



KHADI AND VILLAGE INDUSTRIES COMMISSION
DIRECTORATE OF KHADI PROGRAMME & MONITORING
'Gramodaya' 3, Irla Road, Vile Parle (West), Mumbai-56
Telefax +91-22-2671 1593 e-mail: sksinha@kvic.gov.in Web: www.kvic.org.in

No. DKPM/KRDP/DRA/Ist Phase/132/2011-12/

Date: 21.03.2012

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Annur Sarvodaya Sangh, 7/34, Nehru Street, Annur, Coimbatore - reg.**

Ref: 1. SFC resolution No.Khadi/2011-12/46 dated 19.01.2012.
2. Budget Allocation No.BGT/Khadi/Allo/2011-12 dt. 23.01.2012

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, Chennai sanction as accorded by SFC (Khadi) in its 7th meeting held on 19.12.2011 under above referred Resolution in favour of **Annur Sarvodaya Sangh, 7/34, Nehru Street, Annur, Coimbatore** for the year 2011-12 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		25.00	Director (KPM)
a)	New Model Charkha - Cotton/Wool/Polyvastra	200	21.24	
b)	Silk Reeling Basin			
c)	Looms - Cotton/Wool/Silk/ Polyvastra	10 NL	3.76	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	15.00	Director, SO/DO

3	Construction of shed for CFC etc.	-	5.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00	Director, SO/DO Director (IT)
5	Training		3.00	Director (Capacity Building)
6	Installation		1.00	Director, SO/DO
7	Margin money for Working Capital		14.00	Director, SO/DO
	Total		71.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO/DO
	Total		34.00	
GRAND TOTAL (A+B)			105.00	

(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in prescribed format placed at Annexure-I on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions shown there upon.
- (2) KVIC shall extend assistance under KRDP and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to KVIC Office from time to time under intimation to Directorate of KPM.

- (4) Since KRDP assistance will be in the form of the assets acquired by the institution wholly are sub-government grant shall not be disposed off without obtain of KVIC.
- (5) The procurement of the Khadi implements (and Looms) shall be regulated in terms of the letter No. D/Implement/2008-09/ dated 09.01.2009 issued by the D/Implement or as per the directives issued by the Commission from
- (6) Procurement of other implements related to same shall be preferably made from the reputed measuring the quality, rate reasonableness etc by obtaining from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase condition should include supply of implements within the period.
- (7) The supply contract/agreement/condition provision for proper skill development training to the master he can be able to handle maintenance of the equipment operational problems etc. The training shall also be organized for the artisan so that the artisan could optimize it; be able to ensure qualitative and quantitative production
- (8) The payment shall be made to the suppliers strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate records for the assets acquired under this assistance. For machineries, goods, assignment of work, norms prescribed be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose has been sanctioned and shall not be diverted for any other purpose
- (11) The assets created out of the KRDP funds mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., filled in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered artisans in the project are to be maintained and informed/ Divisional Offices from time to time.

- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.

- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

This is issued with the approval of FA, CEO and Chairman with an advice to the Programme Directors and State/Divisional Director to ensure compliance of above conditions scrupulously.

Encl: - As above

To
The Secretary
Annur Sarvodaya Sangh,
7/34, Nehru Street,
Annur, Coimbatore.

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S. K. Srinivas
Director (KPM) 21/03/03

S. K. Srinivas
Director (KPM) 21/03



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DIRECTORATE OF KHADI PROGRAMME & MONITORING
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No. DKPM/KRDP/DRA/Ist Phase/132/2011-12/

Date: 21.03.2012

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Karur Sarvodaya Sangh, 14, Vaiyapur Nagar, Karur - reg.

Ref: 1. SFC resolution No.Khadi/2011-12/46 dated 19.01.2012.
2. Budget Allocation No.BGT/Khadi/Allo/2011-12 dt. 23.01.2012

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, Chennai sanction as accorded by SFC (Khadi) in its 7th meeting held on 19.12.2011 under above referred Resolution in favour of Karur Sarvodaya Sangh, 14, Vaiyapur Nagar, Karur for the year 2011-12 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		25.00	Director (KPM)
a)	New Model Charkha - Cotton/Wool/Polyvastra	200	21.26	
b)	Silk Reeling Basin			
c)	Looms – Cotton/Wool/Silk/ Polyvastra	10 NL	3.74	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	0.00	Director, SO/DO

4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00	Director, SO/DO Director (IT)
5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		51.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO/DO
	Total		34.00	

	GRAND TOTAL (A+B)		85.00	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at Annexure-I on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.

- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time.
- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.

- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
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- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.

- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at Annexure – III, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at Annexure IV and Annexure - V respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at Annexure-VI.

This is issued with the approval of FA, CEO and Chairman with an advice to the Programme Directors and State/Divisional Director to ensure compliance of above conditions scrupulously.

Encl: - As above

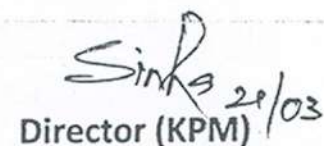
To
The Secretary
Karur Sarvodaya Sangh,
14, Vaiyapur Nagar,
Karur.

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

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Director (KPM) 21/03


Director (KPM) 21/03



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No. DKPM/KRDP/DRA/Ist Phase/132/2011-12/

Date: 21.03.2012

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Mulanur Sarvodaya Sangh, Mulanur, Tamilnadu - reg.**

Ref: 1. SFC resolution No.Khadi/2011-12/46 dated 19.01.2012.
2. Budget Allocation No.BGT/Khadi/Allo/2011-12 dt. 23.01.2012

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, Chennai sanction as accorded by SFC (Khadi) in its 7th meeting held on 19.12.2011 under above referred Resolution in favour of **Mulanur Sarvodaya Sangh, Mulanur, Tamilnadu** for the year 2011-12 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		25.00	Director (KPM)
a)	New Model Charkha - Cotton/Wool/Polyvastra	163	17.33	
b)	Silk Reeling Basin			
c)	Looms - Cotton/Wool/Silk/ Polyvastra	20 NL	7.67	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	15.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	5.00	Director, SO/DO

4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00	Director, SO/DO Director (IT)
5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		71.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO/DO
	Total		34.00	
	GRAND TOTAL (A+B)		105.00	

(*) Quantity in Nos. is an indicative

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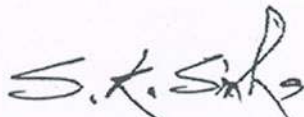
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This is issued with the approval of FA, CEO and Chairman with an advice to the Programme Directors and State/Divisional Director to ensure compliance of above conditions scrupulously.

Encl: - As above

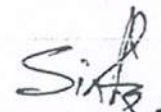

Director (KPM) 21/03f.

To
The Secretary
Mulanur Sarvodaya Sangh,
Mulanur,
Tamilnadu.

