

**ACTION HISTORY OF RTI REQUEST No.DITEC/R/E/21/00981**

**Applicant Name** रिषभ सिंह

**Text of Application** 1. कृपया सीएससी ई-गवर्नेंस सर्विसेज इंडिया लिमिटेड व इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय के बीच हुए पीएमजीदिशा (प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान) के एग्रीमेंट की प्रति उपलब्ध कराएं. 2. कृपया सीएससी के अलावा किसी अन्य प्राइवेट कम्पनी को ये टेंडर न दिए जाने के कारणों का उल्लेख करें. 3.. कृपया जानकारी दें कि उक्त पीएमजीदिशा के लिए बिडिंग या बोली लगाने की प्रक्रिया का पालन किया गया था अथवा नहीं, यदि नहीं तो कृपया उस आदेश की प्रति उपलब्ध कराएं जिसमें बिना बिडिंग के ही टेंडर देने की बात कही गई हो. 4. कृपया इस सम्पूर्ण प्रक्रिया में प्रधानमन्त्री कार्यालय (पीएमओ) की भूमिका स्पष्ट करें.

**Reply of Application** the information in respect of your application w.r.t PMGDISHA scheme is attached.

SN.	Action Taken	Date of Action	Action Taken By	Remarks
1	RTI REQUEST RECEIVED	29/07/2021	Nodal Officer	
2	REQUEST FORWARDED TO CPIO	30/07/2021	Nodal Officer	Forwarded to CPIO(s) : (1) Surendra Singh(HRD)
3	REQUEST DISPOSED OF	25/08/2021	Surendra Singh(HRD)- (CPIO)	

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भारत सरकार  
इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय  
(एच.आर.डी. डिवीजन)

दिनांक: २५.०८.२०२१

विषय: सूचना अधिकार अधिनियम २००५ के अंतर्गत श्री रिषभ सिंह से प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान के विषय में सूचना उपलब्ध कराने के सम्बन्ध में आवेदन संख्या डीआईटीईसी/आर.ई./२१/००९८१ दिनांक २९.०७.२०२१ को प्राप्त हुई

प्रश्नानुसार उत्तर निम्नलिखित हैं:

क्रम संख्या	आरटीई प्रश्न	प्रश्नानुसार उत्तर
१	कृपया सीएससी ई_गवर्नेंस सर्विसेज इंडिया लिमिटेड व इलेक्ट्रॉनिक्स और सूचना प्रौद्योगिकी मंत्रालय के बीच हुए पीएमजीदिशा (प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान) के एग्रीमेंट की प्रति उपलब्ध कराएं	एग्रीमेंट की प्रति अनुलग्नक-१ के रूप में संलग्नित है। (जोकि प्रश्न संख्या ३०१ से ३२२ पर संलग्नित है।)
२	कृपया सीएससी के अलावा किसी अन्य प्राइवेट कम्पनी को ये टेंडर न दिए जाने के कारणों का उल्लेख करें	मांगी गयी जानकारी अनुलग्नक-२ के रूप में संलग्नित है। (जोकि प्रश्न संख्या ३२३ पर संलग्नित है।)
३	कृपया जानकारी दें कि उक्त पीएमजीदिशा के लिए बिडिंग या बोली लगाने की प्रक्रिया का फल क्या गया था अथवा नहीं, यदि नहीं तो कृपया उस आदेश की प्रति उपलब्ध कराएं जिसमें बिना बिडिंग के ही टेंडर देने की बात कही गई हो	प्रधानमंत्री ग्रामीण डिजिटल साक्षरता अभियान से संबंधित भारत सरकार की प्रेस विज्ञप्ति <a href="https://pib.gov.in/newsite/PrintRelease.aspx?relid=158292">https://pib.gov.in/newsite/PrintRelease.aspx?relid=158292</a> पर उपलब्ध है।
४	कृपया इस सम्पूर्ण प्रक्रिया में प्रधानमंत्री कार्यालय (पीएमओ) की भूमिका स्पष्ट करें।	

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- सीएससी एसपीवी को कार्यान्वयन एजेंसी के रूप में चुनने का आधार/मापदंड।

(i) सीएससी एसपीवी ने एनडीएलएम/दिशा योजनाओं को कार्यान्वित किया है, और इसे इसी तरह के कार्यक्रम को कार्यान्वित करने का अनुभव है।

(ii) ग्राम पंचायत स्तर पर 1.27 लाख से अधिक सीएससी के माध्यम से ग्रामीण क्षेत्रों में सीएससी एसपीवी की पहुंच है। डिजिटल इंडिया कार्यक्रम के अंतर्गत सभी 2.5 लाख ग्राम पंचायतों में कम से कम एक सीएससी (त्रयीय रूप से एक से अधिक) की परिकल्पना की गई है।

(iii) आईटी साक्षरता को सीएससी के मॉडेल में से एक के तौर पर शामिल किया गया है।

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU) is made on 17<sup>TH</sup> MARCH 2017 between:

a) **The President of India** acting through the Ministry of Electronics and Information Technology, Electronics Niketan, 6, CGO Complex, New Delhi-110003 (hereinafter referred to as **MeitY**, which expression shall, unless excluded by or repugnant to the context, be deemed to include his successors in office and assigns) of the **FIRST PART**:

**AND**

b) **CSC e-Governance Services India Limited (CSC-SPV)**, New Delhi (hereinafter referred to as **Implementing Agency**, which expression shall, unless excluded by or repugnant to the context, be deemed to include his successors in office and assigns) of the **SECOND PART**.

WHEREAS MeitY has sponsored a Scheme entitled "**Pradhan Mantri Gramin Digital Saksharta Abhiyan**" (**PMGDISHA**) (hereinafter referred to as the Scheme) under the 'Digital India Programme', to be implemented by the Implementing Agency by 31<sup>st</sup> March, 2019.


AND WHEREAS, the objectives of the Scheme are as follows:

The main objective of the programme is to make **six crore** persons in rural areas, across States/UTs, digitally literate, reaching to around 40% of rural households by covering one member from every eligible household.

The Scheme is aimed at empowering the citizens in rural areas by training them to operate computer or digital access devices (like tablets, smart phones etc.), send and receive e-mails, browse Internet, access Government services, search for information, undertake digital payment, etc. and hence enable them to use the Information Technology and related applications especially Digital Payments to actively participate in the process of nation building. Thus the Scheme aims to bridge the digital divide, specifically targeting the rural population including the marginalised sections of society like Scheduled Castes (SC) / Scheduled Tribes (ST), Below Poverty Line (BPL), women, differently-abled persons and minorities.

