Skill Development Allowance Scheme-2013

Frequently Asked Questions:-

Q.1. What is Skill Development?

Ans. Skill Development is training offered by a training institute or organization which results in acquisition of proficiency and leads to increase in employability in the job market. Skill Training usually takes place through: **(i). Vocational Education, (ii).Technical Training and (iii) Other Skill Training offered by institutes/organizations and is certified through a Diploma or a Certificate.**

For the purpose of Skill Development Allowance (SDA) Scheme, 2013, valid trainings are diploma or certificate trainings offered by registered/recognized institutes/organizations and **only Information Technology Diploma/Certificate Trainings offered by Universities** (all other trainings of Universities are barred except, one year Diploma/ certificate course in "Fruit and Vegetable Processing and Bakery Products" imparted by   Dr. Y.S. Parmar Universities of Horticulture and Forestry, Department of Food Science and Technology, Nauni, Solan, under National Mission on Food Processing, GOI, Scheme w.e.f. July, 2016). The institutes/organizations imparting training should be registered/recognized by any State or Central Government or be empanelled by the District Committee constituted vide Notification No.- Shram(F)1-2/2013, dated 13/12/2013 for this purpose. All trainings given by Central/State Government Ministries/Departments/Boards/Corporations are valid.

Only beneficiaries who are pursuing skill development training **exclusively** will be eligible for Skill Development Allowance.   Students who are pursuing

Degree/Teaching/other higher education training and are simultaneously enrolled in a Skill Development Training will not be eligible. However, Degree Course in Nursing and B.Voc. Education in Retail Management and Tourism & Hospitability is covered under the Scheme.

Skill Development Trainings includes the following:

(I).   **Trainings in Government/Government Recognized Sector:**

(a). Trainings offered by institutes/organizations under Government recognized Craftsmen Training Scheme frameworks like State Council for Vocational Training (SCVT) and National Council for Vocational Training (NCVT). **All Government and Private Industrial Training Institutes (ITIs)** fall under SCVT/NCVT and trainings offered by them are valid under the Scheme.

(b). Trainings offered by institutes/organizations under Government recognized Technical Education framework like All India Council for Technical Education (AICTE)**. All Government and Private Polytechnics** affiliated to respective State Board of Technical Education and trainings offered by them are valid under the Scheme.

(c). Certificate and diploma trainings offered by institutes/organizations (barring Universities) under National Skill Qualification Framework (NSQF).

(d). Trainings offered by **institutes/organizations registered as Vocational Training Providers (VTPs)** which impart trainings in Modular Employable Skills (MES) developed under the Skill Development Initiative Scheme (SDIS) by Directorate General of Employment & Training (DGE&T), Government of India (GOI).   Therefore, all such trainings are valid under the Scheme. The details of MES can be accessed at dget.nic.in

(e).Trainings offered by National Council for Hotel Management and Catering Technology (such as Post Graduate Diploma in Accommodation

Operation and Management, Post Graduate Diploma in Dietetics and Hospital Food Service, Craftsmanship Course in Food Production, Craftsmanship Course in Food and Beverage Services, Certificate Course in Hotel and Catering Management etc).

(f).Trainings offered by any Government Departments, any Government Corporations or Government Agencies are valid under the Scheme, for example:

(i). Trainings organized by Departments like Industries Department {such as Long Term Product Specific Entrepreneur Development Programme (EDP)}, Department/ Ministry of Tourism, Government of India (such as 3 months Personality Development and English and German Language Courses, courses in Food Production, Basic Food and Beverages Services (Steward), House Keeping, Front Office Assistant, Bakery and Confectionary etc.),

(ii).Trainings offered by Department of Health and Medical Education (Diploma Courses of Dental Hygienist, Dental Mechanic, Laboratory Technician, X-ray Technician, Optometrist, Operation Theatre Technician, Pharmacist, Nursing, Midwifery, Auxiliary Nurse Midwife (ANM) etc. recognized/affiliated by the Department of Medical Education and Research, H.P./Other States/Central Government).

B.Sc. Nursing/any graduate degree course in Nursing (from Government/Government affiliated Training Institute) is also valid w. e. f. April, 2015.

(iii).Trainings offered by Corporations such as Himachal Roadways Transport Corporation (such as Course of Driving Training).

