

With a more comprehensive and broad based approach, DAY-NULM programme marks a paradigm shift in approach to urban poverty alleviation from the earlier SJSRY programme. DAY-NULM programme envisions reducing urban poverty through creation of self and wage employment among the poor, more particularly among poor women who are socially and economically vulnerable but have necessary desire and inherent capability to come out of the dark world of poverty.

DAY-NULM programme seeks to attain its coveted goal of poverty reduction through a wide range of interventions involving community mobilization, formation of SHGs of poor women & formation of SHG-federations, empowering SHG members in areas of group management, group functioning, conflict resolution, book-keeping and financial literacy; imparting vocational skills to the poor in various activities through vocational training programmes; empowering the SHGs & urban poor to seamlessly access subsidized bank credit for micro-business units set up by them.

It is observed that a large number of SHGs & other urban poor are presently engaged in different types of business activities ranging from bag making, making of kantha stitch sarees, zori & zardousi sarees, batik printing sarees to running beauty parlours, canteens and fast food counters. Most of these entrepreneurs are first generation entrepreneurs. Having been so, they usually lack the basic knowledge in the art of running business units profitably. Many of them scarcely have idea on ways to determine profitable level of business, on costing & pricing of products produced, on forward and backward linkages, on marketing techniques, on packaging of products, on maintenance of basic accounts etc. Despite all sincerity and eagerness, quite a few such business units are not able to generate sustainable income because of lack of business knowledge resulting at times closure of these units. The uncertainty over income generation which might adversely affect loan recovery makes the banks apprehensive and hesitant to extend loans to the micro-business units set up by SHGs/urban poor.

A new component in the form of 'SHG-bank credit linkage' has been newly introduced under DAY-NULM. This additional channel of bank credit that was non-existent in the earlier SJSRY programme has opened new 'window of opportunity' for the SHGs / urban poor to augment their business capital helping them to scale up their business and income. The desired Bank credit however can only flow provided the business units of the SHGs/urban poor are able to project themselves as strong, viable, relatively risk-free and sustainable business propositions in which case not only the financing institutions will feel eager to extend loans but it will also ensure proper and effective usage of Government subsidy provided.

In view of the benefits likely to accrue, EDP training for the SHGs & other poor potential / existing entrepreneurs may be arranged through a reputed institute. National Centre for Excellence of RSETIs (NACER), (under the aegis of MoRD, GOI) has recently submitted a proposal for imparting EDP training which is put up in the file. (Flagged -X).

It is proposed that EDP training, on a pilot basis, may be conducted for 80 persons in 4 batches – General EDP training for 40 persons (2 batches) and Food product based EDP for 40 persons (2 batches) through NACER under DAY-NULM programme. The total estimated training cost, calculated on the basis of training cost for a batch of 20 trainees with 6 days duration submitted by NACER will be Rs.1,94,400/- (Rupees one lac ninety four thousand four hundred) only. The amount can be met out of 'Capacity Building & Training'(CBT) component of NULM.

Submitted for kind perusal and approval.

Director

9/3/17
Advisor: SUDA

JD (SD) pl. offer views

~~JD (SD)~~

~~23/3/18~~

- Gone through the note ~~and~~ placed by advisor, SUDA and the proposal of RSBTI (NACER).
- EDP training on a pilot basis may be conducted, but first of all the groups are to be identified specifically those who are involved in food processing activities.
- After that 10 such groups may be trained & after receiving the feed back further training may be organised.

Placed for kind direction.

24/4/17

FA to pl. offer views.

~~25/4/17~~

Director SUDA

As per the guideline issued by NACER, the training may be conducted.

Pras
27/4/17

The letter from Director for RSETIs is placed at flag "x" for kind perusal.

This organisation is working with Panchayet and Rural Development Department Under NRLM in our state.

We may consider allowing this organisation to impart EDP training for the SHGs.

Initially, we may consider one or two Districts/ULBs as pilot project for such EDP training through this institute.

Submitted.

Secretary
UDMA Deptt.

28/6/17

U.O. No. SUDA 279/17

Dated 23-06-17

Pt. 76/2017

M. Speak

28.06.17

Dir SUDA

Entrepreneurship Development Programme (EDP) for the Beneficiaries for development of Micro Enterprise under Self Employment Programme under NULM

An Important Objective of the NULM programme is Economic upliftment of the poor and vulnerable population of urban household through development of Micro entrepreneurs. To achieve the said goal the NULM programme has introduced a new concept like SHG Credit Linkage which was absent in the guideline of erstwhile SJSRY programme. On the other hand there are another two subcomponents namely Self Employment Programme for Individual (SEP- I) and Self Employment Programme for Group (SEP- G) under Self Employment Programme (SEP) under NULM. The government of our state is focusing on the development of Micro enterprises and generation of employment for the Economic development of the society as a whole. As a result the government is imparting various skill training to the youths of the urban poor household.

The poor and destitute members of urban household who may have zeal to develop a micro enterprise but may not know about the management of an enterprise, basic accounting, financial management, marketing, backward and forward linkages, legal procedures, costing and revenue etc. In addition the group dynamics, allocation of work, profit sharing mechanism etc. for group enterprises may not known by the Group. It may also happen that the beneficiaries are received loan from the Bank and doing business but may not well aware about said issues.

To tackle the said issues the NULM guideline has prescribed the Entrepreneurship Development Programme (EDP) for the new or First Generation entrepreneurs (including the members of the SHGs) and existing entrepreneurs (Who have taken loan from the Bank or yet to be taken).

In the **Self Employment Programme guideline under NULM** it is clearly stated that the EDP module may be developed and finalised by State Urban Livelihoods Mission (SULM) supported by State Mission Management Unit (SMMU) with assistance of an empanelled institution/agency or consulting firm and same may be utilised for conducting training programme by the ULB. This EDP training may be arranged through institutions such as Rural Self Employment Training Institutes (RSETI), reputed institutions engaged in entrepreneurship development/ training, management/ educational institutes, reputed NGOs engaged in entrepreneurship development/ training etc. Any cost incurred on training of beneficiaries under this component is to be met out of EST&P component budget.

Here it is pertinent to mention that the NMMU has developed **Systematic Progressive Analytical Real Time Ranking (SPARK) for the States** and put 10 marks on the parameter **"NO OF BENEFICIARIES AVAILED EDP TRAINING Vs Total loans disbursed"**. As a result the states who are imparting EDP training to the beneficiaries they are holding good rank in the SPARK.

Therefore, to meet the objective of the poverty alleviation programme like NULM and the benefit of the Beneficiaries who availed loan from bank, we may initiate a process to develop an empanelled list of Institution who will impart EDP training.

The Proposal is placed for your kind perusal and approval.

Dy. Director,
SUDA

Sandip Bairagi
Sandip Bairagi
SMM (FI&ME)

U. O. No. SUDA: 397118

Dated: 26-06-18

26/06/18

[Handwritten signature]
21/06/18

(5)

Considering prepage note we may
invite EOI.

Pr
26/6/18

Director
SUDA

Please discuss.

Ornew
3/8/18

A. A

Discussed. We could not start EDP trainings
since there is no training provider engaged
under NULM. As per the guidelines of
NULM, ~~EDP~~ EDP module to be developed
with assistance of an empowered institutions/
agencies and same may be utilised for
conducting training programme by ULBs
Guidelines also says that the
EDP training may be arranged through
institutions such as RSETI, reputed institutions
engaged in entrepreneurship development/
training management / educational institutes,
reputed NGOs etc.

Hence we may invite EOI
for selection and engagement of training
Partner under EDP- NULM

Submitted for approval

Pr Secretary

Ornew
8/8/18

U.O.No. SUDA: 502

Dated: 09/08/2018

Director, SUDA

Pr
9/8/18

D.D

Amun
07/8/18

To. invite EOI awaiting list of rule / act

17/8/18

Supdip Biswas

As directed by the Authority a draft EOI is placed for your kind perusal and approval.

DY-Director SUDA

17/08/18

To. go through the draft EOI 20/8/18

17/8/18

F.U.O

As directed, the forwarded draft EOI pertaining to availing services of a training provider for conductance of Entrepreneurship Development Training under NVLM has been perused. In light to the same and being in tandem with the requirement of having a training provider on board, certain modification in the EOI has been proposed with respect to the overall structure. The revised draft EOI is being placed in the file herewith for your perusal and necessary action.

