

PROCESS FOR FRANCHISE TC TO BECOME TP OWNED TC

This is to notify all the franchise TCs, which have been accredited/conditionally accredited on SMART, that the process for becoming a TP owned centre is now available on SMART. There are 3 options available for the TC to become TP Owned

1. Become TP Owned with its existing TP
2. Become TP Owned with any other TP (**The TP has to be Deemed Ready on SMART**)
3. Create a new TP and become TP owned with it(**The new TP has to become Deemed Ready on SMART before proceeding**)

Important Note:

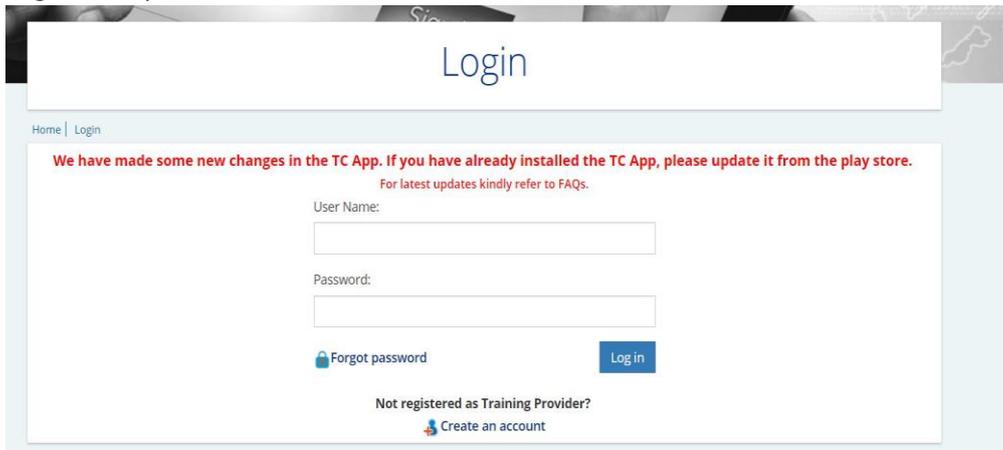
1. This **process includes payment for TP registration and TC re-inspection whichever is applicable.**
2. Once any option is chosen, it will not be rolled back on SMART.
3. SMART doesn't mandate a TC to be TP owned, it's a scheme's mandate and hence the option will be reflected to all TCs. It's a TC's choice to opt for it.
4. **Even after getting converted to a TP owned Centre, the SMART Portal will not guarantee targets under any scheme**
5. TCs who have already converted to a TP owned Centre successfully through the old TC-TP conversion process need not apply again through this new process.

Documents required: The following documents will be checked during physical inspection of the TC to establish ownership of the TP.

1. Lease Agreement in the form of Rent agreement/Revenue Share agreement for the infrastructure (training space) / sanction or allotment letter from concerned authority (in case of Government Building) / Utility Bills, Tax bill, Govt. Registration certificate **in the name of TP**. In case infrastructure arrangement includes other training facility (tools equipment, furniture etc.) then same should be included in rent/lease agreement with complete details of the facility.
2. Facilities related documents:
 - In case facilities (including Furniture, Fixture, and Equipment etc.) is owned by TP then Bill/Invoice or proof of purchase of such tools and equipment.
 - In case facilities (including Furniture, Fixture, and Equipment etc.) is not owned by TP then **power of attorney** on STAMP Paper of minimum 100 INR duly notarized as per format (Format at the end of this notice) given by NSDC.
3. Employment proof for resources mentioned in the CAAF: Contract/Agreement confirming contractual employment, Letter of Appointment/ Offer Letter duly accepted by employee, employment certificate issued by HR Head confirming on-roll employee.
4. Undertaking/NOC/Declaration by current franchise TC mentioning his willingness to convert into TP owned TC on STAMP Paper of minimum 100 INR duly notarized as per format given by NSDC.(Format at the end of this notice)

