

## Skill Development Allowance Scheme-2013

### Frequently Asked Questions:-

#### Q.1. What is Skill Development?

Ans. Skill Development is a training offered by a training institute or organization which results in acquisition of proficiency and leads to increase in employability in the job market. Skill Training usually takes place through: (i). **Vocational Education**, (ii). **Technical Training** and (iii) **Other Skill Training offered by institutes/organizations and is certified through a Diploma or a Certificate.**

For the purpose of Skill Development Allowance (SDA) Scheme, 2013, , valid trainings are diploma or certificate trainings offered by registered /recognized institutes/organizations and **only Information Technology Diploma/Certificate Trainings offered by Universities** (all other trainings of Universities are barred). The institutes/organizations imparting training should be registered/recognized by any State or Central Government or be empanelled by the District Committee constituted vide Notification No.- Shram(F)1-2/2013, dated 13/12/2013 for this purpose. All trainings given by Central/State Government Ministries/Departments/Boards/Corporations are valid.

Only beneficiaries who are pursuing skill development training **exclusively** will be eligible for Skill Development Allowance. Students who are pursuing a Degree/Teaching/other higher education training and are simultaneously enrolled in a Skill Development Training will not be eligible.

### Skill Development Trainings includes the following:

#### (I). TRAININGS IN GOVERNMENT/GOVERNMENT RECOGNISED SECTOR:

(a).Trainings offered by institutes/organizations under Government recognized Craftsmen Training Scheme frameworks like State Council for Vocational Training (SCVT) and National Council for Vocational Training (NCVT). **All Government and Private Industrial Training Institutes (ITIs)** fall under SCVT/NCVT and trainings offered by them are valid under the Scheme.

(b). Trainings offered by institutes/organizations under Government recognized Technical Education framework like All India Council for Technical Education (AICTE). **All Government and Private Polytechnics** affiliated to respective State Board of Technical Education and trainings offered by them are valid under the Scheme.

(c). **Certificate and diploma trainings offered by institutes/organizations (barring Universities) under National Vocational Education Qualification Framework (NVEQF).**

(d). Trainings offered by **institutes/organizations registered as Vocational Training Providers ( VTPs)** which impart trainings in Modular Employable Skills (MES) developed under the Skill Development Initiative Scheme (SDIS) by Directorate General of Employment & Training (DGE&T), Government of India (GOI). The DGET has developed Modules for 633 trainings as on 23/10/2013 under MES Scheme to be followed by the VTPs. Therefore, all such trainings are valid under the Scheme. The details of MES can be accessed at [dget.nic.in](http://dget.nic.in)

(e). **Trainings offered by National Council for Hotel Management and Catering Technology** (such as Post Graduate Diploma in Accommodation Operation and Management, Post Graduate Diploma in Dietetics and Hospital Food Service, Craftsmanship Course in Food Production, Craftsmanship Course in Food and Beverage Services, Certificate Course in Hotel and Catering Management etc).

(f). **Trainings offered by any Government Departments, any Government Corporations or Government Agencies are valid under the Scheme**, for example:

(i). **Trainings organized by Departments like Industries Department** {such as Long Term Product Specific Entrepreneur Development Programme (EDP)}, Department/ Ministry of Tourism, Government of India (such as 3 months Personality Development and English and German Language Courses, courses in Food Production, Basic Food and Beverages Services (Steward), House Keeping, Front Office Assistant, Bakery and Confectionary etc.),

(ii). **Trainings offered by Department of Health and Medical Education** (Diploma Courses of Dental Hygienist, Dental Mechanic, Laboratory Technician, X-ray Technician, Optometrist, Operation Theatre Technician, Pharmacist, Nursing, Midwifery, Auxiliary Nurse Midwife (ANM) etc. recognized/affiliated by the Department of Medical Education and Research, H.P./Other States/Central Government).

(iii). **Trainings offered by Corporations such as Himachal Roadways Transport Corporation** (such as Course of Driving Training).

