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Dated: 5.11.2024

**Subject: Guidelines for Utilization of funds received for PMKVY 4.0 Courses / Short Term Trainings in Government Degree Colleges (GDCs), Polytechnics and Industrial Training Institutes (ITIs).**

Order No: 37-TE&SD (UTL) of 2023

Dated: 05/11/2024

Sanction is hereby accorded for the issuance of guidelines pertaining to the utilization of funds received for PMKVY 4.0 Courses, Short Term Trainings in Government Degree Colleges (GDCs), Polytechnics and Industrial Training Institutes (ITIs) in UT Ladakh.

**General:**

1. Skill Centres have been established in Ladakh's colleges through a collaboration between the Higher Education Department, University of Ladakh, Ladakh Skill Development Mission, and Sector Skill Councils, in line with NEP 2020. These centres provide skill courses for students and are also open to non-students to maximize the use of the laboratories.
2. Additionally, Industrial Training Institutes (ITIs) and Polytechnics in Ladakh will offer short-term training for non-students under Government of India schemes such as Pradhan Mantri Kaushal Vikas Yojana (PMKVY) 4.0, DDUGKY, and special schemes from the Ladakh Skill Development Mission. To ensure effective implementation and optimal utilization of resources, the following guidelines have been established for the utilization of funds received under PMKVY 4.0, special short term training schemes from the Ladakh Skill Development Mission.

**Funds under PMKVY:**

3. The average training cost per candidate is **Rs. 9,540** for a 300-hour course under PMKVY 4.0. Of this, **Rs. 1,174.16** is allocated to the Assessing Agency (NSDC) for following expenditures:

Training Head	Provision (In Rs.)
Accidental Insurance for 1 year	14.16
AEBAS - Transaction Fees	10
Mobile Tracking Allowance	50
Assessment & Certification	Rs. 600
Induction Kit	Rs. 500

As part of the PMKVY 4.0 Skill Hub program, all enrolled trainees are provided with accidental insurance coverage for a period of 1 year. The accidental insurance policy provides a coverage of up to ₹2 lakhs per trainee. The insurance covers accidental death of the trainee. It also provides coverage for permanent total/partial disability arising from accidents during the training period. All trainees enrolled in skill development courses under the PMKVY 4.0 Skill Hub initiative are automatically covered under this accidental insurance policy. There is no additional cost or enrolment charges for the trainees to avail this benefit

4. The remaining **Rs. 8,366 per candidate** is given to the Training Provider which is imparting the training under PMKVY on successful completion of the training. This is around **Rs 27.89 per hour per candidate**.
5. The total funds, thus received under PMKVY, shall be utilised for various operational and administrative expenses for the skill trainings/skill laboratories of ITIs and skill trainings/skill laboratories of colleges established/operational under Ladakh Skill Development Mission, as per the details outlined below: -
  - I) **30% for Trainers' Remuneration:** The amount shall be utilised for incentive or compensation for trainers/instructors who deliver the PMKVY / skill courses.
    - a) The incentive for existing Skill Trainers of College Skill Centres and for existing Vocational Instructors of Industrial Training Institutes who impart skill training under PMKVY in addition to their regular skill course / Classes shall be governed as per Order No 24-TE&SD(UTL) of 2024 dated 26.08.2024.
    - b) The remuneration for Trainers/Instructors specifically engaged for the PMKVY / skill courses shall be governed as per the 'Terms of Engagement' of the Trainer.
  - II) **30% for Infrastructural Maintenance:** The amount shall be utilised for maintenance and upkeep of laboratories and other infrastructure, procurement of required Machinery Equipment's and tolls for establishment/ upgradation of the skill laboratories etc.
  - III) **15% for Raw Materials:** The amount shall be utilised for procurement of raw materials and consumables required for the practical components of the PMKVY/ Skill training courses.
  - IV) **15% for Teaching Aids:** The amount shall be utilised for procurement of teaching aids necessary for effective delivery of PMKVY / Skill training courses, like instructional materials, digital resources, and other aids that enhance the learning experience.
  - V) **10% for Field Visits:** The amount shall be utilised for organizing field visits for students enrolled in PMKVY course/ Skill training courses.

The corpus of funds / revenue of the institute realised by training under PMKVY/ special short term training schemes of the Ladakh Skill Development Mission, will also be utilised as per the aforementioned guideline.

*Reallocation of funds between the aforementioned heads / components will require prior approval of the Mission Director Ladakh Skill Development Mission.*

6. The expenditure shall be done only after the complete tranche of the amount is received by the Institute. It may be noted that payment under PMKVY/DDUGKY is done in tranche on fulfilment of specified criteria. The amount is also withdrawn/adjusted in the final tranche if certain requirements are not met. Therefore, the funds released under PMKVY/DDUGKY shall be spend under the components given at point 5, only after the last tranche is received.

**7. General Financial Management:**

- i) Funds for implementation of PMKVY 4.0 are to be met out of budgetary grant of the scheme.
- ii) General Financial Rules (GFR) shall be followed, and the implementing agencies shall adhere to the Guidelines regarding expenditure and submission of Utilization Certificates (UCs). Funds under the scheme will be transacted under Public Financial Management System (PFMS) platform.
- iii) All funds will be transacted through Central Nodal Agency (CNA). NSDC will be designated CNA for PMKVY 4.0, and all applicable norms as per the Department of Expenditure, Ministry of Finance shall be followed.
- iv) The Steering Committee is empowered to take appropriate decision in matters relating to broad policy direction, dynamic fixation of targets and any deviation in scheme concept note/guidelines without affecting the financial provisions.
- v) All procurements under the Scheme will be done through GeM to the extent feasible.

**8. Procurement /Payment Process:**

- I) Any procurement of goods or services made out of these funds will be governed under the existing GFR rules, delegation of financial powers, and codal requirements.
- II) Procurements have to made through the GeM portal and as per rules laid down in GFR.
- III) The respective Colleges/ITIs will be responsible for disbursing incentives from the funds allocated under the respective Central Government/UT administration STT/skilling schemes.
- IV) Proper records must be maintained for all payments made to trainers to ensure transparency and accountability.
- V) A comprehensive record of trainer engagement, course delivery, and fund utilization must be maintained.
- VI) Periodic audits will be conducted to ensure compliance with the guidelines and to prevent discrepancies.
- VII) Institutes must submit regular reports to the Administrative Department TE&SD UT Ladakh detailing fund utilization and training outcomes.

These guidelines aim to ensure the judicious use of funds received under PMKVY 4.0/ special short-term training schemes from the Ladakh Skill Development Mission, maximizing the impact of skill development programs in Govt. Degree Colleges and ITIs.

**This issues with the approval of Commissioner/Secretary, Technical Education & Skill Development Department.**

**(Kaneez Fatima)**  
**Joint Director, Finance**  
**Technical Education & Skill Development Department**

Copy to the :-

1. Commissioner/ Secretary, General Administration Department Ladakh.
2. Director College Affairs, University of Ladakh.
3. Principal Degree College Leh/Kargil/Nubra/Khaltsi/Zaskar/Drass UT of Ladakh.
4. Principal, Govt Polytechnic Leh.
5. Chief Accounts Officer TE&SD Ladakh.
6. Prof Javed Naqi, Nodal Officer for Skills courses in colleges, GDC Kargil.
7. Superintendent, ITI Leh/Kargil.
8. In-charge website, UT Ladakh for uploading the order on the UT website.
9. Order file.