

PM-DAKSH



**Pradhan Mantri Dakshta Aur Kushalta
Sampann Hitgrahi (PM-DAKSH) – Scheme
Guidelines 2024-25**

**Department of Social Justice &
Empowerment
PM-DAKSH Scheme GUIDELINES
Shastri Bhawan, New Delhi
01/6/2024**

1. MAIN FEATURES

The Ministry of Social Justice & Empowerment (MoSJ&E), caters for empowerment of the socially, educationally and economically marginalized sections of the society including SCs, OBCs, De-notified Tribes (DNTs), EWSs, Safai Mitras including Waste Pickers. Most of the persons from the target group are having minimal economic assets; therefore, provision of training and enhancing their competencies is essential for economic empowerment/ upliftment of these marginalized target groups.

1.2 The focus of the programme would be on providing high quality skills through good quality institutions so that the training can result in finding jobs or self-employment ventures for the target group.

1.3 With the above in mind, a National Action Plan for the marginalized persons of SC, OBC, EWS, DNT, Safai Mitras including waste pickers named '**Pradhan Mantri Dakshta Aur Kushalta Sampann Hitgrahi**' (PM-DAKSH) Yojana was approved.

1.4 The scheme would be implemented by Department of Social Justice & Empowerment (DoSJ&E) with the help of Project Management Unit (PMU) which will also act as a Project Implementing Agency (PIA). The PIA will provide secretarial, managerial and implementation support and carry out other responsibility as assigned by DoSJ&E from time to time. Broadly, the PIA will do the following:

- a) Oversee the procedure for empanelment of training institutions for providing training
- b) Receipt of applications and its examination for recommending the institute for empanelment under the scheme
- c) Post training tracking
- d) Concurrent monitoring
- e) Coordination with other stakeholders such as MSDE, NSDC etc. for effective implementation and SIDH
- f) Conduct periodical review and suggest changes to improve the scheme

2. OBJECTIVE OF THE SCHEME

The main objective of the scheme is to increase their family income by increasing skill levels of the target youth by providing short term skill training followed by engagement in wage/self- employment.

2.2 Apart from this, the skill levels of the SafaiMitras including waster pickers would be increased through Upskilling and Reskilling programmes under Recognition of the Prior Learning (RPL). Under this, the upgradation would be of the skill/process/design so that the incomes may increase within their practicing vocations.

2.3 A multi-pronged strategy to enhance the competency level of the target groups and make them employable both in self and wage-employment for their socio-economic development of the following sections of the target group:

- (i) Women may enter into self-employment thereby financially empowering themselves without neglecting their domestic activities; and
- (ii) Youth may acquire short-term training and specialization in employable vocations giving them better standing in the job market.

3. CATEGORIZATION OF SKILLING PROGRAMMES

Under PM-DAKSH Scheme, target group of the MoSJ&E will be trained broadly in the

1. Up-skilling / Re-skilling under Recognition of Prior Learning (RPL):

following sub-categories:

- (i) **Target Group:**-Up-skilling / Re-skilling under Recognition of Prior Learning (RPL) will only be applicable to SafaiMitras including waster pickers who constitute the bottom of the pyramid.
- (ii) **Curriculum:**-In respect of Safai Mitras including waste pickers,

the curriculum will include the programmes on safe & healthy sanitation practices, occupational practices as per relevant and approved Qualification Packs (QPs). Certification would be aligned with the standard process.

- (iii) **Period of Training:-** The duration of the training programmes will be of approximately 35 hrs keeping in mind the occupational hours of the trainees.
- (iv) **Training Cost:-** The training cost will be limited to extent of Common Cost Norms (CCN) issued by Ministry of Skill Development and Entrepreneurship (MSDE) as applicable from time to time.
- (v) **Other Expenses:-** As the trainees are already employed, they will be paid @Rs.500/- per person to Safai Mitras including Waste Pickers in the form of stipend, for duration of training of Up-skilling and Re-skilling under RPL, towards compensation of their wage loss, during the period of training.

2. Short Term Courses (focus on wage/self-employment):

- (i) **Target Group:-** Most disempowered groups belonging to SC/OBC/EWS/DNT and Sanitation Workers including Waste Pickers and their dependents having aspirations to be employed in sectors having good demand in job market with suitable wage.
- (ii) **Curriculum:-** The Curriculum of the training programmes will be as per National Skill Qualification Framework (NSQF)/National Occupational Standard (NOS), issued by Ministry of Skill Development and Entrepreneurship, Government of India in various job roles with focus on wage and self-employment opportunities such as self-employed tailors training, furniture making, food processing, carpet weaving, beautician workers, leather work, latex harvesting, tyre fitting along with financial and digital literacy, etc. Training to be delivered through accredited and affiliated training centres.