(iv). **H.P. Handicrafts and Handloom Corporation Limited** (such as course of Training in Weaving, Knitting, Thanka Painting and Wood Carving, Chamba Rupal Embroidery and Chamba & Kangra Painting etc), **H. P. Scheduled Castes & Scheduled Tribes Development Corporation** (such as Handloom Khadi, Motor Driving, Motor Mechanic/Auto Scooter Repair, Shoe Making, Electronics, Plumber, Electrician/Motor Binding, Welding/Steel Fabrication/Black smith, Carpentry, Foam making, Beautician, Bamboo Work, Barber, Cutting Tailoring, Computers Trainings etc.) **In these cases, if the trainees are getting stipend from these organizations, option shall be granted to them to choose either allowance under the SDA Scheme or the stipend.**

(v). **Trainings offered by District Rural Development Agencies (DRDA)** (such as cutting and Tailoring) and **trainings offered by Rural Self Employment Training Institutes (RSETIs)** (such as Dairy Farming, Beauty Parlour Management, Domestic Electric Appliances Repair & Servicing of TV/DVD and other Digital Electronics Appliances etc).

(vi). **Trainings offered by Project Implementing Agencies (PIAs) under Aajeevika Scheme recognized by the Ministry Of Rural Development (MORD).** The website can be accessed at [aajeevika.gov.in](http://aajeevika.gov.in)

**(II). SKILL DEVELOPMENT ALSO COVERS TRAININGS BY PRIVATE INSTITUTES/ORGANIZATIONS AS GIVEN UNDER:**

**(1). FOR IT/COMPUTER TRAININGS IN HIMACHAL PRADESH:**

(i). Private reputed institutes i.e. (a) National Institute of Information Technology (NIIT) (b) Aptech (c) Jetking (d) AISECT (e) Hindustan Computers Ltd. (HCL) (f) Computer Maintenance Corporation Ltd. (CMCL) which offer various computer trainings. Diplomas/certificates issued by these institutes are recognised by Private Sector.

Franchisees of the above mentioned private institutes will also be eligible provided that the evaluation and certification is done by the above mentioned private institutes (parent organization).

(ii). Some Private and Government institutes are affiliated to various recognised Universities and diploma/certificate of computer trainings being offered by these institutes are recognised in Government as well as Private Sector. The list of Government recognised Universities is available at University Grants Commission (UGC) site ([www.ugc.ac.in](http://www.ugc.ac.in)) and private recognised Universities may be accessed at <http://himachal.nic.in/perc/>

(iii). Diploma/certificate of computer trainings being offered by Government Institutes i.e. National Institute of Electronics & Information Technology (NIELIT) and Centre for Development of Advanced Computing (C-DAC) are recognised in the Government Sector as well as in Private Sector, as these are Government Organizations working under the control of Department of Information Technology, Government of India.

**(2). FOR IT/COMPUTER TRAININGS OUTSIDE HIMACHAL PRADESH:**

(i). As mentioned at point number (1) above. However, their Franchisees will not be eligible for the purpose of SDA Scheme, 2013.

(ii). Some Private and Government institutes are affiliated to various recognised Universities and diploma/certificate of computer trainings being offered by these institutes are recognised in Government as well as Private Sector. The list of Government recognised Universities is available at University Grants Commission (UGC) site ([www.ugc.ac.in](http://www.ugc.ac.in)) and private recognised Universities may be accessed at <http://himachal.nic.in/perc/>

(iii). Diploma/certificate of computer trainings being offered by Government Institutes i.e. National Institute of Electronics & Information Technology (NIELIT), Centre for Development of Advanced Computing (C-DAC) are recognised in the Government Sector as well as in Private Sector, as these are Government Organizations working under the control of Department of Information Technology, Government of India.

**(III). TRAININGS OTHER THAN INFORMATION TECHNOLOGY IN HIMACHAL PRADESH:**

For trainings other than Information Technology, Government of Himachal Pradesh has issued Notification No.-Shram(F)1-2/2013, dated 13/12/2013 where by a District Level Committee under Chairmanship of Deputy Commissioner with following members has been constituted:

- Deputy Commissioner -Chairman

- ADC/ADM -Vice Chairman
- District Employment Officer -Member Secretary
- G.M., D.I.C. -Member
- P.O., D.R.D.A. -Member
- Principal, Polytechnic/ITI -Member

The Committee has been authorised to empanel/approve private institutes/organizations/NGOs for the purpose of Skill Development Allowance Scheme.

