushalkar.com.

- A separate login shall be created for each government body with two roles. One role to enter the details of TP/ TC and other to approve the TP/ TCs.
- The government body shall register online on kaushalkar.com the TPs/ TCs that are already accredited by the respective government body.
- The various fields that are to be captured to register the TPs/ TCs are as follows:

i. General

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- a) Name, Email, Mobile number and Aadhaar of CEO/ MD / Head *
- b) Name, Email ID and Mobile number, Aadhaar of the Authorized Signatory *
- c) Name, Email ID, Mobile number, Aadhaar of the Single Point of Contact (SPOC)*
- d) Landline No. and Contact Address of the TP *
- e) Bank Details with Account Number *,Bank Name * ,Branch Name *,IFSC Code * and Bank Address

ii. Financial

- a) Year of Incorporation * , Permanent Account Number (PAN) of the TP * and Tax
- b) Deduction Account Number (TAN) of the TP
- c) The following proof has to be uploaded
- d) Certificate of Incorporation of the TP *, PAN Proof *, TAN Proof

iii. Details for TC

- a. Name of TC
- b. Address of TC
- c. Name of SPOC
- d. Mobile number of SPOC
- e. Email SPOC
- f. Name of scheme
- g. Job roles for TC under the scheme
- h. Number of students per Job role for the scheme



- iv. The approver of Government body has to approve the TP/ TCs entered
- v. Upon approval by the government body, the TP/ TCs will receive email and sms with details of their username and password to log into kaushalkar.com
- vi. The TPs shall login to kaushalkar.com and select trainees.

5.1 Procedure for Shortlisting of Registered Trainees

- i. Trainees will be tele-counselled to determine the veracity of the data and their inclination towards training and placement.
- ii. Tele-counselled Trainees will be placed in a separate folder titled “Counselled” for selection by accredited TPs or for further counselling. Those interested will be contacted through SMS and invited to be counselled face to face either at

DSO office or at Kaushalya Bhagya events which will be held at six monthly intervals to ascertain their qualifications, assess their aptitudes, check their documents and impart orientation, soft skill training and / or carry out RPL.

- iii. The Kaushalya Bhagya events will be held preferably in Taluka Headquarters and accredited TPs will be invited to attend these to select trainees face to face. Counsellor Trainees will be placed in a folder titled "Training Ready" and those who receive training successfully shall be placed in a folder titled "Placement Ready".
- iv. Those trainees who refuse training or seem to have submitted incorrect data or information or cannot be contacted by their telephones or are not qualified (by age) for training will be placed in a folder titled "Invalid". They will be sent an SMS, e-mail and postcard seeking response and correction of the data within 30 days failing which they will be de-registered by Director Skill Mission.

6. Selection of Trainees by TC

- a) Only accredited TCs shall be eligible to select trainees
- b) Trainees will be allocated to TC based on targets provided and availability of batches (District wise, Taluk wise, Category wise, gender wise, specially abled etc).
- c) Accredited TPs with a minimum grading of B+ with component TCs with a grading of A and above will be eligible to select trainees for the job roles.
- d) In the event that a district does not have any TC with grading of A and above, or where no TC has offered a Job Role where a large number of registered counsellor Trainees have indicated their first preference, then the SLEC shall at its discretion allow TCs with grading of B+ to select trainees provided the TP has an overall Grade of A and above.
- e) If despite this there are no TCs in a District or if no TC has offered a Job Role where a large number of registered counsellor Trainees have indicated their first preference then TPs with overall Grade of B+ also will be considered by the SLEC.
- f) The TPs with overall grading of A or above and TCs with grading of B+ will be allocated maximum of 4 batches. The TCs with grading of B+ for whom the batches are allocated, shall upgrade to A after the first four batches. If the TCs do not upgrade to A or A+, then the new batches shall not be allocated to such TCs. The TCs shall be eligible for new batches after they upgrade to A or A+. The TPs with

overall grading of B+ and TCs with grading of B+ will be allocated maximum of 2 batches. The TCs with grading of B+ for whom the batches are allocated, shall upgrade to A after the first two batches. If the TCs do not upgrade to A or A+, then the new batches shall not be allocated to such TCs. The TCs shall be eligible for new batches after they upgrade to A or A+.

- g) For the TPs who have no prior skilling experience but with a grade of A/ A+ and TCs with grade A / A+ shall be allocated a maximum of 8 batches in a financial year. If the TCs successfully complete the allocated batches, then such TCs shall be allocated additional batches in the same financial year by SLEC commensurate to their resources.
- h) For the TPs who have up to 1 years of skilling experience but with a grade of A/ A+ and TCs with grade A / A+ shall be a maximum of 16 batches in a financial year. If the TCs successfully complete the allocated batches, then such TCs shall be allocated additional batches in the same financial year by SLEC commensurate to their resources.
- i) For the TPs who have more than 1 years of skilling experience, batches will be allocated commensurate to their turnover and infrastructure.

6.1 Batch Formation for TC

- a. SSM will enable the login for the TC
- b. The Head of Centre of TC (as entered on Kaushalkar.com) shall be receive the login credentials through email and sms.
- c. Upon logging into the portal, the TCs shall be provided with data of all registered Counsellor and Training Ready candidates once they log on to www.kaushalkar.com portal.
- d. TC shall have the option of searching the trainee using certain search criteria such as trainee Unique ID, mobile number, district, taluk, gender etc.
- e. TC shall then choose job role and batch for which they wish to choose the trainee.
- f. TC shall be provided the option to either save or submit the chosen trainee
- g. An email/SMS shall be sent to the selected trainee.
- h. A trainee once selected by a TC will not be available to other TCs for selection till such time the trainee is not reverted to selection pool
- i. TC shall have 14 days from the first chosen trainee to submit the batch

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- j. If the TC does not submit the batch within the prescribed period, the entire batch shall be de-selected and all trainees shall revert back into the selection pool.
- k. The TC can choose number of trainees as filled and approved on Kaushalkar.com
- l. Upon completion of the batch, the TC shall submit the batch to Deputy Director, Skill Mission for approval, alongwith a hard copy and soft copy of the course material in English and as far as possible in Kannada.
- m. Upon approval of batch, the TC shall register the fingerprint of trainees, trainers and HoC on the Biometric System and submit the same in the format with locked cells on or before the first day of batch commencement.
- n. The TC has upto 10 days from commencement of batch to register the fingerprint of all trainees.
- o. If the TC does not register the fingerprint of the trainees within 10 days – the batch shall be de-selected and revert to selection pool.
- p. If TC does not register the fingerprint of the trainers – TC cannot commence batch for the jobroles of such trainers
- q. Upon commencement of batch, the TC shall ensure that daily biometric attendance of trainees, trainers and centre staff are uploaded on kaushalkar.com as per the format.
- r. The Training Provider should provide details of the first seven days of training along with invoice as per the format below.
- s. After batch formation, the batch approval will be given by the Deputy Director, Skill Mission or whosoever is in charge within 7 days and if rejected reasons for rejection will be intimated to the TP/ TC within 7 days under intimation to Director, Skill Mission
- t. The Director Skill Mission will sign the contract/ MoU with the TP within 7 days of batch approval. The course content, batch approved and reporting formats will form annexures to the contract. Every batch will have a separate contract with the basic condition as per this guideline.
- u. After the contract/ MoU, the Director Skill Mission shall within 3 days, issue a batch commencement order with copy of the details of trainees, reporting formats and other conditions including intimation to inspection teams, DSDO, Commissioner DITE, Secretary SDEL and assessment agency.

6.2 Batch Formation for MTC

- a. SSM will enable the login for the TC
- b. The Head of Centre of TC (as entered on Kaushalkar.com) shall be receive the login credentials through email and sms.
- c. Upon logging into the portal, the TCs shall be provided with data of all registered Counsellor and Training Ready candidates once they log on to www.kaushalkar.com portal.
- d. TC shall have the option of searching the trainee using certain search criteria such as trainee Unique ID, mobile number, district, taluk, gender etc.
- e. TC shall then choose job role and batch for which they wish to choose the trainee.
- f. TC shall be provided the option to either save or submit the chosen trainee
- g. An email/SMS shall be sent to the selected trainee.
- h. A trainee once selected by a TC will not be available to other TCs for selection till such time the trainee is not reverted to selection pool
- i. TC shall have 2 days from the first chosen trainee to submit the batch
- j. If the TC does not submit the batch within the prescribed period, the entire batch shall be de-selected and all trainees shall revert back into the selection pool.
- k. The TC can choose number of trainees as filled and approved on Kaushalkar.com
- l. Upon completion of the batch, the TC shall submit the batch to SDEL for approval.
- m. Upon approval of batch, the TC shall register the fingerprint of trainees, trainers and HoC on the Biometric System on or before the first day of batch commencement.
- n. The TC has up to 2 days from commencement of batch to register the fingerprint of all trainees.
- o. If the TC does not register the fingerprint of the trainees within 2 days – the batch shall be de-selected and revert to selection pool.
- p. If TC does not register the fingerprint of the trainers – TC cannot commence batch for the job roles of such trainers
- q. Upon commencement of batch, the TC shall ensure that daily biometric attendance of trainees, trainers and centre staff are uploaded on kaushalkar.com as per the format.

