

Update of the existing “Training Inside and Outside the State” (TIOS) Scheme

Commerce and Industries Department
Government of Meghalaya

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1 Introduction

The Government of Meghalaya is committed to strengthening human capital, promoting entrepreneurship, and expanding livelihood opportunities throughout the state. Understanding that a skilled workforce is vital for economic growth, the government has invested in a series of initiatives to equip its people with the skills needed to compete in today's job market. Through various flagship skill development programs led by the Commerce & Industries Department and other line departments, the government is systematically addressing skill gaps by offering structured training, supporting entrepreneurship, and providing financial assistance to aspiring entrepreneurs.

A flagship initiative under this skill development effort is the “Training Inside and Outside the State” (TIOS) Scheme. This Scheme is spearheaded by the Commerce & Industries Department in collaboration with MSMEs and private training institutes within and outside Meghalaya. TIOS is designed to deliver foundational skill training to unemployed youth and aspiring entrepreneurs, with the goal of enhancing their employability and enabling them to pursue sustainable livelihoods.

1.1. Brief on existing Training Inside and Outside the State Scheme

The Training Inside and Outside the State (TIOS) Scheme has been strategically developed to address the urgent need for skill development among the youth of Meghalaya. Its core objective is to deliver industry-relevant training that equips young individuals with the competencies required to succeed in an increasingly competitive job market. By facilitating training opportunities in established enterprises and reputable private institutions—both within Meghalaya and outside—the Scheme focuses on sectors with high employment potential.

A defining feature of the TIOS Scheme is its emphasis on mobility for trainees. By encouraging youth to access training centres with proper infrastructure, the Scheme provides exposure to diverse industry environments. This firsthand experience enhances their understanding of real-world industrial operations and significantly boosts employability. Beyond skill acquisition, TIOS places strong emphasis on livelihood generation, aiming to create clear pathways to employment or entrepreneurship once training is complete. The program is demand-driven, ensuring that training modules align with the current and future requirements of employers, as well as the evolving landscape of traditional and modern industries.

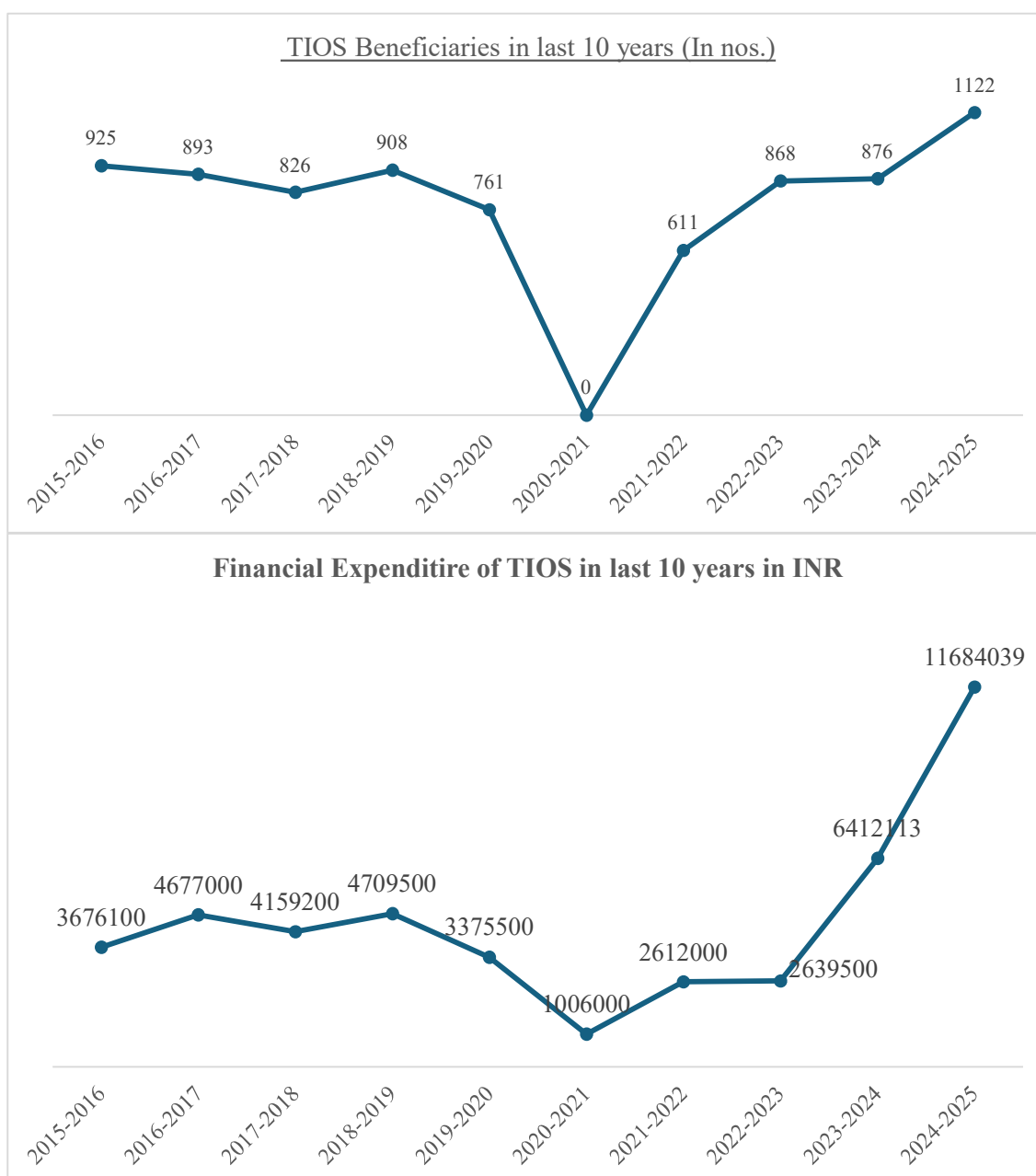
Priority sectors under the Scheme include food processing, handloom, handicrafts, electronics, woodworking, steel fabrication, tailoring, knitting, embroidery, and automobile repair—all selected based on their current relevance and potential for job creation.

