

No.: 318/17/2024-Grid Connected Rooftop (Part-9)

Ministry of New and Renewable Energy

Government of India

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Atal Akshay Urja Bhawan  
Lodhi Road, New Delhi-110003

Dated: 18.07.2024

**Office Memorandum**

**Subject: Operational Guidelines for Implementation of Component "Capacity Building" under PM-Surya Ghar: Muft Bijli Yojana**

This refers Ministry's order No. 318/17/2024-GCRT Division dated 16<sup>th</sup> March 2024 vide which sanction was issued for the PM-Surya Ghar: Muft Bijli Yojana, aimed at installing rooftop solar plants in one crore households, with a total financial outlay of Rs. 75,021 crore.

2. The Operational Guidelines for Implementation of Component "Capacity Building" under PM-Surya Ghar: Muft Bijli Yojana is enclosed.
3. This issues with the approval of competent authority.



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To

1. ACS/Principal Secretaries/Secretaries (Renewable Energy/Energy/Power) of all States/ UTs
2. CMDs/MDs of Discoms/State Nodal Agencies of all States/UTs

**Copy for information to:**

1. PS to Hon'ble Minister of New & Renewable Energy
2. PS to Hon'ble Minister of State of New and Renewable Energy
3. PPS to Secretary/AS/JS/JS&FA, MNRE
4. All Advisers & Group Heads
5. Director (NIC) for uploading on Ministry's website

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# **Guidelines for PM-Surya Ghar: Muft Bijli Yojana**

## **Capacity Building**

### **1) Background**

- a) The Government of India has approved the PM Surya Ghar: Muft Bijli Yojana on 29<sup>th</sup> February, 2024 to increase the share of solar rooftop capacity and empower residential households to generate their own electricity. The scheme has an outlay of Rs 75,021 crore and is to be implemented till FY 2026-27. The administrative approval was granted to the scheme vide Order No. 318/17/2024-Grid Connected Rooftop dated 16<sup>th</sup> March, 2024.
- b) It is estimated that to install 1 crore rooftops in the residential sector 1 lakh installation team comprising 3-4 technicians working full time would be required. The residential rooftop solar segment is currently semi-structured and the level of skilling present in the market varies quite significantly, leading to varying consumer experiences with the installation, complaints about the quality of installation by vendors and lack of proper designing and orientation of rooftop solar (RTS) installations in various cases. In order to ensure that sufficient teams are available at the ground level, ensuring a better consumer experience and ensuring quality of installations under the scheme, it is imperative that skilling and capacity building of field personnel, including installation teams, design teams and vendors is undertaken in a structured and planned way.

- c) The Ministry of New and Renewable Energy (MNRE) intends to impart training on installation, operation, maintenance and repairing of solar roof top systems at grass root level. Specific training and skills are crucial to build capable local skilled workforce for installation of solar roof top systems throughout the country. Technicians/ Electricians/ Installers/ Engineers/ supervisors/ users/ vendors etc. will be provided training for installation/design/O&M for rooftop solar systems.
- d) Capacity building of other relevant stakeholders is also crucial, including DISCOM officials, banking/Financial Institution officials, officials and teams of other Ministries and Departments of Central and State Government (for effective convergence of efforts), State renewable energy development agencies (REDA) etc. These guidelines lay down the framework under which the skilling as well as capacity building activities shall be undertaken for PM Surya Ghar: Muft Bijli Yojana.

## **2) Scope**

These guidelines pertain to the implementation of “Capacity Building” component of PM Surya Ghar: Muft Bijli Yojana.

## **3) Aims and Objectives**

- a) To create more than 3 lakh skilled manpower, through fresh skilling, and up-skilling, under scheme component of capacity building, out of which at least 1,00,000 will be Solar PV Technicians.
- b) To undertake capacity building of DISCOMs, REDAs, Financial Institutions as well as officials, field units and stakeholders of other Ministries/Departments at the Centre and State levels, through constructive convergence of efforts.

## **4) Implementation Framework**

- a) The National Programme Implementing Agency (NPIA) for the scheme shall be responsible for implementation and monitoring of the Skilling and Capacity Building at

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the National Level. The State Implementation Agencies (SIAs) shall be responsible for implementation and monitoring of the Skilling and Capacity Building at the State/UT Level.

- b) The NPIA shall formulate the National Skilling and Capacity Building Action Plan for PM Surya Ghar (NSCBAP-PMSG), with the approval of Ministry of New and Renewable Energy (MNRE).
- c) The SIA shall formulate the State Skilling and Capacity Building Action Plan (SSCBAP) and obtain the approval of MNRE through the NPIA.
- d) It is also envisaged that the PM Surya Ghar: Muft Bijli Yojana shall be promoted through collaborative efforts with field level formations of various other Ministries at the central level as well as other departments at the State level. This may include capacity building activities for Self Help Groups and other formations under National Rural Livelihoods Mission or National Urban Livelihoods Mission, Cooperatives under the Ministry of Cooperation etc. These Ministries (“Partner Ministries”) shall also be able to submit their respective Action Plans for capacity building of their respective staff and field formations through a Departmental Skilling and Capacity Building Action Plan (DSCBAP). This will be treated on the same lines and under the same framework as the NSCBAP. The Ministries shall also identify a Nodal Implementation Agency on their behalf that will be responsible for the implementation of the DSCBAP, flow of funds from the Ministry/NPIA and for submission of necessary reports to the Ministry of New and Renewable Energy and the Mission Directorate as required.
- e) The whole training life cycle for the skilling and capacity building including monitoring and evaluation shall be captured through the MSDE Skill India Digital Hub (SIDH) platform to the extent possible.