NOW THEREFORE in consideration of the premises and mutual covenants hereinafter contained, the parties hereto agree as follows:



  
CSC e-GOVERNANCE SERVICES INDIA LIMITED

**1. DEFINITIONS**

Unless otherwise stated, for the purpose of this MOU:

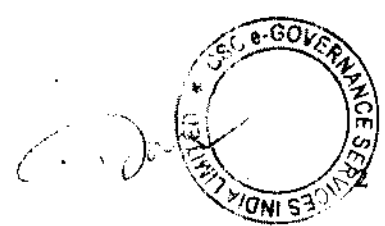
- (i) **Definition of Digital Literacy:** "Digital Literacy is the ability of individuals and communities to understand and use digital technologies for meaningful actions within life situations".
- (ii) **Annexure:** Any annexure to this MOU as enumerated and cross-referred in these articles.
- (iii) **Articles:** Any Clause of this MOU or partial clause with separate marginal number as referred to anywhere in the workings of this MoU or its Annexure(s).
- (iv) **MeitY:** Ministry of Electronics and Information Technology, Government of India having its office at 6, CGO Complex, New Delhi - 110003.
- (v) **GIA:** Grants-in-Aid.
- (vi) **Implementing Agency:** CSC e-Governance Services India Limited (CSC-SPV), New Delhi
- (vii) **IPR:** Shall mean all rights, benefits, title or interest in or to any Intellectual Property (whether registered or not and including all applications for the same).
- (viii) **Party/Parties** means MeitY or/and Implementing Agency.
- (ix) **Scheme:** Will mean the scheme entitled entitled "Pradhan Mantri Gramin Digital Saksharta Abhiyan" (PMGDISHA).

**2. SCOPE OF MEMORANDUM OF UNDERSTANDING**

The Articles 1 to 20 and Annexure I to IV to this MOU form an integral part of the MOU between the parties. The terms herein referred in the MOU and Annexures shall be binding on the parties. The MOU together with the Annexures indicates the responsibilities and obligations of the parties to this MOU including terms and conditions, financial arrangement, intellectual property rights, monitoring mechanism etc. of the scheme.

**3. BROAD IMPLEMENTATION FRAMEWORK**

The scheme will be implemented by CSC e-Governance Services India Limited, a Special Purpose Vehicle (SPV) incorporated under the Companies Act 1956, (herein after referred to as 'CSC-SPV'), under the overall supervision of Ministry of Electronics & Information Technology, with active collaboration of all the State Governments and UT Administrations. MeitY would provide suitable policy support and would monitor the progress of the scheme at the Central level. The CSC-SPV will work in active collaboration with the State Government/UT Administration for smooth implementation of the Scheme in their respective State/UT. District e-Governance Society (DeGS) under the District Magistrate/ District Collector would play a key role towards the last mile implementation and monitoring of PMGDISHA Scheme. The implementation of the Scheme at the ground level would be done through the involvement of Training partners/Centres including CSCs duly affiliated with the CSC-SPV. The salient features of implementation framework are presented in the preceding sections.



### 3.1 Target Beneficiaries:

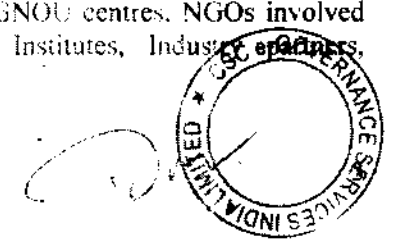
- i. **Eligible Household:** A household is defined as a unit comprising of Head of family, spouse, children and parents. All such households where none of the family member is digitally literate will be considered as eligible household under the Scheme.
- ii. **Entry criteria**
  - The beneficiary should be Digitally Illiterate
  - Only one person per eligible household would be considered for training
  - Age Group: 14 - 60 years
- iii. Priority would be given to
  - Non-smartphone users, Antyodaya households, college drop-outs, Participants of the adult literacy mission
  - Digitally illiterate school students from class 9<sup>th</sup> to 12<sup>th</sup>, provided facility of Computer/ICT Training is not available in their schools
- iv. Preference would be given to SC, ST, BPL, women, differently-abled persons and minorities
- v. The identification of the beneficiaries would be carried out by CSC-SPV in active collaboration with DeGS, Gram Panchayats, and Block Development Officers. The list of such beneficiaries would be made available on the scheme portal.

### 3.2 Coverage of scheme

The Scheme is applicable only for rural areas of the country. In order to effectively implement the scheme in the country, indicative pro rata based targets to States/UTs based on availability of average number of rural households are as per details at ANNEXURE-I. The targets mentioned per state/UT are indicative only and there will be flexibility for higher targets for the states/UTs depending on their performance. The panchayats which are part of urban agglomerations shall be excluded from the Scheme. Such panchayats are expected to be covered by the CSR activities of Industries/Organisations.

To ensure equitable geographical coverage across the country, a Gram Panchayat centre approach would be adopted with targets being assigned and monitored for each of the 2.50 lakh Gram Panchayats. On an average a target of 200-300 beneficiaries per Gram Panchayat is envisaged. Actual target for the Gram Panchayat would be decided by the District e-Governance Society (DeGS) chaired by the District Magistrate, keeping in view the size of district, population, local requirements, etc. Attempts shall be made to provide full Digital Literacy to the villages covered under Pradhan Mantri Adarsh Gram Yojana.

- 3.3 The Scheme will be implemented by using the affiliated Training Partners/Training Centres as was done in NDLM/DISHA schemes. Efforts would be made to increase the number of training partners to around 2500 and the Training Centres (including CSCs) to about 2.5 Lakhs spread across the country. Accordingly, the physical delivery of digital literacy training would be carried out by various Training Partners/Centres duly affiliated with CSC-SPV as per approved norms. These would include CSCs, NIELIT Centres/accredited Centres, Adult Literacy Centres/schools implementing ICT@schools scheme under MHRD, IGNOU centres, NGOs involved in IT literacy, Rural Self-Employment Training Institutes, Industries, companies with CSR provisions, etc.



66  
125

3.4 Training Partners/Training Centres would be assigned with a specified area of operation and target preferably within the same state. The Training Partners/Training Centres would need to have basic facilities to conduct the training as per the accreditation norms prescribed by CSC-SPV.

**3.5 Training Partner:**

The Scheme envisages affiliating entities like NGOs/ Institutions/ Corporates, desirous of providing digital literacy training, as Training Partners with CSC-SPV subject to meeting prescribed norms. Indicative norms are as follows:-

- i. A training partner must be an organization registered in India, conducting business in the domain of education/ IT literacy for more than three years and having Permanent Income Tax Account Number (PAN) and audited statements of accounts for at least last three years.
- ii. The institution/organization should be registered under any act of law in India, e.g., in the case of a company it must be registered with the Registrar of Companies, in case of Society, it must be registered with the Registrar of Societies and so on and so forth.
- iii. The partner must have clearly defined objectives, well-documented processes and procedures covering the entire range of education/ IT literacy training.

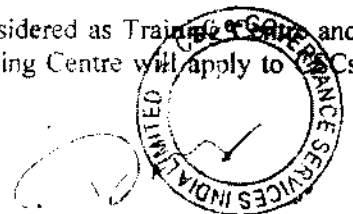
**3.5.1 Role of a Training Partner**

- i. A training partner shall be responsible to own or set up the Training Centres in the identified Districts/ Blocks/ Gram Panchayats that would impart digital literacy training to the candidates.
- ii. A training partner shall be responsible for ensuring that the training centres adhere to the scheme requirements.
- iii. A training partner shall be accountable for monitoring the overall working of the centres under its purview.
- iv. A training partner shall be liable for accurate and timely reporting of the aforementioned work ascribed in respect of its Centres
- v. Detailed Norms for the Training Partners shall be as per Standard Operating Procedure (SOP) published by CSC-SPV.