1.2. Structure of the existing TIOS Scheme

The Scheme is structured to effectively cater to the needs of its target beneficiaries, which include candidates from 18 years above with certain relaxations for specific categories. The training is provided by MSMEs registered with UDYAM registration which are having adequate training facilities besides their regular production and at the reputable Institutes located within & outside Meghalaya. The sectors covered by the Scheme are diverse, ranging from electronics appliances repairing and servicing, apparel, metal industries, wood based, food processing, etc. The course durations vary with programs ranging from 6-months for short-term training to 12-months for more comprehensive curriculum.

1.3. Ten-Years Performance of TIOS

Over the past decade, the Training Inside and Outside the State (TIOS) Scheme has played a pivotal role in skilling the youth of Meghalaya. Since its inception, the Scheme has trained nearly 7,800 beneficiaries across all districts, covering diverse trades such as food processing, handloom, handicrafts, electronics, automobile repair, tailoring, and more. Financially, an investment of over ₹44.95 crore has been made to support training in the form of stipends, honorarium and institutional facilitation. Despite interruptions during the COVID-19 pandemic, TIOS has consistently mobilized candidates from rural and remote areas, offering them structured training opportunities within and outside the state. The Scheme has contributed significantly to enhancing employability, creating pathways for entrepreneurship, and strengthening local industries, thereby laying the foundation for the more holistic and future-ready initiative to update the existing TIOS.



1.4. Drawbacks of the existing TIOS Scheme

The Scheme has been designed so many years back and despite visible results where many entrepreneurs have benefited from the Scheme by mobilizing rural youth for skill development particularly from remote districts, presently the TIOS Scheme has faced challenges such as:

- i. Job retention post-placement.
- ii. Cultural adaptation for those trained outside the State.
- iii. The technical and Entrepreneurship knowledge is not sufficient for local enterprise development.
- iv. Under the Scheme an amount of ₹1500/- per trainee is provided to the MSMEs/Institutions for imparting the training program which affect the quality of training.
- v. Trainees are provided only with a stipend of ₹500/- per month.
- vi. The activities covered under TIOS Scheme are mostly traditional and conventional in nature.

Therefore, recognizing the changing socio-economic landscape and evolving industry demands, the government is committed to addressing the limitations of existing skilling efforts. The focus will shift from wage centric employment to a more inclusive, industry-aligned, and entrepreneurship-driven model, culminating in the need to update and relook the Scheme. This comprehensive restructuring aims to foster a holistic integration of training, entrepreneurship, and local economic development, empowering the youth of Meghalaya to seize better livelihood opportunities.

2 About updated TIOS

The updated Scheme is designed to meet the state's evolving economic needs, promotes inclusive, sustainable, and entrepreneurship-led development.

Unlike earlier models, it adopts an end-to-end approach—integrating skilling, entrepreneurship orientation, mentorship, market exposure, and direct financial support through financial support to enterprise / Institutions who partners on this program and credit linkage through Schemes like PMEGP. It targets both traditional and emerging sectors such as handloom, handicrafts, food processing, fintech, digital services, and agro-based enterprises. Training will be delivered through modular frameworks, EDPs, apprenticeships, and certified courses to ensure both technical and entrepreneurial readiness.

2.1 Leveraging Untapped Potential & Emerging Ecosystems



In recent years, Meghalaya has steadily emerged as a hub for national-level educational and professional excellence. The state is now home to several reputed Institutions from different Ministries, Government of India, which are of national and regional importance that span across diverse sectors—ranging from management, fashion, and hospitality to technology, health sciences, Electronics and applied arts. Institutions such as the Indian Institute of Management (IIM) Shillong, National Institute of Fashion Technology (NIFT), Institute of Hotel Management (IHM), National Institute of Technology (NIT), National Institute of Electronics and Information Technology (NIELIT), National Skill Training Institute, Tura (NSTI), College of Community Science, Tura (CCS), North Eastern Indira Gandhi Regional Institute of Health and Medical Sciences (NEIGRIHMS), and the North Eastern Institute of Ayurveda and Homoeopathy (NEIAH) etc. reflect Meghalaya's growing prominence in the national knowledge and skilling ecosystem.

