

Eastern Railway
(Personnel Department)
17 N. S. Road,
Kolkata - 700 001

Serial Circular No. 127/2016

No. E. 1216/0/Disable Act

Kolkata, Dated: 14/10/2016

All Concerned

(as per standard list)

Sub: Scheme for implementation of Persons with Disabilities Act
(SIPDA).

Following copy of Railway Board's letter No. 2016/E(LL)/PDA/4 dated 23/08/2016 along with its enclosures on the above noted subject, is forwarded herewith for information and necessary action. SIPDA Scheme is available on the website www.disabilityaffairs.gov.in



(S. Chakraborty)

Sr. Personnel Officer/BGB
For Chief Personnel Officer
Phone No. 24115

Copy of Board's letter No. 2016/E(LL)/PDA/4 dated 23.08.2016 addressed to the General Manager/All Zonal Railways & Pus.

Sub: Scheme for implementation of Persons with Disabilities Act
(SIPDA).

Please find enclosed herewith letter No. 4-2(80)2014-DD-1 dt.28-1-2016 received from Ministry of Social Justice & Empowerment on aforementioned subject for necessary action. SIPDA Scheme is available on the website www.disabilityaffairs.gov.in

Sd/- (D.V.Rao)
Director Establishment/(LL)
Railway Board.

Index No.: 1002 - Scheme for implementation of Persons with Disabilities Act
(SIPDA).

No. 4-2(80)2014-DD-I
Ministry of Social Justice and Empowerment
Department of Empowerment of Persons with Disabilities

Paryavaran Bhawan, CGO Complex,
Lodhi Road, New Delhi-110003

Dated : 28th January, 2016

To

Principal Secretaries / Secretaries
Department of Social Welfare
All States / UTs

Sub. Scheme for Implementation of Persons with Disabilities Act (SIPDA) – forwarding of.

Sir/ Madam

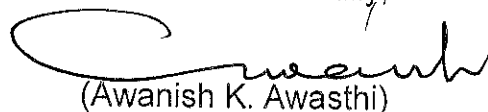
As you are aware, this Ministry has been implementing the Scheme for Implementation of Persons with Disabilities Act, 1995 (SIPDA) for providing financial assistance for undertaking various activities outlined in the PwD Act. The PwD Act, 1995, endorses the rights of Persons with Disabilities for access to education, vocational training, employment, public transport, built environment, information and communication and upholds their independence and dignity. The Ministry has been releasing funds under the Scheme since 1999, based on the procedure / guidelines approved by the Ministry on year to year basis.

2. During the course of implementation of the Scheme, after interaction with the stake-holders, proposals / suggestions were received from various quarters for making the Scheme more effective in achieving its objectives. Considering these aspects, the formulation of the Scheme has been approved by the competent authority and it would come into effect from the date of issue of this letter. A copy of the Scheme is enclosed.

3. It is requested that the Scheme may please be brought to the notice of District Collectors and all concerned including implementing agencies. The Scheme is available on the website of the Department www.disabilityaffairs.gov.in

Encl. As above

Yours faithfully,



(Awanish K. Awasthi)

Joint Secretary to the Govt. of India

Tele : 24369056

Copy, alongwith copy of SIPDA Scheme, to :-

1. Secretary, Department of Empowerment of Persons with Disabilities, New Delhi.
2. Mr. M. Akthar, Member Staff, Railway Board, Rail Bhawan, New Delhi.

3. Shri Arunish Chawla, Joint Secretary (PF-II), Department of Expenditure, Room No.161, North Block, New Delhi.
4. Shri Anshu Prakash, Joint Secretary (PH), Department of Health & FW, Room No. 158-A, Nirman Bhawan, New Delhi.
5. Mr. J. Alam, Joint Secretary (EE), Department of School Education and Literacy, Room No. 217-C, Shastri Bhawan, New Delhi.
6. Shri Praveen Kumar, Joint Secretary, Department of Higher Education, Room No.230-C, Shastri Bhawan, New Delhi.
7. Shri Mukesh Jain, Joint Secretary, Department of Empowerment of Persons with Disabilities, New Delhi.
8. Ms. T.C.A. Kalyani, Joint Secretary & FA, Ministry of Social Justice & Empowerment, Shastri Bhawan, New Delhi.
9. Shri G.Venugopal Reddy, Joint Secretary (Coord), Ministry of Labour & Employment, Room No. 107, Shram Shakti Bhawan, New Delhi.
10. Ms Sudha P. Rao, Chief Economic Adviser, Ministry of Rural Development, Room No.367, Krishi Bhawan, New Delhi.
11. Shri Praveen Prakash, Joint Secretary (Works), Ministry of Urban Development, Room No.140-C, Nirman Bhawan, New Delhi.
12. Shri Niraj Verma, Joint Secretary (Transport), Ministry of Road Transport & Highways, Room No.520, Parivahan Bhawan, New Delhi.
13. Ms. Sarada G. Muraleedharan, Joint Secretary (CB), Ministry of Panchayati Raj, Room No.128, Sardar Patel Bhawan, New Delhi.
14. Dr. M.R. Anand, Senior Adviser, Coordination Division, Department of Electronics & Information Technology, Room No.4004, Electronics Niketan, 6, CGO Complex, New Delhi: 110003.
15. Shri Rajesh Agrawal, Joint Secretary, Ministry of Skill Development and Entrepreneurship, 2nd Floor, Annexe Building, Shivaji Stadium, Shaheed Bhagat Singh Marg, Connaught Place, New Delhi-110 001.
16. Shri Srikara Naik, Advisor, NITI Aayog, Room No. 225, Yojana Bhawan, New Delhi.
17. PS to Hon'ble Minister (SJ&E) / PS to Hon'ble Minister of State (SJ&E – KP) / Sr. PPS to Secretary (DEPwD)/ PS to JS (AKA)

Scheme for Implementation of Persons with Disabilities Act (SIPDA)

Government of India

Ministry of Social Justice & Empowerment

Department of Empowerment of Persons with Disabilities

Scheme for Implementation of Persons with Disabilities Act (SIPDA)

1.0 Introduction:

The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995, is the omnibus legislation that deals with the rights and empowerment of Persons with Disabilities. The enactment of the law has reinforced the commitment of affirmative action and a resolve to empower the Persons with Disabilities and mainstream them in the society. The Act for the first time has legally endorsed their right to access to education and vocational training, employment, public transport and built environment, information and communication, and upholds their independence and dignity. The Act also treats disability as an issue of civil rights rather than a health or welfare issue. It recognizes that the primary issue faced by the Persons with Disabilities is their exclusion from the mainstream activities of the society and hence emphasizes full participation and equal opportunities.

1.01 Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, Government of India, being the nodal Department, administers the PwD Act and facilitates the process of development, integration and empowerment of PwDs and oversees the implementation of the Act.

1.02 Implementation of the provisions of the PwD Act, 1995 is being undertaken with a multi-sectoral collaborative approach and all the related Ministries/ Departments of the Central Government, the State Governments and other appropriate authorities take steps towards effective implementation of various provisions of the Act.

1.03 India is a signatory to United Nations Conventions on Right of Persons with Disabilities (UNCRPD). The Convention was ratified in India in October, 2007 and it came into effect from May, 2008. It casts responsibility on the State Party to streamline their law in line with the Convention. The Convention inter-alia provides for specific measures to ensure accessibility for PwDs to the physical environment, transportation, information and communications including information and communication technologies and systems and to other facilities and services open or provided to the public both in urban and rural areas and also include measures such as identification and elimination of obstacles and barriers to accessibility. It is also obligatory on the part of the State Party to undertake measures for awareness raising, provision for reasonable accommodation i.e., modification and adjustment to ensure PwDs to enjoy their rights on equal basis, to enhance personal mobility such as modification/ retro fitment in vehicles, quality mobility aids/ devices, promoting and facilitating use of Sign language, Braille and other accessible modes of communication, inclusive education, provision for support service to attain and maintain maximum independence of PwDs, enhance employability through skill

development/ vocational/professional rehabilitation. The Convention also envisages obligation on the State Party to appropriate measures to ensure participation of PwDs in cultural life, recreation, leisure and sport activities on an equal basis with others.