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

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5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai


Director (KPM) 21/03



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DIRECTORATE OF KHADI PROMOTING
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No. DKPM/KRDP/DRA/1st Phase/132/2011-12/ dt: 21.03.2012

SANCTION ORDER

Sub: Direct Reform Assistance under Reform and Development programme (with AD in favour of Tamilnadu Sarvodaya Sangh, Gandhinagar - reg.

Ref: 1. SFC resolution No. Khadi/2011-12/1.2012.
2. Budget Allocation No. BGT/Khadi/lt. 23.01.2012

In pursuance of the Project/Action Plan this office duly recommended by SLBT of State / Divisional Office, Gandhinagar, Tamil Nadu, sanction as accorded by SFC (Khadi) in its 7th meeting held on 11.01.2012 under above referred Resolution in favour of Tamilnadu Sarvodaya Sangh, Gandhinagar, Tirupur for the year 2011-12 is hereby communicated for the implementation of Khadi Reform and Development Programme as per below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Activities to be carried out by
1	Implements (NMC and looms)		Director (KPM)
a)	New Model Charkha - Cotton/Wool/Polyvastra	140	
b)	Silk Reeling Basin	6 basins	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	20 NL	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	Director, SO/DO
3	Construction of shed for CFC etc.	-	Director, SO/DO

4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00	Director, SO/DO Director (IT)
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	Total		71.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO/DO
	Total		34.00	

GRAND TOTAL (A+B)		105.00	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at Annexure-I on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.

- (4) Since KRDP assistance will be in the form of grants, assets acquired by the institution wholly are substantially grant shall not be disposed off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC items) shall be regulated in terms of the letter No. DKPM/Coments/2008-09/ dated 09.01.2009 issued by the Directorate per the directives issued by the Commission from time to time.
- (6) Procurement of other implements related to the KRDP shall be preferably made from the reputed manufacturers, the quality, rate reasonableness etc by obtaining expert opinion from IITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase condition should include supply of implements within the stipulated period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan who should be able to handle maintenance of the equipment, day to day problems etc. The training shall also be organized for the artisan so that the artisan could optimize its utilization to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record for the assets acquired under this assistance. For procurement of services, goods, assignment of work, norms prescribed in the tender strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered under the project are to be maintained and informed to the District Industrial Offices from time to time.

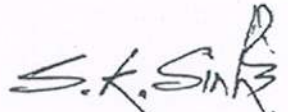
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time.
- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.

- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at Annexure – II.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.

- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure - III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

This is issued with the approval of FA, CEO and Chairman with an advice to the Programme Directors and State/Divisional Director to ensure compliance of above conditions scrupulously.

Encl: - As above


Director (KPM) 21/03/03

To
The Secretary
Tamilnadu Sarvodaya Sangh,
Gandhinagar,
Tirupur.

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai


Director (KPM) 21/03



KHADI AND VILLAGE INDUSTRIES COMMISSION
DIRECTORATE OF KHADI PROGRAMME & MONITORING
'Gramodaya' 3, Irla Road, Vile Parle (West), Mumbai-56
Telefax +91-22-2671 1593 e-mail: sksinha@kvic.gov.in Web: www.kvic.org.in

No. DKPM/KRDP/DRA/1st Phase/132/2011-12/

Date: 21.03.2012

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Thanjavur West Sarvodaya Sangh, 28 Giri Road, Srinivasapuram, Thanjavur - reg.

Ref: 1. SFC resolution No.Khadi/2011-12/46 dated 19.01.2012.
2. Budget Allocation No.BGT/Khadi/Allo/2011-12 dt. 23.01.2012

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, Chennai sanction as accorded by SFC (Khadi) in its 7th meeting held on 19.12.2011 under above referred Resolution in favour of Thanjavur West Sarvodaya Sangh, 28 Giri Road, Srinivasapuram, Thanjavur for the year 2011-12 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		25.00	Director (KPM)
a)	New Model Charkha - Cotton/Wool/Polyvastra			
b)	Silk Reeling Basin	2 units	6.12	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	30 L, 120 JB	18.88	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	10.00	Director, SO/DO

3	Construction of shed for CFC etc.	-	5.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00	Director, SO/DO Director (IT)
5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		66.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	5	19.00	Director, SO/DO
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO/DO
	Total		34.00	

	GRAND TOTAL (A+B)		100.00	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRD PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at Annexure-I on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.

- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time.
- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.

- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.

- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

This is issued with the approval of FA, CEO and Chairman with an advice to the Programme Directors and State/Divisional Director to ensure compliance of above conditions scrupulously.

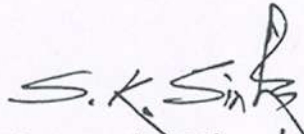
Encl: - As above

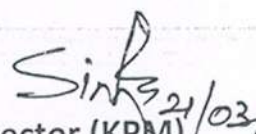
To
The Secretary
Thanjavur West Sarvodaya Sangh,
28 Giri Road, Srinivasapuram,
Thanjavur.

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai


Director (KPM) 21/03/20


Director (KPM) 21/03/20



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Government of India
Ministry of Micro, Small & Medium Enterprises.
**OFFICE OF THE COMMISSIONER FOR
KHADI AND VILLAGE INDUSTRIES**
DIRECTORATE OF KHADI PROGRAMME & MONITORING
3, Irla Road, Vile Parle (west), Mumbai - 400 056
Ph. & Fax - 022-26715860; E-mail: directorkpm@kvic.gov.in;
Website : www.kvic.org.in



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Erode Sarvodaya Sangh, Muthampalayam Housing Unit, Kasipalayam, Erode-638 009** - reg.

Ref: 1. SFC resolution No. **Khadi/2014-15/54** dated 22-09-2014.
2. Budget Allocation No. **BGT/Khadi/ALLO/2014-15** dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT. of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Erode Sarvodaya Sangh, Muthampalayam Housing Unit, Kasipalayam, Erode-638 009** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		22.99	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	150	21.07	
b)	Silk Reeling Basin	0	0	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	5	1.92	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	5.00	Director, SO/DO
3	Construction of shed for CFC etc.		15.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]		6.25	Director, SO/DO Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		67.24	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		32.75	

	GRAND TOTAL (A+B)		99.99	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh.

SO 85.21
IT 11.75
CB 3.00
99.99

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Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance in kind. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

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- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
- (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
- (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
- (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

To
The Secretary
Erode Sarvodaya Sangh,
Muthampalayam Housing Unit, Kasipalayam.
Erod-638 009

Director (KPM/KC/NS)

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S.K. Sankar
Director (KPM/KC/NS)
28/11/2014



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Government of India
Ministry of Micro, Small & Medium Enterprises,
**OFFICE OF THE COMMISSIONER FOR
KHADI AND VILLAGE INDUSTRIES**
DIRECTORATE OF KHADI PROGRAMME & MONITORING
3, Irla Road, Vile Parle (west), Mumbai - 400 056
Ph. & Fax - 022-26715860; E-mail: directorkpm@kvic.gov.in;
Website : www.kvic.org.in



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Gandhipuram Sarvodaya Sangh, 7th Street, Cross Cut Road, Gandhipuram, Coimbatore-641 012** - reg.