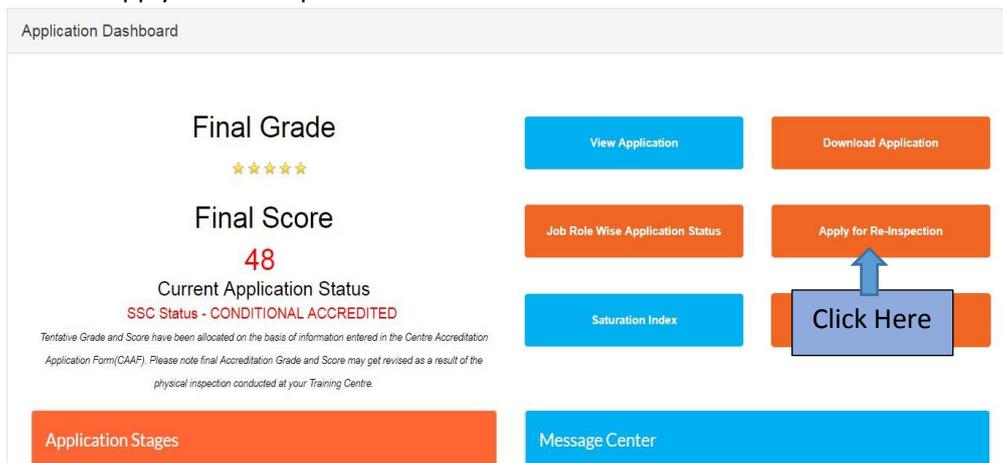
Option 1: Become TP Owned with its existing TP

1. Log in with your TC ID on SMART.



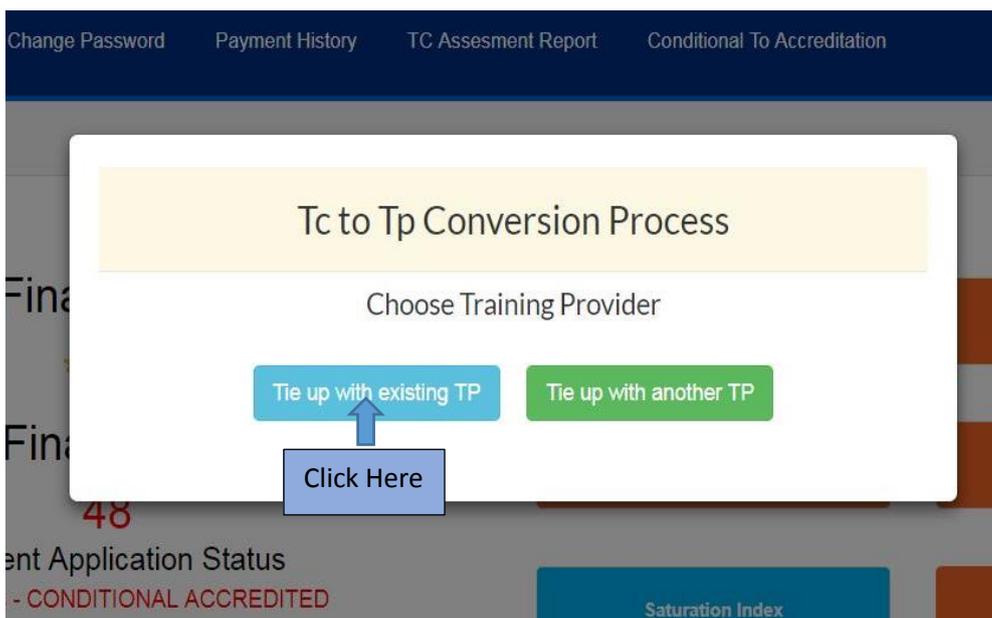
The screenshot shows the SMART Login page. At the top, there is a 'Login' header. Below it, a navigation bar contains 'Home | Login'. A red notification banner states: 'We have made some new changes in the TC App. If you have already installed the TC App, please update it from the play store. For latest updates kindly refer to FAQs.' The main form includes fields for 'User Name:' and 'Password:'. Below these fields are links for 'Forgot password' and a 'Log in' button. At the bottom, there is a link for 'Not registered as Training Provider? Create an account'.