Amun
A

However, it shall be prudent to get this draft EOI vetted and scrutinized by the proposed tender committee before issuance.

u B

DD/SUDA


20/9/18

Note per page may kindly be pursued the following steps may be adopted—

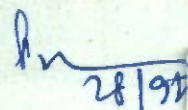
- A A Tender Committee may be constituted consisting the below mentioned members—
- (i) Director SUDA - Chairman.
 - (ii) Addl. Director, - Member
MULM
 - (iii) FA, SUDA - Member
 - (iv) Dy./jt Director, - Member -
MULM
Member
 - (v) FO, SUDA - Member
 - (vi) TUD, SUDA - Member
 - (vii) BSM, FIZ MB, - Member
MULM
 - (viii) BSM, SMD - Member

B The Draft-RPP M- C^{Side} may kindly be pursued, if approved it may be cleared.

Put-up for kind approval of above proposals


27/9/18

May be approved


28/9/18

Draft- EOI needs to be vetted by Law officer. May pl take N/A.

28/9/18

Adj. Director
MULM (SUDA)
U.O. No. 630
Dated 28/9/18
File No. 26/2017
Director
SUDA
AD(SD)

সূডা

U.C.No. SUDA: 651
Dated: 04-10-2018

Sr. LO (SD no)

The Terminologies, wordings & clauses of the
EOI are to be checked. Pl. do the
needful.

In
4/10/18

Sr. L.O (P)

10/10/18

Discussed with Jt. Secy. (Tolly Chowdhury) re: the
issue of engagement of agency for Entrepreneurship Dev.
under NIRM.

In terms of discussion this file may be returned
to SUDA for taking o/p at their end.

Permitted.
04/04/2019

JS (S. Das)

May kindly see

In
4/10/18

Director
SUDA

sdg s/4

AD/SD

Chowdhury Sir
Addl. Director
Mission Director

In
17/1

sdg

9
NOTE SHEET

SUDA

The national flagship poverty alleviation programme National Urban livelihood Mission has been implemented in our state on 1st April, 2014. One of the prime objectives of the programme is to sustainable economic development of urban poor household through gainful Wage and self employment.

The Employment through Skill training and placement is an important component under NULM and the objective of the component is to develop assets of the urban poor in the form of Skills for securing their sustainable Livelihood. For development of sustainable livelihood the members of urban poor household can opt either wage employment or self employment. Those who want to establish themselves as entrepreneurs they need to know additional skills other than the technical skills.

For creation of entrepreneurial zeal among the youth of urban poor household the NULM programme has suggested to impart Entrepreneurship development Programme (EDP). Therefore, In addition to skill training of the beneficiaries, the ULB will also arrange to conduct Entrepreneurship Development Programme for 3-7 days for individual and group entrepreneurs. The programme will help the first generation entrepreneurs as well as the second generation entrepreneurs to develop their entrepreneurship skills for the competitive world. The level of risk appetite of an entrepreneur is just proportionate to the level of knowledge on that filed. The EDP will cover basics of entrepreneurship development such as management of an enterprise, basic accounting, financial management, marketing, backward and forward linkages, legal procedures, costing and revenue etc. In addition to above topics the module should also include group dynamics, allocation of work, profit sharing mechanism etc. for group enterprises.

As per the directives of MoRD, GOI the Banks to establish one RUDSETI type institute in all their Lead Districts known as Rural Self Employment Training Institutes (RSETIs). The Rural Self Employment Training Institute (RSETI) is imparting training to the youths who are willing to be an Micro entrepreneur. The institute not only impart training to the youths but also provide hand holding support to the prospective entrepreneurs. At the beginning the institute was imparting training in rural areas only. But now they are imparting training in urban areas. The RSETI has their setup in all districts of our state.

In the NULM guideline it is clearly mentioned that the state can engage RSETI to impart EDP training.

Here it is pertinent to mentioned that the West Bengal State Rural Livelihood Mission (WBSRLM) under P&RD has engaged the RSETI for imparting training to the beneficiaries under "ANANDADHARA".

Therefore, for NULM programme we may engage RSETI to impart EDP training to the youth of urban poor household.

The proposal is placed for your kind perusal and approval.

Jt. Director,
SUDA

OS 12/04/19
Sandip Bairagi
SMM (FI&ME)

ANANDADHARA
SMM (FI&ME)

Attach the list of institutions in the note

Chatterjee
31/04/19

[Signature]

NOTE SHEET

As per instruction the district wise list of RSETI is given below,

Details of Rural Self Employment Training Institute in West Bengal as on 31.10.2018

Sr. No.	DISTRICT	Name of the RSETI	Sponsor Bank	Name of the Director	Mobile	RSETI E-mail ID
1	BANKURA	Bankura (Ranbahal)	United Bank of India	Sri Nirmalya Bhusan Sarkar	9434587288	ubsmrudseti@gmail.com, ban.abhijit1980.official@gmail.com,
2	MURSHIDABAD	Berhampore	Syndicate Bank & Canara Bank	Sri Mukesh Barui	8077040385	rudset.institute@yahoo.co.in
3	BIRBHUM	Birbhum (Bolpur)	Allahabad Bank	Sri Kashi Nath Sadhukhan	9674674683 / 7908046509	rsetibirbhum@gmail.com, kashinathsadhukhan2017@gmail.com
4	BURDWAN	Burdwan	UCO Bank	Sri Pijush Kanti Dey	9434250555	rseti.burdwan@ucobank.co.in
5	COOCH BEHAR	Coochbehar	Central Bank of India	Sri Ambar Kumar Kar	9933812322	dircooc@centralbank.co.in
6	NORTH DINAJPUR	Uttar Dinajpur (Raiganj)	United Bank of India	Sri Binit Kumar Chaudhary	9932159100	unitedrseti.raiganj@gmail.com
7	SOUTH DINAJPUR	Dakshin Dinarpur (Balurghat)	United Bank of India	Sri Shiv Sankar Mahto	9474849859	dirubirseti.dd@gmail.com
8	DARJEELING	Darjeeling	Central Bank of India	Sri Bikash Ranjan Talukdar	9474572212	dirdarj@centralbank.co.in
9	HOOGHLY	Hooghly	UCO Bank	Sri Tarun Kanti Ghosh	9231839362	rseti.hooghly@ucobank.co.in, rseti.hooghly@gmail.com
10	HOWRAH	Howrah	UCO Bank	Ms. Malabika Saha	9831596594	rseti.howrah@ucobank.co.in, ucorseti.howrah@gmail.com
11	HOWRAH	Howrah	United Bank of India	Sri, Swamy Sivakarananda	9830212196 / 9432491442	rkm_sssm@yahoo.co.in, rkmsamajsevak@gmail.com
12	JALPAIGURI	Jalpaiguri	Central Bank of India	Sri Dilip Kumar Barma	9434500309	dirjalp@centralbank.co.in, dirjalp@gmail.com
13	MALDA	Malda	State Bank of India	Sri Samir Kumar Das	9830170320	sbirsetimalda@gmail.com, samir.das1@sbi.co.in
14	NADIA	Nadia (Haringhata)	State Bank of India	Sri. Abhimanyu Mandal	9051215552	sbirseti.nadia@rediffmail.com, abhimanyu61.m@gmail.com,
15	24 PARAGANAS (NORTH)	North 24 Parganas	Bank of India	Sri Supriya Ghosh	9433420340	rseti.barasat@bankofindia.co.in, supriyaghosh.boi@gmail.com
16	24 PARAGANAS (SOUTH)	Rajpur	United Bank of India	Sri Uday Kumar Lahiri	9874373403	unitedrsetirajpur@gmail.com
17	MIDNAPORE (PURBA)	Purba Midnapore	Punjab National Bank	Sri Ujjwal Kumar Bar	7602006838	pnbrseticontai@gmail.com
18	PURULIA	Purulia	United Bank of India	Sri Somenath Ganguly	8170903592	ubirsetiprlia@gmail.com
19	PASCHIM MEDINIPUR	Paschim Medinipur	Allahabad Bank	Sri Biswajit Ganguly	9088026417 / 8250289001	allahabadbank.rsetidebra@gmail.com

From the FY 2019-20 the SMMU is interested to organise the Entrepreneurship Development programme for the youth of urban poor household to encourage on development of micro entrepreneurs. To develop the entrepreneurship skills among the youth of urban poor household the RSETI may be engaged to conduct the EDP for beneficiaries under NULM. Before implementation of EDP we have to prepare a guideline for the programme. Since inception the RSETIs of our state are imparting EDP training successfully to the youth of rural areas. So before developing the guideline we may discuss about the process of EDP with the RSETI team. We may request the Director of RSETI of North 24 pgs. South 24 pgs, Howrah, Hooghly, Nadia and the Principal Maharaj of Ramkrishna Mission Samaj Sevak Sikshan Mandir, Belur Math, Howrah to attend the meeting at Conference Hall, SUDA on 18/07/2019 at 1:00pm.