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- f) For entities other than the SIA at the state level, the SIA may undertake necessary convergence activities at its level and include all capacity building activities proposed by other departments within the SSCBAP. The SSCBAP and DSCBAP shall be assessed by the NPIA before being proposed to the Ministry for approval.
- g) There shall be a Skilling and capacity building Committee (SCBC) with the following composition:
  - i) Mission Director, PM Surya Ghar: Muft Bijli Yojana
  - ii) Representative of Ministry of Skill Development and Entrepreneurship
  - iii) Representative of HRD Division in MNRE
  - iv) Representative of IFD Division
  - v) Representative of the NPIA
  - vi) Representative of the concerned SIA/ Ministry of Government of India (to be invited for the relevant meeting of the committee)
  - vii) Director/DS/ScD, Rooftop Solar Division
- h) The Committee shall convene regularly to assess the NSCBAP, DSCBAPs and SSCBAPs submitted for consideration and grant approval with such modification as may be decided.
- i) The Committee may approve the target allocation methodology under the Scheme for STT and up-skilling for a dynamic need-based approach. This would include geographical mapping of emerging demand from vendors and matching those with eligible training centers. A concurrent monitoring mechanism shall be put in place to periodically monitor the progress of these centers.

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- j) Sub-contracting, sub-letting, franchisee arrangement of any kind for the targets allocated is not allowed for any Training Provider.
- k) The Implementing Agencies may submit modifications in the Action Plans from time to time as well as submit regular status reports to the Committee as and when required by the Committee. The Committee may consider this modification requests in line with these guidelines.

5) Components of Skilling and Capacity Building Action Plans

- a) The Skilling and Capacity Building Action Plan (SCBAP) may, among others, include the following major components:
  - i) Plans for Up-skilling and re-skilling along with Recognition of Prior Learning (RPL) (online & offline): The up-skilling category of the trainings will be with duration ranging from 30-132 hours. Candidates with prior learning experience or skills will be certified with due assessment. This shall enable youths to obtain industry relevant skill certification. Emphasis will be given on upskilling and interested candidates will have to undergo coursework for certification at a higher level based on assessment. All the up-skilling programs shall be conducted in classroom mode at empaneled Training Centers with adequate on-the-job training/apprenticeship. Special focus may be given to Government ITIs to undertake an up-skilling module to current and pass-out candidates, trained in related trades like Electrician, etc., for ensuring quality of manpower under the scheme.
  - ii) Short term Trainings (STT): The STT skill courses shall be National Skills Qualification Framework (NSQF) aligned modular courses of 200-600 hours duration. Training will be delivered through accredited and affiliated training centres. On-the-job training (OJT) will be as per the approved Qualification Packs (QPs) /course materials and may be delivered at the affiliated Training Centre or industry premises.

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- iii) 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.
- iv) To ensure quality, skill training shall be delivered through certified Trainers only. The trainers and assessors must be certified by Awarding Bodies (including DGT, SSCs, Universities, School Boards, etc.)
- v) Development of Training Audio – Visual Aids & Training material: The recognized Awarding Body (DGT/SSC) shall provide the Qualification Pack and course material already developed for MSDE programs, for skilling purpose to all stakeholders. Additionally, the services of experts /expert institutions/professionals may be taken for development of Audio -Visual content for short term and up-skilling courses, if required. Any material created through the action plan shall be shareable under a creative commons license for use by the Ministry and its display on the National Portal and the Skill India Digital Hub (SIDH) platform of MSDE.
- vi) Targeted Capacity Building: These may include very short (1-5 days) training modules to specific targeted groups such as DISCOM/REDA staff and officers, officials from Banking and Financial Institutions, vendor entrepreneurs etc. The nature of these modules may vary on a case to case basis as per the requirements of the targeted group. For this, entities under MSDE, such as National Institute of Entrepreneurship and Small Business Development (NIESBUD) and Indian Institute of Entrepreneurship (IIE), etc., may also be engaged for capacity building programs.
- vii) Peer Learning Exercises: Activities under this head may include intra-state and inter-state movement of scheme-critical teams to learn best practices on the ground of other successful teams and to learn from their operational experience.