The Committee will examine the credentials of all such Private Institutes/Organizations/NGOs offering training whose trainees are to be covered under the Skill Development Allowance Scheme, 2013.

The parameter to select/empanel the institutes/organizations by the District Level Committee are as under:

- Infrastructure capacity like availability of building/ number of rooms/ laboratories/ machinery/ equipment for training etc.
- Teaching proficiency like qualification and experience of faculty, number of faculty members, etc.
- Quality of training offered i.e, content, duration of training, whether certificate given at the end of training etc.
- Whether the training content is based on any recognized frame work or module like State Council for Vocational Training (SCVT), National Council for Vocational Training (NCVT), All India Council for Technical Education (AICTE), National Vocational Education Qualification Framework (NVEQF) and Modular Employable Skills (MES) etc.
- Whether the institute/ organization is accredited by State or Central Government agency to offer training course.
- Experience of the Organization in imparting training in Government, PSUs, Private Organization.
- Whether the skills imparted are certified by any reputed/National level organization etc.

The above criteria is indicative and not exhaustive. The District Level Committee can also satisfy itself about the credentials of the private institution/organization on basis of other parameters considered important by the Committee.

The above exercise will not be necessary in case of trainings offered by institutes/organizations authorised under Government recognized frame works like SCVT, NCVT, AICTE, NVEQF, Vocational Training Providers under MES developed under the Skill Development Initiative Scheme (SDIS) by Directorate General of Employment & Training (DGE&T), Government of India (GOI), trainings offered by Project Implementing Agencies (PIAs) under Aajeevika Scheme recognized by the Ministry of Rural Development (MORD).

**(IV). TRAININGS IN OTHER THAN INFORMATION TECHNOLOGY OUT SIDE HIMACHAL PRADESH:**

- Trainings given by Government Institutes/Government Departments/Boards/Corporations.
- Private Institutes imparting training as per NCVT/SCVT/AICTE norms or duly affiliated to the respective State Technical Education Board.

**(V). TRAINING COURSES NOT ADMISSIBLE FOR THE PURPOSE OF SDA SCHEME :**

Higher education like degree course (whether full time, part time or through correspondence) in Universities, like B.A., B.Sc., B.Com, B.Tech., B.E, M.B.B.S., B.A.M.S., B.D.S., B.B.A., M.B.A., M.T.A., C.A., Company Secretary, I.C.W.A. , M.A., M.Sc., M.Com, M Phil, Ph.D. etc. and Teaching courses (like JBT, Drawing Teacher, B.Ed. etc). Also, informal apprenticeships with persons/organization not authorized to offer a training course such as attachment with Lawyers/Bar Associations etc. and such informal arrangements with unregistered persons/organizations not authorized to offer a training course are barred under the Scheme.

**EXAMPLES OF INSTITUTES VALID FOR SKILL DEVELOPMENT ALLOWANCE SCHEME, 2013**

- (1). All ITIs (Government & Private)
- (2). All Polytechnics (Government & Private)
- (3). All Vocational Training Providers (VTPs.) registered with Technical Education Department and covered under Skill Development Initiative Scheme based on Modular Employable Skills (including training for sectors like Masonary, Carpentry, Blacksmithy and Plumbing) as listed below:

Sl. No.	Name & Address of the VTP	District	Registration No.	Contact Details	
				Phone	Email
1	Batt ITC VPO Khusnagari Teshil Churah Distt. Chamba H.P.	Chamba		01896-209477	Pravegali2003@gmail.com
2	Maa Jawala Education Society Badhol PO Beri Jaswan Distt. Kangra H.P. VTP at Chamba H.P.	Chamba		0899-223747  094181- 08108,086792	maajawalaitcparelchamba@gmail.com
3	Krishna Food Crafts Industrial Training Centre Ward No. 3 Partapnagar Hamirpur H.P.	Hamirpur		9418000339	krishnafcc@yahoo.co.in
4	Kiran Education Society Bihru Tehsil Bamson District Hamirpur	Hamirpur		94181-79299	