(iv).H.P. Handicrafts and Handloom Corporation Limited (such as course of Training in Weaving, Knitting, Thanka Painting and Wood Carving, Chamba Rumal Embroidery and Chamba & Kangra Painting etc), **H. P. Scheduled Castes & Scheduled Tribes Development Corporation** (such as Handloom Khadi, Motor Driving, Motor Mechanic/Auto Scooter Repair, Shoe Making, Electronics, Plumber, Electrician/Motor Binding, Welding/Steel

Fabrication/Black smith, Carpentary, Foam making, Beautician, Bamboo Work, Barber, Cutting Tailoring, Computers Trainings etc.) **In these cases, if the trainees are getting stipend from these organizations, option shall be granted to them to choose either allowance under the SDA Scheme or the stipend.**

(v). Trainings offered by District Rural Development Agencies (DRDA) (such as cutting and Tailoring) and **trainings offered by Rural Self Employment Training Institutes (RSETIs)** (such as Dairy Farming, Beauty Parlour Management, Domestic Electric Appliances Repair & Servicing of TV/DVD and other Digital Electronics Appliances etc).

(vi). Trainings offered by Project Implementing Agencies (PIAs) under Aajeevika Scheme recognized by the Ministry Of Rural Development (MORD). The website can be accessed at aajeevika.gov.in

(II). Skill Development also cover trainings by Private Institutes/Organizations as given under:

(1). For IT/Computer Trainings in Himachal Pradesh:

(i). Private reputed institutes i.e. (a) National Institute of Information Technology(NIIT) (b) Aptech (c) Jetking (d) AISECT (e) Hindustan Computers Ltd.(HCL) (f) Computer Maintenance Corporation Ltd. (CMCL) which offer various computer trainings. Diplomas/certificates issued by these institutes are recognized by Private Sector.

Franchisees of the above mentioned private institutes will also be eligible provided that the evaluation and certification is done by the above mentioned private institutes (parent organization) and subject to the recommendation of the District Level Committee of the concerned District.

(ii). Some Private and Government institutes are affiliated to various recognized Universities and diploma/certificate of computer trainings being offered by these institutes are recognized in Government as well

as Private Sector. The list of Government recognized Universities is available at University Grants Commission (UGC) site (www.ugc.ac.in) and private recognized Universities may be accessed at http://himachal.nic.in/perc/

(iii). Diploma/certificate of computer trainings being offered by Government Institutes i.e. National Institute of Electronics & Information Technology (NIELIT) and Centre for Development of Advanced Computing (C-DAC) are recognized in the Government Sector as well as in Private Sector, as these are Government Organizations working under the control of Department of Information Technology, Government of India. However, training offered by the franchisees private training centres of the these organizations are subject to the recommendation of the District Level Committee of the concerned District.

(2). For IT/Computer Trainings outside Himachal Pradesh:

(i). As mentioned at point number **(1)** above. **However, their Franchisees will not be eligible for the purpose of SDA Scheme, 2013**.

(ii). Some Private and Government institutes are affiliated to various recognized Universities and diploma/certificate of computer trainings being offered by these institutes are recognized in Government as well as Private Sector. The list of Government recognized Universities is available at University Grants Commission (UGC) site (www.ugc.ac.in) and private recognized Universities may be accessed at http://himachal.nic.in/perc/

(iii). Diploma/certificate of computer trainings being offered by Government Institutes i.e. National Institute of Electronics & Information Technology (NIELIT), Centre for Development of Advanced Computing (C-DAC) are recognized in the Government Sector as well as in Private Sector, as these are Government Organizations working under

the control of Department of Information Technology, Government of India.

3. Diploma/certificate Trainings in Tally imparted by Tally Education Private Limited/its authorized training centres in Himachal is also valid for Skill Development Allowance, subject to the recommendation of the District Level Committee of the concerned District.

(III). <u>Trainings other than Information Technology in Himachal Pradesh</u>:

For trainings other than Information Technology, Government of Himachal Pradesh has issued Notification No.-Shram(F)1-2/2013, dated 13/12/2013 where by a District Level Committee under Chairmanship of Deputy Commissioner with following members has been constituted:

- Deputy Commissioner   -Chairman

- ADC/ADM   -Vice Chairman

- District Employment Officer-Member Secretary

- G.M., D.I.C.   -Member

- P.O., D.R.D.A.   -Member

- Principal, Polytechnic/ITI -Member

The Committee has been authorized to empanel/approve private institutes/organizations/NGOs for the purpose of Skill Development Allowance Scheme.