**3.6 Training Centres**

The Training Partners shall set up the Training Centres in the selected Gram Panchayats with the appropriate manpower and requisite and infrastructure. They are required to meet the following criteria:

- i. A training centre must be part of a registered organization in India with proven training and facilitation credentials in the domain of education/ IT literacy
- ii. After all the documentation is completed by Training Partner, a Screening Committee constituted by CSC-SPV would visit the Training Centre and on receipt of satisfactory report of the Screening Committee, accreditation will be granted.
- iii. Detailed Norms for the Training Centres shall be as per Standard Operating Procedure (SOP) published by CSC-SPV.
- iv. All CSCs working with CSC-SPV will be considered as Training Centres and same norms and guidelines as in case of Training Centre will apply to them also.

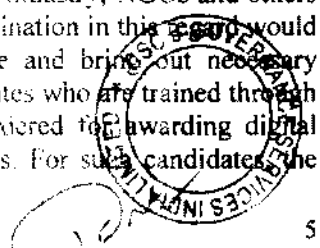


**3.6.1 Role of Training Centres:** The Training Centres are responsible for the following:

- i. Enrolling the candidates for the course
  - ii. Imparting appropriate training to candidates
  - iii. Marking the attendance and conducting continuous assessment using the Online Monitoring Application-cum-Learning Management System
  - iv. Keeping a record of all candidates enrolled in the course, certifying their attendance and ensuring that the candidates appear for the online examination.
  - v. Training centre shall provide support and assistance for at least two years after the training is over.
  - vi. Ensuring achievement of learning outcomes for each candidate.
- 3.7 Delivery of content through mobile phone is proposed as a supplementary facility which can be accessed by a large number of neo-IT literates to refresh content learnt during the physical training mode.
- 3.8 Aadhaar no. shall be used to distinctly identify each beneficiary and to avoid duplicity.
- 3.9 Appropriate on-line reporting mechanism would be put in place by CSC-SPV for reporting/monitoring of the training programs by the partners/ centres in order to maintain transparency.
- 3.10 The Training Partners/Centres would encourage and mobilize selected beneficiaries to their training centre and ensure successful completion of the training as per norms prescribed in this regard.
- 3.11 After successful completion of training, the Training Partners/Centres would report periodically, details of persons trained to CSC-SPV.
- 3.12 The trained candidates shall have to undergo an online examination (as soon as the training is completed) by a recognized certifying agency. Training cost to the training agencies would be released by CSC-SPV only after successful certification of the candidates subject to meeting the prescribed outcome criteria.
- 3.13 Certification of the trained beneficiaries would be carried out through online remotely proctored examination conducted by nationally recognized Certifying Agencies namely National Institute of Electronics and Information Technology (NIELIT), National Institute of Open schooling (NIOS), ICT Academy of Tamil Nadu (ICTACT), Haryana Knowledge Corporation Limited (HKCL), National Institute for Entrepreneurship and Small Business Development (NIESBUD). More agencies having similar experience in conducting online assessments would also be empanelled based on prescribed norms. Efforts would be made to have at least one certifying agency in each State to ensure smooth certification process.
- 3.14 **Integration of various other IT Literacy efforts made by Industry, NGOs and others:**

Similar efforts to spread digital Literacy in the country by Industry, NGOs and others would be integrated under the Scheme and necessary coordination in this regard would be done by CSC-SPV. The CSC-SPV would coordinate and bring out necessary convergence of various partners in this regard. The candidates who are trained through such partners, Industry, NGOs etc. would also be considered for awarding digital literacy certificates by the recognized Certifying Agencies. For such candidates, the







64  
123

training would be imparted by these agencies through their own resources/Corporate Social Responsibility (CSR) funds. The candidates trained under such initiatives would be eligible to appear for certification exams conducted by the identified certifying agency and the Certification fee would also be borne by these respective agencies.

3.15 Details of all the 6 Crore beneficiaries covered under the scheme would be shared with M/o Skill Development and Entrepreneurship, State Skill Development Missions, Sector Skill Councils for appropriate convergence and forward linkages with other skill development schemes being implemented by them to strengthen the skilling/employment eco-system in the country.

**4. ROLES & RESPONSIBILITIES OF VARIOUS AGENCIES:**

**4.1 MeitY:**

- i. **Empowered Committee** has been constituted under the chairmanship of Secretary, MeitY to take decisions regarding any policy level interventions in the scheme.
- ii. **Project Review and Steering Group (PRSG)** chaired by JS(HR), MeitY has been constituted by MeitY to ensure time-bound implementation of the Scheme and recommend fund release.
- iii. Provide necessary funds to the Implementing Agency on the recommendation of the PRSG, and/or assessment by MeitY and as approved by MeitY.
- iv. Provide necessary guidance in expediting issues related to the progress of this scheme, co-ordination with the relevant Govt. departments/organisations/institutions and other agencies concerned.
- v. Take up any other issues and aspects related to the Scheme.

**4.2 Programme Management Unit (PMU):**

A Programme Management Unit shall be setup under the CSC e-Governance Services India Limited (CSC-SPV) for the implementation of the PMGDISHA Scheme. PMU will provide necessary support to MeitY towards implementation, management and monitoring of the scheme. The CSC-SPV PMU would perform the following main tasks/activities:

- i. Overall coordination, implementation and management of entire scheme
- ii. Coordinate with various stakeholders including other stakeholders such as industries, NGOs, etc. involved in similar initiatives like PMGDISHA
- iii. Develop curriculum Framework + Courseware – Multilingual Content in consultation with various stakeholders/experts
- iv. Prepare guidelines and norms for accreditation of training institutions in terms of training infrastructure, labs, faculty/trainers, etc. in consultation with accrediting agencies like NIELIT, IGNOU, NIOS, etc. Also prepare norms for periodic monitoring and assessment of the quality of training provided, faculty, infrastructure at the centre etc.
- v. Develop norms for beneficiary selection, registration of candidates and monitoring of training.
- vi. Prepare Examination and certification norms in consultation with certifying agencies.
- vii. Delivery of e-content through mobile phones

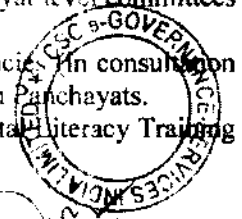


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- viii. Conduct workshops/seminars and other awareness campaign for various stakeholders to create awareness about the scheme
- ix. Create suitable monitoring mechanism based on Aadhaar identification to avoid double accounting and ensure proper monitoring.
- x. Provide periodic information to MeitY and the State Govt. /District Administration for monitoring of the scheme.
- xi. Ensure that all the deliverables are completed within the allotted timeframe and budget. Any deviation should be submitted to MeitY for obtaining approvals.
- xii. Bring out appropriate mechanism for Aadhaar linked registration and examination of beneficiaries
- xiii. Impact assessment study(ies) of the scheme through a third party with due approval of MeitY.
- xiv. Develop Centralized Portal for the scheme preferably using Open Source Technologies. The portal would include a content management system along with i) online admission of documents for empanelment as Training Partner/ Centre ii) Dashboard Access iii) Registration/ Updation of Candidates iv) Central Repository of Content v) Assessment & Certification of Digital Literacy through Aadhaar enabled remote proctored examination vi) Drill Down data access and vii) Reporting.
- xv. Develop Mobile App to make available training content in 22 scheduled languages
- xvi. Standard Operating Procedures for following processes would be made available:
  - Registration and Training of candidates under PMGDISHA
  - Empanelment/Dis-empanelment of Training Partner/Centre under PMGDISHA
  - Examination in PMGDISHA
  - PMGDISHA Payment Process
- xvii. Periodic review of the implementation would be carried out by the Board of CSC-SPV, Chaired by Secretary, MeitY.

