



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 Udyog Bharati, Gondal, Rajkot - 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, Ahmedabad sanction as accorded by SFC (Khadi) in its 7th meeting held on 19.12.2011 under above referred Resolution in favour of Udyog Bharati, Gondal, Rajkot 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	22.00	
b)	Silk Reeling Basin			
c)	Looms - Cotton/Wool/Silk/ Polyvastra	15 IL	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	4.00	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		60.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout	4	15.00	Director, SO/DO
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO/DO
	Total		30.00	
	GRAND TOTAL (A+B)		90.00	

(*) 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.
- (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.

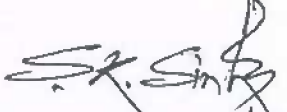
Encl: - As above

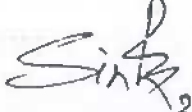
To
The Secretary
Udyog Bharati,
Gondal,
Rajkot.

Through: State/Divisional Director,
KVIC, Ahmedabad

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West Zone), KVIC, Mumbai.
2. State/Divisional Director, KVIC, Ahmedabad.
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) 21/03/21


Director (KPM) 21/03/21



KHADI AND VILLAGE INDUSTRIES COMMISSION
DIRECTORATE OF KHADI
'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/IIInd Phase/2015-16/1871

Date: 20.05.2015

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Shri Yogikrupa Khadi Gramodyog Vikas Sangh, Modasa, Ahmedabad, - reg.

Ref: 1. SFC resolution No.Khadi/2015-16/1 dated 09-05-2015
2. Budget Allocation No.BGT/Khadi/ALLO/2015-16/35 dt. 18-05-2015.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, OCKVI, Ahmedabad sanction as accorded by SFC (Khadi) in its 1st meeting held on 09-05-2015 under above referred Resolution in favour of Shri Yogikrupa Khadi Gramodyog Vikas Sangh, Modasa, Ahmedabad, 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/DO
a)	New Model Charkha - Cotton/Wool/Polyvastra	130	17.55	
b)	Improved Looms - Cotton/Wool/Silk/ Polyvastra	24	7.45	
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	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	2	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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- (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

90 90.25
17 11.25
eB 3.00
105.00

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.
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- (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**.

- (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

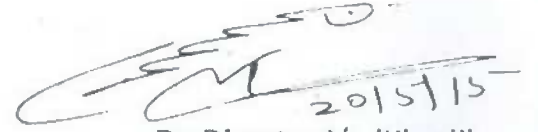

Dy. Director, I/c (Khadi)

To
The Secretary
Shree Yogi Krupa Khadi Gramodyog Vikas sangh
22, Laxmi Society, S.T.Stand, Modasa-383315
Dist-Sabarkantha(Gujrat)

Through: State Director,
OCKVI, Ahmedabad (Gujrat)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West Zone), OCKVI, Mumbai-20
2. State I Director, OCKVI, Ahmedabad
3. Director (RID), OCKVI, Mumbai-56
4. Director (Marketing), OCKVI, Mumbai-56
5. Dy. Director, I/c (Capacity Building), OCKVI, Mumbai-56
6. Director (IT), OCKVI, Mumbai-56
7. Director (Accounts), OCKVI, Mumbai-56


20/5/15
Dy. Director, I/c (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. DKPM/KRDP/DRA/Ind Phase/2015-16/1523

Date: 30.10.2015

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of **Nav Jivan Khadi Gramodyog Sangh, Palanpur (Gujrat) - 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, Ahmedabad sanction as accorded in anticipation of retification by SFC(Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **Nav Jivan Khadi Gramodyog Sangh, Palanpur (Gujrat)** 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)		15.00	Director S O Ahmedabad
a)	New Model Charkha	54		
b)	Improved 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	6.00	Director, S O Ahmedabad
3	Construction of shed for CFC	-	8.00	Director, S O Ahmedabad
4	IT & Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs.3.75(SD) Rs.1.25(IT)	Director, S O Ahmedabad Director (I.T.)
5	Training	-	3.00	Director(Cap. Buil.)
6	Installation	-	1.00	Director, S O Ahmedabad
7	Margin money for Working Capital	-	14.00	Director, S O Ahmedabad
	Total		52.00	

340/RID.
9/11

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 Ahmedabad
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO Ahmedabad
	Total		20.00	
GRAND TOTAL (A+B)			72.00	

(*) Quantity in Nos. is an indicative

Sr.No.	In favour of	Fund to be released
1	State Director, Ahmedabad	57.75 ✓
2	Director I.T.	11.25 ✓
3	Director (Cap. Buil.)	3.00 ✓
	TOTAL	72.00

5
11.25 IT
3.00 C.B

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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 Khadi.
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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.

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- 4 —
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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.

This is issued with the approval of Competent Authority.