- r. The Training Provider should provide details of trained batch along with invoice as per the format in Annexure D

6.3 TCs accredited by other government department

- 6.3.1 The TCs shall log into www.kauskalkar.com portal to view the data of all registered trainees.
- 6.3.2 TC shall have the option of searching the trainee using certain search criteria such as trainee Unique ID, name, mobile number, Aadhaar number etc.
- 6.3.3 TC shall then choose the scheme through which they would like to enroll trainees
- 6.3.4 TC shall then choose job role for which they wish to choose trainee
- 6.3.5 The TCs shall enter the name of batch for the selected job role and number of trainees per batch.
- 6.3.6 The TCs shall then select the trainees for each batch
- 6.3.7 The TCs shall have the option to save and view and also to submit.
- 6.3.8 TC shall, after finalizing the batch, be submit the list of selected trainees. The list of all selected trainees will be removed from the selection pool.
- 6.3.9 An email/SMS shall be sent to the selected trainee
- 6.3.10 Within fifteen days of submission, the Department under which the TC is operating shall validate the commencement of training for the selected trainees
- 6.3.11 Should the Department fail to validate within the prescribed period, all the selected trainees shall be released into the selection pool.
- 6.3.12 Within seven days of validation by the department, the TC shall enter the batch number (f any), start date, end date and add the list of trainees for the batch
- 6.3.13 Should the TC fail to fill the details, the students shall be released to the selection pool
- 6.3.14 Franchisees shall not be permitted/ accredited. TPs should enter into a rental/lease agreement where training is imparted.

6.4 Approval of proposals through an Empowered Committee

The TPs/TCs who have worked satisfactorily and having required infrastructure stipulated under various central government schemes such as DDU-GKY, PMKVY, ESTP component of DAY-NULM and also the agencies who have worked satisfactorily under skilling & placement activities including RGCY, will be preferred for allocating the targets under CMKKY.

6.4.1 Prospective TPs/TCs may submit the proposal to the Director, Skill Mission/Commissioner, Industrial Training and Employment Department/Additional Chief Secretary /Principal Secretary/Secretary SDEL Department.

6.4.2 The procedure explained in this note will also be applicable to the proposals submitted under PMKVY 2.0 CSSM component as per para 20 of the guidelines for State Engagement under PMKVY (2016-2020).

6.4.3 The procedure explained in this note will also be applicable to the proposals submitted under ESTP component of DAY-NULM as per para 5 of the Operational guidelines.

6.4.4 The proposals received from the above agencies will undergo following review / scrutiny. The **first stage of scrutiny** of proposals will be done by the following committees in the prescribed pre-scrutiny format which is to be uploaded.

Type of proposal/ followed scheme guidelines	Pre - Scrutiny Committee	Maximum Time taken
Exceptional proposals / CMKKY	Director Skill Mission	15 days
RGCY / DDU-GKY, ESTP component of DAY-NULM	MD – NRLM, MD – NULM as the case may be	15 days

6.4.5 The District Inspection Team will inspect the TPs and TCs and submit report to the Pre-Scrutiny Committee which will submit its report to Scrutiny Committee on the proposed project, the TP and the TCs with comments / recommendations of Commissioner, DITE or Commissioner E & L as the case may be.

6.4.6 The **scrutiny** of proposals will be done in a particular format by the **Scrutiny Committee** under the chairpersonship of Secretary / Principal Secretary, SDEL department. This committee would be convened as and when required to meet the target. This committee would recommend the proposals deems fit to the Empowered Committee under the chairpersonship of ACS and Development Commissioner for its approval or reject the proposals giving reasons or send back to the concerned authority for resubmission after getting clarifications on the observations made on the proposals.

Sl. No.	Processes	Timeline (working days)	Stakeholder Responsible

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1	1. Verifying proposals by Pre - Scrutiny Committee , send the proposal including TC wise information (Residential and non-residential) to the District Inspection Teams to undertake the inspection as per the Annexure 1 and 2	3days = T	Pre - Scrutiny Committee
2	1. Desk review by Concerned District Inspection Teams 2. Inspection of TP and TC by District Inspection Teams with regard to infrastructure, manpower (trainers) and other facilities conforming to criteria Circulated. 3. Submission of inspection report	T+ 2days T+ 6 days T+8 days	District Inspection Teams
	1. Review of Inspection and Accreditation Report and accreditation of TP/TC and grading conforming to the registration and guidelines and rejection of TP/TC not conforming to the guidelines 2. Intimation of the approval or rejection of TP/TC by Skill Mission to the Concerned	T+ 10 days T+ 11days	Pre - Scrutiny Committee

6.4.7 The scrutiny committee shall examine the proposals with the following aspects and recommend them on the merit of the proposals, which fall within:

1. The guidelines of RGCY / DDU-GKY/ PMKVY/ ESTP component of DAY-NULM in training, assessment, certification, placement and post placement services
2. Cost, Payment and other norms – Common norms notified by the MSDE
3. Capacity of TP/TCs in providing quality training to the candidates and placements more than the stipulated target fixed under CMKKY with higher wages
4. Applicability of various laws like registered under Karnataka Private Security Agencies Rules 2008 And Construction Workers Conditions of Service Rules
5. Industry or corporate bodies who can optimally employ 500 or more per job role in their own organization or one of the subsidiaries and have suitable in-house training facilities may be considered provided they:
 - a. Convert existing Training Centers to confirm to CMKKY norms

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- b. Submit projects for consideration and approval/sanction
- c. Mobilize and train 500 fresh candidates per job role annually as per commitments subject to condition that fresh candidates only be selected for skill training and not the persons already working in their establishments.
- d. Affidavit in this regard to be taken to this effect.

6.4.8 Other Conditions

- a. The TPs who wish to commence training in Karnataka, but are successfully imparting training for Central government schemes or other State government schemes in other parts of India shall directly submit their applications to the Skill Mission or Commissioner Entrepreneurship and Livelihood and these applications shall be considered by the Scrutiny Committee and on its recommendations by the Empowered Committee.
- b. The 3 year average annual turnover of TP shall be calculated and trainees shall be allocated such that total annual payment to a TP shall not exceed 1.5 times the average annual turnover for one year period, 3 times the average annual turnover for two year period 4.5 times the average annual turnover for three year period
- c. The TCs would be eligible to impart training in only that course/s for which it has been registered. However the registration of the TP will not automatically give it any right to claim reimbursement from the Government for training costs of students enrolled in a particular course without approval of the Government/Competent authority.
- d. Once the training has commenced, TP/TC shall not discontinue any course(s) without written approval of the SDEL.
- e. Trainees having minimum 70% attendance shall be eligible for assessment
- f. TCs shall have to provide placement or self-employment for minimum 70% of the successfully assessed trainees.

6.4.9 The **third stage of scrutiny** of proposals and acceptance will be done by the **Empowered Committee (EC)**. It would examine the proposals recommended by Scrutiny Committee and accord in principle approval on the basis of their merit or reject the proposals giving sufficient reasons or send back to Scrutiny Committee for obtaining more clarification on the observations made on the proposals.

6.4.10 As the EC is empowered to sanction proposals with project cost up to Rs. 50 crore and Government has given exemption under Section 4(g) of KTPP Act 1999 for the proposals approved by the EC and adopted GOI cost norms, SDEL secretariat

would issue GO giving administrative approval for EC approved proposals with terms & conditions .

6.5 Approval of proposals by the District Skill Mission:

6.5.1 As per the Government Circular No. SDEL 157 ITM 2017 dated 08-05-2017, the Deputy Commissioners (DCs) have been delegated the powers to train and place 10% of the beneficiaries of the total target fixed to their districts under stream – 1 of CMKKY and financial delegation of powers to approve the projects up to Rs. 1 crore to District Skill Mission vide Government Order No. PEGfAE 248 PEEvAE 2017 dated: 11-08-2017. They have to follow these guidelines in selecting prospective accredited Training Providers and Training Centers sanctioning the projects up to Rs. 1 crore and implement CMKKY as per the targets allotted to them. After selecting and approving the accredited TPs and TCs in DSM following the guidelines and exercising the powers of Pre - Scrutiny Committee under the Deputy Commissioner, they have to send the proposal along with proceedings of the DSM to SDEL department. The SDEL department will place these proposals before the EC for approval. The SDEL secretariat would issue GO giving administrative approval for EC approved proposals with terms & conditions. The entire implementation of proposals sanctioned by DSM up to Rs. 1 crore rests with DCs by following these guidelines coordinating with the Director Skill Mission. The batch formation procedure will follow the same method and timelines as for any other project.

6.6 Processes after approval by the Empowered Committee and issue of GO:

6.6.1 The above GOs with regard to approved proposals would contain guidelines under which these will have to be implemented as per the terms & conditions.

6.6.2 On the basis of terms and conditions mentioned in the GO, the following processes have to be undertaken by Commissioner, Industrial Training and Employment / Director Skill Mission following the timelines mentioned against them.

Sl. No.	Processes	Timeline (working days)	Stakeholder Responsible
1	1. Prepare agreement paper containing job role wise allocation of candidates maintaining overall reservations to the candidates as per	2 days after issue of GO = T	Commissioner, Industrial Training and

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	<p>CMKKY guidelines, admissible cost, training duration, curriculum, other matters to be followed during training of candidates, assessment, certification, placement and post placement conditions, potential employers absorbing trained candidates (MOU signed by TC with Employers), payment conditions, etc. as per common norms. If there are any inconsistencies, those have to be rectified keeping the common norms intact without changing the total amount sanctioned in the GO.</p> <p>2. Signing with TP/TC by the Commissioner, Industrial Training and Employment / Director Skill Mission and the same to the DC concerned and SDEL department</p>	T+ 1 day	Employment / Director Skill Mission TPs/TCs
6	<p>1. Arrangements for training to the allocated candidates in the TC as per the agreement signed by the TPs/TCs</p> <p>2. Selection of beneficiaries will be from kaushalkar.com through self selection system. If the local candidates are not available, the candidates may be chosen from other places. If suitable candidates are not available in kaushalkar.com, the TC will mobilize candidates from Local area and register their details in kaushalkar.com. Approved list of candidates finalized by TC will be sent electronically to the District Skill Mission and accounted for in the kaushalkar.com Portal.</p> <p>3. Intimation and inviting selected candidates for the training them in TC assigned giving them</p>	<p>T+ 3days</p> <p>T+ 6days</p> <p>T+ 13days</p>	Commissioner, Industrial Training and Employment / Director Skill Mission TPs/TCs

	at least 7 days time to join		TPs/TCs
	4. Training, Assessment, Certification, placement, etc as per guidelines	T+14 onwards	TPs/TCs

6.6.3 The above processes should be completed within 13 days after issue of GO by the SDEL secretariat and training should commence by 14th day.