1.04 The Scheme for Implementation of the Persons with Disabilities Act, 1995, was encoded in the Ninth Five Year Plan of the Ministry of Social Justice and Empowerment. Ministry has been Implementing the Scheme for Implementation of Persons with Disabilities Act, 1995 (SIPDA) for providing financial assistance for undertaking various activities outlined in the PwD Act. Though the Ministry has been releasing funds under the Scheme since 1999, no formal Scheme has been framed so far. Funds are being released under the Scheme based on the procedure/ guidelines approved by the Ministry on year to year basis.

2.0 Title of the Scheme:

The scheme shall be called the 'Scheme for Implementation of Persons with Disabilities Act' (SIPDA).

3.0 Objective

The main objective of the Scheme is to assist various implementing agencies to take steps with a multi sectoral collaborative approach towards effective implementation of various provisions of the PwD Act.

4.0 Definitions

Definitions of various types disabilities as given in the Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 (PwD Act) and National Trust Act, 1999, as amended from time to time.

5.0 Scope

The Scheme will be implemented through the Implementing Agencies as mentioned in the Scheme. The activities/projects under the scheme shall be implemented and executed by the Implementing Agencies themselves. Agencies will be given financial assistance for various activities mentioned as follows :-

- i) To provide barrier free environment for the persons with disabilities which include access to built environment in schools, colleges, academic and training institutions, offices and public buildings, recreational areas, health centres/hospitals etc. This would include provision for ramps, rails, lifts, adaptation of toilets for wheelchair users, brail signages and auditory signals, tactile flooring, curbing cuts and slopes to be made in pavement for the easy access of wheelchair users, engraving on the surface of zebra crossing for the blind or for persons with low vision, engraving on the edges of railway

platforms for the blind or for low vision and devising appropriate symbols of disability, etc.

- ii) To make Government websites at the Centre/State and District levels accessible to PwDs as per guidelines for Indian Government website issued by NIC and Department of Administrative Reforms and Public Grievances (D/o AR&PG), Government of India, which are available on their website "<http://darpg.nic.in>"
- iii) Skill Development Programme for PwDs.
- iv) To enhance the accessibility of built environment, transport system and information and communication eco-system. The Department has conceptualized the "Accessible India Campaign (Sugamya Bharat Abhiyan)" as a nation-wide flagship campaign for achieving universal accessibility that will enable persons with disabilities to gain access for equal opportunity and live independently and participate fully in all aspects of life in an inclusive society. The campaign will include conduct of accessibility audits and making the public places / infrastructure fully accessible in built-up environment, transportation, eco-system and ICT eco-system.
- v) To support Composite Rehabilitation Centres (CRCs)/ Regional Centres/Outreach Centres and District Disability Rehabilitation Centres (DDRCs) and also to set up new CRCs and DDRCs as and when required.
- vi) To assist State Government to organize camps of issuance of disability certificates.
- vii) To create awareness campaign and sensitization programmes for various stake holders and other Information Education Communication.
- viii) To set up/support resource centres facilitating dissemination of information on disability issues, counseling and providing support services.
- ix) To promote accessibility of libraries, both physical and digital and other knowledge centres.
- x) To promote research and development activities in the field of disability rehabilitation.
- xi) Supporting activities relating to pre-school training for children with disabilities, counseling for the parents, training for care givers, teachers training programme and activities relating to early detection camps for children of age 0-5 years and early intervention.
- xii) To establish early diagnostic and intervention centres at District Headquarters/other places having Government Medical Colleges, with

a view to help hearing impaired infants and young children to acquire necessary skills to get prepared for regular schooling.

- xiii) Grant to the State Governments/UTs for the Offices of State Commissioner for Persons with Disabilities for infrastructure facilities.
- xiv) Construction of special recreation centres for PwDs where the appropriate Governments/local authorities have their own land.
- xv) Support for sporting events at National/State level.
- xvi) Identification and Survey/Universal ID of PwDs.
- xvii) Financial assistance for any other activity specified in the Act for which financial assistance is not being provided/covered by the existing Schemes of the Department.

6.0 Component of Skill Development

6.01 Persons with disabilities in India face many challenges when looking to develop employable skills and in gaining meaningful employment. While India has ratified the United Nations Convention on the Rights of People with disability (UNCRPD), persons with disabilities continue to face many difficulties in the labour market.

6.02 According to census 2011, there are 2.68 Crore Persons with Disabilities (PwDs) in India (1.50 crore male and 1.18 crore female PwDs). Even though, persons with disabilities constitute a significant percentage of the population of India, their need for meaningful employment largely remains unmet, in spite of implementation of "The Persons with Disabilities Act, 1995". In the overall population, the number of disabled is proportionately higher in rural areas, accentuated by general poverty considerations and poor access to health services. The rural disabled are significantly disconnected from skills and markets.

6.03 Improving vocational training and employment opportunities for persons with disabilities is a critical element for enhancing the quality of life for individual with disability, their families, but there are also substantial gains for the broader economy. There are substantial costs to individuals and to society associated with these poor employment outcomes for persons with disabilities. The World Bank considers that leaving persons with disabilities, outside the economy, translates into a foregone GDP of about 5% to 7%. In addition to the individual and family benefits, there is also a strong economic imperative to increased labour force participation which will help to address country's shortage of skilled labour force, while at the same time reducing fiscal pressures associated with welfare dependency.

6.04 The existing Skill Training Landscape for PwDs

- National Skill Development Corporation (NSDC).
- Vocational training courses offered by National Institutes of Department of Empowerment of Persons with Disabilities and its

- affiliate organisations like National Handicapped Finance and Development Corporation (NHFDC), National Trust etc.
- Ministry of Labour and Employment supervising more than 20 Vocational Rehabilitation Centres for Handicapped (VRCHs), more than 10,000 ITIs and more than 1000 Employment Exchanges.
- Technical and Vocational courses, being offered through Community colleges, IITs and Universities, affiliated with Ministry of Human Resources Development.
- NGOs focusing on vocational training and skill development.
- Private sector training organizations: Under the CSR initiative, many organizations have done exemplary work.
- Public Sector Undertakings have also contributed substantially to vocational training of persons with disability.
- National Rural Livelihood Mission of Ministry of Rural Development.
- National Urban Livelihood Mission of Ministry of Urban Development.
- Vocational training / livelihood programs of other Central Govt. Ministries and State Governments.

6.05 The Big Gap

- According to the Census 2011, about 1.34 crores persons with disabilities are in the employable age of 15 to 59 years. About 99 lakh persons with disabilities in the employable age group were non-workers or are marginal workers.
- Persons with disabilities are among the poorest in the population.
- Urgent need to scale up the skill training infrastructure in view of the huge demand- supply gap.
- The training, being offered through various institutions / mechanisms is non-homogenous, lacks quality and is low on employability.
- Very low access of the present training infrastructure to the PwDs in rural areas.
- Low level of involvement of private sector in the skill training of PwDs
- The skill training offered by various ministries/departments to the PwDs is fragmented or overlapping

6.06 There is an imminent need for:

- Quality Vocational Training with high employability.
- Homogenous training curriculum & methodology
- Use of latest technology in training, content generation and monitoring of training.
- Synergistic participation of the Private Sector and NGOs in the training and placement process.
- Targeted optimal use of CSR funds.

6.07 The National Action Plan for Skill Training of PwDs

A National Action Plan for Skilling the Persons with Disabilities has been prepared by the Department of Persons with Disabilities (DEPwD) with the following main components:-

A Project Monitoring Unit (PMU) to be set up in the Department of Empowerment of Persons with Disabilities. The PMU would have the following components :

- Training need assessment unit
- Content Generation unit
- Training Monitoring and Certification unit
- Employer Connect unit
- IT Unit to provide support for creation of E-learning modules, monitoring of training, E-certification and training centres / creation and maintenance of a job portal.