Encl: - As above

Director (Khadi)

To

The Secretary

Nav Jivan Khadi Gramodyog Sangh, Palanpur (Gujrat)

Through: State Director, KVIC, Ahmedabad

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West Zone), KVIC, Mumbai
2. State Director, KVIC, Ahmedabad
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)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.); मुंबई - ४०००५६
Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-
100056
Tele-fax: 022-2671 5860 email:
director_kpm@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. DKPM/KRDP/DRA/IIInd Phase/2015-16/1523

Date: 30.10.2015

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Bhimani Khadi Gramodyog Sangh, Kutch (Gujrat) - 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, Ahmedabad sanction as accorded in anticipation of retification by SFC(Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of **Bhimani Khadi Gramodyog Sangh, Kutch (Gujrat)** 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)		12.46	Director S O Ahmedabad
a)	New Model Charkha	63	-	
b)	Improved 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	10.00	Director, S O Ahmedabad
3	Construction of shed for CFC	-	8.00	Director, S O Ahmedabad
4	IT & Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs.3.75(SD) Rs.1.25(IT)	Director, S O Ahmedabad Director (I.T.)
5	Training	-	3.00	Director(Cap. Buil.)
6	Installation	-	1.00	Director, S O Ahmedabad
7	Margin money for Working Capital	-	14.00	Director, S O Ahmedabad
	Total		53.46	

339/RID
9/11

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 Ahmedabad
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO Ahmedabad
	Total		20.00	
GRAND TOTAL (A+B)			73.46	

(*) Quantity in Nos. is an indicative

Sr.No.	In favour of	Fund to be released
1	State Director, Ahmedabad	59.21 ✓
2	Director I.T.	11.25 ✓
3	Director (Cap. Buil.)	3.00 ✓
	TOTAL	73.46 ✓

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 Khadi.
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

Bhimani Khadi Gramodyog Sangh, Kutch (Gujrat)

Through: State Director, KVIC, Ahmedabad

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West Zone), KVIC, Mumbai
2. State Director, KVIC, Ahmedabad
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)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
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director_kpm@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. DKPM/KRDP/DRA/Ind Phase/2015-16/1523

Date: 30.10.2015

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Jay Hind Khadi Gramodyog Sangh, Palanpur (Gujrat) - reg.

Reg: Budget Allocation No:BGT/Khadi/Allo/15-16/102 dtd.30.10.20915

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad sanction as accorded in anticipation of retification by SFC(Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Jay Hind Khadi Gramodyog Sangh, Palanpur (Gujrat) 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)		12.00	Director S O Ahmedabad
a)	New Model Charkha	52		
b)	Improved 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	8.46	Director, S O Ahmedabad
3	Construction of shed for CFC	-	8.00	Director, S O Ahmedabad
4	IT & Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs.3.75(SD) Rs.1.25(IT)	Director, S O Ahmedabad Director(I.T.)
5	Training	-	3.00	Director(Cap. Buil.)
6	Installation	-	1.00	Director, S O Ahmedabad
7	Margin money for Working Capital	-	14.00	Director, S O Ahmedabad
	Total		51.46	

338/R10
9/11

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 Ahmedabad
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO Ahmedabad
	Total		20.00	
GRAND TOTAL (A+B)			71.46	

(*) Quantity in Nos. is an indicative

Sr.No.	In favour of	Fund to be released
1	State Director, Ahmedabad	57.21
2	Director I.T.	11.25
3	Director (Cap. Buil.)	3.00
	TOTAL	71.46

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 Khadi.
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.

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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.

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.
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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

Jay Hind Khadi Gramodyog Sangh, Palanpur (Gujrat)

Through: State Director, KVIC, Ahmedabad

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West Zone), KVIC, Mumbai-20
2. State Director, KVIC, Ahmedabad
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 (Accounts), KVIC, Mumbai-56

Director (Khadi)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
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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. DKPM/KRDP/DRA/Ind Phase/2015-16/1523

Date: 30.10.2015

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Paschim Kutch Khadi Gramodyog Sangh, Kutch (Gujrat) - 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, Ahmedabad 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 Paschim Kutch Khadi Gramodyog Sangh, Kutch (Gujrat) 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)		15.00	Director S O Ahmedabad
a)	New Model Charkha	40		
b)	Improved Looms -	40		
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, S O Ahmedabad
3	Construction of shed for CFC	-	5.00	Director, S O Ahmedabad
4	IT & Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs.3.75(SD) Rs.1.25(IT)	Director, S O Ahmedabad
5	Training	-	3.00	Director(Cap. Buil.)
6	Installation	-	1.00	Director, S O Ahmedabad
7	Margin money for Working Capital	-	14.00	Director, S O Ahmedabad
	Total		53.00	

337/RID
9/11

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 Ahmedabad
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO Ahmedabad
	Total		20.00	
GRAND TOTAL (A+B)			73.00	

(*) Quantity in Nos. is an indicative

Sr.No.	In favour of	Fund to be released
1	State Director, Ahmedabad	58.75
2	Director I.T.	11.25
3	Director (Cap. Buil.)	3.00
	TOTAL	73.00

TERMS AND CONDITIONS FOR COMPLIANCE BY THE STATE / DIVISIONAL OFFICES, RILs, 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.
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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.
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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.
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 Director: 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

Paschim Kutch Khadi Gramodyog Sangh, Kutch (Gujrat)

Through: State Director, KVIC, Ahmedabad

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West Zone), KVIC, Mumbai
2. State Director, KVIC, Ahmedabad
3. Dy. Director, I/c (RID), KVIC, Mumbai-56
4. Dy. Director, I/c (Marketing), KVIC, Mumbai-56
5. Ass. 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)



ग्रामोदय, 3, इला रोड, विले पार्ले (प.), मुंबई - ४०००५६
Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai-
100056
Tele-fax: 022-2671 5860 email:
directorkpm@kvic.gov.in and email: kc@kvic.gov.in
Website: www.kvic.org.in



कामये दुरवतप्रानम् ।
प्राणिनाम् अतिनिशानम् ॥



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/KRDP/Gen./Ahmedabad/3rd phase/2016-17. *hmv* Date: 11-01-2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Mehata Khadi Udhog Gruh, Wadhvan, Ahmedabad. - reg.