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- b) The SCBAPs shall particularly focus on mobilizing underserved categories of trainees such as women and Scheduled Caste/Scheduled Tribes candidates and trainees with training needs in vernacular languages. The SCBAPs shall also leverage Suryamitras trained under previous MNRE capacity building schemes.
- c) The plan shall specify the nature of training/capacity building, Training Agency (TA) or method of proposed selection of Training Agency, budgetary provision, location of training, length of training, training content intended to be utilized, and method of invitation of application and timeline for implementation of the plan. The plan will also identify the target group for capacity building – installation teams, vendors, DISCOM engineers, REDA officials, bank officials or other stakeholders who may be required for better achievements under the implementation of the scheme.
- d) The trainings will be implemented mainly through identified/empaneled institutions of MSDE, NISE, NPTI, etc. Preference may be given to Government Institutions and those with permanent vocational infrastructure.
- e) Funding for all trainings shall preferably and to the extent possible, be as per Common Norms notified by MSDE.
- f) Assessment fee shall be funded under the scheme. Certificate shall be made available to the candidates in physical and digital form with Skill India logo.
- g) An indicative list of training related entities and their possible roles are as follows:

Training Agencies	National Institute of Solar Energy (NISE), MSDE identified Agencies, National Power Training Institute (NPTI)
Training Providers	ITIs, NSTIs colleges, universities /Institutes etc., Other public & private training providers & skill development institutes, training centres of Industry partners,

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	Implementing/Training agencies and their identified Agencies
Assessment & Awarding	MSDE-NCVET recognized entities, Implementing/Training agencies and their identified Agencies
Trainer & Assessor	National Skill Training Institutes, ITIs, SSCs, Other Public & Private training institutes, Implementing/Training agencies and their identified agencies

- h) In case the nature of training is such that it cannot be covered through identified/empaneled institutions as above or if the training needs are proposed to be met through other channels (for example training and capacity building architecture of the proposing Department in DSCBAP, or by a State Training Institute in a SSCBAP), the proposing entity of the SCBAP shall propose TA for the training to Skilling and capacity building Committee in the MNRE.
- i) The proposing entity should also identify the deviation from the MSDE/NPTI Scheme, MNRE norms and the SCBC in MNRE shall satisfy itself that the deviations are reasonable and that they are justified on grounds of specific requirements of the capacity building activity proposed, absence of proposed activity/ adequate quality under MSDE/NPTI Scheme or special expertise of particular entities that are proposed to be engaged as TA for a particular proposed activity.
- j) While formulating the SCBAPs, the proposing entity shall pay special attention to ensuring quality of training provided. In this regard, norms regarding assessment and certification of candidates, quality checks on training content and pedagogy, identification of trainers

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and assessors, and tracking of certified personnel through appropriate channels shall be laid down clearly. Wherever applicable, the norms of Ministry of Skill Development and Entrepreneurship (MSDE) shall be followed especially for formal training and capacity building through Technical Agencies (Tas).

**6) Outlay**

- a) The total financial outlay of capacity building component of the scheme is 1% of CFA for residential consumers i.e., Rs 657 crore.
- b) The savings from this component, if any, may be utilized for scheme component for CFA for residential consumers.
- c) Release of Outlay: Once the Capacity Building Committee has approved the NSCBAP/DSCBAP/SSCBAP, the funds shall be released to the Implementing Agency (NPIA or SIA) in the following tranches:

S. No	Tranches	Release, %	Milestone
1	Tranche 1	30%	Approval of project by SCBC in MNRE and commencement of training
2	Tranche 2	50%	At least 50% of the candidates enrolled and 25% certified
3	Tranche 3	20%	Completion of Project and submission of Final Project Report
	Total	100%	

- d) The Implementation Agency shall submit the requisition of a tranche of funds after utilization of at least 75% of total funds released in the previous tranches. The NPIA or SIA

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may then release the funds to the TAs as per the norms of MSDE/NPTI (MoP)/HRD Scheme or as per the approved CBAP for the activities undertaken, as the case may be.

- e) The Implementing Agency, in return, shall release the funds for up-skilling program to the training institute as per the following schedule:

S.No.	Tranches	Release (in %)	Milestones
1	Tranche 1	40%	On admission of candidates
2	Tranche 2	40%	On assessment results uploaded by empanelled Assessment Agency
3	Tranche 3	20%	Submission of proof for certificate handover, with or without the distribution ceremony, uploading certificate on SIDH
	<b>Total</b>	<b>100%</b>	

- f) The funds for fresh skilling (STT) program will be released for disbursement to the training institute as per the following schedule:

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

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

g) The implementing agencies will remit the accrued interest and other charges to Consolidated Fund of India as per Rule-230(8) of GFRs 2017.

## 7) Monitoring

- a) The NPIA shall monitor the implementation of the SCBAPs in coordination with other departments of central government and their Nodal Implementation agencies and SIAs. In particular, the NPIA shall regularly coordinate with MSDE to track progress of skilling and capacity building related activities that have been approved by the SCBC as a part of the SCBAPs.
- b) The NPIA shall undertake an independent third-party evaluation of the skilling and capacity building programme at the time of mid-term review of the scheme.

## 8) Amendment of Guidelines

- a) MNRE may make necessary amendments in the guidelines for capacity building within the overall spirit of the Cabinet approval or issue any clarification to remove difficulties in the implementation of the scheme, as and when required, with the approval of Hon'ble Minister, New and Renewable Energy.

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