6.08 The vocational / skill training would be provided by a network of skill training providers led by NGOs, private training institutions and Public Sector/Govt. Sector training institutions like VRCs. The vocational training would be provided by a cluster of training providers scattered over the country, having an established track record of providing skill training with high employability ratio. These training partners would be provided outcome based financial support by Deptt. of Empowerment of Persons with Disabilities (DEPwD) and Ministry of Skill Development & Entrepreneurship (MSDE). Synergistic support would be provided to these training providers by the National Institutes of DEPwD, training institutions of Ministry of Human Resource Development, Ministry of Micro, Small & Medium Enterprises, other Central Ministries and State Governments.

6.09 A separate cross cutting Sector Skill Council for PwDs is being created in collaboration with Ministry of Skill Development & Entrepreneurship and the private sector. Rehabilitation Council of India (RCI), in consultation with the Sector skill council and various National Institutes of the DEPwD would help generate a homogenous course curriculum and certification mechanism for the training providers.

6.10 The Department would help these training providers by connecting them with various private sector organizations and PSUs for providing employment connect as well as for obtaining CSR support.

6.11 The Department will coordinate with State Governments to support proactively by offering infrastructure and resource support to these clusters of Vocational Training Providers.

6.12 The skill training will be provided by a network of more than 200 clusters of 'Training Partners', thus setting a target of skilling about 500 PwDs in the first year for each of the cluster. The lead NGO may empower and take the help of small

-7-

NGOs in the rural areas for the skill training but every such training centre will be monitored by the PMU. The network of training providers and capacity thereof will keep increasing every year.

6.13. Objective & Coverage

- a) The guidelines will cover Persons with Disabilities (PwDs) with not less than 40% disability and having a disability certificate to this effect issued by a competent medical authority.
- b) **30% reservation for women candidates:** As an endeavour to encourage women, 30% of the total intake of each training program shall be earmarked for women candidates.
- c) The skill training will be provided through training institutions recognised by this Department as per the eligibility conditions contained herein.

6.14 Conditions of Eligibility

Eligibility of the Trainees

- (a) A citizen of India,
- (b) A person with disability with not less than 40% disability and having a disability certificate to this effect issued by any competent medical authority.

Disability is as defined under Section 2(i) of the PwD Act, 1995 read along with Section 2(j) of the National Trust for Welfare of Persons with Autism, Cerebral Palsy, Mental Retardation and Multiple Disabilities Act, 1999 and/or under any relevant legal Statute in force.

- (c) **Age:** Not less than 15 years and not more than 59 years of age on the last date of receipt of application for the course.
- (d) The applicant should not have undergone any other skill training course sponsored by Govt. of India during the period of two years prior to the last date of receipt of application for the course applied for.

6.15 Eligibility of the implementing agencies (training providers)

- (a) The scheme will be implemented through the implementing organizations/ institutions, hereinafter referred to as "*training partners*". Financial assistance will be provided by way of Grant-in-Aid for organizing training programs to the following categories of organizations:
 - i) Departments of the States Governments/Union Territories, or
 - ii) Autonomous Bodies/ Statutory Bodies/ Public Sector Undertakings set up by Central/State Governments/UT Administrations including Central/State Universities, or

- iii) National Institutes/ CRCs/DDRCs/RCs/Outreach Centres under MSJ&E, or
 - iv) Organizations registered under Societies Registration Act, 1860, or Indian Trusts Act, 1882 or Companies Act, 1956 who are recognized for skill training by Central/State Government Departments or subordinate bodies there-under.
- (b) The organization shall have not less than three years experience of organizing skill training programs.
- (c) In case of Non-Government Organizations, they shall be registered with the **NGO-Partnership (NGO-PS) of the NITI Ayog** and should have obtained a **Unique ID**. The unique ID should be mandatorily quoted by the NGO at the time of application for grants.

6.16 Procedure of Application and Selection

STAGE – I

A. Expression of Interest will be invited from eligible organizations to get registered as "training partner" to provide skill training to PwDs under the scheme by issuing an advertisement in the leading newspapers and through the websites and other media outfits. The pro-forma for application and list of documents to be attached are given in **ANNEXURE-I** and **ANNEXURE-II** respectively. Applications received for empanelment as training partners will be scrutinized and placed before a **Selection Committee** who will make selection based on the criteria of previous experience, expertise, infrastructure and manpower available and other similar relevant considerations. The selection of training partners will be a continuous process.

(a) **Composition of the Selection Committee:** The Committee to select the training partners would constitute the following:

1)	Joint Secretary concerned in DEPwD,	- Chairperson
2)	Joint Secretary & Financial Adviser (in-charge of DEPwD) or in his absence Director(IFD),	- Member
3)	Joint Secretary concerned in the Ministry of Skill Development & Entrepreneurship or any officer nominated by him/her not below the rank of Director/Deputy Secretary.	- Member
4)	Chairman & Managing Director, National Handicapped Finance & Development Corporation.	- Member
5)	Director / Dy. Secretary concerned in DEPwD,	- Member-Convener

6)	One representative from each of the following organisations- (i) National Skill Development Corporation (NSDC), (ii) Confederation of Indian Industries(CII), (iii) Federation of Indian Chamber of Commerce and Industries (FICCI)	- Members
7)	Chief Executive Officer of Sector Skill Council for PwDs	- Member
8)	Three representatives from various NGOs working in the Field of rehabilitation and training of PwDs (Representing different types of disabilities). These members may be co-opted by the Department for every meeting of the Selection Committee.	- Members

- (b) The Committee may invite an expert, as a special invitee, as and when it deems necessary.
- (c) The Committee will hold periodic meetings (at least one in each Quarter) to select amongst the organizations, who have sent proposals, to be designated as training partners.
- (d) Till the formation of the Sector Skill Council and its full operationalization, the Committee will also decide / approve the proposed curriculum of various skill training courses being offered and will monitor the quality of training provided through personal visits and other kinds of feedback.
- (e) The non-official members of the Selection Committee shall be entitled to TA/DA at the rates admissible to an officer equivalent to Director of the Govt. of India.
- (f) The organizations found suitable by the Selection Committee shall be empanelled as "Training partners" for a period of three years for organizing training programs for PwDs under this scheme.

STAGE II

B. The organisations who are empanelled as training partners shall submit fresh project specific applications (both technical and financial) in respect of the training programs proposed to be conducted by them duly recommended by the concerned State Govt./UT where the skill training are to proposed. The applications will be scrutinised and if found suitable by the Selection Committee shall be sanctioned financial assistance in the form of grant-in-aid.

6.17 Training Curriculum

- a) NSDC has constituted a Sector Skill Council for PwDs.

- b) Once, the Sector Skill Council is fully operational, it will through interactions with industry and other Sector Skill Councils, devise the job roles and occupational standards for PwDs, which will become a basis for deciding the training curricula for various skill training courses.
- c) Till the Sector Skill Council is fully operational, the Committee referred to above, will, while approving the training partners, also decide on the curriculum to be adopted by the training provider for the skill training of PwDs.
- d) Rehabilitation Council of India (RCI) and National Institutes (NIs), associated with DEPwD will be associated by the Committee in creating a homogenous training curriculum for various jobs.

6.18 Funding norms

The Common Norms for Skill Development Schemes as notified by the Ministry of Skill Development & Entrepreneurship vide Notification No. H-22011/2/2014-SDE-I dated 15th July, 2015, as amended from time to time, shall apply *mutatis mutandis* in respect of the entire funding norms including training cost, boarding and lodging cost, transport/conveyance cost, third party certification cost, post placement support etc.