The Committee will examine the credentials of all such Private Institutes/Organizations/NGOs offering training whose trainees are to be covered under the Skill Development Allowance Scheme, 2013.

The parameters to select/empanel the institutes/organizations by the District Level Committee are as under:

Infrastructure capacity like availability of building/ number of rooms/ laboratories/ machinery/ equipment for training etc.

Teaching proficiency like qualification and experience of faculty, number of faculty members, etc.

Quality of training offered i. e., content, duration of training, whether certificate given at the end of training etc.

Whether the training content is based on any recognized frame work or module like State Council for Vocational Training (SCVT), National Council for Vocational Training (NCVT), All India Council for Technical Education (AICTE), National Skill Qualification Framework (NSQF) and Modular Employable Skills (MES) etc.

Whether the institute/ organization is accredited by State or Central Government agency to offer training course.

Whether NGO are registered under any existing State or Central Act, like (i) Societies Registration Act, 1860 (ii) H.P. Societies registration Act, 2006 (iii). Companies Act, 1956 etc.

Experience of the Organization in imparting training in Government, PSUs, Private Organization.

Whether the skills imparted are certified by any reputed/National level organization etc.

The above criteria are indicative and not exhaustive. The District Level Committee can also satisfy itself about the credentials of the private institution/organization on basis of other parameters considered important by the Committee.

The above exercise will not be necessary in case of trainings offered by institutes/organizations authorized under Government recognized frame works like SCVT, NCVT, AICTE, NSQF, Vocational Training Providers under MES developed under the Skill Development Initiative

Scheme (SDIS) by Directorate General of Employment & Training (DGE&T), Government of India (GOI), trainings offered by Project Implementing Agencies (PIAs) under Aajeevika Scheme recognized by the Ministry of Rural Development (MORD).

Vide notifications dated 2nd July, 2018 and 12 July, 2018, the District Level Committees have been authorized to conduct the inspection and recommendation of authorized Private Training Centers of IT (covered under these Guidelines) in context of the Scheme by the GOHP.

Further vide letter No.-Shram(F)4-3/2017-1, dated 07.12.2018 from the Additional Chief Secretary(Labour & Employment) to the Government of Himachal Pradesh, trainings by all the private training centres (except such Private Institutes imparting training as per NCVT/SCVT/AICTE norms or duly affiliated to the respective State Technical Education Board/Regulatory Body such Medical Education and Research etc.) will not be valid for SDA if not empanelled/recommended/renewed by the District Level Committee.

(IV). Trainings in other than Information Technology outside Himachal Pradesh:

- Trainings given by Government Institutes/Government Departments/Boards/Corporations.

- Private Institutes imparting training as per NCVT/SCVT/AICTE norms or duly affiliated to the respective State Technical Education Board.

(V). <u>Training Courses not admissible for the purpose of SDA Scheme:</u> Higher education like degree course (whether full time, part time or through correspondence), except in B.Sc. Degree (Nursing)& B.Voc. Education (Retail Management and Tourism & Hospitability) in Universities, like B.A., B.Sc., B.Com, B. Tech., B.E, M.B.B.S., B.A.M.S., B.D.S., B.B.A., M.B.A., M.T.A., C.A., Company Secretary, I.C.W.A. , M.A., M.Sc., M.Com, M Phil, Ph.D. etc. and Teaching courses (like JBT, Drawing Teacher, B.Ed. etc). Also, informal

apprenticeships with persons/organization not authorized to offer a training course such as attachment with Lawyers/Bar Associations etc. and such informal arrangements with unregistered persons/organizations not authorized to offer a training course are barred under the Scheme.

Examples of Institutes valid for Skill Development Allowance Scheme, 2013

(1).   All ITIs   (Government & Private)

(2).   All Polytechnics (Government & Private)

(3).   All Vocational Training Providers (VTPs) registered with Technical Education Department and covered under Skill Development Initiative Scheme based on Modular Employable Skills   (including training for sectors like Masonary, Carpentry, Black smithy and Plumbing) .

(4).   Other Trainings in Government Sector like:

(i).   Institutes of Hotel Management (IHMs), Kufri/Hamirpur.