7. Supervision of TP/TC

- 7.1 SDEL or any agency authorized by them may carry out random visits round the year at any time for verifying the status of the institution and to ensure that the specified norms and standards are followed.
- 7.2 SDEL or any agency authorized by it may also conduct from time to time inspections with or without notifying such dates in such cases where specific complaints of misrepresentation, violation of norms and standards, malpractices etc. are received to verify the facts. Upon inspection, if the complaint is found to be correct, the SLEC shall have the rights to cancel/suspend the registration and accreditation of TP/TC. Before taking such decision, the concerned TP shall be given an opportunity to represent their case.
- 7.3 Depending on a particular case the SLEC may decide allow the TP/TC to create the facilities/remove the deficiencies/comply with stipulated conditions/fulfillment of prescribed requirement as per timelines fixed by SLEC.

8. Suspension/ Cancellation of TP/TC

- 8.1 In case, it is found at a later stage that any of the documents submitted by the applicant are forged and not true, the accreditation of the TP/TC shall be cancelled and TP/TC shall be black-listed, the Bank Guarantee (if any) will be forfeited and it will not be allowed to register as TP in future.
- 8.2 In case the registration/accreditation of a TP is cancelled/suspended the registration/accreditation of the TCs registered by that TP shall automatically stand cancelled.

- 8.3 The proposal for cancellation of accreditation of a TP will be considered by SLEC and SLEC shall take final decision with respect to the suspension/cancellation of TP/TC.
- 8.4 A show cause notice shall be issued to the TP giving him 8 days time to explain why the accreditation should not be suspended/ cancelled.
- 8.5 After receipt of reply from the TP, SLEC shall consider the same and take appropriate decision as early as possible but not later than 15 days.
- 8.6 In case the TP/TC/MTC provide any false/ mis-leading information or any forged document, action under sections 181 or 188 of IPC may be taken and such entities will be debarred. Director Skill Mission will issue notification and take action in this regard.

9. Power to Modify

The Government of Karnataka has the power to modify any/all of the provisions of these Guidelines in respect of any/all class or category of institutions without notice at any time.

10. Other Conditions

- 10.1 The TPs wish to commence training in Karnataka, but are successfully imparting training for Central government schemes in other parts of India shall directly submit their applications to the Commissionerate, and these applications shall be considered by the Empowered Committee.
- 10.2 The 3 year average annual turnover of TP shall be calculated and trainees shall be allocated such that total annual payment to a TP shall not exceed 1.5 times the average annual turnover.
- 10.3 The TCs would be eligible to impart training in only those course/s for which it has been registered. However the registration of the TP will not automatically give it any right to claim reimbursement from the Government for training costs of students enrolled in a particular course without approval of the Government/Competent authority.
- 10.4 Once the training has commenced, TP/TC shall not discontinue any course (s) without written approval of the SDEL.
- 10.5 Trainees having minimum 70% attendance shall be eligible for assessment

10.6 TCs shall have to provide placement or self-employment for minimum 70% of the successfully assessed trainees.

10.7 Training under Jai Kaushal Jawan (Ex-servicemen, widow ex-servicemen and war widow) will be conducted without any overlap of programs of Ministry of Defence, Gol.

11. Payment

The payment for PMKVY will be made by the Director Skill Mission to the TPs as per norms of PMKVY on the inspection report by the local representative of NSDC or the District level Inspection Team of SDEL or any third party agency appointed by SDEL. UC will be given by Director Skill Mission.

For CMKKY, the payment will be made by the Director Skill Mission to the TPs as per norms of CMKKY on the inspection report by the District level Inspection Team of SDEL or any third party agency appointed by SDEL. UC will be given by Director Skill Mission. Where the District Skill Mission has authorized the training, the payment will be released to the DC by the Director Skill Mission on submission by the DC of certified report. UC will be given by DC in such cases.

The funds for CMKKY should be released to the Training Provider as per the following schedule:

Installment	Percentage of Total Cost of each batch	Output Parameters
1st	30%	On commencement of Training Batch against all validated candidates after inspection by District Inspection Team within 7 days of commencement
2nd	20%	On completion of 50% of the minimum hours of training required as per Job Role and QP and Curriculum after inspection by District Inspection Team within 7

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		days of completion
3rd	30%	On successful assessment and certification of the trainees by Assessment and Certification Body
4th	20%	Will be paid to the extent of the bank guarantee provided for Outcome based on Placements as under. Bank Guarantee for 20% of the batches commenced to be paid at the time of release of first instalment.

- i. Any TPs/TCs entering into litigation on the ground of Bank Guarantee will be de-recognized and not be allowed to participate in any training. Payment for first instalment shall be made only after receipt of Bank Guarantee.
- ii. The above payment schedule is subject to the following:
 - a. It is applicable only for fresh training.
 - b. The second tranche of 20% will be calculated on the basis of candidates actually attending with 70% cumulative attendance excluding.
 - c. The dropouts will not be considered for 3rd tranche. The 1st tranche payment of the dropouts will be adjusted in next tranche
 - d. Payment will be suspended when there is a complaint by any trainee till the complaint is fully resolved.
 - e. Training Provider shall be eligible for 100% payment for outcome achievement for those trainees with 70% attendance at the time of Certification.
 - f. The final tranche of 20% will be released to the extent of the Bank Guarantee provided.
- iii. The Bank Guarantee for the batch which is linked to outcome would be released to the Training Provider subject to the following:
 - a. Employment (both wage and self) on an annual basis of at least 70% of the

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successfully certified trainees within three months of completion of training, with at least 50% of the trainees passing out being placed in wage employment;

Provided that the SDEL Department will have freedom to alter the percentage of wage and self-employment based on specifics of the scheme that have been designed exclusively for self-employment/ entrepreneurship, nature of activity, local economy, social conditions, etc.

- b. In case of wage employment and recognition of prior learning, candidates shall be placed in jobs that provide wages at least equal to minimum wages prescribed and such candidates should continue to be in jobs for a minimum period of three months, from the date of placement in the same or a higher level with the same or any other employer. Proof of appointment letter and pay slip for 3 months should be provided for this.
 - c. In case of self-employment, candidates should have been employed gainfully in livelihood enhancement occupations which are evidenced in terms of trade license or setting up of an enterprise or becoming a member of a producer group or proof of additional earnings (bank statement) or any other suitable and verifiable document as prescribed by the SDEL Department.
- (ii) Bank Guarantee of Training Provider will be released on pro rata basis on achievement of 50-69% placement of those who have been certified with at least 50% minimum wage employment of the certified trainees within three months of completion of training in case of fresh entrants.
- (iii) Training provider will be asked to discontinue the training in that particular trade/centre and will be paid only on pro rata basis, if the outcome achievement over the period of one year in case of fresh entrants/ 14 months in case of reskilling and upskilling, is unsatisfactory as defined under:
- a. 49% and below placement of those who have been certified with at least 50% minimum wage employment of the certified trainees within three months of completion of training in case of fresh entrants.'
 - b. 49% and, below number of certified candidates with increase of at least 3% in remuneration within 14 months in case of reskilling and up skilling.

c. 49% and below number of formal recognition and certification of experiential training in vocational trade or craft leading to appropriate increase in wages in the respective skill category of the candidate for immediate and subsequent production cycle or meets the conditions provided under Para 5.5.3 (c) above in case of self-employment. In the case of such disengagements, the SDEL Department would take a prompt decision, after careful consideration of all related factors with respect to performance, whether to disengage such Training Provider from implementation of the Scheme/Project. The de-empanelment by SDEL Department would be done for the trade under advice by the Director Skill Mission to the SDEL Department. This would be intimated to all the departments undertaking Skill Development Programmes and not to engage this training provider. The training provider would get an opportunity to re-apply for empanelment for the training after a gap of at least one year from the date of notification of de-empanelment by the SDEL Department.

Note: All payments shall be made on submission of pre-receipted invoices by the TP in duplicate for the respective stages.

A. Payment Conditions:

- i. Payment shall be made in Indian Rupees, no later than 60 days following submission by the TP of invoices in duplicate to the Coordinator designated in Clause 4 through following conditions and procedures.
- ii. The payouts will directly be transferred to TC bank accounts in installments on the output performance parameters detailed in para 3B above.
- iii. The TPs will submit claims bills of each tranche / installment to the DSOs in the format provided in Annexure (Formats A to C) along with the compliance of output performance parameters
- iv. The bills will be verified by the DSO's office within 3 days of the submission of bills and TC shall be inspected by District Inspection Team to verify the particulars and report in the phase wise formats provided in the Annexure (formats A to C) should be sent to Director Skill Mission along with the compliance of output performance parameters or returned back

to TCs for compliance if any and same procedure should be repeated.