Ref :1. Budget Allocation No. BGT/Khadi/Allo/16-17/96 dtd. 02.01.2017

2. SFC Resolution No:Khadi/2016-17/22 dated 24.12.2016.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad, sanction as accorded by SFC (Khadi) under Resolution referred above and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Mehata Khadi Udhog Gruh, Wadhvan, Ahemdabad for the year 2016-17 under Normal Category programme 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)		24.60	Director, SO, Ahmedabad.
a)	New Model Charkha Reeling Unit & Basin	8 Spdl.NMC-120 Imp.Loom-21		
2	Common Facility Centre (CFC)	As per approved Action Plan	12.50	Director, SO.
3	Construction of shed for CFC	-	5.00	Director, SO,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs.6.25 SO Rs. 1.75 (IT)	Director, SO, Director (IT)
5	Training	-	2.63	Director , (CB)
6	Installation	-	1.00	Director, SO,
7	Margin money for Working Capital	-	14.00	Director, SO,
	Total		67.73	

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,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO,
	Total		34.00	

	GRAND TOTAL (A+B)		101.73	
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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, Ahmedabad	87.35
2	Director (I.T.)	11.75
3	Director (C.B.)	2.63
	Total	101.73

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.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 (Kh.) 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

Mehata Khadi Udhhyog Gruh, Near Vikas Vidhyalay, Dist.Surendranagar-363030.

Through: State Director, KVIC, Ahemadabad (Gujarat)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West **Zone**), KVIC, Mumbai-20.
2. State Director, KVIC, Ahmedabad, (Gujarat)
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



de
sm
12/11/17
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



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/KRDP/Gen./Ahmedabad/3rd phase/2016-17.1291 Date: 11-01-2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Saghan Kshetrayojana, Patadi, Ahmedabad - reg.

Ref :1. Budget Allocation No. BGT/Khadi/Allo/16-17/96 dtd. 02.01.2017

2. SFC Resolution No:Khadi/2016-17/22 dated 24.12.2016.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad, sanction as accorded by SFC (Khadi) under Resolution referred above and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Saghan Kshetrayojana, Patadi, Ahemdabad for the year 2016-17 under Normal Category programme 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)		24.11	Director, SO, Ahmedabad.
a)	New Model Charkha Reeling Unit & Basin	8 Spdl.NMC-116 Imp.Loom-21		
2	Common Facility Centre (CFC)	As per approved Action Plan	14.50	Director, SO.
3	Construction of shed for CFC	-	5.00	Director, SO,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs.6.25 SO Rs. 1.75 (IT)	Director, SO, Director (IT)
5	Training	-	1.17	Director , (CB)
6	Installation	-	1.00	Director, SO,
7	Margin money for Working Capital	-	14.00	Director, SO,
	Total		67.78	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		15.00	Director, SO,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO,
	Total		30.00	

	GRAND TOTAL (A+B)		97.78	
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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, Ahmedabad	84.86
2	Director (I.T.)	11.75
3	Director (C.B.)	1.17
	Total	97.78

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.

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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**.

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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 (Kh.) is placed at **Annexure-VI**.

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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

Saghan Kshetra yojana, Near Gadi Darwaja, Patdi, Surendranagar,
Pin-382765.

Through: State Director, KVIC, Ahmedabad, (Gujarat)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West **Zone**), KVIC, Mumbai-20.
2. State Director, KVIC, Ahmedabad, (Gujarat)
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



कामये दूरव्यवसायम्।
प्राणिनाम् आदिनिर्माणम्॥



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/KRDP/Gen./Ahmedabad/3rd phase/2016-17. 1790 Date: 11-01-2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Surendranagar Jilla Sarvoday Vikas Mandal, Joravarnagar. - reg.

Ref :1. Budget Allocation No. BGT/Khadi/Allo/16-17/96 dtd. 02.01.2017

2. SFC Resolution No:Khadi/2016-17/22 dated 24.12.2016.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad, sanction as accorded by SFC (Khadi) under Resolution referred above and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Surendranagar Jilla Sarvoday Vikas Mandal, Joravarnagar. Ahmedabad for the year 2016-17 under Normal Category programme 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)		23.25	Director, SO, Ahmedabad.
a)	New Model Charkha Reeling Unit & Basin	8 Spdl.NMC-50 Imp.Loom-25 Reeling Basin-1		
2	Common Facility Centre (CFC)	As per approved Action Plan	14.50	Director, SO.
3	Construction of shed for CFC	-	5.00	Director, SO,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs.6.25 SO Rs. 1.75 (IT)	Director, SO, Director (IT)
5	Training	-	2.77	Director , (CB)
6	Installation	-	1.00	Director, SO,
7	Margin money for Working Capital	-	14.00	Director, SO,
	Total		68.52	

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,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO,
	Total		34.00	

	GRAND TOTAL (A+B)		102.52	
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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, Ahmedabad	88.00
2	Director (I.T.)	11.75
3	Director (C.B.)	2.77
	Total	102.52

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.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 (Kh.) 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

Surendranagar Jilla Sarvodaya Vikas Mandal, Sindhav Nagar, Ghar Shala Road, Joravar Nagar, Surendra Nagar, Pin-363020.