2. Click on Apply For Re-Inspection



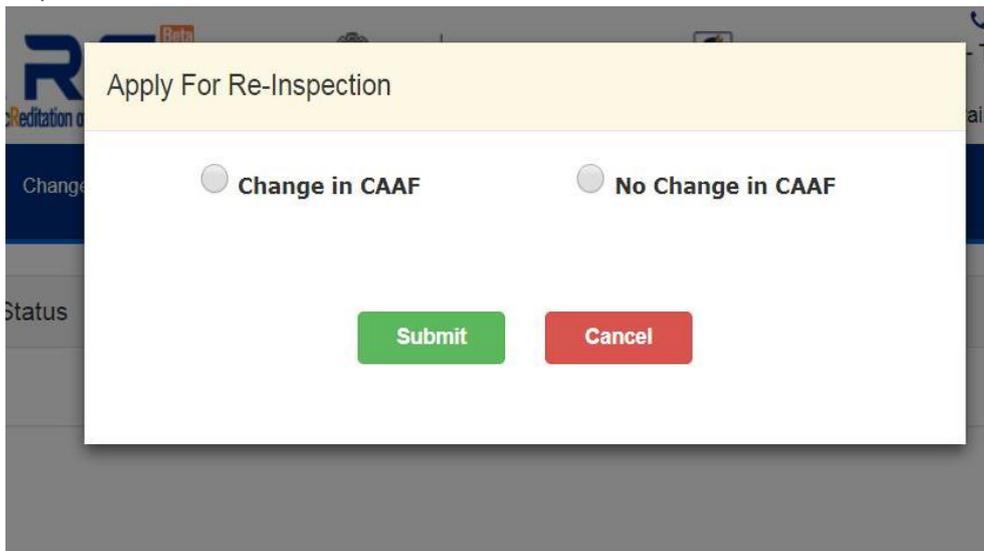
The screenshot shows the 'Application Dashboard'. It features a central area with 'Final Grade' (5 stars) and 'Final Score' (48). Below the score, it says 'Current Application Status: SSC Status - CONDITIONAL ACCREDITED'. A blue box with an arrow points to the 'Apply for Re-Inspection' button, with the text 'Click Here' below it. Other buttons include 'View Application', 'Download Application', 'Job Role Wise Application Status', 'Saturation Index', 'Application Stages', and 'Message Center'.

3. Accept the declaration and click on "Tie up with existing TP"



The screenshot shows a dialog box titled 'Tc to Tp Conversion Process'. It asks the user to 'Choose Training Provider'. There are two buttons: 'Tie up with existing TP' and 'Tie up with another TP'. A blue box with an arrow points to the 'Tie up with existing TP' button, with the text 'Click Here' below it. The background shows a navigation bar with 'Change Password', 'Payment History', 'TC Assesment Report', and 'Conditional To Accreditation'.

4. Select any one option out of **“Change in CAAF”** and **“No Change in CAAF”** depending on requirement.



Apply For Re-Inspection

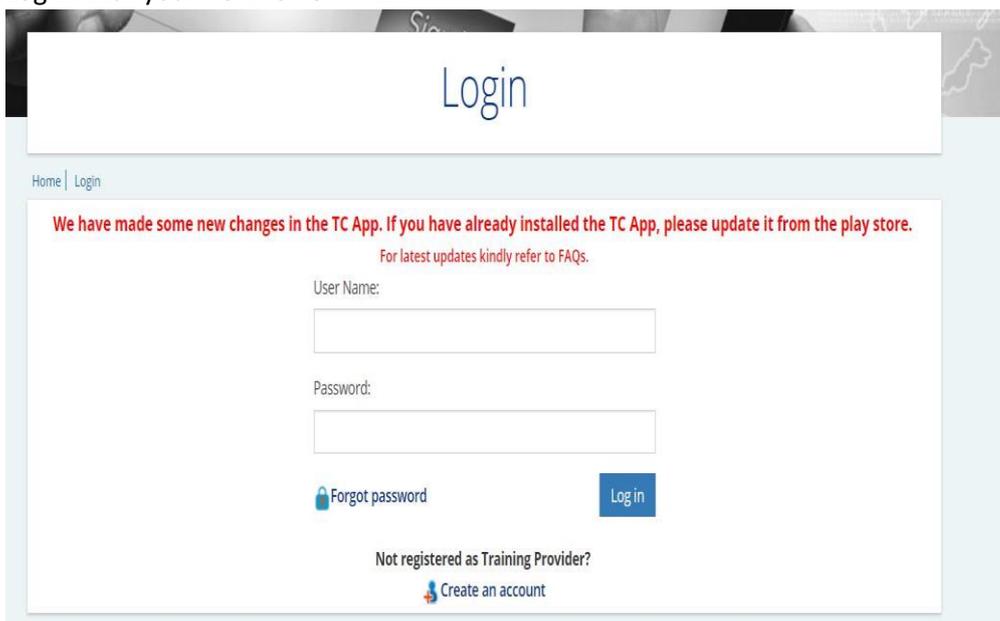
Change in CAAF No Change in CAAF

[Submit](#) [Cancel](#)

5. Pay the re-inspection fee
6. If **“Change in CAAF”** option is selected, CAAF DA will be conducted for the application. After getting Deemed Ready, Physical inspection of the centre will be conducted and documents will be verified. The inspector will mark the status of the TC based on the inspection result.
7. If **“No Change in CAAF”** option is selected, Physical inspection of the centre will be conducted directly and documents will be verified. The inspector will mark the status of the TC based on the inspection result.
8. TC can download the re-inspection report from SMART portal after inspection is conducted at the centre.