The draft letter is prepared is placed for your kind perusal and signature.

AMD, NULM

Sandip Bairagi
SMM (FI&ME)

Draft approved
to signed.

Chandran
17/07/19

S. Bairagi SMM.

A Draft Guideline for Entrepreneurship Development Programme under NULM

The national flagship poverty alleviation programme DAY-NULM was implemented with the core belief is that the poor are entrepreneurial and have innate desire to come out of poverty. The challenge is to unleash their capabilities to generate meaningful and sustainable livelihoods. To meet the challenges the programme has given emphasis on the demand driven skill development training under the component of Employment Skill Training & Placement. Again, the programme is not only given opportunity to excel the passionate skills of the members of the household of Urban poor but also encouraging the beneficiaries by giving financial support at a subsidised rate of interest to stand as micro entrepreneur by using their acquired skills. It has been concluded in different study on the Micro Entrepreneurs that the core technical skills and financial support is not sufficient for running an enterprise. On that view, to impart additional knowledge relating to establishment and running a micro enterprise the programme has suggested the Entrepreneurship Development Programme (EDP) for the first generation entrepreneurs as well as the second generation entrepreneurs.

The Rural Self Employment Training Institutes (RSETIs) are managed by banks with active cooperation from the Government of India and State Government. The dedicated institution designed as to ensure necessary skill training and skill up grading of the rural youth to mitigate the unemployment problem. One RSETI is established in every district of in the country. In our state there are 19 RSETI in 19 districts. The concerned bank is the lead bank in the district takes responsibility for creating and managing it. Each RSETI has their adequate training infrastructure and faculties.

As per NULM guideline we may conduct Entrepreneurship Development Programme for 3-7 days for individual and group entrepreneurs (including SHGs). Therefore, we may accept 6 (Six) days training module (copy enclosed) of General Entrepreneurship Development Programme (GEDP) of RSETIs for individual and group entrepreneurs (including SHGs).

The ministry of Skill Development and Entrepreneurship has published a notification (copy enclosed) dated on 31st December, 2018 relating to per participant per hour cost of training which will be imparted by RSETI. For non residential general Entrepreneurship Development Programme per hour per participant training cost is Rs.33.40/-. For residential training in addition to aforementioned amount Rs. 100/- per participant per day will be the boarding charge. In a batch there should be maximum of 35 participants. The participants will get 8 hours of training per day. The participants who will attend the programme may get a travelling allowance from the RSETI. Therefore, the cost of per batch of EDP training is as follows;

Type of Batch	No of Participants	Days of training	Training hours	Training Cost per hour (Rs.)	Training cost per day (Rs.)	Boarding charge (Rs.)	Travelling Allowances @ Rs.50 per day	Total cost per trainee per day(in Rs.)	Total cost per batch (in Rs.)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)
Non residential	35	6	8	33.40	267.20	0	50	317.20	66612
Residential	35	6	8	33.40	267.20	100		367.20	77112

The SMMU will conduct the EDP training at RSETIs of every district. The RSETI will claim fund to the SMMU after completion of each batches.

The process flow of EDP may be as follows :

1. The officials of CMMUs must counsel the beneficiaries particularly for first generation entrepreneurs and after satisfactory feedback the name may be submitted to the SMMU. Priority should be given to SHG members after being credit linked have entered into some kind of economic activity. Individual beneficiaries under the SEP-I component may also be considered.
2. The CMMU have to ensure that the members drafted must attend the programme.
3. If the members of the SHGs are running their own business, then they may also attend the EDP training to update her knowledge. In this case the CMMUs have to submit the names to SMMU.
4. The CMMU will submit the name of SEP-I and SEP-G beneficiaries who have received loan in the current financial year and ensure that they must attend the Entrepreneurship Development Programme (EDP) at RSETI.
5. The CMMUs must speak to the beneficiaries who have received training under EST&P to find out the potential entrepreneurs. The EDP training may be imparted to those potential entrepreneurs.
6. The list of participants from the CMMU are to be submitted to the SMMU as per the following template.

Sl. No.	Name of the candidate	Whether SHG member/ SEP-I beneficiary	Economic activity in which engaged	Contact Number
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Each batch to have 35 participants on a non residential basis.

The impact of the EDP training will depend on the pre and post training regular follows up with the participants. In this view, the role of officials of CMMU will be to provide necessary support to the trained participants until they can establish their identity.

The details guideline is placed for your kind perusal and approval.

Note at page-12-13/N.

Entrepreneurship Development Programme (EDP) is one of the sub-components under the major component SEP. As per the NULM guidelines the EDP training is to be provided to all SEP(I), SEP(G) & SHG members (extract flagged-'Z'). The Rural Self Employment Training Institute (RSETI) across the State are entitled to conduct EDP trainings. We had a discussion with the RSETI in charge of Hooghly, North 24 Parganas & South 24 Parganas at SUDA on the 16th of July, 2019.

There are a total of 19 (nineteen) RSETI across the State at the following locations.

Sl. No.	District	Location of RSETI	Sponsor Bank	RSETI In-Charge
1.	BANKURA	Bankura(Ranbahal)	United Bank of India	Sri Nirmalya Bhusan Sarkar
2.	MURSHIDABAD	Berhampore	Syndicate Bank & Canara Bank	Sri Mukesh Barui
3.	BIRBHUM	Birbhum(Bolpur)	Allahabad Bank	Sri Kashi Nath Sadhukhan
4.	BURDWAN	Burdwan	UCO Bank	Sri Pijush Kanti Dey
5.	COOCH BEHAR	Coochbehar	Central Bank of India	Sri Ambar Kumar Kar
6.	NORTH DINAJPUR	Uttar Dinajpur (Raiganj)	United Bank of India	Sri Binit Kumar Chaudhary
7.	SOUTH DINAJPUR	Dakshin Dinarpur (Balurghat)	United Bank of India	Sri Shiv Sankar Mahto
8.	DARJEELING	Darjeeling	Central Bank of India	Sri Bikash Ranjan Talukdar
9.	HOOGHLY	Hooghly	UCO Bank	Sri Tarun Kanti Ghosh
10.	HOWRAH	Howrah	UCO Bank	Ms. Malabika Saha
11.	HOWRAH	Howrah	United Bank of India	Sri. Swamy Sivakarananda
12.	JALPAIGURI	Jalpaiguri	Central Bank of India	Sri Dilip Kumar Barma
13.	MALDA	Malda	State Bank of India	Sri Samir Kumar Das
14.	NADIA	Nadia (Haringhata)	State Bank of India	Sri. Abhimanyu Mandal
15.	24 PARAGANAS (NORTH)	North 24 Parganas	Bank of India	Sri Supriya Ghosh
16.	24 PARAGANAS (SOUTH)	Rajpur	United Bank of India	Sri Uday Kumar Lahiri
17.	MIDNAPORE (PURBA)	Purba Midnapore	Punjab National Bank	Sri Ujjwal Kumar Bar
18.	PURULIA	Purulia	United Bank of India	Sri Somenath Ganguly
19.	PASCHIM MEDINIPUR	Paschim Medinipur	Allahabad Bank	Sri Biswajit Ganguly

There are 2 (two) EDP modules normally conducted by the RSETI.

- (i) 6 (six) day module
- (ii) 10 (ten) day module.

We may opt for the 6 (six) day module for EDP training. As per the National Self Employment Training Institute (NSETI) guideline the cost per day per trainee of the 6 (six) day module for the EDP training is ₹ 317.20 (non residential) and inclusive of ₹ 50 as conveyance charges. Each batch to have 35 trainees with a total cost of ₹ 66,612 (₹ sixty six thousand six hundred & twelve) only. The priority may be given to members of SHGs that are credit linked and have entered into some form of commercial activity and also for individual beneficiaries having received bank loan and started some commercial activity under the SEP component of NULM. Copy of the module placed on the cp side (flagged 'X') and the Gazette Notification of the rates (flagged 'Y') may kindly be seen.