Through: State Director, KVIC, Ahmedabad (Gujarat)
Copy for information & necessary action to:-

1. The Dy. C.E.O. (West **Zone**), KVIC, Mumbai-20.
2. State Director, KVIC, Ahmedabad, (Gujarat)
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



कामये दु स्वयम्भाम् ।
मणिनाम् आर्तिनाशनम् ॥



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/KRDP/Gen./Ahmedabad/3rd phase/2016-17. 18/1/17 Date: 11-01-2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Bharat Khadi Gramodyog Sangh, Ahmedabad. - reg.

Ref :1. Budget Allocation No. BGT/Khadi/Allo/16-17/96 dtd. 02.01.2017

2. SFC Resolution No:Khadi/2016-17/22 dated 24.12.2016.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad, sanction as accorded by SFC (Khadi) under Resolution referred above and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Bharat Khadi Gramodyog Sangh, Ahmedabad for the year 2016-17 under Normal Category programme 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)		24.25	Director, SO, Ahmedabad.
a)	New Model Charkha Reeling Unit & Basin	8 Spdl.NMC-150 Imp.Loom-10		
2	Common Facility Centre (CFC)	As per approved Action Plan	15.00	Director, SO.
3	Construction of shed for CFC	-	5.00	Director, SO,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs.6.25 SO Rs. 1.75 (IT)	Director, SO, Director (IT)
5	Training	-	2.77	Director , (CB)
6	Installation	-	1.00	Director, SO,
7	Margin money for Working Capital	-	14.00	Director, SO,
	Total		70.02	

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,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO,
	Total		34.00	

	GRAND TOTAL (A+B)		104.02	
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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, Ahmedabad	89.50
2	Director (I.T.)	11.75
3	Director (C.B.)	2.77
	Total	104.02

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.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 (Kh.) 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

Bharat Khadi Gramodyog Sangh, A/6, Marine Drive Flats, Sterling Society,
Memnagar, Ahmedabad. Gujarat-380052.

Through: State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West **Zone**), KVIC, Mumbai-20.
2. State Director, KVIC, Ahmedabad, (Gujarat)
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



कामये दुर्वतमानाम्।
प्राणिनाम् अदिनाशनम्॥



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/KRDP/Gen./Ahmedabad/3rd phase/2016-17./789 Date: 11-01-2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Lok Jagruti Seva Sangh Trust, Dholka, Ahmedabad. – reg.

Ref :1. Budget Allocation No. BGT/Khadi/Allo/16-17/96 dtd. 02.01.2017

2. SFC Resolution No:Khadi/2016-17/22 dated 24.12.2016.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad, sanction as accorded by SFC (Khadi) under Resolution referred above and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Lok Jagruti Seva Sangh Trust, Dholka, Ahmedabad for the year 2016-17 under Normal Category programme 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)		24.70	Director, SO, Ahmedabad.
a)	New Model Charkha Reeling Unit & Basin	8 Spdl.NMC-100 Imp.Loom-28		
2	Common Facility Centre (CFC)	As per approved Action Plan	14.50	Director, SO.
3	Construction of shed for CFC	-	5.00	Director, SO,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 Rs.6.25 SO Rs. 1.75 (IT)	Director, SO, Director (IT)
5	Training	-	2.27	Director , (CB)
6	Installation	-	1.00	Director, SO,
7	Margin money for Working Capital	-	14.00	Director, SO,
	Total		69.47	

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,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, SO,
	Total		34.00	

	GRAND TOTAL (A+B)		103.47	
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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, Ahmedabad	89.45
2	Director (I.T.)	11.75
3	Director (C.B.)	2.27
	Total	103.47

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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- 17.**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.
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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

Lok Jagruti Seva Sangh Trust, DhAt & PO. Jawahar, Ta-Dolka, Ahemadabad.
Pin-382230.

Through: State Director, KVIC, Ahemadabad (Gujarat)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (West **Zone**), KVIC, Mumbai-20.
2. State Director, KVIC, Ahmedabad, (Gujarat)
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

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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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Bhimani Khadi Mandal, Lilpur, Ahmedabad.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated. 21-8-2017.

2. SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26-7-2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Bhimani Khadi Mandal, Lilpur, Ahmedabad., for the year 2017-18 under special category 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)		5.50	S.OAhmedabad
	New 8 spindle NMC	25	3.50	
	Improved looms	05	2.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	8.00	S.O Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O, Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00	S.O Ahmedabad
			Rs. 3.75	
			Rs. 1.25	Director (IT)
5	Training	-	1.85	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	11.00	Director, S.O.
	Total		37.35	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		7.50	Director, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		15.50	
	GRAND TOTAL (A+B)		52.85	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	44.75
2	Director (I.T.)	6.25
3	Director (C.B.)	1.85
	Total	52.85

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 posted 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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.
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

12/24/8/2017
Director (Khadi)

To

The Secretary,

Bhimani Khadi Mandal, Lilpur, Gramodhog Wadi, P.O. Lalilpur
Ahmedabad Pin-370165.