- v. All available visit/inspection reports should be taken into consideration while processing the bills. At least one visits to the TCs or inspection to the TCs could have been undertaken by the District Inspection Team for processing bills of each installment.
- vi. In case of the third installment the DSOs will also verify the Assessment and Certification given by the Assessment and Certification Body
- vii. In case of the fourth installment, the DSOs will also verify the placement / self employment records
- viii. The payment shall be made to TC on the basis of valid and verified bills and records by the Director Skill Mission within 7 days of receipt of report of the DSO and Provisional UC will be submitted to Commissioner DITE by Director Skill Mission. Commissioner will scrutinize the same and submit to Secretary SDEL within 15 days (See Annexure – Formats A to D)

12. Approval for exemption under section 4(g) of KTPP Act

Approval for trainings to be undertaken by accredited TP/ TC - exemption under section 4(g) of KTPP Act

All the applications for TP/ TC shall be evaluated on the objective parameters as elaborated in Point 4.2.5 and other guidelines specified herein. The TCs shall also be inspected and evaluated by DISTRICT LEVEL INSPECTION TEAM. The recommendation of the district level inspection team will be evaluated by Accreditation Committee which will then send the appropriate recommendations to the SLEC.

The application would be scrutinized for the various guidelines prescribed above. The evaluation and accreditation as proposed herein is a transparent process and all those TPs and TCs which meet the prescribed criteria shall be accredited and will be eligible to impart training.

The common norms prescribed by MSDE shall be followed for the payment to TPs for the various trainings undertaken by them.

In light of the TPs/ TCs being selected by a transparent process following the prescribed norms and guidelines, the allocation being objectively done in terms of number of trainees (batches) and also the maximum amount for which training can

be allocated and the payment being as per the common norms prescribed by MSDE, it is proposed to give 4(g) exemption to allocate the trainings to the accredited TPs/TCs based on the above guidelines.

Note: The TPs/ TCs approved by the Empowered Committee and accredited by SLEC shall be deemed to have been accredited for the purpose of exemption under 4(g) of KTPP Act as above.

13. Resolution of Disputes

In case of any dispute arising, the aggrieved party and SDEL shall resolve the same by mutual consultations. In the event of failure at consultation, the matter may be referred for arbitration by either party/parties. The Additional Chief Secretary to Government,/Principal Secretary/Secretary, Skill Development, Entrepreneurship and Livelihood Department shall be the sole arbitrator. The decision of the Arbitrator shall be final and binding on both parties.

14 Annexure and Certificates, Forms, Formats and Logos used under CMKKY:

14.1 The templates used for the following is attached in Annexure:

- a. Formats for Payment, Inspection, Assessment and Utilization certificate – Annexure 1 – Format A to D
- b. Claims format for CMKKY and Placement/ Self Employment report – Annexure 1 (Formats A to C)
- c. Certificate format – Annexure 1 – Format E
- d. Training Centre wise Contract Agreement- Annexure 2
- e. Skill and RPL Certificate – Annexure 3
- f. Challan Generation Process – Annexure 4
- g. Aadhar Consent form - Annexure 5

14.2 The following logos of Government of Karnataka, Chief Minister's Kaushalya Karnataka Yojane and Karnataka Skill Mission shall be displayed in all the places of the training centers and residential facilities. These logos shall also be used for training kits and others.

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Kaushalkar Guidelines

8.7 Assessing and Certification Body would mean the third party assessors and evaluators of the training appointed by the KSDA who must not be a training provider or training centre and would be tasked with the responsibility of conducting tests on trainees and assessing the training and certifying the curriculum being adopted and evaluating the Trainers being used.



ANNEXURE 4 - Steps for Challan Generation

[Click here](#) to visit **Khajane2 Challan Generation – Khajane-II - ಕರ್ನಾಟಕ ಸರ್ಕಾರ**

Enter Remitter Details as below

Kaushalkar Guidelines

ಚಲನ್ ಸೃಷ್ಟಿ | Challan Generation

ಚಲನ್ ದಿನಾಂಕ | Date of Challan

ದಿನಾಂಕ
Date 27/03/2018

ಸಂದಾಯದಾರರ ವಿವರಗಳು | Remitter Details

ಪ್ರಥಮ ಹೆಸರು
First Name Raj

ಮಧ್ಯದ ಹೆಸರು
Middle Name

ಕೊನೆಯ ಹೆಸರು
Last Name Kumar

ಇ-ಮೇಲ್
E-mail rajkumar@gmail.com

ವಿಳಾಸ
Address

ಮೊಬೈಲ್ ಸಂಖ್ಯೆ
Mobile Number 1234567890

1. Enter Department Details as below

For Department ---- Type ---- Department of Industrial Training and Employment

For DDO Office ----- Select from dropdown ----- Skill Mission and District Skill Development Office, Bengaluru

ಇಲಾಖೆಯ ವಿವರಗಳು | Department Details

ವರ್ಗ
Category Government

ಜಿಲ್ಲೆ
District BENGALURU URBAN

ಇಲಾಖೆ
Department DEPARTMENT OF INDUSTRIAL TRAINING AND EMPLOYMENT

ಡಿಡಿಒ ಕೋಡ್
DDO Code 352190

ಡಿಡಿಒ ಕಛೇರಿ
DDO Office SKILL MISSION AND DISTRICT SKILL DEVELOPMENT OFFICE, BENGALURU

Select Purpose ---- Fees and Fines

Head of Account appears automatically.

Enter the amount

Click Add button

ಉದ್ದೇಶದ ವಿವರಗಳು | Purpose Details

ಉದ್ದೇಶ
Purpose Fees and Fines

ಲೆಕ್ಕ ಶೀರ್ಷಿಕೆ
Head of Account 0230-00-800-6-02-000

ಮೊತ್ತ
Amount 50

ಸೇರಿಸು | Add

ಸಲ್ಲಿಸು | Submit ಮರುಹೊಂದಿಸು | Reset

If Clicking Add, screenshot as below, Remitter can select **Cash** or **Cheque/Draft** or **E-payment** under Mode of Payment.

ಉದ್ದೇಶ Purpose	ಲೆಕ್ಕ ಶೀರ್ಷಿಕೆ Head of Account	ಉಪ ಉದ್ದೇಶದ ಹೆಸರು Sub Purpose Name	ಉದ್ದೇಶ ನಿರ್ದಿಷ್ಟ ಐಡಿ Purpose Specific ID	ಮೊತ್ತ Amount	ಕಾರ್ಯಾಚರಣೆ Operation
Fees and Fines	0230-00-800-6-02-000		NA:	50	ಮಾಹಿತಿ ಸಂಪಾದಿಸಿ (Edit/ತೆಗೆದುಹಾಕಿ) (Delete)

ಖಜಾನೆಯ ವಿವರಗಳು | Treasury Details

ಒಟ್ಟು ಮೊತ್ತ
Total Amount 50

ಖಜಾನೆ
Treasury STATE CYBER TREASURY

ಪಾವತಿ ವಿಧ
Mode of Payment

ಸಂದಾಯ ಮಾಡುವ ಬ್ಯಾಂಕ್
Remittance Bank

ಸಲ್ಲಿಸು | Submit ಮರುಹೊಂದಿಸು | Reset

Scenario 1 : If selecting Cash, enter details as below and click submit.

ಖಜಾನೆಯ ವಿವರಗಳು | Treasury Details

ಒಟ್ಟು ಮೊತ್ತ
Total Amount 50

ಖಜಾನೆ
Treasury STATE CYBER TREASURY

ಪಾವತಿ ವಿಧ
Mode of Payment Cash

ಸಂದಾಯ ಮಾಡುವ ಬ್ಯಾಂಕ್
Remittance Bank CANARA BANK

ಸಲ್ಲಿಸು | Submit ಮರುಹೊಂದಿಸು | Reset

Challan appears as below

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ಚಲನ್ ಚಾಲ್ತಿ ಅವಧಿ Challan Validity	ಜಿಲ್ಲೆ District	ಇಲಾಖೆ Department	ಡಿಡಿ ಕಛೇರಿ DDO Office	
7 Days	BENGALURU URBAN	DEPARTMENT OF INDUSTRIAL TRAINING AND EMPLOYMENT	COMMISSIONERATE OF INDUSTRIAL TRAINING AND EMPLOYMENT, BENGALURU	
ವರ್ಗ Category	ದಿನಾಂಕ Date	ಚಲನ್ ಉಲ್ಲೇಖ ಸಂಖ್ಯೆ Challan Reference Number	ಡಿಡಿ ಕೋಡ್ DDO Code	
Government	27/03/2018		203310	
ಸಂದಾಯದಾರನ ಹೆಸರು Remitter Name	Raj Kumar		ಮೊಬೈಲ್ ಸಂಖ್ಯೆ Mobile Number	1234567890
ಇ-ಮೇಲ್ E-mail	rajkumar@gmail.com			
ವಿಳಾಸ Address	address			
ಉದ್ದೇಶ Purpose	ಲೆಕ್ಕ ತೀರ್ಮಾನ Head of Account	ಉಪ ಉದ್ದೇಶದ ಹೆಸರು Sub Purpose Name	ಉದ್ದೇಶ ವಿವರಣೆ ID Purpose Specific ID	ಮೊತ್ತ Amount
Fees and Fines	0230-00-800-6-02-000		NA-	50
ಸಂದಾಯ ಮಾಡುವ ಬ್ಯಾಂಕ್ Remittance Bank	CANARA BANK	ಒಟ್ಟು ಮೊತ್ತ Grand Total	50	
ಒಟ್ಟು ಮೊತ್ತ ಅಕ್ಷರಗಳಲ್ಲಿ Total Amount in Words				Fifty Only
ಪಾವತಿ ವಿವರಗಳು(Payment Details)				
ಪಾವತಿ ವಿಧ Payment Mode	Cash			
<div style="border: 1px solid red; padding: 5px; display: inline-block;"> Enter CAPTCHA Code 7DY0K2 <div style="border: 1px solid blue; padding: 2px; display: inline-block;">7DY0K2</div> </div> <div style="margin-top: 5px; display: flex; justify-content: space-around;"> <div style="border: 1px solid red; padding: 2px;">ಖಚಿತಪಡಿಸು \ Confirm</div> <div>ಹಿಂದಕ್ಕೆ ಹೋಗು \ GoBack</div> </div>				

Click on confirm, Challan reference number is generated as in below screenshot.

