

भारत सरकार, वस्त्र मंत्रालय  
कार्यालय विकास आयुक्त (हस्तशिल्प)  
एस.डी.एच.एस.- ट्रेनिंग अनुभाग

क्राफ्ट कॉम्प्लेक्स,  
प्लॉट संख्या-8, नेल्सन मंडेला मार्ग,  
वसंत कुंज, नई दिल्ली-110070  
दिनांक: 08-04-2025

Subject: - **Annual Program for implementation of GSHP training under Other Revenue Expenditure head for the FY 2025-26 - reg.**

Sir/Madam,

This is in reference for conducting Guru Shishya Hastshilp Prashikshan Program in the Other Revenue Expenditure Head under Skill Development in Handicrafts Sector (Training) (NHDP) during the financial year 2025-26.

2. In this connection, the final calendar for GSHP activities across India is enclosed. It is requested to kindly mobilize the artisans and make necessary arrangements to implement the programs accordingly. It may kindly be noted that all these programs are to be started as per the calendar (in the month of April and May of 2025).

3. Further, HSC will submit the detail report to concern RO for onward submission to HQ for each program. RO will submit the report to HQ asper **Annexure-I**

#### 4. Guidelines, Specifications and Terms & Conditions:

**Duration:** - 2 Months (25 days per Month, 6 days per week, 6 hours per day) per GSHP.

**A. Selection of Beneficiaries:** Selection of beneficiaries shall be conducted in a fair and transparent manner.

- i. Only artisans having valid PAHCHAN card or cards applied for concerned craft category will be eligible for receiving benefits under this project.
- ii. The Assistant Director to ensure that the cards are issued to the artisans who have applied for cards been selected for training before end of the training or else the matter to be escalated to the Regional Offices.
- iii. A self-declaration may be obtained from artisans/beneficiaries that they have not availed similar benefit from any other scheme of the Government.
- iv. The HSCs will collect feedback from 10% beneficiaries after the project completion, through email or any other suitable means and convey the same to Regional Offices for onward submission to HQ asper **Annexure-II**.
- v. The HSC to identify top five artisans in each programme & share the details with RO & HQ. (Name, Mobile No., Aadhaar card, Reason for selection) **Annexure III**.
- vi. The artisans selected should be 30% less than 29 Yrs category (is Youth Category).

#### B. Monitoring and adherence to schedule:

- a. All programs shall be monitored by Regional Offices regularly, ensuring timely completion of project and compliance to procedures/guidelines.

- b. Regional Offices are also required to send a monthly progress report in respect of all the HSCs under their jurisdiction as per **Annexure IV**.
- c. Regional Offices to monitor selection of 30% youth in each programme.
- d. Regional Offices to monitor timely submission of bills by HSC for account closure within a month of completion of the programme.

**C. Documentation and Reporting:** After successful implementation of the programs, the Handicrafts Service Centre will submit (by email) a performance-cum-achievement report to the Regional Offices:-

The salient features of report should be:

- a. HSC-wise complete list of beneficiaries selected for each program.
- b. HSC-wise details of beneficiaries in DBT format and procedure followed for selection of beneficiaries in each program.
- c. Minimum Five Photographs of the training, comparative before & after photographs of trainees' work showcasing improvement in skills of artisans.
- d. Head-wise expenditure, details of suppliers, procedure followed for purchase, PFMS statement for expenditure incurred etc.
- e. Project Implementation Report submitted by HSCs for each program.
- f. Specific remarks on performance of HSCs.

**D. Terms and Conditions: -**

1. Funds shall be utilized for the aforesaid programme only.
2. The selection of beneficiaries/artisans should made only from concerned category for beneficiaries as per sanctioned program.
3. All the beneficiaries/artisans must be genuine PAHCHAN card holders and while selecting the beneficiaries, preference shall be given to artisans who have not participated in any programs in the previous years.
4. **All the expenditures / payments must be made through Public Financial Management System (PFMS) only**, as per the instructions from Ministry of Finance.
5. All expenditures shall be incurred as per the provisions of the GFR and Department of the Expenditure guidelines.
6. After completion of the event, field offices shall submit Performance-Cum-Achievement Report, clearly indicating the outcome of the event (physically and financially) to concerned Regional Offices.
7. The component-wise breakup of the sanctioned amount represents the permissible upper limit of expenditure and the admittance thereof shall be subject to actual.
8. The event and fund utilization shall be completed within the financial year 2025-26 and concerned Regional Offices shall ensure the same & also timely quarterly booking of budget.
9. The DDO of HSC/RO of O/o the DC(Handicrafts) of concerned field offices are authorized to draw and disburse the amount in question.