Ref: 1. SFC resolution No. **Khadi/2014-15/54** dated 22-09-2014.
2. Budget Allocation No. **BGT/Khadi/ALLO/2014-15** dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Gandhipuram Sarvodaya Sangh, 7th Street, Cross Cut Road, Gandhipuram, Coimbatore-641 012** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		24.80	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	50	7.02	
b)	Silk Reeling Basin	2	11.36	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	20	6.42	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	5.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	15.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

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5	Traming	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		69.25	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		32.75	

GRAND TOTAL (A+B)		102.00	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh.

SO 87.05
CB 3.00
IT 11.75
101.80

229

Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance in kind. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

- 727
- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
- (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
- (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
- (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

To
The Secretary
Gandhipuram Sarvodaya Sangh,
7th Street, Cross Cut Road.
Gandhipuram, Coimbatore-641 012

Director (KPM/KC/NS)

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

Director (KPM/KC/NS)



सत्यमेव जयते

Government of India
Ministry of Micro, Small & Medium Enterprises,
**OFFICE OF THE COMMISSIONER FOR
KHADI AND VILLAGE INDUSTRIES**
DIRECTORATE OF KHADI PROGRAMME & MONITORING
3, Irla Road, Vile Parle (west), Mumbai - 400 056
Ph. & Fax - 022-26715860; E-mail: directorkpm@kvic.gov.in;
Website : www.kvic.org.in



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Kethanur Sarvodaya Sangh, 2/6 Main Road, PO-Kethanur, Tq-Palladam, Tirupur-641 671, Dist. Coimbatore - reg.**

Ref: 1. SFC resolution No.Khadi/2014-15/54 dated 22-09-2014.
2. Budget Allocation No.BGT/Khadi/ALLO/2014-15 dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Kethanur Sarvodaya Sangh, 2/6 Main Road, PO-Kethanur, Tq-Palladam, Tirupur-641 671, Dist. Coimbatore** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		21.40	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	100	14.04	
b)	Silk Reeling Basin	1	5.44	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	5	1.92	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	7.65	Director, SO/DO
3	Construction of shed for CFC etc.	-	0.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to	-	6.25	Director, SO/DO

	Reform Implementation Officer]			Director (IT)
5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		53.30	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	10.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		23.75	

	GRAND TOTAL (A+B)		77.05	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at Annexure-I on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
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50 62.30
 CB 3.20
 17 11.25
 77.05

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Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

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- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.

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- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
- (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
- (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
- (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

Director (KPM/KC/NS)

To
The Secretary
Kethanur Sarvodaya Sangh,
2/6 Main Road, PO-Kethanur, Tq-Palladam.
Tirupur-641 671, Dist. Coimbatore

Through: State/Divisional Director,
KVIC, Chennai .

Copy for information & necessary action to:-

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4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S.K. Srinivas
Director (KPM/KC/NS)
28/11/2014



76)

Government of India
Ministry of Micro, Small & Medium Enterprises,
**OFFICE OF THE COMMISSIONER FOR
KHADI AND VILLAGE INDUSTRIES**
DIRECTORATE OF KHADI PROGRAMME & MONITORING
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Ph. & Fax - 022-26715860; E-mail: directorkpm@kvic.gov.in;
Website : www.kvic.org.in



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Koduvai Sarvodaya Sangh, Vinobha Nagar, Koduvai,, Trupur-638 660** - reg.

Ref: 1. SFC resolution No.Khadi/2014-15/54 dated 22-09-2014.
2. Budget Allocation No.BGT/Khadi/ALLO/2014-15 dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Koduvai Sarvodaya Sangh, Vinobha Nagar, Koduvai,, Trupur-638 660** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		24.99	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	100	14.04	
b)	Silk Reeling Basin	1	9.03	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	5	1.92	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	0.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		49.25	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		32.75	

GRAND TOTAL (A+B)		82.00	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

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S.O. 67-24
C.B. 3-20
11.75
81.99

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Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

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- 757
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 - (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

To
The Secretary
Koduvai Sarvodaya Sangh,
Vinobha Nagar, Koduvai,
Trupur-638 660

Director (KPM/KC/NS)

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
- ✓ 3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

SK. Singh
Director (KPM/KC/NS)

28/11/2014



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Padiyur Sarvodaya Sangh, Padiyur, Kangayam, Tirupur-638 701** - reg.

Ref: 1. SFC resolution No.Khadi/2014-15/54 dated 22-09-2014.
2. Budget Allocation No.BGT/Khadi/ALLO/2014-15 dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Padiyur Sarvodaya Sangh, Padiyur, Kangayam, Tirupur-638 701** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		8.94	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	50	7.02	
b)	Silk Reeling Basin	0	0	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	5	1.92	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	0.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	0.65	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		32.84	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	15.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		28.75	

	GRAND TOTAL (A+B)		61.59	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh.

SO 4684
 CB 3.2
 IT 11.25
 61.59

235

Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance in kind. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

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- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

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- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
- (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
- (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
- (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

Director (KPM/KC/NS)

To
The Secretary
Padiyur Sarvodaya Sangh,
Padiyur, Kangayam.
Tirupur-638 701

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S.K. SINGH
Director (KPM/KC/NS)
28/11/2014



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Pollachi Sarvodaya Sangh, Vill. Rangasamudrum, PO. Sulleswarnpatty, Anamalai Road36 Venkataramana Street, Pollachi-642 001 - reg.

Ref: 1. SFC resolution No.Khadi/2014-15/54 .dated 22-09-2014.
2. Budget Allocation No.BGT/Khadi/ALLO/2014-15 dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, Chennai sanction as accorded by SFC (Khadi) in its 4th meeting held on 22.09.2014 under above referred Resolution in favour of Pollachi Sarvodaya Sangh, Vill. Rangasamudrum, PO. Sulleswarnpatty, Anamalai Road36 Venkataramana Street, Pollachi-642 001 for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant-sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		21.00	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	75	10.53	
b)	Silk Reeling Basin	1	6.63	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	10	3.84	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	0.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to	-	6.25	Director, SO/DO

	Reform Implementation Officer]			Director (IT)
5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	0.65	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		44.90	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		32.75	

	GRAND TOTAL (A+B)		77.65	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the

50 62.90
C/B 3.00
17 11.75
77.65

717

Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance in kind. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.

- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

- 7/15
- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
 - (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
 - (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
 - (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

Director (KPM/KC/NS)

To
The Secretary
Pollachi Sarvodaya Sangh,
Vill. Rangasamudrum, PO. Sulleswarnpatty, Anamalai Road 36 Venkataramana
Street.
Pollachi-642 001

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
- ✓ 3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S.K. Singh
Director (KPM/KC/NS)

28/11/2014



सत्यमेव जयते

Government of India
Ministry of Micro, Small & Medium Enterprises,
**OFFICE OF THE COMMISSIONER FOR
KHADI AND VILLAGE INDUSTRIES**
DIRECTORATE OF KHADI PROGRAMME & MONITORING
3, Irla Road, Vile Parle (west), Mumbai - 400 056
Ph. & Fax - 022-26715860; E-mail: directorkpm@kvic.gov.in;
Website : www.kvic.org.in



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Thanjavur Sarvodaya Sangh, 8,9 K. V. Kovil Street, Kumbakonam, Thanjavur-612 001 - reg.**

Ref: 1. SFC resolution No. **Khadi/2014-15/54** dated 22-09-2014.
2. Budget Allocation No. **BGT/Khadi/ALLO/2014-15** dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Thanjavur Sarvodaya Sangh, 8,9 K. V. Kovil Street, Kumbakonam, Thanjavur-612 001** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		22.58	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	50	7.02	
b)	Silk Reeling Basin	2	11.72	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	10	3.84	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	5.15	Director, SO/DO
3	Construction of shed for CFC etc.	-	5.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

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5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		56.98	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	3	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	4.28	Director, SO/DO
	Total		35.03	

	GRAND TOTAL (A+B)		92.01	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh.

SO 77.26
CB 3.12
IT 11.75
92.01

779

Imple/Mfg/860/Voi-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

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- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
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- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
- (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
- (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
- (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

Director (KPM/KC/NS)

To
The Secretary
Thanjavur Sarvodaya Sangh,
8,9 K. V. Kovil Street, Kumbakonam.
Thanjavur-612 001.

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

Director (KPM/KC/NS)

28/11/2014

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No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Thirupattur Sarvodaya Sangh, 87 Gandhi Road,, Thirupattur-635 601, Dist. Vellore - reg.**

Ref: 1. SFC resolution No.Khadi/2014-15/54 dated 22-09-2014.
2. Budget Allocation No.BGT/Khadi/ALLO/2014-15 dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Thirupattur Sarvodaya Sangh, 87 Gandhi Road,, Thirupattur-635 601, Dist. Vellore** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		7.35	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	25	3.51	
b)	Silk Reeling Basin	0	0	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	10	3.84	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	8.30	Director, SO/DO
3	Construction of shed for CFC etc.	-	10.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		49.90	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		32.75	

	GRAND TOTAL (A+B)		82.65	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh.

SO 67.90
CB 3.00
IT 11.75
82.65

211

Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance in kind. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

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- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
- (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
- (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
- (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

Director (KPM/KC/NS)

To
The Secretary
Thirupattur Sarvodaya Sangh,
87 Gandhi Road,
Thirupattur-635 601, Dist. Vellore

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

Director (KPM/KC/NS)

28/11/2014



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Tirupur Sarvodaya Sangh, Murugampalayam, PO. Iduvampalayam, Tiruppur-641 687** - reg.

Ref: 1. SFC resolution No.Khadi/2014-15/54 dated 22-09-2014.
2. Budget Allocation No.BGT/Khadi/ALLO/2014-15 dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Tirupur Sarvodaya Sangh, Murugampalayam, PO. Iduvampalayam, Tiruppur-641 687** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		14.05	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	100	14.05	
b)	Silk Reeling Basin	0	0	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	0	0	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	0.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	0.50	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		37.80	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	5.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		18.75	
GRAND TOTAL (A+B)			56.55	

(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh.

50 41.80
C.B. - 3.00
IT 11.75
56.55

247

Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance in kind. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

- 7
- 745
- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
 - (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
 - (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
 - (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

Director (KPM/KC/NS)

To
The Secretary
Tirupur Sarvodaya Sangh,
Murugampalayam, PO. Iduvampalayam.
Tiruppur-641 687

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S.K. SINGH
Director (KPM/KC/NS)

28/11/2014



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Udamalpet Sarvodaya Sangh, 6-A, Appavu Street, Udumalpet, Tiruppur-642 126** - reg.

- Ref:** 1. SFC resolution No. **Khadi/2014-15/54** dated 22-09-2014.
2. Budget Allocation No. **BGT/Khadi/ALLO/2014-15** dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, **Chennai** sanction as accorded by SFC (Khadi) in its 4th meeting held on **22.09.2014** under above referred Resolution in favour of **Udamalpet Sarvodaya Sangh, 6-A, Appavu Street, Udumalpet, Tiruppur-642 126** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		13.52	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	50	7.02	
b)	Silk Reeling Basin	1	6.50	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	0	0	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	4.15	Director, SO/DO
3	Construction of shed for CFC etc.	-	5.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		46.92	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		32.75	
GRAND TOTAL (A+B)			79.67	

(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
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SO 64.92
C/B 3.00
17 11.25
79.67

271

Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

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- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

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- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
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- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
- (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
- (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
- (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

To
The Secretary
Udamalpet Sarvodaya Sangh,
6-A, Appavu Street, Udumalpet.
Tiruppur-642 126

Director (KPM/KC/NS)

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S.K. Singh
Director (KPM/KC/NS)
28/11/2014



No. DKPM/KRDP/DRA/2nd Phase/132/2011-12/2014-15

Date: 24.11.2014

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Uttukuli Sarvodaya Sangh, Kangayam Road, Uthukuli R. S., Tiruppur-638 752 - reg.**

Ref: 1. SFC resolution No. **Khadi/2014-15/54** dated 22-09-2014.
2. Budget Allocation No. **BGT/Khadi/ALLO/2014-15** dated 08-10-2014.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State / Divisional Office, KVIC, Chennai sanction as accorded by SFC (Khadi) in its 4th meeting held on 22.09.2014 under above referred Resolution in favour of **Uttukuli Sarvodaya Sangh, Kangayam Road, Uthukuli R. S., Tiruppur-638 752** for the year 2014-15 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		10.53	Director, SO/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	75	10.53	
b)	Silk Reeling Basin	0	0	
c)	Looms - Cotton/Wool/Silk/ Polyvastra	0	0	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO/DO
3	Construction of shed for CFC etc.	-	0.00	Director, SO/DO
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.25	Director, SO/DO Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	0.45	Director, SO/DO
7	Margin money for Working Capital	-	14.00	Director, SO/DO
	Total		34.23	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	1	19.00	Director, SO/DO
2	Inventory management	-	11.75	Director (IT)
3	Local publicity	-	2.00	Director, SO/DO
	Total		32.75	

	GRAND TOTAL (A+B)		66.98	
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(*) Quantity in Nos. is an indicative

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

- (1) An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
- (2) KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
- (3) The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
- (4) Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed-off without obtaining prior approval of KVIC.
- (5) The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 Manufacturer for supply of Charkhas and notified vide Circular No. DKPM/Kh.

SO 5223
CB 3.50
IT 11.75
66.98

753

Imple/Mfg/860/Vol-II/2013-14 dated 04.03.2014 and Addendum No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04.06.2014. Similarly list of loom manufacturer were also notified vide Circular No. DKPM/Kh. Imple/Mfg/860/Vol-II/2013-14 dated 15.07.2014.