**4.3 State/UT Governments:**

- (i) **State Level Committee** headed by the Principal Secretary (IT) to plan strategies for implementation. The Composition and Terms of Reference of the Committee is at Annexure-II.
- (ii) **State Implementing Agency (SIA):** The scheme envisages the State /UT Governments to play an important role in implementation through their identified Implementing Agencies for achieving the targets in a time bound manner. The role of States and UTs through their identified Implementing Agency would be:
  - i. The SIA shall enter into an MoU with CSC-SPV on behalf of the State Government/UT w.r.t. implementation of the Scheme.
  - ii. To facilitate sharing of resources available with States/UTs to CSC-SPV.
  - iii. To liaise, interact and coordinate with various agencies to identify and select the eligible candidates
  - iv. To liaise, interact and coordinate with the various Govt. Agencies / stakeholders for formation of various State/District/Panchayat level committees for monitoring of the scheme
  - v. To select, liaise and coordinate with various training agencies (In consultation with CSC-SPV) for actual implementation of the scheme in Panchayats.
  - vi. To facilitate mobilization of candidates to the nearest Digital Literacy Training Centres.



(iii) **District Level Committee** under the Chairmanship of District Magistrate/ Collector to oversee / monitor the implementation at the block level. The Composition and Terms of Reference of the Committee is at ANNEXURE -II.

**4.4 Certifying agencies viz. NIELIT, NIOS, HKCL, ICTACT, NIESBUD, etc:**

- i. To prepare a mechanism, standard norms and guidelines for design, development, delivery, assessment and certification for Digital Literacy training in consultation with CSC-SPV.
- ii. To assess and certify the competence acquired by the beneficiary in respect of Digital Literacy.

4.5 The CSC-SPV would explore the involvement of Government/Private Schools, Colleges and Universities for using their infrastructure for training and active participation in implementation of the Scheme.

**5. DIGITAL LITERACY TRAINING AND COURSE DURATION:**

**5.1 Broad Content outline:**

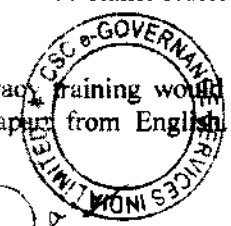
<b>Module Name</b>
Introduction to Digital Devices
Operating Digital Devices
Introduction to the Internet
Communications using the Internet
Applications of Internet (include citizen-centric services: Use of digital financial tools for undertaking cashless transactions)
<b>Total Duration : 20 Hrs</b>

**5.2 Learning Outcomes / Competency Standards:**

- i. Understand the basics (terminology, navigation and functionality) of digital devices
- ii. Use digital devices for accessing, creating, managing and sharing information
- iii. Use the Internet to browse in an effective and responsible manner
- iv. Use technology to communicate effectively
- v. Carry out cashless transactions using digital financial tools (USSD/ UPI/ eWallet/ AEPS/ Card PoS)
- vi. Use Digital Locker
- vii. Use online citizen centric services
- viii. Appreciate the role of digital technology in everyday life, in social life and at work

5.3 The content generation / collation / management / aggregation – creation of content bank etc would be carried by CSC-SPV in consultation with various stakeholders as per the following.

- i. The content developed for the purpose of digital literacy training would be made available in 22 scheduled languages of India apart from English. A



- mobile 'app' would be made available in 22 scheduled languages so that training content can be downloaded and re-used as and when needed.
- ii. For persons who cannot read and write, audio/visual/touch etc. based content would be developed. For those who can read and write, textual, structured, audio, video, and applications based content would be made available. Efforts would be made to design target beneficiaries specific contents with the use of local/localized resources.
- iii. Top citizen centric schemes as indicated below are included as part of curriculum:
  - G2C Services- Caste certificate, Domicile certificate, Income Certificate
  - UIDAI Services
  - Banking Services
  - IRCTC- Railway reservation
  - Insurance
  - Telephone-data card Recharge
  - Election ID printing
  - Electricity- bill payment
  - Pan card
  - Passport
- iv. As the thrust of the government is on promoting cashless transactions through mobile phones, the course content would also have emphasis on digital wallets, mobile banking, Unified Payments Interface (UPI), Unstructured Supplementary Service Data (USSD) and Aadhar Enabled Payment System (AEPS), PoS etc.
- v. Appropriate feedback from beneficiaries and trainers for content enhancement would be taken to modify the content as per the needs of beneficiaries.
- vi. Emphasis would be given on use/operating of digital access device(computers, tablets, etc.) for navigating through various applications such as, opening internet browser, browse for information, search for information, listen to and watch audio and video, etc.
- vii. Other digital literacy courses developed by various agencies in this field can also be considered for imparting digital literacy training.
- viii. A Technical Committee setup by the CSC-SPV comprising of members drawn from NIELIT, IGNOU, NIOS, UNESCO, DEF, IT for Change, IIMC, INTEL, NASSCOM, NIIT, PMGDISHA partners, etc would ratify the contents. A Multilingual centralized pool of content relevant especially to rural masses would be created by CSC-SPV.

**6. MONITORING OF SCHEME:**

**6.1 At Central Government Level:**

- (i) **Empowered Committee** under the chairmanship of Secretary, MeitY to take decisions regarding any policy level interventions in the scheme
- (ii) **Project Review and Steering Group (PRSG)** chaired by JS(HR), MeitY to ensure time-bound implementation of the Scheme and recommend fund release.

**6.2 At State Government level:**

- (i) **State Level Committee** chaired by the Principal Secretary (IT) to plan strategies for implementation.
- (ii) **District Level Committee** under the Chairmanship of District Magistrate/Collector to oversee / monitor the implementation at the block level.



*(Handwritten signature)*

- 6.3 **Impact Assessment Study:** Impact Assessment Study(ies) would be conducted by an independent Third Party. The MeitY would be engaging suitable institutions/organizations to carry out the study.
- 6.4 **Social auditing of the scheme** will be carried out by CSC-SPV by involving School Principals, academia at respective States/Districts/Sub-District(Blocks)/Gram Panchayat. CSC-SPV would explore tie-up with Universities/Colleges to carryout social and outcome evaluation of the scheme on periodic basis.