Make a payment at the Bank in favour of **Commissioner Industrial Training and Employment (Skill Mission)**.

Head of Account : 0230-00-800-6-02-000

ಚಲನ್ ಅನ್ನು ಯಶಸ್ವಿಯಾಗಿ ಸೃಜಿಸಲಾಗಿದೆ.
 ಚಲನ್ ಉಲ್ಲೇಖ ಸಂಖ್ಯೆಯು : CR0318023000002189
 Challan is generated Successfully.
 Challan Reference No. is: CR0318023000002189
 ಸರಿ \ OK

Scenario 2 : If selecting option **Cheque/Draft** in Mode of Payment, add details below & keep your cheque /dd number handy,

Enter Cheque/DD Number

- a. All Cheque/DD drawn in favour of **Commissioner Industrial Training and Employment (Skill Mission)**.
- b. Head of Account : 0230-00-800-6-02-000.

Select the Bank Name

ಖಜಾನೆ ವಿವರಗಳು(Treasury Details)			
ಒಟ್ಟು ಮೊತ್ತ Total Amount	50	ಪಾವತಿ ವಿಧ Mode of Payment	Cheque/Draft
ಖಜಾನೆ Treasury	STATE CYBER TREASURY	ಸಂದಾಯ ಮಾಡುವ ಬ್ಯಾಂಕ್ Remittance Bank	CANARA BANK
ಇನ್ಸ್ಟ್ರುಮೆಂಟ್ ವಿವರಗಳು(Instrument Details)			
ಚೆಕ್/ಡಿಡಿ ಸಂಖ್ಯೆ Cheque/DD No	125847	ಚೆಕ್/ಡಿಡಿ ದಿನಾಂಕ Cheque/DD Date	27/03/2018
ಚೆಕ್/ಡಿಡಿ ಬ್ಯಾಂಕ್ Cheque/DD Bank	ANDHRA BANK	ಶಾಖೆ Branch	Bellary
ಐ ಎಫ್ ಎಸ್ ಸಿ ಕೋಡ್ IFSC Code	ANDR0000041	ಮೈಕ್ರೋ ಕೋಡ್ MICR Code	583011102
<div style="border: 1px solid red; padding: 5px; display: inline-block;"> ಸಲ್ಲಿಸು \ Submit <div style="margin-left: 10px;">ಮರುಹೊಂದಿಸು \ Reset</div> </div>			

Click submit button to generate challan details as in below screenshot

Kaushalkar Guidelines

ಚಲನ್ ಚಾಲ್ತಿ ಅವಧಿ Challan Validity	ಜಿಲ್ಲೆ District	ಇಲಾಖೆ Department	ಡಿಡಿಓ ಕಛೇರಿ DDO Office	
7 Days	BENGALURU URBAN	DEPARTMENT OF INDUSTRIAL TRAINING AND EMPLOYMENT	COMMISSIONERATE OF INDUSTRIAL TRAINING AND EMPLOYMENT, BENGALURU	
ವರ್ಗ Category	ದಿನಾಂಕ Date	ಚಲನ್ ಉಲ್ಲೇಖ ಸಂಖ್ಯೆ Challan Reference Number	ಡಿಡಿಓ ಕೋಡ್ DDO Code	
Government	27/03/2018		203310	
ಸಂದಾಯದಾರನ ಹೆಸರು Remitter Name	Raj Kumar	ಮೊಬೈಲ್ ಸಂಖ್ಯೆ Mobile Number	1234567890	
ಇ-ಮೇಲ್ E-mail	rajkumar@gmail.com			
ವಿಳಾಸ Address	address			
ಉದ್ದೇಶ Purpose	ಲೆಕ್ಕ ಶೀರ್ಷಿಕೆ Head of Account	ಉಪ ಉದ್ದೇಶದ ಹೆಸರು Sub Purpose Name	ಉದ್ದೇಶ ನಿರ್ದಿಷ್ಟ ಐಡಿ Purpose Specific ID	ಮೊತ್ತ Amount
Fees and Fines	0230-00-800-5-02-000		NA-	50
ಸಂದಾಯ ಮಾಡುವ ಬ್ಯಾಂಕ್ Remittance Bank	CANARA BANK	ಒಟ್ಟು ಮೊತ್ತ Grand Total	50	
		ಒಟ್ಟು ಮೊತ್ತ ಅಕ್ಷರಗಳಲ್ಲಿ Total Amount in Words	Fifty Only	
ಪಾವತಿ ವಿವರಗಳು/Payment Details				
ಪಾವತಿ ವಿಧ Payment Mode	Cheque/Draft			
ಚೆಕ್/ಡಿಡಿ ಸಂಖ್ಯೆ Cheque/DD No	ಚೆಕ್/ಡಿಡಿ ಬ್ಯಾಂಕ್ Cheque/DD Bank	ಐಎಸ್ಸಿ ಸಂಖ್ಯೆ IFSC Code	ಮೈಕ್ರೋ ಸಂಖ್ಯೆ MICR Code	ಚೆಕ್/ಡಿಡಿ ದಿನಾಂಕ Cheque/DD Date
125847	ANDHRA BANK	ANDB0000041	583011102	27/03/2018

Enter CAPTCHA Code

Enter Captcha & Click confirm. Challan reference number is generated as in below screenshot.

ಚಲನ್ ಅನ್ನು ಯಶಸ್ವಿಯಾಗಿ ಸೃಜಿಸಲಾಗಿದೆ.
ಚಲನ್ ಉಲ್ಲೇಖ ಸಂಖ್ಯೆಯು : CR0318023000002189
Challan is generated Successfully.
Challan Reference No. is: CR0318023000002189

ಸರಿ \ OK

Scenario 3 : If selecting E-payment as Mode of payment,

Select Net Banking as Type of payment & Select Bank Name in Net Banking field.

ಒಟ್ಟು ಮೊತ್ತ Total Amount		ಪಾವತಿ ವಿಧ Mode of Payment
50		E-Payment
ಪಾವತಿಸಿದ Treasury		
STATE CYBER TREASURY		
ಪಾವತಿ ವಿಧ Type of E-Payment		Net Banking
Net Banking		ICICI Bank
<input type="button" value="ಸಲ್ಲಿಸು \ Submit"/>		<input type="button" value="ಮರುಹೋಗು \ Reset"/>

Click submit button to generate challan details as in below screenshot. Enter Captcha code and confirm.

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ಚಲನ್ ಚಾಲ್ತಿ ಅವಧಿ Challan Validity	ಜಿಲ್ಲೆ District	ಇಲಾಖೆ Department	ದಿಡಿ ಒ ಕಛೇರಿ DDO Office	
7 Days	BENGALURU URBAN	DEPARTMENT OF INDUSTRIAL TRAINING AND EMPLOYMENT	COMMISSIONERATE OF INDUSTRIAL TRAINING AND EMPLOYMENT, BENGALURU	
ವರ್ಗ Category	ದಿನಾಂಕ Date	ಚಲನ್ ಉಲ್ಲೇಖ ಸಂಖ್ಯೆ Challan Reference Number	ದಿಡಿ ಒ ಕೋಡ್ DDO Code	
Government	27/03/2018		203310	
ಸಂದಾಯದಾರನ ಹೆಸರು Remitter Name	Raj Kumar	ಮೊಬೈಲ್ ಸಂಖ್ಯೆ Mobile Number	1234567890	
ಇ-ಮೇಲ್ E-mail	rajikumar@gmail.com			
ವಿಳಾಸ Address	address			
ಉದ್ದೇಶ Purpose	ಲೆಕ್ಕ ಶೀರ್ಷಿಕೆ Head of Account	ಉಪ ಉದ್ದೇಶದ ಹೆಸರು Sub Purpose Name	ಉದ್ದೇಶ ನಿರ್ದಿಷ್ಟ ಐಡಿ Purpose Specific ID	ಮೊತ್ತ Amount
Fees and Fines	0230~00~800~6~02~000	NA	NA-	50
ಸಂದಾಯ ಮಾಡುವ ಬ್ಯಾಂಕ್ Remittance Bank	ICICI Bank	ಒಟ್ಟು ಮೊತ್ತ Grand Total	50	
		ಒಟ್ಟು ಮೊತ್ತ ಅಕ್ಷರಗಳಲ್ಲಿ Total Amount in Words	Fifty Only	
ಪಾವತಿ ವಿವರಗಳು Payment Details				
ಪಾವತಿ ವಿಧ Payment Mode	E-Payment			

Enter CAPTCHA Code 7PWLXF - 7PWLXF

ಖಚಿತಪಡಿಸು | Confirm

ಹಿಂದಕ್ಕೆ ಹೋಗು | GoBack

Dear User, please note Knapane !

ಚಲನ್ ಉಲ್ಲೇಖ ಸಂಖ್ಯೆಯು : CR0318023000002196
 ಭವಿಷ್ಯದ ಉಲ್ಲೇಖಕ್ಕೆ ದಯವಿಟ್ಟು ಸಂಖ್ಯೆಯನ್ನು ಉಳಿಸಿ
 ವಹಿವಾಟಿನೊಂದಿಗೆ ಮುಂದುವರೆಯಲು ಸರಿ ಎಂಬುದರ ಮೇಲೆ ಒತ್ತಿರಿ

Challan Reference No. is: CR0318023000002196

Please save the number for future reference.

Click on OK to proceed with transaction.

ಸರಿ | OK

Make online payment, starting as in below screenshot & continue.