6.19 Quality Monitoring of the Training:

The Department of Empowerment of Persons with Disabilities will evolve a mechanism for monitoring the quality of training being provided by the training providers which shall be binding on all the training providers.

6.20 Other Conditions

- a) The Implementing Agency i.e. the training providers will abide by the conditions for grant-in-aid as provided in the Scheme.
- b) The Implementing Agency will maintain a website and prominently display details of grant-in-aid received, purpose thereof, events organized and list of beneficiaries and their job placements.
- c) The indicative list of trades and their suitability for various categories of disabilities is at **Annexure III-A and III-B**. The cost norms for specific trades/job roles would be as per the cost category prescribed in Schedule II of the Notification issued by the Ministry of Skill Development & Entrepreneurship vide No. H-22011/2/2014-SDE-I dated 15th July, 2015, as amended from time to time.
- d) NGOs selected as training partners shall comply with the Common Guidelines for implementation of Central Sector schemes as notified by NITI Ayog vide O.M. No. M-11/16(2)/2015-VAC dated 10th September, 2015, as amended from time to time.

6.21 Convergence with other Skill Development Schemes.

The component of Skill Development will have convergence with other Skill Development Schemes run by other Ministries / Departments, including that of Ministry of Skill Development and Entrepreneurship, complying with the common norms for Skill Development. In case the Ministry of Skill Development and Entrepreneurship decides to fund all Skill Development Schemes, then this component of SIPDA Scheme shall be discontinued. The Department will utilize the Centres set up by ERNET India in the Department of Electronics and Information Technology for the training on Skill Development. The component of Skill Development being funded by this Department under Deendayal Disabled Rehabilitation Scheme (DDRS) will be discontinued as soon as the programme of Skill Development commences under SIPDA.

6.22 Review and Monitoring

The progress of implementation of the guidelines will be reviewed by a **Selection Committee** as indicated in para 6.16 of the Scheme. MIS based monitoring mechanism would be put in place for effective monitoring of the programs.

6.23 Jurisdiction of the Scheme

The jurisdiction of the guidelines is up to providing prescribed financial support to the training partners for providing skill training to PwDs. The Scheme does not cover employment aspects of the trainees and also does not provide for any kind of assistance to the awardees in seeking employment anywhere, after his/her having availed of the training.

6.24 Furnishing of False Information

If any trainee or training partner has furnished any false information/document and is established as false, he/she/it will be debarred from the benefit and an action will be initiated for recovery of the amount spent with 15% compound interest thereon. Such trainee or training organization will also be black-listed for future and appropriate legal action can be taken against them.

6.25 Litigations

Any litigation on matters arising out of these guidelines will be subject to sole jurisdiction of the courts situated in National Capital Territory of Delhi.

6.26 Change in the Provisions of the guidelines

The provisions of these guidelines can be changed at any time at the discretion of the Department of Empowerment of Persons with Disabilities, Government of India.

6.27 Review of the guidelines

Department of Empowerment of Persons with Disabilities may, at its discretion, undertake review of these guidelines as and when required.

7.0 Component of 'Accessible India Campaign'

7.01 The Department has conceptualized the "Accessible India Campaign (Sugamya Bharat Abhiyan)" as a nation-wide flagship campaign for achieving universal accessibility to enable PwDs to gain access for equal opportunity and live independently and participate fully in all aspects of life in an inclusive society. The campaign targets at enhancing the accessibility of built environment, transport system and information & communication eco-system.

7.02 India is a signatory to the UN Convention on the Rights of Persons with Disabilities (UNCRPD). Article 9 of UNCRPD casts an obligation on all the signatory governments to take appropriate measures to ensure to persons with disabilities access, on an equal basis with others, to the physical environment, to transportation, to information and communications, including information and communications technologies and systems, and to other facilities and services open or provided to the public, both in urban and in rural areas. These measures, which shall include the identification and elimination of obstacles and barriers to accessibility, shall apply to, inter-alia :

- a) Buildings, roads, transportation and other indoor and outdoor facilities, including schools, housing, medical facilities and workplaces;
- b) Information, communications and other services, including electronic services and emergency services.

7.03 The Convention also mandates that all the Governments shall also take appropriate measures :

- a) To develop, promulgate and monitor the implementation of minimum standards and guidelines for the accessibility of facilities and services open or provided to the public;
- b) To ensure that private entities that offer facilities and services which are open or provided to the public take into account all aspects of accessibility for persons with disabilities;
- c) To provide training for stakeholders on accessibility issues facing persons with disabilities;
- d) To provide in buildings and other facilities open to the public signage in Braille and in easy to read and understand forms;
- e) To provide forms of live assistance and intermediaries, including guidelines, readers and professional sign language interpreters, to facilitate accessibility to buildings and other facilities open to the public;
- f) To promote other appropriate forms of assistance and support to persons with disabilities to ensure their access to information;

- g) To promote access for persons with disabilities to new information and communications technologies and systems, including the Internet;

7.04 Governments at the High Level Inter Governmental Meeting organized by the Govt. of Republic of Korea adopted the ministerial declaration and Incheon Strategy to "Make the Right Real" for PwDs in Asia and Pacific. The Incheon Strategy provides the Asian and Pacific Region, and the world the first set of regionally agreed distinct – inclusive development goals. The Strategy comprises 10 goals, 27 targets and 62 indicators, which build on UNCPRD. Goal No. 3 of the Incheon Strategy mentions that access to the physical environment, public transportation, knowledge, information and communication is a precondition for persons with disabilities to fulfill their rights in an inclusive society. The accessibility of urban, rural and remote areas based on universal design increases safety and ease of use not only for persons with disabilities, but also for all other members of society.

7.05 Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995 under Sections 44, 45 and 46 categorically provides for non-discrimination in transport, non-discrimination on the road and non-discrimination in built environment respectively.

7.06 Built Environment Accessibility

a) An accessible physical environment benefits everyone, not just persons with disabilities. Measures should be undertaken to eliminate obstacles and barriers to indoor and outdoor facilities including schools, medical facilities, and workplaces. These would include not only buildings, but also footpaths, curb cuts, and obstacles that block the flow of pedestrian traffic.

b) An accessible government building is one, where a person with disabilities has no barrier in entering it and using all the facilities therein. This covers the built environment – services, steps and ramps, corridors, entry gates, emergency exits, parking – as well as indoor and outdoor facilities including lighting, signages, alarm systems and toilets.

c) Identifying accessible buildings requires annual accessibility audits that determine if a building meets agreed upon standards. Once a building is deemed fully accessible, an annual audit is not necessary, but should be required for any proposed changes to the structure or systems contained therein. A full audit can then be done on a less frequent basis.

d) Standards of accessibility should be as consistent as possible with international standards, such as those of the ISO, taking into account the local context. In regards to the built environment, ISO 21542:2011, Building Construction – Accessibility and Usability of the Built Environment, delineates a set of requirements and recommendations concerning construction, assembly, components and fittings.

7.07 Transportation System Accessibility

- a) Transportation is a vital component for independent living, and like others in society, PwDs rely on transportation facilities to move from one place to another. The term transportation covers a number of areas including air travel, buses, taxis, and trains.
- b) An airport is accessible, if a person with a disability has no barrier in entering it, using all the facilities, and boarding and disembarking from airplanes. This covers the built environment – surfaces, steps and ramps, corridors, entry ways, emergency exits, parking – as well as indoor and outdoor facilities including lighting, signage, alarm systems and toilets.
- c) Enhancing the proportion of accessible railway stations
- d) Enhancing the proportion of accessible Public Transport.

7.08 Information and Communication Eco-System Accessibility

- a) Access to information creates opportunities for everyone in society. Access to information refers to all information. People use information in many forms to make decisions about their daily lives. This can range from actions such as being able to read price tags, to physically enter a hall, to participate in an event, to read a pamphlet with healthcare information, to understand a train timetable, or to view webpages. No longer should societal barriers of infrastructure, and inaccessible formats stand in the way of obtaining and utilizing information in daily life.
- b) Enhancing proportion of accessible and usable public documents and websites that meet internationally recognized accessibility standards.
- c) Enhancing the pool of sign language interpreters.
- d) Enhancing the proportion of daily captioning and sign-language interpretation of public television news programmes.