- (6) Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
- (7) The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
- (8) The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only.
- (9) The institution shall maintain separate record of the details for the assets acquired under this assistance in kind. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
- (10) The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
- (11) The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
- (12) Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
- (13) Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
- (14) The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
- (15) The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.

- (16) The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
- (17) The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
- (18) In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
- (19) The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
- (20) Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
- (21) A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
- (22) The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.

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- 751
- (23) The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
 - (24) Since, the assistance under KRDP will be in the form of Grant-in-aid, all concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
 - (25) Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
 - (26) Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

This is issued with the approval of Competent Authority.

Encl: - As above.

Director (KPM/KC/NS)

To
The Secretary
Uttukuli Sarvodaya Sangh,
Kangayam Road, Uthukuli R. S.,
Tiruppur-638 752

Through: State/Divisional Director,
KVIC, Chennai

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore.
2. State/Divisional Director, KVIC, Chennai.
3. Director (RID), KVIC, Mumbai.
4. Director (Marketing), KVIC, Mumbai
5. Director (Capacity Building), KVIC, Mumbai
6. Director (IT), KVIC, Mumbai
7. Director (Accounts), KVIC, Mumbai

S.K. Singha
28/11/2014
Director (KPM/KC/NS)



सत्यमेव जयते

खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India.

खादी निदेशालय

DIRECTORATE OF KHADI

No. DKPM/SZ/KRDP/Chennai/3rd phase/2015-16/1528

Date: 30.10.2015

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Coimbatore North Sarvoday Sangh, Coimbatore (Tamilnadu) - reg.

Ref : Budget Allocation No. BGT/Khadi/Allo/15-16/102 dtd. 30.10.2015

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai, sanction as accorded in anticipation of ratification by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Coimbatore North Sarvoday Sangh, Coimbatore (Tamilnadu) for the year 2015-16 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		25.00	Director, SO, Chennai
a)	New Model Charkha Reeling Unit & Basin	50 7	6.75 12.00	
b)	Nepali Looms – Silk Looms	10 5	5.00 1.25	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	15.00	Director, SO, Chennai
3	Construction of shed for CFC	-	5.00	Director, SO, Chennai
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai, Director (IT)
5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		71.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		19.00	Director, SO, Chennai
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO, Chennai
	Total		34.00	
GRAND TOTAL (A+B)			105.00	

(*) Quantity in Nos. is an indicative

Sr. No.	In favour of	Funds to be released (Rs. in Lakhs)
1	State Director, Chennai	90.25
2	Director (I.T.)	11.75
3	Director (C.B.)	3.00
	Total	105.00

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II/2013-14 dated 15-07-2014.

6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.

17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
19. The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
26. The Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.

27. Zonal Dy.CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.
28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.

This is issued with the approval of Competent Authority.

Encl: - As above

Director (Khadi)

To
The Secretary
Coimbatore North Sarvodaya Sangh
Coimbatore (Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu))

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (T.N.)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Dy. Director I/c (Marketing), KVIC, Mumbai-56
5. Asstt. Director, I/c (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Dy. Director I/c (Accounts), KVIC, Mumbai-56


Director (Khadi)





खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/Chennai/3rd phase/2016-17/१०१ Date: 16.03.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Tiruchirappalli North Sarvodaya Sangh, No. 21, Pidari Koil Street, Tiruchirappalli – 620002 (Tamilnadu) - reg.

Ref: Budget Allocation No. BGT/Khadi/Allo/2016-17/137 dtd 14.03.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Tiruchirappalli North Sarvodaya Sangh, No. 21, Pidari Koil Street, Tiruchirappalli – 620002 (**Tamilnadu**) for the year 2016-17 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		16.13	Director, SO, Chennai
	Reeling Basins Looms			
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	7.45	Director, SO, Chennai
3	Construction of shed for CFC	-	0.00	Director, SO, Chennai
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai Director (IT)
5	Training	-	2.75	Director (Capacity Building)

6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		49.33	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		19.00	Director, SO, Chennai
2	Inventory management	-	9.97	Director (IT)
3	Local publicity	-	5.00	Director, SO, Chennai
	Total		33.97	

	GRAND TOTAL (A+B)		83.30	
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(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	68.83
2	Director (I.T.)	11.72
3	Director (C.B.)	2.75
	Total	83.30

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.

3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.

11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
19. The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.

20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
26. The Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
27. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.

This is issued with the approval of Competent Authority.

Encl: - As above


Director (Khadi)

To

The Secretary

Tiruchirappalli North Sarvodaya Sangh, No. 21, Pidari Koil Street, Tiruchirappalli - 620002 (Tamilnadu)

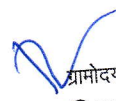
Through: **State Director,**
KVIC, Chennai (Tamilnadu)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Director (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56


17/3/17
Director (Khadi)




ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-400056
Tele-fax: 022-2671 5860 email: directorkpm@kvic.gov.in and
email: kc@kvic.gov.in Website: www.kvic.org.in

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खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/Chennai/3rd phase/2016-17/46 Date: 07.04.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Chingleput Dist. Sarvodaya Sangh, Kancheepuram (Tamilnadu)** - reg.

Ref: Budget Allocation No. BGT/Khadi/Allo/2017-18/54 dtd 05.04.2017

2. SFC (Khadi) Resolution No. Khadi/2016-17/57 dated 29.03.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **Chingleput Dist. Sarvodaya Sangh, 40/92, Amudhapadi Street Kancheepuram – 631503 (Tamilnadu)** for the year 2016-17 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		13.37	Director, SO, Chennai
	NMC New	14	1.88	
	NMC Replacement	11 unit	1.49	
	Improved Looms Replacement	5	2.00	
	Traditional Looms Replacement	10	2.00	
	Twisting Machine	1	6.00	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	6.00	Director, SO, Chennai
3	Construction of shed for CFC	-	5.00	Director, SO, Chennai
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		50.37	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		10.00	Director, SO, Chennai
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	5.00	Director, SO, Chennai
	Total		20.00	

	GRAND TOTAL (A+B)		70.37	
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(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	60.62
2	Director (I.T.)	6.75
3	Director (C.B.)	3.00
	Total	70.37

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.

3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.

11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
19. The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.

20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
26. The Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
27. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.
28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be

reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.

29. The sanction is subject to receipt of additional budget and funds from the Ministry under KRDP.

This is issued with the approval of Competent Authority.

Encl: - As above


Director (Khadi)

To

The Secretary

Chingleput Dist. Sarvodaya Sangh, 40/92, Amudhapadi Street Kancheepuram – 631503 (Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South **Zone**), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Director (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56


Director (Khadi)

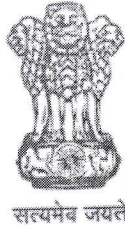


ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६

Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-400056

Tele-fax: 022-2671 5860 email: directorkpm@kvic.gov.in and

email: kc@kvic.gov.in Website: www.kvic.org.in



खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/3rd phase / Chennai /2016-17 /145 Date: 10.04.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **North Arcot Sarvodaya Sangh, 55/32 Filter Bed Road, Vellore – 662001, Vellore - Dist (Tamilnadu)** - reg.