Challan Reference Number	CR0318023000002196		
Challan Amount	50		
Transaction Date	27032018		
Name of the Remitter	Raj Kumar		
Payment Mode	<input type="radio"/> ICICI Retail Netbanking	<input type="radio"/> ICICI Corporate Netbanking	
PAY			

ANNEXURE 1 FORMAT- D : Formats for Payment, Inspection, Assessment, Certification & Utilization Certificate

Utilization Certificate for Government Agency /

Department

Utilization Certificate for the Month _____ FY

Scheme

Sanction Order

Date of Sanction

Details of

Sanction

Sl No	Amount Sanctioned	Amount Released	Purpose	Amount Spent	Balance
-------	-------------------	-----------------	---------	--------------	---------

Certified that I have satisfied myself that the conditions on which the amount was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:-

1. Progress Reports As Per Guidelines

Signature, Name & Designation of the Head of the Government Agency / Department

Utilization Certificate for Government Agency /

Department

Utilization Certificate for the Month _____ FY

Scheme

Sanction Order

Date of Sanction

Details of

Sanction

Sl No	Amount Sanctioned	Amount Released	Purpose	Amount Spent	Balance
-------	-------------------	-----------------	---------	--------------	---------

Certified that I have satisfied myself that the conditions on which the amount was sanctioned have been duly fulfilled and that I have exercised the following checks to see that the money was actually utilized for the purpose for which it was sanctioned.

Kinds of checks exercised:-

1. Progress Reports As Per Guidelines

Signature, Name & Designation of the Director Skill Mission/ DC

ANNEXURE 5 - Aadhaar Consent Form

I hereby state that I have no objection in authenticating myself with Aadhaar based authentication system and consent to providing my Aadhaar number, Biometric and/or One Time Pin (OTP) data for Aadhaar based authentication for the purposes of registering with the Department of Employment, training - Govt of Karnataka. I understand that the Biometrics and/or OTP I provide for authentication shall be used only for authenticating my identity through the Aadhaar Authentication system for this department and for no other purposes. I understand that the department shall ensure security and confidentiality of my personal identity data provided for the purpose of Aadhaar based authentication



Annexure 1 - Format A1 **Claim Formats for CMKKY**

Format A1.1: Claim Advance on Commencement of Training			
Name of TP			
Address			
Name of TC			
Address			
Date of Registration			
TCAF Number			
Date of Accreditation			
Grade			
Job Role			
Sector			
Number of Training Hours	Theory	Practical	Total
Qualification of Trainer Required as per QP			
Number of Trainers Required as per QP			
Equipment Required for Training as per QP			
Consumables Required for Training as per QP			
Approved Batch Composition		SC	ST
	Male		
	Female		
Approved Bath Details	Non- Residential	Residential	Total
Batch Timings			
Rate per Hour			
Total Amount per Trainee			
Number of Trainees In Approved Batch			
Sanctioned Amount for Training			
1st Installment on Commencement of Training (30%)			
Date of Batch Approval			
Date of Inspection by District Inspection Team (7th day of Commencement)			
Inspection Details	Non- Residential	Residential	Total
Number of Trainees Attended on Inspection date			
Number of Trainees with 70% and more Attendance till Inspection date			
Number of Trainees with less than 70% Attendance till Inspection Date			
Number of Trainees Dropped out till Inspection Date			
	Of Which	SC	ST
	Male		
Number of Trainees In Commenced Batch till Inspection Date			
	Female		
Number of Qualified Trainers who Conducted Training till Inspection Date			
Training Equipment Available (%)			
Training Materials Available (%)			
1st Installment due on Commencement of Training (30%)			
Actual Batch Composition		SC	ST
	Male		
	Female		
Signature and Seal of TC			
Signature and Seal of TP			

Acknowledgement By Director Skill Mission

Request in Format A1.2: Advance on Commencement of Training for release of 1st Installment

is received on _____ for a sum of _____ from TC _____

TCAF No _____ of TP _____ on _____.

Dir Skill Mission

Date

Place

Format A1.3: Sanction of Advance on Commencement of Training for release of 1st Installment

Name of TP										
Address										
Name of TC										
Address										
Date of Registration										
TCAF Number										
Date of Accreditation										
Grade										
Job Role										
Sector										
Number of Training Hours	Theory	Practical	Total							
Date of Batch Approval										
Date of Inspection by District Inspection Team (7th day of Commencement)										
Inspection Details	Non- Residential	Residential	Total							
Number of Trainees Attended on Inspection date										
Number of Trainees with 70% and more Attendance till Inspection date										
Number of Trainees with less than 70% Attendance till Inspection Date										
Number of Trainees Dropped out till Inspection Date				Of Which	SC	ST	Minority	Other	PH	
				Male						
				Female						
Number of Trainees In Commenced Batch till Inspection Date*										
Number of Qualified Trainers who Conducted Training till Inspection Date**		Hours As Per QP	Trainer 1	Trainer 2	Trainer 3	Trainer 4	Trainer 5	Trainer 6	Trainer 7	
	Theory									
	Practical									
	Total									
Training Equipment Available (%)***										
Training Materials Available (%)***										
Claimed 1st Installment due on Commencement of Training (30%)										
Sanctioned 1st Installment due on Commencement of Training (30%)										
Final Batch Details	Non- Residential	Residential	Total							
Number of Final Trainees										
Final Batch Composition		SC	ST	Minority	PH	Other				
	Male									
	Female									

*Note1 : Advance Sanctioned will be Proportionately Deducted

**Note2: 10% of Advance due will be deducted as penalty for less than qualified Trainers

***Note3: 10% of Advance due will be deducted as penalty for less Equipment and/or Training Materials

Date

Place

Signature & Seal of Director Skill Mission

Annexure 1 - Format A2 Claim Formats for CMKKY

Format A2.1: Claim Advance on Completion of 50% Training Hours									
Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Number of Training Hours	Theory	Practical	Total						
Qualification of Trainer Required as per QP									
Number of Trainers Required as per QP									
Equipment Required for Training as per QP									
Consumables Required for Training as per QP									
Final Batch Composition	Non- Residential	Residential	Total		SC	ST	Minority	Other	PH
				Male					
Final Bath Details				Female					
Batch Timings									
Rate per Hour									
Total Amount per Trainee									
Number of Trainees In Final Batch									
Sanctioned Amount for Training									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
Date of 2nd Inspection by District Inspection Team (On Completion of 50% of Training Hours)									
Inspection Details	Non- Residential	Residential	Total						
Number of Trainees Attended on 2nd Inspection date									
Number of Trainees with 70% and more Attendance between 1st and 2nd Inspection date									
Number of Trainees with less than 70% Attendance between 1st and 2nd Inspection Date									
Number of Trainees Dropped out between 1st and 2nd Inspection Date				Of Which	SC	ST	Minority	Other	PH
				Male					
				Female					
Number of Trainees In Batch on completion of 50% Training Hours									
Number of Qualified Trainers who Conducted Training between 1st and 2nd Inspection Date									
Training Equipment Available (%) on 2nd Inspection Date									
Training Materials Available (%) on 2nd Inspection Date									
2nd Installment due on Completion of 50% Training Hours (20%)									
Actual Batch Composition		SC	ST	Minority	PH	Other			
	Male								
	Female								
Signature and Seal of TC									
Signature and Seal of TP									

Acknowledgement By Director Skill Mission

Request in Format A2.2: Advance on Completion of 50% Training Hours

is received on _____ for a sum of _____ from TC _____

TCAF No _____ of TP _____ on _____.

Dir Skill Mission

Date

Place

Format A2.3: Sanction of Advance on Completion of 50% Training Hours

Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Number of Training Hours	Theory	Practical	Total						
Date of Batch Approval									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
Date of 2nd Inspection by District Inspection Team (On Completion of 50% of Training Hours)									
Inspection Details	Non- Residential	Residential	Total						
Number of Trainees Attended on 2nd Inspection date									
Number of Trainees with 70% and more Attendance between 1st and 2nd Inspection date									
Number of Trainees with less than 70% Attendance between 1st and 2nd Inspection Date									
Number of Trainees Dropped out between 1st and 2nd Inspection Date	Of Which	SC	ST	Minority	Other	PH			
	Male								
Female									
Number of Trainees In Batch on completion of 50% Training Hours*									
Number of Qualified Trainers who Conducted Training between 1st and 2nd Inspection Date**		Hours As Per QP	Trainer 1	Trainer 2	Trainer 3	Trainer 4	Trainer 5	Trainer 6	Trainer 7
	Theory								
Practical									
Total									
Training Equipment Available (%) on 2nd Inspection Date***									
Training Materials Available (%) on 2nd Inspection Date***									
2nd Installment due on Completion of 50% Training Hours (20%)									
Actual Batch Composition	SC	ST	Minority	PH	Other				
	Male								
Female									

*Note1 : Advance Sanctioned will be Proportionately Deducted

**Note2: 10% of Advance due will be deducted as penalty for less than qualified Trainers

***Note3: 10% of Advance due will be deducted as penalty for less Equipment and/or Training Materials

Date

Place

Signature & Seal of Director Skill Mission

Annexure 1 - Fromat A3 **Claim Formats for CMKKY**

Format A3.1: Claim Advance on Completion of Assessment & Certification									
Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Number of Training Hours	Theory	Practical	Total						
Qualification of Trainer Required as per QP									
Number of Trainers Required as per QP									
Equipment Required for Training as per QP									
Consumables Required for Training as per QP									
Final Batch Composition	Non- Residential	Residential	Total		SC	ST	Minority	Other	PH
				Male					
				Female					
Final Bath Details									
Batch Timings									
Rate per Hour									
Total Amount per Trainee									
Number of Trainees In Final Batch									
Sanctioned Amount for Training									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
2nd Installment on Completion of 50% Training Hours (30%)									
Date of Release									
Date of Certification & Assessment Inspection by District Inspection Team and Certification & Assessment Agency									
Assessment Details	Non- Residential	Residential	Total						
Number of Trainees Attended Assessment									
Number of Trainees with 70% and more Attendance between 2nd and Assessment Inspection date									
Number of Trainees with less than 70% Attendance between 2nd and Assessment Inspection Date									
Number of Trainees Dropped out between 2nd Inspection and Assessment Inspection Date				Of Which	SC	ST	Minority	Other	PH
				Male					
				Female					
Number of Trainees In Batch on completion of Assessment									
Number of Trainees who passed Assessment and Issued Certificate									
3rd Installment due on Completion of Assessment (30%)									
Final Certified Batch		SC	ST	Minority	PH				
	Male								
	Female								
Signature and Seal of TC									
Signature and Seal of TP									

Acknowledgement By Director Skill Mission

Request in Format A3.2: Advance on Completion Assessment & Certification

is received on _____ for a sum of _____ from TC _____
TCAF No _____ of TP _____ on _____.