Some of the RSETI in the State do have arrangements for accommodation of RSETIs. There is no arrangement for accommodation at the remaining centres. So far, under this component of NULM we have not conducted any training. But as per the SPARK indicators under the SEP component EDP trainings constitute a 15% weightage. Therefore it is suggested that we start with the EDP trainings from the 1st week of August, 2019 at selected RSETIs and expenditure to be charged out of the EST&P component of NULM fund. A comprehensive guideline for EDP training for the ULB is placed in the cp side (flagged 'A').

We may be permitted to start with the EDP trainings at RSETIs from the 1st week of August, 2019.

Director

Chandran
AMD 24/07/19

Note from prepage and above.
EDP is essentially required for credit-linked SHGs. RSETI, under MORD may be approached for holding business training with 6 day module (at flag 'X') at the rate approved by Ministry of Skill Development & Entrepreneurship, Govt.
Submitted for approval.

sdg 26/7/19

U.O. No. SUDA 395

Dated 29.07.19

File No. SUDA-76/2017

Director, SUDA

sdg 29/7/2019

~~AMD (NULM)~~

For further action pl.

sdg 30/7/19

Study cum.

Immediate

Chandran
30/07/19

Approval at page-15/N.

2 (two) separate draft letters placed on the cp side may kindly be approved.

Director, SUDA

Pranabon
01.08.19
AMD

~~AMD~~

Ref 1/8/19

S. Borivasi
MM

Pranabon
01/08/19

Entrepreneurship Development Programme (EDP) is one of the important components of the DAY- NULM Programme. The objective is to enable individuals/SHG members having received credit linkage/ loans from the banks to imbibe better skills in managing and marketing their produce.

It has been decided to start the EDP trainings at the Rural Self Employment Training Institutes (RSETIs) in all the districts. There are 19 RSETIs in the state.

The RSETIs have a 6 (six) day module for EDP trainings.

The standard operating procedure for EDP training would be as follows :

1. The officials of CMMUs must counsel the beneficiaries with focus on first generation entrepreneurs and after satisfactory feedback the names may be submitted to the SMMU. Priority should be given to SHG members after being credit linked have entered into some kind of economic activity. Individual beneficiaries under the SEP-I component may also be considered.
2. The CMMU will draft the members for a batch to attend the programme.
3. If the members of the SHGs are running their own business, then they are also attend the EDP training. Accordingly batches are to be drafted.
4. The Ministry of Skill Development and Entrepreneurship has published a notification (copy enclosed) dated on 31st December, 2018 related to per participant per hour cost of training which will be imparted by RSETI. For non residential general Entrepreneurship Development Programme per hour per participant training cost is ₹ 33.40. For residential training, in addition to the aforementioned amount, ₹ 100 per participant per day will be the boarding charges. In a batch there will be a maximum of 35 participants. The participants will receive 8 (eight) hours of training per day.
5. The CMMUs must speak to the beneficiaries who have received training under EST&P to find out the potential entrepreneurs. The EDP training may be imparted to those potential entrepreneurs as well.
6. The lists of participants from the CMMU are to be submitted to the SMMU as per the following template.

Sl. No.	Name of the candidate	Whether member/ beneficiary	SHG SEP-I	Economic activity in which engaged	Contact number
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7. On approval of the batch from SMMU intimation of approval to be sent to CMMU and concerned RSETI.
8. After completion of training, a day wise attendance sheet obtain from RSETI as per the template shared by the SMMU and duly certified by the RSETI in-charge regarding attendance of the training.

9. The CMMU must collect the attendance sheet which duly certified by the RSETI in-charge for their future action.
10. The RSETIs will submit the claim fund to the SUDA along with the attendance sheet duly certified by the training institute. The SUDA will reimburse the cost of training directly to RSETIs based on the bank details provided by them.
11. The post training follow up will also be a part of this exercise.

The above process flow is to be strictly followed for every EDP Batch.

~~AMD~~

~~10/08/19~~

As proposed.

৭০ ২০৭ নম্বর

শ্রদ্ধা
10/08/19

S. Beirog S M.

The Rural Self-Employment Training Institute (RSETI) of Jalpaiguri, purulia and North 24 parganas has submitted their proposal for Entrepreneurship Development Programme (EDP). The details of the proposals are as follows;

Sl.No.	Name of the RSETI	Tentative period of training		Number of Participants	
		From	To		
1	CENT - RSETI Jalpaiguri	19/08/2019	24/08/2019	35	
2		26/08/2019	31/08/2019	35	
3	RSETI - Purulia	19/08/2019	24/08/2019	35	
4		26/08/2019	31/08/2019	35	
5		02/09/2019	07/9/2019	35	
6		09/09/2019	14/09/2019	35	
7		16/09/2019	21/09/2019	35	
8		23/09/2019	28/09/2019	35	
9		BOI - RSETI Barasat	26/08/2019	31/08/2019	35
10			02/09/2019	07/9/2019	35
11	16/09/2019		21/09/2019	35	
12	14/10/2019		19/10/2019	35	
13	28/10/2019		02/11/2019	35	
14	18/11/2019		25/11/2019	35	
15	28/11/2019		04/12/2019	35	
16	09/12/2019		16/12/2019	35	
17	02/01/2020		07/01/2020	35	
18	13/01/2020		18/01/2019	35	
19	01/02/2020		06/02/2020	35	
20	24/02/2020	29/02/2020	35		
21	09/03/2020	14/03/2020	35		

The above mentioned date may change if necessary.

The ULBs and the RSETIs have to follow the Standard Operating Procedures (SOPs) which are mentioned below;

1. The officials of CMMUs must counsel the beneficiaries particularly for first generation entrepreneurs and after satisfactory feedback the name may be submitted to the SMMU. Priority should be given to SHG members after being credit linked have entered into some kind of economic activity. Individual beneficiaries under the SEP-I component may also be considered.
2. The CMMU have to ensure that the members drafted must attend the programme.
3. If the members of the SHGs are running their own business, then they may also attend the EDP training to update her knowledge. In this case the CMMUs have to submit the names to SMMU.
4. The CMMU will submit the name of SEP-I and SEP-G beneficiaries who have received loan in the current financial year and ensure that they must attend the Entrepreneurship Development Programme (EDP) at RSETI.
5. The CMMUs must speak to the beneficiaries who have received training under EST&P to find out the potential entrepreneurs. The EDP training may be imparted to those potential entrepreneurs.
6. The lists of participants from the CMMU are to be submitted to the SMMU as per the following template.

Sl. No.	Name of the candidate	Whether SHG member/ SEP-I beneficiary	Economic activity in which engaged	Contact Number
---------	-----------------------	---------------------------------------	------------------------------------	----------------

There should be 35 participants in each batch on non residential basis.

7. After completion of training a day wise attendance sheet obtain from RSETI as per the template shared by the SMMU and duly certified by the RSETI in-charge regarding attendance of the training.
8. The RSETIs will submit the claim fund to the SUDA Along with the attendance sheet duly certified by said training institute. The SUDA will reimburse the cost of training directly to RSETIs.
9. The CMMU must collect the attendance sheet which duly certified by the RSETI in-charge for their future action.
10. The post training follow up will also be a part of exercise.

We may request the ULBs to strictly follow the aforesaid process for EDP. To make aware about the process flow of EDP, we may also communicate the SOP with the 19 RSETIs.

~~AMD~~
~~NULM~~

[Signature]
10/08/19

- (1) We have received a proposal vide no.1718/M dated 09.08.2019 from Chairperson, Jalpaiguri to organise EDP training (Batch-1) at RSETI, Jalpaiguri for the 35 (thirty five) beneficiaries mentioned in the list annexed with the letter from the Chairperson, Jalpaiguri (copy placed on the cp side marked 'X'). Approval may be accorded for the Batch-1.
- (2) The date for commencement and completion of training is to be finalised with RSETI, Jalpaiguri and communicate to SMMU.
- (3) The attendance of the trainees is to be ensured by the CMMU.
- (4) RSETI to maintain the daily attendance of the trainees and submit the attendance report duly certified to the SMMU, for further processing.
- (5) RSETI will raise the claim for the training with the SMMU through the CMMU.
- (6) Payment will be made directly to the account of RSETI and charged under activity EST&P of DAY-NULM.
- (7) Total cost for the training is budgeted at ₹ 66,612 (₹ sixty six thousand six hundred & twelve) only.

Director

[Signature]
AMD 10/08/19

As proposed.