Ref: Budget Allocation No. BGT/Khadi/Allo/2017-18/149 dtd 05.04.2017

2. SFC (Khadi) Resolution No. Khadi/2016-17/52 dated 29.03.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **North Arcot Sarvodaya Sangh, 55/32 Filter Bed Road, Vellore – 662001, Vellore - Dist (Tamilnadu)** for the year 2016-17 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		5.12	Director, SO, Chennai
	NMC (with Spare Parts)	25	3.37	
	Improved looms	2	1.30	
	Traditional Looms (Replacement)	3	0.45	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO, Chennai
3	Construction of shed for CFC	-	0.00	Director, SO, Chennai
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai Director (IT)
5	Training	-	3.00	Director (Capacity Building)

6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		31.12	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		19.00	Director, SO, Chennai
2	Inventory management	-	7.50	Director (IT)
3	Local publicity	-	5.00	Director, SO, Chennai
	Total		31.50	

	GRAND TOTAL (A+B)		62.62	
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(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	50.37
2	Director (I.T.)	9.25
3	Director (C.B.)	3.00
	Total	62.62

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.
3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.

4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.

12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure - II**.
19. The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and


forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.

20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure - III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
26. The Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
27. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.
29. The sanction is subject to receipt of additional budget and funds from the Ministry under KRDP.

This is issued with the approval of Competent Authority.

Encl: - As above


Director (Khadi)

To
The Secretary
North Arcot Sarvodaya Sangh, 55/32 Filter Bed Road, Vellore – 662001, Vellore
- Dist (Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu)

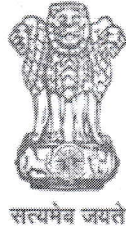
Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Director (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56


Director (Khadi)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-400056
Tele-fax: 022-2671 5860 email: directorkpm@kvic.gov.in and
email: kc@kvic.gov.in Website: www.kvic.org.in



खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/3rd phase / Chennai /2016-17 /44 Date: 10.04.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **M. Kumarpalayam Sarvodaya Sangh, 2 Savadi Street, Mulanur – 6038106. Dharapuram (Tq.)Tiuppur - Dist (Tamilnadu) - reg.**

Ref: Budget Allocation No. BGT/Khadi/Allo/2017-18/149 dtd 05.04.2017

2. SFC (Khadi) Resolution No. Khadi/2016-17/52 dated 29.03.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **M. Kumarpalayam Sarvodaya Sangh, 2 Savadi Street, Mulanur – 6038106. Dharapuram (Tq.)Tiuppur - Dist (Tamilnadu)** for the year 2016-17 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		17.29	Director, SO, Chennai
	NMC (with Spare Parts)	25	3.52	
	Improved looms	15	6.75	
	NMC with Spare parts (Replacement)	50	7.02	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	14.46	Director, SO, Chennai
3	Construction of shed for CFC	-	5.00	Director, SO, Chennai
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		62.75	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		19.00	Director, SO, Chennai
2	Inventory management	-	7.50	Director (IT)
3	Local publicity	-	5.00	Director, SO, Chennai
	Total		31.50	

	GRAND TOTAL (A+B)		94.25	
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(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	82.00
2	Director (I.T.)	9.25
3	Director (C.B.)	3.00
	Total	94.25

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.

3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.

11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.

- 5-
19. The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
 20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
 21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
 22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
 23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
 24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
 25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
 26. The Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
 27. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.
29. The sanction is subject to receipt of additional budget and funds from the Ministry under KRDP.

This is issued with the approval of Competent Authority.

Encl: - As above


Director (Khadi)

To

The Secretary

M. Kumarpalayam Sarvodaya Sangh, 2 Savadi Street, Mulanur – 6038106.
Dharapuram (Tq.)Tiuppur - Dist (Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Director (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56


Director (Khadi)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-400056
Tele-fax: 022-2671 5860 email: directorkpm@kvic.gov.in and
email: kc@kvic.gov.in Website: www.kvic.org.in



खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/3rd phase / Chennai /2016-17 /43 Date: 10.04.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Cuddalore Sarvodaya Sangh, 86 Sarvodayanagar, Vadalur – 607303. Cuddalore - Dist (Tamilnadu) - reg.**

Ref: Budget Allocation No. BGT/Khadi/Allo/2017-18/149 dtd 05.04.2017

2. SFC (Khadi) Resolution No. Khadi/2016-17/52 dated 29.03.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **Cuddalore Sarvodaya Sangh, 86 Sarvodayanagar, Vadalur – 607303, Cuddalore - Dist (Tamilnadu)** for the year 2016-17 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		13.75	Director, SO, Chennai
	NMC (with spare parts)	25	3.52	
	Reeling Basin	1 unit	2.00	
	Twisting machine	1 unit	2.00	
	Re reeling machine	1 unit	1.75	
	Two pan cooking table	1 sets	0.43	
	Small reel vaccum P tank	1	1.05	
	Steam boiler	1 set	3.00	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO, Chennai
3	Construction of shed for CFC	-	0.00	Director, SO, Chennai

4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai Director (IT)
5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		39.75	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		0.00	Director, SO, Chennai
2	Inventory management	-	7.50	Director (IT)
3	Local publicity	-	3.00	Director, SO, Chennai
	Total		10.50	

	GRAND TOTAL (A+B)		50.25	
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(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	38.00
2	Director (I.T.)	9.25
3	Director (C.B.)	3.00
	Total	50.25

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.

3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008–09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.

11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.

19. The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
26. The Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
27. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.
29. The sanction is subject to receipt of additional budget and funds from the Ministry under KRDP.

This is issued with the approval of Competent Authority.

Encl: - As above


Director (Khadi)

To
The Secretary
Cuddalore Sarvodaya Sangh, 86 Sarvodayanagar, Vadalur – 607303. Cuddalore -
Dist (Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Director (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56


Director (Khadi)

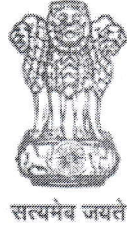


ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६

Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-400056

Tele-fax: 022-2671 5860 email: directorkpm@kvic.gov.in and

email: kc@kvic.gov.in Website: www.kvic.org.in



खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/3rd phase / Chennai /2016-17/42 Date: 10.04.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Coimbatore South Sarvodaya Sangh, Dharapuram (Tamilnadu)** - reg.

Ref: Budget Allocation No. BGT/Khadi/Allo/2017-18/149 dtd 05.04.2017

2. SFC (Khadi) Resolution No. Khadi/2016-17/52 dated 29.03.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **Coimbatore South Sarvodaya Sangh, 33 , New Beemar Agraharam, Dharapuram-638656 Tiruppur – Dist (Tamilnadu)** for the year 2016-17 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		20.75	Director, SO, Chennai
	8 Spindle NMC	50	6.75	
	8 Spindle NMC (Replacement)	50	6.75	
	Improved Nepali Looms	10	4.50	
	Improved Nepali Looms (Replacement)	5	2.75	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	9.08	Director, SO, Chennai
3	Construction of shed for CFC	-	5.00	Director, SO, Chennai
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai Director (IT)

5	Training	-	3.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		60.83	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		10.00	Director, SO, Chennai
2	Inventory management	-	7.50	Director (IT)
3	Local publicity	-	5.00	Director, SO, Chennai
	Total		22.50	

	GRAND TOTAL (A+B)		83.33	
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(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	71.08
2	Director (I.T.)	9.25
3	Director (C.B.)	3.00
	Total	83.33

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.

