

F.No. DGT-Schm/10/2018-DD(SCHM)  
Government of India  
Ministry of Skill Development and Entrepreneurship  
Directorate General of Training (DGT)

Employment Exchange Building,  
Library Avenue, PUSA Complex,  
New Delhi-110012

Dated: 20.11.2018

To

The Principal Accounts Officer,  
Ministry of Skill Development and Entrepreneurship  
Room No. 328, 'B' Wing, Shram Shakti Bhawan  
Rafi Marg, New Delhi-110001

Subject: Release of Grants under the Scheme of **Community Development Through Polytechnics (CDTP)** during the financial year **2018-19** to the State of **Himachal Pradesh**.

Sir,

I am directed to say that the Government of India is providing recurring financial assistance upto a maximum of Rs. 17.00 Lakhs per annum per Polytechnic, for implementing the Scheme of Community Development Through Polytechnics (CDTP), through selected AICTE approved Polytechnics.

2. Accordingly, I am directed to convey the sanction of the President of India for the payments of **30,00,000.00 (Rupees Thirty Lakhs Only)** to the Secretary dealing with Technical Education to the **Govt. of Himachal Pradesh** to release the fund to the following Polytechnics under the CDTP Scheme during the financial year **2018-19:-**

S.No	Name of the Polytechnic	Grant to be released
1.	Govt. Polytechnic, Sundernagar, Mandi, Himachal Pradesh - 174401	Rs. 15,00,000.00
2.	Dr. B.R. Ambedkar Govt. Polytechnic, Gagret, Ambota, Una, Himachal Pradesh - 177205.	Rs. 15,00,000.00
	<b>Total (Rupees Thirty Lakhs Only)</b>	<b>Rs. 30,00,000.00</b>

3. The expenditure may be debitable to (Demand Number 88-MSDE)

Major Head -3601		
74.8%(For Gen)	3601.06.101.36.05.31 Grants-in-aid-General	Rs. 22,44,000.00
16.6% (For SC)	3601.06.789.19.05.31 Grants-in-aid-Scheduled Caste	Rs. 4,98,000.00
8.6% (For ST)	3601.06.796.18.05.31 Grants-in-aid-Tribal Areas	Rs. 2,58,000.00
	<b>Total (Rupees Thirty Lakhs only)</b>	<b>Rs. 30,00,000.00</b>

4. Release of further installment will be based on the progress shown by Polytechnic in Scheme's implementation during 2018-19. Therefore the **quarterly progress reports/UCs of previous years etc may please be submitted to concerned DTE / NITTR within stipulated time**, or else no further grant can be released in 2019-20.

वी. के. सक्सेना/V. K. SAKSENA  
उप निदेशक/Dy. Director / HOQ  
डी.जी.टी. कौशल विकास एवं उद्यमशीलता मंत्रालय  
DGT, Ministry of Skill Development and Entrepreneurship  
भारत सरकार/Govt. of India  
नई दिल्ली/New Delhi

5. Grants in aid mentioned above shall be utilized for incurring Recurring expenditure as per guidelines of *CDTP Scheme*, by each polytechnic. Accordingly the Technical Education Department of the State is requested to kindly release the amount to the Polytechnic shown above, immediately on receipt of funds. The State Government may kindly ensure that sanctioned grant are released expeditiously to the above mentioned polytechnics in a time bound manner to enable smooth implementation of the Scheme

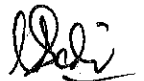
6. The grant is being released subject to the following terms and conditions:-