EDP 13/8/19

~~AMD~~

S. Basim's Camp

[Signature]
16/08/19

1. The Kalyani ULB has submitted a letter vide memo no. 4886/K.M dated 21.08.2019 relating to the 3 Batches of EDP training at RSETI, Nadia.
2. The Purulia ULB has submitted a letter vide memo no 1353/M.G dated 20.08.2019 relating to the EDP training of Batch - I at RSETI, Purulia.
3. The Hooghly Chinsurah ULB has submitted a letter vide memo no. 1353/M.G dated 20.08.2019 relating to the EDP training of Batch - I at RSETI, Hooghly.

We may request the aforesaid RSETIs to conduct the training programme for the listed participants. The draft letter is placed for your kind perusal and approval.

AMD, NULM

Sandip Bairagi
22/08/19
Sandip Bairagi
SMM (FI&ME)

- (1) We have received 3 (three) separate proposals from Kalyani Municipality, Purulia Municipality & Hooghly Chinsurah Municipality to organize EDP trainings at the RSETI located in the respective Districts.
- (2) The date for commencement and completion of training is to be finalised with RSETI and communicate to SMMU.
- (3) The attendance of the trainees is to be ensured by the CMMU.
- (4) RSETI to maintain the daily attendance of the trainees and submit the attendance report duly certified to the SMMU for further processing.
- (5) RSETI will raise the claim for the training with the SMMU through the CMMU.
- (6) Payment will be made directly to the account of RSETI and charged under activity EST&P of DAY-NULM.
- (7) The total cost for the training per batch is budgeted at ₹ 66,612 (₹ sixty six thousand six hundred & twelve) only.

The ULB-wise budget noted in the table below may kindly be approved.

Sl. No.	ULB	EDP Training Batches planned	Total estimated cost
1.	Kalyani Municipality	3	₹ 1,99,836
2.	Purulia Municipality	1	₹ 66,612
3.	Hooghly Chinsurah Municipality	1	₹ 66,612

Director

AMD

AMD (JC)

AMD
22/08/19

S. Bairagi SMM

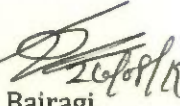
We visited the office of Ramkrishna Mission Samaj Sevak Sikshan Mandir, Belur Math, Howrah on 18th August, 2019. We discussed the points which are as follows;

1. General EDP for the members of the SHGs of Howrah Municipal Corporation who are linked with bank credit and engaged with the economic activities.
2. Support may be seek from aforesaid institution for imparting training in some specific production lines viz production of mushroom , tailoring, catering , animal husbandry etc.
3. The training will be carried out as per the RSETI norms
4. The trainings will be funded under the State Urban Livelihood Mission programme.

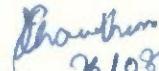
We may request the institution to submit the proposal for the aforesaid training.

The draft letter is placed for your kind perusal and signature, if approved.

AMD, NULM


Sandip Bairagi
SMM (FI & ME)

As proposed


26/08/19

S. Bairagi
SMM

NOTE SHEET

1. The Bankura ULB has submitted a letter vides memo no. 1523/BM/NULM/19-20 dated 28.08.2019, relating to the 1 Batches of EDP training at RSETI, Nadia.
2. There are 35 participants in a batch of training. The total cost for 6 days non residential training is Rs.66612/- (Sixty Six thousand Six hundred twelve only).
3. The CMMU will ensure the regular attendance of the participants.
4. The RSETI will claim for the training with the SMMU through the CMMU.
5. The CMMU will finalise the date for commencement and completion of training with RSETI, Bankura and communicate to SMMU.

We may request the aforesaid RSETIs to conduct the training programme for the listed participants. The draft letter is placed for your kind perusal and approval.

AMD, NULM

- (1) We have received a proposal vide no.1523/BM/NULM/19-20 dated 28.08.2019 from Chairperson, Bankura to organise EDP training (Batch-1) at RSETI, Bankura for the 35 (thirty five) participants mentioned in the list annexed with the letter from the Chairperson, Bankura (copy placed on the cp side marked 'X'). Approval may be accorded for the Batch-1.
- (2) The date for commencement and completion of training is to be finalised with RSETI, Bankura and communicate to SMMU.
- (3) The attendance of the trainees is to be ensured by the CMMU.
- (4) RSETI to maintain the daily attendance of the trainees and submit the attendance report duly certified to the SMMU for further processing.
- (5) RSETI will raise the claim for the training with the SMMU through the CMMU.
- (6) Payment will be made directly to the account of RSETI and charged under activity EST&P of DAY-NULM.
- (7) Total cost for the training is budgeted at ₹ 66,612 (₹ sixty six thousand six hundred & twelve) only.

Director

AMD (JC)

Chairman
AMD 30/08/19

Def 30/8/19

S. Baingy Saha
Chairman
07/09/19

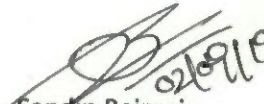
1. The Midnapur, kalna and Burdwan ULB has submitted a letter relating to the EDP training at RSETIs.
2. There are 35 participants in a batch of training. The total cost for 6 days non residential training is Rs.66612/- (Sixty Six thousand Six hundred twelve only).
3. The CMMU will ensure the regular attendance of the participants.
4. The RSETI will claim for the training with the SMMU through the CMMU.
5. The CMMU will finalise the date for commencement and completion of training with RSETI, Bankura and communicate to SMMU.

The ULB wise details are given below;

Sl.No	Name of the ULB	Memo no & Date	No. of Participants	Name of the RSETI	No of Batches	Cost Per batch	Total cost
1	Midnapur	1368/NULM dated 31/08/2019	80	Paschim Midnapur	2	₹ 66612/-	₹ 133224/-
2	Kalna	ULM/125/KM/2019 dated 20/08/2019	35	Burdwan	1	₹ 66612/-	₹ 66612/-
3	Burdwan	437/NULM/XII-6 dated 28/08/2019	140	Burdwan	4	₹ 66612/-	₹ 266448

We may request the aforesaid RSETIs to conduct the training programme for the listed participants. The draft letter is placed for your kind perusal and approval.

AMD, NULM


Sandip Bairagi
SMM (FI&ME)

- (1) We have received 3 (three) separate proposals from Midnapore Municipality, Kalna Municipality & Burdwan Municipality to organize EDP trainings at the RSETI located in the respective Districts.
- (2) The date for commencement and completion of training is to be finalised with RSETI and communicate to SMMU.
- (3) The attendance of the trainees is to be ensured by the CMMU.
- (4) RSETI to maintain the daily attendance of the trainees and submit the attendance report duly certified to the SMMU for further processing.
- (5) RSETI will raise the claim for the training with the SMMU through the CMMU.
- (6) Payment will be made directly to the account of RSETI and charged under activity EST&P of DAY-NULM.
- (7) The total cost for the training per batch is budgeted at ₹ 66,612 (₹ sixty six thousand six hundred & twelve) only.

The ULB-wise budget noted in the table below may kindly be approved.

Sl. No.	ULB	EDP Training Batches plan	Total estimated cost
1.	Midnapore Municipality	2	₹ 1,33,224
2.	Kalna Municipality	1	₹ 66,612
3.	Burdwan Municipality	4	₹ 2,66,448

25

Ask UCBs to provide credit linkage
and details of the proposed trainees.

Date 4/9

ASD

S. Barick
SMM

Shankha
04-09-19

We have already engaged RSETI of 19 district of this state to impart 6 days Entrepreneurship Development Programme (EDP) for the beneficiaries who have linked with bank credit linkage under NULM. But it is observed that the RSETIs are situated far from the ULBs. As a result in most of the cases the beneficiaries who are engaged with different economic activities are not revealing their willingness to attend the training.

Secondly, The Bank has already disbursed loan to more than 16000 beneficiaries (SEP-I, SEP-G and SHGs). Therefore, to impart EDP training to all beneficiaries at ULB level we need to engage well reputed organisation.