Option 2: Become TP Owned with any other TP

1. Log in with your TC ID on SMART.



Login

Home | Login

We have made some new changes in the TC App. If you have already installed the TC App, please update it from the play store.
For latest updates kindly refer to FAQs.

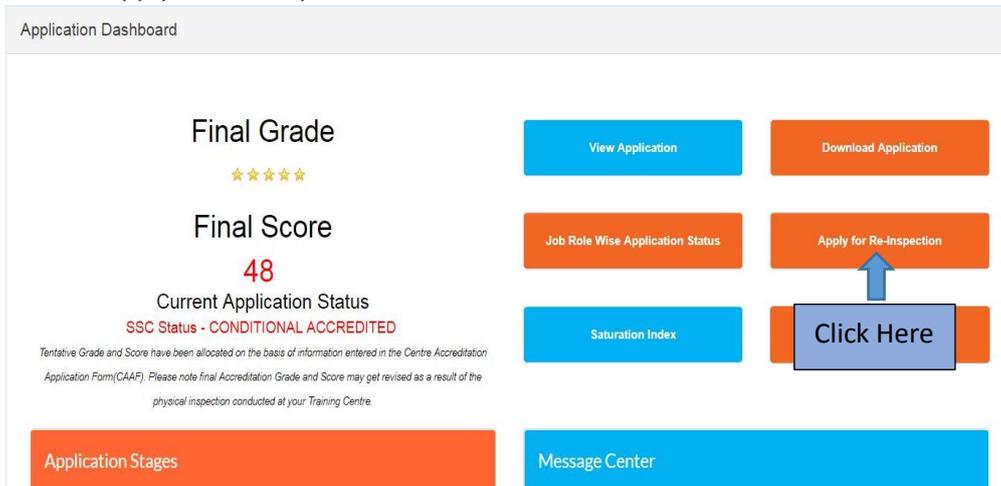
User Name:

Password:

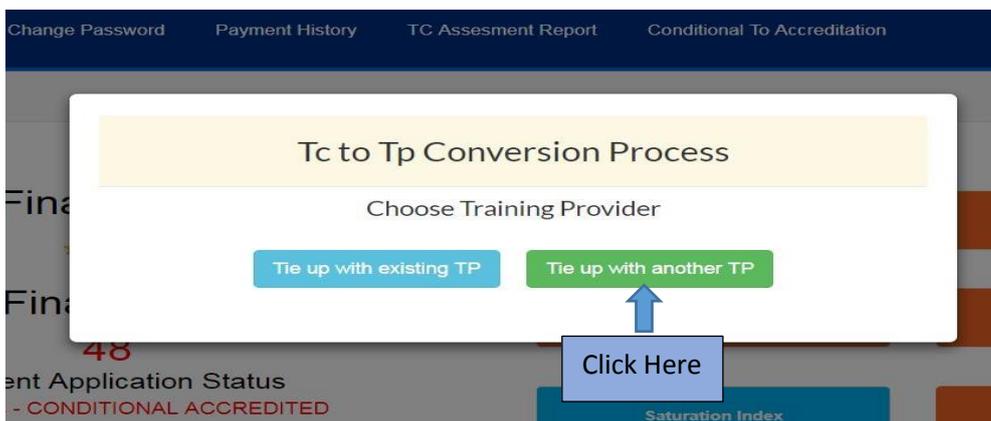
[Forgot password](#) [Log in](#)

Not registered as Training Provider?
[Create an account](#)