These Institutions are complemented by universities like NEHU, USTM, MIT University, and MLCU, which further contribute to a strong academic and skill-building environment in the State. In addition, the presence of Northeast Cane & Bamboo Development Centre (NECBDC), Ministry of DONOR at Byrnihat, Assam located in the border of Meghalaya will boost in skill development for the artisans of the state, since it is the only National Institute specialized in the bamboo sector.

Through this Scheme the Commerce and Industries Department intends to take full advantage of the availability of these esteemed Institutes in our State for contributing towards the benefits of our budding entrepreneurs. The updated Scheme is conceived with this vision—to tap into Meghalaya's untapped potential, drive inclusive skilling, and promote entrepreneurship that is rooted in local strengths while aligned with national and global opportunities.

The updated Scheme will operate through two components:

- I. Individual Component: Designed for candidates who independently enrol in certified training programs offered by recognized enterprises or institutes, aligned with their personal career goals. Training duration: 90 days.
- II. Batch-Based Component: Conducted in collaboration with colleges and institutions to provide standardized, sector-specific training to a group of participants. The batch size for this component is 25 trainees per batch and training duration of 30 days.

This dual-track approach enables wider outreach, leverages institutional strengths, and ensures a deeper and more sustained impact across the state.

2.2 Objectives

Enhance employability through industry-aligned training and recognized certification programs.

Promote entrepreneurship via mentorship, and financial support mechanisms.

Bridge skill gaps in high-demand sectors and emerging local industries.

Ensure inclusive access by targeting rural, marginalized, and remote youth.

Strengthen ecosystem with quality Institutes, monitoring, and guidance towards entrepreneurship development.

Foster local economic development by linking skills with livelihood opportunities.

Promote inclusive growth by targeting underserved youth across all districts.

2.3 Focus Areas

The sectors identified under this initiative have been carefully selected to balance both traditional strengths and emerging opportunities in Meghalaya. Sectors like Tailoring & Embroidery, Carpentry & Furniture, Food Processing, Handicrafts, and Handloom tap into the state's rich traditional knowledge, artisanal heritage, and local demand. Training for these sectors should ideally happen within the state itself to preserve native techniques, cultural preferences, and promote local artisanship. On the other hand, sectors like IT Applications, Fintech, and Modern Furniture Design require exposure to broader, industry-driven practices and tools. For such areas, Trainees may be encouraged to go outside the state where infrastructure and expertise in innovative tools are more readily available. This blended approach ensures that the youth are deeply rooted in local wisdom while also gaining the skills needed to compete in modern industries. Below is the detailed table of the focus areas under the Scheme, including specific allied activities associated with each sector:

SN	Sector	Allied Activities
1.	Food Processing	Bakery& Confectionery, Jam & Jelly Making, Pickle, Packaged Snacks, Juice and Squash, candies.
2.	Handicrafts	Bamboo Craft, Cane Craft, Wood Carving, Pottery and Decorative Items, Souvenirs, Keychain making and other miniature items.
3.	Handloom& Apparels	Weaving, Dyeing, Designing Traditional and Modern Textiles.
4.	Fintech	Digital Payments, App-based Lending, Financial Analytics.
5.	IT Applications	Web Development, App Development, Software Support, E-commerce, Cloud computing, AI software and cyber security.
6.	Motor Mechanic, Auto Wiring & Servicing	Two-wheeler & Four-wheeler Servicing, Engine Repair, Automotive Wiring or Automobile Electrical Wiring, Headlight Repair, Sensor Setup.
7.	Electrical	Wiring, Motor Winding, repair of Domestic Electrical Appliances, Electrical Wiring for Automobiles.
8.	Electronics	TV/Radio Repair, Mobile Repair, Small Appliance Maintenance, CCTV installation & maintenance.
9.	Steel/Aluminium Fabrication	Window Grills, Door Frames, Modular Structure Fabrication, PVC Fabrication and installation.
10.	Tailoring & Embroidery	Blouse Stitching, School Uniforms, Designer Embroidery, Dress Making or Apparel Making, Gents shirts etc.
11.	Skin Care & Hair Makeup	Facials, Hair Styling, Bridal Makeup, Nail Art, Hair colouring techniques
12.	Flex Printing	Vinyl Printing, Digital Flex Boards, Advertising Design
13.	Carpentry & Furniture	Wooden Furniture Making, Repairing, Polishing
14.	Modern Furniture	Modular Furniture Design, Assembly, Home Setup
15.	Leather products	Shoes and Sandals Making, Ladies bags, School bags, Purse, Belts etc.
16.	Paper products	Paper bags & containers, gift boxes, food packing boxes etc.
17.	Hospitality	Housekeeping, Front Office, Food & Beverage Service, Culinary Skills
18.	Green Energy	Solar Panel Installation and maintenance, Waste Management, Bio-Gas Units, Rainwater Harvesting

**Note: The department may add further courses as per emerging demand. List of institutes for each training courses provided in Annexure 6.

Component 1:

Training in Enterprise/ Institutions for Individuals (3 months)

3 Training in Enterprises/ Institutions for Individuals

Under the individual training model, the updated Scheme facilitates access to structured training programs delivered by certified institutes and experienced professionals across Meghalaya and beyond. These programs are designed to provide firsthand learning, mentorship, and exposure to real-world industry practices, focusing on both technical and soft skills development. The curriculum emphasizes practical, employment-oriented training to ensure that individuals are job-ready upon completion.

