

## **FAQs for Training Centre Re-opening under STT component of PMKVY 2.0 (CSCM)**

**Issued on 24<sup>th</sup> September 2020**

- **How to update batch start date of new batches to resume training in Skill India Portal?**

In case of new batches i.e. where training is yet to start, batch start date has been updated as 20<sup>th</sup> Oct 2020. Training Centre (TC) can edit the batch start date as per convenience. If TC does not modify the start date by 20<sup>th</sup> Oct, batch will auto-start.

- **How to update batch end date of new batches in Skill India Portal after training centre reopening?**

Batch end date of new batches will be auto updated depending on chosen batch start date and no. of QP hours and training hours per day.

- **How to update batch start date of ongoing batches to resume training in Skill India Portal?**

In case of ongoing batches i.e. where training was stalled due to COVID, batch start date is predefined by TC. It need not be changed. Batch start date of ongoing batches i.e. batches which started on or before 17<sup>th</sup> March 2020 cannot be modified.

- **How to update batch end date of ongoing batches in Skill India Portal after TC reopening?**

Batch end date of ongoing batches will be auto updated depending on the remaining days of training completion. For ongoing batches, COVID duration will be added to the actual batch end date. Accordingly, assessment date will also be updated.

- **What is the process to edit batch end date in Skill India Portal after Training Center (TC) reopening?**

For both new and ongoing batches, TC will be able to edit the batch end date until 1 day prior to the scheduled batch end date.

- **How to manage batch end date in Skill India Portal if district is declared containment zone or state has not permitted training centre reopening?**

Training centres can extend batch end date several times in Skill India Portal till 1 day prior to scheduled batch end date.

- **How to update batch end date for ongoing batches in SDMS portal?**

Batch end date of ongoing batches in SDMS will be auto updated based on remaining batch duration plus 30 days.

- **What is the process to edit batch end date and assessment date in SDMS after TC reopening?**

There is no provision to edit revised batch end date in SDMS. Concerned SSC may change batch assessment date 7 days prior to scheduled assessment date.

- **Is there any need to obtain letter issued by state officials/DM/DC/local authorities for reopening training centre (TC)?**

TCs are advised to stay alert about the local norms and adhere to all advisories/guidelines issued by competent administrative authorities from time to time and comply accordingly.

- **What will be system of maintaining and tracking attendance after Training Center (TC) reopening?**

- MoHFW Standard Operating Procedure (SOP) dated 8<sup>th</sup> Sep 2020 (<https://www.mohfw.gov.in/pdf/FinalSOPonSkillinstitutions&PGinstitutes08092020.pdf>) clause 4.4 states '*Instead of biometric attendance alternate arrangements for contactless attendance may be made*'. In line with same Aadhar Enabled Biometric Attendance System (AEBAS) has been made non mandatory. TC should maintain manual attendance along with CCTV footage, date -time stamp photos for batches. These can be checked through physical or virtual monitoring.

- **During lockdown some batches which commenced prior to lockdown could not complete their 70% attendance criteria and hence got auto cancelled. Will the batches resume post lockdown?**

Batches cancelled prior to lockdown owing to AEBAS non-compliance shall not be reinstated.

- **Will the time duration extend for T1 compliance in AEBAS?**

MoHFW Standard Operating Procedure (SOP) dated 8<sup>th</sup> Sep 2020 (<https://www.mohfw.gov.in/pdf/FinalSOPonSkillinstitutions&PGinstitutes08092020.pdf>) clause 4.4 states '*Instead of biometric attendance alternate arrangements for contactless attendance may be made*'. In line with same Aadhar Enabled Biometric Attendance System (AEBAS) has been made non-mandatory. Until further directive AEBAS criteria has been de-linked to T1.

- **When will T1 be initiated for AEBAS exempted batches?**

T1 for AEBAS exempted batches would be initiated on 21<sup>st</sup> day from batch start day.

- **How to send organization on-boarding form post lockdown?**

Till the situation normalizes all the on-boarding forms shall be sent online on [aebashelpdesk@nsdcindia.org](mailto:aebashelpdesk@nsdcindia.org). Kindly ensure that the onboarding form is signed and scanned. You shall receive the username credentials in 3-5 working days.

(Note: Team will conditionally process the on-boarding as of now. New TCs must send the hardcopy of the form once the lockdown is called off. Failing to do so might result in temporary de-activation of your skill attendance portal.)

- **How will the Training Center (TC) activate new biometric devices post lockdown for marking attendance?**

As per the Ministry of Health & Family Welfare guidelines, biometric attendance (AEBAS) has been made non-mandatory. However, TCs can download the latest version of BAS software from the link mentioned below:

<https://basreports.attendance.gov.in/downloads/?portal=paidunibas>

- **Many batches have been cancelled or had lower enrolment at TCs due to COVID leaving TPs with surplus books as well as induction kit even after distributing to enrolled candidates. What should TPs do with unused induction kits and books?**

TPs need to store these surplus books / induction kit at their centres, to be used for future enrolled batches subject to target allocation. Procurement of kits/books in future is subject to utilization of current un-used stock only.

- **What will happen to the order of induction kits pending at vendor's end?**

All such pending orders will be cancelled on KITS portal. TCs need to place fresh order of induction kits on KITS portal basis current ongoing training only. Also, any procurement of kits is subject to utilization of current un-used stock only.

