

595

KHADI AND VILLAGE INDUSTRIES COMMISSION,
3rd, IRLA ROAD, VILE PARLE (WEST), MUMBAI-56.

No.PMEGP/Scheme/2009-10

Date: 6/02/2010

C I R C U L A R

Sub : Modification in connection with reimbursement
of Expenditure on EDP Training through
Accredited training centers reg.

As per the operational guidelines in respect of Entrepreneurship Development Programme for PMEGP beneficiaries, Banks will sponsor beneficiaries for EDP training either to departmental and non-departmental Training centers of KVIC or to the accredited training centre. Once the training is completed, the training centre will have to send the expenditure statement duly certified to the concerned State Office of KVIC. Based on this, the expenditure on EDP will be reimbursed by concerned State Office, KVIC directly to EDP training centre.

2. While conducting the audit of the expenditure on EDP training by accredited training centers, the internal audit of the KVIC have insisted the individual vouchers and bills in respect of the expenditures incurred. In this connection some of the accredited training centers have expressed their difficulties for producing individual vouchers/bills for the EDP training as the training centers have not procured the training materials and manpower for PMEGP EDP training and all the expenditure met from the part of their own establishment.

3. Considering the practical difficulties as well as to speed up the process for reimbursement of the expenditure on EDP to the training centers, it has been decided that, the expenditure on EDP may be reimbursed to the training centers based on the expenditure statement duly certified by the training centers. However, at the time of reimbursement of the expenditure on EDP, the following points should be kept in mind:-

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- 1) Attendance sheet of the individual participants evaluation report, response sheet.
- 2) The accredited training centers should have the required infrastructures to carry out the training.
- 3) The books of Accounts of the training centers are duly verified and certified by Chartered Accounts and/or further audited by Statutory Audit Authorities.
- 4) The nature of control and monitoring mechanism over the training centers by their parent department, if any.
- 5) The verification of expenditure for the EDP should not be confined to the statement of expenditure, but also ascertain the facts through all collateral evidence.
- 6) It may be ensured that the number of candidates of the particular EDP of KVIC are taken into account.
- 7) The claim may also be reimbursed on prorata basis to the training centers.
- 8) The above procedure will come into force with immediate effects.

The other terms and conditions regarding EDP will remain unchanged.

J.S. Mishra 10.2.10
(J.S.Mishra)

CHIEF EXECUTIVE OFFICER

Copy for information and immediate action:-

1. All State/Divisional Directors of KVIC.
2. All State/UT KVI Boards
3. All Director of Industries of State Govts.
- 4.

Copy for information to:

1. Jt.Secretary, Ministry of MSME, Udyog Bhavan, New Delhi-110 011.
2. All Commission Members.
3. Jt.CEO, KVIC, Mumbai-56.
4. All Zonal Dy.CEOs, KVIC.
5. Indl. Development Commissioner/Principal Secretary, Industry _____ State.
6. Principal Secretary, KVI _____ State.
7. Director (IT) for Web-site.
8. Director(Publicity) for publishing in 'Jagriti'.