	H.P.				
5	Jagruti industrial Training Centre VPO Uhal Hamirpur H.P.	Hamirpur		01792-277444 94184-06073	principaljagrutiitc@rediffmail.com
6	Career Point Vocational Training Providers near SDM Office Bhoranj Distt. Hamirpur H.P	Hamirpur		01972-265966 Mob.98167-05858	mdixit@careerpointgroup.com
7	NFCI National Finishing & Cookery Institute Barsar Hamirpur H.P.	Hamirpur	102060007	01972-281281	nfcilinstiute@gmail.com
8	Maa Jawala ITC Majeen Chowk Bharoli Jawalmukhi Distt. Kangra H.P.	Kangra		094188-78659	maajawalaitc@rocketmail
9	Aim ITC Thakurdwara National Highway road Maranda Palampur Distt. Kangra H.P..	Kangra		01894-238799	Sd.himachalpradesh@dget.gov.in
10	PCS Memorial ITC Sansarpur Terrace Kangra H.P.6. Modern ITc VPO Pragpur Tehsil Dehra Distt. Kangra H.P.	Kangra		09418041622 01970256490	sd. himachalpradesh@dget.gov.in
11	Renssis ITC Floor near State Bank of Patiala Nagrota Bagwan Distt. Kangra. H.P.	Kangra		9418452429 01892249276	Renssis.iti@gmail.com
12	Sahid Diwan Chand Katoch ITC Baijnath Kangra	Kangra		01894262647	Naveen_katoch74@yahoo.co.in
13	Modern ITC VPO Pragpur Tehsil Dehra. Distt.	Kangra		9816377216	mitcpragpur@rediffmail.com

	Kangra. H.P.				
14	Shri Krishna Multipurpose Cooperative Industrial Society Ltd Village Moohin PO Garli Tehsil Dehra Distt. Kangra H.P.	Kangra		9816372356	bsranadehra@gmail.com
15	Christian Techno Medical ITC near Head Post Office Dhalpur Distt. Kullu H.P.	Kullu		9418501889 01902224639	chsdmasih@yahoo.com
16	Everest ITC Village Sarkoti Nirmand Distt. Kullu H.P.	Kullu		9817812302 01904255215	Kumarvidesh27@yahoo.com
17	National Association for the blind H.P. Abha Memorial Bhaven Serweri Kullu H.P.	Kullu		01902-2255778 01902-224859	nabkullu@gmail.com
18	Happy young ITC Naya Bazaar BBMB Colony Sundernagar Distt. Mandi, H.P.	Mandi		9418482045	ravimoudgil@gmail.com
19	Sh. Roshan Lal Sethi Charitable & Educational Trust H.NO 106/1 Jawaharnagar Mandi Pin-175001	Mandi		01905-222651	Ashokscthc2006@gmail.com
20	Bishwajeet ITC Centre Dhanotu Sundernagar Distt. Mandi H.P.	Mandi		9418387578 01907207357	bishwajeetitc@gmail.com
21	Composite Regional Centre for Persons with Disabilities VTP near Mahamaya Temple Sundernagar Distt.	Mandi		01907-266638 267338	<a href="mailto:crcsnr@gmail.com">crcsnr@gmail.com</a> crcsnr@yahoo.com