We (AMD, NULM and SMM, FI&ME) visited the office of the Director, Micro Small & Medium Enterprises (MSME) for discussing the EDP training at ULB level. Accordingly they have submitted a proposal vide memo no 1429/MSME/Kol/IMT/TP/2019-20 dated 03/09/2019 relating to Three days EDP training. The details of the EDP training are as follows;

1	No of trainees Per Batch	25-30
2	Training Module to be covered	
	a) No. Of Session	5 Session Per day (10 session for two days)
	b) Field Visit	1 day for at least two MSME units (Service & Manufacturing)
	c) During of Session	1 hour each
	d) MSME-DI Will provide	I. Faculty support II. Course materials (In Bengali) III. Training Certificate
	e) Course to be covered	Business Planning and strategy, Project guidance, Setting up of Business, Achievement motivation, Business Skill Development, Market information / marketing, Business Accounting, Maintenance of various register and inputs on GST information, State and Central Govt. MSME Schemes, Low cost technology and packaging and various statutory needs for business.
3	Fund Requirement for each Entrepreneurship Development training (following heads are indicative and subjected to interchange keeping the total fund intact)	
	a) Honorarium for 10 Session	₹10,000/-
	b) Course Materials	₹ 5,000/-
	c) Cost of field visit (hiring of transport)	₹ 7,000/-
	d) Banner, stationery, Certificate	₹ 4000/-
	e) TA for faculty or coordination	₹ 4,000/-
	f) Govt. Charges (" other receipts") @ 25% of each programme	₹ 10,000/-
	Total	₹ 40,000/-

The ULBs have to arrange the logistic supports which are as follows;

1	Venue	One
2	Training Hall	Two training Hall (Adjacent to each other)
3	Projector	Two LCD Projector
4	Refreshment for the trainers	₹ 150/- (Tea , Biscuit and lunch) per trainee per day
5	Travelling Allowances	₹ 60/- for three days

Therefore, the total cost per Batch (30 trainees) of training is as follows;

1	Total amount to be paid to MSME	₹ 40000/-
2	Refreshment for the trainees to be paid to ULBs	30* ₹ 150/- *3 = ₹ 13500/-
3	Travelling allowances for the trainees	30* ₹ 60/- = ₹ 1800/-
	Total Cost per batch	₹ 55300/-

Therefore, for 3 days (10 Session/10 hours and one day field visit) modules we have to pay ₹ 40000/- (Forty thousand) to MSME Development Institute.

The ULB has to provide the logistic support like venue, training hall (adjacent to each other), LCD projectors and refreshment for the trainees. For logistic support we have to pay ₹15300/- (Fifteen thousand Three hundred) only to the concern ULBs.

Therefore, the total cost of a batch (30 Participants) of 3 (three) days general EDP training is ₹ 55300/- (Fifty Five thousand Three hundred) only.

We will impart General Entrepreneurship Development Programme to those beneficiaries (SHG, SEP-I and SEP-G) of NULM who have linked with bank loan and engaged with economic activities.

The proposal is submitted for your kind perusal and approval.

AMD, NULM


 Sandip Bairagi
 SMM (FI & ME)


As per the directive of the authority the ULBs (Midnapur, Kalna and Burdwan) have submitted the credit linkage details of participants of EDP. The ULB wise list is placed in the CP side.

The ULB wise details are given below;

Sl.No	Name of the ULB	Memo no & Date	No. of Participants	Name of the RSETI	No of Batches	Cost Per batch	Total cost
1	Midnapur	1368/NULM dated 31/08/2019	80	Paschim Midnapur	2	₹ 66612/-	₹ 133224/-
2	Kalna	ULM/125/K.M/2019 dated 20/08/2019	35	Burdwan	1	₹ 66612/-	₹ 66612/-
3	Burdwan	437/NULM/XII-6 dated 28/08/2019	70	Burdwan	2	₹ 66612/-	₹ 133224/-

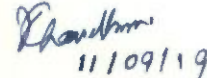
We may request the aforesaid RSETIs to conduct the training programme for the listed participants. The draft letter is placed for your kind perusal and signature, if approved.

AMD, NULM


Sandip Bairagi
SMM (FI&ME)

Swing of drafts at pg - 25/N.


The status of credit linkage for the proposed EDP training at Midnapur, Kalna & Burdwan placed on the cp side may be seen. Approval to proposal at pg - 24/N may be approved.


Chandan
11/09/19

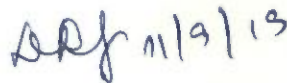
Director

~~AMD (IC)~~

S. Banerjee SMM


Chandan
4/09/19

As prepared.


11/09/19

We have already engaged RSETI of 19 district of this state to impart 6 days Entrepreneurship Development Programme (EDP) for the beneficiaries who have linked with bank credit lineage under NULM. But it is observed that the RSETIs are situated far from the ULBs. As a result in most of the cases the beneficiaries who are engaged with different economic activities are not revealing their willingness to attend the training.

Secondly, The Bank has already disbursed loan to more than 16000 beneficiaries (SEP-I, SEP-G and SHGs). Therefore, to impart EDP training to all beneficiaries at ULB level we need to engage well reputed organisation.

We (AMD, NULM and SMM, FI&ME) visited the office of the Director, Micro Small & Medium Enterprises (MSME) for discussing the EDP training at ULB level. Accordingly they have submitted a proposal vide memo no 1429/MSME/Kol/IMT/TP/2019-20 dated 03/09/2019 relating to Three days EDP training. The details of the EDP training are as follows;

1	No of trainees Per Batch	25-30
	Training Module to be covered	
	a) No. Of Session	5 Session Per day (10 session for two days)
	b) Field Visit	1 day for at least two MSME units (Service & Manufacturing)
	c) During of Session	1 hour each
2	d) MSME-DI Will provide	I. Faculty support II. Course materials (In Bengali) III. Training Certificate
	e) Course to be covered	Business Planning and strategy, Project guidance, Setting up of Business, Achievement motivation, Business Skill Development, Market information / marketing, Business Accounting, Maintenance of various register and inputs on GST information, State and Central Govt. MSME Schemes, Low cost technology and packaging and various statutory needs for business.
3	Fund Requirement for each Entrepreneurship Development training (following heads are indicative and subjected to interchange keeping the total fund intact)	
	a) Honorarium for 10 Session	₹10,000/-
	b) Course Materials	₹ 5,000/-
	c) Cost of field visit (hiring of transport)	₹ 7,000/-
	d) Banner, stationery, Certificate	₹ 4000/-
	e) TA for faculty or coordination	₹ 4,000/-
	f) Govt. Charges (" other receipts") @ 25% of each programme	₹ 10,000/-
	Total	₹ 40,000/-

The ULBs have to arrange the logistic supports which are as follows;

1	Venue	One
2	Training Hall	Two training Hall (Adjacent to each other)
3	Projector	Two LCD Projector
4	Refreshment for the trainees	₹ 150/- (Tea , Biscuit and lunch) per trainee per day
5	Travelling Allowances	₹ 60/- for three days

Therefore, the total cost per Batch (30 trainees) of training is as follows;

1	Total amount to be paid to MSME	₹ 40000/-
2	Refreshment for the trainees to be paid to ULBs	30* ₹ 150/- *3 = ₹ 13500/-
3	Travelling allowances for the trainees	30* ₹ 60/- = ₹ 1800/-
	Total Cost per batch	₹ 55300/-

Therefore, for 3 days (10 Session/10 hours and one day field visit) modules we have to pay ₹ 40000/- (Forty thousand) to MSME Development Institute.

The ULB has to provide the logistic support like venue, training hall (adjacent to each other), LCD projectors and refreshment for the trainees. For logistic support we have to pay ₹15300/- (Fifteen thousand Three hundred) only to the concern ULBs. *A contingency cost of Rs-5000/- per batch may be given to the ULB.*

Therefore, the total cost of a batch (30 Participants) of 3 (three) days general EDP training is ₹ ~~60300/-~~ ^{Sixty} ~~thousand~~ Three hundred) only.

We will impart General Entrepreneurship Development Programme to those beneficiaries (SHG, SEP-I and SEP-G) of NULM who have linked with bank loan and engaged with economic activities.

The proposal is submitted for your kind perusal and approval.

AMD, NULM

Notes at page-27-28/N.

Sandip Bairagi
20/9/19
SMM (FI & ME)

We met the Director, MSME for a discussion to collaborate in EDP trainings at the ULB level. Subsequent to the discussion, we have received a proposal for training from MSME, GOI. The copy of the proposal placed on the cp side and also explained in the note at page-27/N (marked 'A'). The training proposed is for 3 (three) days. The 1st 2 (two) days is for class room teaching with 5 (five) sessions per day and total of 10 (ten) sessions in 2 (two) days. The 3rd day is a field visit. The estimated cost per batch for 25 – 30 participants payable to MSME is ₹ 40,000. This is exclusive of the training logistics viz. venue, training halls, projector, refreshment for the trainees and travelling allowance. A contingent expenditure of ₹ 5000 per batch may also be provided. The per batch cost for 30 trainees on account of logistics is ₹ 20,300 including contingent expenditure (Break up mentioned at 'B' page-27/N).