3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
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8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
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12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
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16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
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27. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.
29. The sanction is subject to receipt of additional budget and funds from the Ministry under KRDP.

This is issued with the approval of Competent Authority.

Encl: - As above


Director (Khadi)

To
The Secretary
Coimbatore South Sarvodaya Sangh, 33 , New Beemar Agraharam,
Dharapuram-638656 Tiruppur –Dist (Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu)

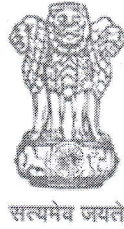
Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Director (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56


Director (Khadi)



ग्रामोदय, ३, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-400056
Tele-fax: 022-2671 5860 email: directorkpm@kvic.gov.in and
email: kc@kvic.gov.in Website: www.kvic.org.in



खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/3rd phase / Chennai /2016-17/41 Date: 07.04.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Arni Sarvodaya Sangh, Arni (Tamilnadu)** - reg.

Ref: Budget Allocation No. BGT/Khadi/Allo/2017-18/149 dtd 05.04.2017

2. SFC (Khadi) Resolution No. Khadi/2016-17/52 dated 29.03.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **Arni Sarvodaya Sangh, 36, Mettu Street Saidapet, Arni T.V. Malai DT. – 632301 (Tamilnadu)** for the year 2016-17 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		17.50	Director, SO, Chennai
	8 Spindle NMC	25	3.50	
	Improved Looms	4	1.80	
	Reeling Basin	6	8.70	
	Twisting Machine	1	3.50	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	0.00	Director, SO, Chennai
3	Construction of shed for CFC	-	0.00	Director, SO, Chennai
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs. 6.25 (SO) Rs. 1.75 (IT)	Director, SO, Chennai Director (IT)
5	Training	-	2.00	Director (Capacity Building)

6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		42.50	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		10.00	Director, SO, Chennai
2	Inventory management	-	7.50	Director (IT)
3	Local publicity	-	3.00	Director, SO, Chennai
	Total		20.50	
	GRAND TOTAL (A+B)		63.00	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)		
Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	51.75
2	Director (I.T.)	9.25
3	Director (C.B.)	2.00
	Total	63.00

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC - KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.

3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries, goods, assignment of work, norms prescribed in the GFR shall be strictly followed.
10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.

11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.
18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.

19. The RII and the State / Divisional Director should ensure that the minutes of the Field Level Execution Committee meeting is prepared and forwarded to the concerned Programme Directors and Director (RID) within a week time for speedy implementation of the programme.
20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
26. The Programme Directors and State/Divisional Director should ensure timely submission of UCs in the prescribed format and also comply the above conditions scrupulously.
27. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

- 6 -
28. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.
29. The sanction is subject to receipt of additional budget and funds from the Ministry under KRDP.

This is issued with the approval of Competent Authority.

Encl: - As above


Director (Khadi)

To
The Secretary
Arni Sarvodaya Sangh, 36, Mettu Street Saidapet, Arni T.V. Malai DT. – 632301
(Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Director (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56

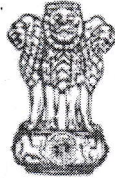

Director (Khadi)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-400056
Tele-fax: 022-2671 5860 email: directorkpm@kvic.gov.in and
email: kc@kvic.gov.in Website: www.kvic.org.in



कामदे दुक्कमानाम्।
प्राणिनाम् आतिथिश्चनम्॥



सत्यमेव जयते

खादी और ग्रामोद्योग आयोग

KHADI AND VILLAGE INDUSTRIES COMMISSION

सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार

Ministry of Micro, Small & Medium Enterprises, Govt. of India,

खादी निदेशालय

DIRECTORATE OF KHADI

No. DK(KPM)/SZ/KRDP/3rd Phase/Chennai/2017-18/269 Date: 28.07.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Nilgiris Dist. Sarvodaya Sangh, Post- Udhagamandalam, Dist- Nilgiris -643001 (Tamilnadu) - reg.**

Ref: Budget Allocation No. BGT/Khadi/Allo/2017-18/249 dtd 25.07.2017.

2.SFC (Khadi) Resolution No. Khadi/2017-18/27 dated 29.06.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Chennai (**Tamilnadu**), sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **Nilgiris Dist. Sarvodaya Sangh, Post- Udhagamandalam, Dist- Nilgiris 643001 (Tamilnadu)** for the year 2017-18 is hereby communicated for implementation of Khadi Reform and Development Programme as per details given below :-

A. Production Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Implements (NMC and looms)		5.75	Director, SO, Chennai
	8 Spindle NMC	25	3.50	
	Improved Loom	5	2.25	
2	Common Facility Centre (CFC) [Ready warp, yarn dyeing, fabric printing, readymade garment facilities, testing laboratories, services and maintenance etc.]	As per approved Action Plan	6.00	Director, SO, Chennai
3	Construction of shed for CFC	-	5.00	Director, SO, Chennai

4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs. 3.75 (SO) Rs. 1.25 (IT)	Director, SO, Chennai Director (IT)
5	Training	-	2.00	Director (Capacity Building)
6	Installation	-	1.00	Director, SO, Chennai
7	Margin money for Working Capital	-	14.00	Director, SO, Chennai
	Total		38.75	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		5.00	Director, SO, Chennai
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	2.50	Director, SO, Chennai
	Total		12.50	

	GRAND TOTAL (A+B)		51.25	
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(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director, Chennai	43.00
2	Director (I.T.)	6.25
3	Director (C.B.)	2.00
	Total	51.25

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RIIs, PROGRAMME DIRECTORS UNDER KRDP PROGRAMME

1. An agreement will be executed between State/Divisional Director and Reform Implementing Institution (RII) in the prescribed format placed at **Annexure-I** on the non-judicial stamp paper as per the Stamp Act/Rules existing in the respective States before extension of Direct Reform Assistance and fulfillment of conditions laid down there upon.
2. KVIC shall extend assistance under KRDP in kind and/or financial support as required. The State / Divisional Director shall operate a separate savings bank account in the name of "KVIC – KRDP" for operation of fund for implementation of this programme and maintain necessary books of accounts.