	Mandi H.P.				
22	Adrash parnyavarna Sanshta Kalyan Samiti Chail Chowk Tehsil Gohar Distt. Mandi H.P.	Mandi			Km.sehanwal@gmail.com
23	MD ITC Nohradhar Via Rajgarh Distt. Sirmour H.P.	Sirmour		9418147147 01792220898	mdvtest@rediffmail.com
24	Gyan Shakti Vidyapeeth Pvt. Industrial Training Institute Shamsherpur Near SBOP Paonta Sahib Distt. Sirmour H.P.	Sirmour		9816014725	gsvitc@gmail.com,gsvpiti@gmail.com
25	Rotary Parwanoo Vocational & Community Centre Society Plot no. 17 sector-5 Parwanoo Distt. Solan H.P.	Solan		01792-235076	Himalyan-yogi@sify.com
26	SDSJ ITC Village Nagli Barog Hills Distt. Solan H.P.	Solan		8894981587 01792227632	Sdsj_society@yahoo.com
27	Vertex Education Society Kotlanala Rajgarh road Solan H.P.	Solan		01792- 226005,226505 094180-20505	<a href="mailto:vitcsolan@gmail.com">vitcsolan@gmail.com</a> , gmail.com.way2attri@gmail.com
28	Indian Institute of Skill Development Property No-3 Sector-I opp. ESI hospital road Parwanoo District Solan H.P	Solan		01792-232684 98184-62401	Rakesh.yadav@iisd.co.in
29	Ravinder Nath Tagore Memorial ITC Him Auto Building Kamli Road sector -I Parwanoo Distt. Solan H.P.	Solan		94184-21100	principalitc@gmail.com



30	Northstar Fastners, Plot No. 9 EPIP-I Jarmajri, Baddi Distt. Solan.	Solan		01795-271368	Kanhaar@gmail.com
31	NFCI National Finishing & Cookery Institute Solan H.P.	Solan		01792- 220922	info@nfcihospitality.com
32	Institute for Skill and Entrepreneurship Development Darlaghat Tehsil Arki Distt. Solan H.P.	Solan		01796-248366,	<a href="mailto:ised_darlaghat@rediffmail.com">ised_darlaghat@rediffmail.com</a>
33	Hari Om Private Industrial Training Institute. VPO Diggal Tehsil Nalagarh Distt. Solan H.P.	Solan		01795- 278505	Hariom_itc@yahoo.in
34	Himalyan Educational Society (Regd.) Rohroo. Distt. Shimla	Shimla		9418042941	Sharmadinesh396@gmail.com
35	Optech Vidya ITC City Heart Hotel Una road Amb Distt. Una H.P.	Una		9418775290 01976261989	Optech_vcc2007@rediffmail.com
36	Vocational Rehabilitation Centre for Handicapped Distt. Una H.P.	Una		01975-2022222	Sd.himachalpradesh@dget.gov.in
37	Santoshi ITC Ghumarwin Bilaspur H.P.	Bilaspur		98167-44340 01978-254425	santoshiITI@ yahoo.in
38	Saafat (Pvt.) Industrial Training Institute Village Awahar Bangana Distt. Una	Una		01975-206028,	saafatiti@yahoo.com

39	Himachal Pradesh Information and Technology Educational society. VPO Amb near Hima Lave Una H.P.	Una		1976-243431	bhardwajedu-amb@gmail.com
40	Simona Pvt. Industrial Training Institute Amb Tehsil Daulatpur Chowk Una Pin code 177204	Una		01976-265010	<a href="mailto:Simonaiti@yahoo.com">Simonaiti@yahoo.com</a>
41	Roots (Pvt) ITI Kadana-Dehri Tehsil Nurpur Distt. Kangra H.P. 9418075246	Kangra		9418075246	<a href="mailto:rootsitikadana@gmail.com">rootsitikadana@gmail.com</a>
42.	Dogra (Pvt.) ITI Plot No. 58 2nd Floor Industrial Area Bilaspur H.P.	Bilaspur		9816024540	itidogra@gmail.com

**(4). Other Trainings in Government Sector like:**

- (i). Institutes of Hotel Management (IHMs), Kufri/Hamirpur .
- (ii). Rural Self Employment Training Institutes (RSETIs) in each District .
- (iii). Cutting & Tailoring courses certified by Block Development Officer.
- (iv). Department of Health and Medical Education (Diploma Trainings of Dental Hygienist, Dental Mechanic, Laboratory Technician, X-ray Technician, Optometrist, Operation Theatre Technician, Pharmacist, Nursing, Midwifery, Auxiliary Nurse Midwife (ANM) etc and such trainings recognized/affiliated by the Department of Medical Education and Research, H.P. /Other States/Central Government).
- (v). Himachal Roadways Transport Corporation Driving Training Schools.
- (vi). H.P. Handicrafts and Handloom Corporation Limited (Training in Weaving, Knitting, Thanka Painting and Wood Carving, Chamba Rupal Embroidery and Chamba & Kangra Painting etc).
- (vii). H. P. Scheduled Castes & Scheduled Tribes Development Corporation (Handloom Khadi, Motor Driving, Motor Mechanic/Auto Scooter Repair, Shoe Making, Electronics, Plumber, Electrician/Motor Binding, Welding/Steel Fabrication/Black smith, Carpentry, Foam making, Beautician, Bamboo Work, Barber, Cutting Tailoring, Computers Trainings etc.)
- (viii). National Institute of Electronics & Information Technology (NIELIT) and Centre for Development of Advanced Computing (C-DAC)