(ii).   Rural Self Employment Training Institutes (RSETIs) in each District.

(iii).   Cutting & Tailoring courses certified by Block Development Officer.

(iv).   Department of Health and Medical Education (Diploma Trainings of Dental Hygienist, Dental Mechanic, Laboratory Technician, X-ray Technician, Optometrist, Operation Theatre Technician, Pharmacist, Nursing, Midwifery, Auxiliary Nurse Midwife (ANM) etc and such trainings recognized/affiliated by the Department of Medical Education and Research, H.P. /Other States/Central Government).

B.Sc. Nursing/any graduate degree course in Nursing (from Government/Government affiliated Training Institute) is also valid w. e. f. April, 2015.

B.Voc. Education (in Retail Management and Tourism & Hospitability) imparted by specified Collages in Himachal Pradesh has also been included under the Scheme w. e. f. Feb. 2017.

(v).   Himachal Roadways Transport Corporation Driving Training Schools.

(vi).   H.P. Handicrafts and Handloom Corporation Limited (Training in Weaving, Knitting, Thanka Painting and Wood Carving, Chamba Rumal Embroidery and Chamba & Kangra Painting etc).

(vii). H. P. Scheduled Castes & Scheduled Tribes Development Corporation (Handloom Khadi, Motor Driving, Motor Mechanic/Auto Scooter Repair, Shoe Making,   Electronics,   Plumber,   Electrician/Motor   Binding,   Welding/Steel Fabrication/Black smith, Carpentry, Foam making, Beautician, Bamboo Work, Barber, Cutting Tailoring, Computers Trainings etc.)

(viii). National Institute of Electronics & Information Technology (NIELIT) and Centre for Development of Advanced Computing (C-DAC)

(5).   Private Information Technology Institutes (franchisees eligible in H.P.):

(i).   National Institute of Information Technology (NIIT)

(ii).   Aptech,

(iii)   Jetking

(iv).   AISECT

(v)   Hindustan Computers Ltd.(HCL)

(vi)   Computer Maintenance Corporation Ltd. (CMCL)

(6).   Baddi Technical Training Institute (run by BBNIA).

(7).   B.Sc. Nursing/any graduate degree course in Nursing /Diploma/certificate trainings in Health and Medical Education offered by private institutes recognized/affiliated by Department of Medical Education & Research, H.P. or any other State/Central Government (like Shivalik Institute of Nursing, Shimla, H.P., Mata Padmawati Educational Society Nahan, District Sirmour, H.P., Lord Mahavira Institute of General Nursing and Midwifery, Nalagarh Solan, H.P. etc.)

(8).   Other institutes/organizations empanelled or approved or by District Level Committees constituted vide Notification No.-Shram(F)1-2/2013 dated 13/12/2013 under the Chairpersonship of Deputy Commissioners. These Committees have been authorized to empanel/approve private institutes/organizations/NGOs for the purpose of Skill Development Allowance Scheme.

The above list is only for purpose of giving examples of the kind of trainings admissible under SDA Scheme, 2013. The Department of Employment has not authorized any institute/organization to impart training for the purpose of granting Skill Development Allowance. As per the Scheme, the beneficiary has been given the choice to select any training of his/her choice.

The above mentioned list is illustrative and not exhaustive.

In case of clarification, please refer to the Directorate of Labour & Employment on telephone number-0177-2624209, 2624305 or on email ID: dde-lep-hp@nic.in, svgohp@nic.in, oip-hp@nic.

Q.2.   what is the aim of granting Skill Development Allowance?

Ans. The Scheme of Skill Development Allowance aims at providing an allowance to educated unemployed persons for their skill up gradation.

Q.3.   what are the eligibility criteria for Skill Development Allowance?

Ans.   The Applicant must be (i) registered in any Employment Exchange in the State as on date of application. (ii) Bonafide Himachali. (iii) Must have passed minimum 8th but there will be no requirement of minimum qualification for admissibility of allowance under the Scheme when applicant wants to pursue training in Sectors such as masonry, carpentry, blacksmithy or plumbing etc.   (iv). Be in the age group of 16 to below 36 years. (v) Annual family income should be less than Rupees Two lakh from all sources. (vi). Must be enrolled in skill development training anywhere in India. (vii) Should not be employed under the Government/its agencies, public sector undertakings/bodies/boards/corporations and neither employed in private sector nor self employed (viii).should not be a dismissed Govt. employee (ix) Should not be convicted of any offence resulting in imprisonment for a period of 48 hours or more.