- i) The activities under the Scheme should be limited to the extent of grants-in-aid available with the grantee Institution at any given time. The grantee Institution would bear responsibility for any expenditure incurred over and above available grants /limits and Ministry would not ordinarily be liable to reimburse the same, on a routine basis, except as per rules.
- ii) The grantee Institutions shall utilize the grants released vide this sanction letter, to implement the *Scheme of Community Development through Polytechnics (CDTP)*, strictly in accordance with the *Salient Features Document* and other Instructions & Guidelines issued by this Ministry from time to time and shall achieve all the targets as per each Institute's approved Annual Operational Plan, as envisaged in the Scheme. **Overall responsibility for Scheme's proper implementation rests with the concerned Principal of the Polytechnic.** The suggested targets for the major activities of the Scheme are as follows –
  - a) Short term non-formal skill development courses – 600 trainees p.a.
  - b) Technology Transfer activities –05 Technologies with at least 50 beneficiaries p.a.
  - c) Minimum 5 Technical and Support Services Camps per annum per polytechnic.
  - d) Extension Centres to be established – 05-10 locations.
- iii) On completion of training courses, the Polytechnic concerned should provide necessary guidance and assistance to the Trainees for their employment/self employment. Towards this end the programmes to be implemented under the Scheme, should be selected after careful assessment of the local needs through need assessment surveys, linkages with local industry etc.
- iv) All project staff should be engaged only as prescribed in the Scheme's *Salient Features Document* and the Principal of the Polytechnic must make clear to prospective contract employees at every stage of the recruitment, including in Public notices, Interview, contract etc. that the employment offered is purely temporary and under a project, approved for implementation on an annual basis.
- v) The accounts of the grantee Institutions shall be open to inspection by the sanctioning authority and audit by the Comptroller and Auditor General of India under the provision of CAG (DPC) Act 1971 and internal audit by the Principal Accounts Office of the Ministry of Skill Development and Entrepreneurship, New Delhi-110001.
- vi) Utilization Certificate alongwith audited statement of accounts should be furnished to the Ministry of Skill Development & Entrepreneurship, GOI as per General Financial Rules (GFR) 2017.

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- vii) The institutions shall furnish regularly, **Quarterly Financial Reports**, giving item-wise details of the recurring & Non rec. expenditure incurred, and unspent Recurring and Non-Recurring grants available at the close of the quarter, **to the concerned National Institute of Technical Teachers Training & Research (NITTTR) of their Region, within 10 days of the close of the quarter.** The Principal of the grantee institution will be responsible for any delay or stoppage in release of recurring grants, if eligible, in subsequent years, due to delay/failure of the Polytechnic to submit the required information, within prescribed time limits;
- viii) UCs for grants released in 2018-19 will be submitted through DTE of the respective State/UT Governments. **The UC issued by the State/UT Government may be accompanied by the accounts and physical progress report on utilization of the grant, submitted by the concerned polytechnic.** It is requested that the State Government may kindly issue/forward separate UC for each grantee polytechnic to ensure that release of grants to better performing polytechnics are not held up due to some other polytechnics not submitting UCs on time. **The State Government is required to submit the UC for above grant by the close of financial year (31.03.2019), as per General Financial Rules, 2017 and further recurring grant may be released only after receipt of the UCs of previous year.**
- ix) The institutions shall maintain separate subsidiary accounts for the grants received under the above mentioned Scheme and **each grantee shall furnish to the concerned State Government**, latest by 31.03.2019, an **Utilization Certificate (UC)** in the prescribed form GFR-12C, supported by the **Audited Statement of Accounts (SoA)**, in prescribed format, duly signed by the authorized auditor of the institution and countersigned by the Principal/Director of the institution, to the effect that the grant-in-aid (GIA) has been utilized for the purpose for which it was sanctioned. The GIA in respect of the next financial year, if eligible, shall be released only after the Ministry has satisfied itself, that the grantee Institution has properly utilized the grants released.
- x) At the close of the financial year, each Grantee should also furnish an **Annual Physical Achievement Report (PAR)**, duly signed by the Principal and **to be attached with the UC**, listing the achievements of the previous financial year, under all activities of the Scheme, including therewith, reasons for shortfall, if any, in achieving the targets prescribed in the Annual Operational Plan, and corrective action proposed.
- xi) The Ministry will be at liberty to blacklist those Institutions, which do not submit the Utilization Certificate within the prescribed time, from any future grant, subsidy or other financial support from Government.
- xii) In future grants will be released to the institute only after they have satisfied this Ministry that adequate provisions for representation of SCs/STs has been made in their constitution and these are being followed in equal practice in filling up of vacancies reserved for SC/ST candidates every year.