**(5). Private Information Technology Institutes (franchisees eligible in H.P.):**

- (i). National Institute of Information Technology (NIIT)
- (ii). Aptech,
- (iii) Jetking
- (iv). AISECT
- (v) Hindustan Computers Ltd.(HCL)
- (vi) Computer Maintenance Corporation Ltd. (CMCL)

**(6). Baddi Technical Training Institute (run by BBNIA).**

(7). Diploma/certificate trainings in Health and Medical Education offered by private institutes recognized/affiliated by Department of Medical Education & Research, H.P. or any other State/Central Government (like Shivalik Institute of Nursing, Shimla, H.P., Mata Padmawati Educational Society Nahan, District Sirmour, H.P., Lord Mahavira Institute of General Nursing and Midwifery, Nalagarh Solan, H.P. etc) .

(8). Other institutes/organizations empanelled or approved by District Level Committees constituted vide Notification No.-Shram(F)1-2/2013 dated 13/12/2013 under the Chairpersonship of Deputy Commissioners. These Committees have been authorised to empanel/approve private institutes/organizations/NGOs for the purpose of Skill Development Allowance Scheme.

**The above list is only for purpose of giving examples of the kind of trainings admissible under SDA Scheme, 2013. The Department of Employment has not authorized any institute/organization to impart training for the purpose of granting Skill Development Allowance. As per the Scheme, the beneficiary has been given the choice to select any training of his/her choice.**

**The above mentioned list is illustrative and not exhaustive.**

In case of clarification, please refer to the Directorate of Labour & Employment on telephone number-0177-2624209, 2624305 or on email [ID: dde-lep-hp@nic.in](mailto:dde-lep-hp@nic.in), [svgo-hp@nic.in](mailto:svgo-hp@nic.in), [oip-hp@nic.in](mailto:oip-hp@nic.in)

**Q.2. What is the aim of granting Skill Development Allowance?**

Ans. The Scheme of Skill Development Allowance aims at providing an allowance to educated unemployed persons for their skill up gradation.

**Q.3. What are the eligibility criteria for Skill Development Allowance?**

Ans. The Applicant must be (i) registered in any Employment Exchange in the State as on date of application. (ii) Bonafide Himachali. (iii) Must have passed minimum 8<sup>th</sup> but there will be no requirement of minimum qualification for admissibility of allowance under the Scheme when applicant wants to pursue training in Sectors such as masonry, carpentry, blacksmithy or plumbing etc. (iv) Be in the age group of 16 to below 36 years. (v) Annual family income should be less than Rupees Two lakh from all sources. (vi) Must be enrolled in skill development training anywhere in India. (vii) Should not be employed under the

Government/its agencies, public sector undertakings/bodies/boards/corporations and neither employed in private sector nor self employed (viii).should not be a dismissed Govt. employee (ix) Should not be convicted of any offence resulting in imprisonment for a period of 48 hours or more.

**Q.4. What is the rate of Allowance?**

**Ans.** The allowance is payable @ Rs.1000/- per month to beneficiaries and @ Rs.1500/- per month to the physical handicapped who have 50% permanent disability, for the duration of the skill development training subject to maximum 24 months.

**Q.5. What is the duration of the Allowance?**

**Ans.** The duration of the allowance is for duration of trainings done subsequent to one another, subject to the maximum period of 24 months. For example if one does a 6 month training in the first instance, and does a 1 year training later, she/he will be eligible for allowance for 1 year 6 months, subject to upper limit of 24 months.

