



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,

No. PMEGP/ID Cards/2015-16

Date: 11.12.2015

**CORRIGENDUM**

Sub: Operational modalities for issuance of Registration Certificate and identity Cards to the PMEGP units/SFURTI/Village Industries reg.

Ref: - Circular No. PMEGP/ID Cards/2015 dated 20.11.2015

In continuation to the above referred Circular dated 20.11.2015 issued by KVIC relating to issuance of Registration Certificate and ID card to institution/unit sanctioned under '**Prime Minister's Employment Generation Programme**' (PMEGP) units /SFURTI / Village Industries scheme, the following revised operational guidelines are given below for compliance.

1. All Institutions/units, financed under PMEGP/SFURTI/Village Industries scheme are to be registered and to be issued identity card, based on their submitting of application to the concerned State/Divisional Director, KVIC.
2. Since the PMEGP units / SFURTI/ Village Industries are sanctioned at State/Divisional level and State/Divisional offices of KVIC are in the know of their performance and genuineness, hence state/Divisional Director is authorized to issue certificate of registration and ID card.
3. The prescribed format of certificate of registration and format of identity card is enclosed at **Annexure-I & II**.
4. Before issue of the registration certificate and Identity card to PMEGP unit, a certificate may be obtained from concerned financing Bank that the unit is verified and found set up and working. Format is placed at **ANNEXURE-III**
5. Charges of registration fees may be obtained through cheque in favor of State/Divisional Director concerned.
6. The application for registration will be made available online by Director, DIT, KVIC and shall be also available in physical form in State/Divisional Offices of KVIC for the benefit of the applicant.
7. The other terms and conditions mentioned in the circular dated 20.11.2015 will remain unchanged.

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Gramodaya, 3, Irla Road, Vile Parle (W), Mumbai- 56  
Tel: 022- 26714320 /22 /25, 022-26713528 /29  
Fax: 2671 1003, Website: www.kvic.org.in

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8. In case of any clarification relating to registration of PMEGP/SFURTI/Village Industries Institution/units, Director (PMEGP), Director (SFURTI) or Director Village Industries may be contacted, as applicable.

This is issued with the approval of CEO, KVIC.

Enclosed: As above

  
**Dy. Chief Executive Officer (PMEGP)**

To,

1. All State/Divisional Director, KVIC
2. All Zonal Dy. CEOs KVIC

Copy for kind information to-

3. OSD to Chairman, KVIC
4. OSD to CEO, KVIC
5. Dy. Director, CVO Cell, KVIC, Mumbai
6. Dy. Director (FA Cell), KVIC, Mumbai
7. Dy. CEOs in Central Office, Mumbai
8. All Industry/Programme Directors, KVIC, Mumbai
9. Director (IT) with a request to place the Circular on KVIC/PMEGP website.
10. Director (Publicity) with a request to publish the same in the ensuing "JAGRITI".
11. Director (Hindi Cell) for translation in Hindi
12. Master file for record.

  
**Dy. Chief Executive Officer (PMEGP)**

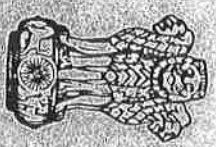
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- A. This certificate is issued as per request of institution / unit and KVIC will not be liable for any acts or commission committed by the institution/unit relating to the production, supply, quality etc.
- B. KVIC shall have the right to refuse the renewal and or cancel the Registration Certificate and ID card on the following grounds:
  - i. If the unit is found closed.
  - ii. If the unit is found mis-using the Certificate and ID card harming the reputation of KVIC.
  - iii. If the unit is found involved in fraudulent activities.
  - iv. If the unit is found not following the norms and guidelines of KVIC.
  - v. Any other activities which is found pre-judicial to the interest of KVIC or the nation.



Ref. No. ....

सत्यमेव जयते



**Khadi and Village Industries Commission**  
Ministry of Micro, Small & Medium Enterprises,  
Govt. of India  
State/Divisional Office .....

Date: .....



# CERTIFICATE OF REGISTRATION

This is to certify that Shri/Smt./Ms.....

..... has been financed under the

**Prime Minister's Employment Generation Programme (PMEGP) / SFURTI / Village Industry**  
for setting up..... Unit/service centre.

This is further to certify that the institution/unit is engaged in manufacturing the product/service as per the details given in the project report sanctioned by the bank are as follows:

- (i) Production Capacity (Value) Rs. .... /per annum.
- (ii) Production Capacity (Quantity) Nos./units ..... /per annum. or
- (iii) Service Capacity (Value) Rs. .... /per annum.
- (iv) Service Capacity (Quantity) Nos./units ..... /per annum.
- (v) NO. of persons employed in the Unit .....

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

Place: .....  
Date: .....

**State/Divisional Director**

FRONT

Name:  
Organization:  
Address:  
Validity From:                      To:  
*This Unit is recognized by KVIC*

PHOTO

Authorized Signatory  
Khadi and Village Industries Commission  
Government of India

Signature of Holder

BACK

**Instructions**  
This ID card is not transferable.  
Loss or theft of the card should be  
immediately reported to issuing Authority

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(In letter head of bank)

**Format Of Certificate To Be Furnished By Financing Bank In Respect Of PMEGP Unit For Issue Of Registration Certificate.**

This is to certify that m/s -----, is a unit financed by our bank under PMEGP scheme during ----- (year) and has been sanctioned a project cost of Rs. -----. The unit is working satisfactorily and is paying loan installments regularly to the bank.

Signature and Name  
of the bank Manager with seal.

Place:.....

Date : .....