- (iii) **Period of Training:**-The duration of the training programmes will be less than 1200 hours, as stipulated in National Occupational Standards (NOS) and Qualification Packs (QPs).
- (iv) **Training Cost:**-The training cost will be as per Common Cost Norms for NSQF job roles or as stipulated by concerned board as applicable and as amended from time to time.
- (v) **Other Expenses:**
 - a) For non-residential training programmes, the trainees will be paid stipend @ Rs.1,500/- per month for SC candidates, Rs.1,000/- per month to OBCs/EWSs/DNTs and Rs.1,500/- per month to Sanitation Workers including waste pickers and their dependents.
 - b) For residential training programmes, wherever necessary, the trainees will be provided boarding and lodging and expenses compensated within CCN, for complete duration of the training programmes. No stipend will be separately payable except in case of Safai Mitras, Waste Pickers & their dependents who will be paid Rs.500/- per month.

3. Entrepreneurial Development Programmes (EDP):

- (i) **Target Group:**- SCs, EWSs, OBCs and DNTs youth who are having an entrepreneurial bent of mind.
- (ii) **Implementing Agency:**-Ministry will approach National Institute for Entrepreneurship and Small Business Development (NIESBUD) or any other organisation viz Indian Institute of Entrepreneurship (IIE) under Ministry of Skill Development & Entrepreneurship for conducting EDP training.

4. ELIGIBILITY CRITERIA

- 4.1 The scheme is applicable to SC/OBC/EWS/DNT/Safai Mitras

including Waste Pickers of Indian Nationality who fulfills the following conditions:

- (i) Age between 18-45 years;
- (ii) Annual family income for OBC and EWS candidates should be below Rs.3.00 lakh;
- (iii) There is no income limit for the candidates belonging to SC/DNT/Safai Mitras including Waste Pickers;
- (iv) Should possess an Aadhaar card and Aadhaar linked bank account, with the exemption for the candidates of such States which have not implemented Aadhaar completely. Candidates whose Aadhaar Card is not there, DoSJE will be provided handholding support for getting Aadhaar Card during the course of training.
- (v) Fulfills other criteria for the respective job roles as approved by NCVET or other regulators such as AICTE, etc.

4.2 The eligible candidates will be required to register on Skill India Digital Hub (SIDH). Profile verification shall be done through mobile-based OTP (e-KYC). Online counselling will be offered to candidates through Skill India Digital Hub to help the candidates select appropriate course, Training Centre etc.

5. ADMINISTRATIVE STRUCTURE

A Project Appraisal Committee (PAC) shall be constituted under the Chairpersonship of the Joint Secretary (Sr.C)/Additional Secretary (Sr.C) in DoSJE for overseeing the regular functioning of the scheme, making recommendation to Secretary, SJE for any policy or operational changes for improving the implementation of the scheme, reviewing and approving of proposals i.e. empanelment of training institutions in accordance with the guidelines. The detailed composition of the Project Appraisal Committee (PAC) is at **Annexure 1**.

6. TRAINING INSTITUTES(TIs)

Any organization, legally established as a society, trust, proprietorship, Company/Limited Liability Partnership (LLP)/Government Institute/Organization, etc., can be a training provider under the scheme. Preference may be given to Government Institutions and those with permanent vocational infrastructure.

7. SELECTION OF TRAINING INSTITUTES (TIs)

- 7.1** A transparent selection process would be followed by PAC while selecting the Training Centres for delivery of skill training. These centers may include Government and Private (ITIs), Polytechnics, institutions owned by the Central or State Governments, Pradhan Mantri Kaushal Kendras (PMKKs), Higher Education Institutes (HEIs) or any other organisation. Preference would be given to the Government Institutions having good record in skilling for providing skilling under the scheme.
- 7.2** NSKFDC will be the implementing agency in case of up-skilling and re-skilling under RPL for Safai Mitras and waste pickers.
- 7.3** DoSJE will approve the target allocation methodology under the Scheme keeping in mind the futuristic job roles, data of skill gap study, mandatory provision of 'On the Job Training' in the course structure, new job roles like Yoga Instructor which has market potential etc. Allocation of targets to training Institute will be done in the order of preference:
- (i) Recruit-Train-Deploy (RTD) model, where the potential employer provides an offer letter to the training provider for employing skilled human resources
 - (ii) Providing or ensuring part payment of the training cost through a tie-up with industry.
 - (iii) Apprenticeship model, wherein, supporting letters will be provided from Industry Partners for offering Apprenticeship to the trained candidates.
- 7.4** Target allocation methodology will be reviewed periodically based on need and requirement, to cater to the scheme's implementation

dynamic requirements.