7. **DETAILS OF FINANCIAL ASSISTANCE:**

- 7.1 **Training Fee:** A training fee of Rs. 300/- per candidate is payable directly to respective Training Partners/Centres through CSC-SPV on successful certification of candidates trained by them.

Release of payment to above agencies would be contingent on the outcomes achieved with a feedback/input from the DeGS. These may include creating own e-mail account, sending an e-mail, opening a digital locker, booking e-rail ticket, e-payment of electricity/water bills, online applying for passport, making a digital payment or enabling e-KYC compliance by the trainee, accessing G2C services such as applying for PAN card, mobile recharge, usage of AEPS/USSD/UPI/e-Wallet etc.

- 7.2 **Examination Fee/ Certification Cost:** Examination fee per candidate is Rs.70/-. This fee would be directly payable to the duly registered Certifying Agencies for the assessment and certification of candidates.
- 7.3 **Financial Assistance to States/UTs :** The State Implementing Agencies will be eligible for financial assistance towards meeting the overhead cost and monitoring of the scheme on an average of Rs. 2/- per candidate by the CSC-SPV.

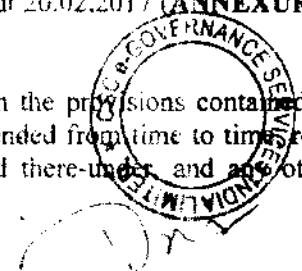
8. **FINANCIAL DETAILS OF THE SCHEME:**

The Budget outlay of the Scheme will be Rs. 2531.38 crore (approx.) for a duration by 31<sup>st</sup> March, 2019, to be implemented by CSC-SPV as Grant-in-aid from MeitY. The tentative year-wise financial requirement is likely to be:

(Rs. in crore)					
S. No.	Particulars	FY 2016-17	FY 2017-18	FY 2018-19	Total
1	Training Fee (6 Crore Candidates @ Rs. 300 per head)	75.00	825.00	900.00	1800.00
2	Certification Cost (6 Crore candidates @ Rs 70 per head)	17.50	192.50	210.00	420.00
3	PMU and other operational cost	5.47	60.22	65.69	131.38
4	<b>Total Scheme Outlay</b>	<b>97.97</b>	<b>1077.72</b>	<b>1175.69</b>	<b>2351.38</b>

- 8.1 The relevant details are as per Administrative Approval dt 20.02.2017 (**ANNEXURE-III**).

- 8.2 The Grants-in-Aid will be regulated in accordance with the provisions contained in Chapter 9 of the General Financial Rules, 2005, as amended from time to time, read with the Government of India's decisions incorporated there-under and any other



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112

guidelines which may be issued in this regard. The Implementing Agency would also be required to accept and sign the standard Terms & Conditions of Grants-in-Aid of MeitY (ANNEXURE-IV). All financial transactions will be subject to the requirements of the *Fiscal responsibility & Budget Management Act*.

**8.3 Broad guidelines for release of GIA:**

- (i) The fund release for the 1<sup>st</sup> installment would be made to the Implementing Agency subject to signing the MoU.
- (ii) All subsequent releases to be based on the recommendations of the Project Review & Steering Group (PRSG) to be constituted by MeitY. The fund release would be based on target achieved in terms of actual candidates certified under the Scheme and subject to receipt of Utilisation Certificate for the previous installment(s).

**9. APPOINTMENT OF CHIEF INVESTIGATOR & CO-CHIEF INVESTIGATOR**

To ensure the successful implementation of the scheme, the Implementing Agency will appoint a Chief Investigator and a Co-Chief Investigator for the scheme. The Chief Investigator will have the overall responsibility of the implementation of the scheme. During the period the Chief Investigator is not available, the Co-Chief Investigator will perform the duties of the Chief Investigator. **The Chief and Co-Chief Investigator of the scheme will not be changed as far as possible during the course of the scheme.**

**10. DURATION OF THE SCHEME**

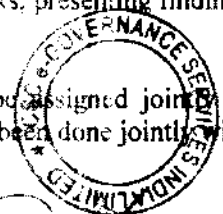
The Scheme duration would be till 31<sup>st</sup> March, 2019. Any need for its extension, if essential, will be reviewed by the PRSG for its further consideration and approval by MeitY. However, it would be the endeavor of both parties to this MOU to complete the scheme within the stipulated period. MeitY will not bear any expenditure towards recurring, upgradation or maintenance expenses after the completion of the scheme.

**11. COMPLETION OF SCHEME**

The Scheme shall be deemed to have been successfully completed when Implementing Agency achieves the desired objectives of the scheme as brought out in this MOU. The Implementing Agency will submit a Project Completion Report within one month of the completion of the scheme.

**12. INTELLECTUAL PROPERTY RIGHTS (IPR's)**

- 12.1 Implementing Agency shall make all efforts to protect Intellectual Property generated out of the scheme. They will first examine IPR protection issues in consultation with IPR Cell, MeitY to file patents, register copyrights, designs, trademarks etc., before making it public by publishing in the technical journals and books, presenting findings in conferences etc.
- 12.2 Intellectual Property and the rights associated with it shall be assigned jointly to MeitY and Implementing Agency. In cases where funding has been done jointly with other organisations, the IP Rights would be appropriately shared.



*[Handwritten signature]*

**13. CONFIDENTIALITY**

Implementing Agency undertakes on its behalf and on behalf of its sub-contractors/employees to maintain strict confidentiality of the scheme including, but without limitation to, the R&D work and know-how generated and prevent, disclosure thereof, for any purpose, other than in accordance with this MOU. MeitY, in turn, will also ensure confidentiality as required for the scheme. The provisions of this clause will outlive this MOU.

**14. UTILIZATION OF TECHNOLOGY GENERATED UNDER THE SCHEME**

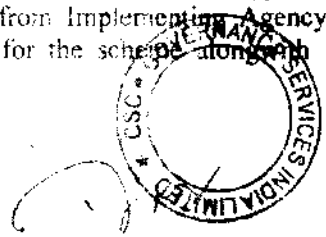
The Implementing Agency will have the right to distribute Learning Material developed or other IPR's generated through the scheme for use by others. However, this arrangement is subject to the terms and conditions of grant-in-aid prescribed by MeitY. The Implementing Agency will also inform MeitY about such an arrangement.

**15. FORCE MAJEURE**

Neither party shall be held responsible for non-fulfillment of their respective obligations under this MOU due to the exigency of one or more of the force majeure events such as, but not limited to, Acts of God, war, flood, earthquakes, strike, lockouts, epidemics, riots, civil commotion etc., provided on the occurrence and in cessation of any such event, the party affected thereby shall give a notice in writing to the other party immediately after but not later than one month of such occurrence and cessation. The period between the occurrence and cessation of such event will be excluded while calculating the period during which the party has to perform his obligations under this MOU. If the force majeure conditions continue beyond six months, the parties shall then mutually decide about the future course of action.