7.09 Accessibility is about giving equal access to everyone. Without being able to access the facilities and services found in the communities, persons with disabilities will never be fully included. Accessible India Campaign will seek cooperation of all Central Government Departments/Ministries and State Governments to seek "accessible police stations", "accessible hospitals", "accessible tourism", and "accessible digital India" etc.

7.10 The component of Barrier-free environment is merged with the 'Accessible India Campaign'. The cost norms for accessible audits will be decided by the Department.

7.11 The Department will seek help from NIC regarding accessibility audit of Govt. websites.

7.12 All the Panchayat Bhawans to be made disabled friendly and some budgeting may be provided from Panchayat funds for aids and appliances.

8.0 Nature of the Scheme :

This is a central sector Scheme of the Central Government.

9.0 Implementing Agencies:

Funds will be released to the Implementing organizations/institutions directly. Financial assistance will be provided by way of Grant-in-Aid to the following agencies:

- i) Departments of the States Governments/Union Territories.
- ii) Autonomous Bodies / Statutory Bodies / Public Sector Undertakings set up by the Central/ State Governments/ UT administrations including Central/ State Universities.
- iii) National Institutes/ CRCs/DDRCs/RCs/Outreach Centres under MSJ&E.
- iv) Organizations registered under Societies Registration Act, 1860, or Indian Trusts Act, 1882 or Companies Act, 1956 who are recognized for skill training by Central / State Government Departments or subordinate bodies there-under.
- v) Central/State recognized Sports bodies & Federations.

10.0 Funding for District Disability Rehabilitation Centres (DDRCs)

The funding for DDRCs will be from SIPDA only for effective functioning of DDRCs.

11.0 District Early Intervention Centres

The District Early Intervention Centres for each type of disability being run by the Ministry of Health and Family Welfare will be synchronized with the existing schemes of this Department.

12.0 Recommendation

Central Government / State Government/ UTs Administration/ National Institute/ any other Agency authorized by the Ministry should send its recommendation to the Department of Empowerment of Persons with Disabilities. Autonomous organizations including Central/State Universities, Organizations set up or supported by Central/State Government should send their proposals through

Central/State Government concerned. Proposals of sports body/ federation should have approval/no objection of the concerned Ministry/Department of Central/ State Government/ UTs concerned.

13.0 Funding Pattern

Any organization/institution covered under the Scheme, seeking financial assistance for any of the activities mentioned in para 5 may forward a detailed proposal mentioning inter- alia, description of the work or activities proposed to be undertaken, scope, target beneficiaries, total cost involved, time line for the project etc. along with estimate for the project to the Department of Empowerment of Persons with Disabilities, Ministry of Social Justice & Empowerment, New Delhi. The proposal should be forwarded with the approval of the Head of the Institution/Organization seeking the assistance. The proposal should also mention the details of work or activity undertaken in the past under this Scheme, if any, and also the status thereof. The proposal should contain the following details.

- Name and details of the organization/ department (Government Department, Statutory or Autonomous Bodies, etc.
- Details of the proposed project/ programme.
- Need and likely outcome of the proposed project/programme
- Details of the benefit that will accrue both long term and short term benefits.
- No. of beneficiaries, wherever applicable.
- Expected cost of the project giving details item -wise.
- Whether any recurring cost is involved in implementing the project once launched, if so, the details thereof and the modalities of finance for the same.
- Time frame for the execution of the project/programme.
- Name and other details of the nodal officer dealing with the project/programme.
- Location of the project and detailed architectural map in case construction is involved.
- Justification for the proposal.
- Proposed method of selecting the Executing Agency for proposed work.
- In case of construction, Preliminary Cost Estimate signed by an officer not below the rank of an Executive Engineer of CPWD/PWD.
- In case of accessible website, Preliminary cost estimate prepared by NIC or a competent technical agency, with details of website proposed to be made accessible, accessibility features available at present, proposed additional features and proposed method for selecting the executing agency for the proposed work.

- Monitoring mechanism.
- Details of approval of the project by the concerned authority.
- Details of bank account of the Department/organization to which the fund will be transferred.

13.1 Grant-in-aid would normally be released in one installment and in some cases maximum in two installments depending on the nature of work and phases of implementation.

13.2 The proposal of NGOs may be recommended by the concerned State Government. Grant-in-aid released to the NGOs should be reflected in the Public Financial Management System (PFMS) of the Controller General of Accounts, Ministry of Finance through the NGO-PS Portal of the respective Ministry that must be linked to NITI Aayog's NGO-PS portal.

13.3 The payments to the training partners for skill development programme shall be released in a manner as given below to implement the programmes effectively:

Installment	Percentage of total Cost	Milestones
1 st	30 % less aggregate amount of refundable security deposit collected from each trainee.	On acceptance of the proposal of training project and on commencement of training Batch.
2 nd	30 %	On utilization of 70% of the first installment and continuation of training with at least 70% of initial trainees continuing.
3 rd	20 % plus aggregate amount of refundable security deposit collected from each certified trainee.	On completion of training and certification of the successful trainings.
4 th	20%	Outcomes based as provided in the guidelines for skill training.

13.4 Grant-in-aid for skill training will also be subject to the following conditions :-

- Implementing Agency (IA) shall open a separate Bank account for the project.
- IA shall maintain separate account/records as per GFR provisions.
- IA shall provide Statement of Accounts (for the project) comprising, inter alia, a copy each of the statement of (a) Receipt and Payment Statement, (b) Income and Expenditure Statement (c) Balance Sheet and (d) Item wise expenditure details comparative statement.
- Details of trainees may be linked with disability certificate/ UDID Card, whichever is applicable for identification.

14.0 Conditions for Assistance

14.1 The applications received under the Scheme will be examined by a Screening Committee of the Department consisting of Joint Secretary (SIPDA), Joint Secretary & FA, Director / Deputy Secretary (SIPDA) and two experts in the field of disability, to be nominated by the Department. In the case of skill development programme, the applications will be examined by a Screening Committee in the Programme Division.

14.2 Implementing Agency is required to follow the General Financial Rules, 2005/ Codal Procedure/ CVC Guidelines in the matters of contract / financial transactions.

14.3 Implementing Agency will be open to inspection by an officer/third party agency authorized by the Department or the State Government/UT Administration/ National Institutes etc.

14.4 When the Government of India has reasons to believe that grant-in-aid is not being utilized for the approved purpose, the amount would be recovered from the Implementing Agency with penal interest and no further assistance would be given to the Agency. Ministry will be at liberty to blacklist such organization and to take legal action as per law.

14.5 The grant shall be given for expenditure of non-recurring nature and in the case of CRCs and DDRCs, recurring grant-in-aid shall also be given. However, no committed liability shall be created without the approval of the competent authority.

14.6 Implementing Agency will maintain a website and prominently display details of grant-in-aid received, purpose thereof, events organized and provide list of beneficiaries, wherever applicable.

14.7 Implementing Agency shall submit final Utilization Certificate for the entire grant along with a project completion report within three months after completion of the work/project as stipulated in the proposal. Unutilized money, if any, is to be refunded to the Ministry. In case the work/project is not completed within the stipulated timeframe and further time is sought to complete the same, the organization concerned has to intimate the Ministry and also explain the reason for the delay. If the project is not completed within the timeframe/extended timeframe the organization concerned has to refund the grant forthwith.

14.8 Each proposal should be forwarded to Department of Empowerment of Persons with Disabilities alongwith requisite documents as per instructions issued in this regard from time to time.

14.9 The Department may issue further guidelines in pursuance of aims and objectives of the Scheme for implementation of various provisions of PwD Act.