3. The interest accrued on the amount deposited in the bank, if any, for this programme should be refunded to Central Office from time to time under intimation to Directorate of KPM.
4. Since KRDP assistance will be in the form of grants-in-aid, the assets acquired by the institution wholly are substantially out of Government grant shall not be disposed off without obtaining prior approval of KVIC.
5. The procurement of the Khadi implements (NMC Charkha and Looms) shall be regulated in terms of the letter No. DKPM/Costing/ Implements/ 2008-09/ dated 09.01.2009 issued by the Directorate of KPM or as per the directives issued by the Commission from time to time. KVIC has recently empanelled 8 manufacture for supply of Charkhas and notified vide Circular No:DKPM/Kh Imple/Mfg/860/Vol-II/2013-14 dated 04-03-2014 and Addendum No:DKPM /Kh. Imple/Mfg/860/Vol-II/2013-14 dated 03/04-06-2014. Similarly list of loom manufacturer were also notified vide Circular No: DKPM/Kh. Imple/Mfg /860 / Vol-II2013-14 dated 15-07-2014.
6. Procurement of other implements related to the KRDP programme shall be preferably made from the reputed manufacturer/s, ensuring the quality, rate reasonableness etc by obtaining expert opinion from SITRA, BTRA, NITRA, ATIRA, MGIRI, WSC etc. Apart from these, the expert opinion from NIFT or any other Technical Institute or Technical expertise may also be obtained. The purchase terms and condition should include supply of implements within the stipulated time period.
7. The supply contract/agreement/condition must include provision for proper skill development training to the master artisan so that he can be able to handle maintenance of the equipment, day to day operational problems etc. The training shall also be organized as per project for the artisan so that the artisan could optimize its utilization and be able to ensure qualitative and quantitative production.
8. The payment shall be made to the suppliers and other parties strictly by demand draft/crossed cheque only
9. The institution shall maintain separate record of the details for the assets acquired under this assistance. For procurement of machineries,

goods, assignment of work, norms prescribed in the GFR shall be strictly followed.

10. The grants-in-aid shall be utilized for the purpose for which it has been sanctioned and shall not be diverted for any other purpose.
11. The assets created out of the KRDP funds be invariably mortgaged / hypothecated to KVIC as the case may be.
12. Registers of fixed assets, dead stock etc., should be maintained in the prescribed proforma by the RII.
13. Details of new artisans proposed to be covered and existing artisans in the project are to be maintained and informed to the State / Divisional Offices from time to time.
14. The utilization of KRDP fund is subject to the audit and review by a chartered accountant acceptable to ADB or Internal Audit of KVIC. The assets and renovation/construction work completed shall be made available for inspection by any officials of MSME, Govt. of India or its authorized agents or agencies and KVIC.
15. The project duration will be three years. After completion of the project the institution must continue the programme in the interest of artisans and workers of the institution.
16. The RII and State/Divisional Director shall submit the physical and financial progress report of the project on quarterly basis by 15th April, July, October and January for the quarter ending 31st March, 30th June, 30th September and 31st December covering details of the expected outcome and achievements against the targets projected in the approved Action Plan as per the prescribed format.
17. The RII shall appoint a Reform Implementing Officer (RIO) for management of day to day activities for implementation of this programme and also an IT Assistant (ITA) for handling the IT related works. The required qualification and experience of RIO and ITA shall be as prescribed by KVIC. The Reform Implementing Officer and IT Assistant must submit their monthly work report on progress of programme to the State/Divisional Office.

18. In order to monitor and evaluate the programme, a Field Level Execution Committee (FLEC) headed by State/Divisional Director shall be constituted. The detailed composition and ToR for FLEC is placed at **Annexure – II**.
19. The RII and the State / Divisional Director should ensure that the monthly report, which would contain highlights of Field Level Execution Committee (FLEC) decisions, should be sent to Central Office.
20. Within the overall fund sanctioned for this programme under various heads, inter change of heads is permitted (except the head of margin money for working capital) as per the need on the recommendation of respective SLBT. Any cost escalation over and above the total sanctioned fund will have to be borne by the RII.
21. A target should be given to each RII in consonance with the Khadi Reform and Development Programme for achievement of production, sales and employment during the annual SLBT meeting.
22. The linkage matrix among the State / Divisional Directors, Programme Directors at Central Office and RII are illustrated in the activity flow chart at **Annexure – III**, the contour and description of role and responsibility of the State / Divisional Directors, Programme Directors at Central Office and RII are given at **Annexure - IV** and **Annexure - V** respectively. A copy of the approved action plan by the Standing Finance Committee (Khadi) is placed at **Annexure-VI**.
23. The institutions should avail Bank Finance for achieving the projected targets and desired objectives.
24. Since, the assistance under KRDP will be in the form of Grant-in-aid, a condition should be laid down in the agreement with the institution that assets acquired wholly and substantially out of Govt. grant shall not be disposed off without obtaining prior approval of the KVIC.
25. All concerned are to ensure adherence to the detailed operational guidelines and GFR for proper utilization of the fund to be released from time to time under KRDP.
26. Zonal Dy. CEOs will closely monitor the implementation of the programme and report to CEO on monthly basis.

27. The Committee also directed that output and outcome on various interventions to be specified in the agreement to be executed with the implementing institutions. The timeline for completion of the project to be reduced otherwise it will lose its focus. All the sanction details should be posed in the KVIC website. Fund release is subject to compliance of Khadi mark requirement.
28. The "Khadi Logo" should be displayed prominently in the CFC and all other places where the Khadi programme is implemented.
29. The work shed constructed under this KRDP programme should be uniform in look and for that suitable specification, design etc may be finalized and communicated to all such institutions.
30. Charkhas, looms and other implements are also provided under other schemes like SFURTI. Hence, in order to identify the scheme under which the assistance given, there should be some code number embossed on such tools and implements.
31. POS machine should be installed in the sales outlets for enabling digital transaction, under marketing reform.
32. Quality of the charkhas, looms and other implements should be ensured strictly as per specification in order to avoid complaint after sale.
33. The institution should maintain separate record of the details of the assets acquired from the assistance provided.
34. Director Khadi, Director RID and State Office, KVIC, Meghalaya (Shillong) should ensure timely implementation and submission of UCs in the prescribed format.
35. Output and outcome on various interventions to be specified in the agreement to be executed with the implementing Institutions. The timeline for completion of the project to be strictly followed otherwise it will lose its focus.

-2-

36. All the sanction details should be posted on the KVIC website. Fund will be released subject to compliance of Khadi Mark requirement.
37. The sanction is subject to receipt of additional budget and funds from the Ministry under KRDP.

This is issued with the approval of Competent Authority.

Encl: - As above

J12-210/2012
Director (Khadi)

To
The Secretary
Nilgiris Dist. Sarvodaya Sangh, Post- Udhagamandalam, Dist- Nilgiris -643001
(Tamilnadu)

Through: State Director,
KVIC, Chennai (Tamilnadu)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (South Zone), KVIC, Bangalore (Karnataka)
2. State Director, KVIC, Chennai (Tamilnadu)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Asstt. Director I/c (Marketing), KVIC, Mumbai-56
5. Director, (Capacity Building), KVIC, Mumbai-56
6. Director (IT), KVIC, Mumbai-56
7. Director (Accounts), KVIC, Mumbai-56

J12-210/2012
Director (Khadi)



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