In addition to skill development, the program also supports aspiring entrepreneurs by offering guidance in business planning, access to financial assistance, and mentorship for enterprise management. This comprehensive approach aims to equip individuals with the competencies required to either secure employment or establish their own ventures. By empowering individuals, it contributes to creating a resilient workforce and promoting inclusive economic growth in Meghalaya.

3.1 Eligibility Criteria for Beneficiary

To avail benefits under the updated TIOS, applicants must meet the following criteria:

- i. **Domicile Requirement:** The applicant must be a permanent resident of Meghalaya.
- ii. **Age Limit:** The applicant must be above 18 years of age.
- iii. **Educational Qualification:** The applicant must have passed at least Class 8. Preference will be given to Candidates with higher educational qualifications relevant to their chosen focus sector.
- iv. **Sector Alignment:** The applicant must demonstrate a clear interest and commitment to pursuing entrepreneurship or skill-based livelihood opportunities in the focus areas outlined under the Scheme.
- v. **Inclusive Participation:** Special preference will be given to women, ethnic applicants, and individuals from economically weaker sections to promote inclusive and equitable access to the Scheme.
- vi. **Relevant Experience or Sectoral Exposure:** Applicants must possess prior exposure/some basic knowledge/demonstrable interest in the sector they are applying for—through community work, short-term training, family involvement, or personal projects.

3.2 Training Cost to be paid to Institutes

Training institutions offering individual-based skilling programs will be paid a monthly training cost based on the common cost norms notified by the Ministry of Skill Development and Entrepreneurship (MSDE) Notification dated 1st January 2021 reference number No. H-22011/2/2014-SDE (Vol. IV) Annexure 1. This cost covers curriculum delivery, trainer remuneration, raw materials, infrastructure and utility amortization, teaching aids, equipment usage, and trainer capacity-building.

Sl No	Expenditure	Calculations	Amount	Facilities included
i	Training cost to MSMEs (Trainer) per Trainee	Rs46x6hrsx24days x3months	₹19,872.00	Post placement tracking, raw materials, training, equipment's, teaching aids, infrastructure & utility cost & salary to trainers

3.3 Overall Monetary Support

SI No	Expenditure	Calculations	Amount	Facilities included
i	Training cost to MSMEs (Trainer) per Trainee	₹46x hrsx24days x3months	₹ 19,872.00	Post placement tracking, raw materials, training, equipment's, teaching aids, infrastructure & utility cost & salary to trainers
ii	One time stipend to Trainee @3000/month	₹ 3000x 3 months	₹ 9,000.00	
TOTAL			₹ 28,872.00	

Note: This calculation is of a training institutes in Y category (capital city) where the per day cost is Rs.42 per hours .10% extra in Special Areas. Annexure 2

3.4 Disbursement Model

Below is an illustration of disbursement of the financial support for individual trainee for 3 months course:

Day	Total Amount Eligible (Per trainee per month)
Day 1 of Training	₹ 3,000
Day 31 of Training	₹ 3,000
Day 61 of Training	₹ 3,000
Total	₹ 9,000

Below is table for disbursement to the institutes for 30 days per trainee:

Day	Total Amount Eligible (Per trainee for 3 months)
Day 1 of Training	₹ 19,872.00

3.5 Application Process

Step 1: Course Identification and Institutional Partnership: The District Commerce & Industries Centres (DCICs) will identify high-demand skill courses in consultation with industry stakeholders and MSMEs. Based on this, eligible training institutions across Meghalaya will be onboarded to deliver the selected courses.

Step 2: Public Notification and Awareness Campaign: Once the courses and partner institutions are finalized, the Department will launch an outreach campaign through official communication channels, local media platforms, and DCICs to inform potential candidates about the batch-based training opportunities.

Step 3: Submission of Applications to DCICs: Training institutions will collect application forms from interested trainees and submit the compiled forms to the respective DCICs for review and preliminary verification.

Step 4: Proposal Submission to the Department: After scrutinizing the applications, the DCICs will compile and forward a consolidated training proposal to the Department of Commerce & Industries for review and approval.

Step 5: Final Selection and Intimation: The Directorate will evaluate the submitted proposal and finalize the list of selected candidates. The final list will be communicated to the respective DCICs, training institutions, and the selected applicants.

Component 2:

**Training in Reputed
Institutions for
Batches
(1 month)**

4 Training in Reputed Institutions for Batches

Under the batch-based training model, the Department partners with educational Institutions and training centres in Meghalaya to deliver specialized skill development programs to groups of students. These structured batches are tailored to industry needs and focus on practical, curriculum-based learning within the state's existing academic ecosystem. By integrating training into colleges and centres, the Scheme not only enhances Institutional capacity but also provides students with access to professional and experienced Faculty, facilities, and relevant job-ready skills.