Q.4.   What is the rate of Allowance?

Ans. The allowance is payable @ Rs.1000/- per month to beneficiaries and @ Rs.1500/- per month to the physical challenged, who have 50% permanent disability, for the duration of the skill development training subject to maximum 24 months.

Q.5. What is the duration of the Allowance?

Ans. The duration of the allowance is for duration of trainings done subsequent to one another, subject to the maximum period of 24 months. For example if one does a 6 month training in the first instance, and does a 1 year training later, she/he will be eligible for allowance for 1 year 6 months, subject to upper limit of 24 months.

Q.6. Will the beneficiary be eligible for allowance if she/he does more than one training?
Ans. Yes. A beneficiary will be eligible for benefits for more than one training, provided the trainings are done subsequent to one another. In case, more than one training is done at one time, allowance will be paid for one training only.

Q.7. Whether training will be compulsory to get allowance?

Ans. Yes. The applicant must be enrolled in skill development training anywhere in India. For details refer to Question No.-1.

Q.8. Whether there are any identified Institutes/Organizations which offer Skill Development Training for the purpose of availing of the said Allowance?

Ans. The applicant can choose an Institute/Organization and training of his/her own choice, anywhere in India. Also see answer to Question no. 1.

Q.9 Whether the Allowance will be given only for two years or will it continue till the completion of training?

Ans. The period of allowance will be for the duration of the training done subsequent to one an other, subject to the maximum period of 24 months. For example, if someone is enrolled for three year (diploma) training, allowance will be paid only for 2 years. Also see Answer to Question number 5.

Q.10. I am Bonafide Himachali. Whether I can apply for Skill Development Allowance only in the concerned Employment Exchange and avail the training at Delhi?

Ans. Yes. You can apply for the Skill Development Allowance, if you fulfill other terms and conditions laid down in the eligibility criteria for the said allowance.

Q.11. I have a Domicile certificate of H.P. Am I eligible for Allowance?

Ans. No. Only Bonafide Himachalis are eligible.

Q.12. Can the candidate apply in any Employment Exchange in the State or does she/he have to apply at the Employment Exchange where the applicant is registered?

Ans. The applicant can apply in the prescribed application form only to the Employment Exchange in H.P. in which he/she has registered his/her name or the Employment Exchange in H.P., in whose jurisdiction the applicant is obtaining training. The application forms can be obtained free of cost from any Employment Exchange or downloaded from the departmental website i.e.: *www.himachal.nic.in/employment*.

Q.13. What will be the mode of payment of allowance?

Ans. The allowance will be paid through RTGS transfer in the Bank Account of the beneficiary for which applicant has to open his/her account in Nationalized Bank only and having IFS Code. The particulars of the bank account number & IFS code have to be verified by the concerned bank at the time of application.

Q.14. I am a resident of Pangi and there is no training institute/organization for Skill Development. How can I be benefited under this scheme?

Ans. The applicant from Pangi can avail of training in any Institute/organization in his/her District or State or anywhere in India.

Q.15. I have registered myself in MGNREGS. Whether I am eligible for Skill Development Allowance or not?

Ans. Yes. The employment under MGNREGS is not counted as Government or self employment. Therefore, such an applicant is eligible for the allowance on fulfillment of other terms and conditions. However, income from MGNREGS employment will be taken into account for calculating the annual family income of less than Rs. 2 lakhs per annum.

Q.16. whether the application forms are available online or not?

Ans. Yes. Application forms are available on the Departmental website *www.himachal.nic.in/employment.*

Q.17. I am a matriculate. Can I avail this Allowance?

Ans. Yes. The minimum educational qualification is 8th pass and there will be no requirement of minimum qualification for admissibility of allowance under the Scheme when applicant wants to pursue training in Sectors such as masonry, carpentry, blacksmithy or plumbing etc., subject to fulfillment of all other eligibility conditions.

Q.18. I am 35 years and 6 months of age. Whether I am eligible for the allowance or not?

Ans. Yes. The Scheme is for persons in the age group of 16 to below 36 years, subject to fulfillment of all other eligibility conditions.

Q.19. Can I apply/submit application online for the Skill Development Allowance?