The EDP training is to be organized with the individual/ SHG members having received credit linkage under the programme. Engagement with MSME for EDP training would be in addition to the EDP trainings currently being carried out at RSETI in 19 Districts. Given the assess training load we may be permitted to also engaged with MSME for the EDP trainings.

This may kindly be approved.

Director

Handwritten signature
AMD 18/09/19

'X' - may be approved.

Pr. Secretary
UD K MA Deptt.

U.O. No. SUDA-495

Dated 20/9/19

File No. SUDA-76/2017

Will this additional training not be a repetition of what is being imparted by RSETI?
SEP 20/9/19
Handwritten signature
22/10/2019

Director, SUDA

AMD(SC)

May pl clarify.

Ref 26/9/19

Query of Principal Secretary prepage.

The training to be given by the MSME-Development Initiative is not be an additional training but would only increase the number of batches that can be imparted with the EDP training along with the batches being carried out by the RSETI.

Director, SUDA

In view of above 'X' prepage may be approved.

Chaudhary
AMD 26.09.19

Ref 27/9/19

Pr. Secretary
UD & MA Deptt.

U.O. No. SUDA 5-9

Dated 01.10.19

File No. SUDA-76/2017

Director, SUDA

Ref 1/10/19.

Ref 16/10/19

AMD(SC)

S. Baingri S.M.

Chaudhary
16/10/19

NOTE SHEET



The SMMU has decided to impart the EDP for the beneficiaries under NULM who are credit linked and engaged with some economic activities. The listed ULBs have submitted proposal for aforesaid training. The SMMU has engaged two training providers namely RSETI and MEME-DI for imparting training. The ULB wise details are as follows;

Sl.No.	ULB	Training Agency	Number of Participants to be trained	Number of Batches	Memo no & Date	Cost per Batch	Estimated total cost	Remarks
1	Asansol	Burdwan RSETI	140	4	1696-NULM DATED 06/09/2019	66612.00	265268.00	
2	Baidyabati	Hooghly RSETI	36	1	1806/A-45(NULM) DATED 23/09/2019	66612.00	66612.00	The RSETI already started training on 17/10/2019
3	Balurghat	Dakshin Dinajpur RSETI	75	2	1479/G-95 DATED 16/09/2019	66612.00	132634.00	
4	Bansberia	Hooghly RSETI	35	1	2932 DATED 25/09/2019	66612.00	66612.00	
5	Bhadreswar	Hooghly RSETI	26	1	5720 DATED 20/09/2019	66612.00	66612.00	
6	Bishnupur	MSME-DI	69	2	1668/XI-8 DATED 26/09/2019	60300.00	120600.00	
7	Bolpur	Birbhum, RSETI	35	1	1070/BM/NULM/2019-20 Dated 18/09/2019	66612.00	66612.00	
8	Budge Budge	MSME-DI	123	4	1521 DATED 24/09/2019	60300.00	241200.00	
9	Chandernagar	Hooghly RSETI	35	1	NULM/M/2019-20/126 DATED 17/10/2019	66612.00	66612.00	
10	Chandrakona	MSME-DI	17	1	853/Ch.M/NULM/19-20 DATED 19/09/2019	60300.00	60300.00	
11	Contai	Purba Medinipur RSETI	70	2	CM-1816/GEN-169 DATED 21/09/2019	66612.00	132634.00	
12	Cooch Behar	Coochbehar RSETI	39	1	3963/19 DATED 18/09/2019	66612.00	66612.00	
13	Egra	Purba Medinipur RSETI	35	1	579/SUDA-19 DATED 25/09/2019	66612.00	66612.00	
14	Gayespur	North 24 Parganas RSETI	28	1	GM/NULM/202/2019 DATED 24/09/2019	66612.00	66612.00	
15	Halisahar	MSME-DI	8	1	218/G-20 DATED 17/09/2019	60300.00	60300.00	
16	Hooghly Chinsurah	Hooghly RSETI	75	2	4357/NULM DATED 17/09/2019	66612.00	132634.00	
17	Katwa	Burdwan RSETI	46	2	85/NULM/K.M DATED 17/09/2019	66612.00	132634.00	
18	Kharagpur	MSME-DI	70	2	705/k.m DATED 16/09/2019	60300.00	120600.00	
19	Maheshtala	MSME-DI	58	2	433/MM/WBSULM/SEP/131(4) DATED 24/09/2019	60300.00	120600.00	
20	Naihati	MSME-DI	196	6	1355/NM DATED 21/09/2019	60300.00	361800.00	
21	New Barrackpur	MSME-DI	35	1	NBM/1765/19 DATED 17/09/2019	60300.00	60300.00	

NOTE SHEET

SUDA

Sl.No.	ULB	Training Agency	Number of Participants to be trained	Number of Batches	Memo no & Date	Cost per Batch	Estimated total cost	Remarks
22	Purulia	Purulua RSETI	105	4	2043 DATED 26/10/19 AND 2105 DATED 08/11/2019	66612.00	265268.00	The RSETI already started training on 17/10/2019
23	Rajpur Sonarpur	South 24 Parganas RSETI	38	1	297/NULM/RSM/19 DATED 30/09/2019	66612.00	66612.00	
24	Ranaghat	MSME-DI	35	1	1922/RM DATED 25/09/2019	60300.00	60300.00	
25	Suri	MSME-DI	153	5	2840/sm DATED 23/10/2019	60300.00	301500.00	
26	Tamralipta	MSME-DI	55	2	684 DATED 17/09/2019	60300.00	120600.00	
27	Tarakeswar	MSME-DI	16	2	TM/DAY-NULM-19/EDP/1 DATED 20/09/2019	60300.00	120600.00	
28	Uttarpara Kotrung	MSME-DI	10	1	1/3710 DATED 23/09/2019	60300.00	60300.00	
29	Bankura	Bankura RSETI	70	2		66612.00	132634.00	
30	Ghatal	MSME-DI	153	5	264/DAY-NULM/GLT-19 DATED 23/09/2019	60300.00	301500.00	
Total			1886	62			3901059.00	

The RSETIs of different district will conduct EDP training for 16 ULBs. On the other hand there are some ULBs where the distance is too far from RSETIs. In these cases the Director, MSME-DI will send the faculty at the ULB for impart training.

We may approve the proposals of 30 ULBs.

The draft letter is placed for your kind perusal and Signature, if approved.


Sandip Bairagi
SMM (FI&ME)

~~AMD
NULM~~

- (1) We have received 30 (thirty) separate proposals from ULBs to organize EDP trainings by the RSETI/ MSME-DI located in the respective Districts.
 - (2) The date for commencement and completion of training is to be finalised with RSETI/ MSME-DI and communicate to SMMU.
 - (3) The attendance of the trainees is to be ensured by the CMMU.
 - (4) RSETI/ MSME-DI to maintain the daily attendance of the trainees and submit the attendance report duly certified to the SMMU for further processing.
 - (5) RSETI/ MSME-DI will raise the claim for the training with the SMMU through the CMMU.
 - (6) Payment will be made directly to the account of RSETI/ MSME-DI and charged under activity EST&P of DAY-NULM.
 - (7) The total cost for the training per batch is budgeted at ₹ 66,612 (₹ Sixty Six thousand Six hundred & Twelve) only for RSETI and ₹ 60300 (₹ Sixty thousand Three hundred) only for MSME-DI.
- The ULB-wise budget noted at page-30-31/N aggregating to ₹ 39,01,059 (₹ Thirty Nine lakh One thousand & Fifty Nine) only.

The proposed training may be approved with the rider that only individuals/ SHGs credit linked are to be nominated for the training.

Director

Thandran
11/11/19
AMD

Before going for any new EDP training by RSETI, we need to assess impact of these training so far under taken. May discuss in the monthly meeting.

Also ~~pls~~ MSME-DI be requested to provide with the training module of the proposed EDP training for our understanding.