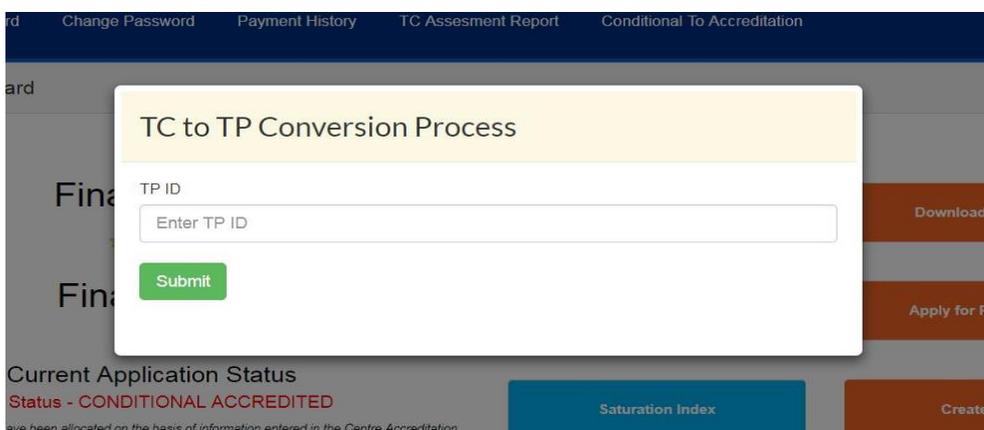
2. Click on Apply For Re-Inspection



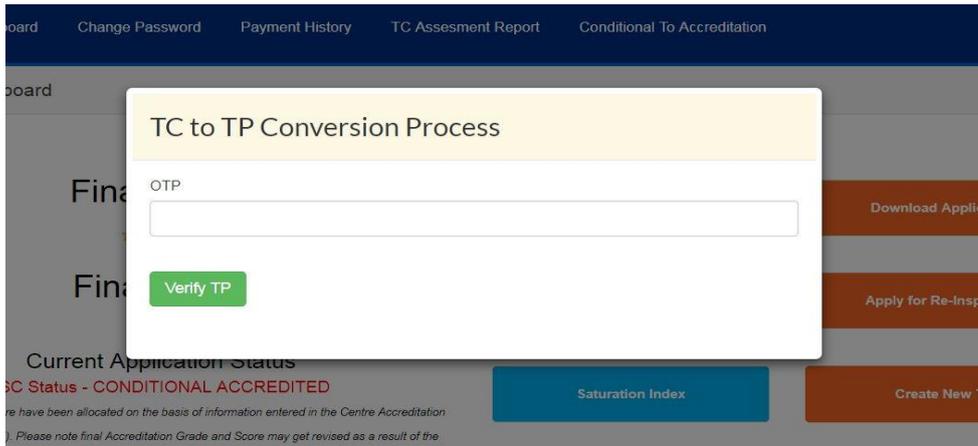
3. Accept the declaration and click on “Tie up with another TP”



4. Enter the TP ID with which the TC wants to tie up. **The TP has to be Deemed Ready on SMART before proceeding for this process.**

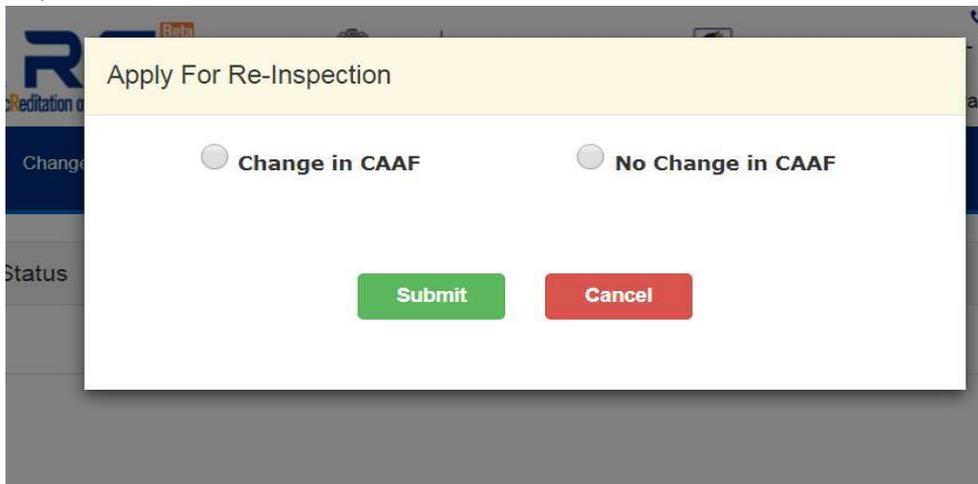


- An OTP is sent to the TP Spoc ID. The TC has to enter the OTP in the pop up window. After the OTP is verified proceed with the application.



The screenshot shows a web application interface. At the top, there is a dark blue navigation bar with links: 'board', 'Change Password', 'Payment History', 'TC Assessment Report', and 'Conditional To Accreditation'. Below this, a white pop-up window titled 'TC to TP Conversion Process' is centered. It features a text input field labeled 'OTP' and a green button labeled 'Verify TP'. The background is a grey dashboard with various buttons and text, including 'Download Applica...', 'Apply for Re-Inspe...', 'Current Application Status', and 'Saturation Index'.