Through:

State Director, KVIC, Ahmedabad (Gujrat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai
- 2.State Director, KVIC, Ahmedabad (Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

12/24/8/2017
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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Panchmahal Jilla Vikas Sangh, Kolivada, Zhalod, Ahemadabad.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21.8.2017.

2. SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26-7-2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Panchmahal Jilla Vikas Sangh, Kolivada, Zhalod, Ahemadabad., for the year 2017-18 under Normal category 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)		11.00	S.O. Ahmedabad
	New NMC	50	7.00	
	Improved looms	10	4.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	10.00	S.O. Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O, Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.00 Rs. 4.50 Rs. 1.50	S.O. Ahmedabad Director (IT)
5	Training	-	2.00	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		49.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		15.00	Director, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		23.00	
	GRAND TOTAL (A+B)		72.00	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	63.50
2	Director (I.T.)	6.50
3	Director (C.B.)	2.00
	Total	72.00

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.

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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**.
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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 posted 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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.
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 24/8/2012
Director (Khadi)

To
The Secretary,
Panchmahal Jilla Vikas Sangh, Kolivada,
Zhalod, Ahemadabad

Through:
State Director, KVIC, Ahmedabad (Gujrat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad (Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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 24/8/2012
Director (Khadi)



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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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Parimal Khadi Gramodyog Sangh, Nikol Road, Ahmedabad.- reg.

Ref:1. Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21.8.2017

2. SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26.7.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Parimal Khadi Gramodyog Sangh, Nikol Road, Ahmedabad, for the year 2017-18 under Normal category 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)		11.00	S.O. Ahmedabad
	New NMC 8 Spindle Improved looms	50 10	7.00 4.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	10.00	Director, S.O Ahmedabad
3	Construction of shed for CFC	-	5.00	Director, S.O, Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.00 Rs. 4.50 Rs. 1.50	S.O. Ahmedabad Director (IT)
5	Training	-	2.00	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		49.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		5.00	Director, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		13.00	
	GRAND TOTAL (A+B)		62.00	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	53.50
2	Director (I.T.)	6.50
3	Director (C.B.)	2.00
	Total	62.00

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. 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 posted 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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.
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

12/24/8/2012
Director (Khadi)

To
The Secretary,
Parimal Khadi Gramodyog Sangh,
Nikol Road, Ahmedabad,

Through:
State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

12/24/8/2012
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



कामधे दुःखनाशनाम् ।
प्राणिनाम् अतिनाशनम् ॥



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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Vani Khadi Gramodyog Mandal, Wadhwan, Surendranagar, Ahmedabad.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21.8.2017

2. SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26.7.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Vani Khadi Gramodyog Mandal, Wadhwan, Surendranagar, Ahmedabad, for the year 2017-18 under Normal category 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)		11.00	S.O.Ahmedabad
	New NMC	50	7.00	
	Improved looms	10	4.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	10.00	S.O Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O, Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	Rs. 6.00 Rs. 4.50 Rs. 1.50	S.O. Ahmedabad Director (IT)
5	Training	-	2.00	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	8.00	Director, S.O.
	Total		43.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		5.00	Director, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		13.00	
	GRAND TOTAL (A+B)		56.00	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	47.50
2	Director (I.T.)	6.50
3	Director (C.B.)	2.00
	Total	56.00

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. 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 posted 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 scheme 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.
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34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.
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.

This is issued with the approval of Competent Authority.

Encl: - As above

Jh 24/8/20
Director (Khadi)

To
The Secretary,
Vani Khadi Gramodyog Mandal,
Wadhwan, Surendranagar, Ahmedabad.

Through:
State Director, KVIC, Ahmedabad (Gujrat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

Jh 24/8/20
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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Shri Surendranagar Jilla Rachnatmak Khadi Gramodyog Mandal, Surendranagar, Ahmedabad.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21-8.17.

2. SFC. (Khadi) Resolution No: Khadi/2017-18/29 dated 26-7-2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Shri Surendranagar Jilla Rachnatmak Khadi Gramodyog Mandal, Surendranagar, Ahmedabad, for the year 2017-18 under Normal category 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)		11.00	S.O. Ahmedabad
	New 8 Pinndle NMC Improved looms	50 10	7.00 4.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	8.00	S.O. Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O. Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.00 Rs. 4.50 Rs. 1.50	S.O. Ahmedabad Director (IT)
5	Training	-	1.85	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	11.00	Director, S.O.
	Total		43.85	

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, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		13.00	
	GRAND TOTAL (A+B)		56.85	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)		
Sr. No.	In favour of	Funds to be released
1	State Director,	48.50
2	Director (I.T.)	6.50
3	Director (C.B.)	1.85
	Total	56.85

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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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

Jin 24/8/2022
Director (Khadi)

To

The Secretary,

Shri Surendranagar Jilla Rachnatmak Khadi Gramodyog Mandal,
Surendranagar, Ahmedabad.

Through:

State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

Jin 24/8/22
Director (Khadi)



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

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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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Parishram Rachnatmak Samiti, Joravarnagar, Surendranagar, Ahmedabad.- reg.

Ref: 1.Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21-8-17.

