

Notice for operationalisation of Guidelines released on 6th July 2018

Dated: 17th July 2018

Dear Training Providers/ Training Centres,

With reference to the Guidelines released for accreditation & affiliation through SMART Portal on 6th July 2018, wherein the process for accreditation & affiliation of a Training Centre is modified into a 2 Stage process:

1. **Stage 1:** Registration for Desktop Assessment with payment of INR 3,000 and issue of 'Letter of Registration' (LoR) post getting Deemed Ready status; No inspection is required for TCs to procure the LoR.
2. **Stage 2:** If TC having LoR is shortlisted by any recommending agency(s) for all or specific Job Roles, that TC can apply for Physical Inspection of Training Centre for the recommended job roles with a payment of INR 10,000 + INR 1,000 per Job Role. **For example:** If a TC has received LoR for Job Role A and B and recommendation is only given for Job Role A, then the TC will be able to apply for Inspection of only one Job Role i.e. Job Role A and will make total payment of INR 10,000 + INR 1,000. In case, TC gets recommendation for both Job Roles i.e. Job Role A and B, then TC will make total payment of INR 10,000 + INR 2,000.

Please refer to the updated Guidelines for Accreditation, Affiliation and Continuous Monitoring of Training Centers for further details.

The mentioned process is targeted to be fully operational from 5th August 2018. This process will be applicable for all Training Centres including existing TCs, New TCs, TCs under re-accreditation, TCs under re-inspection, and TCs recommended by agencies (created / pending for creation) etc.. Please refer to the below stated table for details regarding the stage wise treatment of applications and applicable refunds:

S.No.	Category	Stage	Action that will be initiated
1.	New Training Centres submitted post 6 th July 2018 (Recommended/ Non Recommended)	Stage 1 will be implemented and Desktop Assessment will be Conducted	TC to pay a fee of INR 3000. Letter of Registration will be issued to Deemed Ready TCs. Physical Inspection and related fees payment will be applicable post receiving the recommendation from recommending agency
2.	TCs recommended by any Recommending agency	Desktop Assessment has been conducted and Inspection date has been accepted before 5 th August 2018	No Refund. Inspection will be proceeded. Accreditation and Affiliation will be granted subject to outcome of the Physical Inspection.

S.No.	Category	Stage	Action that will be initiated
3.	TCs recommended by any Recommending agency	Desktop Assessment has been conducted but Inspection date has not been accepted or Inspection has not been done till 5 th August 2018	Refund of Application Fees after deduction of INR 3,000 towards DA Fees. LoR will be issued to Deemed Ready TCs Recommendation by the recommending agency will be done online through SMART Portal. Post receiving recommendation, TC can apply for physical inspection by paying applicable fees
4.	TCs not recommended under any scheme	Pending for Desktop Assessment	Desktop assessment will be done. Refund of Application Fees after deduction of INR 3,000 towards DA Fees. LoR will be issued to Deemed Ready TCs
5.	TCs not recommended under any scheme	TC is blocked.	TC can pay the un-blocking fees of INR 2,000. Post payment of un-blocking fees, TC can resubmit the CAAF. Desktop assessment will be done. Refund of Application Fees after deduction of INR 3,000 towards DA Fees. LoR will be issued to Deemed Ready TCs
6.	TCs not recommended under any scheme	Desktop Assessment has been completed but Inspection has not been done	Refund of Application Fees after deduction of INR 3,000 towards DA Fees. LoR will be issued to Deemed Ready TCs
7.	TCs not recommended under any scheme	Inspection has been done but Inspection Report or Continuous Monitoring Fees payment is pending or SSC approval is pending or Affiliation Fees payment is pending	No Refund Inspection Result will be released/ Application will be shared with SSC for review, accordingly. However, process of Accreditation/Affiliation does not guarantee any target allocation under any Scheme. Further, allocation of targets under any Scheme is subject to that respective Scheme's guidelines and conditions An online undertaking w.r.t. no guarantee for Target Allocation needs to be accepted by respective TC before any Inspection Report is released or application gets moved to SSC or Affiliation fees payment stage is shown