This issues with the approval of the DC(Handicrafts).



भवदीय,

Encl: List of GSHP Calendar for ORE as Annexure -V

सुशील कुमार के. एस.  
(सुशील कुमार के. एस.)  
24/4/2025

सहायक निदेशक (एस.डी.एच.एस. - ट्रेनिंग अनुभाग)

To,

1. **The Regional Directors (CRO/ERO/NERO/NRO/SRO/WRO)** for necessary supervision and timely implementation of the program.
2. **The Sr. Assistant Directors/ Assistant Directors** of concerned HSC for information and necessary action, please.

सुशील कुमार के. एस.

सहायक निदेशक (एस.डी.एच.एस. - ट्रेनिंग अनुभाग)

**Annexure – V**

<b>Annual calendar of Guru Shishya Hastshilp Prashikshan Programme for Handicrafts FY 2025-26 ORE to be started in the month of April and May, 2025</b>						
<b>S. No.</b>	<b>Region</b>	<b>Name of HSCs</b>	<b>District</b>	<b>Craft</b>	<b>Cat</b>	<b>Calendar</b>
1	CR	Agra	Agra	Punja Durry	Gen	Apr-25
2	CR	Almora	Nainital	Dolls & Toys (Crocheted)	Gen	Apr-25
3	CR	Bareilly	Shahjahnपुर	Chatapatti( Hand Embroidery)	SC	Apr-25
4	CR	Dehradun	Chamoli	Aipan Painting	Gen	Apr-25
5	CR	Dehradun	Chamoli	Chamoli wooden Ramman Mask	SC	May-25
6	CR	Lucknow	Barabanki	Chikan &Hand Emb	Gen	Apr-25
7	CR	Prayagraj	Pratapgarh	Grass Leaf and Reed	ST	Apr-25
8	CR	Saharanpur	Baghpat	Rugs& Durry	Gen	Apr-25
9	CR	Varanasi	Ayodhya	Terracotta	Gen	Apr-25
10	ER	Bhubaneswar	Ganjam	Wooden Mask	Gen	May-25
11	ER	Bhubaneswar	Puri	Shola Mask	Gen	May-25
12	ER	Burdwan	Purulia	Chau Mask (made by Paper)	Gen	May-25
13	ER	Deoghar	Dumka	Cane & Bamboo	ST	Apr-25
14	ER	Kolkata	East Medinipur	Madur kathi	SC	Apr-25
15	ER	Madhubani	Samastipur	Cane & Bamboo	SC	Apr-25
16	ER	Patna	Jamui	Cane & Bamboo	SC	Apr-25
17	ER	Ranchi	Saraikela	Chhau Mask	Gen	May-25

18	ER	Sambalpur	Kalahandi	Wood curving	Gen	Apr-25
19	ER	Siliguri	Jalpaiguri	Jute	SC	Apr-25
20	NER	Agartala	Sepahijala	Clay work of Melaghar	NER	Apr-25
21	NER	Aizawl	Mamit	Cane & Bamboo	NER	Apr-25
22	NER	Gangtok	Mangan	Textile (Letcka)	NER	Apr-25
23	NER	Gauripur	South Salmara Mankachar	Jute	NER	Apr-25
24	NER	Guwahati	Kamruk(Non metro)	Water hycinth	NER	Apr-25
25	NER	Imphal	Bishnupur	Handmade carpet	NER	Apr-25
26	NER	Itanagar	Papum Pare	Pottery	NER	Apr-25
27	NER	Jorhat	Majuli	Majuli Mask	NER	May-25
28	NER	Jorhat	Sivasagar	Mukha Traditional Mask of Assam	NER	May-25
29	NER	Kohima	Mon	Traditional Jewellery	NER	Apr-25
30	NER	Shillong	West Khasi Hills	Stone carving	NER	Apr-25
31	NR	Anantnag	Anantnag	Namda Embroidery	Gen	Apr-25
32	NR	Baramulla	Baramulla	Paper machie	Gen	Apr-25
33	NR	Delhi	South Delhi	Bead Craft	Gen	Apr-25
34	NR	Hoshiarpur	Amritsar	Art Metal Craft	Gen	Apr-25
35	NR	Jaipur	Jaipur	Meenakari	Gen	Apr-25
36	NR	Jammu	Rajouri	Embroidery	Gen	Apr-25
37	NR	Jodhpur	Jalore	Leather	SC	Apr-25
38	NR	Kullu	Kullu	Wood Carving	Gen	Apr-25
39	NR	Leh	Leh	Bak Mask	ST	May-25
40	NR	Pulwama	Shopian	Tilla Work	Gen	Apr-25
41	NR	Rewari	Faridabad	Stone dust painting	Gen	Apr-25
42	NR	Srinagar	Srinagar	Carpet	Gen	Apr-25
43	NR	Udaipur	Banswara	Koftgiri	Gen	Apr-25
44	NR	Udhampur	kishtwar	Grass, Leaf, Reed and Fibre	Gen	Apr-25
45	SR	Bengaluru	Tumkuru	Bamboo Craft	ST	Apr-25
46	SR	Bengaluru	Tumkuru	Soma Mask	Gen	May-25
47	SR	Chennai	Tiruvannamalai	Kalamkari Painting	Gen	Apr-25
48	SR	Dharwad	Belagavi	GokakToys	Gen	Apr-25
49	SR	Hyderabad	Medchal Malkajgiri	Tie& Dye	SC	Apr-25
50	SR	Hyderabad	Siddipet	Cheriyal Mask	Gen	May-25
51	SR	Mangaluru	Shimogga	Lambani Hand Embroidery	SC	Apr-25
52	SR	Mangaluru	Uduppi	Bhutha Mask( Metal)	Gen	May-25
53	SR	Mysuru	Chikamagaluru	Terracotta	Gen	Apr-25
54	SR	Nagercoil	Sivagangai	Natural fiber	SC	Apr-25
55	SR	Portblair	Nicobar	Wood craft	Gen	Apr-25
56	SR	Puducherry	Karaikal	Shola Pith craft	Gen	Apr-25
57	SR	Salem	Krishnagiri	Hand block printing	SC	Apr-25
58	SR	Thrissur	Palakkad	Coconut Shell Craft	ST	Apr-25
59	SR	Thrissur	Kannur	Theyyam Mask	Gen	May-25