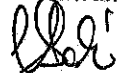
7. **State Governments are requested to kindly put in place a process for quickly disbursing the sanctioned funds to the implementing Polytechnics of the State in a time bound manner so that targets under the scheme can be achieved.** If feasible, possibility of releasing the CDTP Scheme grants received from the Centre on lumpsum/advance basis by State to concerned Polytechnics may also be explored, so as to ensure timely availability of funds.



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उप निदेशक/Dy. Director / HOQ  
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8. All States / UT Governments / 518 Polytechnics implementing the CDTP Scheme are also granted permission to carry forward & utilize the unspent Balance of previous years Recurring & Non Recurring grants lying with them on 01.04.2018, during the current financial year 2018-19, for expenditure relating to CDTP scheme, as per applicable norms/rules.
9. This amount of grants in aid is fully adjustable in the books of Principal Accounts Officer, Ministry of Skill Development and Entrepreneurship, New Delhi-110001. On receipt of the sanction letter, the Principal Accounts Officer may issue an advice to the Reserve Bank of India (Central Accounts Section), Nagpur for affording credit to the balance of the State Government. The Principal Accounts Officer may forward a copy of the advice to the Accountant General and Finance Department of the State Government alongwith a copy to the undersigned in the Ministry of Skill Development and Entrepreneurship. State Government shall send intimation regarding receipt of grants in aid to Principal Accounts Officer, Ministry of Skill Development and Entrepreneurship, New Delhi-110001.
10. As per Rule 230(8) of GFR 2017 "All interests or other earning against Grant-in-aid or advances (other than reimbursement) released to any grantee institution should be mandatorily remitted to the Consolidated Fund of India immediately after finalization of the accounts. Such advances should not be allowed to be adjusted against future releases".
11. Further release of grant in next FY to the Institutes where the achievement is less than 500 persons will be subject to achieving the target.
12. No UC is pending for the previous year from the state against these Polytechnics for the CDTP Scheme.
13. This sanction is issued with the concurrence of **Integrated Finance Division/AS&FA Dy No. 513 AS&FA(L&E) dated 15.11.2018.**

Yours faithfully,



(V.K. Saxena)

Deputy Director / H.O.O.

वी.के. साखेना / V. K. SAXENA

उप निदेशक / Dy. Director / H.O.O.

डी.जी.टी. कोशल विकास एवं उद्यमशीलता मंत्रालय  
DGT, Ministry of Skill Development and Entrepreneurship

नई दिल्ली / New Delhi

Copy to:-

1. The Commissioner-cum-Secretary (Technical Education), Govt. of Himachal Pradesh, Shimla - 171002. It is requested that funds released through this sanction letter may be transferred to the Director of Technical Education Vocational & Industrial Training at the earliest for onward release to the concerned polytechnics.
2. The Director, Directorate of Technical Education, Vocational & Industrial Training, Govt. of Himachal Pradesh, **Sundernagar** - 175018, with a request to make expenditure of central grants strictly as indicated in the sanction letter and submit the progress report regularly.
3. The Director, National Institute of Technical Teachers Training & Research (NITTTR Chandigarh), Sector-26, Chandigarh - 106619
4. The Principal, Govt. Polytechnic, Sundernagar, Mandi, Himachal Pradesh - 174401.
5. The Principal, Dr. B.R. Ambedkar Govt. Polytechnic, Gagret, Ambota, Una, HP - 177205.

6. Director General of Audit, Central Revenues, AGCR Building, New Delhi.
7. Integrated Finance Wing (IFD), DGT, MSDE, Shram Shakti Bhawan, Rafi Marg, New Delhi.
8. O/o the Chief Controller of Accounts, DGT, MSDE, Sharam Shakti Bhawan, New Delhi.
9. Budget Section, DGT, MSDE, Kaushal Bhawan, Karol Bagh, New Delhi.
10. DDO (Cash Section), DGT, MSDE, New Delhi
11. Guard File.

अमृतपालसिंह

(Amrit Pal Singh)

Deputy Director, DGT, MSDE

Deputy Director

Ministry of Skill Development and Entrepreneurship

Government of India, New Delhi-110 001