

**No. B.12012/7/2016-SNP**  
**Government of India**  
**Ministry of Skill Development & Entrepreneurship**  
**(Division II - Wing II)**

**Shivaji Stadium Annexe**  
**Connaught Place, New Delhi**  
**Dated: 29<sup>th</sup> October, 2018**

**OFFICE MEMORANDUM**

**Subject: Amendments/ Revision in the Operation Manual of PMKVY (2016-20) (CSSM-PMKVY) - reg.**

The undersigned is directed to refer to the Operation Manual for States under PMKVY (2016-20) (CSSM-PMKVY) and to state that certain amendments/ revision in the approved Operation Manual of CSSM- PMKVY (2016-20) have been made with immediate effect as per details given below:

**I. Standards and Quality Assurance**

Section 2, Page No. 10 & 11 of the existing manual	<p>The four categories of Job roles in which state can undertake training in PMKVY CSSM have been defined in the PMKVY state engagement guidelines (Page 12, Point no. 15, Table 3). The section below details the operational process in Creation of Industry Relevant Job roles [Qualification Packs (QPs) and National Occupational Standards (NOS), Curriculum and Content] along with standards to be followed for quality assurance. The Standards and quality assurance will remain largely a regulatory function to ensure national and industry relevant standards within all courses delivered within the ambit of PMKVY scheme. The standard setting function will rest largely with the central government through Sector Skill Councils in close collaboration with state governments. NSDC will facilitate the entire process. The detailed process of Creation of QPs, Curriculum and Content for Category 1, 2, 4 job roles are appended in <b>Annexure 2</b>. Also, the link for the list of model curriculum is available in <b>annex 1</b>.</p> <p>2.1. Emerging Job-role requirement at State-level 2.2. Integration with Centre Accreditation and Affiliation Process (SMART) and IT System 2.3. Development of New Job-roles for Category 2.</p>
Revised manual Section 2, Page No. 10 & 11	<p><b><u>Standards and Quality Assurance</u></b></p> <p>Trainings under the CSSM component of PMKVY has been split into 2 categories. States can now allocate targets across all NSQF-aligned Job Roles from level 3 to level 5 such that:</p> <p>1) Under category 1 states/UTs allocate minimum 75 per cent of the physical targets in NSQF-aligned Job Roles (level 3-5) 2) Under category 2 (traditional arts category) states/UTs allocate upto 25 per cent of the physical targets in State-specific traditional arts and crafts job roles</p> <p>A comprehensive list of 275 Job Roles (Level 3-5) in which content is readily available and PMKVY CSSM training can commence has been developed and available at <a href="http://www.pmkvyofficial.org">www.pmkvyofficial.org</a>.</p>

*Sarvesh Kumar*

## II. Target Allocation and Training through other Scheme CSSM-PMKVY Centre

Section 5, Page 17 of the existing Manual	<ul style="list-style-type: none"> <li>• Allocation of targets in category 3 should not be greater than 25% of the total targets allocated.</li> <li>• Allocation of targets in category 4 should not be greater than 20% of the total targets allocated</li> </ul>
Revised Manual (Section 5 Page 17)	<ul style="list-style-type: none"> <li>• Under category 1 states/UTs allocate minimum 75 per cent of the physical targets in NSQF-aligned Job Roles (level 3-5)</li> <li>• Under category 2 (traditional arts category) states/UTs allocate upto 25 per cent of the physical targets in State-specific traditional arts and crafts job roles</li> </ul>
Section 5.2 , Page 18 of the existing Manual	The states are only allowed to run PMKVY CSSM as well as state government sponsored skill training schemes parallelly in the same centres only if these centres are either state government run (for e.g. livelihood colleges in Chhattisgarh) or central government run (for e.g. CIPET). In this case, the training centre would have to maintain strict adherence to the PMKVY branding guidelines. One centre is not allowed to run PMKVY CSCM and PMKVY CSSM components in the same centre in parallel
Revised Manual (Section 5.2 Page 17)	To further expedite the implementation of PMKVY CSSM component, MSDE has decided to allow TCs to undertake training in both CSCM, CSSM component, any other skill training schemes and any state skill schemes subject to available capacity in the center and PMKVY guidelines. The target allocation under the state component will continue to be the prerogative of the state basis its target allocation strategy/methodology.