Dir Skill Mission

Date

Place

Format A3.3: Sanction of Advance on Completion of Assessment and Certification

Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Number of Training Hours	Theory	Practical	Total						
Date of Batch Approval									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
2nd Installment on Completion of 50% Training Hours (30%)									
Date of Release									
Date of Certification & Assessment Inspection by District Inspection Team and Certification & Assessment Agency									
Assessment Details	Non- Residential	Residential	Total						
Number of Trainees Attended Assessment									
Number of Trainees with 70% and more Attendance between 2nd and Assessment Inspection date									
Number of Trainees with less than 70% Attendance between 2nd and Assessment Inspection Date									
Number of Trainees Dropped out between 2nd Inspection and Assessment Inspection Date				Of Which	SC	ST	Minority	Other	PH
				Male					
				Female					
Number of Trainees In Batch on completion of Assessment									
Number of Trainees who passed Assessment and Issued Certificate*									
3rd Installment due on Completion of Assessment (30%)									
Final Certified Batch		SC	ST	Minority	PH	Other			
	Male								
	Female								
*Note1 : Advance Sanctioned will be Proportionately Deducted									
Date									
Place	Signature & Seal of Director Skill Mission								

Annexure 1 - Format A 4 **Claim Formats for CMKKY**

Format A4.1: Claim on Placement / Self- Employment									
Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Final Batch Composition	Non- Residential	Residential	Total		SC	ST	Minority	PH	Other
				Male					
Final Bath Details				Female					
Batch Timings									
Rate per Hour									
Total Amount per Trainee									
Number of Trainees In Final Batch									
Sanctioned Amount for Training									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
2nd Installment on Completion of 50% Training Hours (30%)									
Date of Release									
Date of Certification & Assessment Inspection by District Inspection Team and Certification & Assessment Agency									
Final Certified Batch		SC	ST	Minority	PH	Other			
	Male								
3rd Installment on Completion of Assessment (30%)	Female								
Date of Release									
Placement Details*		SC	ST	Minority	PH	Other			
	Male								
Self Employment Details**	Female								
		SC	ST	Minority	PH	Other			
*Note 1 : Attach Placement Report with List of names, copies of Appointment Letter, ESI & EPF Number	Male								
	Female								
**Note 2 : Attach Self-Employment Report with List of names, copies of Start-Up / Bank Loan / Bank Statement	Male								
	Female								
Signature and Seal of TC									
Signature and Seal of TP									

Acknowledgement By Director Skill Mission

Request in Format A4.2: Claim on Placement / Self-Employment
 is received on _____ for a sum of _____ from TC _____
 TCAF No _____ of TP _____ on _____.
 With Following Reports
 1. Placement Report
 2. Copies of _____ Appointment letters
 3. Self-employment Report
 4. Copies of documents as proof of Self - Employment

Dir Skill Mission
 Date _____
 Place _____

Format A4.3: Sanction of Claim on Placement / Self-Employment									
Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Final Batch Composition	Non- Residential	Residential	Total		SC	ST	Minority	PH	Other
				Male					
				Female					
Final Bath Details									
Batch Timings									
Rate per Hour									
Total Amount per Trainee									
Number of Trainees In Final Batch									
Sanctioned Amount for Training									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
2nd Installment on Completion of 50% Training Hours (30%)									
Date of Release									
Date of Certification & Assessment Inspection by District Inspection Team and Certification & Assessment Agency									
Final Certified Batch		SC	ST	Minority	PH	Total	Other		
	Male								
	Female								
3rd Installment on Completion of Assessment (30%)									
Date of Release									
Confirmed Placement Details*		SC	ST	Minority	PH	Other	Percent		
	Male								
	Female								
Confirmed Self Employment Details**		SC	ST	Minority	PH	Other	Percent		
	Male								
	Female								
Final Instalment Due (20%)									
*Note 1 : Confirmation of Placement Report with List of names, copies of Appointment Letter, ESI & EPF Number by District Inspection Team **Note 2 : Confirmation of Self-Employment Report with List of names, copies of Start-Up / Bank Loan / Bank Statement by District Inspection Team									
Date									
Place	Signature & Seal of Director Skill Mission								

Format B1.1: Intimation of Commencement of Training for Inspection						
Name of TP						
Address						
Name of TC						
Address						
Date of Registration						
TCAF Number						
Date of Accreditation						
Grade						
Job Role						
Sector						
Number of Training Hours	Theory	Practical	Total			
Qualification of Trainer Required as per QP						
Number of Trainers Required as per QP						
Equipment Required for Training as per QP						
Consumables Required for Training as per QP						
Approved Batch Composition		SC	ST	Minority	PH	Other
	Male					
	Female					
Approved Batch Details	Non- Residential	Residential	Total			
Batch Timings						
Rate per Hour						
Total Amount per Trainee						
Number of Trainees In Approved Batch						
Date of Batch Approval						
Date of Commencement of Batch						
Actual Batch Attendance at the time of Inspection Intimation*		SC	ST	Minority	PH	Other
	Male					
	Female					
<p>*Note : Inspection intimation should be given at least 3 days after Batch start and must have attached lists as below:</p> <ol style="list-style-type: none"> Excel Sheet of individual Biometric attendance of Trainees and Trainers on each day of Training List of Trainers with Qualifications, Age etc List of Equipment required as per QP and availability of Items with quantity List of Training Materials and Consumables required as per QP and availability of Items with quantity Copy of the Curriculum Covered and Study Material Issued 						
<p>The Training of Batch No _____ for Job Role _____ for Sector _____ for a batch of _____</p> <p>Trainees has commenced on _____. Please depute the Inspection Team to conduct Inspection.</p>						
Signature and Seal of TC						
Signature and Seal of TP						

Acknowledgement By Director Skill Mission

Request in Format B1.2: Intimation on Inspection on Commencement of Training

is received on _____ from TC _____

TCAF No _____ of TP _____ .

With following Reports

1. Excel Sheet of Individual Biometric attendance of Trainees and Trainers on each day of Training
2. List of Trainers with Qualifications, Age etc

3. List of Equipment required as per QP and availability of Items with quantity
4. List of Training Materials and Consumables required as per QP and availability of Items with quantity

The Documents Ticked above are not received. Please Re-send to enable deployment of Inspection Team

The Inspection Team will be deployed soon

Dir Skill Mission

Date

Place

Format B1.3: Report on Inspection on Commencement of Training

Name of TP										
Address										
Name of TC										
Address										
Date of Registration										
TCAF Number										
Date of Accreditation										
Grade										
Job Role										
Sector										
Number of Training Hours	Theory	Practical	Total							
Date of Batch Approval										
Date of Inspection by District Inspection Team (7th day of Commencement)										
Inspection Details	Non- Residential	Residential	Total							
Number of Trainees Attended on Inspection date										
Number of Trainees with 70% and more Attendance till Inspection date										
Number of Trainees with less than 70% Attendance till Inspection Date										
Number of Trainees Dropped out till Inspection Date				Of Which	Other	SC	ST	Minority	PH	
				Male						
				Female						
Number of Trainees In Commenced Batch till Inspection Date*										
Number of Qualified Trainers who Conducted Training till Inspection Date**		Hours As Per QP	Trainer 1	Trainer 2	Trainer 3	Trainer 4	Trainer 5	Trainer 6	Trainer 7	
	Theory									
	Practical									
	Total									
Training Equipment Available (%)***										
Training Materials Available (%)***										
Claimed 1st Installment due on Commencement of Training (30%)										
Sanctioned 1st Installment due on Commencement of Training (30%)										
Final Batch Details	Non- Residential	Residential	Total							
Number of Final Trainees										
Final Batch Composition		SC	ST	Minority	Other	PH				
	Male									
	Female									

*Note1 : Actual number of trainees available to be compared with Biometric Attendance Report