**16. TERMINATION OF THE SCHEME**

- (i) MeitY will have the right to terminate the MOU based on recommendation of the PRSG at any stage, if it is satisfied that:
  - (a) the money released has not been properly utilized, or
  - (b) appropriate progress on the scheme is not being made, or
  - (c) the scheme is not being carried out as per the terms and conditions and/ or as per the nature and scope of work as defined in the approved scheme proposal.
- (ii) If Implementing Agency faces difficulties in implementing the scheme for any techno-economic and reasons other than the above, based on the recommendations of the PRSG and as directed by MeitY, Implementing Agency shall pay back all unspent MeitY grants released and Hardware & Software supplied for the scheme and interest accrued thereon and/or any amounts recoverable by way of disposal of assets procured out of MeitY funds.
- (iii) If Implementing Agency abandons the scheme on their own without approval of MeitY, then MeitY will have the right to recover from Implementing Agency the money disbursed and Hardware/Software procured for the scheme along with 12% simple interest.



17. SAVING PROVISIONS

The Implementing Agency agrees to disclose and provide MeitY or its authorized representative or agency, such disclosure, the know-how, the related process and the intellectual property rights to use and practice the same for the purpose of experimentation and/or further research or development thereof, with the right to manufacture, sell and vend the "Products" in such a manner as Government of India may, in its judgment decide, for "Government purposes", or otherwise in public interest. MeitY may compensate Implementing Agency for such commercial exploitation of the know-how, process and related IPR. Decision of Secretary, MeitY in regard to such compensation shall be final.

18. VALIDITY

18.1 The duration of this MOU will be till 31<sup>st</sup> March, 2019 or till completion of the scheme, whichever is earlier.


18.2 Any matter not covered specifically in the MOU may be settled by mutual agreement. On points of disagreement, the matter may be referred to Secretary, MeitY for a decision, which shall be final and binding on both the parties.

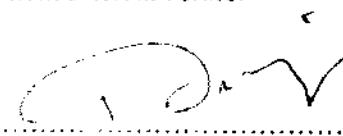
19. MODIFICATIONS TO THE MEMORANDUM OF UNDERSTANDING

The MOU can be modified through mutual written consent of both the parties to this MOU.

20. SEAL OF PARTIES

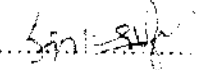
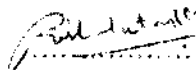
In witness whereof the parties hereto have signed this MEMORANDUM OF UNDERSTANDING on the day, month and year mentioned herein before.

  
[For and on behalf of the President of India]  
Minister of Electronics and Information Technology,  
Government of India  
Electronics Niketan, 6<sup>th</sup> CGO Complex  
New Delhi - 110003

  
[For and on behalf Implementing Agency]  
CSC e-Governance Services India Limited  
3rd Floor, Electronics Niketan,  
6, CGO Complex, New Delhi - 110003



IN THE PRESENCE OF WITNESSES

Signature: 	Signature: 
Name: SANTJAY KUMAR VYAS	Name: RISHIKESH PATANKAR
Occupation: S.C.E., HRD Div, MeitY	Occupation: Head of operation - Edu.
Address: Electronics Niketan, 6 CGO Complex, Leclhi Road, New Delhi - 110003	Address: CSC SPV, electronics Niketan CGO Complex, Leclhi Road, New Delhi, 110003.



## ANNEXURE-I

## INDICATIVE STATE/UT-WISE TARGETS FOR DIGITAL LITERACY

S.No.	States/UTs	Target
1	Uttar Pradesh	11171000
2	Bihar	6630000
3	West Bengal	4481000
4	Maharashtra	4433000
5	Madhya Pradesh	3784000
6	Rajasthan	3712000
7	Karnataka	2705000
8	Tamil Nadu	2679000
9	Orissa	2517000
10	Gujarat	2497000
11	Andhra Pradesh	2028000
12	Telangana	2028000
13	Assam	1929000
14	Jharkhand	1803000
15	Chhattisgarh	1412000
16	Kerala	1257000
17	Punjab	1247000
18	Haryana	1191000
19	Jammu & Kashmir	658000
20	Uttarakhand	506000
21	Himachal Pradesh	444000
22	Tripura	195000
23	Meghalaya	171000
24	Manipur	137000
25	Nagaland	101000
26	Arunachal Pradesh	77000
27	Goa	40000
28	Mizoram	38000
29	Sikkim	33000
30	NCT of Delhi	30000
31	Puducherry	28000
32	Andaman & Nicobar Islands	18000
33	Dadra & Nagar Haveli	13000
34	Daman & Diu	4000
35	Chandigarh	2000
36	Lakshadweep	1000
	<b>Total</b>	<b>60000000</b>

## Note:

- Targets per State/UT may vary depending upon performance
- The cities covered under urban agglomerations would be excluded from the Scheme as per Scheme Guidelines issued by MeitY.



55  
113

**ANNEXURE-II**

**Committees to be setup by States/UTs under PMGDISHA Scheme**

**I. STATE LEVEL COMMITTEE – [to be set up by State/UT]**

**Composition**

**Chairman - Principal Secretary (IT)**

**Members:**

1. Representative of Department of Basic Education
  2. Representative of Panchayati Raj
  3. Representative of Social Welfare
  4. Representative of Women & Child Development
  5. Representative of State Implementing Agency(SIA)
  6. State Informatics Officer-SIO, NIC
  7. Representative of CSC-SPV
  8. Special Secretary(IT)/Joint Secretary(IT) – Member Secretary
- The Committee, with the permission of the Chairman, may co-opt or invite such other persons) as it deemed appropriate, to participate in any of its meetings as special invitee(s).

**Terms of Reference**

- The terms of reference of the Committee shall be as follows:
  - Regularly monitor and steer the implementation of the PMGDISHA scheme in the state
  - Recommend follow-up action on issues raised / problems faced by Training centres/ Partners involved in the implementation of the scheme in the state
  - Any other issue connected with the implementation of the project in the state
- The Committee shall meet at least once in two months.

**II. DISTRICT LEVEL COMMITTEE - [to be set up by respective State/UT]**

**Composition**

**Chairman - District Magistrate/ Collector**

**Members:**

1. Representatives of Department of Basic Education
  2. Representative of Women & Child Development
  3. Representative of State Implementing Agency(SIA)
  4. Representative of District eGovernance Society
  5. District Informatics Officer(DIO)- NIC
  6. Block Development Officer
  7. CEO- Zilla/District Panchayat
  8. District Co-ordinator, CSC-SPV - Member Secretary
- The Committee, with the permission of the Chairman, may co-opt or invite such other person(s) as it deemed appropriate, to participate in any of its meetings as special invitee(s).

**Terms of Reference**

- The terms of reference of the Committee shall be as follows:
  - To oversee / monitor the implementation at the ground level
  - Recommend follow-up action on issues raised / problems faced by Training centres/Partners involved in the implementation of the scheme at District/block level
  - Any other issue connected with the implementation of the project in the District/block
- The District level Committee shall meet at least once per month.