2.SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26-7-2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Parishram Rachnatmak Samiti, Joravarnagar, Surendranagar, Ahmedabad, for the year 2017-18 under Normal category 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)		11.00	S.O.Ahmedabad
	New 8 Pinndle NMC	50	7.00	
	Improved looms	10	4.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	8.00	S.O. Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O. Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.00 Rs. 4.50 Rs. 1.50	S.O.Ahmedabad Director (IT)
5	Training	-	1.85	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	8.00	Director, S.O.
	Total		40.85	

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, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		13.00	
	GRAND TOTAL (A+B)		53.85	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	45.50
2	Director (I.T.)	6.50
3	Director (C.B.)	1.85
	Total	53.85

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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.

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

Yil 24/8/2012
Director (Khadi)

To
The Secretary,
Parishram Rachnatmak Samiti,
Sindhav Nagar, Gharshala road, Joravarnagar, Surendranagar,
Pin Code: 363020 Ahmedabad.-

Through:
State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
2. State Director, KVIC, Ahmedabad ,(Gujarat)
3. Dy. Director I/c (RID), KVIC, Mumbai-56
4. Asstt. Directo 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

Yil 24/8/2012
Director (Khadi)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
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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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Khadi Parivar Truat, Sindhavnagar, Gharshala road, Surendranagar, Ahmedabad.- reg.

Ref: 1.Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21-8-17.

2.SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26-7-2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Khadi Parivar Truat, Sindhavnagar, Gharshala road, Surendranagar, Ahmedabad, for the year 2017-18 under Normal category 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)		11.00	S.O.Ahmedabad
	New 8 Pinndle NMC Improved looms	50 10	7.00 4.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	8.00	S.O. Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O. Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.00 Rs. 4.50 Rs. 1.50	S.O.Ahmedabad Director (IT)
5	Training	-	2.00	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		47.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		5.00	Director, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		13.00	
	GRAND TOTAL (A+B)		60.00	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	51.50
2	Director (I.T.)	6.50
3	Director (C.B.)	2.00
	Total	60.00

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.

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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.
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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 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**.
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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 posted 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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.

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

Jin 24/8/2012
Director (Khadi)

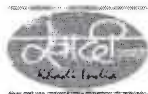
To
The Secretary,
Khadi Parivar Truat, Sindhavnagar,
Gharshala road, Joravarnagar, Dist. Surendranagar
Pin code. 363020 Ahmedabad.

Through:
State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

Jin 29/8/2012
Director (Khadi)



ग्रामोदय, 3, इर्ला रोड, विले पार्ले (प.), मुंबई - ४०००५६
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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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Rural Development Foundation, Ambedkar nagar, Surendranagar, Ahmedabad.- reg.

Ref: 1.Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21-8-17.

2.SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26-7-2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Rural Development Foundation, Ambedkar nagar, Surendranagar, Ahmedabad, for the year 2017-18 under Normal category 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)		5.50	S.O.Ahmedabad
	New 8 Pinndle NMC Improved looms	25 05	3.50 2.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	8.00	S.O. Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O. Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs. 3.75 Rs. 1.25	S.O.Ahmedabad Director (IT)
5	Training	-	2.00	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	8.00	Director, S.O.
	Total		34.50	

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, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		18.00	
	GRAND TOTAL (A+B)		52.50	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)		
Sr. No.	In favour of	Funds to be released
1	State Director,	44.25
2	Director (I.T.)	6.25
3	Director (C.B.)	2.00
	Total	52.50

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 posted 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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.

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

12/24/8/2012
Director (Khadi)

To
The Secretary,
Rural Development Foundation, Ambedkar nagar,
3/ Ambedkar nagar, Alankar Cinema Road, Surendranagar
Pin code. 363001 Ahmedabad.

Through:
State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

12/24/8/2012
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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Shri Sant Savaiyanath Khadi Utkarsh Samiti, Raska, Limbdi., Ahmedabad.- reg.

Ref: 1.Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21-8-17.

2.SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26-7-2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Shri Sant Savaiyanath Khadi Utkarsh Samiti, Raska, Limbdi., Ahmedabad, for the year 2017-18 under Normal category 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)		5.50	S.O.Ahmedabad
	New 8 Pinndle NMC	25	3.50	
	Improved looms	05	2.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	8.00	S.O. Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O. Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs. 3.75 Rs. 1.25	S.O.Ahmedabad Director (IT)
5	Training	-	1.77	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	8.00	Director, S.O.
	Total		34.27	

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, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		13.00	
	GRAND TOTAL (A+B)		47.27	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	39.25
2	Director (I.T.)	6.25
3	Director (C.B.)	1.77
	Total	47.27

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 posted 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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.

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

1/12/24/8/2012
Director (Khadi)

To
The Secretary,
Shri Sant Savaiyanath Khadi Utkarsh Samiti,
Raska, Limbdi., Dist. Surendranagar
Pin code. 363421 Ahmedabad.

Through:
State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

1/12/24/8/2012
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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 24.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of New Vision Trust for Women, Krishna park Wadhwan, Ahmedabad.- reg.

Ref: 1.Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21-8-17.

2.SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26-7-2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of New Vision Trust for Women, Krishna park Wadhwan, Ahmedabad, for the year 2017-18 under Normal category 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)		5.50	S.O.Ahmedabad
	New 8 Pinndle NMC	25	3.50	
	Improved looms	05	2.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	8.00	S.O. Ahmedabad
3	Construction of shed for CFC	-	5.00	S.O. Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	5.00 Rs. 3.75 Rs. 1.25	S.O.Ahmedabad Director (IT)
5	Training	-	1.85	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	8.00	Director, S.O.
	Total		34.35	

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, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	2.50	Director, S.O,
	Total		12.50	
	GRAND TOTAL (A+B)		46.85	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	38.75
2	Director (I.T.)	6.25
3	Director (C.B.)	1.85
	Total	46.85

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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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.
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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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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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.

