

CHHATTISGARH GOVERNMENT
DEPARTMENT OF INFORMATION TECHNOLOGY

No. 90 /S/IT/ITES/2005

Raipur, Dated; February 4, 2005

NOTIFICATION

Subject: **"Suchna Samarthya"** Training Assistance to Information Technology Enabled Services (ITES) Units ensuring employment to youths of State.

1. Introduction:

A Major objective of IT policy of the State is to establish Chhattisgarh as a leading State in the IT sector. To this end, human resources are to be developed with the skills at various levels in the IT sector. On the one hand, high - end curricula have been started for higher level skills, while on the other hand, introductory courses on IT have been introduced in schools and Colleges across the State. However, for large number of youths in the State, one way of employment could be in Information Technology Enabled Services through training, as is being done in several major cities in the country.

In the context of IT policy, development of Chhattisgarh as a major centre of Information Technology Enabled Services would make possible employment opportunities for the youth of the State. These services include services in the categories of Call Centre Services, Business Process Outsourcing (BPO), Information Content Development, Medical Transcription and Engineering Design. At present, there is inadequate skilled manpower in the sector. Public institutions are not providing training in these kinds of services at the moment. Private sector training institutions too are few and the number of youth trained by them are not such that the State may emerge as an important centre for such services through private investment. Assured employment opportunity too is not adequately available due to lack of private investment.

In these circumstances, State Government, with a view to attracting investment in Information Technology Enabled Services and, simultaneously, to promote export as well as to ensure employment to youth of the State needs a well thought-out plan.

2. Name of Scheme:

"Suchna Samarthya" ; Scheme for Training Assistance for Information Technology Enabled Services.

3. Extent:

Scheme will apply to entire Chhattisgarh.

4. Duration of Scheme:

Scheme will be effective for a period of 2 years commencing from the date of publication of Government notification.

5. Definitions:

- a. Information Technology Enabled Services Unit' refers to a unit using Information Technology Enabled Services in the categories of Call Centre Services, Business Process Outsourcing (BPO), Information Content Development Medical Transcription, Engineering Design etc. and which exports 75% or more of its service sales turnover, and, further, which is registered with the concerned Government of India agency like Software Technology Parks of India (STPI) as well as with any District Trade and Industries Centre in the State.
- b. "Eligible Trainee" refers to a person coming within the scope of the definition of original resident / domiciles of Chhattisgarh and who has been selected by a Information Technology Enabled Services unit for training and, further, to whom said unit has issued an appointment letter assuring at least 2 years regular employment.
- c. "Training Assistance Fund" refers to fund given to Information **Technology Enabled Services** unit, which is used by the unit against the training expenditure due on the training for eligible trainees before the said trainee being taken into regular appointment. The unit will be responsible for returning to the Government the training assistance in easy interest free instalments recovered from trainees.
- d. "Assets" refers to necessary equipment such as computer(s), generator(s), VSAT(s) or other communication equipments(s), modem(s), printer(s), voice mail equipment(s), licensed software etc. which is established at the work place for Information Technology Enabled Services.
- e. "State Level Committee" refers to State level committee constituted to examine and sanction cases.

6. Eligibilities for receiving assistance:

For receiving assistance, it shall be necessary that-

- a. capital investment on assets of the unit is Rs. 25,00,000/- (Rupees Twenty five lakhs only) or more;
- b. The unit exports at least 75% of its sales turnover within a year of completion of training;
- c. The unit must have trained at least 100 persons and should have made available regular employment for at least 2 years period in the unit to the same number of persons;

- d. This assistance will be available only for training and employment of original residents / domiciles of the State;
- e. Assistance under this Scheme will be available only to those units which present an application within one year of commencement of service operations and;
- f. Any unit will be able to take benefit of this scheme only within the duration of the scheme
- g. An undertaking/agreement shall be obtained from the unit to the effect that in case of misutilisation, or over payments or recovery of any amount wrongly advance to any unit the unit cases the amount shall be recoverable as an arrears of land revenue

7. Ceiling of assistance:

Eligible Information Technology Enabled Service units will be given interest free assistance at the following rates per trainees after they have trained, the original residents / domiciles of Chhattisgarh in concerned services and payment shall be made at the time of delivery of assured employment appointment letters to such trainees-

- a. For SC/ST category trainees - Rs. 20,000/- (Rupees twenty thousand only)
- b. Other trainees - Rs. 15,000/- (Rupees fifteen thousand only)

(The scheme will be only for first 500 seats with maximum of 100 seats per firm)

8. Procedure for obtaining assistance:

Eligible units will apply in the proforma prescribed by the Department of Information Technology or STPI (those registered in STPI) with the following information and documents to the concerned District Trade and Industries Centre:

1. In case of small industries, permanent registration certificate of District Trade and Industries Centre and in case of medium / large category unit, registered IEM / license.
2. Project report on the basis of which unit has been sanctioned loan by financial institution or bank.
3. Detailed information of the project including capital deployment and personnel.
4. Total sale turnover (in Rupees) from the date of commencement of services of the until the date of application.
5. Information regarding export from the unit from the date of commencement of the services.
6. Full details of training given by the unit and evidence in support of this.

