

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

No: PME GP/EDP/Cir/09-10

Dt : 09/12/09

C I R C U L A R

Subject : EDP Training under PME GP Scheme-reg.

The guidelines for 2 weeks EDP training were communicated through this office circular No. REGP/PME GP /Cir-Guide BFL/09-10 dated 17-6-2009 & 25-6-2009. In the meantime this office has received request from various agencies to reduce the tenure of EDP training from 14 days (2 weeks) to 3 days for small projects upto Rs.2.00 lakhs under PME GP.

2. The requests of the field agencies were deliberated during review meeting held on 18-9-2009 under Chairmanship of Secretary, MSME, Govt. of India, New Delhi. After detailed deliberations on the issue, it was felt that 2 weeks training for small entrepreneurs / artisans may create hardship to the artisans. It was also felt that in majority of the cases artisans have to suffer loss of their wages /earnings due to 2 weeks duration of training programme.

3. Considering the suggestions from the field and in view of the fact that these are smaller value projects and the difficulties faced by the artisans in attending EDP of longer duration, it was agreed that the duration of EDP training is permitted to be reduced from 2 weeks (14 days) to 3 days for the projects upto Rs.2.00 lakhs for service activities under PME GP. The detailed modalities of 3 days EDP training in respect of course plan and estimated expenditure is enclosed at Annexure 'A'.

4. All other terms and conditions issued vide Circulars stated above will remain unchanged.

5. This is issued for immediate compliance of all concerned.

Encl : Annexure-A.

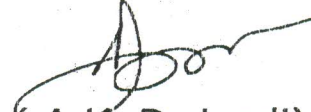

(J.S. Mishra)
Chief Executive Officer

1. All State/Divisional Directors of KVIC
2. All State/UT KVI Boards
3. All Director of Industries of State Govts.

: 2 :

Copy for information to :-

1. The Jt. Secretary, Ministry of MSME, Udyog Bhawan, New Delhi.
2. All Commission Members.
3. All Zonal Dy. CEOs, KVIC
4. Indl. Devl. Commissioner/Principal Secretary, Industry
_____ State
5. Principal Secretary, KVI _____ State
6. Director (IT) for Web-site
7. Director(Publicity) for publishing in 'Jagriti'.


(A.K. Dwivedi)
Director (PMEGP)

ANNEXURE 'A'

DETAILS OF 3 DAYS DURATION EDP TRAINING

A) Three days course plan.

Day	Ist session	IIInd Session	IIIrd Session	IVth Session
Ist	Registration & Innuaguration	Communication & Presentation	continued	Leadership
IIInd	Entrepreneurship Charms & Challenges	continued	Marketing Strategy & Sales Techniques	continued
IIIrd	Value Added Tax(VAT)	Interaction with successful entrepreneur's and their experience	Programme Evaluation	Valedictory

Duration - Three Days Period - 12

Ist Session 9:30 to 11:15 hrs.

TEA BREAK

IIInd Session 11:30 to 1:15 hrs.

LUNCH

IIIrd Session 14:00 to 15:45 hrs.

TEA BREAK

IVth Session 16:00 to 17:45 hrs.

Batch Size

20 Trainees per batch (If batch is not completed, training may be organized on pro-rata basis)

Estimated Expenditure per batch.

(I) Training Centers of KVIC/KVIB/DIC those who are receiving grant for recurring/non-recurring expenditure either from State or Central Government.

(a)	Boarding - Rs.120 X 20 X 3 days	= Rs. 7,200/-
(b)	Lodging - Free	
(c)	Guest Faculty -09 Session X Rs.500/-	= Rs. 4,500/-
(d)	Study Material - 20 X Rs.50/-	= Rs. 1,000/-
(e)	Stationary - 20 X Rs.25/-	= Rs. 500/-
(f)	Misc. Expenditure -20 X Rs.50/-	= Rs. 1,000/-

TOTAL = Rs.14,200/-

@ Rs.710/- per candidate

(II) Training Centres those who are not receiving any grant either from State or Central Government.

(a)	Lodging of participants including Hall charge - Rs.1,000/- per day i.e. 3 days	= Rs.3,000/-
(b)	Boarding - Rs.120 X 20 X 3 days	= Rs.7,200/-
(c)	Guest Faculty - 9 Session X Rs.500/-	= Rs.4,500/-
(d)	Study Material - 20 X Rs.50/-	= Rs.1,000/-
(e)	Stationary - 20 X Rs.25/-	= Rs. 500/-
(f)	Miscellaneous Exp. - 20 X Rs.50/-	= Rs. 1,000/-

TOTAL Rs.17,200/-

@ Rs.860/- per candidate

**ESTIMATED CONSOLIDATED EXPENDITURE FOR
DEPARTMENT / NON DEPARTMENTAL TRAINING CENTRES
PER BATCH**

(In Rs.)

Sr. No.	Head of Expenditure	State & Central Govt. Aided Training Centres KVIC/KVIB/DIC Training centres	Accredited Training Centre
1	Lodging of Participants	Free	3000/-
2	Boarding	7200/-	7200/-
3	Guest Faculty	4500/-	4500/-
4	Study Material	1000/-	1000/-
5	Stationary/Printing etc.	500/-	500/-
6	Misc. Expenditure	1000/-	1000/-
	TOTAL	14,200/-	17,200/-