- Select any one option out of “**Change in CAAF**” and “**No Change in CAAF**” depending on its requirement.



The screenshot shows a web application interface. A white pop-up window titled 'Apply For Re-Inspection' is centered. It has a yellow header. Below the header, there are two radio button options: 'Change in CAAF' and 'No Change in CAAF'. At the bottom of the window, there are two buttons: a green 'Submit' button and a red 'Cancel' button. The background is a grey dashboard with various buttons and text, including 'Change' and 'Status'.

- Pay the re-inspection fee
- If “**Change in CAAF**” option is selected, CAAF DA will be conducted for the application. After getting Deemed Ready, Physical inspection of the centre will be conducted and documents will be verified. The inspector will mark the status of the TC based on the inspection result.
- If “**No Change in CAAF**” option is selected, Physical inspection of the centre will be conducted directly and documents will be verified. The inspector will mark the status of the TC based on the inspection result.
- TC can download the re-inspection report from SMART portal after inspection is conducted at the centre.

Option 3: Create a new TP and become TP owned with it

1. Log in with your TC ID on SMART.

The screenshot shows the SMART Portal Login page. At the top, there is a 'Login' header. Below it, a navigation bar contains 'Home' and 'Login'. A red notification banner states: 'We have made some new changes in the TC App. If you have already installed the TC App, please update it from the play store. For latest updates kindly refer to FAQs.' The main form includes a 'User Name:' field, a 'Password:' field, a 'Forgot password' link, and a 'Log in' button. At the bottom, there is a link for 'Not registered as Training Provider? Create an account'.

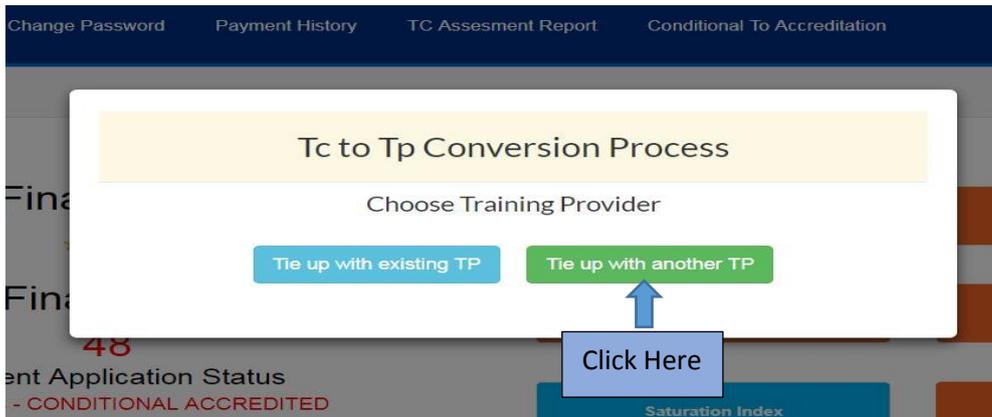
2. To create a new TP click on "Create New TP". Accept the declaration and fill the TP registration form. The TP has to upload all the mandatory documents for TP registration as mentioned in the FAQs on SMART Portal.

The screenshot shows the SMART Portal Application Dashboard. The top section displays 'Final Grade' with five stars and 'Final Score' as 48. Below this, the 'Current Application Status' is 'SSC Status - CONDITIONAL ACCREDITED'. A note states: 'Tentative Grade and Score have been allocated on the basis of information entered in the Centre Accreditation Application Form(CAAF). Please note final Accreditation Grade and Score may get revised as a result of the physical inspection conducted at your Training Centre.' The dashboard features several buttons: 'View Application', 'Download Application', 'Job Role Wise Application Status', 'Apply for Re-Inspection', 'Saturation Index', and 'Create New TP'. A blue box with an arrow pointing to the 'Create New TP' button contains the text 'Click Here'. At the bottom, there are sections for 'Application Stages' and 'Message Center'.