**Q.6. Will the beneficiary be eligible for allowance if she/he does more than one training?**

**Ans.** Yes. A beneficiary will be eligible for benefits for more than one training provided the trainings are done subsequent to one another. In case more than one training is done at one time, allowance will be paid for one training only.

**Q.7. Whether training will be compulsory to get allowance?**

**Ans.** Yes. The applicant must be enrolled in skill development training anywhere in India. For details refer to Question No.-1.

**Q.8. Whether there are any identified Institutes/Organizations which offer Skill Development Training for the purpose of availing of the said Allowance?**

**Ans.** The applicant can choose an Institute/Organization and training of his/her own choice, anywhere in India. Also see answer to Question no. 1.

**Q.9 Whether the Allowance will be given only for two years or will it continue till the completion of training?**

**Ans.** The period of allowance will be for the duration of the training done subsequent to one another, subject to the maximum period of 24 months.. For example, if someone is enrolled for a three year (diploma) training, allowance will be paid only for 2 years. Also see Answer to Question number 5.

**Q.10. I am Bonafide Himachali. Whether I can apply for Skill Development Allowance only in the concerned Employment Exchange and avail the training at Delhi?**

**Ans.** Yes. You can apply for the Skill Development Allowance, if you fulfill other terms and conditions laid down in the eligibility criteria for the said allowance.

**Q.11. I have a Domicile certificate of H.P. Am I eligible for Allowance?**

**Ans.** No. Only Bonafide Himachalis are eligible.

**Q.12. Can the candidate apply in any Employment Exchange in the State or does she/he have to apply at the Employment Exchange where the applicant is registered?**

Ans. The applicant can apply in the prescribed application form only to the Employment Exchange in H.P. in which he/she has registered his/her name or the Employment Exchange in H.P., in whose jurisdiction the applicant is obtaining training. The application forms can be obtained free of cost from any Employment Exchange or downloaded from the departmental website i.e: [www.himachal.nic.in/employment](http://www.himachal.nic.in/employment).

**Q.13. What will be the mode of payment of allowance?**

Ans. The allowance will be paid through RTGS transfer in the bank account of the beneficiary for which applicant has to open his/her account in any bank branch having IFS Code. The particulars of the bank account number & IFS code have to be verified by the concerned bank at the time of application.

**Q.14. I am a resident of Pangi and there is no training institute/organization for Skill Development. How can I be benefited under this scheme?**

Ans. The applicant from Pangi can avail of training in any Institute/organization in his/her District or State or anywhere in India.

**Q.15. I have registered myself in MGNREGS. Whether I am eligible for Skill Development Allowance or not?**

Ans. Yes. The employment under MGNREGS is not counted as Government or self employment. Therefore, such an applicant is eligible for the allowance on fulfillment of other terms and conditions. However, income from MGNREGS employment will be taken into account for calculating the annual family income of less than Rs. 2 lakhs per annum.

**Q.16. Whether the application forms are available online or not?**

Ans. Yes. Application forms are available on the Departmental website [www.himachal.nic.in/employment](http://www.himachal.nic.in/employment).

**Q.17. I am a matriculate. Can I avail this Allowance?**

Ans. Yes. The minimum educational qualification is 8<sup>th</sup> pass and there will be no requirement of minimum qualification for admissibility of allowance under the Scheme when applicant wants to pursue training in Sectors such as masonry, carpentry, blacksmithy or plumbing etc. , subject to fulfillment of all other eligibility conditions.

**Q.18. I am 35 years and 6 months of age. Whether I am eligible for the allowance or not?**

Ans. Yes. The Scheme is for persons in the age group of 16 to below 36 years, subject to fulfillment of all other eligibility conditions.

**Q.19. Can I apply/submit application online for the Skill Development Allowance?**

Ans. No. The application can only be submitted on paper on prescribed format in the Employment Exchange of H.P. where the applicant is registered or the Employment Exchange in H.P., in whose jurisdiction the applicant is obtaining training..

**Q.20. Whether registration in Employment Exchange of H.P. is compulsory or not?**

Ans. Yes. Registration in an Employment Exchange of H.P. on date of application is compulsory.