- **The scheduled assessment of the batch could not be conducted due to the COVID lockdown advisory. What is the next step?**

All stakeholders (TP/TC/SSC/AA/SSDMs) associated with PMKVY 2016-2020 are requested not to attempt any action/changes on the SIP portal with respect to change of batch dates. All the batch dates and subsequent assessment dates will be auto pushed to accommodate the lost time during the lockdown automatically. All the changes will be done in accordance

with the instructions and directions by Ministry of Skill Development and Entrepreneurship (MSDE). A detailed set of instructions will be shared shortly for the same.

- **During the lockdown period, for newly enrolled batches the SSC could not assign the Assessment Agency. What is the next step?**

All stakeholders (TP/TC/SSC/AA) associated with PMKVY 2016-2020 are requested not to attempt any action/changes on the Skill India portal with respect to change of batch dates. SSC would be able to assign Assessment Agency (AA) once the assessment dates are auto pushed. A detailed set of instructions will be shared shortly for the same.

- **After receiving result of assessed batch, TC could not apply for reassessment within 15 days. Please suggest way forward.**

The provision of applying the reassessment batches affected due to lockdown period shall be created in the SIP. A specific window shall be created to apply for re-assessment which were impacted due to COVID. Detailed instructions for the process to be released in due course of time.

- **What will be the process of Assessment Agency/ Assessor change for the batches affected due to lockdown?**

All stakeholders (TP/TC/SSC/AA) associated with PMKVY 2016-2020 are requested not to attempt any action/changes on the SIP portal with respect to change of batch dates. SSC would be able to assign/change the assessor/assessment agency once the assessment dates are auto pushed. A detailed set of instructions will be shared shortly for the same.

- **Within how many days of conduct of assessment result shall be declared?**

As per the standard protocols, SSC will ensure that the assessment result is declared within 10 working days of conduct of assessment as per the revised dates.

- **Is AEBAS enabled attendance of the candidates on the day of assessment mandatory in the COVID Scenario?**

AEBAS is non mandatory on day of assessment for candidates. However, assessor through assessor app will mark manual attendance of all candidates after successful verification of candidate photo id.

- **What are the specific safety measures to be followed during the assessment process?**

For ensuring safety guidelines during the assessment process TP/TC may follow guidelines as issued by Ministry of Health & Family Welfare on COVID safety measures: <https://www.mohfw.gov.in/pdf/FinalSOPonSkillinstitutions&PGinstitutes08092020.pdf>.

Further TP/TC may refer and adhere to PMKVY STT training centres reopening – detailed guidelines & SOP published on PMKVY website

[http://pmkvyofficial.org/App\\_Documents/News/PMKVY-STT-Training-Centers-Reopening-Guidelines\\_SOPs-11-Sep-20.pdf](http://pmkvyofficial.org/App_Documents/News/PMKVY-STT-Training-Centers-Reopening-Guidelines_SOPs-11-Sep-20.pdf)

- **If the student is absent due to COVID illness and wants to apply for reassessment, is the TC required to pay his/her reassessment fee?**

There are no specific changes in the process of reassessment fees as of now. The scheme allows one-time provision of re-assessment for the failed and not appeared candidates.

- **What about reporting placement of batches which got certified just before lockdown?**

In SDMS, placement records can be uploaded now. In Skill India Portal, the Placement portal will be opened shortly for placement record upload for all batches.

- **What about candidates who have been rejected during Desk Verification (DV) from batches which were eligible for DV and their 10 days of edit period has exceeded?**

10 days grace period of rectifying the candidate record will be given in SDMS.

- **What about uploading Placement data on Skill India Portal?**

Placement Module in Skill India Portal has been launched and will be opened shortly for uploading all placement data for all certified batches.

- **Will the surprise monitoring inspection be Physical or Virtual?**

It can be either physical or virtual depending upon the zone in which the Training Centre is located.

- **Will Monitoring inspections follow COVID guidelines at the Training centre?**

The general COVID guidelines issued by Ministry of Health & Family Welfare must always be followed by all the Training Centre locations and same will be monitored during inspections.

- **Considering COVID situation will there be any relaxation in the parameters monitored during a physical/virtual verification inspection?**

Monitoring related to AEBAS attendance will be exempted until further directive

- **What is TC Self-Assessment/Virtual Verification App and how does it work/function?**

PMKVY Monitoring team has introduced 'TC self-Assessment' Mobile Application through which a random mobile push notification will be sent to the Training Centre (TC)/location SPOCs for them to initiate and complete their respective 'Self-Assessment' of the training location/centre. The push notification may be sent anytime within training hours as declared by Training Partner (TP)/PIA on the Skill India Portal (SIP). The mobile application (App) provides an array of objective parameters to be captured to complete the TC Self-Assessment.

This mobile App (available in Play store, iOS) needs to be downloaded by the TC/location SPOCs on their mobile phones (mobile numbers as provided in SIP/SDMS). Links for downloading TC Self-Assessment App on mobile:

IOS: [itms-apps://itunes.apple.com/app/id1196090587](https://itunes.apple.com/app/id1196090587)<sup>1</sup>

Android: <https://play.google.com/store/apps/details?id=com.senpiper.nsd>

- **Will Pre-COVID monitoring directions be applicable in scenarios of closure of training or any deviation of training schedules?**

Yes, training partner/centre must inform NSDC monitoring & business team regarding any change in the training schedule. In case the information is not shared in advance and monitoring inspection is conducted on the same day, action shall be taken against the discrepant training centre/partner as per the approved penalty grid.

---

<sup>1</sup>Please treat this document as referential only. If your query is unanswered, kindly reach out to us at [PMUPMKVY2.0@nsdcindia.org](mailto:PMUPMKVY2.0@nsdcindia.org). FAQs shall be updated at regular interval, based on queries received from Training Partners. Kindly keep on visiting notices sections for next version of updated FAQs.