

Invitation of applications for selection of District Resource Persons (DRPs) and District Level Trainers (DLTs) for implementation of PMFME Scheme in Delhi.

Delhi State Industrial & Infrastructure Development Corporation (DSIIDC), Government of NCT of Delhi is the State Nodal Agency for implementation of the “Pradhan Mantri Formalization of Micro Enterprises” scheme launched by Ministry of Food Processing Industries (MoFPI), Government of India in Delhi. The provisions/guidelines of the scheme are available at the following web link:

<https://pmfme.mofpi.gov.in/pmfme/#/Home-Page>

2. The scheme envisages engaging Resource Persons at the district/regional level for providing hand-holding support to the micro food processing enterprises and District Level Trainers for imparting technical and entrepreneurship trainings to individual units and groups.

3. Accordingly, DSIIDC invites application from suitable candidates, possessing requisite qualification and experience, in relevant field for engagement of DRP/DLT/both as per details mentioned below:

3.1 DISTRICT RESOURCE PERSONS (DRPs):

(i) **Qualifications:** The applicant aspiring to be engaged as DRP should have the following qualifications:

- a. Bachelors or equivalent degree in any field from reputed State/National/ International Universities / Institute.
- b. Knowledge/experience in preparation Detailed Project Reports (DPR)
- c. Preference will be given to the candidate having experience in food processing industries and banking

(ii) **Roles and Responsibilities:** The DRPs will play a key role in successful implementation of the scheme. The roles and responsibilities of the DRP, in brief but not limited to, would be as under:

- a. Identification of prospective beneficiaries for availing the benefits of the scheme by organizing awareness camps, marketing activities, etc.
- b. Coordination with SNA, District Administration, Banks and Beneficiaries for implementation of PMFME scheme.
- c. Providing handholding support to individual units and groups for preparation of Detailed Project Report (DPR), taking bank loans, etc.
- d. Providing support for obtaining necessary registration and licenses viz. FSSAI, Udyog Aadhar & GST, etc.
- e. Updating the MIS portal of the PMFME Scheme on a regular basis.
- f. Preparation and submission of weekly progress report.
- g. Any other task which may be assigned from time to time.

(iii) PAYMENT : Payment would be made to the DRPs in accordance with the guidelines issued by MoFPI from time to time. The DRPs would be paid on the basis of each beneficiary supported by them after sanction of loan by the bank. As per present guidelines, each DRP would be paid @ Rs. 20,000/- per bank loan sanctioned. 50% of the payment would be made after sanction of bank loan and remaining 50% after the unit takes GST & Udyog Aadhar registration, standard compliance of FSSAI, implements the project, and is given training.

As clarified by MoFPI vide O.M. No. FM-11/623/2021-FME-Part(2) dated 27.12.2021, the SNA may hire additional manpower with expertise in DPR preparation to assist the DRPs in providing handholding support to beneficiaries. In such a case, a payment upto Rs. 5000/- per approved application may be fixed for this additional manpower out of the prescribed payment of Rs. 20,000/- to DRPs.

3.2 DISTRICT LEVEL TRAINERS (DLT): There shall be two set of trainers viz Entrepreneurship Development Program (EDP) Trainers and Food Product Trainers. The SNA would nominate one DLT (plus one standby) for EDP and one DLT (plus one standby) for each ODOP. The eligibility criteria, roles and responsibilities and other details are as under:

(A) EDP TRAINERS:

(i) ELIGIBILITY

- a. EDP Trainers of RSETI/ RUDSETI/ NIRD/Designated AGENCIES/ District Level Training Institutes OR
- b. Candidates having Degree/ Diploma in Management.
- c. Minimum 2 Years of experience.
- d. Proficiency in Hindi and English Language.

(B) FOOD PRODUCT TRAINERS:

(i) ELIGIBILITY

- a. UG Degree/ Diploma in Food Technology/ Food Engineering/ Food Science or any related subject in food processing.
- b. Minimum 2 years' experience in relevant Teaching/ industrial activities.
- c. Proficiency in Hindi and English Language.

(ii) ROLES AND RESPONSIBILITIES

- a. To provide EDP/food-related domain trainings to the new entrepreneurs (Beneficiary category 1) seeking benefits of the scheme under ODOP products or existing entrepreneurs running processing units (Beneficiary category 2) in any food product.

- b. To update and customize the training material in line with recent technological and business model nuances.
- c. To attend training to be given by experts/agencies as per the guidelines of MoFPI.

(iii) **PAYMENT** : Payment would be made to the DRPs in accordance with the guidelines issued by MoFPI from time to time. As per present Capacity Building guidelines, each DLT would be paid Rs.1288/session of 2 hrs.

4. SELECTION CRITERIA: The Competent Authority may constitute a Selection Committee for the purpose of selection of DRPs/DLTs for making recommendations to him for engagement. The Committee may adopt the following procedure and criteria for selection of the DRPs/DLTs and may make recommendations to the Competent Authority for their engagement in different districts in Delhi:

- a) The applications for empanelment of DRPs/DLTs or both would be invited online through a running Advertisement on the DSIIDC's website in the application format as prescribed **Performa-A**.
- b) The candidates would be shortlisted, as and when required, on the basis of prescribed qualifications and experience.
- c) The shortlisted candidates would be called for personnel interaction by the selection committee.
- d) After interaction, the selection committee would forward its recommendations to the Competent Authority for engaging them in the districts.

5. The Competent Authority may accept or reject the recommendations made by the selection committee.

Application form for District Resource Person (DRP) and District Level Trainer (DLT) under PM Formalization of Micro Food Processing Enterprises (PMFME)

1. Basic Information

Post Applied for	DRP/DLT/Both
Name of the Applicant	
Father's Name	
Date of Birth	
Gender	
Permanent Address	
Current Address	
Email ID	
Mobile No.	
Landline No.	
PAN	
Aadhar Card	

2. Educational Qualification

Qualification	Institution/University	Year of Completion	Marks Obtained	percentage

3. Work Experience (Please start from the current assignment) (If required, please attach a resume giving details of assignments undertaken)

Organization	From	To	Designation	location	Work profile/ activities undertaken

4. Professional References

Name of the Person	Designation	Mobile	Email	Relation

5. Clarification

I, _____ the undersigned, certify that to the best of my knowledge and belief, this C V correctly describes myself, my qualification, and my experience. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by the Client and/or sanctions by the bank.

Date:

Signature

(Name)