**APPLICATION FOR EMPANELLEMENT AS TRAINING PARTNERS
FOR SKILL TRAINING OF PERSONS WITH DISABILITIES**

I. ORGANIZATIONAL DETAILS

Name of Organization/Institution:	
Registered Office/Head Office Address:	
Phone:	
Fax:	
Website:	
Name of Authorised Representative/Project Director:	
Designation	
Mobile:	
Email:	

II. Details of legal constitution of the organization:

Status/Constitution of the firm:	
Registration Number:	
Date of Registration (Date):	
Place of Registration:	
PAN:	
TAN:	
Unique ID of NGO-PS portal of NITI Ayog (in case of NGOs)	

[Please see **Annexure II** for supporting documents to be provided]

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III. Brief History of the Organization and current nature of Business or activity.

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IV. Prior Experience of training and placement activity of the organization.

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V. Annual Turnover of the organization for the last three years:

Financial Year	Turnover (in Lakhs)	Net Worth (in Lakhs)

[Please see **Annexure II** for supporting documents to be provided]

VI. Manpower:

a) Please provide brief details of the **existing management team** for skill and placement work in your organization [education, experience and key achievements of management team members.]

S.No.	Name	Educational background	Experience in skill training	Other achievements

b) Please provide details of the core staff for training and placement activities in the organization in the following format.

Key Role	Name	Years of Experience	Number of years with the organization	Qualification	Key achievement in the present position
Community Mobilization Specialist	1				
	2				
	3 and so on				
Placement Specialist					

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Quality Monitoring Specialist					
MIS Specialist					
Logistics Specialist					
Trade wise Trainers					
Soft Skills Trainers					
IT Literacy Trainers					

[Please see Annexure II for supporting documents to be provided]

VII. Overall Training Capacity [Provide details last three financial years]

Number training centres	Total Number of persons trained	No. of PwDs trained	Intake Capacity	Number of practical Labs	Trades in which training can be given

VIII. Explain the overall placement experience of the organization in last two financial years

Name of Training Centre	Number of persons skilled by the organization in the last two financial years	Number of persons received placement after training in the last two financial years	Name of major employers

IX. Post Placement tracking in place

a) Briefly explain the tracking mechanism you have in place for already trained and placed youth from the organization.

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b) Do you have an online monitoring mechanism for post placement follow up? If yes, please provide detail and web link.

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I hereby declare that the information provided in this proposal is true to the best of my knowledge. If any information provided above is found to be false, the Department of Empowerment of Persons with Disabilities reserves the right to reject the proposal.

Signature

Name of Signatory:

Designation:

Date:

Location:

(List of supporting documents are indicated in **Annexure-II**)

LIST OF DOCUMENTS

S.NO.	Parameters	Documentary Evidence
A. Essential Documents		
1	Legal Constitution of the organization	Certificate of Incorporation/ Registration/ Licence under Section 25 of the (Indian Companies Act)/Trust Deed in case of Trusts.
2	Financial Turnover	Audited balance sheet, Profit & Loss Account and Receipt & Payment Account duly certified by an Auditor for the last three financial years.
3	Existing Management Team	Attach CV's of the management team
4	Core training and placement staff	Attach CV's of the core training and placement staff
B. Desirable Documents		
5	Third Party Certification	Attach proof of third party certification for all trades
6	Curriculum and Course Design	Attach proof of certification of the curriculum and activity planners for all proposed trades
7	Placement Arrangement	MoU with employers/captive placement details/letters from employers on company letterhead not more than three months old

DISABILITY WISE TRADES FOR THE SKILL TRAINING OF PwDs

S No.	Name of Trade/Occupation	Duration of training
Orthopaedically/Physically Handicapped		
i) Automobile Industry Related Trades		
1.	Auto Mechanic (Three wheeler)	3 Months
2.	Tyre Retreading Vulcanising & Rebuttoning	3 Months
ii) Electrical and Electronics Technology Related Trades		
1.	Electrical Motor Winding	3 to 6 Months
2.	Electronic/Electrical Appliances Repairing	3 to 6 Months
3.	House Wiring and Repair	3 to 6 Months
4.	Electrical/Electronics assembly	3 to 6 Months
5.	Computer Application and Programming Skills	3 to 6 Months
6.	Web designing and internet management	3 to 6 Months
7.	Telephone Operation	3 to 6 Months
8.	Mobile repairing	3 to 6 Months
iii) Mechanical Industry Related Trades		
1.	Draughtsman (Mechanical)	3 to 6 Months
2.	Drilling (Fitters)	3 to 6 Months
3.	General Mechanics	3 to 6 Months
4.	Mechanical Watch & Clock	3 to 6 Months
5.	Sheet Metal Worker, Blacksmith and Welding	3 to 6 Months
iv) Other Engineering Related Trades		
1.	Boiler Attendant	3 Months
2.	Detergent & Cleaning Powder/Phenyl Making	2 months
3.	General Engineering (Leather Work)	3 to 6 Months
4.	Glasses Beads and Bangles	3 to 6 Months
5.	Manufacture of Footwear	3 to 6 Months
6.	Manufacturing of paints, pigments, distemper etc.	3 to 6 Months
7.	Moulding	3 to 6 Months
8.	Photography and video shooting	3 Months
9.	Plumbing	3 Months
10.	Pottery (Ceramic)	3 Months
11.	Upholstery & Plastic Work	3 Months
12.	Welding	3 to 6 Months

v) Printing Industry Related Trades		
1.	Book Binding, printing	3 Months
2.	Desktop Publishing	3 Months
3.	Offset Printing Machine Operator	3 Months
4.	Photo Lamination	3 Months
5.	Plate Making	3 Months
vi) Textile Industry Related Trades		
1.	Bleaching, Dyeing and Calico Printing	3 to 6 Months
2.	Dyeing and Printing of Textiles	3 Months
3.	Handloom, Powerloom	3 to 6 Months
4.	Weaving, Hand Weaving of Newar Type Durries etc.	3 to 6 Months
5.	Kalamkari and Screen Printing	3 to 6 Months
6.	Khadi Weaving	3 to 6 Months
7.	Laundry Works including Dry Cleaning	3 Months
8.	Tailoring	3 Months
vii) Agriculture and Fisheries Sector Related Trades		
1.	Gobar Gas Plant Making	3 to 6 Months
2.	Horticulture and Ornamental Plants	3 Months
3.	Jute Fibre Processing and Product Making	3 to 6 Months
4.	Mushroom Cultivation and Processing	3 Months
viii) Veterinary Services Related Trades		
1.	Dairy Farming	3 to 6 Months
2.	Sheep and Goat Rearing	3 Months
ix) Medical Services Related Trade		
1.	ECG & X-Ray Technician	3 Months
x) Non-Engineering Trades		
1.	Aerated Water and Soft Drinks	3 Months
2.	Agarbatti Making	1 month
3.	Arts and Crafts	3 Months
4.	Bakery and Confectionery	3 Months
5.	Pickle & Jam Making	3 Months
6.	Beautician/Hair & Skin Care	3 Months
7.	Bee Keeping	3 Months
8.	Black Smithy	3 Months