4.1 Eligibility Criteria for Beneficiary

- i. **Domicile Requirement:** The applicant must be a permanent resident of Meghalaya.
- ii. **Age Limit:** The applicant must be above 18 years of age.
- iii. **Educational Qualification:** The applicant must have passed at least Class 8. Preference will be given to Candidates with higher educational qualifications relevant to their chosen focus sector.
- iv. **Sector Alignment:** The applicant must demonstrate a clear interest and commitment to pursuing entrepreneurship or skill-based livelihood opportunities in the focus areas outlined under the Scheme.
- v. **Inclusive Participation:** Special preference will be given to women, ethnic applicants, and individuals from economically weaker sections to promote inclusive and equitable access to the Scheme.
- vi. **Relevant Experience or Sectoral Exposure:** Applicants must possess prior exposure/basic knowledge/demonstrable interest in the sector they are applying for—through community work, short-term training and family involvement/personal projects.

4.2 Training Cost to be paid to Institutes

For batch-based training models, a standardized training cost per candidate will be paid to the institute. This amount includes all necessary provisions such as infrastructure usage, training equipment, trainer salaries, curriculum, teaching material, raw material, and placement-related services. The use of a flat rate enables ease of fund disbursement while maintaining training quality. The fees will be provided at par with Raising and Accelerating MSME Performance, (RAMP), Ministry of MSME's standards, i.e., up to ₹40,000 per participant for a 30-day residential training batch of twenty-five, as detailed in the table below.

Sl No	Expenditure	Calculations		Facilities included
i	Training cost to Institutes (Trainer) per Trainee per batch	₹ 40000 x 25 trainees	₹ 10,00,000.00	Post placement tracking, lodging, fooding, raw materials, training, equipment's, teaching aids, infrastructure & utility cost & salary to trainers
TOTAL			₹ 10,00,000.00	

Note: 10% extra in Special Areas

4.3 Overall Monetary Support

Sl No	Expenditure	Calculations		Facilities included
i	Training cost to Institutes (Trainer) per Trainee per batch	₹ 40000 x 25 trainees	₹ 10,00,000.00	Post placement tracking, raw materials, training, equipment's, teaching aids, infrastructure & utility cost & salary to trainers
ii	One time stipend to Trainee @3000/month	₹ 3000 x 25 trainees	₹ 75,000.00	
TOTAL			₹ 10,75,000.00	

Note: This calculation is of a training institute in Y category (capital city) where the per day cost is Rs.42 per hours .10% extra in Special Areas. Annexure 2.

4.4 Disbursement Model

Below is table for disbursement to the trainee for 30 days:

Day	Total Amount Eligible (Per trainee per month)
Day 1 of Training	₹ 3,000
Total	₹ 3,000

Below is table for disbursement to the institute for 30 days:

Day	Total Amount Eligible (for batch of 25)
Day 1 of Training	₹ 10,00,000.00

4.5 Application Process

Step 1: Course Identification and Institutional Onboarding

The District Commerce & Industries Centres (DCICs), in consultation with industry stakeholders and MSMEs, will identify high-demand skill courses. Based on this assessment, DCIC will onboard eligible training institutions across Meghalaya to deliver these courses.

Step 2: Public Notification and Awareness Campaign

Upon finalization of the courses and partner institutions, the Department will initiate wide-reaching publicity through official communication channels, local media, and DCIC offices to inform the public about upcoming batch-based training opportunities.

Step 3: Candidate Registration at DCICs

Interested individuals may visit their nearest DCICs to explore course options. They will be required to complete a registration form and submit necessary supporting documents for further processing.

Step 4: Application Scrutiny and Nomination by DCICs

The DCICs will scrutinize applications to verify eligibility and suitability for the selected courses. Eligible candidates will be shortlisted, and their nominations will be forwarded to the Directorate for final review.

Step 5: Final Selection and Communication

The Directorate will evaluate the nominations and prepare the final list of selected candidates. The results will be shared with the respective DCICs, training institutions, and the selected applicants.

Step 6: Training Details and Scheduling

Partner training institutions will communicate training schedules, course structure, duration, and other logistical details directly to the selected candidates

5 Application Timeline and Governance Structure

Applications for the updated TIOS will be invited annually between September and December every year through an open call for proposals. Interested Candidates must submit their complete applications within this period in the DCICs, following the guidelines and formats prescribed by the Department. The applications will then undergo a detailed evaluation process, including screening, short listing, and, where applicable, interviews or pitching sessions. Final selection of beneficiaries/batches will be announced by the end of January each year. The Department will issue official communication to the selected entrepreneurs.

Following the announcement, training programs and training batches for the selected beneficiaries will commence as per the finalized schedule, typically on 1st April. The applicants are advised to plan their proposals and activities in alignment with this timeline and submit their application as per the format attached in Annexure 3 and 4. All National-level institutes and State Universities like- IIE, Guwahati, Indian Institute of Handloom Technology, NECBDC are automatically empanelled under the TIOS Scheme for conducting training and entrepreneurship programs. Private training institutions and skill providers seeking empanelment under the Scheme are required to submit their application as per the format provided in Annexure 5.