Ans. No. The application can only be submitted on paper on prescribed format in the Employment Exchange of H.P. where the applicant is registered or the Employment Exchange in H.P., in whose jurisdiction the applicant is obtaining training.

Q.20. Whether registration in Employment Exchange of H.P. is compulsory or not?

Ans. Yes. Registration in an Employment Exchange of H.P. on date of application is compulsory.

Q.21. Is it necessary for the applicant to have a bank account for availing benefit of Skill Development Allowance?

Ans. Yes. The applicant must have a bank account in the Nationalized Bank/its branch which has an IFS code which is to be certified by the officer/official of the concerned bank branch on the application form.

Q.22. I am residing in a remote area where the bank branch does not have an IFS code. How can I get the Allowance?
Ans. The allowance will be paid only through RTGS for which IFS code of the Bank Branch is compulsory. The applicant is advised to open an account in any Nationalized Bank/its branch which has an IFS code.

Q.23. I am doing a Skill Development Training in an Institute, the duration of which is 2 years. Of this I have completed one & half year training. Am I eligible for the Allowance for the balance term?

Ans. Yes. You will be eligible for the allowance for the balance 6 months.

Q.24. I do not have an Aadhaar number as on date. Can I apply under the Scheme?

Ans. The Aadhaar card/number has been made necessary for applying for Skill Development Allowance.

Q.25. Is there any age relaxation for SC, ST & OBC categories under this Scheme?

Ans. No, there is no relaxation. All applicants in the age group of 16 to below 36 years are eligible.

Q.26. My brother is availing allowance under this Scheme. Can I also apply?

Ans. Yes. You can also apply if otherwise eligible. There is no limit on the number of family members who can apply under the Scheme.

Q.27. I have heard that certain changes in the Scheme have been made recently. Please apprise me of the same?

Ans. The Skill Development Allowance Scheme 2013 was first notified on May 21, 2013. It has been amended by Notification dated August 21, 2013 & 10th December, 2013. The following amendments have been made: i) The minimum age of eligibility

has been reduced to 16 years of age, ii) Minimum educational qualification has been reduced to 8th pass, and there will be no requirement of minimum qualification for admissibility of allowance under the Scheme when applicant wants to pursue training in Sectors such as masonry, carpentry, blacksmithy or plumbing etc., subject to fulfillment of all other eligibility conditions.   (iii) Now it is required that the applicant should have his/her name registered in the Employment Exchange on the date of application instead of having name registered in the Employment Exchange for two years. (iv). Now the applicant has to only submit self certified declaration regarding his/her status of unemployment (and other eligibility conditions) according to prescribed format instead of a certificate of unemployed status issued by an Executive Magistrate and then affidavit.   However, the Income Certificate to be issued by Revenue Authorities must state that the applicant is not employed in the Government/its agencies, public sector undertakings/ bodies/ boards/corporations. For applicant below 18 years of age, their parents/guardians have to file self certified declaration (the format of which is available on line). Further w.e.f. February, 2020 Aadhaar linked Nationalized Bank Account & Aadhaar has been made necessary for authentication purpose.

Q.28. Is there a cost to the application form?

Ans. No. The application form is available free of cost in all Employment Exchanges. It can also be downloaded from the website of the Labour & Employment Department i.e. *www.himachal.nic.in/employment*

Q.29. What documents are required along with the application form?

Ans.   The applicant has to attach following with the application form duly filled:

1.   Passport size photo.

2.   Affidavit now self certified declaration on prescribed format (Form C), For applicant below 18 years of age, their parents/guardians have to file   certified declaration (the format of which is available on line).

3.   Income certificate issued by an Executive Magistrate in which it is also stated that the applicant is not employed in the Government/its agencies, public sector undertakings/bodies/boards/corporations.

4.   Attested copy of X-10 (Employment Exchange Identity Card).

5.   Attested copy of 8th class/10 marksheet/Birth Certificate.

6.   Attested copy of Bonafide Himachali Certificate.

7.   Attested copy of enrollment or admission certificate in a skill development training course.

8.   Attested copy of Aadhaar Card.

Please bring 8th/10th class original mark sheet/Birth Certificate to the Employment Exchange at the time of application for verification of age and for marking original marksheet with SDA Application Number for monitoring.

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**Commissioner Labour-cum-
Director of Employment, H. P.**