9.	Borewell and Pump set Maintenance	3 to 6 Months
10.	Brush Making (Iron and Brass)	3 Months
11.	Cane Willow and Bamboo Work	3 to 6 Months
12.	Candle Making	1 month
13.	Caning of furniture	3 Months
14.	Carpentry	3 to 6 Months
15.	Carving and Engraving	3 to 6 Months
16.	Ceramics Refractory Items - Colouring/Print	3 to 6 Months
17.	Chalk Piece Making	1 month
18.	China Clay Work	3 Months
19.	Clinical Lab Technician	3 to 6 Months
20.	Coal Briquette Making	3 Months
xi) Non-Engineering Trades		
21.	Coir Mat making	3 Months
22.	Commercial Art	3 to 6 Months
23.	Commercial Packaging	3 Months
24.	Conch Shell-Craft	3 Months
25.	Cotton Mattress and Pillow Manufacturing	3 Months
26.	Catering Services	3 to 6 Months
27.	Cutting and Polishing of Granite Stone	3 to 6 Months
28.	Decolam Furniture Making	3 to 6 Months
29.	Dot Pen Refilling Making	2 Months
30.	Drawing and Painting	3 to 6 Months
31.	Duplicating Machine Operation	2 Months
32.	Envelope /Paper Bag making	2 Months
33.	Embroidery and Needle Work	3 to 6 Months
34.	Fabric Making and Embroidery	3 to 6 Months
35.	Fabrication, Almirah and other House Utility	3 to 6 Months
36.	Fabrication of NETs and Repair of Mech Boat Engine	3 to 6 Months
37.	Flower and Garland Making (Artificial)	3 Months
38.	Food Preservation - Canning and Pickling	3 to 6 Months
39.	Food Processing	3 to 6 months
40.	Fruit and Vegetable Preservation (Cold Storage)	3 to 6 Months
41.	Furniture and Cabinet Making	3 to 6 Months

42.	File Cover making	3 months
43.	Gem Stone Cutting	3 to 6 Months
44.	Granite and Marble Cutting Polishing etc.	3 to 6 Months
45.	Grinding of food Grains - Wet and Dry/Masala Making	3 Months
46.	Hand Crafts, Tricycle, Bullock-Carts Repair & Service	3 to 6 Months
47.	Horn/Bone/Ivory Products Making	3 to 6 Months
48.	Interior Decoration	3 to 6 Months
49.	Leaflet Making (including thali Stitching) and Marble Cutting Polishing etc.	3 Months
50.	Mat & Basket Making (Kora and Palm Leaves)	3 Months
51.	Match Stick Making	3 Months
52.	Mosaic Polishing	3 Months
53.	Optical Lens Cutting	3 Months
54.	Paddy & Paddy Straw Craft (Decorative)	3 Months
55.	Papad Making	3 Months
56.	Paper Bag and Thunga Making/Plate/Envelop etc.	3 Months
57.	Photo Frame and Glass cutting	3 Months
58.	Pillow and Bed Making (Cotton)	3 Months
59.	Plastic Buttons, Hooks, Pins, Buckles, etc.	3 Months
60.	Poster Making	3 to 6 Months
61.	Pottery Bricks, Tiles and Improved Choola	3 Months
62.	Pulp and Paper Material Manufacturing	3 Months
63.	Spice Grinding	2 Months
64.	Secretarial Practice	3 to 6 Months
65.	Sofa and Rexin Goods Making/Repair	3 Months
63.	Spectacles Frame & Optical Work	3 to 6 Months
64.	Stenography (English/Regional)	6 Months
65.	Straw Craft Making	3 Months
66.	Toy Making	3 to 6 Months
67.	Tri-Cycle Assembly	3 Months
68.	Typewriting (English and Regional Languages)	6 Months
69.	Umbrella Assembly and Repairs	3 Months
70.	Wood working	3 to 6 Months
71.	Zari Work	3 to 6 months

Visually Handicapped		
1.	Chair Caning	6 Months
2.	Handloom weaving	12 Months
3.	Light Engineering	12 Months
4.	Electrical/Electronics assembly	12 Months
5.	Braille Shorthand (Hindi/English)	12 Months
6.	Computer Application and Programming Skills	12 Months
7.	Web designing and internet management	12 Months
8.	Physiotherapy	12 Months
9.	Office management	12 Months
10.	Salesmanship and marketing	12 Months
11.	Telemarketing and call centre executive training	3 to 6 Months
12.	Music (vocal and instrumental)	6 Months
13.	Beautician and hair and skin care	6 Months
14.	Entrepreneurship training	6 months
15.	Candle Making	1 month
16.	Agarbatti Making	1 month
17.	Detergent Powder Making	1 month
18.	Chalk making	1 month
19.	File Cover making	2 months
19.	Umbrella Making	2 months
20.	Paper bag making	3 months
21.	Envelope Making	2 months
22.	Nylon Plastic Bags Making	2 months
23.	Telephone Operation	2 months

S.No	Trade	Duration of NHFDC's training
Hearing Handicapped		
1.	Metal Trade (Fitter, Welder, Turner)	3 to 6 Months
2.	Carpentry	3 to 6 Months
3.	Cutting and Tailoring	3 Months
4.	Printing and Composing and book Binding	3 Months
5.	Arts & Crafts	3 Months
6.	Screen Printing	3 Months
7.	General Mechanic	3 to 6 Months

8.	Photography	3 Months
9.	Textile Printing	3 Months
10.	Automobile Engineering	3 Months
11.	Computer Courses	3 Months
12.	Electrical Courses	3 Months
13.	Commercial Practice	6 Months
14.	Toys making	3 Months
15.	Envelope / Paper Bag Making	3 Months
16.	Candle making	3 Months
17.	Spice grinding	3 Months
18.	File Cover Making	3 Months
19.	Handicraft	3 Months
20.	Beautician	3 Months
21.	Food Processing	3 Months
22.	Hand Embroidery	3 Months
23.	Zari Work	3 Months
24.	Mushroom Cultivation	3 Months

S.No	Name of the Trade	Duration of NHFDC's training
Mentally Retarded		
1.	Envelope making	6 Months
2.	Card Board Box Making	6 Months
3.	Candle Making	3 Months
4.	Chair Caning	6 Months
5.	Printing, Weaving and Dyeing	6 Months
6.	Carpentry	12 Months
7.	File Cover Making	6 Months
8.	Agarbatti Making	3 Months
9.	Umbrella Making	6 Months
10.	Light Engineering	12 Months
11.	Soap and Detergent Making	6 Months
12.	Toys making	6 Months
13.	Paper bag making	6 Months
14.	Spices Grinding	4 Months

15	Handicraft	6 Months
16	Beautician	6 Months
17	Rakhee Making	3 Months
18	Diya Making	3 Months
19	Hand Embroidery	6 Months
20	Zari Work	6 Months
21	Mushroom Cultivation	6 Months
22	Silk Screen Printing	6 Months

Annexure-III-B**List of Modular Employable Skills (MES) under Skill Development Initiative (SDI), suitable for PwDs.**

S.N	Sector	Name of Course	Educational Qualification	Duration (hours)	Disability
1	Automobile	Basic Automotive Servicing (4 Wheelers)	5 th	180	OH/Partially HH
2	Automobile	Basic Automotive Servicing (2-3 wheelers)	"	180	OH/Partially HH
3	Automobile	Repair & overhauling of two wheelers (scooter)	"	240	OH/Partially HH
4	Automobile	Repair & overhauling of two wheelers (motor cycle)	"	270	OH/Partially HH
5	Automobile	Wheel Alignment & Balancing	"	120	OH/Partially HH
6	Automobile	Auto Body Painting	"	180	OH, HH
7	Banking and Accounting	Accounting	12 th	120	OH
8	Beauty Culture & Hair Dressing	Basics of Beauty and Hair Dressing	8 th	150	OH(lower limb), HH
9	Beauty Culture & Hair Dressing	Massage Therapist	"	60	OH(lower limb), HH
10	Beauty Culture & Hair Dressing	Facial Therapist	"	120	OH(lower limb), HH
11	Beauty Culture & Hair Dressing	Hair stylist	"	120	OH(lower limb), HH
12	Beauty Culture & Hair Dressing	Hair Colourist	"	60	OH(lower limb), HH
13	Carpet	Hand knitted Woolen Carpet Manufacturing	5 th	240	OH(lower limb), HH
14	Carpet	Tibetan Carpet Manufacturing	"	240	OH(lower limb), HH
15	Carpet	Flat woven Dhurrie Manufacturing	"	240	OH(lower limb), HH
16	Carpet	Hand Spinning of Woolen Carpet Yarn	"	240	OH(lower limb), HH
17	Carpet	Hand Spinning of Cotton Carpet Yarn	"	240	OH(lower limb), HH
18	Carpet	Hand tufted Carpet Manufacturing	"	240	OH(lower limb), HH
19	Electrical	Electronic Choke & CFL Assembling	"	120	OH(lower limb), HH
20	Electrical	Transformer Winding	"	120	OH(lower limb), HH