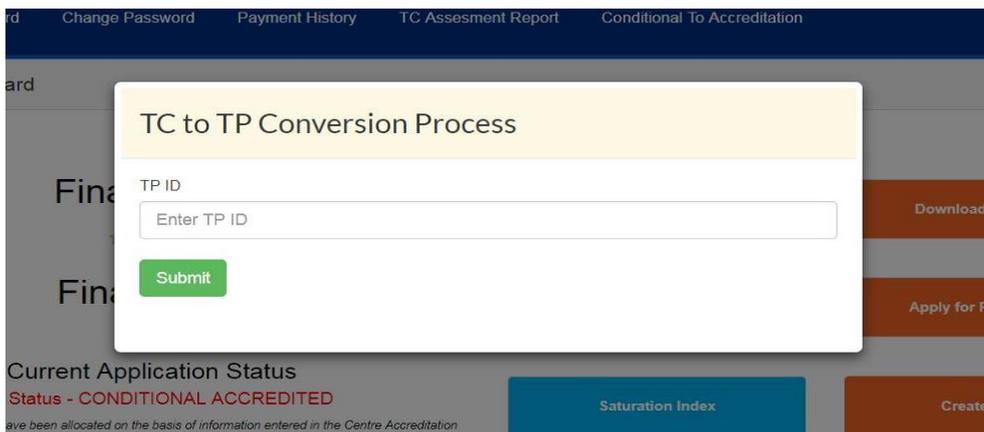
3. Submit the TP registration form and pay the TP Registration Fee. A TP ID will be generated.
4. DA will be conducted for this TP. Once it is marked Deemed Ready, the TC can tie up with this TP to become TP Owned.
5. Click on Apply For Re-Inspection

This screenshot is identical to the previous one, showing the SMART Portal Application Dashboard. In this version, a blue box with an arrow points to the 'Apply for Re-Inspection' button, with the text 'Click Here' inside the box.

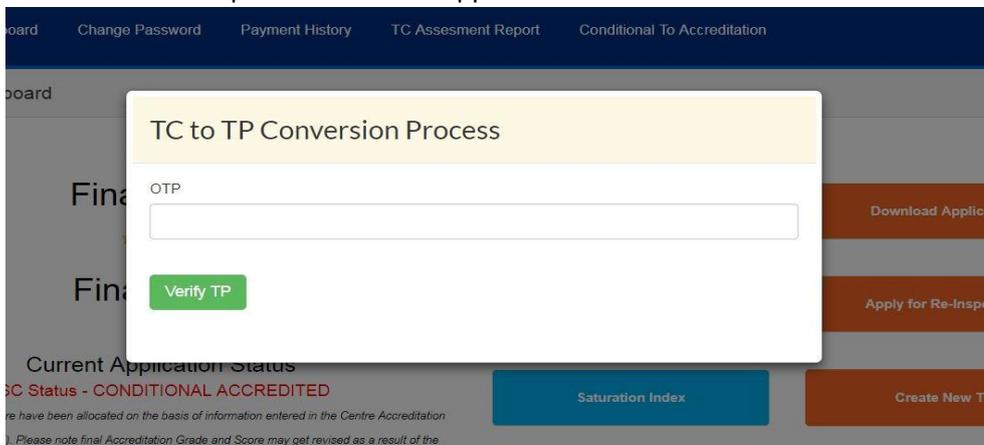
6. Accept the declaration and click on "Tie up with another TP"



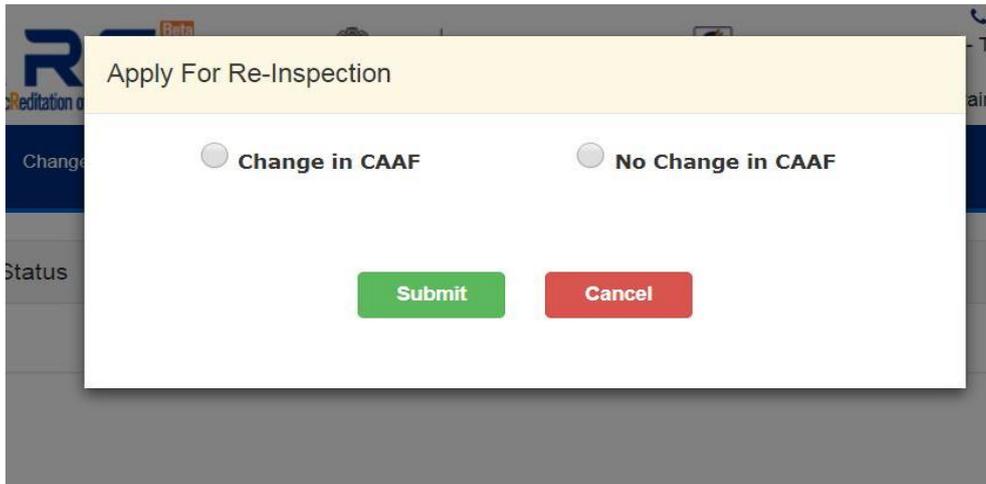
7. Enter the TP ID with which the TC wants to tie up. **The TP has to be Deemed Ready on SMART before proceeding for this process.**



8. An OTP is sent to the TP Spoc ID. The TC has to enter the OTP in the pop up window. After the OTP is verified proceed with the application.