6 Terms and Conditions

All beneficiaries availing support under the updated TIOS Scheme must adhere to the following terms and conditions to ensure transparent and accountable utilization of government assistance:

1. **Utilization of Funds:** All financial and non-financial support under the Scheme—training costs, stipends, travel, boarding, lodging, and other approved expenses—must be used only for the sanctioned purpose in the approved plan. Any deviation or misuse shall lead to full recovery with penalties.
2. **Self-Declaration and Agreement:** Beneficiaries must sign a Self-Declaration and agreement with the Department/implementing partners before availing support, confirming eligibility, consent to Scheme guidelines, and participation in monitoring.

3. **Participation Compliance:** Beneficiaries must attend all scheduled training, mentoring, incubation, or placement sessions. Unexcused absence may result in termination of benefits.
4. **Monitoring and Documentation:** Institutes/ Enterprises shall submit timely progress reports, attendance, and utilization certificates post completion. Regular physical/digital verification may be conducted by DCICs to ensure compliance.
5. **Right to Inspection:** The Department or its Representatives may visit training locations, business sites, hostels, or any program facility at any time to verify progress and claims.
6. **Termination and Recovery:** DCIC may cancel support and recover funds (with interest) in cases of:
 - i. Misuse/diversion of funds
 - ii. False information
 - iii. Non-compliance with guidelines
 - iv. Failure to provide documentation
 - v. Fraudulent or illegal activities
7. **Legal and Regulatory Compliance:** Beneficiaries must comply with all applicable laws, certifications, registrations, and licensing norms.
8. **Department's Decision Final:** Decisions of the Department on selection, funding, compliance, and grievance redresses shall be final and binding.
9. **Mandatory Assessment:** DCIC shall conduct an assessment after course completion to evaluate outcomes and eligibility for further support.
10. **Revision of Financial Assistance:** Financial assistance under updated TIOS will be reviewed and revised every 5(five) years, considering policy, inflation, and sectoral needs.

7 Expected Outcomes of the updated TIOS

1. **Promotion of Local Entrepreneurship:** Supports aspiring entrepreneurs with training, mentoring, and capital access, enabling enterprises in agro-processing, crafts, IT, and hospitality—thereby reduce reliance on wage jobs.
2. **Enhanced Youth Employability:** Over 10,000 youth annually will gain industry-relevant skills through modular training, improving job prospects, income, and readiness to start their own ventures.
3. **Revival of Traditional Sectors:** Targeted skilling in handloom, handicrafts, and food processing will modernize these sectors by integrating design, branding, and digital marketing while preserving cultural heritage.
4. **Sustainable In-State Livelihoods:** By focusing on skilling within Meghalaya, it encourages local employment and entrepreneurship, reducing migration and boosting regional development.
5. **Stronger Institutional Network:** Partnerships with IIM, NIFT, NIT, IHM, NEIGRIHMS, NEHU, USTM, MIT, MLCU, and private entities will ensure high-quality training, market linkage, and innovation.
6. **Better Industry Linkages & Placements:** Curriculum will align with industry needs through partnerships, job fairs, and exposure visits, enhancing placement and real-world readiness.
7. **Access to Funding & Incubation:** Trained candidates will get seed funding and incubation via Schemes like PMEGP, CM-Elevate, and Start-up Meghalaya for enterprise creation

8. **Long-Term Economic Impact:** It will boost Meghalaya's GDP by enhancing productivity, reducing unemployment, and promoting value-added sectors. It will also build a skilled workforce to support the state's shift toward a knowledge-based, sustainable economy.
9. **Data Tracking & Success Documentation:** DCICs will maintain a comprehensive database of all trainees, tracking their progress, placements, and entrepreneurial ventures. Success stories will be documented and showcased to inspire others and highlight program impact.

Short Term	Medium Term	Long Term
• Scale up training across all districts. • Support early-stage entrepreneurship and incubation. • Build partnerships with local academic Institutions. • Strengthen post-training placement and funding linkages. • Expand sector-specific regional training hubs.	• Scale up training across all districts. • Support early-stage entrepreneurship and incubation. • Build partnerships with local academic Institutions. • Strengthen post-training placement and funding linkages. • Expand sector-specific regional training hubs.	• Position Meghalaya as a skilling hub. • Build sustainable Enterprises in traditional sectors. • Institutionalize program under state skill policy. • Promote inclusive growth through local job creation. • Retain talent by fostering local opportunities.

**Annexure 1: MINISTRY OF SKILL DEVELOPMENT AND
ENTREPRENEURSHIP NOTIFICATION**

[भाग I—खण्ड 1]

भारत का राजपत्र : असाधारण

3

**MINISTRY OF SKILL DEVELOPMENT AND ENTREPRENEURSHIP
NOTIFICATION**

New Delhi, the 1st January, 2021

No. H-22011/2/2014-SDE (Vol. IV): In exercise of the powers conferred by Clause 4 of the Notification No. H-22011/2/2014-SDE-I dated 15.07.2015 concerning Common Norms for Skill Development Schemes of the Government of India, the Common Norms Committee constituted for the purpose makes the following changes further to amend the Schedules of Annexure-1 of the Notification No. H-22011/2/2014-SDE (Vol.IV) dated 11.11.2020, namely:-

1. These amendments may be called Common Norms for Skill Development Schemes Fifth Amendment, 2021.

Amendments:

(1) The following sub-clause 1.2 is added to Clause 1 of SCHEDULE-I of Annexure-1:-

1.2 The base cost for different sectors is increased at 5%, rounded off to the next 10 paisa, of the amounts mentioned in Clause 1.1 of SCHEDULE-I with effect from **01.01.2021**

The base cost for the different sectors will be as under with effect from **01.01.2021**:-

- (i) Rs. 49.00 per hour of training for trades/sectors listed in Category I of **SCHEDULE-II**.
- (ii) Rs. 42.00 per hour of training for trades/sectors listed in Category II of **SCHEDULE-II**.
- (iii) Rs. 35.10 per hour of training for trades/sectors listed in Category III of **SCHEDULE-II**.