## III. Procedure to be followed for availing NSDC IT Platform

Section 8, page 23 of the existing Manual	All the three options will be able to take input for only those job roles that are configured in the SDMS system, readiness of which will be available on the system itself. Initially, Job Role belonging to CSSM Category 4 will be readily defined in the system. More job roles belonging to CSSM category 1 and 2 will be added progressively and updates will be provided on the system itself. The states can also send request to NSDC for addition of Job roles to the SDMS in case the other readiness parameters are in place.
Revised Manual (Section 8 Page 23)	<ul style="list-style-type: none"> <li>• A comprehensive list of 275 Job Roles (Level 3-5) in which content is readily available and PMKVY CSSM training can commence has been prepared</li> <li>• NSDC is currently under the process of configuring all other job roles on SMART and SDMS.</li> </ul>

## IV. Aadhaar Enabled Biometric Attendance

Section 6.4 Page 20 of the existing Manual	Recording of candidate attendance via the Aadhaar Enabled Biometric Attendance System (AEBAS) is a pre-requisite to participate in PMKVY 2. As it is an integral part of PMKVY 2, AEBAS stands as a non-negotiable component of CSSM. Biometric devices for capturing students' and trainers' attendances (Aadhaar enabled) shall be mandatory at the PMKVY CSSM centres. The state governments will be provided access to skill attendance portal for registering their TCs by MSDE/NSDC.
Revised Manual (Section 6.4 Page 20)	Recording of candidate attendance via AEBAS is an integral part of PMKVY 2. For the CSSM component of PMKVY, NSDC is still under the process of on boarding of SSDMs onto Skill Attendance Portal to facilitate AEBAS. Keeping in view the on boarding process, MSDE has allowed states/UTs under PMKVY to be given relaxation from AEBAS for a period of 6 months i.e. 1st March 2018 to 31st August 2018. Until the SSDMs are being onboarded on the Skill Attendance portal States/UTs are advised to ensure that manual attendance is captured everyday through a robust mechanism to withstand any audits on attendance in future. Further, the state of Jammu and Kashmir as well as North Eastern states are exempted from Aadhaar enabled biometric attendance. The state governments should put in place suitable mechanisms to monitor attendance in these states.

**V. Reimbursement of training cost as per common Norms and Boarding and Lodging & Transportation North-East and J&K (except Jammu region)**

Section 7, Page 21: Reimbursement of training cost as per common Norms and Boarding and Lodging & Transportation cost for PMKK centers and PMKVY centers in North-East and J&K (except Jammu region)

Budget for each state has been calculated based on total targets and considering an average training cost per trainee. In addition to this, each state shall be provided with funds equal to 4% of the training funds to pay for the administrative expenses.....

Revised Manual Section 7 Page 21

MSDE has approved extension of provision of 50% boarding & lodging and transportation cost for PMKK centres in India and PMKVY centres in the North-east States and Jammu and Kashmir except Jammu region (Jammu, Udhampur, Sambha, Kathua) till March 2019. Boarding and lodging payout is applicable to candidates enrolled against the target allocated during 15th June 2017 and 31st March 2019. The detailed notification regarding the same can be accessed at: <http://pmkvyofficial.org/Index.aspx>.

This provision is applicable to both CSCM and CSSM component of PMKVY. The expenditure under the CSSM component shall not exceed the budget allocated to the state as per the sanction order. However, on account of additional expenditure the total physical targets may be proportionately reduced by states/UTs given that the overall financial allocation to the states/UTs will remain the same.

Additionally, for North Eastern States MSDE has also approved training outside the state for upto 20% of the total physical target allocated under the CSSM component of PMKVY.

Assessment and certification fees for a particular job role under PMKVY will be defined as per its NSQF level and the common norms category. The matrix for the same has been provided as follows:

NSQF Level	Common Norms Category	I	II	III
10	Senior Level / Specialized, Executive Level	1500	1250	1000
9				
8				
7	Mid-Level / Administrative Employment	1300	1100	900
6				
5				
4	Entry Level / Operational Employment	1200	1000	800
3				
2				
1	Pre-Employment (For Schools) / Non-Organizational	700	600	500

Under the CSSM component of PMKVY the assessment and certification costs as defined in the matrix will be applicable for batches enrolled with effect from the date of issuance of the circular.

*Sarvesh Kumar*

	However, on account of additional expenditure the total physical targets may be proportionately reduced by states/UTs given that the overall financial allocation to the states/UTs will remain the same.
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2. This issues with the approval of the competent authority.

*Sanjeev Kumar*

(Sanjeev Kumar)

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To,

1. National Skill Development Corporation (NSDC).
2. All State Skill Development Missions (SSDMs).
3. All Stakeholders.