



## Khadi and Village Industries Commission

Ministry of Micro, Small, & Medium Enterprises

Government of India

"Gramodaya' 3 Irla Road, Vile Parle (West),

Mumbai-400 056

Tel Fax : 022-26714370



No : PMEGP/ID Cards/2015

Date : 20.11.2015

### CIRCULAR

**Sub: Providing of Identity Cards and Registration Certificate to PMEGP units reg....**

During a review meeting with PMEGP entrepreneurs of Maharashtra on 07.11.2015 at KVIC, Mumbai held under the Chairmanship of Chairman, KVIC the entrepreneurs requested for providing them with identity Cards and Certificates certifying that they have been funded under the PMEGP/SFURTI/Village Industries units of Ministry of MSME, Govt. of India. This will facilitate them to approach Banks and other Govt. agencies for various requirements like credit, power connections, tax, octroi, canvassing for orders etc from Govt. departments etc. The matter has been examined and it has been noted that such a system was also prevailing earlier under the REGP scheme/Handmade Paper Industry for issue of Registration Certificate which had been very useful for the micro entrepreneurs in establishing their credibility with external agencies and State Govt. Authorities.

2. Providing of Identity Cards and Registration Certificates will also enable KVIC to obtain a database of PMEGP entrepreneurs/SFURTI artisans//Village Industry units, State-wise with details of the capacity, product, location, project size, social category of the beneficiary etc. This data will be very useful for linking them with other schemes to support them for marketing, export, technology upgradation, skill development etc. The units will have the advantage of being invited for various ongoing exhibitions organized by KVIC as well as for being deputed to international exhibition abroad. Further they can also be considered under the existing scheme of ISO 9000, SFURTI, e-commerce and franchise scheme etc. Thus the Registration Certificate will be very useful for both i.e entrepreneurs and the KVIC.

3. It has been decided that the Identity Card and the Certificate will be designed in Handmade Paper with attractive design and standard format which will be laminated and displayed as per requirement. State/Divisional Directors will be empowered to issue the Identity Card and the Certificates.

4. Applications will be taken from the interested PMEGP/SFURTI/VI units applying for the Identity Card and certificate with self declaration that the unit is functional and is working as per KVIC norms. Further, he/she is required to submit a bank account statement of the previous financial year and the current financial year of the unit duly certified by the bank Manager. This will be pre-requisite for the issue of Registration Certificate.

5. The charges for registration would be Rs. 5000/- for the PMEGP/SFURTI/Village Industry units upto project cost upto Rs. 10 lakhs which also include Identity Card for one person only and Rs. 10,000/- for the PMEGP/SFURTI/Village Industry units having project cost above Rs. 10 lakhs. The validity of the Registration Certificate and Identity Card will be for a period of 3 years which could be renewed from time to time. The Registration Certificate and ID Card would be non transferable.

6. The renewal charges would be Rs. 3000/- for the category upto Rs. 10 lakhs project cost and Rs. 6000/- for the category over and above above Rs.10 lakhs project cost. Thus renewal will be every 3 years with the charges of Rs. 3000/- and Rs. 6000/- respectively. KVIC will reserve the right to revise the charges at any point of time ,as per requirement.

7. The KVIC shall have the right to refuse the renewal and or cancel the Registration Certificate and ID card on the following grounds:

- a) If the unit is found closed
- b) If the unit is found mis-using the Certificate and ID card harming the reputation of KVIC.
- c) If the unit is found involved in fraudulent activities.
- d) If the unit is found not following the norms and guidelines of KVIC.
- e) Any other activities which is found pre-judicial to the interest of KVIC or the nation.

8. The Director (IT) will develop software which will facilitate generation of automatic code online on All India basis which will be mentioned on the top of the Certificate and ID card. The code will be generated after fulfilling the details of the unit by the State Director concerned for which simple format may also be developed which encompasses the details about the entrepreneurs, units, production, sales, employment, product line etc. This will help KVIC to maintain transparency, secrecy and prevention from issuing of fake certificate.

9. A separate IRG account will be opened and maintained by the State Director which will be swap account i.e. amount deposited with said account will automatically transfer to Central Office, which will be dedicated IRG account in Central Office. The Central Office Account will Auto Swap Account/Auto fixed Deposit Account which will earn interest on the amount

10. The format of certificate/ID card will be decided and conveyed in due course.

The above Circular is issued for immediate compliance of all concerned.

  
Chief Executive Officer

To

1. All State/Divisional Offices, OCKVI
2. All State/UT KVI Boards
3. All Zonal Dy. CEO's OCKVI.
4. All Principal Secretaries, State/UT Government

Copy for information:

1. Jt. Secretary, Ministry of MSME, Govt. of India, New Delhi.

Copy for kind information to—

1. OSD to Chairman, KVIC
5. OSD to CEO, KVIC
6. Dy. Director, CVO Cell, KVIC, Mumbai
7. Dy. Director (FA Cell), KVIC, Mumbai

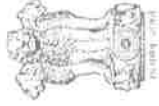
8. Jt. CEO Cell, KVIC, Mumbai
9. All Industry/Programme Directors, KVIC, Mumbai
10. Director (IT) with a request to place the Circular on KVIC/PMEGP website.
11. Director (Publicity) with a request to publish the same in the ensuing "JAGRITI".
12. Director (Hindi Cell) for translation in Hindi
13. Master file for record.

Sl. No.....

Code No.....



खादी और ग्रामोद्योग आयोग  
स्वस्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार  
राज्य/मंडल कार्यालय.....



KHADI & VILLAGE INDUSTRIES COMMISSION  
Ministry of MSME, Govt. of India,  
New Delhi  
State/Divisional Office.....

Ref.No..

Date:.....

### CERTIFICATE OF REGISTRATION

This is to certify that Shri/Smt./M/s.....  
.....has been financed by **Khadi**

**& Village Industries Commission** under the **Prime Minister Employment Generation Programme(PMEGP)** for setting up ..... Unit/service centre.

This is further to certify that this unit was established in the year..... and is engaged in manufacturing the product/service as per the norms prescribed by the Khadi and Village Industries Commission.

- (i) Production Capacity...../per annum.
- or
- (ii) Service Capacity...../per annum.
- (iii) No. of persons employed in the Unit.....

This Certificate is valid from..... to.....

**State/Divisional Director**

**Chief Executive Officer**

**Chairman**

Note:-This certificate is not transferable.

Conditions overleaf

## Back-side of Certificate

The KVVC shall have the right to refuse the renewal and or cancel the Registration Certificate and ID card on the following grounds:

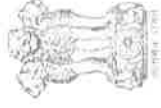
1. If the unit is found closed
2. If the unit is found mis-using the Certificate and ID card harming the reputation of KVVC.
3. If the unit is found involved in fraudulent activities.
4. If the unit is found not following the norms and guidelines of KVVC.
5. Any other activities which is found pre-judicial to the interest of KVVC or the nation.

Sl. No.....

Code No.....



खादी और ग्रामोद्योग आयोग  
सूक्ष्म, लघु और मध्यम उद्यम मंत्रालय, भारत सरकार  
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KHADI & VILLAGE INDUSTRIES COMMISSION  
Ministry of MSME, Govt. of India  
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The unit is approved for a maximum production capacity of .....kg/metric ton/..... per annum or turnover of Rs.....per annum.

This Certificate is valid from..... to.....

**State/Divisional Director**

**Chief Executive Officer**

**Chairman**