54  
112

ANNEXURE-III

Scanned copy of Administrative Approval of PMGDISHA

F. No. 1-14011-8-2016-HRD  
Government of India  
Ministry of Electronics and Information Technology  
(HRD Division)

6, CGO Complex,  
New Delhi - 110003  
Dated: 20.2.2017

To

**The Pay & Accounts Officer**  
Pay and Accounts Office  
Ministry of Electronics and Information Technology  
Electronics Nigraha  
New Delhi - 110 003

*Subject: Administrative Approval*

Sir,

I am directed to convey the Administrative Approval of the Competent Authority for implementation of the Scheme titled '*Pradhan Mantri Gramin Digital Saksharta Abhiyan (PMGDISHA)*' at a total estimated cost of Rs. 2,551.38 crore (Rupees Two Thousand Three Hundred Fifty One Crore Thirty Eight Lakh only) with 100% financial support as Grants-in-aid from the Central Government. The details of the Scheme are given in the Annexure enclosed.

2. The Scheme has been approved by the Cabinet in its meeting held on 08.2.2017 as conveyed by Cabinet Secretariat vide their Communication No. SC/M/2017(1) dated 09.2.2017.

Yours faithfully

  
(A.K. Pipal) 20/02/17  
Scientist 'F' & HOD(HRD)

Copy to:

1. The Director of Audit (Post & Telecommunications), Sham Nath Marg, Civil Lines, Delhi - 110054.
2. AS&FA, MeitY
3. OSD to Secretary, MeitY
4. Drawing & Disbursing Section, MeitY
5. Finance Section, MeitY
6. Budget Section, MeitY
7. CEO, CSC e-Governance Services India Limited, New Delhi
8. Sanction Folder

  
(A.K. Pipal) 20/02/17  
Scientist 'F' & HOD(HRD)





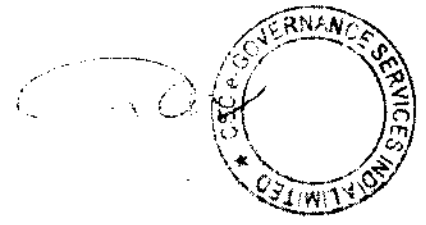
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**ANNEXURE**

1. Name of the Scheme / Project : Pradhan Mantri Gramin Digital Saksharta Abhiyan (PMGDISHA)
2. Objectives : The main objective of the programme is to make six crore persons in rural areas, across States/UTs, digitally literate, reaching to around 40% of rural households by covering one member from every eligible household.  
  
The Scheme is aimed at empowering the citizens in rural areas by training them to operate computer or digital access devices (like tablets, smart phones etc.), send and receive e-mails, browse Internet, access Government services, search for information, undertake digital payment, etc. and hence enable them to use the Information Technology and related applications especially Digital Payments to actively participate in the process of nation building.
3. Area of Coverage : The Scheme is applicable only for rural areas of the country.
4. Name of the Implementing Agency : The scheme will be implemented by CSC e-Governance Services India Limited, a Special Purpose Vehicle (SPV) incorporated under the Companies Act 1956 (herein after referred to as 'CSC-SPV'), under the overall supervision of Ministry of Electronics & Information Technology, with active collaboration of all the State Governments and UT Administrations.
5. Location : To ensure equitable geographical coverage across the country, a Gram Panchayat centric approach would be adopted with targets being assigned and monitored for each of the 2.50 lakh Gram Panchayats. On an average a target of 200-300 beneficiaries per Gram Panchayat is envisaged.
6. Total Project Duration : 21 years, 1 month and 15 days  
(i) Expected date of commencement : Date of Administrative Approval  
(ii) Expected date of completion : 31.3.2019
7. Total Project Outlay : Rs. 215.58 crore (as per details given below)

(Rs. in crore)

Sl. No.	Activity	FY	FY	FY	Total
		2016-17	2017-18	2018-19	
(i)	Training Fee @ Rs.300/candidate for six crore)	75.00	825.00	900.00	1800.00
(ii)	Examination Fee @ Rs.70/candidate for six crore)	17.50	192.50	210.00	420.00
(iii)	Programme Implementation & Management Expenses (Details as per Appendix)	5.47	60.22	65.69	131.38
(iv)	<b>Total Outlay</b>	<b>97.97</b>	<b>1077.72</b>	<b>1175.69</b>	<b>2351.38</b>



8. Mode and extent of funding

i) Budgetary support

a) Grant (from MentY) Rs. 2,351.38 crore

b) Loan (If Loan terms & conditions for grant of loan to be stipulated) Nil

ii) Internal generation Nil

iii) Other funding agencies Nil

9. Other Terms & Conditions

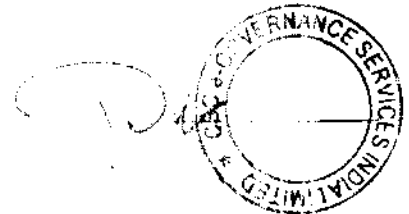
- **Definition of digital literacy:** "Digital Literacy is the ability of individuals and communities to understand and use digital technologies for meaningful actions within life situations".
- Training to the beneficiaries will be provided by Common Service Centre (CSCs) and Private Partners Centres duly affiliated with CSC-SPV as per approved norms. Thereafter, the candidates will be assessed and certified by duly recognized Certification Agencies.
- The training cost per candidate would be payable to the Training Partners/Centres/CSCs by the CSC-SPV only after the successful certification of the beneficiaries. Release of payment to these agencies would be contingent on the outcomes achieved with a feedback report from the DeGS.
- Aadhaar would be used for unique identification of each beneficiary under the Scheme.
- In order to provide better representation to socially and economically marginalized communities, due preference would be given to SC, ST, OBC, Minorities, women and differently-abled persons.

10. Stages of supply of payment

(Rs. in crore)			
Release No.	Pre-conditional Stage of Implementation	Documentation to be supplied by Implementing Agency	Amount to be released
1	Issue of Administrative Approval	MIS	97.97
2	Subsequent releases will be based on the progress milestones achieved.	Utilization Certificate for previous release, Progress Report	1077.22
3			1175.69

  
(A.K. Piplai) 20/2/17  
Scientist 'F' & HOD(HRD)





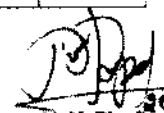
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**APPENDIX**

**PROGRAMME IMPLEMENTATION & MANAGEMENT – FINANCIAL DETAILS**

*(Rs. in Lakhs)*

Sl. No.	Particulars	FY 2016-17	FY 2017-18	FY 2018-19	Total
1	Curriculum Framework and Courseware (e-Book & Video)	47.50	--	--	47.50
2	Software Development & Maintenance, Hosting of Application and eKYC Authentication	142.50	907.50	690.00	1740.00
3	Advocacy and Awareness Generation	49.99	1393.91	1556.00	2999.90
4	Salary	114.64	2171.50	2513.96	4800.10
5	Office Expenses	27.36	512.77	654.87	1200.00
6	Travel, Lodging and Boarding Cost	33.33	200.00	366.66	600.00
7	IT Infrastructure for PMU	16.66	137.30	16.02	150.00
8	Impact Assessment Study, Concurrent Evaluation	--	34.00	66.00	100.00
9	Contingency	100.00	100.00	100.00	300.00
10	State Implementing Agencies (average @ Rs. 7 per candidate)	14.99	585.00	600.00	1200.00
	<b>TOTAL</b>	<b>547.00</b>	<b>6022.00</b>	<b>6565.81</b>	<b>13137.50</b>