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

YK 24/8/2012
Director (Khadi)

To
The Secretary,
New Vision Trust for Women,
Block-19, Krishna park-1, Wadhwan,
Surendranagar
Pin code. 363030 Ahmedabad.

Through:
State Director, KVIC, Ahmedabad (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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

YK 24/8/2012
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/WZ/KRDP/Ahmedabad/3rd phase/2017-18

Date: 23.08.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Shree Bhagyoday Seva Sangh, Geetamandir Road, Ahmedabad.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/17-18/254 dated 21.8.2017

2. SFC. (Khadi) Resolution No:Khadi/2017-18/29 dated 26.7.2017

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, KVIC, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Shree Bhagyoday Seva Sangh, Geetamandir Road, Ahmedabad. for the year 2017-18 under Normal category 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)		11.00	S.O. Ahmedabad
	New NMC	50	7.00	
	Improved looms	10	4.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	10.00	Director, S.O Ahmedabad
3	Construction of shed for CFC	-	5.00	Director, S.O, Ahmedabad
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	6.00 Rs. 4.50 Rs. 1.50	S.O.Ahmedabad Director (IT)
5	Training	-	2.00	Director (C B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		49.00	

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		15.00	Director, S.O,
2	Inventory management	-	5.00	Director (IT)
3	Local publicity	-	3.00	Director, S.O,
	Total		23.00	
	GRAND TOTAL (A+B)		72.00	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	63.50
2	Director (I.T.)	6.50
3	Director (C.B.)	2.00
	Total	72.00

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. 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 posted 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 scheme 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 institutions should avail Bank Finance for achieving the projected targets and desired objectives.
34. Director Khadi, Director RID and State Office, KVIC, Ahmedabad (Gujarat) 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.
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 24/8/2012
Director (Khadi)

To
The Secretary,
Shree Bhagyoday Seva Sangh,
Geetamandir Road, Ahmedabad.

Through:
State Director, KVIC, Ahmedabad (Gujrat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (WZ), KVIC, Zonal Office, Mumbai.
- 2.State Director, KVIC, Ahmedabad ,(Gujarat)
- 3.Dy. Director I/c (RID), KVIC, Mumbai-56
- 4.Asstt.Directo 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 24/8/2012
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/WZ/KRDP/Ahmedabad/3rd phase/2016-17/1873

Date: 15.02.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Shree Khadi Gramo. Vikas Vankar Seva Mandal, Surendranagar.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/16-17/103 dated. 08.02.2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, Ahmedabad KVIC, (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Shree Khadi Gramo. Vikas Vankar Seva Mandal, Surendranagar for the year 2016-17 under normal category 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, S.O
	NMC	75	10.13	
	Improved looms	15	6.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	13.00	Director, S.O
3	Construction of shed for CFC	-	5.00	Director, S.O,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 (SO)Rs.6.25 (IT)-Rs.1.75	Director, S.O Director (IT)
5	Training	-	2.27	Director (C & B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		59.40	

1/-

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, S.O,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, S.O,
	Total		25.00	
	GRAND TOTAL (A+B)		84.40	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	70.38
2	Director (I.T.)	11.75
3	Director (C.B.)	2.27
	Total	84.40

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

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.


/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. 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.

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,

Shree Khadi Gramo. Vikas Vankar Seva Mandal,
51 Mitra Mandal Society. Opp. T.B. Hospital, Surendranagar
Pin-363030.

Through: StateDirector,
KVIC, Ahmedabad, (Gujarat)

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/WZ/KRDP/Ahmedabad/3rd phase/2016-17 1870

Date: 15.02.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Zalwad Amber Khadi Gramodyog Sangh, Dusherej.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/16-17/103 dated. 08.02.2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, Ahmedabad (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Zalwad Amber Khadi Gramodyog Sangh, Dusherej for the year 2016-17 under normal category 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)		23.50	Director, S.O
	NMC	100	13.50	
	Improved looms	25	10.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	14.50	Director, S.O
3	Construction of shed for CFC	-	5.00	Director, S.O,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 (SO)-Rs. 6.25 (IT)-Rs. 1.75	Director, S.O Director (IT)
5	Training	-	2.77	Director (C & B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		68.77	

1/-

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, S.O,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, S.O,
	Total		34.00	
	GRAND TOTAL (A+B)		102.77	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	88.25
2	Director (I.T.)	11.75
3	Director (C.B.)	2.77
	Total	102.77

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. 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,

Zalwad Amber Khadi Gramodyog Sangh, Dusherej.
Surendranagar , Pin-363040.

Through: State Director,
KVIC, Ahmedabad (Gujarat).