9. Select any one option out of **“Change in CAAF”** and **“No Change in CAAF”** depending on its requirement.



The image shows a screenshot of a web application interface. A modal dialog box is open, titled "Apply For Re-Inspection". The dialog has a yellow header bar with the title. Below the header, there are two radio button options: "Change in CAAF" and "No Change in CAAF". At the bottom of the dialog, there are two buttons: a green "Submit" button and a red "Cancel" button. The background of the application is partially visible, showing a sidebar with a blue header and some text like "Change" and "Status".

10. Pay the re-inspection fee
11. If **“Change in CAAF”** option is selected, CAAF DA will be conducted for the application. After getting Deemed Ready, Physical inspection of the centre will be conducted and documents will be verified. The inspector will mark the status of the TC based on the inspection result.
12. If **“No Change in CAAF”** option is selected, Physical inspection of the centre will be conducted directly and documents will be verified. The inspector will mark the status of the TC based on the inspection result.
13. TC can download the re-inspection report from SMART portal after inspection is conducted at the centre.

Undertaking on behalf of

.....

And

.....

We,

(1) _____, _____ and authorised signatory and acting on behalf of a company registered under the Companies Act, 1956 / Companies Act, 2013 having its registered office at OR a Society/Trust/Partnership/Proprietorship registered under having its registered office at, (hereinafter referred to as “TP”)

and

(2) _____, _____ and authorised signatory and acting on behalf of a company registered under the Companies Act, 1956 / Companies Act, 2013 having its registered office at OR a Society/Trust/Partnership/Proprietorship registered under having its registered office at, (hereinafter referred to as “TC”),

do hereby jointly state, agree, confirm, assure, declare, and irrevocably undertake, on behalf of TP and TC respectively, as under:

1. That TP is registered as Training Provider on SMART webportal (i.e. www.smartnsdc.org) and having TP ID:
2. That TC is running a training centre situated at registered on SMART webportal and having TC ID:, as Franchisee of TP.
3. That TC has been allocated training targets for conducting training under Pradhan Mantri Kaushal Vikas Yojana (“PMKVY”) at the abovesaid training centre.
4. That TP and TC, both, have consented for the conversion of abvoesaid training centre from Franchisee into TP owned centre and consequently, have unconditionally agreed for the transfer of all the rights and obligations concerning allocated training targets under PMKVY and other related matters for the abovesaid training centre from TC to TP including but not limited to transfer of the registration of TC on SMART webportal, allocated training targets under PMKVY, responsibility to conduct / complete the trainings and right to receive the payment.

The above undertakings, declarations, confirmations, statements etc. shall be binding on us at all times.

For

For

Name: _____
Designation: _____

Date:
Place:

Witnessed by:

Signature _____
Name:
Address:

Name: _____
Designation: _____

Date:
Date:

Witnessed by:

Signature _____
Name:
Address:

POWER OF ATTORNEY

KNOW ALL MEN THAT I, _____, s/o Mr. _____, resident of _____, having PAN _____, being the sole and absolute owner, and peaceful possessor of the the premises situated at _____ and assets lying therein (details as per Schedule), hereby constitute, appoint and nominate _____ to be my true and lawful Attorney to do and execute all or any of the following acts, deeds, matters and things concerning the aforesaid premises and assets namely:

To have the exclusive possession, use, alter and deal in any manner for the purpose of conducting the training under Pradhan Mantri Kaushal Vikas Yojana ("Purpose").

AND GENERALLY to do and perform all such acts, matters and things in relation to the above said premises and assets as the said Attorney(ies) shall think expedient as fully and effectually in all respects as I could do by law

AND I hereby ratify and confirm all and whatsoever the said Attorney(ies) shall lawfully do or cause to be done in or about the above said premises and assets for the Purpose by virtue of these presents.

Schedule of Assets

IN WITNESS WHEREOF, I, affix my signature on this Power of Attorney with my own free will and consent on ___ day of _____ 2017 at _____.

Witness:

<Name>

Executant

Name:

Address

Accepted

Witness:

<Name>

Attorney

Name:

Address: