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KHADI AND VILLAGE INDUSTRIES COMMISSION
IRLA ROAD, VILE PARLE (WEST), MUMBAI - 56.

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C I R C U L A R

The Govt. of India has entrusted KVIC with various programmes for creating employment opportunities in the country. The Govt. has further reposed the confidence in KVIC by making it the nodal agency for the prestigious Prime Ministers Employment Generation Programme (PMEGP) as well as sanctioning new schemes for Khadi. Further as a part of the rejuvenation efforts, Reform Package from ADB is also to be implemented by KVIC.

2. All the above factors are expected to raise the employment creation opportunities in KVI sector to a new horizon altogether. It has therefore become imperative that while facing the new challenges, the ground realities are not lost track of. The achievement of objectives is directly linked with the employment generation and the wages earned by the artisans. Hence there has to be constant follow-up and also updation of information in this respect of various developments in the sector.

3. Recently, it was observed that even Dy.CEO level Officers do not have correct progress and figures about various programmes being implemented by KVIC. This shows lack of involvement, alertness and inefficiency, poor preparation and lack of awareness about the KVIC Programme at senior level.

4. It is, therefore, necessary that as and when field functionaries interact with the officials of Ministry, State Government or other Organizations, they must be well prepared with all the facts and figures should be known to them. Officers should properly examine, analyse, monitor and review the KVIC Programmes from time to time and also discuss various parameters to update themselves accordingly.

5. They must be well aware about the Scheme and programmes, budget allocation and release, position of expenditure, progress achieved, quality of out put, listing out problems, offering suggestions and taking corrective measures on time.

6. For achieving the above objectives, the Officers should maintain hand diary like a ready reckoner wherein all basic information about KVI Programmes in their jurisdictions are recorded and updated from time to time and in case any information is sought for, they will find it handy and useful.

7. Contents of the circular may be circulated amongst all the officers as well as staff involved in programme implementation as well as other support functions, for maintaining the information similarly at their level. The officials unable to provide the correct information when asked for will be liable for severe action.

8. Receipt of the circular may kindly be acknowledged.

h m 20/18
(J. S. Mishra)

Chief Executive Officer

To:

1. All Zonal Dy. CEOs
2. All State/Divisional Directors
3. All Industry Programme Directors at Central Office.

Copy to:

1. All Members of the Commission.
2. Secretary to Chairperson
3. OSD CEO Cell
4. AO, FA Cell

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Chief Executive Officer