- 7.5 A concurrent monitoring mechanism shall be put in place to periodically monitor the progress of these centres.
- 7.6 Sub-contracting, sub-letting, franchisee arrangement of any kind for the targets allocated is not allowed for any Training Provider. Also, key staff such as Centre managers and Trainers should be on the payrolls of the Training Provider.
- 7.7 Training providers will be subjected to periodic performance reviews based on which the targets will be systematically and periodically released.

8. CENTRE ACCREDITATION AND AFFILIATION

- 8.1 The PM-DAKSH will be run through an end-to-end IT system that covers the entire ecosystem of the training programmes. Skill India Digital Hub (SIDH) is a platform which will bring whole of government approach to skilling. As a unified registry framework, it shall enable smooth transition from education to skilling and future opportunities. SIDH will form the backbone for implementation of PM-DAKSH by providing end-to-end digitalization of training lifecycle (Registration to Post Certification Tracking).
- 8.2 All Training Centres shall be required to qualify the accreditation and affiliation norms prescribed by the Awarding Bodies and to be onboarded on Skill India Digital Hub (SIDH) before allocation of training target. There shall be a transparent selection process for onboarding of private training providers and, *inter alia*, following criteria will be adopted:
 - a) Availability of requisite infrastructure as per the Job Role to be offered.
 - b) The entity should not have been blacklisted.
 - c) Any other criteria as decided by DoSJE.
- 8.3 A multilayered information/counselling eco-system where relevant information regarding the job roles/sectors, livelihood opportunities post training, career progression profiles, information on training

centres including the rating of the centres and options for registration shall be made available through the SID platform.

- 8.4** Quarterly progress report, geo-tagging, audit etc. will be carried out. Penalty including blacklisting, may be imposed against the training Providers in case of discrepancy and non-compliance to guidelines (please see Annexure-II for penalty matrix).

9. ATTENDANCE

- 9.1** Daily attendance on entry and exit through Aadhaar Enabled Biometric Attendance System (AEBAS) for the candidate and the trainer to be ensured under STT and RPL.
- 9.2** Compulsory AEBAS-based attendance of assessors and candidates during assessment.
- 9.3** Payment to Training Institutes shall be linked to attendance.
- 9.4** Apart from the above, a Hard Copy of the Attendance Register shall be maintained in each classroom of the TCs, mentioning the Batch Name, Batch ID, Important Dates, Name of the Candidates, and other relevant information.
- 9.5** More than 70% of biometric attendance is required for each candidate to appear in the assessment in all types of training.

10. ON THE JOB TRAINING

- 10.1** OJT will be applicable in all such Job Roles as mandated by NCVET. The approved qualification pack shall guide the duration of OJT.
- 10.2** It shall be the responsibility of the Training Provider to arrange for establishments and tie up with them to offer OJT to candidates.
- 10.3** Basic details of the establishment to be uploaded on SIDH by the

Training Provider before the commencement of OJT. All establishments are also to indicate the intake capacity for OJT.

- 10.4** The establishments offering OJT will give a certificate at the end of OJT indicating the duration and attendance of the candidate. The same may be uploaded on SIDH either by the establishment/TP.
- 10.5** It shall be the responsibility of the Training Provider to physically visit the establishment during OJT at least twice to ensure that all candidates are undertaking the same.
- 10.6** It will be the responsibility of the TP to ensure attendance of the candidates.
- 10.7** The final assessment of the candidates will be carried out after completion of OJT, and it shall be the responsibility of the training provider to ensure the presence of all eligible candidates for the assessment after completion of OJT.
- 10.8** In addition to the existing provisions on Skill India Digital Hub, details of the OJT, including Start Date and End Date, name of the establishment and copy of the OJT certificate issued by the establishment, will be available.
- 10.9** In districts where facilities for OJT are not available, special exemptions will be given by PAC. In these districts, candidates may carry out project work.

11. PAYMENT TO TRAINING PROVIDERS FOR OJT

- 11.1** Training Provider will be paid 50% of the applicable base hour cost per candidate as determined under PMKVY 4.0 scheme of MSDE for successfully organizing the OJT. The Training Provider shall be responsible for the following:
 - a) Identifying establishments willing to offer OJT.
 - b) Upload details of establishment on the SIDH prior to OJT.
 - c) Make necessary arrangements for candidates to undertake

OJT.

- d) Undertake monitoring and ensure attendance of candidates during OJT.
- e) In districts where OJT is not feasible, project work may be permitted in lieu of OJT. No additional payment will be done to the Training Provider in such cases.
- f) There will be no separate assessment of OJT. Candidate will undergo assessment for entire course after completion of OJT as per the scheme guidelines.

12. ASSESSMENT / CERTIFICATION OF CANDIDATES

- 12.1** Assessment of candidates will be done as per guidelines of PMKVY 4.0 or any successor scheme of MSDE.
- 12.2** To ensure quality, skill training shall be delivered through certified trainers only. The trainers and assessors must be certified by Awarding Bodies through a training and assessment program outlined in the Training of Trainers (ToT) and Training of Assessor (ToA) guidelines notified by MSDE, as amended from time to time.
- 12.3** Use of digital content to supplement classroom training shall be encouraged, as specified by guidelines of NCVET.
- 12.4** 70% attendance is necessary to be eligible to appear in the assessments.
- 12.5** The skill assessment is the prime responsibility of the Training Institutes and is to be conducted by empaneled Assessment Agencies (AAs).
- 12.6** It shall be the responsibility of the Training Partner to make sure that the equipment specified by the Awarding Body is available for assessment, and the assessor should check the same.
- 12.7** Candidate feedback form available in regional languages will be collected towards the end of the final assessment.

- 12.8** Assessment fee shall be provided under the scheme. Certificate shall be made available to the candidates in physical and digital form, along with corresponding 'credits' as per National Credit Framework of MSDE.
- 12.9** Every candidate will be offered one chance of re-assessment (free of cost), under STT component, to be borne from the scheme.
- 12.10** All certified candidates shall be on-boarded into the SIDH portal.
- 12.11** Apprenticeship shall be promoted for the certified candidates. Training linked to captive placements (training and placement within the same industry) will be promoted under the scheme.
- 12.12** Trainees through Training Institutes will be encouraged to participate in Rozgar Melas for placement.

13. PLACEMENT AND POST TRAINING SUPPORT

- 13.1** Post placement verification shall be done by the Programme Implementing Agency (PIA) of the scheme. PIA shall also be responsible for concurrent and continuous monitoring and supervision of the training.
- 13.2** A grievance redressal mechanism for applicant, Training Provider and Assessors shall be set up with DoSJE and the PIA of the scheme for a time bound resolution of grievances.

14. FUNDING AND DISBURSEMENT

- 14.1** The fund disbursement for STT and RPL will be as per the Common Cost Norms as notified by MSDE, as amended from time to time.
- 14.2** Course specific raw materials will be provided by the Training Institute to candidates and there shall be no payment to TIs.
- 14.3** Five percent (5%) of the total scheme budget will be earmarked

towards administrative expenditure as per the following breakup:

Ser. No.	Details	% of scheme outlay
1	Administrative Charges of IA	4%
2	Administrative Charges of DoSJE	1%

The 1% outlay for DoSJE shall be used for conducting independent evaluations, seminars, field visits, media and publicity and other supporting actions.

14.4 Funds under the scheme will be transacted through the Public Financial Management System (PFMS) platform.

14.5 Only those candidates who are found to be regular with not less than 70% attendance would be eligible for stipend. The stipend payment would be automated based on the attendance recorded on the AEBAS Portal, without any manual intervention. The payment shall go through an online process from the PFMS / DBT into the account of the candidates

14.6 For institutions seeking reimbursement of skilling expenses, the following documents shall be submitted:

- a) Utilization Certificate (UC) in GFR 12A
- b) Statement of Expenditure (SoE)
- c) Online access of AEBAS attendance sheet
- d) Geo tagged Group Photo fortnightly
- e) Assessment & Certificate receipt,
- f) Feedback Forms,
- g) Placement Information,
- h) Any other information required by DoSJE/MSDE/PIA.

14.7 The funds for STT program will be released to the TI(s) as per the following schedule:

S. No.	Tranches	Released (in %)	Milestones
1	Tranche 1	30%	On commencement of training

2	Tranche 2	30%	On batch achieving 70% Aadhaar Enabled Biometric System (AEBAS) attendance once and 50% of the training is over
3	Tranche 3	40%	On completion of Assessment and uploading of results
	TOTAL	100%	

14.8 The funds for RPL program will be released to the TI(s) as per the following schedule:

S.No.	Tranches	Released (in %)	Milestones
1	Tranche 1	100%	On assessment results uploaded by empaneled Assessment Agency
	TOTAL	100%	

15. MONITORING

15.1 The DoSJE/PIA will directly monitor all training programmes. This will include participation either directly or through their representatives in the PAC meetings, review of PAC meeting minutes having details of the trainees, e-based and direct surveillance of the training programmes, consolidation of details of trained beneficiaries in the designated portal etc.