21	Electrical	Armature Winding	"	120	OH(lower limb),HH
22	Electrical	Maintenance of Batteries	"	60	OH(lower limb),HH
23	Electronics	Basic Electronics (Repair & Maintenance of Power supply, inverters and UPS.	"	120	OH(lower limb),HH
24	Electronics	Repair & Maintenance of Cellular Phone	"	210	OH
25	Electronics	Repair&Maintenance PA &Audio Systems	"	120	OH
26	Electronics	Repair& Maintenance Photocopierand Fax Machine	"	120	OH(lower limb),HH
27	Fabrication	Basic Welding (Gas)	"	120	OH(lower limb),HH
28	Fabrication	Basic Welding (Arc)	"	120	OH(lower limb),HH
29	Fabrication	Gas Cutting	"	120	OH(lower limb),HH
30	Fabrication	TIG Welding	"	90	OH(lower limb),HH
31	Fabrication	MAG/CO2Welding	"	90	OH(lower limb),HH
32	Fabrication	Pipe welding(TIG & ARC)	"	150	HH
33	Garment Making	Hand Embroider	5 th	210	OH(lower limb),HH
34	Garment Making	Machine Embroidery Operator	"	210	OH(lower limb),HH
35	Garment Making	Garment packer	"	120	OH/HH/MMR/ Low Vision
36	Garment Making	Garment Ironer	"	120	OH(lower limb),HH
37	Garment Making	Tailor (Basic Sewing Operator)	"	270	OH(lower limb),HH
38	Garment making	Garment Cutter	8 th	270	OH(lower limb),HH
39	Garment Making	Garment Checkers	"	210	OH(lower limb),HH
40	Garment Making	Skilled Sewing Operators	"	210	OH(lower limb),HH
41	Gem and Jewelry	Gem Cutting Assistant	8 th	180	OH(lower limb),HH
42	Information &Communication Technology	Computer Fundamentals, MS-Office & Internet	10 th	120	OH/HH/VH
43	Information and Communication Technology	Tally	"	180	OH/ VH

44	Information & Communication Technology	Desk Publishing Top	8 th	180	OH(lower limb),HH
45	Information & Communication Technology	Domestic BPO	"	180	OH(lower limb),HH
46	Information & Communication Technology	Internet Kiosk Operators	"	60	OH(lower limb),HH
47	Khadi	Spinning on new model Charkha	5 th	150	OH(lower limb),HH
48	Khadi	Plain Weaving on Frame Loom	"	720	OH/HH/MMR
49	Plastic Processing	Basic Fitting & Measurement	5 th	120	OH(lower limb),HH
50	Plastic Processing	Basic Electrical Joints & Fitting	"	120	OH(lower limb),HH
51	Plastic Processing	Plastic Mould assistant for injection moulding	"	120	OH/HH/MMR
52	Printing	Basic Book Binding	"	120	OH/HH/MMR
53	Printing	Screening printing	"	150	OH/HH/MMR
54	Printing	Offset Machine Operator -Sheet Fed (Single & Multi Colour))	10 th	150	OH(lower limb),HH
55	Printing	Offset Plate maker	"	150	OH(lower limb),HH
56	Production and Manufacturing	Turning	"	210	HH
57	Production and Manufacturing	Advance Turning	"	240	HH
58	Production and Manufacturing	Surface Grinding	"	210	HH
59	Refrigeration & Air conditioning	Basic Refrigeration & Air Conditioning	5 th	120	OH(lower limb),HH
60	Refrigeration & Air-conditioning	Repair & Maintenance of Refrigerators and Deep Freezers	"	120	OH(lower limb),HH
61	Retail	Sales Person (Retail)	10 th	180	OH
62	Retail	Senior Sales Person (Retail)	"	120	OH
63	Toy Making (Soft Toy)	Pattern & Mould Maker (Soft Toy)	5 th	240	OH (lower limb), HH
64	Toy Making (Soft Toy)	Cutter & Fixer of Toys Parts (Soft Toy)	"	180	OH (lower limb), HH
65	Toy Making (Soft Toy)	General Sewing m/c Operator (Soft Toy)	"	360	OH (lower limb), HH
66	Toy Making (Soft Toy)	Willower & Stuffer (Soft Toy)	"	150	OH (lower limb), HH

67	Toy Making (Soft Toy)	Finisher & Painter (Soft Toy)	"	180	OH (lower limb), HH
68	Toy Making (Soft Toy)	Packer (Soft Toy)	"	90	OH/HH/MMR
69	Manufacturing of Indian Sweets, Snacks and Food Sector	Attendant- Ethnic Indian Sweets, Snacks & Food	5 th	300	OH (lower limb), HH
70	"	Assistant Craftsman - Bengali Sweets	"	180	OH (lower limb), HH
71	"	Craftsman-Bengali Sweets	"	150	OH (lower limb), HH
72	"	Assistant Craftsman- Ghee Based Sweets	"	210	OH (lower limb), HH
73	"	Craftsman-Ghee Based Sweets	"	150	OH (lower limb), HH
74	"	Assistant Craftsman- Kaju & Dry Fruit Based Sweets	"	180	OH (lower limb), HH
75	"	Craftsman-Kaju & Dry Fruit Based Sweets	"	150	OH (lower limb), HH
76	"	Assistant Craftsman- Milk & Khoa Sweets	"	180	OH (lower limb), HH
77	"	Craftsman-Milk & Khoa Sweets	"	150	OH (lower limb), HH
78	"	Assistant Craftsman- Namkeens & Savouries	"	180	OH (lower limb), HH
79	"	Craftsman- Namkeens & Savouries	"	150	OH (lower limb), HH
80	"	Assistant Craftsman- Indian Snacks	"	210	OH (lower limb), HH
81	"	Craftsman-Indian Snacks	"	150	OH (lower limb), HH
82	"	Assistant Craftsman- North Indian Food	"	210	OH (lower limb), HH
83	"	Craftsman-North Indian Food	"	150	OH (lower limb), HH
84	"	Assistant Craftsman- South Indian Food	"	180	OH (lower limb), HH
85	"	Craftsman-South Indian Food	"	150	OH (lower limb), HH
86	"	Assistant Craftsman- Indian Chinese Food	"	180	OH (lower limb), HH
87	"	Craftsman-Indian Chinese Food	"	150	OH (lower limb), HH
88	"	Assistant Craftsman - Continental Food	"	180	OH (lower limb), HH
89	"	Craftsman-Continental Food	"	150	OH (lower limb), HH
90	"	Assistant Craftsman- Indian Chat	"	180	OH (lower limb), HH

91	"	Craftsman-Indian Chat	"	150	OH (lower limb), HH
92	"	Assistant Craftsman-Indian Desserts	"	120	OH (lower limb), HH
93	"	Craftsman-Indian Desserts	"	90	OH (lower limb), HH
94	"	Assistant Craftsman-Indian Syrups & Thandai	"	120	OH (lower limb), HH
95	"	Craftsman-Indian Syrups & Thandai	"	90	OH (lower limb), HH
96	"	Assistant Craftsman-South Indian Snacks	"	150	OH (lower limb), HH
97	"	Craftsman-South Indian Snacks	"	120	OH (lower limb), HH

OH-Orthopaedically Handicapped, **HH**- Hearing Handicapped.

VH- Visually Handicapped, **MMR**- Mild Mental Retardation.

* The type of disability other than the ones mentioned against each trade is flexible if the candidate with any other disability mentioned is found suitable for imparting the particular training.