7. List of trainees along with their addresses and information regarding their being original residents / domiciles of Chhattisgarh.
8. It is necessary to have the investment and expenditure statement of the unit certified by the Chartered Accountant.
9. General Manager, District Trade and Industries Centre/ Deputy Director STPI will forward application received for training assistance along with the annexed document after examination and with his opinion to the State Level Committee.

9. Process regarding return of training assistance:

1. Training assistance will be in the nature of a interest free facility and will be returned in 24 equal monthly instalments.
2. The first instalment will begin with the first monthly salary of the trainee and the last instalment will be recovered from twenty-fourth monthly salary.
3. It will be the responsibility of the unit to recover the first instalment from all the appointed trainees on the date of the disbursement of the first salary or within 30 days of issue of appointment letter, whichever is earlier, and to return it to the State Government. Thereafter, instalments recovered from the salary of the trainees at every 30 days interval will be due from the unit to the State Government.
4. It will be the responsibility of the units to ensure that there is no delay on any account, whatsoever, in returning monthly instalments. In case of delay, penal interest will be imposed by the IT Department @ 18% per annum.
5. In any of the trainee ceases to be an employee of the unit before paying all instalments or is removed from such employment, amount of balance instalments will have to be returned in lump sum to the State Government immediately. The unit is independent to recover or not to recover the amount from the trainee. State Government will have no liability in this regard.
6. State Government will have the power that to recover training assistance amount from the unit in lump sum with necessary fine or interest as may be determined by it if –
 - a. unit has obtained assistance amount by furnishing false/wrong information
 - b. unit has stopped providing services within two years of receiving training assistance; or
 - c. unit has received assistance amount by employed ineligible trainees.

10. Constitution of State Level Committees and its powers:

Cases will be examined and sanctioned by the State level committee. The committee is constituted as follows:

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|----|--|---------------|
| 1. | Secretary, Government of Chhattisgarh, Information Technology Department | - Chairperson |
| 2. | Representative of Finance Department | - Member |
| 3. | Representative of Commerce and Industries Department | - Member |
| 4. | CEO, CH/PS & JS (IT) | - Coordinator |

Presence of at least three members will constitute quorum for the meeting. The agreement for assistance would be executed in prescribed form for sanctioned cases by the General Manager of the District trade and Industries Centre or Officer authorized by the Commissioner, Industries.

11. Change of place of unit:

Unit receiving training assistance will not be competent to change its office, service distribution centre, location or provision of services without permission of State level committee.

12. Resolution of disputes:

In, in connection with these rules, any difference of opinion arises or any question or dispute arises in respect of interpretation of rules, Department of Information Technology, Government will decide the same and its decision will be final and binding.

13. Provision for appeal:

State government may review *suo moto* or on receipt of application against decision of State level committee and pass suitable orders n merits.

14. Power to remove difficulties:

If any difficulty arises in giving effect to the provision of the Scheme, State Government may issue such orders n the interest of fulfilling the objective of the Scheme as it may consider necessary for the removal of difficulties.

Vivek Dhand
Secretary
Government of Chhattisgarh
Information Technology

No. /S/IT/ITES/2005
Copy to,

Raipur, Dated;

1. Principal Secretary, Government of Chhattisgarh, Commerce and Industries, for information please.
2. Secretary, Government of Chhattisgarh, Finance Department for information.
3. Commissioner, Industries, for information. Please instruct with copy of this Notification to the District Officer for necessary action.
4. Joint Secretary to Chief Secretary's Office, Government of Chhattisgarh, for information.
- 5.
6. Controller, Government Press, Rajnandgaon for necessary action.
7. Chief Executive Officer, CH/PS for necessary action.
8. Collector (All), Chhattisgarh for necessary action.
9. General Manager, District Industries and Tread Centre (All), Chhattisgarh for necessary action.
10. Deputy Director, STPI, Bhilai for necessary action.

Vivek Dhand
Secretary
Government of Chhattisgarh
Information Technology