AMD (NULM)

sdp 15/11/19

As per the directive of the authority the RSETIEs of five districts have completed 13 Batches of General EDP training. The ULB wise details are as follows;

SL.No.	ULB	Memo No and Date	Name of the RSETI	Number of Participants	Training Period		Training time (hour per day)	Per hour Cost	Cost per Participants per Day	Total Cost	Travelling Cost (Rs.50/- Per day)	Fund to be released
					Start Date	End Date						
1	Bankura (NSP - 23)	RSETI/GEN/19-20/110 dated 06/01/2020	United Bank Shamayita Math RUDSETI	30	06-11-2019	12-11-2019	8	33.40	267.20	48096	0	48096
2	Baidyabati (E-file -NSP - 02)	RSETI/MICS/EDP/SUDA/28/19-20 date 13/11/2019	UCO RSETI	24	17-10-2019	23-10-2019	8	33.40	267.20	38477	7200	45677
3	Medinipur (NSP - 26)	RSETI/DEBRA/DAY-NULM/19-20/105 dated 30/09/2019	Allahabad Bank RSETI	64 (Two Batches 34+30)	17-09-2019	23-09-2019	8	33.40	267.20	102605	0	102605
4	Purulia (NSP - 21)	RSETI/SULM/168/31/19-20 dated 23/12/2019	United Bank of India RSETI	30	04-11-2019	09-11-2019	8	33.40	267.20	48096	8950	57046
5	Purulia (E-file -NSP - 02)	RSETI/SULM/169/32/19-20 dated 23/12/2019	United Bank of India RSETI	35	11-11-2019	16-11-2019	8	33.40	267.20	56112	10500	66612
6	Purulia (E-file -NSP - 03)	RSETI/SULM/164/17/19-20 dated 07/09/2020	United Bank of India RSETI	34	26-08-2019	31-08-2019	8	33.40	267.20	54509	10200	64709
7	Kalyani (NSP - 21)	SBIRSETI/2019-20/144 dated 03/09/2019	RSETI Nadia	69 (Two Batches 34+35)	26/08/2019 and 16/09/2019	31/08/2019 and 21/09/2019	8	33.40	267.2	110621	20700	131321
8	Kalyani (NSP - 21)	SBIRSETI/2019-20/246 dated 03/09/2019	RSETI Nadia	30	20-01-2020	25-01-2020	8	33.40	267.2	48096	9000	57096
9	Jalpaiguri (NSP - 20)	RSETI/IAL/2019-32/18/F-SUDA	RSETI Jalpaiguri	29	19-08-2019	24-08-2019	8	33.40	267.2	46493	0	46493
10	Hooghly Chinsurah (NSP - 21)	RSETI/MICS/EDP/SUDA/27/19-20 date 13/11/2019	RSETI Hooghly	20	02-09-2019	07-09-2019	8	33.40	267.2	32064	5550	37614
11	Serampore (E-file -NSP - 03)	RSETI/MICS/EDP/SUDA/29/19-20 date 13/11/2019	RSETI Hooghly	27	14-11-2019	20-11-2019	8	33.40	267.2	43286.4	7850	51136.4
Total				392								708404

In 13 Batches 392 members of SHGs who have engaged with different economic activities have been completed EDP training successfully. The approved note sheet numbers are mentioned in the in the above table.

The RSETIs have submitted the bills for EDP training (enclosed in the CP Side)

We may release the amount of Rs. 708404/- directly to the bank account of the RSETIs, if approved.

As per the directive of the authority the RSETIEs of five districts have completed 13 Batches of General EDP training. The ULB wise details are as follows;

Sl.No.	ULB	Memo No and Date	Name of the RSETI	Number of Participants	Training Period		Training time (hour per day)	Per hour Cost	Cost per Participants per Day	Total Cost	Travelling Cost (Rs.50/- Per day)	Fund to be released
					Start Date	End Date						
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3	Medinipur (NSP - 26)	RSETI/DEBRA/DAY-NULM/19-20/105 date 30/09/2019	Allahabad Bank RSETI	64 (Two Batches 34+30)	17-09-2019	23-09-2019	8	33.40	267.20	102605	0	102605
4	Purulia (NSP - 21)	RSETI/SULM/168/31/19-20 dated 23/12/2019	United Bank of India RSETI	30	04-11-2019	09-11-2019	8	33.40	267.20	48096	8950	57046
5	Purulia (E-file/NSP - 02)	RSETI/SULM/169/32/19-20 dated 23/12/2019	United Bank of India RSETI	35	11-11-2019	16-11-2019	8	33.40	267.20	56112	10500	66612
6	Purulia (E-file/NSP - 03)	RSETI/SULM/164/17/19-20 dated 07/09/2020	United Bank of India RSETI	34	26-08-2019	31-08-2019	8	33.40	267.20	54509	10200	64709
7	Kalyani (NSP - 21)	SBIRSETI/2019-20/144 dated 03/09/2019	RSETI Nadia	69 (Two Batches 34+35)	26/08/2019 and 16/09/2019	31/08/2019 and 21/09/2019	8	33.40	267.2	110621	20700	131321
8	Kalyani (NSP - 21)	SBIRSETI/2019-20/246 dated 03/09/2019	RSETI Nadia	30	20-01-2020	25-01-2020	8	33.40	267.2	48096	9000	57096
9	Jaipauri (NSP - 20)	RSETI/JAL/2019-32/18/P-SUDA	RSETI Jaipauri	29	19-08-2019	24-08-2019	8	33.40	267.2	46493	0	46493
10	Hooghly Chin surah (NSP - 21)	RSETI/MICS/EDP/SUDA/27/19-20 date 13/11/2019	RSETI Hooghly	20	02-09-2019	07-09-2019	8	33.40	267.2	32064	5550	37614
11	Serampore (E-file/NSP - 03)	RSETI/MICS/EDP/SUDA/29/19-20 date 13/11/2019	RSETI Hooghly	27	14-11-2019	20-11-2019	8	33.40	267.2	43286.4	7850	51136
Total				392								708404

In 13 Batches 392 members of SHGs who have engaged with different economic activities have been completed EDP training successfully. The approved note sheet numbers are mentioned in the in the above table.

The RSETIs have submitted the bills for EDP training (enclosed in the CP Side)

We may release the amount of Rs. 708404/- directly to the bank account of the RSETIs, if approved.

AMD
NULM.

12/03/2020

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NOTE SHEET

SUDA

Notes page-33/N.

The print out of the entire e-file vide no.SUDA-14012(13)/2/2019-NULM placed on the cp side. The training has since been approved by the Hon'ble MIC, UD & MA Department at Note#13.

Now we may consider to release the payment for 13 (thirteen) batches where it 392 members of SHGs have been trained. Total training cost of Rs.7,08,404 may be paid directly to the Bank Account of RSETI.

~~Director~~

~~Chairman~~
AMD 12/03/2020

Approval of this training programme at flag 'X'.

Y - above may kindly be approved.

Def 12/3/20

~~Pr. Secretary~~
~~UD & MA Dept.~~

U.O. No. SUDA 655

Dated 18.03.20

File No. SUDA-76/2017

Director, SUDA Y-Yes.

we physical

Yes why are returning to file?

~~Chairman~~
13/11/2020

Pl. see the note

16.03.2020.

~~AMD (NULM)~~

To

Reano proca

~~Chairman~~
16.03.2020

Acet(P)

Please proceed for release of payment

Y to me -
18.03.20



NOTE SHEET



As per notes and orders at NSP-30 to 33 and prepage

To enable his section for release of payment in favour of RSETI for conducting EDP training, concerned agency / agencies may be requested to provide copy of PAN, GSTIN alongwith Income Tax / GST exemption certificate, if any.

Placed for consideration please.

Finance Officer

19-03-2020

S. Bairagi

Please. take n/a.

19/03/20

*Deputed with accountant (Programme)
Please release fund to respective RSETIs.*

*FO
SUDA.*

16/04/2020

Acct(1)

For n/a please.

17.04.20.

As per notes and orders at NSP-33, 34 and prepage

As approved, to release the fund towards re-imburement of EDP training cost under EST & P - NULM in favour of 11 nos. of beneficiaries as detailed at NSP-33, a transfer advice amounting to Rs.7,08,138/- (Rupees Seven Lakh Eight Thousand One Hundred Thirty Eight) only is prepared and placed herewith for signature of Finance Officers, SUDA please for onward transmission to State Bank of India, Salt Lake, Sector-I branch for electronic transfer of fund.

Pay orders endorsed on the body of the invoices are for signature of Finance Officer, SUDA please.

Finance Officer

~~(CPAS)~~

~~12-04-2020~~

17.04.20
20/4/2020