  
 (A.K. Pipni) 20/02/17  
 Scientist 'F' & HOD(HRD)



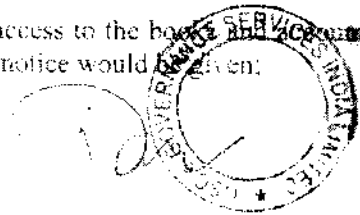


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10%

ANNEXURE-IV

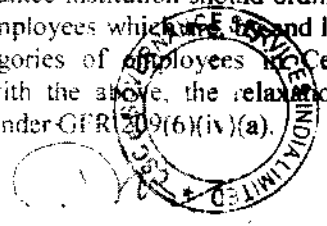
TERMS AND CONDITIONS GOVERNING GRANT-IN-AID

- i) The grant is for the specific project as approved by the Ministry of Electronics and Information Technology (MeitY) and shall be subject to the following conditions:
  - a) The grant amount shall be spent for the project within the specified time
  - b) Any portion of the grant, which is not ultimately required for expenditure for the approved purposes, shall be duly surrendered to MeitY.
- ii) The grantee institution shall maintain an audited record in the form a register in the prescribed proforma for permanent, semi-permanent assets acquired solely or mainly out of MeitY grant.
- iii) The assets referred to in (ii) above will be property of MeitY and should not, without prior sanction of MeitY, be disposed off or encumbered or utilised for the purposes other than those for which the grant has been sanctioned. An undertaking shall be given by the grantee institution that they agree to be governed by these conditions;
- iv) At the conclusion of the project, MeitY will be free to sell or otherwise dispose of the assets which are the property of MeitY and grantee institution shall render to MeitY the necessary facilities for facilitating the sale of these assets;
- v) The grantee institution shall send to MeitY at the end of each financial year as well as at the time of seeking further installments of the grant a list of assets referred to in (ii) above;
- vi) Should at any time grantee institution cease to exist, such assets etc., shall revert to MeitY;
- vii) The grantee institution shall render progress-cum-achievement reports at interval of not exceeding six months on the progress made on all aspects of the project including expenditure incurred on various approved items during the period.
- viii) The grantee institution shall render an audited statement of accounts to MeitY.
- ix) The audited statement of accounts relating to grants given during financial year together with the comments of the auditor regarding the observance of the conditions governing the grant should be forwarded to MeitY within six months following the end of the relevant financial year.
- x) The utilization of grant for the intended purposes will be looked into by the Auditor of grantee institution according to the directives issued by the Government of India at the instance of the Comptroller and Auditor General and the specific mention about it will be made in the audit report;
- xi) MeitY or its nominee's will have the right of access to the books and accounts of the grantee institution for which a reasonable prior notice would be given;



- xii) The grantee institution should maintain separate audited account for the project. If it is found expedient to keep a part or whole of the grant in a bank account earning interest, the interest, thus earned should be reported to this Department. The interest so earned will be treated as a credit to the grantee to be adjusted towards future installments of the grant;
- xiii) Sale proceeds of components, prototype, pilot project etc., fabricated as a result of the development of the project arising directly from funds granted by MeitY shall be remitted back to this department.
- xiv) For the know-how generated by the project, guidelines for TOT know-how transfer as given in Chapter VI of the "Guidelines for Funding R&D Projects by MeitY" will be applicable.
- xv) MeitY will have the right to call for drawings, specifications and other data necessary to enable the transfer of know-how to other parties and the grantee shall supply all the needed data at the request of MeitY.
- xvi) Application by grantee institution for any other financial assistance or receipt of grant/loan from any other Agency/Ministry/Department for this project should have the prior approval of MeitY.
- xvii) The grantee institution is not allowed to entrust the implementation of this project for which grant-in-aid is received to another institution and to divert the grant-in-aid received from MeitY as assistance to the later institution.
- xviii) MeitY shall appoint a Project Review and Steering Group (PRSG) comprising of representatives from MeitY and other experts. PRSG will periodically monitor the project in all respects including technical and financial.
- xix) Grantee institution will examine IPR protection issues in consultation with IPR Cell, MeitY to file patents, register the copyrights etc. before making it public by publishing in the technical journals and books, presenting findings in Conferences etc.
- xx) Institutions shall be encouraged to seek protection of Intellectual Property Rights (IPR) to the results of research through R&D Projects. While the patent may be taken in the name(s) of inventor(s), the institution shall ensure that the patent is assigned to it. The institution shall get its name entered in the Register of Patents as the proprietor of the patent. The Institution shall take necessary steps for commercial exploitation of the patent on exclusive/non-exclusive basis. The institution is permitted to retain the benefits and earnings arising out of the IPR. MeitY has a cell to guide and promote patent related matters (IPR cell).
- xxi) In case of any dispute on any matter, related to the project during the course of its implementation, the decision of Secretary, MeitY, shall be final and binding on the institute.
- xxii) In case the grantee institution is in receipt of more than fifty per cent of their recurring expenditure in the form of grants-in-aid, then the grantee institution should ordinarily formulate terms and conditions of service of their employees which are, in and large, not higher than those applicable to similar categories of employees of Central Government and where it is not in accordance with the above, the relaxation of Ministry of Finance have been obtained as required under GFR 2019(6)(iv)(a).







- xxiii) The grantee institution agrees to make reservations for Scheduled Castes and Scheduled Tribes or OBC in the posts or services under its control on the lines indicated by Government of India.
- xxiv) The accounts of the Grantee institution shall be audited by C&AG or by any person authorized by him on his behalf in accordance with the provisions laid down in Section 14 of the C&AG (DPC) Act, 1971 as amended from time to time.
- xxv) The accounts of the grantee institution shall be open for inspection by the sanctioning authority and audit, both by the Comptroller & Auditor General of India under the provision of C&AG (DPC) Act, 1971 and internal audit party by the Principal Accounts Office of the Ministry or Department whenever it is called upon to do so.
- xxvi) The grantee institution shall furnish certificate along with its request for release of Grants-in-Aid certifying that the fund released to them for which Utilization Certificate has not been issued, has been utilized exclusively in pursuance of object envisaged in their Rules/Memorandum and that the grant has been spent with the extent instruction/rules and with the approval of competent authority in each case.
- xxvii) The grantee institution shall furnish a performance-cum-achievement report to the Sanctioning Authority before the release of the next installment of Grants-in-Aid.
- xxviii) The grantee institution will spend Grants-in-Aid exclusively in pursuance of the objectives envisaged in their rules/memorandum and for the purpose it is being sanctioned.
- xxix) Grants-in-Aid to the grantee institution is subject to the Economy Instructions issued from time to time by the M/o Finance or by the Competent Authority.
- xxx) Grants-in-Aid shall be utilized before the end of the financial year and unspent balance, if any will be refunded by the grantee institution to the Govt. of India.
- xxxi) Central Autonomous Organisations will maintain and present their annual accounts in the standard format, as required under GFR 209(6)(xiii).

A certificate of acceptance of terms and conditions as mentioned above may be given by the Chief Investigator/ Head of the Institute.

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