60	SR	Tirupati	Kurnool	Leather Puppetry	Gen	Apr-25
61	SR	Trivandrum	Alappuzha	Bull Mask	Gen	May-25
62	SR	Trivandrum	Ernakulam	Kathakali Mask	Gen	May-25
63	SR	Vijayawada	Eluru District	Kalamkari Hand block printing	SC	Apr-25
64	SR	Warangal	Bhadradi Kothagudem	Naikpod Mask	ST	May-25
65	WR	Ahmedabad	Gandhinagar	Appliq	SC	Apr-25
66	WR	Ahmedabad	Dang	Paper machie Mask	Gen	May-25
67	WR	Aurangabad	Dhule	Hand Embroidery	ST	Apr-25
68	WR	Bhopal	Umaria	Rugs& Durry	ST	Apr-25
69	WR	Bhuj	Bhavnagar	Wooden Toys	Gen	Apr-25
70	WR	Gwalior	Rewa	Supari Crafts	Gen	Apr-25
71	WR	Indore	Alirajpur	Beads	Gen	Apr-25
72	WR	Jagdalpur	Kondagaon	Bastar iron craft (GI)	Gen	May-25
73	WR	Kolhapur	Kolhapur	Jewellery	Gen	Apr-25
74	WR	Mumbai	Thane	Bohada Mask	Gen	May-25
75	WR	Mumbai	Palaghar	Warli Painting	ST	Apr-25
76	WR	Nagpur	Nagpur	Beads Jewellery	Gen	Apr-25
77	WR	Panaji	South Goa	Coconut Shell Craft	Gen	Apr-25

Annexure-I

Sl.No.	Name of RO	Name of HSCs	Interventaion	Craft	District	No. of Artisans	Category	Name of MCP	Whether MCP is Awardee	Top Five Artisans Selected	Sanctioned Fund	Expenditure Incurred	Programme Start Date	Programme Closed Date	Remarks
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Feedback Form asper Annexure-II:-

- a. Name of Artisans, Id Card No. :
- b. Is traditional knowledge aquire? : Average/Good/Very Good
- c. Is Skill level improved? : Average/Good/Very Good
- d. Is MCP performance? : Average/Good/Very Good
- e. Is similarly training programme will benefit other artisans? : Yes/No

Date:


Palce:

Signature



## Annexure-III

Sl.No.	Name of RO	Name of HSCs	Intervention	Craft	District	Name of top Five Artisans	Pahchan card No.	Aadhaar No.	Contact No.	Reason for Selection	Programme Start Date	Programme Closed Date	Sanctioned Fund	Expenditure Incurred	Category GEN/SC/ST/NER	Remarks
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**Annexure-IV**

Sl.No.	Name of RO	Name of HSCs	Interventaion	Craft	District	No. of Artisans	Programme Start Date	Programme Closed Date	Sanctioned Fund	Expenditure Incurred	Category GEN/SC/ST/NER	Remarks
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