**Note2 : Actual number of trainers available to be compared with Biometric Attendance Report

***Note3: Actual quantity of working Equipment and/or Training Materials to be compared with Report Given by TC

Date

Place

Signature & Seal of Inspection Team Leader

Format B2.1: Claim Advance on Completion of 50% Training Hours										
Name of TP										
Address										
Name of TC										
Address										
Date of Registration										
TCAF Number										
Date of Accreditation										
Grade										
Job Role										
Sector										
Number of Training Hours	Theory	Practical	Total							
Qualification of Trainer Required as per QP										
Number of Trainers Required as per QP										
Equipment Required for Training as per QP										
Consumables Required for Training as per QP										
Final Batch Composition	Non- Residential	Residential	Total		Other	SC	ST	Minority	PH	
				Male						
				Female						
Final Bath Details										
Batch Timings										
Rate per Hour										
Total Amount per Trainee										
Number of Trainees In Final Batch										
Sanctioned Amount for Training										
Date of Commencement of Batch										
1st Installment on Commencement of Training Released (30%)										
Date of Release										
Date of Completion of 50% of Training Hours										
Date of 2nd Inspection by District Inspection Team (On Completion of 50% of Training Hours)										
	Non- Residential	Residential	Total							
Actual Attendance on Completion of 50% of Training Hours*				Of Which	Other	SC	ST	Minority	PH	
Number of Trainees Dropped out between 1st Inspection and Completion of 50% Inspection				Male						
				Female						
Number of Trainees In Batch on completion of 50% Training Hours				Male						
				Female						
Number of Qualified Trainers who Conducted Training between 1st Inspection date and Completion of 50% of Training Hours and *		Hours As Per QP	Trainer 1	Trainer 2	Trainer 3	Trainer 4	Trainer 5	Trainer 6	Trainer 7	
	Theory									
	Practical									
	Total									
<p>*Note : Inspection intimation should be given at least 3 days after Completion of 50% Training Hours and must have attached lists as below:</p> <p>1. Excel Sheet of individual Biometric attendance of Trainees and Trainers on each day of Training</p> <p>2. List of Trainers with Qualifications, Age etc</p> <p>3. List of Equipment required as per QP and availability of Items with quantity</p> <p>4. List of Training Materials and Consumables required as per QP and availability of Items with quantity</p>										

The Training of Batch No _____ for Job Role _____ for
Sector _____ for a batch of _____
Trainees has commenced on _____ and 50% of _____ Training
Hours as per norms is completed. Please depute the Inspection Team to conduct
Inspection.

Signature and Seal of TC

Signature and Seal of TP

Acknowledgement By Director Skill Mission

Request in Format B2.2: Intimation on Inspection on Completion of 50% Training Hours

is received on _____ from TC _____

TCAF No _____ of TP _____ .

With following Reports

1. Excel Sheet of individual Biometric attendance of Trainees and Trainers on each day of Training from date of 1st Inspection
2. List of Trainers with Qualifications, Age etc
3. List of Equipment required as per QP and availability of Items with quantity
4. List of Training Materials and Consumables required as per QP and availability of Items with quantity

The Documents Ticked above are not received. Please Re-send to enable deployment of
Inspection Team

The Inspection Team will be deployed soon

Dir Skill Mission

Date

Place

Format B2.3: Inspection Report on Completion of 50% Training Hours										
Name of TP										
Address										
Name of TC										
Address										
Date of Registration										
TCAF Number										
Date of Accreditation										
Grade										
Job Role										
Sector	Theory	Practical	Total							
Number of Training Hours										
Date of Batch Approval										
1st Installment on Commencement of Training Released (30%)										
Date of Release										
Date of 2nd Inspection by District Inspection Team (On Completion of 50% of Training Hours)										
Number of Qualified Trainers who Conducted Training between 1st Inspection date and Completion of 50% of Training Hours**		Hours As Per QP	Trainer 1	Trainer 2	Trainer 3	Trainer 4	Trainer 5	Trainer 6	Trainer 7	
	Theory									
	Practical									
	Total									
Inspection Details	Non- Residential	Residential	Total	Of Which	Other	SC	ST	Minority	PH	
Number of Trainees Attended on 2nd Inspection date										
Number of Trainees with 70% and more Attendance between 1st and 2nd Inspection date										
Number of Trainees with less than 70% Attendance between 1st and 2nd Inspection Date										
Number of Trainees Dropped out between 1st and 2nd Inspection Date				Male						
				Female						
Number of Trainees In Batch on completion of 50% Training Hours*										
Training Equipment Available (%) on 2nd Inspection Date***										
Training Materials Available (%) on 2nd Inspection Date***										
2nd Installment due on Completion of 50% Training Hours (20%)										
Final Batch Composition on Completion of 50% of Training Hours		SC	ST	Minority	Other	PH				
	Male									
	Female									
<p>*Note1 : Actual number of trainees available to be compared with Biometric Attendance Report</p> <p>**Note2 : Actual number of trainers available to be compared with Biometric Attendance Report</p> <p>***Note3: Actual quantity of working Equipment and/or Training Materials to be compared with Report Given by TC</p>										
Date				Signature & Seal of Inspection Team						
Place										

Inspection Formats for CMKKY

Format B3.1: Inspection Intimation on Completion of Assessment & Certification									
Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Number of Training Hours	Theory	Practical	Total						
Final Batch Composition	Non- Residential	Residential	Total		Other	SC	ST	Minority	PH
				Male					
Final Bath Details				Female					
Batch Timings									
Rate per Hour									
Total Amount per Trainee									
Number of Trainees In Final Batch									
Sanctioned Amount for Training									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
2nd Installment on Completion of 50% Training Hours (30%)									
Date of Release									
Date of Completion of Training									
Assessment Details	Non- Residential	Residential	Total						
Number of Trainees Attended Assessment									
Number of Trainees with 70% and more Attendance between 2nd and Assessment Intimation date									
Number of Trainees with less than 70% Attendance between 2nd and Assessment Intimation Date									
Number of Trainees Dropped out between 2nd Inspection and Assessment Intimation Date				Of Which	Other	SC	ST	Minority	PH
				Male					
				Female					
				Minority	Other	PH			
Number of Trainees In Batch Eligible for Assessment		SC	ST						
	Male								
	Female								
<p>*Note : Inspection intimation should be given at least 3 days after Completion of Training and must have attached lists as below:</p> <p>1. Excel Sheet of individual Biometric attendance of Trainees and Trainers on each day of Training</p> <p>2. List of Trainees who have 70% of Attendance</p> <p>3. Copy of the Curriculum Covered and Study Material Issued</p> <p>The Training of Batch No _____ for Job Role _____ for</p> <p>Sector _____ for a batch of _____</p> <p>Trainees has commenced on _____ and 100% of _____ Training Hours as per norms is completed. Please depute the Assessment and Certification Team to conduct Inspection and Assessment.</p> <p>Signature and Seal of TC</p> <p>Signature and Seal of TP</p>									

Acknowledgement By Director Skill Mission

Request in Format B3.2: Intimation on Inspection for Assessment on Completion of Training

is received on _____ from TC _____

TCAF No _____ of TP _____.

With following Reports

1. Excel Sheet of individual Biometric attendance of Trainees and Trainers on each day of Training from date of 1st Inspection
2. List of Trainees who have 70% of Attendance
3. Copy of the Curriculum Covered and Study Material Issued

The Documents Ticked above are not received. Please Re-send to enable deployment of Inspection Team

The Inspection Team will be deployed soon

Dir Skill Mission

Date

Place

Format B3.3: Inspection report on Completion of Assessment and Certification

Name of TP									
Address									
Name of TC									
Address									
Date of Registration									
TCAF Number									
Date of Accreditation									
Grade									
Job Role									
Sector									
Number of Training Hours	Theory	Practical	Total						
Date of Batch Approval									
1st Installment on Commencement of Training Released (30%)									
Date of Release									
2nd Installment on Completion of 50% Training Hours (30%)									
Date of Release									
Date of Certification & Assessment Inspection by District Inspection Team and Certification & Assessment Agency									
Assessment Details	Non- Residential	Residential	Total						
Number of Trainees Attended Assessment									
Number of Trainees with 70% and more Attendance between 2nd and Assessment Inspection date									
Number of Trainees with less than 70% Attendance between 2nd and Assessment Inspection Date									
Number of Trainees Dropped out between 2nd Inspection and Assessment Inspection Date				Of Which Male	Other	SC	ST	Minority	PH
				Female					
Number of Trainees Eligible for Assessment									
Number of Trainees who passed Assessment and Issued Certificate*									
Final Certified Batch *	Male	SC	ST	Minority	Other	PH			
	Female								
3rd Installment due on Completion of Assessment (30%)									

*Note1 : Report of Assessment and Certification Team to be attached

Date

Place

Signature & Seal of Inspection Team

Name of TP	
Address	
Name of TC	
Address	
Date of Registration	
TCAF Number	
Date of Accreditation	
Grade	
Job Role	
Sector	
Date of Commencement of Batch	
Date of Completion of Batch	
Date of Assessment	

Final Batch qualified for Assessment	Male	SC	ST	Minority	PH	Other
	Female					
Final Certified batch*	Male	SC	ST	Minority	PH	Other
	Female					

[illegible]

** Note : Assessment and Certification Team will attach copies of Curriculum, Theory and Practical Question papers, and all Answer Sheets with markings*

Certificate : Format E

	Candidate Details						Total Assessment		Remarks
	Name	Age	Kaushalkar Number	Date of Completion of Training	Total Hours Of Training	Category	Total Marks	Assessment Grade	Pass = P / Fail = F / Retrain = RT

Name of TP	
Name of TC	
Address	
TCAF Number	
Grade	
Job Role	
Sector	
Date of Commencement of Batch	
Date of Completion of Batch	
Date of Assessment	
Assessment By	

Placement Report : Format C1

Name of TP	
Address	
Name of TC	
Address	
Date of Registration	
TCAF Number	
Date of Accreditation	
Grade	
Job Role	
Sector	
Date of Commencement of Batch	
Date of Completion of Batch	

Final Certified Batch		SC	ST	Minority	PH	Other
	Male					
	Female					
Placement Details*		SC	ST	Minority	PH	Other
	Male					
	Female					

[illegible]

*** Note : Attach copy of Appointment Order, Latest Pay Slip and Affidavit of Certified Trainee**

Name of TP	
Address	
Name of TC	
Address	
Date of Registration	
TCAF Number	
Date of Accreditation	
Grade	
Job Role	
Sector	
Date of Commencement of Batch	
Date of Completion of Batch	

[illegible]

*** Note : Attach copies of Proof of Start-up or Business or Bank Loan or Government Scheme Loan or Bank Statement and Affidavit of Certified Trainee**