**Q.21. Is it necessary for the applicant to have a bank account for availing benefit of Skill Development Allowance?**

Ans. Yes. The applicant must have a bank account in the bank branch which has an IFS code which is to be certified by the officer/official of the concerned bank branch on the application form.

**Q.22. I am residing in a remote area where the bank branch does not have an IFS code. How can I get the Allowance?**

Ans. The allowance will be paid only through RTGS for which IFS code of the Bank Branch is compulsory. The applicant is advised to open an account in any bank branch which has an IFS code.

**Q.23. I am doing a Skill Development Training in an Institute, the duration of which is 2 years. Of this I have completed one & half year training. Am I eligible for the Allowance for the balance term?**

Ans. Yes. You will be eligible for the allowance for the balance 6 months.

**Q.24. I do not have an Aadhar number as on date. Can I apply under the Scheme?**

Ans. Yes. If otherwise eligible, you can apply under the Scheme. However, it is recommended that you apply for the Aadhar number as soon as possible and inform the relevant Employment Exchange on receipt of the same.

**Q.25. Is there any age relaxation for SC, ST & OBC categories under this Scheme?**

Ans. No, there is no relaxation. All applicants in the age group of 16 to below 36 years are eligible.

**Q.26. My brother is availing allowance under this Scheme. Can I also apply?**

Ans. Yes. You can also apply if otherwise eligible. There is no limit on the number of family members who can apply under the Scheme.

**Q.27. I have heard that certain changes in the Scheme have been made recently. Please apprise me of the same?**

Ans. The Skill Development Allowance Scheme 2013 was first notified on May 21, 2013. It has been amended by Notification dated August 21, 2013 & 10<sup>th</sup> December, 2013. The following amendments have been made: i) The minimum age of eligibility has been reduced to 16 years of age, ii) Minimum educational qualification has been reduced to 8<sup>th</sup> pass, and there will be no requirement of minimum qualification for admissibility of allowance under the Scheme when applicant wants to pursue training in Sectors such as masonry, carpentry, blacksmithy or plumbing etc., subject to fulfillment of all other eligibility conditions. (iii) Now it is required that the applicant should have his/her name registered in the Employment Exchange on the date of application instead of having name registered in the Employment Exchange for two years (iv) Now the applicant has to submit an affidavit regarding his/her status of unemployment (and other eligibility conditions) according to prescribed format instead of a certificate of unemployed status issued by an Executive

Magistrate. However, the Income Certificate to be issued by Revenue Authorities must state that the applicant is not employed in the Government/its agencies, public sector undertakings/bodies/boards/corporations. For applicant below 18 years of age, their parents/guardians have to file affidavit (the format of which is available on line).

**Q.28. Is there a cost to the application form?**

Ans. No. The application form is available free of cost in all Employment Exchanges. It can also be downloaded from the website of the Labour & Employment Department i.e. [www.himachal.nic.in/employment](http://www.himachal.nic.in/employment).

**Q.29. What documents are required alongwith the application form ?**

Ans. The applicant has to attach following with the application form duly filled:

1. Passport size photo.
2. Affidavit on prescribed format (Form C ), For applicant below 18 years of age, their parents/guardians have to file affidavit (the format of which is available on line).
3. Income certificate issued by an Executive Magistrate in which it is also stated that the applicant is not employed in the Government/its agencies, public sector undertakings/bodies/boards/corporations.
4. Attested copy of X-10 (Employment Exchange Identity Card) .
5. Attested copy of 8<sup>th</sup> class/10 marksheet/Birth Certificate.
6. Attested copy of Bonafide Himachali Certificate.
7. Attested copy of enrollment or admission certificate in a skill development training course.

Please bring 8<sup>th</sup>/10<sup>th</sup> class original marksheet/Birth Certificate to the Employment Exchange at the time of application for verification of age and for marking original marksheet with SDA Application Number for monitoring.

**Q. 30.I am undergoing ITI Training since September, 2012. At present I am in 2<sup>nd</sup> year. Can I avail benefit of the Scheme?**

Ans. Yes. You can apply and get allowance for the balance period of training.

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