(2) The following sub-clauses 1.3 and 1.4 shall be added below clause 1.2 of SCHEDULE-I of Annexure-1 regarding mobilization cost, namely:-

- (c) Training programmes, anywhere in the country where women trainees and Persons with Disabilities have to travel more than 80 kms from their homes to reach the nearest training centre (or 40 kms in case of Special Areas) and who are availing of boarding and lodging arrangements made for them.

Ministries will reimburse Boarding & Lodging Costs up to a maximum per trainee per day as per table below:

i. X Category Cities/ Town per day per Trainee	Rs.375/-
ii. Y Category Cities/Town per day per Trainee	Rs.315/-
iii. Z Category Cities/Town per day per Trainee	Rs.250/-
iv. Rural Areas and any Area not notified as a municipal/town area	Rs.220/-

(The List of categories of cities is given at SCHEDULE-III)

SHAKIL ALAM, Economic Adviser

Annexure 2: List of X/Y/Z Category Cities

Sl No	State	Cities classified as "X"	Cities classified as "Y"
1	Andhra Pradesh/Telangana	Hyderabad (UA)	Vijayawada (UA), Warangal (UA), Greater Visakhapatnam (M.Corp.), Guntur (UA), Nellore (UA)
2	Assam		Guwahati (UA)
3	Bihar		Patna (UA)
4	Chandigarh		Chandigarh (UA)
5	Chhattisgarh		Durg-Bhilai Nagar (UA), Raipur (UA)
6	Delhi		Delhi (UA)
7	Gujarat	Ahmadabad (UA)	Rajkot (UA), Jamnagar (UA), Bhavnagar (UA), Vadodara (UA), Surat (UA)
8	Haryana		Faridabad (M.Corp.), Gurgaon (UA)
9	Himachal Pradesh		
10	Jammu & Kashmir		Srinagar (UA), Jammu (UA)
11	Jharkhand		Jamshedpur (UA), Dhanbad (UA), Ranchi (UA), Bokaro Steel City (UA)
12	Karnataka	Bengaluru (UA)	Belgaum (UA), Hubli-Dharwad (M.Corp.), Mangalore (UA), Mysore (UA), Gulbarga (UA)
13	Kerala		Kozhikode (UA), Kochi (UA), Thiruvananthapuram (UA), Thrissur (UA), Malappuram (UA), Kannur (UA), Kollam (UA)
14	Madhya Pradesh		Gwalior (UA), Indore (UA), Bhopal (UA), Jabalpur (UA), Ujjain (M.Corp.)
15	Maharashtra	Greater Mumbai (UA), Pune (UA)	Amravati (M.Corp.), Nagpur (UA), Aurangabad (UA), Nashik (UA), Bhiwandi (UA), Solapur (M.Corp.), Kolhapur (UA), Vasai-Virar City (M.Corp.),

Sl No	State	Cities classified as "X"	Cities classified as "Y"
			Malegaon (UA), Nanded-Waghala (M.Corp.), Sangli (UA)
16	Meghalaya		Shillong
17	Odisha		Cuttack (UA), Bhubaneswar (UA), Raurkela (UA)
18	Puducherry (Pondicherry)		Puducherry/Pondicherry (UA)
19	Punjab		Amritsar (UA), Jalandhar (UA), Ludhiana (M.Corp.)
20	Rajasthan		Bikaner (M.Corp.), Jaipur (M.Corp.), Jodhpur (UA), Kota (M.Corp.), Ajmer (UA)
21	Tamil Nadu	Chennai (UA)	Salem (UA), Tiruppur (UA), Coimbatore (UA), Tiruchirappalli (UA), Madurai (UA), Erode (UA)
22	Uttar Pradesh		Moradabad (M.Corp.), Meerut (UA), Ghaziabad (UA), Aligarh (UA), Agra (UA), Bareilly (UA), Lucknow (UA), Kanpur (UA), Allahabad (UA), Gorakhpur (UA), Varanasi (UA), Saharanpur (M.Corp.), Noida (CT), Firozabad (NPP), Jhansi (UA)
23	Uttarakhand		Dehradun (UA)
24	West Bengal	Kolkata (UA)	Asansol (UA), Siliguri (UA), Durgapur (UA)

Annexure 3: Application Form to be filled by Applicant.