15.2 In addition to this, from time to time, provision of inviting PMU team/PIA/Officials of DoSJE to visit the ongoing training site for inspection, Instant information on WhatsApp Groups for different activities, Monitoring of daily AEBAS attendance system through SIDPortal to see the progress of training on real time basis. On the basis of surprise inspections undertaken by officials of the DoSJE/PIA/PMU, if the performance of the training institutes is

found to be unsatisfactory, the TIs will be asked to clarify their position / clarification within a period of 7 days. If the reply of TI is found unsatisfactory, DoSJE will have full right to cancel the allallocated training programmes to TI and process of blacklisting will be initiated.

- 15.3** Non adherence of compliance standards as indicated in the annexure-II (Penalty matrix) may invite penal action which may lead to cancellation of batch in case of level of penalty is 'High'.
- 15.4** Whenever required social audit of the scheme can be made by the PIA/DoSJE or with any other agency.
- 15.5** In the case of up-skilling of self-employed persons specific feedback of the increase in their income post training would be recorded to the extent possible.

16 MISCELLANEOUS

- 16.1** The training Centre must provide Facilitator Guide (for Trainers) and the Course Handbook / study material (for learners) as part of the training cost at the start of the skilling program
- 16.2** The mode of training shall be 100% classroom-based approach where both theory and practical shall be conducted physically at the affiliated Training Centre. Additionally, OJT may be delivered at the affiliated Training Centre and Industry premises.
- 16.3** All the training centre need to brand their respective centres with collaterals for promotional activities in accordance with the branding guidelines issued.
- 16.4** The allocation with incomplete documents/information will be out rightly rejected and no correspondence for that will be entertained.
- 16.5** Court of jurisdiction for any dispute will be Delhi High Court, New Delhi.
- 16.6** The decision of DoSJE shall be final in all matters relating to

eligibility, acceptance or rejection of application, mode of selection of TIs, allotment of targets to TIs etc.

- 16.7** Training Institute must have tie-ups with industries for proper placement of certified trainees.
- 16.8 Awareness Generation:** DoSJE will launch a sustained media campaign for PM-DAKSH training awareness program to reach out to potential candidates.
- 16.9** DoSJE, in consultation with MSDE, if required, may make necessary amendments in the Scheme Guidelines, as and when required, with the approval of Hon'ble Minister of Social Justice and Empowerment.

ANNEXURE-I

Composition of Project Appraisal Committee (PAC)

The composition of Project Appraisal Committee (PAC) will be as under:

1. Joint Secretary/Addl. Secretary(Sr.C) – **Chairperson**
2. Chairman, NSKFDC, DoSJE - Member
3. Dy. Secretary / Director (IFD), DoSJE - Member
4. An Official from M/o Skill Development & Entrepreneurship - Member
5. Dy. Secretary/Director (Sr.C) – Member

The proposed committee will oversee the regular functioning of the scheme, making recommendation to Secretary, SJE for any policy or operational changes for improving the implementation of the scheme, reviewing and approving of proposals i.e. empanelment of training institutions in accordance with the guidelines.

ANNEXURE-II

Compliance Standard and Level of Penalty

Sl. No.	Compliance Standards	Level of Penalty
1	Non-Existence of PM DAKSH Center	High
2	Subletting of Centre (franchise model not allowed under the scheme guideline)	High
3	Fake Enrolments / Ghost candidates	High
4	Non-Availability of required infrastructure/tools and equipment for each job role during the period of training/while batch is in progress	High
5	Mass enrolments	High
6	(a) Center was closed at the time of visit (b) Training not being conducted at the time of visit (While batch is in progress and the TP fails to justify the reason for not conducting training)	High
7	Training Center found indulging in unethical practices such as offering/demanding undue favours in cash or in kind to a stakeholder like Assessor, in order to influence the outcome of assessment OR with any other malafide intention affecting the outcome of the training	High
8	Intimidating assessor to conduct assessment at a place other than authorized by Skill India Digital	High
9	Non-Availability of SSC Certified Trainers at the Center	Medium
10	Non-Distribution of Induction Kits to the trainees	Medium
11	Non-Distribution of Handbook to the trainees	Medium
12	Non-Usage of AEBAS for recording Trainees and Trainers attendance	Medium
13	Any other candidates are admitted at the Training Centre	Medium
14	Non-Adherence to PM DAKSH Marketing and Branding Guidelines	Low
15	Any other offence not listed above	High/ Medium/ Low to be decided by DoSJE