Copy for information & necessary action to:-

1. The Dy. C.E.O. (W.Z.), KVIC, Mumbai-20.
2. State Director, KVIC, Ahmedabad. (Gujarat).
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



KVIC
Director (Khadi)

ग्रामोदय, 3, इला 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/WZKRDP/Ahmedabad/3rd phase/2016-17 / १४७१

Date: 15.02.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Gram Vikas Sangh, Vadodara.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/16-17/103 dated. 08.02.2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, Ahmedabad, (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Gram Vikas Sangh, Vadodara. for the year 2016-17 under normal category 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, S.O
	NMC	75	10.13	
	Improved looms	15	6.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	14.50	Director, S.O
3	Construction of shed for CFC	-	5.00	Director, S.O,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 (SO)Rs.6.25 (IT)-Rs.1.75	Director, S.O Director (IT)
5	Training	-	2.63	Director (C & B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		61.26	

1/-

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, S.O,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, S.O,
	Total		34.00	
	GRAND TOTAL (A+B)		95.26	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	80.88
2	Director (I.T.)	11.75
3	Director (C.B.)	2.63
	Total	95.26

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 Director 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. 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,

Gram Vikas Sangh, Vadodara.

Khadi Emporium, Prashant Plaza, Anandpura, Baroda
Pin-390001.

Through: State Director,
KVIC., Ahmedabad, (Gujarat)

Copy for information & necessary action to:-

1. The Dy. C.E.O. (WZ), KVIC, Mumbai-20
2. State Director, KVIC, Ahmedabad (Gujarat).
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, इला रोड, विले पार्ले (प.), मुंबई - ४०००५६

Gramodaya, 3, Ila 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/WZ/KRDP/Ahmedabad/3rd phase/2016-17 / 892

Date: 15.02.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Saurashtra Gram Vikas Trust, Bhavnagar.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/16-17/103 dated. 08.02.2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, Ahmedabad KVIC, (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Saurashtra Gram Vikas Trust, Bhavnagar for the year 2016-17 under normal category 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, S.O
	NMC	75	10.13	
	Improved looms	15	6.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	13.00	Director, S.O
3	Construction of shed for CFC	-	5.00	Director, S.O,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 (SO)-Rs. 6.25 (IT)-Rs. 1.75	Director, S.O Director (IT)
5	Training	-	1.67	Director (C & B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		58.80	

1/

B. Marketing Reform

Sr. No.	Particulars	Quantity (in Nos.) (*)	Grant sanctioned (Rs. in lakhs)	Activities to be carried out by
1	Store layout		15.00	Director, S.O,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, S.O,
	Total		30.00	
	GRAND TOTAL (A+B)		88.80	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	75.38
2	Director (I.T.)	11.75
3	Director (C.B.)	1.67
	Total	88.80

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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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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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**.
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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

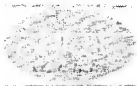
The Secretary,

Saurashtra Gram Vikas Trust, Opp.Girls School, Raj-Bhavnagar Road.,
Sihore-Bhavnagar, Pin-364240.

Through: StateDirector,
KVIC, Ahmedabad, (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (W.Z), KVIC, Mumbai-20.
- 2.State Director, KVIC, Ahmedabad (Gujarat).
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/WZ/KRDP/Ahmedabad/3rd phase/2016-17 1874

Date: 16.02.2017

SANCTION ORDER

Sub: Direct Reform Assistance under Khadi Reform and Development programme (with ADB assistance) in favour of Vadodara Jilla Khadi Gramodyog Sahakari Sangh Ltd., Vadodara.- reg.

Ref: 1. Budget Allocation No. BGT/Khadi/Allo/16-17/103 dated. 08.02.2017.

In pursuance of the Project/Action Plan received by this office duly recommended by SLBT of State Office, Ahmedabad KVIC, (Gujarat) sanction as accorded by SFC (Khadi) and Budget Allocation to this effect issued by Directorate of Budget under reference mentioned above in favour of Vadodara Jilla Khadi Gramodyog Sahakari Sangh Ltd., Vadodara for the year 2016-17 under normal category 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)		23.50	Director, S.O
	NMC	100	13.50	
	Improved looms	25	10.00	
2	Common Facility Centre (CFC)	As per approved Action Plan	14.50	Director, S.O
3	Construction of shed for CFC	-	5.00	Director, S.O,
4	IT and Managerial [Computer and remuneration to Reform Implementation Officer]	-	8.00 (SO)Rs.6.25 (IT)-Rs.1.75	Director, S.O Director (IT)
5	Training	-	2.55	Director (C & B)
6	Installation	-	1.00	Director, S.O,
7	Margin money for Working Capital	-	14.00	Director, S.O.
	Total		68.55	

1/-

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, S.O,
2	Inventory management	-	10.00	Director (IT)
3	Local publicity	-	5.00	Director, S.O,
	Total		25.00	
	GRAND TOTAL (A+B)		93.55	

(*) Quantity in Nos. is an indicative

(Rs. in Lakhs)

Sr. No.	In favour of	Funds to be released
1	State Director,	79.25
2	Director (I.T.)	11.75
3	Director (C.B.)	2.55
	Total	93.55

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. 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,

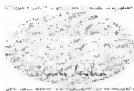
Vadodara Jilla Khadi Gramodyog Sahakari Sangh Ltd., Vadodara,
Kothi-Raopura, Vadodara-390001.

Through: State Director,
KVIC, Ahmedabad, (Gujarat)

Copy for information & necessary action to:-

- 1.The Dy. C.E.O. (W.Z), KVIC, Mumbai-20.
- 2.State Director, KVIC, Ahmedabad (Gujarat).
- 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)



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