To,

The General Manager

District Commerce & Industries Centre, _____

Name of District _____, Meghalaya

Passport size
photo

Subject: Application for undergoing training in the Trade of _____

Under M/S _____

Sir/Madam,

In response to your recent advertisement for the purpose stated above, I have the honour to offer myself as the candidate for the same. Details of the particulars in favour of my candidature are furnished as under:

Sl No	Applicants Details	
1.	Full Name of the Applicant	
2.	Present Postal Address	
3.	Permanent Postal Address	
4.	Father's/ Guardian's Name	
5.	Date of Birth (enclose copy of certificate)	
6.	Educational Details (enclose copy of certificate)	
7.	Any other qualification/ experience/ training received etc. (enclose copy of certificate)	
8.	Bank Account Number	
9.	Name of the Bank (enclose copy of the first page of Passbook)	
10.	EPIC Number (Enclosed copy)	
11.	Nationality	
12.	Contact Number	

NB- Please encloses 2 Nos. passport size photographs.

Place: _____

Date: _____

Signature of Applicant: _____

Remarks of Recommending Agency:

Signature and Seal of Recommending Agency

Remarks of Verifying Officer:

Signature and Seal of the Officer on spot

(For official use only)

1. Selected/Rejected:
2. Remarks:

General Manager
(Seal and Signature)

Annexure 4: Self-Declaration by the Individual on Rs 50/- Stamp Paper

TO WHOM IT MAY CONCERN

This is to certify that Shri / Smti _____, son/daughter of _____, a permanent resident of _____, situated in the State of Meghalaya, is confirmed to be satisfying the following criteria:

- a) The individual is not a State or Central Government employee, whether full-time, contractual, or retired and drawing pension.
- b) The individual is not employed with Public Sector Undertakings (PSUs), their subsidiaries, or divisions.
- c) The individual's job is not related to politics, such as being an MLA, MP, MDC, or any person actively seeking such positions.
- d) The individual is not a registered Class-I contractor.
- e) The individual is not a consultant currently engaged with either State or Central Government departments.

This certificate is issued in good faith and for official purposes.

Name of Notary:

Signature and Seal:

Self-Declaration of Individual

I, Shri / Smti _____, hereby declare that the above information provided is true and correct to the best of my knowledge and belief. I understand that furnishing false or misleading information may lead to disqualification or any other legal consequences as deemed appropriate.

Signature of the Individual: _____

Name: _____

Date: _____

Place: _____

**Annexure 5: Form for the Institutes to be empanelled by the Department for
TIOS Scheme**

To,

The General Manager

District Commerce & Industries Centre, _____

Name of District _____, Meghalaya

Subject: Application for undertaking conducting of training in the Trade of _____
during the year _____

Sir/Madam,

In response to your recent advertisement for the purpose stated above, I have the honour to submit herewith details of particulars favour of my Institute as follows:

1. Name of the Institute/ Establishment
(with images of the front side of the Institute) :
2. Udyam Registration No. & Date/Any other
registration(enclose copy) :
3. Address of the Institute:
4. Name and Address of the Director/Proprietor :
5. EPIC of the Director/Proprietor (enclose copy) :
6. Date of Establishment :
7. Total Number of Classrooms :
8. Total Trainers available :
9. List of machineries/tools available (with images) :
10. Total intake capacity of the Trainees :
11. Total no of trainee as on the date :
12. Total nos. of seats vacant to be filled up
by new Trainees :
13. Whether applied the Scheme before :
14. Bank Details of the Training institute
(Enclose first page of passbook) :

Date

Yours Faithfully,

For <name of training institute>

Signature and Seal of the Proprietor/ Manager

Annexure 6: Illustration of List of Course and respective Institute

#	Food Processing	List of Institutes
1.	Handicrafts & Handlooms	• Northeast Cane and Bamboo Development Council • Indian Institutes of Handloom Technology • Handloom Training Centre • National Skill Training Institute, Tura
2.	Fintech	• Indian Institute of Banking and Finance • MIT Shillong • ICFI University • GRETA Solution • Shillong Commerce College • Union Christian College
3.	IT Applications	• National Institute of Electronics & Information Technology • National Institute of Technology • NIIT • MAAC
4.	Motor Mechanic and Auto Electrical Wiring & Servicing	• Government Industrial Training Institute - ITI • Private ITI (e.g. Don Bosco Technical School) • Northeastern Hill University
5.	Electrical	• Government Industrial Training Institute - ITI • Private ITI (e.g. Don Bosco Technical School) • Northeastern Hill University
6.	Electronics	• Government Industrial Training Institute - ITI • Private ITI (e.g. Don Bosco Technical School) • Northeastern Hill University
7.	Steel/Aluminium Fabrication	• Government Industrial Training Institute - ITI • Don Bosco Technical School
8.	Tailoring & Embroidery	• National Institute of Fashion Technology • National Skill Training Institute, Tura • GRETA Solution
9.	Skin Care & Hair Makeup	• LAKME Academy • Loreal • Javed Habib
10.	Flex Printing	• MAAC • NIIT
11.	Carpentry & Modern Furniture	• Government Industrial Training Institute - ITI • Don Bosco Technical School
12.	Food Processing/ Hospitality/ Bakery	• Food Craft Institute, Tura • Institute of Hotel Management • NIPS Institute of Hotel Management, Shillong

Disclaimer: This is an indicative list; additional institutes may be included as approved by the Department.